

An Organizational meeting of the Town of Avon was held on Monday, January 4, 2010 at 5:25 P.M. at the Opera Block/Town Hall with the following members present:

PRESENT: Supervisor David LeFeber, Deputy Supervisor Kelly Cole, Councilmen Donald Cook Jr., (arrived at 5:35 P.M.), James Blye and Thomas Mairs

OTHERS: Code Enforcement Officer Anthony Cappello, Water Supervisor Daniel McKeown, and Town Clerk Sharon Knight, CMC/RMC

VISITORS: Village Justice Joseph Temperato, Andrea LeFeber, Mr. & Mrs. Donald LeFeber

Supervisor LeFeber opened the meeting by welcoming everyone and reading the following legal notice:

TOWN OF AVON
LEGAL NOTICE
PUBLIC NOTICE

The Avon Town Board Organizational Meeting has been scheduled for Monday, January 4, 2010 at the Avon Town Hall, 23 Genesee Street, Avon, New York, at 5:00 P.M.

Sharon M. Knight, CMC/RMC, Town Clerk
Dated: December 24, 2009

DISCUSSION – OATH OF OFFICE

The Honorable Joseph Temperato administered the Oath of Office to Supervisor David LeFeber, Council Members James Blye and Thomas Mairs.

DISCUSSION VISITOR'S COMMENTS

Supervisor LeFeber asked for any public comments and there were none.

RESOLUTION #1 SETTING TIME AND PLACE OF 2010 TOWN BOARD MEETINGS

On motion of Councilman Mairs, seconded by Councilman Blye the following resolution was

ADOPTED AYES 4 NAYS 0 ABSENT 1 (Councilman Cook)

WHEREAS, New York State Town Law requires that town boards of towns of the second class meet periodically to accomplish certain business matters such as auditing claims, and

WHEREAS, New York State Open Meeting Law and Public Officers Law both require that reasonable effort be made to hold such meeting in facilities that permit barrier free access for the physically handicapped, now, therefore, be it

RESOLUTION #1-continued SETTING TIME AND PLACE OF 2010 TOWN BOARD MEETINGS

RESOLVED, that all regular meetings of the Avon Town Board throughout the year 2010 will be held at 6:00 P.M. on the following days (generally the second and fourth Thursday of each month) in the Opera Block/Town Hall located at 23 Genesee Street in the Town of Avon:

1/14, 1/28, 2/11, 2/25, 3/11, 3/25, 4/08, 4/22, 5/13, 5/27, 6/10, 6/24, 7/08, 7/22, 8/12, 8/26, 9/09, 9/23, 10/14, 10/28, 11/04, 11/18, 12/10 and 12/29

Vote of the Board: Councilman Blye - Aye, Councilman Mairs - Aye, Councilman Cook - Absent, Deputy Supervisor Cole - Aye, Supervisor LeFeber – Aye

RESOLUTION #2 DESIGNATING OFFICIAL BANKS

On motion of Councilman Cole, seconded by Councilman Mairs the following resolution was ADOPTED AYES 5 NAYS 0

WHEREAS, section 64 of New York State Town Law provides that the town board shall designate the official bank of the town, now, therefore, be it

RESOLVED, that the Avon Town Board does hereby designate the following banking institutions as the official banks of the Town of Avon for the year 2010.

Bank of Castile, HSBC, Chase, and Five Star Bank

Vote of the Board: Councilman Blye - Aye, Councilman Mairs - Aye, Councilman Cook - Aye, Deputy Supervisor Cole - Aye, Supervisor LeFeber - Aye

RESOLUTION #3 DESIGNATING OFFICIAL NEWSPAPER

On motion of Councilman Blye, seconded by Councilman Cole, the following motion was ADOPTED AYES 5 NAYS 0

WHEREAS, section 64 of New York State Town Law provides that the town board shall designate the official newspaper of the town, now, therefore, be it

RESOLVED, that the Avon Town Board does hereby designate the Livingston County News as the official newspaper of the Town of Avon.

