

A regular meeting of the Town of Avon was held on Thursday, February 8, 2018 at 6:00 P.M. at the Avon Opera Block/Town Hall, 23 Genesee Street, Avon, New York 14414, with the following members present:

PRESENT: Supervisor David LeFeber, Deputy Supervisor Thomas Mairs, Councilmen Malachy Coyne, James Harrington and Paul Drozdziel

OTHERS: Attorney James Campbell (left at 6:35), Code Enforcement Officer Brian Glise, and Town Clerk Sharon Knight MMC/RMC

VISITORS: Janet Manko and Judy Falzoi

Supervisor LeFeber called the meeting to order at 6:00 P.M. and led those in attendance in the Pledge of Allegiance.

DISCUSSION – VISITORS COMMENTS

Supervisor LeFeber asked for Visitor Comments and they follow:

Visitor Janet Manko shared a thank you for posting the 30 mph speed limit signs, in the Royal Springs Development, that were recently approved by New York State and installed by our Highway Department. She questioned if this change had to be registered somewhere to be picked up on all vehicle electronics.

DISCUSSION - MINUTES

Supervisor LeFeber asked for a change in the minutes and Town Clerk agreed to add as he certainly made the comments.

RESOLUTION #43 APPROVAL OF MINUTES

On motion of Deputy Supervisor Mairs, seconded by Councilman Harrington the following resolution was

ADOPTED AYES 4 NAYS 0

RESOLVE to approve the minutes of January 25, 2018, as presented by e-mail and to request they be published on Town of Avon website at townofavon-ny.org.

Vote of the Board: Councilman Coyne- Aye, Councilman Harrington - Aye, Deputy Supervisor Mairs - Aye, Supervisor LeFeber – Aye

DISCUSSION – APPOINTMENT

Supervisor LeFeber reported that he spoke to all of the applicants that applied for the open Board position. The Board took the following action.

RESOLUTION #44 APPOINTMENT OF PAUL DROZDZIEL TO THE POSITION OF TOWN BOARD MEMBER

On motion of Supervisor LeFeber seconded by Councilman Harrington, the following resolution was
 ADOPTED AYES 4 NAYS 0

RESOLVE to appoint Paul Drozdziel to the position of Town Board Member, term to expire December 31, 2018.

Vote of the Board: Councilman Coyne- Aye, Councilman Harrington - Aye, Deputy Supervisor Mairs - Aye, Supervisor LeFeber – Aye

RESOLUTION #45 AMEND COMPENSATION SCHEDULE

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

RESOLVE to amend the 2018 Compensation Schedule as follows:

Remove:

2018 Town of Avon Employee Compensation Schedule

<u>Name</u>	<u>Position/Duties</u>	<u>Status</u>	<u>2017 Rate</u>	<u>2018 Rate</u>
McDowell, Kimberly	Youth Board Member Chairperson	Part Time*	\$50.00/month	\$50.00/month
Cosimano, Emily	Youth Recreation Board Member	Part Time*	\$40.00/month	\$40.00/month

Add:

McDowell, Kimberly	Youth Board Member	Part Time*	\$40/month	\$40.00/month
Cosimano, Emily	Youth Board Member Chairperson	Part Time*	\$50/month	\$50.00/month
Drozdzziel, Paul	Town Councilperson	Appointed	\$6,000/yr.	\$6,000/yr.

Vote of the Board: Councilman Drozdziel - Aye, Councilman Harrington - Aye, Councilman Coyne - Aye, Deputy Supervisor Mairs - Aye, Supervisor LeFeber – Aye

DISCUSSION – OPEN POSITIONS

Supervisor LeFeber stated that we will now have two open positions and they are Avon Representative to the Livingston County Planning Board and Youth Recreation Board Member.

