A Regular Meeting of the Town of Avon was held on Thursday, April 28, 2011 at 6:00 P.M. at the Avon Opera Block/Town Hall with the following members present:

PRESENT: Supervisor David LeFeber, Deputy Supervisor Kelly Cole, and Councilmen Donald Cook, Thomas Mairs, and James Blye

OTHERS: Attorney James Campbell, Town Engineer Timothy Rock, Water Superintendent Daniel McKeown, Historian Maureen Kingston, Code Enforcement Officer Anthony Cappello, and Town Clerk Sharon Knight

VISITORS: Louis Lee, Collin Hayes, David Stafford, Christine Ryan, Thomas P. Bartolini, Jeanna Ruter, Don Mastin, Margie DeLena and Bernie Kiel

Supervisor LeFeber called the meeting to order at 6:00 P.M.

Pledge of Allegiance

Supervisor LeFeber asked for any public comments and they follow.

Visitor Louis Lee addressed the Board regarding a dangerous condition of a bridge near his home. Both he and his wife heard a large part of the bridge fall off the underside and if someone was under the bridge they would have gotten hurt. Although some repairs were completed last year they are not enough to keep the bridge held up and the bridge continues to break down.

Supervisor LeFeber thanked Mr. Lee for attending the meeting and then discussed the steps the Board has taken including but not limited to:

A review of the area by Larsen Engineers

New York State Department of Transportation (NYSDOT) is not willing to financially support the repair as it is not defined as a bridge due to it's size. It is considered a culvert by NYSDOT. Discussions were held at budget time when he asked the board to consider shifting dollars into the Highway Fund for things such as this; however, the money was not shifted.

The Highway Superintendent and the Board are attempting to keep the culvert safe.

Supervisor LeFeber will be asking the Livingston County Highway Superintendent for assistance as he has completed work on culverts in other Towns using his bridge crew. One other possibility is to ask for assistance through member money from our State Officials. He stated within a month or two a plan needs to be in place.

Prior to recent work, the last time work was done was 1972. The North wing wall had tie backs on it when it was inspected by Larsen and those tie backs are no longer there as the speed of the water is washing them way.

Visitor Lee stated that there is a crack all the way across the road.

DISCUSSION – PUBLIC COMMENTS-continued

Supervisor LeFeber and the Board thanked Visitor Louis Lee for addressing them on this issue.

There were no other visitor comments.

DISCUSSION – APPROVAL OF MINUTES DATED DECEMBER 9, 2010 AND APRIL 21, 2011

There was discussion on the April 21, 2011 minutes and the intent of the Attorney's interest in meeting with the Board to provide confidential advice outside of the open public meeting.

Deputy Supervisor Cole stated that in his opinion the minutes are slanted and he requested the following changes:

REMOVE: December 9, 2010: Deputy Supervisor Cole stated the Town Clerk is a thief

ADD: April 14, 2011: Additional discussion by the Highway Superintendent.

Supervisor LeFeber questioned Attorney Campbell regarding the importance of the approval of the minutes of April 24, 2011. Attorney Campbell stated that it is an important action of the Board and that all minutes of the Board are important and the Board should take action. The Board's responsibility is to approve minutes. If the minutes are not reflective of the meeting then the Board should clarify them. It is his opinion the minutes are not prepared with malice and that it's even hard task for a Court Reporter as well as an experienced Town Clerk. He stated the minutes are the minutes, but you have an opportunity to amend.

Supervisor LeFeber asked that the minutes be provided to the Board for consideration at a future meeting.

RESOLUTION #75 APPROVAL OF MINUTES

On motion of Councilman Cook, seconded by Councilman Blye the following resolution was
ADOPTED AYES 4 NAYS 1 (DEPUTY SUPERVISOR COLE)

RESOLVE to approve the minutes of April 21, 2011 as presented.

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

DISCUSSION – BOARD PACKET

Deputy Supervisor Cole stated that he did not receive the Historian's Report when he picked-up his Board packet this morning; however, it was stamped as received the day before by the Town Clerk. Town Clerk Knight responded that she continues to not have access to the Town Board mailboxes. Town Clerk Knight attempted to address this issue but the Board chose to continue with the Historian Report at this time.