Vote of the Board: Councilman Blye - Aye, Councilman Mairs - Aye, Councilman Cook - Aye, Deputy Supervisor Cole - Aye, Supervisor LeFeber – Aye

RESOLUTION #4 AMEND 2010 FEE SCHEDULE

On motion of Councilman Cook, seconded by Councilman Blye the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVE to adopt the 2010 Fee Schedule as follows:

2010 FEE SCHEDULE

Single Family Residence	.15 sq. ft	\$25 Min
Double/Multi-family	.15 sq. ft	\$25 Min
Mobile Homes	.12 sq. ft	
Modular Homes	.15 sq. ft	\$25 Min
Basement/Foundation/Crawl Space		\$35.00
Garages (Detached/Attached)	.08 sq. ft	\$20 Min
Shed Accessory Buildings	.08 sq. ft	\$20 Min
Porches	.08 sq. ft	\$20 Min
Decks	.08 sq. ft	\$20 Min
Interior Alterations	.12 sq. ft	\$25 Min
Additions	.12 sq. ft	\$25 Min
Fences		\$15.00
Chimney/Fireplace/Woodstove		\$25.00
Awnings (excluding windows)		\$20.00
Wheelchair Ramps		\$20.00
Pool – Above Ground		\$25.00
Pool – In Ground		\$30.00
Permit Renewal - House		\$25.00
Demolition		\$25.00
Move/Relocate Structure		\$25.00
Sign Permits		\$25 + \$1.50/sq. ft
Sign Permits – Temporary		\$10.00
Tank Installation		\$25.00
Tank Removal		\$10.00
Site Visit – Flood Zone Interpretation		\$25.00
Additional Site Visit		\$25.00
Certificate of Occupancy/Compliance under Building Permit		\$15.00
Certificate of Occupancy/Compliance NOT under Permit		\$25.00
Tower Construction		\$10/linear foot
Tower Collocation		\$25.00 + \$1/linear foot

Commercial/Industrial

0 to 4,000 sq. ft floor space	.12 sq. ft	\$25 Min
4,001 sq. ft +	.10 sq. ft	\$20 Min
Commercial Storage Buildings	.08 sq. ft	\$20 Min
Commercial Foundations/Crawl Space		\$100.00
Special Use Permits		\$25.00

<u>Planning Board/Zoning Board of Appeals Publication Fees</u>	\$45.00 per notice
<u>Area/Use Variance</u>	\$15.00
<u>Site Plan Review</u>	\$50.00
<u>Subdivision Application</u>	\$50.00 + \$10.00 per lot
<u>Tower Conditional Use Permit Application Fee</u>	\$500.00
<u>Tower Conditional Use Permit</u>	\$1000.00

Cemetery Fees

<u>Single plot (approx. 4x10) with corner markers</u>	\$325.00
<u>Double plot (approx. 8x10) with corner markers</u>	\$625.00
<u>Grave Opening –Adult size grave</u>	\$385.00
<u>Grave Opening – Still born, youth size and cremations</u>	\$160.00

Engineering, Attorney & Other Professional Services

Engineering, Attorney or Other Professional Services at actual cost to Town of Avon

Dog Fees

\$ 5.50 spay/neuter
 \$13.50 non spay/neuter
 \$2.00 replacement tags

Town Code Books

Town of Avon Code Book - Current General Code Price
 Supplements – Cost of last update divided by the number of copies
 Subdivision of Land – Chapter 113 - \$25.00
 Design Criteria and Construction Specifications for Land Development - \$25.00
 Zoning – Chapter 130 - \$25.00

Peddlers License Fees:

For a person licensed as a hawker, peddler or solicitor:
 For a period of six months or less - \$25.00
 For a period in excess of six months but not for more than one year - \$100.00

For a person licensed to assist a hawker, peddler or solicitor:
 For a period of six months or less - \$15.00
 For a period in excess of six months but not for more than one year - \$50.00

Highway Department

Brush and tree dumping - \$50.00 per six wheel loader.

