

**TOWN OF BRIGHTON TOWN BOARD
FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE
MEETING AGENDA**

**Meeting Date: Tuesday, December 15, 2015 (3:30 pm)
Location: Stage Conference Room, Brighton Town Hall**

1. Approval of Minutes – Receive and file minutes of the December 1, 2015 meeting.
2. Executive Session – Employment of particular people.
3. Budget Transfer for Dump Truck (Highway Dept.) – Request from Tim Anderson for Town Board action to transfer \$46,000 from various Road Repair accounts to the Highway Machinery account to purchase a one-ton dump truck (see letter from T. Anderson).
4. Budget Transfer for Pavement Markings (Highway Dept.) – Request from Amy Banker for Town Board action to transfer \$4,100 from various Highway Parks & Landfill accounts to the Traffic Markings account for pavement markings on Town streets done by Monroe County (see letter from A. Banker).
5. Bid Award for HVAC System Project in Public Safety Wing (Public Works) – Request from Mike Guyon for Town Board action to award a bid to Pipitone Enterprises, LLC for the replacement of the HVAC system in the Public Safety Wing of Town Hall, contingent upon the appropriation of reserve funds, and authorization to execute any change orders up to \$20,000 in total (see letter from M. Guyon).
6. Contract Renewal for Interpreting and Stenographer Services (Court) – Request from Dianne Burdett for Town Board action to authorize the Supervisor to execute renewal agreements for court stenographer and interpreting services for 2016 (see letter from D. Burdett).
7. Contract for Towing (Police Dept.) – Request from Chief Mark Henderson for Town Board action to authorize the Supervisor to execute renewal agreements with Blue Lightning/12 Corners Towing, Murray's Towing, and Sutherland Service to provide towing services for the Town (see letter from M. Henderson).
8. Contract for Uniform Cleaning/Laundering (Police Dept.) - Request from Chief Mark Henderson for Town Board action to enter into a renewal contract with Town & Country Cleaners for uniform cleaning and laundering for 2016 with options to renew administratively for three additional years with no change in pricing (see letter from M. Henderson).

9. Disposal of Fixed Asset (Info Systems) – Request from Sue Wentworth for Town Board action to declare one copier as surplus and to authorize disposal (see memo from S. Wentworth).
10. Engagement Letter for Independent Audit and Accounting Services (Finance Dept.) – Request from Suzanne Zaso for Town Board authorization of the Supervisor to execute an Engagement Letter with Raymond F. Wager, CPA, P.C. to provide independent audit and accounting services to the Town (see letter from S. Zaso).
11. Contract Renewal with Brighton Volunteer Ambulance – Request from Suzanne Zaso for Town Board action to authorize the Supervisor to execute a renewal agreement with Brighton Volunteer Ambulance for 2016 to provide ambulance services in the Brighton Ambulance Services District in an amount not to exceed \$272,000 (see letter from S. Zaso).
12. Emergency Assistance Shared Services Agreement with New York State Department of Transportation.

The next regularly scheduled meeting of the FASC will be held **Tuesday, January 5, 2016 at 3:30 pm**, in the Stage Conference Room of the Brighton Town Hall. All members of the public are invited to attend FASC meetings.