DISCUSSION – MAUREEN REPORT

Historian Kingston addressed the Board by presenting the following written report:

ANNUAL REPORT
HISTORIAN
TOWN OF AVON, NY
2010

RECEIVED
APR 27 2011
SHARON M. KNIGHT
TOWN CLERK / TAX COLLECTOR

After the move from temporary quarters in the "Red and White-Roots Market, Penny Saver, Burkowski, Pizza Village" building on December 11, 2009, the real work began--to organize the Historian's Office space in the Opera Block. Among the first activities was an Open House allowing the people of Avon and surrounding area the opportunity to view our newly apportioned town offices. A handout was prepared for that occasion and the Historian was on hand to tour and answer questions from a curious and delighted public. Thanks are extended to the movers and to Bob Ayers and the Town Highway Crew for their help in settling furniture, shelving and records boxes into the new space.

Signage was added to guide visitors on the elevator and through the halls to the office. On January 12, a leak from a ceiling pipe was noticed in the closet/storage part of the office. It was reported and repaired. On June 22, it was noted that the carpets in the hall and office were wet. A water leak was identified but the source was not. Mr. Marianacci thought it was in the partition. He was correct and the problem was addressed by other contractors and repaired by July 22. Rug dry, life goes on, and had gone on through the inconvenience.

The Historian continues to work in cooperation with the Avon Preservation and Historical Society toward the common goal of understanding and appreciating our local history, past and present. I was at the opening of the APHS display space on March 14 and fielded questions from attendees.

Through the help of volunteers Holly Watson and Marcia Skinner, the office is better able to establish continuity of long term project work, and quicker response to the many Family History inquiries. For them I am most grateful!

School projects included research by the ACS fourth graders about various businesses in Avon that included King Cole, Barilla, Kraft and Tom Wahl's Restaurant. The sixth graders toured four locations—Town Hall, Village Hall, APHS museum and Park Circle. Both projects were well received by the students, school staff and history interpreters. A senior high school project was planned during December at a meeting of Amie Alden, Livingston County Historian, and teachers Kathy Wahl and Cathy Shiverton and me—What was Avon like at the time Abraham Lincoln passed through New York State on his way to his inauguration? It was decided that the AP Social Studies class would work on this after returning from vacation. It was a great success. Read about it next year.

Boy Scouts Christopher Mitschow (Eagle) and Aiden Lewis (presentation) received information and materials from the office.

Among the various meetings of the Government Appointed Historians of Livingston County was the fall meeting held here. Superb food from Mama Gilmore's, a complete tour of the Opera Block by Sharon Knight and permission from the Supervisor to use the Board Room all added up to a memorable gathering.

On June 27, an historical marker was dedicated in the hamlet of South Avon. Many thanks to Amie Alden, Supervisor LeFeber, Sharon Knight, Mary Blye, Joyce (Settle) Hussong, Gail Settle, Jan (Settle) Davin and the citizens of South Avon who turned out on a beautiful summer day.

A few of the items added to the office this year include a further update of the history of the Mulligan Farm, materials from Pat West regarding the White Horse Tavern, Colonel Nathan Shiverick papers from Jim Brunner and three volumes of US Census records extrapolated for Avon. These last are for the years 1850, 1860 and 1870, completed by John Kingston.

DISCUSSION – MAUREEN REPORT-continued

Visitor Collin Hayes stated that "The Lincoln Project" was really enjoyed by the students that had an opportunity to participate.

Historian Kingston thanked the Board for all of their support.

DISCUSSION – ATTORNEY REPORT

Attorney Jim Campbell reported on the following:

A review of the 2009 water contract was completed and it invalidates all of the previous agreements. The Town of Avon is providing water to two homes and we have for the last eight years. This issue has been investigated in the past and in June of 2003, a letter was sent to the Village Mayor addressing this issue. Water Superintendent McKeown stated that his intention was to add these two residents to the list of Village water customers that the Town provides with water. It was discussed to add these two customers to that list as they have an agreement with the Village, not the Town. Another option would be for the Town to bill the home owners and let them work it out with the Village. Deputy Supervisor Cole stated that during negotiations with the Village, this is a nice card to have in our pocket.

We continue to place on hold the payment for court security as the Village refused payment for this service. The Village Attorney Reid Whiting is expected to respond to the insurance issue and the Village would like to change the agreement of how we pay for this service.

Supervisor LeFeber reported on the Special Board meeting held to discuss an update to the Employee Handbook. Supervisor LeFeber will contact AMTEK Management Services Corporation due to the appearance of copyright infringements and solicit costs for their service.