Water Fees

Tapping fees – short side - \$900.00
Tapping fees – long side - \$1500.00
Yearly Backflow testing through LMC, Inc. - \$63.00

Dump Day – Tires 10 tire limit

Car and small truck \$3.00
Dump truck \$15.00
Tractor tire \$40.00

Vote of the Board: Councilman Blye - Aye, Councilman Mairs - Aye, Councilman Cook - Aye, Deputy Supervisor Cole - Aye, Supervisor LeFeber - Aye

RESOLUTION #5 SETTING MILEAGE REIMBURSEMENT RATE CONSISTENT WITH THE LIVINGSTON COUNTY RATE

On motion of Councilman Mairs, seconded by Deputy Supervisor Cole, the following resolution was
ADOPTED AYES 5 NAYS 0

Be It RESOLVED, by the Town Board of the Town of Avon, that effective immediately the mileage reimbursement rate to be used by Town of Avon Employees will be reimbursed consistent with the rate set by Livingston County for 2010, currently fifty cents per mile.

Vote of the Board: Councilman Blye - Aye, Councilman Mairs - Aye, Councilman Cook - Aye, Deputy Supervisor Cole - Aye, Supervisor LeFeber - Aye

RESOLUTION #6 PROCUREMENT POLICY

On motion of Councilman Cook, seconded by Councilman Blye the following resolution was
ADOPTED AYES 5 NAYS 0

RESOLVE to approve the following Procurement Policy for 2010.

PROCUREMENT POLICY

§ __-1. Adoption; applicability.

The Town of Avon does hereby adopt the following procurement policy which is intended to apply to all goods and services which are not required by law to be publicly bid.

§ __-2. Determination of purchase.

Every purchase made will be initially reviewed to determine whether it is a purchase contract or a public works contract. The ratio of the cost of services to the goods should not be the sole determinative factor of whether a contract is one of purchase or public

works. Once that determination is made, a good faith effort will be made to determine whether it is known or can reasonably be expected that the aggregate amount to be spent on the item of supply or service is not subject to competitive bidding, taking into account past purchases and the aggregate amount to be spent in a year. As a general guide, items of work of the same or similar nature for which are customarily handled by the same vendors or contractors should be treated as a single items for purposes of determining whether the dollar threshold will be exceeded.

§ __-3. Purchases not subject to competitive bidding.

The following items are not subject to competitive bidding pursuant to § 103 of the General Municipal Law:

- A. Purchase contracts under \$10,000 and public works contracts under \$20,000.
- B. Emergency purchases.
- C. Goods purchased from correctional institutions or agencies for the blind or severely handicapped.
- D. Purchases under state and county contracts.
- E. Surplus and secondhand purchases from another governmental entity.
- F. Items which may only be purchased from one source.
- G. Goods purchased at auction.
- H. Professional Services such as Attorney, Engineer and/or Architect

§ __-4. Documentation of decision regarding bidding.

The decision that a purchase is not subject to competitive bidding will be documented, in writing, by the individual making the purchase. This documentation may include written or verbal quotes from vendors, a memo from the purchaser indicating how the decision was arrived at, a copy of the contract indicating the source which makes the item or service exempt, a memo from the purchaser detailing the circumstances which led to an emergency purchase or any other written documentation that is appropriate.

§ __-5. Purchase to be at lowest price; exceptions.

All goods and services will be secured by use of written requests for proposals, written quotations, verbal quotations, or any other method that assures that goods will be purchased at the lowest price and that favoritism will be avoided, except in the following circumstances:

- A. Purchase contracts over \$10,000 and public works contracts over \$20,000.¹EN
- B. Goods purchased from correctional institutions pursuant to § 186 of the Correction Law.
- C. Purchases under State contracts pursuant to § 104 of the General Municipal Law.
- D. Purchases under county contracts pursuant to § 103(3) of the General Municipal Law.
- E. Purchases pursuant to § __-8 of this policy.

§ __-6. Methods of purchase.

A. The following method of purchase will be used when required by this policy in order to achieve the highest savings:

Estimated Amount of Purchase Contract	Method
\$250 to \$2,999	2 verbal quotations

\$3,000 to \$9,999

3 written/FAX quotations
or written request for proposals

Estimated Amount of Public Works Contract

Method

\$250 to \$2,999

2 verbal quotations

\$3,000 to \$4,999

2 written/FAX quotations

\$5,000 to \$19,999

3 written/FAX quotations
or written request for proposals

B. A good-faith effort shall be made to obtain the required number of proposals or quotations. If the purchaser is unable to obtain the required number of proposals or quotations, the purchaser will document the attempt made at obtaining the proposals. In no event shall the failure to obtain the proposals be a bar to the procurement.

