

A Budget Meeting of the Town of Avon was held on Thursday, September 21, 2010 at 5:00 P.M. at the Avon Town Hall/Opera Block with the following members present:

PRESENT: Supervisor David LeFeber, Deputy Supervisor Kelly Cole, Councilman Donald Cook, Jr., and Councilman James Blye

ABSENT: Councilman Tom Mairs

OTHERS: Highway Superintendent Robert Ayers, Water Superintendent Daniel McKeown, Justice Michael Torregiano, Historian Maureen Kingston, Recreation Board Chairman Kim McDowell, Code Enforcement Officer Anthony Cappello, Deputy Town Clerk Mary Rizzo and Town Clerk Sharon Knight

VISITORS: None

Supervisor LeFeber opened the meeting and spoke about his prepared Tentative Budget that will be provided to the Town Clerk at the next meeting. He spoke of the economy, health care cost, cost increases to the state retirement system, two percent wage increases for everyone except no increase for the Town, Planning, and Zoning Boards and the Board of Assessment Review. The Highway Superintendent will be receiving a higher increase. The employee paid portion of health care percentage that are based on employees chosen plan, as well as cash payments to those that do not take health care, were not changed from the previous year.

The tentative budget is turning the focus from the Town Hall/Opera Block to the Highway Department. Items included are back-up power supply and building reserves for future replacement and purchasing of equipment. Also included is the purchase of a new tractor for roadside mowing.

We would be rebuilding the general fund when we receive the rest of the grant dollars for the renovations to the Opera Block/Town Hall. The contract issues regarding the Opera Block renovations have been resolved.

Based on the information provided by our final tax roll, the tentative budget provided a tax levy drop for both the Village and the Town. There was increased assessed value of both the Village and Town.

No additional improvements to the Town Hall/Opera Block's third floor are in the tentative budget as we have other needs and responsibilities. The unfinished third floor does not hurt our services.

Copies of the information provided to the Board by the Supervisor's Secretary will be provided to the Town Clerk. Councilman Mairs is out of Town until the end of the week.

**DISCUSSION – BUDGET TOWN CLERK’S OFFICE**

Town Clerk Knight reviewed the budget requests for her office as follows:

Auditing – The last audit that was completed by an independent auditor was 2002. The Justice Court is audited annually and the Town Clerk provides her books for audit annually. The New York State Comptroller’s risk assessment suggested we record all dollars collected in the Town Clerk’s Office. Therefore changes were made to our BAS software to allow for recording the monies collected for recreation, court and the water departments. Supervisor LeFerber stated that an audit is required to close the books December 31, 2010 as this is a requirement with Rural Development for the Route #39 water project.

Tax Collection – the \$2,000.00 that was removed from the budget in 2008 is requested to be replaced. We continue to work closely with the mortgage departments and the county. A request for assistance to provide lists of unpaid bills as of February 1<sup>st</sup> is being worked on. A request to attend a tax collection conference is included.

Town Clerk – Increases to Deputy Clerk’s salaries to bring them up closer to other Clerks serving the Town of Avon such as Janis Cole at \$19.00, Mary Blye at \$17.00, Jennifer Sargeant 17.00 and \$14.42, Bob Swartz at \$18.80 and Linda Anderson at \$12.50. Mary Rizzo is at \$13.40 and Stephanie is at \$10.45. The increase will bring them both to \$14.07. The large increase is for dog licensing. The new law will require the dog license fee be \$5.00 different for spay/neutered dogs and non spay/neutered dogs. A local law will need to be adopted.

Records Management – Dollars were included for a salary for two hours per week for records management, the maintenance cost of Laserfiche and supplies.

**DISCUSSION – 2010 TENTATIVE BUDGET – RECREATION DEPARTMENT**

Recreation Director Kim McDowell addressed the Board stating she increased the salary for the Chairman as there is no longer a Co-Chairman.

She stated that participation overall is up and there were no complaints about the programs. We have a great Director of Summer Recreation who is a special education teacher in Livonia and he has a great staff. Indoor soccer sign-up will take place November 26<sup>th</sup> and additional revenue will be received. It was great to have Mary Blye make the cell phone available for the Director eliminating the need to involve the Secretary at the School. This is not guaranteed for next year and is budgeted. Additional dollars are requested for arts and crafts materials due to an increase in participation.

Other changes included equipment reductions as there is need to purchase as much this year.

Lacrosse is no longer administrated through Youth Recreation.

A7310.4 was increased to \$10,000.00 from the original request.

**DISCUSSION – 2010 TENTATIVE BUDGET – JUSTICE DEPARTMENT**

Justice Torregiano addressed the Board reviewing the justice budget including salaries, equipment, conferences, court security, and applied for grants that combined the courts. Discussion included we have combined the court facilities, not the court.

There was further discussion on the request for additional dollars for a Deputy, the mix-up of the advertisement in the Penny Saver for a Deputy Town Clerk versus Deputy Court Clerk and the need to re-advertise. Additional hours that the position would create includes, Wednesday afternoons and Fridays.

Justice Torregiano stated that currently there is \$9,069.00 for the Deputy and an additional \$6,000.00 is being requested. Discussion on adjusting working hours of Jennifer Sargeant was discussed as she works in the Code Enforcement Office and Court Office.

The Justices did not take a pay raise and therefore are asking for six percent this year.