DISCUSSION AVON FREE LIBRARY TRUSTEES' LONG RANGE PLAN

Avon Free Library President Christine Ryan, Treasurer Dave Stafford, and Director Jeanna Ruter addressed the Board providing the following written information:

2010 COMMUNITY REPORT

AVON FREE LIBRARY

143 GENESEE ST. AVON, NY 14414 (585) 226-8461
WWW.AVONFREELIBRARY.BLOGSPOT.COM

JANUARY 31,2010

HIGHLIGHTS

- A successful **Proposition Vote** passed 367 to 182 during the school budget vote in June for an additional $25,000 to be collected by the school for the library.
- The library's **hours were extended** to include Saturdays throughout the summer months as a direct result of the additional funding from the Proposition vote.
- A **Long Range Plan** was developed and accepted by the Board as a result of the Strategic Planning Committee.
- The **Avon Chamber of Commerce** held the 4th Youth Arts Festival Sunday, March 21st in the library. Local students from Avon Central and St. Agnes Schools displayed many fine pieces of art.
- Over 150 children registered for the **Summer Reading Program.** The "Reptile Guys" were the highlight and made possible by a NYS Library Services grant.
- A total of **74 Children's programs**, were held with an attendance of 1340. The "American Girl Tea Party" and "Friends with Feathers" with Ron Walker were very popular.
- The **Avon Lion's Club** used the front lawn to hand out refreshments during Halloween and also gave a generous $200 donation to fund large print books.
- The library was approved to receive matching funds from a **NYS Construction Grant** for chimney restoration and book shelf lighting.
- The **Annual Corn Festival Book Sale** in August was possible due to the hard work of many volunteers under the chairmanship of Fran & Bill Smith.
- The library sponsored a **talk by author Nancy Lynch** on her book Vietnam Mailbag for local veterans.
- A **Special Legislative Grant** was received from Rep. Dan Burling used for the audio book collection.
- New **"Evergreen" circulation system** implemented in October.

Mission Statement..to serve residents and visitors of all ages, providing them with current resources, programs, and services to meet their informational, educational, and recreational needs in a welcoming and community centered environment.

YEAR'S STATISTICS

- *Circulation—69,245*
- *Interlibrary Loans sent—5888*
- *Interlibrary Loans rec'd—9220*
- *Registered Patrons—4306*
- *Programs—98*
- *Program Attendance—2122*
- *Internet Usage—4067*

Perhaps no place in any community is so totally democratic as the town library. The only entrance requirement is interest.
~~Lady Bird Johnson

LIBRARY HOURS

MONDAY	2-8:30
TUESDAY	2-8:30
WEDNESDAY	2-8:30
THURSDAY	2-8:30
FRIDAY	10-5
SATURDAY	10-1
SUNDAY	Closed

BOARD AND STAFF

- **Christine Ryan**—President
- **Peter Burke**—Vice President
- **Dave Stafford**—Treasurer
- **Cathy Dickinson**—Secretary
- **Paul Drozdziel**—Advisor
- **Jeanna Ruter**—Director
- **Patricia Colt**—Senior Clerk
- **Kristina Formicola**—Children's Librarian
- **MaryLou Liccione**—Clerk
- **Jean Howes**—Clerk
- **Marcia Veeder**—Clerk
- **Pam Leonard**—Clerk

Thanks to Our Volunteers

Art & Laurel McManus, Bill & Fran Smith, & Pam Leonard

In Honor ~~

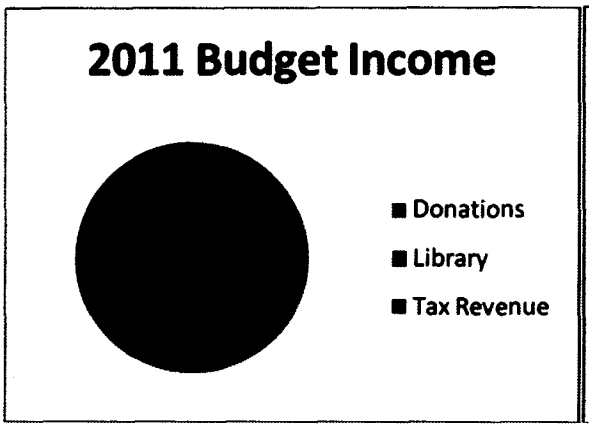
Joan Rodgers—Retired as Board President after 25+ years of service.