§ __-7. Documentation required.

A. Documentation is required of each action taken in connection with each procurement.

B. Documentation and an explanation is required whenever a contract is awarded to other than the lowest responsible offeror. This documentation will include an explanation of how the award will achieve savings and/or why it is in the best interests of the Town and its taxpayers to make an award to other than the low bidder and/or how the offeror was not responsible. A determination that the offeror is not responsible shall be made by the purchaser and may not be challenged under any circumstances.

C. A request for proposal may be restricted within the Town or County provided that it does not violate the competitive bidding requirements. In the event that a request for proposal will contain such a geographic restriction the purchaser shall document the manner in which it does not violate the competitive bidding requirements.

§ __-8. Alternative proposals not required.

Pursuant to General Municipal Law § 104-b, Subdivision 2f, a procurement policy may contain circumstances when, or types of procurements for which, in the sole discretion of the governing body, the solicitation of alternative proposals or quotations will not be in the best interest of the municipality. In the following circumstances it may not be in the best interests of the Town of Avon to solicit quotations or document the basis for not accepting the lowest bid:

A. Professional services or services requiring special or technical skill, training or expertise.

(1) The individual or company must be chosen based on accountability, reliability, responsibility, skill, education and training, judgment, integrity and moral worth. These qualifications are not necessarily found in the individual or company that offers the lowest price, and the nature of these services are such that they do not readily lend themselves to competitive procurement procedures. In determining whether a service fits into this category, the Board of Trustees shall take into consideration the following guidelines:

(a) Whether the services are subject to state licensing or testing requirements.

(b) Whether substantial formal education or training is a necessary prerequisite to the performance of the services.

(c) Whether the services require a personal relationship between the individual and municipal officials.

(2) Professional or technical services shall include but not be limited to the following: services of an attorney; services of a physician; technical services of an engineer engaged to prepare plans, maps and estimates; securing insurance coverage and/or services of an insurance broker; services of a certified public accountant; investment management services; printing services involving extensive writing, editing or art work; management of municipally owned property; and computer software or programming services for customized programs or services involved in substantial modification and customizing of prepackaged software.

(3) The Town by and through its department heads may, at its discretion, require that the professional provide the following:

(a) A completed acquisition form submitted to the department head which provides a request for work to be performed including hours to be spent, description of work to be performed and projected cost.

(b) The Town shall have the option of obtaining additional quoted for the services to be provided and may accept a lower quote.

(c) In the event that the cost of services to provided shall exceed the amounts specified on the acquisition form the professional shall submit an extension request form to the department head for approval prior to expending additional materials or services in excess of the amount specified in the original acquisition form.

(d) Prior to payment the professional shall submit the following: (1) complete description of work performed; (2) hours for each item with appropriate rate charged; and (3) copy of approved acquisition form signed by the appropriate department head together with any signed extension forms for sums due in addition to the amounts set forth in the original acquisition form.

B. Emergency purchases pursuant to § 103, Subdivision 4, of the General Municipal Law. Due to the nature of this exception, these goods or services must be purchased immediately, and a delay in order to seek alternate proposals may threaten the life, health, safety or welfare of the residents. This subsection does not preclude alternate proposals, if time permits.

C. Purchases of surplus and secondhand goods from any source. If alternate proposals are required, the village is precluded from purchasing surplus and secondhand goods at auctions or through specific advertised sources where the best prices are usually obtained. It is also difficult to try to compare prices of used goods, and a lower price may indicate an older product.

D. Goods or services under \$250. The time and documentation required to purchase through this policy may be more costly than the item itself and would therefore not be in the best interests of the taxpayer. In addition it is not likely that such small contracts would be awarded based on favoritism.

§ __-9. Effective date; annual review.

This policy shall go into effect July 23, 2004 and will be reviewed annually.

