

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Tuesday March 1, 2016 Meeting

Attendees: Councilmembers Jason DiPonzio, Jim Vogel, and Louise Novros, Matt Beeman, Mike Guyon, Tim Keef, 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 February 18, 2016 meeting.

Town Bid/Proposal Authorizations and Awards:

Solicit Bids for Demolition (Public Works) – The FASC discussed with Mike Guyon his request for Town Board authorization to solicit requests from bidders for services to demolish a structure at 36 Landing Park and for air monitoring services relating to the demolition.
The FASC recommends the Town Board take favorable action on this matter.

Grant Authorizations and Acceptances:

No matters for this meeting.

Contracts and Contract Change Orders:

Contract for July 4th Fireworks Display (Parks) – The FASC discussed with Matt Beeman his request for Town Board authorization to enter into a contract with Young Explosives for the July 4, 2016 Town fireworks display at a cost of \$11,400 (no change since 2009).
The FASC recommends the Town Board take favorable action on this matter.

Budget Amendments and Transfers:

Budget Amendment for Capital Projects (Finance Dept.) – The FASC discussed with Suzanne Zaso her request for Town Board authorization to re-appropriate ongoing capital projects into the 2016.
The FASC recommends the Town Board take favorable action on this matter.

Personnel Matters:

No matters for this meeting.

Other Matters for Action of the Town Board:

Declare as Surplus and Trade-In for New One Backhoe Loader (Highway) – The FASC discussed with Tim Keef his request for Town Board action to declare one Caterpillar backhoe loader in the highway department as surplus and to authorize the trade-in of said loader for one new loader at a total net cost of \$4,700. This purchase will be made through a NYS contract for heavy equipment. The FASC recommends the Town Board take favorable action on this matter.

Other Matters for Discussion Only:

The FASC discussed with Tim Keef the contract with Sensenig's Landscape Supply to process brush, log, and wood waste in the Town's landfill. The contact is up for renewal in May and the existing agreement requiring Sensenig's to pay the Town \$8,000 annually to allow them to remove the processed waste for their own benefit is no longer plausible for Sensenig. In years past the Town had to pay thousands of dollars a year to have this waste processed, so the revenue the Town has been receiving over the past few years from Sensenig to do this work has been unprecedented. Tim is in discussions with another vendor to potentially take over this process and will return to a later FASC meeting to discuss.

Matters Tabled for Research and/or Discussion:

No matters for this meeting.

Executive Session:

No matters for this meeting.

Next Meeting:

The next REGULAR meeting of the Town Board's Finance and Administrative Services Committee is scheduled for **Tuesday March 15, 2016 beginning at 3:30 pm** and will be held in the Stage Conference Room at Town Hall.