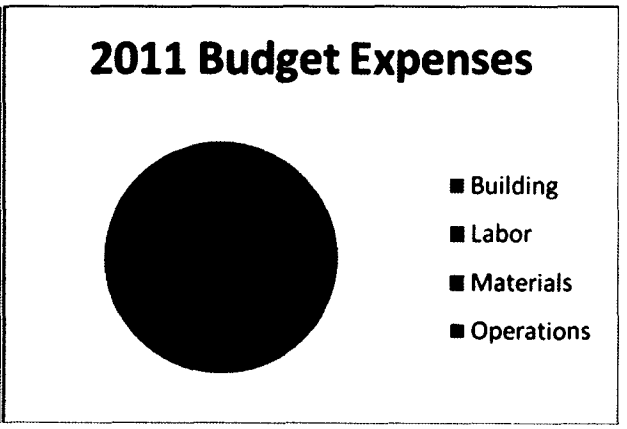
Vince Pusateri—Retired Board Treasurer and Board Vice President after 17+ years of service.

Avon Free Library

Financial Summary

	2009 Actual	2010 Actual	2011 Budget
Income			
Donations	5,908	5,294	4,450
Library	19,980	25,226	22,920
Tax Revenue	112,100	137,100	137,100
Total Income	**137,988**	**167,620**	**164,470**
Expenses			
Building	26,955	23,540	25,075
Labor	87,901	92,654	100,143
Material Purchases	27,839	23,912	28,000
Operation	9,625	9,328	10,351
Total Expenses	**152,320**	**152,434**	**163,569**
Net Income	**(14,332)**	**15,186**	**901**





[redacted]

Name	Checkouts	OPAC Renewals	Desk Rene	ILLs Sent	Non Cat Circ	In House	Total
Allens Hill Free Library	392	59	82	254	0	0	787
Arcade Free Library	5595	546	296	963	0	0	7400
[redacted]	[redacted]	592	203	927	382	0	[redacted]
Bell Memorial Library - Nunda	1989	243	211	403	0	0	2846
Bloomfield Public Library	4568	415	359	854	0	0	6196
Bristol Library	1376	216	145	771	0	0	2508
Caledonia Library Association	1535	86	150	482	0	0	2253
Clifton Springs Library	3654	295	404	984	0	0	5337
Clyde-Savannah Public Library	5755	356	234	3024	0	0	9369
Cordelia A. Greene Library - Cas	1633	106	184	617	0	0	2540
Dansville Public Library	3466	263	473	495	0	0	4697
Eagle Free Library - Bliss	356	3	10	396	0	0	765
Gainesville Public Library - Silve	1212	82	142	362	0	0	1798
Geneva Public Library	8426	1029	770	2964	0	69	13258
Gorham Free Library	2011	181	322	1001	0	0	3515
Honeoye Public Library	3476	389	175	544	0	0	4584
Lima Public Library	3695	458	194	910	0	0	5257
Livonia Public Library	6468	585	534	1099	0	0	8686
Lyons Public Library	3536	138	226	1184	0	0	5084
Macedon Public Library	8403	875	782	1817	0	0	11877
Marion Public Library	2853	440	169	691	0	0	4153
Mount Morris Library	1245	197	159	416	0	0	2017
Naples Library	3786	293	187	592	0	0	4858
Newark Public Library	9403	829	622	1781	0	94	12729
Ontario Public Library	9294	1260	965	2134	0	23	13676
PLS Headquarters	513	13	20	159	13	0	718
Palmyra Community Library	4500	381	396	968	12	0	6257
Perry Public Library	3348	227	229	600	24	0	4428
Phelps Community Memorial Lib	2202	295	229	633	5	0	3364
Pike Library	413	8	55	191	7	0	674
Red Creek Free Library	1368	82	203	420	0	0	2073
Red Jacket Community Library	2482	134	135	583	0	0	3334
Rose Free Library	685	96	50	285	0	0	1116
Sodus Community Library	4841	287	472	1351	0	0	6951
Stevens Memorial Community Li	5852	317	635	1236	69	0	8109
Victor Free Library	17583	2606	1063	1932	0	0	23184
Wadsworth Library - Geneseo	6081	620	742	1064	48	0	8555
Walworth-Seely Public Library	6625	808	647	2580	0	0	10660
Warsaw Public Library	3914	291	290	951	0	0	5446
Williamson Free Public Library	11867	1002	564	2395	143	0	15971
Wolcott Civic Free Library	3545	373	257	708	0	0	4883
Wood Library Association - Can	12748	1943	1263	1982	0	0	17936
Wyoming Free Circulating Libra	498	28	179	184	48	0	937
	188095	19387	15427	43687	751	186	267533

Avon Free Library

Mission Statement

The Avon Free Library's mission is to serve residents and visitors of all ages, providing them with current resources, programs, and services to meet their informational, educational, and recreational needs in a welcoming and community centered environment.