Vote of the Board: Councilman Blye - Aye, Councilman Mairs - Aye, Councilman Cook - Aye, Deputy Supervisor Cole - Aye, Supervisor LeFeber – Aye

RESOLUTION #7 RULES OF PROCEDURE OF THE AVON TOWN BOARD

On motion of Councilman Mairs, seconded by Councilman Cole the following resolution was

ADOPTED AYES 5 NAYS 0

Rules of Procedure Of the
Avon Town Board

I. At each regular meeting of the Avon Town Board, business shall be taken up in the following order:

Call to Order & Silent Roll Call
Pledge of Allegiance
Visitors Comments
Department Reports
Resolutions
New/Old Business
Approval of minutes
Open Items – Town Officers
Communications
Future Board Meetings
Visitor Recognition
Adjournment

II. The Town Supervisor shall preside over all meetings of the Avon Town Board, preserve order and decorum during its sessions and decide all questions of order.

Furthermore the Supervisor shall:

- provide meeting agenda in writing to Board members and Town Clerk by noon on Wednesday prior to the regular meeting,
- grant privileges of the floor as needed/requested by any Town Board Member or the public,
- call for any motions or resolutions as required by the issue in front of the town board,
- restate all motions and resolutions prior to discussion of same,

- place in writing or direct the Town Clerk to place in writing any motion or resolution upon the request of any Town Board member prior to discussion or a vote on such,
- call for discussion of all issues put before the board including but not limited to motions, resolutions and propositions prior to the call for a vote on such,
- call for a vote on all motions, resolutions and propositions when discussions have been concluded and all pertinent information or evidence has been considered,
- postpone any vote on any motion, resolution, or similar action placed in front of the Town Board upon the request of any two Town Board Members for a period of two weeks or until the next scheduled regular meeting of the Avon Town Board, to be determined by the requesting board member,
- require that a complete and accurate record of the proceedings of each meeting of the Avon Town Board as required by Section 30 of the New York State Town Law,
- require that a complete and accurate record of the proceedings of each meeting of the Avon Town Planning Board as required by Section 30 of the New York State Town Law,
- all information pertaining to any upcoming regular meeting of the Town Board be assembled in a package and made available to the Town Board by the Town Clerk on the Wednesday before said meeting.

Public Hearings

1. Please hold all questions or comments until the conclusion of any presentation.
2. Please direct any comments or questions to the Town Board and kindly wait to be recognized by the Town Supervisor.
3. Please state your name for the official record. If you have any information that you would like included in the official record, please provide the Town Clerk with a copy of such information this evening.
4. The Town Board reserves the right to place a time limit on speakers, if necessary.

Vote of the Board: Councilman Blye - Aye, Councilman Mairs - Aye, Councilman Cook - Aye, Deputy Supervisor Cole - Aye, Supervisor LeFeber - Aye

RESOLUTION #8 AMEND LETTERHEAD

On motion of Councilman Cook, seconded by Councilman Blye the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVE to change the letterhead to read “23 Genesee Street”.

Vote of the Board: Councilman Blye - Aye, Councilman Mairs - Aye, Councilman Cook - Aye, Deputy Supervisor Cole - Aye, Supervisor LeFeber – Aye

RESOLUTION #9 MARRIAGE OFFICER APPOINTMENT

On motion of Mairs, seconded by Supervisor LeFeber the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVE, that Councilman Cook is appointed Marriage Officer for a term to expire December 31, 2010.

Vote of the Board: Councilman Blye - Aye, Councilman Mairs - Aye, Councilman Cook - Aye, Deputy Supervisor Cole - Aye, Supervisor LeFeber – Aye

DISCUSSION – MARRIAGE OFFICER APPOINTMENT

Town Clerk Sharon Knight requested the Board appoint her as a Marriage Officer as she has had a request to perform a marriage ceremony. It appeared the Board would make that appointment at a future meeting.

DISCUSSION – PLANNING BOARD MEMBER

Supervisor LeFeber received a call from former Planning Board Member Thomas Moran informing him of his continued interest in serving the Planning Board. The call was received one week after a personal letter was sent and advertisements deadline.