Justice Torregiano will speak with the two Justice Clerks prior to the beginning of interviews. Supervisor LeFeber requested an accurate request that describes total number of hours needed and salary amount. The Village will need to be involved for both bonding and to pay a portion of the salary.

Justice Torregiano stated he has found out the Clerk to the Town Justice Janis Cole gave permission to the Town Clerk's office to collect money for the court, however; he does not want them to collect money for the Court as they do not work for the court. The New York State Office of Court Administration would not look favorably as there are time stamp issues. Further discussion included a proposal to install a separate drop box for the use of the Court.

There was discussion of Justice Torregiano's and Justice Piampiano's availability for call outs. Justice Torregiano stated that Justice Piampiano does more as he is retired.

**DISCUSSION – 2010 TENTATIVE BUDGET – HISTORIAN DEPARTMENT**

Historian Maureen Kingston addressed the Board regarding her portion of the budget.

She would like to purchase another marker and digital recorder in 2011. It was a surprise to see so many people attend the dedication to the marker in South Avon. She appreciates the Board's support.

A request to the Board was made to finish the repair to the wall in the Historian's office so the file cabinet could be put back was made. Anthony Cappello will complete the repair.

**DISCUSSION – 2010 TENTATIVE BUDGET HIGHWAY DEPARTMENT**

There was an increase for the purchase of large items, the annual trip to Albany will be paid for by the Highway Association, and two conferences are in the budget. He confirmed that he will be retiring at the end of next year. He met with a representative and found out that he is working for nothing when considering the amount of taxes being paid. He would be losing his benefit of health care.

A request to increase the fee charged for grave openings was recommended.

A consistent dollar amount between \$80,000.00 to \$100,000.00 is recommended to put in the highway reserve each year. Small and large purchases could be used from this account eliminating the need to bond or borrow for purchases.

The CHIPS money did decrease but we are fortunate to have a CHIPS program.

Wages decisions were left to the Board's decision, however; the Highway Department does a lot with only four employees and it's asked that this be taken into consideration.

The bid for the generator was turned in on Monday after talking with the maintenance man and 4 to 5 people were expected to submit bids. Our bid was \$5,002.00 and we did not win. The winning bid is required to make payment within ten days and we will check to make sure this occurs.

Any additional roads the Town has taken over must be included in the report due on December 17<sup>th</sup> to New York State.

**DISCUSSION -2010 TENTATIVE BUDGET - CODE DEPARTMENT**

Code Enforcement Officer Cappello asked for a copy of his budget and stated that it will stay the same as last year. He suggested cutting the hours down and not get more money as our part with Atlantic Inland has been completed. Three hours per day for the Clerk was approved, but she has been staying later. Not working on Fridays in the Code Department would be helpful to the number of hours being worked. Supervisor LeFeber requested the invoice for our Town's expenses to be completed for electric work done in the Royal Springs Development.

**DISCUSSION – 2010 TENTATIVE BUDGET**

Supervisor LeFeber stated the Zoning Board of Appeals, Planning Department and the Library requested the same as last year.

The Village of Avon is requesting an additional \$2,000.00 for parks. There request includes major equipment purchases. The Board highlighted for further discussion.

**DISCUSSION – 2010 TENTATIVE BUDGET-continued**

The agreement for the School Resource Officer program has one more year. The Village/Town and County split the cost by one third. A new person is serving this position.

Supervisor LeFeber stated that the water and assessor budget requests will be completed at another time.

Revenue from Livingston County Fine Reimbursement will be reviewed to make sure the program will be continued next year.

There was continued discussion on the court request and the need for additional hours but there is not additional work.

Conferences will be reviewed and taking care of the building will be considered.

**DISCUSSION – WATER DEPARTMENT**

Supervisor LeFeber stated that slippage was found at Harper Park due to a malfunction in the meter. It was suggested to schedule calibration on an annual basis.

Meetings have taken place with County Water and Sewer authority and have allowed for discussion to complete a resident survey request that would be sent to potential customers Avon, Lima, and Livonia. Both Supervisor Gott and Supervisor Yendell have signed the letter. Supervisor LeFeber read the following portion of the Village and Town water contract:

The Village will supply the Town with water from Conesus Lake chlorinated and filtered at the Village's filtration plant on Route 256 for us by users supplied water by the Town. The Town and Village agree that heir sole source of water supply to their users will be obtained through the Village filtration plant on Route 256 in the Town of Geneseo. In the event that water supply is insufficient to meet future Town or Village needs, or not geographically or economically feasible to meet the needs of any water districts created in the future, it may be reasonable that another source be used to supplement the water supply. IN such a case, the source and quantity to be obtained from any supplemental source shall be jointly negotiated by both the Town and Village boards, who agree to use their best efforts to obtain a supplement water source upon mutually agreeable terms. If both boards cannot agree by a majority vote of each board, upon the source and quantity of the supplemental supply, either board may separately pursue obtaining water from a supplemental source, to provide a quantities of water which the Village system cannot or won't provide.

Supervisor LeFeber will be contacting Village Mayor Freeman to inform him of the request to survey Avon residents in the South East part of Avon.

Councilman Cook reported that he will be out of Town for two weeks beginning the 25<sup>th</sup> of October.

On motion of Councilman Cook, seconded by Deputy Supervisor Cole, the meeting adjourned at 8:45 P.M.

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