Approved by the Library Board of Trustees

August 23, 2010

Avon Free Library

Long Range Plan

Introduction

In the fall of 2009, the staff and Board of Trustees of the Avon Free Library began development of a strategic plan using the Public Library Association's planning model described in the publication The New Planning for Results: a Streamlined Approach by Sandra Nelson. As facilitator, Kim Iraci from the Pioneer Library System explained, this is a community-based planning process that is currently being used throughout the country to develop long range plans for public libraries. The process relies heavily on input from community members to determine what the community values and how the library can make a contribution toward achieving the community vision over the next five years to meet those needs.

The enthusiastic participation of the Committee members is greatly appreciated as is the invaluable facilitation by Library Consultant Kim Iraci. We thank the following people for serving so generously on the committee:

1. Jim Blye—Avon Town Board
2. Patricia Colt—Staff member, Avon Free Library
3. Bonnie Davis—County & Village Planning Boards
4. Cathy Dickinson—Avon Free Library Board member & St. Agnes School kindergarten teacher.
5. Paul Drozdziel—Facilities Manager at RIT
6. Kathleen Engstrom—Architect
7. Mary Hayes—Retired elementary school teacher, Avon Central School
8. Rob Hayes—Avon Village Board
9. Renee Kashorek—Tutor for the Avon Central School District
10. Tricia Koomen—Highland Hospital nurse
11. Sue Labine—Delphi Automotive engineer
12. Sharon Maclemale—Retired elementary school teacher
13. Art McManus—Past Board member & present volunteer for the Avon Free Library & Senior Citizen
14. Courtney Ortiz—Avon Central School student
15. John Pusloskie—President of Local 1170 Communication Workers of America
16. Bill Smith—Retired History teacher and Book Sale Coordinator
17. Carole Stephenson—Community volunteer & Senior Citizen
18. Christopher Taylor—Executive Director of Livingston County Council On Alcohol and Substance Abuse Inc.
19. Julie Welch—Parent of children attending Avon

20. Bill Vergo—Avon Central School History teacher
21. Melody Young—Avon Central School student

At the first meeting on October 1, 2009 committee members envisioned the town of Avon's future, reviewed demographic and library data, discussed current conditions, and identified community needs. They also learned about existing library services and programs. At the second meeting on November 7, 2009, they established a list of recommended service priorities for the library after reviewing the community needs they discussed earlier. It was asked if committee members should consider what the library was capable of doing within their current budget and constraints or if the service responses should reflect what would be ideal. Kim explained that the service responses selected are those that best fit the needs of the community not what the library can do within its current state. The three top ranking service priorities chosen by the committee are as follows:

- *Satisfy Curiosity*
- *Stimulate Imagination*
- *Visit a Comfortable Place*

In coordination with the consultant, the list of goals and objectives for library services was developed in response to the committee recommendations. Specific activities to support each goal and its related objectives were written for this plan, which covers a five year period. The plan will be reviewed annually by the Director and Board and modified as needed to keep the plan vibrant and responsive to changes that occur over the plan's five year period.

Avon Free Library

Long Range Plan

#1 Satisfy Curiosity (Non-Fiction area)

Residents will have the resources they need to explore topics of personal interest and continue to learn throughout their lives.

Goal #1: Learners of all ages in the Avon Free Library chartered service area will have access to materials, resources, and programs needed for personal independent learning.

- **Objective #1:** Circulation of non-fiction print and non-print resources will increase each year because the collection reflects current community interests.

Activities:

1. Monitor items received through delivery to determine where additional materials are needed.
2. Select new titles for the non-fiction collection and non-print resources using OWWL's "high local demand" report.
3. Evaluate the non-fiction and non-print collections, using a variety of collection development tools, to remove dated and worn items on a regular basis.
4. Promote access and use of OWWL2go downloadable audio books, e books, and online databases for 24/7 access to library resources.

- **Objective #2:** Partnerships with community organizations, agencies, and businesses to present and/or sponsor programs.

Activities:

1. Revitalize the Friends group in 2010.
2. Plan two programs each for juveniles, teens, and adults on a yearly basis.
3. Survey teens and adults to determine topics of interest for programs with specific attention given to suggestions made by the Community Long Range Planning group.