DISCUSSION - SUPERVISOR'S APPOINTMENTS

Supervisor LeFeber made the following appointments:

Deputy Supervisor – Kelly Cole

St. John & Baldwin as the Town of Avon Accountants

Finance – Budgets & Special Districts, Capital Projects: Chairman Supervisor LeFeber and Member Deputy Supervisor Cole

Public Works – Water and Highway - Chairman Councilman Cook and Member Councilman Mairs

Residential, Commercial & Industrial Issues, Planning & Zoning and Public Relations Employee Handbook, Community Web Site, Grants, Positive Image, Employee Relations, Customer Focus Chairman Councilman Blye and Member Councilman Mairs

Facilities – Opera Block, Evaluate Current and Future Technology and Facilities. Chairman Deputy Supervisor Cole and Member Councilman Cook

Dump Days – Chairman Councilman Mairs

Recreation Board – Councilman Donald Cook

Ethics Committee – Councilman Thomas Mairs, Rev. Thomas Taylor and Resident Sandra Irish

Comprehensive Plan – Councilman James Blye

DISCUSSION - FUTURE GOALS AND OBJECTIVES

Supervisor LeFeber stated he is interested in identifying goals and objectives at a future meeting.

RESOLUTION #10 POSITION APPOINTMENTS FOR 2010

On motion of Councilman Cook, seconded by Councilman Blye the following resolution was

ADOPTED AYES 5 NAYS 0

WHEREAS, Section 27 of New York State Town Law provides that the town board shall hire employees and make such position appointments as needed to conduct the business of the town, now therefore, be it

RESOLVED, by the Avon Town Board to make the following position appointments with terms as indicated:

- Zoning Board of Appeals Clerk – Lisa Anderson – 1 year, expiring 12/31/2010
- Planning Board Clerk – Jennifer Sargeant – 1 year, expiring 12/31/2010
- Clerk to the Town Justice – Janis Cole – 1 year, expiring 12/31/2010
- Clerk to the Town Justice – Jennifer Sargeant – 1 year, expiring 12/31/2010
- Financial Advisor to the Town – Bernard P. Donegan Inc. – 1 year, expiring 12/31/2010
- Code Enforcement Officer – Anthony Cappello 12/31/2010
- Code Enforcement Officer – Lee Rodamaker 12/31/2010
- Historian – Maureen Kingston – 1 year, expiring 12/31/2010
- Dog Control Officer – Livingston County Department of Dog Control
- Deputy Town Clerk – Mary Rizzo, expiring 12/31/10
- Deputy Town Clerk – Stephanie Schweitzer, expiring 12/31/2010
- Deputy Superintendent of Highways – Thomas Crye, expiring 12/31/10
- Confidential Secretary to the Supervisor – Mary Blye, expiring 12/31/10
- Attorney for the Town – James Campbell, expiring 12/31/2010

Vote of the Board: Councilman Blye - Aye, Councilman Mairs - Aye, Councilman Cook - Aye, Deputy Supervisor Cole - Aye, Supervisor LeFeber - Aye

DISCUSSION EMPLOYEE COMPENSATION SCHEDULE FOR THE YEAR 2010

Supervisor LeFeber stated that full time employees received 2.5% and part time employees with no benefits 4.5%.

RESOLUTION #11 ADOPTING EMPLOYEE COMPENSATION SCHEDULE FOR THE YEAR 2010

On motion of Councilman Cook, seconded by Councilman Mairs the following resolution was ADOPTED AYES 5 NAYS 0

WHEREAS, Section 27 of New York State Town Law provides that the town board shall fix, from time to time, the compensation of all officers and employees of the town and determine when the same shall be payable, and

WHEREAS, the Avon Town Board has determined that it is appropriate and timely to set such compensations at the yearly organization meeting, now, therefore, be it

RESOLVED, that the Avon Town Board does hereby adopt the following compensation schedule for the year 2010 and that such compensation be paid on a biweekly or monthly basis or as a claim when presented to the Town Clerk and approved by the Town Board within the structure of the Town’s voucher system.

