

**Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Tuesday June 20, 2017 Meeting**

Attendees: Councilmember Jason DiPonzio and Louise Novros, Supervisor William Moehle, Tim Keef, Mike Guyon, and Suzanne Zaso (as Staff to the Committee).

The Town Board's Finance and Administrative Services Committee (the FASC) met at 8:30 a.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 June 7, 2017 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:

No matters for this meeting.

Budget Amendments and Transfers:

Budget Transfers (Finance Dept.) – The FASC discussed with Suzanne Zaso her request for Town Board action to authorize various budget transfers within the 2017 budget to reflect changes in expenditures since adoption of the 2017 budget.

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:

No matters for this meeting.

Other Matters for Discussion Only:

No matters for this meeting.

Matters Tabled for Research and/or Discussion:

No matters for this meeting.

Executive Session:

The FASC went into executive session at 8:44 a.m to discuss the employment of particular people (motioned by William Moehle, seconded by Jason DiPonzio). The FASC exited executive session at 9:01 a.m. (motioned by J. DiPonzio, seconded by W. Moehle).

Next Meeting:

The next REGULAR meeting of the Town Board's Finance and Administrative Services Committee is scheduled for **Wednesday, July 5, 2017 beginning at 8:30 am** and will be held in the **Stage Conference Room** at Town Hall.