- **Objective #3:** Increase community's knowledge of available materials, services, and programs.

Activities:

1. In 2010, develop a pamphlet for patrons explaining library services and resources.
2. Continue to publicize new materials, services, and programs on the library's Blogspot and in the Genesee Valley Pennysaver's weekly column and local newspapers.
3. Provide on-site support along with an informational handout for interested patrons on use of the OWWL system.

- **Objective #4:** Increase hours of operation to meet the needs of the community.

Activities:

1. Do a cost assessment of increasing hours of operation.
2. Develop a budget which reflects the cost of additional hours.

Goal #2: Provide adequate funding to enhance the library's resources for residents and ensure lifelong learning opportunities will be offered.

- **Objective #1:** The library will steadily increase its budget to reflect current inflation in providing materials and services to the community.

Activities:

1. Increase the materials budget on an annual basis based on need and inflation.
2. Develop a planned giving program yearly.
3. Develop a memorial giving program.
4. Seek grants yearly.
5. Review annual report with funding agencies, Board of Trustees and staff starting in 2010.
6. Evaluate the proposition vote at regularly scheduled intervals.

Goal #3: The library will provide a qualified and sufficient staff to accommodate the community in its quest of lifelong learning.

- **Objective #1:** Staffing hours will be assessed on yearly basis.

Activities:

1. The children's librarian position will be changed from part-time to full-time.

2. Create a clerk's position to assist where needed.

- **Objective: # 2:** The library staff will receive adequate training.

Activities:

1. New staff will receive adequate training.
2. Staff will create and maintain a procedures manual.
3. Staff will attend PLS Continuing Education and training workshops and OWWL training sessions as system updates occur. (Novelist, Reader's Advisory, etc)
4. Trustees will attend at least one Trustee workshop annually.

#2 Stimulate Imagination (Enhance leisure time, Fiction area)

Residents who want materials and programs to enhance their leisure time will find what they want when and where they want them and will have the help they need to make choices from among the options.

Goal # 1: The library will provide current and popular material in a variety of formats to satisfy the community's interests and meet its recreational needs.

Objective #1: The library's circulation will increase yearly.

Activities:

1. The library will do an in house survey on the patrons' interests and requests.
2. The staff will track patron requests within the library and in high demand holds report.
3. The library will purchase online booklist for recommended titles.
4. Weeding will be ongoing process to keep collection current.

Objective #2: The library will promote new material and services.

Activities:

1. The library will continue to post Best Seller lists from Publisher Weekly for patrons.
2. The library will regularly create displays that promote items of current interests.
3. The library will continue to promote materials, services, and programs in the weekly Genesee Valley Pennysaver and on the library's Blogspot.
4. The library will develop a welcome packet for new residents and patrons.
5. The library will develop programs around new books and materials.

Goal # 2: The library will provide an adequate and well informed staff to perform as readers' advisory.

Objective #1: The patrons will discover new authors and locate materials that meet interests.

Activities:

1. The library staff will stay informed of current trends by reading review journals and using online sources such as Amazon.
2. The library staff will be aware of media publicity and authors on tour doing book talks.

3. Staff will attend informational workshops and PLS Continuing Education workshops pertaining to collection development, readers advisory, specific genres and changing media formats.
4. Staff will encourage and instruct patrons on the use of NoveList, a readers' advisory database.
5. Library staff will instruct patrons on how to place a hold on a title in the OWWL system either by in-house instruction or print-out.

Goal #3: Adequate funding for new material in various formats will be sought.

Objective #1: Trustees and Director will develop a yearly book/ material, and program budget that reflects the community interests and inflationary costs.

Activities:

1. Trustees and Director will evaluate the need to request increases in the school proposition vote funding every year.
2. Programs will be planned on a yearly basis.
3. A Friends Group will be re-established to plan and provide programming.

#3 Visit a Comfortable Place

Library patrons of all ages will have safe and welcoming physical places to meet and interact with others, or to sit quietly and read, or to use the library's computer resources.

Goal #1: The library will serve as an inviting and neutral gathering place in the community by providing space for residents of all ages to gather, learn, relax, and interact.

- **Objective #1:** Children, young adults, and adults will have easily identifiable public spaces with ease of access to materials, services, and programs.

Activities:

1. Directional signage will be installed designating areas in library. ie. Restrooms, children's room, meeting room, Young Adult area.
2. Signage will be installed to direct patrons to specific material collections and classification, for example: Fiction, Non-fiction, audio books, periodicals and their Dewey classification range.