2010 Town of Avon Employee Compensation Schedule

Name	Position/Duties	Status	2009 Rate	2010 Rate
Anderson, Lisa	ZBA Clerk	Part Time*	\$12.00/hr.	\$12.50/hr.
Ayers, Robert	Highway Superintendent Cemetery Caretaker	Elected	\$63,324/yr \$1,167/yr.	\$66,000/yr. \$1,200/yr.
Blye, Mary	Supervisor’s Sect. Water Clerk Personnel Clerk	Part Time*	\$16.25/hr.	\$17.00/hr.
Blye, James	Town Councilman	Elected*	\$4,700/yr.	\$4,700/yr.
Biondolillo, James	Construction Project Coordinator	PT	\$35.00/hr.	\$40.00/hr.
Burke, Heather	Youth Board Member	Part Time*	\$40/month	\$40/month
Campbell, James	Attorney	Part Time*		\$150/hr.
Cappello, Anthony	Code Enforcement Officer	Part Time*	\$12,611/yr.	\$13,178/yr.
Clements, Wesley	Motor Equipment Operator	Full Time	\$20.90/hr.	\$21.50/hr.
Cole, Janis	Clerk to the Town Justice	Part Time*	\$18.25/hr.	\$19.00/hr.
Cole, Kelly	Deputy Supervisor	Elected*	\$4,700/yr.	\$4,700/yr.
Cook, Donald	Town Councilman	Elected*	\$4,700/yr.	\$4,700/yr.
Crye, Thomas W.	Motor Equipment Operator Deputy Highway Superintendent	Full Time	\$21.40/hr.	\$22.00/hr.
Hayes, Allison	Youth Recreation Board Member	Part Time*	\$40.00/month	\$40.00/month
Kime, James	Motor Equipment Operator	Full Time	\$20.90/hr.	\$21.50/hr.

Kingston, Maureen	Historian	Part Time*	\$1,852/yr.	\$1,898/yr.
Knight, Sharon	Town Clerk & Receiver of Taxes Vital Registrar	Elected	\$32,251/yr.	\$32,251/yr
			\$650.00/yr.	\$666.00/yr
LeFeber, David	Town Supervisor	Elected*	\$12,000/yr.	\$12,000/yr.
Mairs, Thomas	Town Councilman	Elected*	\$4,700/yr.	\$4,700/yr
McKeown Daniel	Water Superintendent	Full Time	\$46,790/yr.	\$47,960/yr.
McDowell, Kim	Youth Board Member, Chairperson	Part Time *	\$50/month	\$50/month
Piampiano, Peter	Town Justice	Elected*	\$10,743/yr.	\$11,226/yr.
Rizzo, Mary	Deputy Town Clerk	Part Time*	\$12.70/hr.	\$13.40/hr.
Rodamaker, Lee	Code Enforcement Officer	Part Time*	\$14.20/hr.	\$14.85/hr.
Rumfola, Richard	Motor Equipment Operator	Full Time	\$20.90/hr.	\$21.50/hr.
			\$13.80/hr.	\$14.42/hr.
Sargeant, Jennifer	Typist Planning Board Clerk Clerk to the Town Justice	Part Time* 20hrs/wk.	\$16.25/hr.	\$17.00/hr.
			\$13.80/hr.	\$14.42/hr.
Snyder, Tami	Assessor	Part Time*	\$29,256/yr.	\$30,572/yr.
Schwartz, Robert	Assessor Clerk	Part Time *	\$18.00/hr.	\$18.80/hr.
Schweitzer, Stephanie	Deputy Town Clerk	Part Time*	\$10.00/hr	\$10.45/hr.
Torregiano, Michael	Town Justice	Elected*	\$10,743/yr.	\$11,226/yr.
Open Position	Youth Recreation Board	Part Time*		\$40.00/month
Open Position	Youth Recreation Board	Part Time*		\$40.00/month
Open Position	Highway			\$12.00/hr.

*No benefits included in compensation

WHEREAS, Section 27 of New York State Town Law provides that the town board shall fix, from time to time, the compensation of all officers and employees of the town and determine when the same shall be payable, and

WHEREAS, the Avon Town Board has determined that it is appropriate and timely to set such compensations at the yearly organization meeting, now, therefore, be it

RESOLVED, that the Avon Town Board does hereby adopt the following compensation schedule to expire December 31, 2010 and that such compensation be paid on a biweekly or monthly basis or as a claim when presented to the Town Clerk and approved by the Town Board within the structure of the Town's voucher system.