DISCUSSION - ATTORNEY REPORT

Attorney Campbell updated the Board on the following:

- Bruckel Drive easements are moving forward with our Engineers working on the descriptions as they have had inconsistencies that have caused questions. Code Enforcement Officer Glise is being included in correspondences.
- AT&T lease agreement – still waiting to hear back from corporate.
- Solar – Mike Froome has provided a draft and it's being worked on and will be sent to the Board when it is completed. There are still a few decisions that the Board will need to make. After Board review it will be resubmitted to the Livingston County Planning Board for consideration.
- FOIL Nixon Peabody – deadline is approaching as the 60 days given to look for and accumulate the data is the 19th of February. Supervisor LeFeber is working on it. Town Clerk and Records Management Officer reported that February 19th is a holiday for the Town and requested information provided as soon as it's available.
- Town Clerk questioned Attorney Campbell if he had researched the requirement to notify the State of the FOIL that was denied and he responded that he is familiar with the requirements and that he is certain that it does not need to be submitted to the State of New York.
- Freedom of Information is for records that exist. Tabulating information to comply with what is being asked for is neither required nor is it recommended. Answering questions is not a part of FOIL. Highway/Water Employee Kelly Sloan is working on compiling raw data into a format. This work is not customary and would set precedence if gathering strictly for the FOIL request. The information provided should be all information available at the time of the FOIL request.

DISCUSSION – CODE DEPARTMENT

Code Enforcement Officer (CEO) Glise gave the following report:

- Update on the Taj Mahal sign replacement.

DISCUSSION – ENGINEER REPORT

MRB Group Engineer Shawn Bray was not in attendance.

DISCUSSION – TOWN CLERK REPORT

Town Clerk Knight reported on the following:

- Communications were received and forwarded to the Town Board via email:
 - Liv. Cty. Planning Board Agenda
 - MRB Group Labor Detail (T. Avon) – Invoice #25830
 - Clerk’s Monthly Report
 - Livingston County Economic Development – What’s next for your Downtown?

There was discussion on the Town Board appointments and those that have yet to take their Oath of Office.

The Town Historian’s Office continues to be cold and on Tuesday it was 61 degrees.

There was discussion on a particular person visiting and hanging out at the Town Hall/Opera Block and a local Police Officer’s recommendation to place a “No Loitering” sign in the front window. Board discussion included wanting the Town Hall/Opera Block to be welcoming and the availability of the Department of Social Services including Adult Protective Services.

RESOLUTION #46 RECEIVED MONTHLY REPORTS FROM THE TOWN CLERK AND SUPERVISOR

On motion of Deputy Supervisor Mairs, seconded by Councilman Coyne the following resolution was

ADOPTED AYES 5 NAYS 0

RESOLVE to accept the monthly reports for January 2018 from the Town Supervisor and from the Town Clerk as shown below:

Town Clerk’s January 2018 Report:

<u>Total Local Shares Remitted:</u>	<u>\$1,111.76</u>
<u>New York State Department of Health</u>	<u>\$0.00</u>
<u>NYS Ag. & Markets for spay/neuter program</u>	<u>\$84.00</u>
<u>NYS Environmental Conservation</u>	<u>\$47.24</u>
<u>TOTAL</u>	<u>\$1,243.00</u>

Vote of the Board: Councilman Drozdziel - Aye, Councilman Harrington - Aye, Councilman Coyne - Aye, Deputy Supervisor Mairs - Aye, Supervisor LeFeber – Aye

RESOLUTION #47 ADOPT 2018 LETTERHEAD

On motion of Supervisor LeFeber, seconded by Deputy Supervisor Mairs the following resolution was

ADOPTED AYES 5 NAYS 0

RESOLVE to adopt the following letterhead:

Town of Avon

23 Genesee Street
Avon, New York 14414
Phone: (585) 226-2425
Fax: (585) 226-9299
Web Site: www.avon-ny.org

David LeFeber, Supervisor
James Harrington, Councilman
Paul Drozdziel, Councilman
Tami Snyder, Assessor
Brian Glise, Code Enforcement Officer