- **Objective #2:** Each space will have comfortable seating, adequate lighting in a setting that will invite casual groupings and easy access to appropriate materials and services within the library.

Activities:

1. Comfortable and appropriate furniture will be researched for fireplace areas on main floor and in children's room.
   Funding will be secured to complete plans for lighting in book stack area on main floor
   The feasibility of expanding the current meeting room into the adjoining kitchen area will be explored
4. The Central Presbyterian Church will be approached for feasibility of using their meeting hall for library programs.
5. The feasibility of adding additional space will be investigated to provide quiet seating and work space.
6. The feasibility of adding an elevator to improve ease of access between floors will be explored.

Goal #3: Each patron will have a positive, welcoming experience visiting the library.

Activities:

1. Welcome packets will be available for new patrons with general library information provided.
2. Training in OWWL customer service Touchpoints identified by Pioneer Library System and the Rochester Ad Council will be made available to staff.
3. The feasibility of additional staffing for full coverage on each floor will be explored to assist patrons in the selection and location of materials.

Goal #3 Community residents will have access to public space for gathering to pursue their recreational, educational, informational, cultural and social needs.

Objective #1: The building and grounds will be maintained.

Activities

1. Staff will record maintenance areas of concern and a priority list of maintenance issues will be developed by the Director.
2. A yearly maintenance schedule will be developed with Trustees.
3. Downtown directional signs for ease in locating the library for new patrons or out of town visitors will be installed.

Objective #2: Comfortable outdoor spaces and ease of parking for those visiting the library will be explored.

Activities:

1. Address parking issues in front of the library with the possibility of having the Village crew paint parking spots to prevent blocking sidewalks from street to main walkways.
2. Create comfortable outdoor seating for patrons waiting for rides or those wishing to enjoy the outdoors.
3. Install bike rack in front of library.
4. Install directional signage to indicate additional parking in back of library.

DISCUSSION AVON FREE LIBRARY TRUSTEES' LONG RANGE PLAN-continued

In addition to the written information the following was discussed:

The library has $150,000.00 in reserve and has recently approved $9,000.00 to be spent for improvements to the building.

A recent addition of services allows for the ability of downloading audio books and eBooks for use on computer, eBook reader, and other compatible electronic devices. The costs for this service was discussed.

The Board thanked the Library Representatives for all of their spectacular services.

DISCUSSION VISITOR JIM ANDERSON

Visitor Jim Anderson addressed the Board to solicit the favor of the Board regarding a use of a portion of his property in an Agricultural District for hosting events. The use does not fit into the current Town Code. The Planning Board reviewed and appeared to be in agreement with the idea of hosting events.

Town Board discussion included spot zoning and a definition was provided by Attorney Campbell. The Town Board requested a written response from the Planning Board and Zoning Board of Appeals. A Special Use Permit might be needed rather that a local law. An opinion of the County Planning Board may be requested in the future.

VISITOR – AVON AMBULANCE UPDATE

Avon Rotary/Lions Ambulance Business Manager Thomas Bartolini, Operations Manager Margie DeLena, and President Don Mastin addressed the Board with the following:

They are happy in their new location where they have a kitchen, bed rooms, three offices and a chart room that provides a place to record calls within the three hour report requirement.

They receive funding from Medicare, Medicaid, United Way, Rotary, Lions Club and donations.

There are many people that donate their time.

A conservative, realistic, break-even budget is in place.

Paying sales tax has been eliminated on all purchases.

Eight people are in training that includes four increasing their level of service and the other four are new.

Upon relocation audits are required and they have been completed.

New standard operating procedure manuals have been developed.

Equipment has been reviewed and rated.

VISITOR – AVON AMBULANCE UPDATE-continued

Personnel files have been reviewed and personal information has been separated from operational information.

Working relationships with personnel are getting better.

More time is being spent on planning and less on personnel issues.

They are staying in compliance with County requirements.

A one hundred percent coverage rate has been reached as a result of an audit recommendation.

There are two ambulances and one fly car.

A thank you to Highway Superintendent Ayers and Code Enforcement Officer Cappello were extended.

Work on establishing a fuel depot with the Avon Central School is underway. The average is 5 to 7 miles to the gallon for each of the ambulances.

The Board thanked the Ambulance Representatives for their update and service to our community.