2010 Town of Avon Employee Compensation Schedule

Name & Length of Term	Position	2010 Rate/Meeting
Open Position 12/16	Planning Board	\$50.00
McGovern, Thomas 12/10	Planning Board	\$50.00
Anderson, James 12/11	Planning Board	\$50.00
Mulligan, Jeffrey 12/12	Planning Board	\$50.00
Cole, Kathy 12/13	Planning Board	\$50.00
Coyne, Malachy 12/14	Planning Board	\$50.00
Tugel Dr., Robert 12/15	Planning Board, Chairman	\$60.00
Westfall, Robert 12/13	Zoning Board of Appeals, Chairman	\$60.00
Open Position 12/14	Zoning Board of Appeals	\$50.00
Kellen, Cindy 12/10	Zoning Board of Appeals	\$50.00
Barrett, Norman 12/11	Zoning Board of Appeals	\$50.00
Price, Samuel 12/12	Zoning Board of Appeals	\$50.00
Open Position	Motor Equipment Operator	\$12.00/hr.

Vote of the Board: Councilman Blye - Aye, Councilman Mairs - Aye, Councilman Cook - Aye, Deputy Supervisor Cole - Aye, Supervisor LeFeber - Aye

RESOLUTION #12 WATER DELIVERY IMPROVEMENTS TO THE AVON CONSOLIDATION WATER DISTRICT – HENTY ROAD

On motion of Supervisor LeFeber, seconded by Councilman Blye the following resolution was
ADOPTED AYES 5 NAYS 0

RESOLVE that no petitions have been received regarding the Henty Road Water service project in response to the permissive referendum.

Vote of the Board: Councilman Blye - Aye, Councilman Mairs - Aye, Councilman Cook - Aye, Deputy Supervisor Cole - Aye, Supervisor LeFeber - Aye

RESOLUTION #13 ADVERTISE FOR MATERIALS AND LABOR

On motion of Councilman Blye, seconded by Councilman Cook the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVE to advertise for the labor and materials for the Henty Road Water project.

Vote of the Board: Councilman Blye - Aye, Councilman Mairs - Aye, Councilman Cook - Aye, Deputy Supervisor Cole - Aye, Supervisor LeFeber - Aye

RESOLUTION #14 CONTRACT WITH HARRIS BEACH – BOND COUNSEL – HENTY ROAD

On motion of Councilman Cook, seconded by Deputy Supervisor Cole the following resolution was
ADOPTED AYES 5 NAYS 0

RESOLVE to authorize Supervisor LeFeber to sign a contract with Harris Beach to act as bond counsel for the Henty Road project.

Vote of the Board: Councilman Blye - Aye, Councilman Mairs - Aye, Councilman Cook - Aye, Deputy Supervisor Cole - Aye, Supervisor LeFeber - Aye

DISCUSSION – CLEANING OF OPERA BLOCK/TOWN HALL

A proposal was provided to the Town Clerk and will be copied for the Board for their consideration at the next meeting. Discussion included the need for purchasing cleaning supplies and our renewed Sam's Club membership.

DISCUSSION – REQUEST TO SIGN MEMORANDUM REGARDING PARKING ON GENESEE STREET

Deputy Supervisor Cole stated that as a condition of employment everyone must sign the memo regarding parking on Genesee Street. Parking should not occur during business hours of the Opera Block/Town Hall unless it's for a limited time. Supervisor LeFeber exempts Mary Rizzo for parking on Genesee Street. Deputy Supervisor Cole stated that the Deputy Town Clerks are the only two employees that have not signed the document. Town Clerk Knight asked Attorney James Campbell if the Board had the authority to make this request and he responded stating the Board can have conditions of employment; however, they would need to be consistent with all employees. The Board requested that Town Clerk Knight provide the Deputies with the memo as they believe she has not shared the memo with them and that they were not asking her to encourage the Deputies to sign.

DISCUSSION – OFFICIAL UNDERTAKING

Town Clerk Knight proposed a draft resolution for Board consideration in reference to the requirement of elected official to file an Official Undertaking. Attorney James Campbell will review and make recommendation at a future meeting. Supervisor LeFeber stated that he was confident that the Town of Avon is in compliance as Tim Anderson has addressed this issue. Councilman Blye also stated that he witnessed Mr. Anderson providing information to the Town Clerk.

DISCUSSION - VISITOR'S COMMENTS

Supervisor LeFeber asked for any public comments and there were none.

On motion of Councilman Blye, seconded by Deputy Supervisor Cole the meeting was adjourned at 6:20 P.M.

Respectfully submitted by _____
Sharon M. Knight, CMC/RMC, Town Clerk
