

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

Attendees: Councilmembers Jason DiPonzio, Jim Vogel, and Louise Novros, Supervisor William Moehle, Chief Mark Henderson, Tim Keef, Tricia VanPutte, 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 18, 2016 meeting.

Town Bid/Proposal Authorizations and Awards:

No matters for this meeting.

Grant Authorizations and Acceptances:

Grant Acceptance for Police Equipment (Police Dept.) – The FASC discussed with Chief Mark Henderson his request for Town Board action to accept a grant from the Department of Criminal Justice Services (DCJS) in the amount of \$15,613 for police protective equipment and to authorize the execution of related documents to the DCJS for approval.

The FASC recommends the Town Board take favorable action on this matter.

Contracts and Contract Change Orders:

Renewal of Intermunicipal Agreement with Town of Pittsford (Highway Dept.) – The FASC discussed with Tim Keef his request for Town Board action to authorize the Supervisor to execute a renewal agreement with the Town of Pittsford for snow and ice control services on Allens Creek Road for the 2016-17 season at the County's reimbursement rate. It was also discussed that as this matter has been renewed with the same terms for many years, that further renewals would be allowed administratively as long as the terms remain the same.

The FASC recommends the Town Board take favorable action on this matter.

Budget Amendments and Transfers:

No matters for this meeting.

Personnel Matters:

Appointment of Police Officer (Police Dept.) – The FASC discussed with Chief Mark Henderson his request for Town Board action to appoint Spencer Bills to the position of Police Officer effective December 10, 2016.

The FASC recommends the Town Board take favorable action on this matter.

2017 Medical Plan Renewals and High Deductible Health Plan Offering with Health Savings Account (Personnel) – The FASC discussed with Tricia VanPutte her request for Town Board action to authorize the renewals of the pre-65 medical plans offered by the Town through MVP Health Care. Authorization was also requested to add the offering of a high deductible health plan inclusive of a health savings account contribution made by the Town to eligible active, non-represented Town employees.

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 its meeting schedule for 2017. The schedule will be presented at the 2017 Organizational Meeting of the Town Board.

Matters Tabled for Research and/or Discussion:

No matters for this meeting.

Executive Session:

The FASC went into executive session at 4:57 pm to discuss the employment of particular people (motioned by Jason DiPonzio and seconded by William Moehle). The FASC exited executive session at 5:10 pm (motioned by William Moehle and seconded by Jason DiPonzio).

Next Meeting:

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