DISCUSSION – ATTORNEY REPORT

Supervisor LeFeber asked for an update from Attorney Campbell on the request from Dom Genova. Attorney Campbell stated additional information needs to be provided by Mr. Genova's attorney for any forward movement.

DISCUSSION – HIGHWAY REPORT

Highway Superintendent Ayers was not in attendance.

Supervisor LeFeber reported a change in the budget as requested by Highway Superintendent at the last meeting regarding cell phones. The changed removed from DB and added to DA.

DISCUSSION - ENGINEERING REPORT

Engineer Rock reported on the following:

Rural Development will not be able to provide any funding for any additional expansions to the Route #39 Water District Extension. The money can be used for the purchase of equipment such as hydrants and they are needed. He recommended getting the money spent quickly.

DISCUSSION – WATER REPORT

Water Superintendent McKeown reported on the following:

Harper Park's water usage is back on tract and there are a lot of empty lots

DISCUSSION – WATER REPORT-continued

Reading of the meters has been completed
The leak due to a valve on Ashantee Lane was repaired
A request to change from salary to hourly was made due to the use of compensation time for call outs. This practice does not allow for the use of vacation days. Currently thirty days have been given up. The Board suggested taking vacation time as it's not meant to be accumulated.
Councilman Cook stated that the position should be salaried and that he should be able to take vacation. Call outs are a part of the job.

The hand held unit was ordered and one head is included. The replacement process is started.

DISCUSSION CODE ENFORCEMENT OFFICER

Code Enforcement Officer Anthony Cappello provided the following report:

Discussion was focused on the FOIL request regarding 23 Genesee Street from Albany. He was under the assumption that Mr. Biondilillo was keeping track of inspections in his daily notes, as the inspections were completed when requested.

He continued his report stating he was troubled that Code Enforcement Office Rodamaker was in and out of the building one hundred times and the first thing that hit his desk was that the Department Supervisor did not request for him to complete any inspections. Supervisor LeFeber responded stating a recent meeting was held to address issues, but no issues were brought-up by Code Enforcement Officer Cappello. Councilman Blye stated that Code Enforcement Officer Cappello is the head of the department. Discussion also included the need to serve the people of the Town of Avon. It was decided to invite Code Enforcement Officer Rodamaker to a future meeting.

RESOLUTION #76 PAYMENT OF BILLS

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

RESOLVE to accept for payment Abstract 2011-8 in the following amounts:

General Fund	Voucher #167 through #183 in amounts totaling $2702.13
Highway Fund	Voucher #74 through #82 in amounts totaling $15,191.82
Water Fund	Voucher #61 through #68 in amounts totaling $2,622.63
Cemetery Fund	No Voucher
Opera Block Capital Improvement	No Voucher
Royal Springs Lighting	No Voucher

RESOLUTION #76 PAYMENT OF BILLS-continued

Cross Roads Drainage District	No Voucher
Bruckel Drainage District	No Voucher
Royal Springs Drainage	No Voucher
Town Of Avon Fire Protection	No Voucher
Water Capital Improvement	No Voucher

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

DISCUSSION SUPERVISOR'S REPORT

Supervisor LeFeber reported on the following:

A reminder was given of the Tri-Town Joint Water Service Area, Public Participation and information meeting to be held on May 3rd at 7:00 P.M...

Board Members were asked if they would be available to attend the public service meeting in Lima sponsored by the Environmental Protection Fund. Councilmen Cook and Mairs suggested the Supervisor's Secretary attend on behalf of the Board.

DISCUSSION - OPEN ITEMS

Chairman of Dump-Up Days, Councilman Mairs updated the Board stating he has talked with Shanks. Highway Employees Tom Crye and Richard Rumfola will be working and he is hoping for other volunteers as there will only be two highway employees. A special collection bin for computers will be available.

Town Clerk Knight questioned the safety of her computer through an e-mail to Deputy Supervisor Cole because as the Sonic Wall trial period has elapsed. She continues to seek a response. Deputy Supervisor Cole stated Sonic Wall is no longer being used but that the computers are secure.

Town Clerk Knight questioned if the Board had any further questions on her request to purchase plots in the South Avon Cemetery. The Board did not have any further questions and did not take any action.

Supervisor LeFeber stated that at a future meeting, an hourly rate will need to be established for the position of building maintenance that Code Enforcement Officer Anthony Cappello is now filling.

DISCUSSION - OPEN ITEMS-continued

On motion of Deputy Supervisor Cole, seconded by Councilman Blye, the meeting adjourned at 8:30 P.M.

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