

**Brighton Town Board**  
**Finance and Administrative Services Committee**  
**Meeting Notes from the Tuesday October 20, 2015 Meeting**

Attendees: Councilmembers Christopher Werner, Jason DiPonzio, and Louise Novros, Supervisor William Moehle, Sue Wentworth, Tim Keef, Ramsey Boehner, Mike Guyon, and Suzanne Zaso (as Staff to the Committee).

The Town Board's Finance and Administrative Services Committee (the FASC) met at 3:30 p.m. and reviewed a number of contractual, procurement, finance and/or budget, and personnel related matters referred by Town departments and is prepared to make recommendations to the full Town Board as follows:

**Approval of Minutes:** Approved minutes from the October 6, 2015 meeting.

**Town Bid/Proposal Authorizations and Awards:**

No matters for this meeting.

**Grant Authorizations and Acceptances:**

No matters for this meeting.

**Contracts and Contract Change Orders:**

Contract for Internet Service (Info Systems) – The FASC discussed with Sue Wentworth her request for Town Board action to authorize the Supervisor to execute a three-year renewal agreement with Time Warner Cable for an upgrade and renewal of the Town's existing Time Warner Cable Business Class internet service. The agreement will increase bandwidth from the current service at a reduced rate (without the email accounts since the current conversion to Google Apps eliminates the need for the Time Warner mailboxes). The FASC recommends the Town Board take favorable action on this matter.

**Budget Amendments and Transfers:**

Budget Transfer for Heat Pump – The FASC discussed with Suzanne Zaso and Mike Guyon the request for Town Board action to transfer \$7,025 from the Police Department to the Facilities budget to replace a broken heat pump in the Public Safety Wing. This new heat pump will provide heat to a section of the Police Department that is currently without heat and will be able to be incorporated into the new HVAC system planned for the Public Safety Wing. The FASC recommends the Town Board take favorable action on this matter.

### **Personnel Matters:**

Renewal Rates for 2016 Medicare Health Plans (Finance) – The FASC discussed with Suzanne Zaso her request for Town Board action to authorize the Supervisor to sign the renewal rates for the Medicare health plans offered to post-65 retirees and spouses through Excellus and MVP Health Care. The FASC recommends the Town Board take favorable action on this matter.

Renewal Rates for 2016 Excellus Self-Funded Dental (Finance) – The FASC discussed with Suzanne Zaso her request for Town Board action to approve a renewal contract with Excellus Blue Cross Blue Shield for the 2016 self-funded dental plans offered to active and retired Town employees. Rates are projected to remain relatively flat again for 2016, however the FASC recommends a slight increase (\$1.00 per month) for a family contract. The FASC recommends the Town Board take favorable action on this matter.

### **Other Matters for Action of the Town Board:**

No matters for this meeting.

### **Other Matters for Discussion Only:**

The FASC discussed medical plan offerings for 2016 through the newly joined FLMHIT. The Core and Mid plans will once again be offered to active employees, however the FLMHIT also offers high deductible plans to members who choose to offer this option. The FASC recommended further analysis into the set-up and administration of a high deductible plan for possible offering in a future plan year.

### **Matters Tabled for Research and/or Discussion:**

No matters for this meeting.

### **Executive Session:**

The FASC went into Executive Session at 4:42 pm to discuss the employment of particular people and exited Executive Session at 6:20 pm (motioned by Jason DiPonzio and seconded by Chris Werner).

### **Next Meeting:**

The next REGULAR meeting of the Town Board's Finance and Administrative Services Committee is scheduled for **Tuesday November 3, 2015 beginning at 3:30 pm** and will be held in the Stage Conference Room at Town Hall.