Thomas Mairs, Deputy Supervisor
Malachy Coyne, Councilman
Historian, Maureen Kingston
Highway/Water Superintendent, Thomas Crye
Sharon M. Knight, RMC/MMC Town Clerk

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Vote of the Board: Councilman Drozdziel - Aye, Councilman Harrington - Aye, Councilman Coyne - Aye, Deputy Supervisor Mairs - Aye, Supervisor LeFeber – Aye

DISCUSSION – BOARD MEMBERS RESPONSIBILITIES

Finance – Budgets & Special Districts, Capital Projects: Chairman Supervisor David LeFeber and Deputy Supervisor Thomas Mairs

Joint Water Works & Public Works – Water and Highway –Councilman Malachy Coyne and Supervisor LeFeber

Facilities – Opera Block/Highway Barns/Water Facilities, Evaluate Current and Future Technology and Facilities – Deputy Supervisor Mairs and Councilman Drozdziel

Personnel Items – Deputy Supervisor Thomas Mairs and Councilman James Harrington

Youth Recreation & Avon Free Library - Supervisor LeFeber and Councilman Drozdziel

Planning and Code – Councilmen Drozdziel and Councilman Malachy Coyne

Joint Town & Village Parking - Councilmen Malachy Coyne and Councilman James Harrington

Court Personnel - Deputy Supervisor Thomas Mairs and Councilman James Harrington

DISCUSSION – BOARD MEMBERS RESPONSIBILITIES-continued

Employee Handbook, Community Web Site, Grants, Positive Image, Employee Relations, Customer Focus, Workplace Violence Prevention –Deputy Supervisor Thomas Mairs and Councilman James Harrington

Supervisor LeFeber spoke of a recent event that he attended where he was asked about the Town of Avon’s interest in participation in an incubator. The incubator would make use of the first floor store front space on the south side of the Town Hall/Opera Block. The Board was interested on gathering more information and noted the Town’s use of the assessable door, elevator lobby and walk in safe. Typically incubators include providing mentoring, office support, internet, and copy machine usage.

Visitor Judy Falzoi spoke of alternative types of education for students (kids at risk) working on entrepreneurship. This is helpful for the public’s mindset when used in an incubator store front space.

Other options include a revolving businesses or partnership with SUNY Geneseo.

Set-up filters would be an important step including age groups.

Supervisor LeFeber will continue to gather more information.

DISCUSSION – ALL TOWN AUDIT

Supervisor LeFeber is working on forward movement for an audit. A scope of work will be shared when complete.

DISCUSSION – TOWN WIFI

Supervisor LeFeber opened discussion on the Town of Avon’s Wi-Fi password. The password that was given when we moved into the building in 2009 continues to be used. Town Clerk Knight will contact Hurricane to have the password changed as well as request a proposal that would offer public WiFi that would be turned off at a specific time.

DISCUSSION - CLAIMS

Councilman Harrington asked about voucher #99 from water for The MRB Group. There was discussion regarding the breakdown of expenses.

Councilman Coyne asked about our agreement with the Genesee Sun for the use of Sun Beat. Supervisor LeFeber reported that we only get charged when we use it.

RESOLUTION #48 PAYMENT OF BILLS

On motion of Deputy Supervisor Mairs, seconded by Councilman Coyne the following resolution was

ADOPTED AYES 5 NAYS 0

RESOLVE to accept for payment Abstract 2018-03 in the following amounts:

Concerning ABSTRACT of Claims Number 2018-03 including claims as follows:

General Fund	Voucher #49 through #72 in amounts totaling \$ 11,865.83
Highway Fund	Voucher #23 through #30 in amounts totaling \$ 4,180.23
Water Fund	Voucher #194 through #202 in amounts totaling \$ 5,519.06
Cemetery Fund	No Voucher
Opera Block Capital Improvement	No Voucher
Royal Springs Lighting	Voucher #2 through #2 in amounts totaling \$ 1,221.28
Cross Roads Drainage District	No Voucher
Bruckel Drainage District	No Voucher
Royal Springs Drainage	No Voucher
Town Of Avon Fire Protection	No Voucher
Rte. 39 Water SW2	No Voucher

Vote of the Board: Councilman Drozdziel - Aye, Councilman Harrington - Aye, Councilman Coyne - Aye, Deputy Supervisor Mairs - Aye, Supervisor LeFeber – Aye

DISCUSSION – MAGISTRATE MEMBERSHIP

Supervisor LeFeber received a request for the Town of Avon to pay the \$40.00 Annual Membership fee for a former judge. After Board discussion it was decided that the fee could be paid by the Town of Avon but the individual must reimburse the \$40.00.

OPEN ITEMS

Deputy Supervisor Mairs reported he will not be here at the next meeting on February 22, 2018.

Councilman Drozdziel thanked the Board for the opportunity to serve as a Member of the Board.

Councilman Harrington questioned how the Town would be funding Paper Mill Park as improvements will be made to the bridge. Discussion included that the Town provides \$12,000 of financial support to the Village. How that money is spent is of interest and Town Clerk Knight was requested to contact the Village for a breakdown. Other shared services were discussed including the Village purchasing gas from the Avon Central School and School Resource Officer.

VISITOR COMMENTS

Supervisor LeFeber asked for any public comments and they follow:

Visitor Judy Falzoi asked about the Supervisors appointments and who will deal with zoning and planning. Supervisor LeFeber stated he appointed Councilmen Coyne and Drozdziel.

Visitor Falzoi also asked about her recent water bill as well as a charge for water customers for shut-off during the weekend being set at \$300.00. It was stated that this is not the policy of the Town of Avon but another Town's fee schedule.

Councilman Drozdziel discussed third party solar regulations.

Deputy Supervisor Mairs reported that May 8th was chosen to hold the informational meeting to discuss job duties and how we work together. Each department will give a 2 to 3 minute discussion of what they do. Deputy Supervisor Mairs will hand out Ethics paperwork to everyone.

There was discussion about possible retirement for the Clerk to the Assessor and training a new person.

Jeremy from Platinum Limousine on West Main Street wants to move to Tec Drive. He would like to put up a 10,000 square foot building. Supervisor LeFeber suggested he approach the owner of the property, Bill Bacon of The Livingston County IDA.

DISCUSSION – HIGHWAY/WATER DEPARMENTS

Supervisor LeFeber reported on the following:

Highway/Water – snow removal, going through a lot of salt, fixed a small water leak in Ashantee, changing meters, a lot of questions on the bills, and gathering FOIL information.

DISCUSSION - PLANNING AND ZONING BOARD OF APPEALS (ZBA)

Supervisor LeFeber reported that both Planning and ZBA meetings were canceled for February as no requests have been received.

DISCUSSION – COURT

Supervisor LeFeber reported that Court has been changed to Monday nights and there have been a lot of arraignments.

RESOLUTION #49 APPOINTMENT OF CODE ENFORCEMENT OFFICER

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

RESOLVE to re-appoint Brian Glise to the position of Code Enforcement Officer, term to expire December 31, 2018.

Vote of the Board: Councilman Drozdziel - Aye, Councilman Harrington - Aye, Councilman Coyne - Aye, Deputy Supervisor Mairs - Aye, Supervisor LeFeber – Aye

DISCUSSION – KENRON CORRESPONANCE

Supervisor LeFeber reported that he received two quotes. The first is to replace the bearing assemblies entirely on pumps one and two at a cost of \$1,800.00 and a complete replacement at a cost of \$2,100.00. After discussion the Board chooses to replace the equipment.

On motion of Councilman Harrington, seconded by Deputy Supervisor Mairs the meeting was adjourned at 7:43 P.M.

Respectfully submitted by:

Sharon M. Knight, MMC/RMC Town Clerk