

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

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

ABSENT: Deputy Supervisor Thomas Mairs

OTHERS: Code Enforcement Officer Brian Glise, Historian Clara Mulligan, Historian Emerita Maureen Kingston, and Town Clerk Sharon M. Knight, MMC/RMC

VISITORS: None

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

### **VISITOR COMMENTS**

Historian Emerita Maureen Kingston addressed the Board regarding the Historian's area in the basement and archive room and that it is in jeopardy. Its primary resource materials are irreplaceable. It would need climate control if moved. The space is for processing materials and adding additional collection items. The area is not open to the public as other areas are because of the types of records kept. The area continues to be used for processing additional acquisitions for protection. If it comes to moving out of this area, additional space would be needed that is climate control as it is presently. There are many old journals and many collections including the "schivert" collection.

Councilman Drozdziel updated the plans regarding square footage for the Historian's office and the need for storage of Code Enforcement files. The basement of the South side (old bank) is strictly used for maintenance. We have turned the corner of the renovations of the Town Hall/Opera Block. Appreciation of the Historians work was shared.

### **DISCUSSION – MINUTES OF JANUARY 26 AND FEBRUARY 9, 2023**

Minutes tabled until next meeting.

### **DISCUSSION-ATTORNEY REPORT**

Attorney Campbell was not in attendance.

### **DISCUSSION- HIGHWAY/WATER REPORT**

Highway/Water Superintendent Tom Crye was absent and provided the following written report via email:

HIGHWAY: Shop maintenance, Snow Removal, Brush

WATER: Everyday maintenance & sampling, Meter changes, Clean out valves

**DISCUSSION – ENGINEER REPORT**

MRB Group Engineer Dave Willard was not in attendance.

**DISCUSSION – CODE ENFORCEMENT REPORT**

Code Enforcement Officer Glise provided the following report:

- Applications to be on the Solar Moratorium Committee deadline is the 1<sup>st</sup> of March. Three people have shared interested and another email.
- Pirrana will be in for a scheduled meeting at 11:00 tomorrow.
- Spoke with Mary Underhill and she shared new suggestion regarding our Solar moratorium including the mix of solar/agriculture.
- Continued discussion with questions on not allowing solar to be turned on until all requirements are met. Code Officer continues to look for compliance not court fees.

**DISCUSSION- TOWN CLERK REPORT**

Town Clerk Sharon Knight provided a written report and confirmed that the Town Board received it prior to meeting.

The spreadsheet is a living document of Deputy Clerk hours being used. Supervisor LeFeber shared his concern of the hours being used and future claims against the Town. He also questioned if the excel spreadsheet of hours was provided to the Board.

**RESOLUTION #50 BECOMING A NYCLASS PARTICIPANT**

On motion of Councilman Drozdziel, seconded by Councilman Coyne the following resolution was ADOPTED AYES 4 NAYS 0 ABSENT 1 (Deputy Supervisor Mairs)

TOWN BOARD  
TOWN OF AVON  
COUNTY OF LIVINGSTON

**RESOLUTION**

At a regular meeting of the Town Board of the  
Town of Avon, Livingston County, State of New York,  
held at the Avon Village Hall on February 23, 2023

**WHEREAS**, the Town Board of the Town of Avon desires to invest various funds of the Town in a fashion that is safe and effective, as part of its fiduciary responsibilities in the management of the Town’s financial resources; and

**WHEREAS**, the Town Board has identified New York Cooperative Liquid Assets Securities System (NYCLASS), a short-term, highly liquid investment fund, designed specifically for the



Thomas Mairs	Absent
Malachy Coyne	Aye
Paul Drozdzziel	Aye
James Harrington	Aye

BY ORDER OF THE TOWN BOARD  
OF THE TOWN OF AVON

Sharon Knight, MMC/RMC

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Sharon Knight, MMC/RMC  
Town Clerk

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

**RESOLUTION #51 COMMUNITY ARTS GRANT**

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

**RESOLVE** to approve Supervisor LeFeber to sign an application for a grant that includes use of Opera Block stating that use is approved only if its available or otherwise search for other town venues.

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

**RESOLUTION #52 RE-APPOINTMENT OF BOARD OF ASSESSMENT REVIEW  
MEMBER CHRIS MASTEN**

On motion of Councilman Coyne, seconded by Councilman Harrington the following resolution was ADOPTED AYES 4 NAYS 0 ABSENT 1 (Deputy Supervisor Mairs)

**RESOLVE** to re-appoint Chris Masten to the Board of Assessment Review, term to expire October 2027.

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

**DISCUSSION - ARPA DOLLARS**

Supervisor LeFeber reported Livingston County will be approving ARPA dollars to be used in Towns for public spaces including but not limited to community parks. A request of \$20,000.00 to be submitted for the Town Hall/Opera Block renovations.

**DISCUSSION - REQUEST FOR DOLLARS FOR HOLIDAY SPECTULAR ST PATRICK'S DAY PARADE**

A request for \$500.00 from the Holiday Specular Committee was received yesterday. There was a lengthy conversation of the late timing of the request, supporting the idea in theory but not budgeted for in 2023 budget, risky due to short notice, projected local community business support and where would the dollars be found within the adopted budget.

Councilman Harrington made a motion to support the \$500.00 request but there was not a second.

**RESOLUTION #53 ACCEPT THE CLAIMS**

On motion of Supervisor LeFeber, seconded by Councilman Coyne the following resolution was ADOPTED AYES 4 NAYS 0 ABSENT 1 (Deputy Supervisor Mairs)

RESOLVE to accept for payment Abstract 2023-4 in the following amounts:

General Fund: Amounts totaling \$20,460.9, Highway Fund: Amounts totaling \$7,227.64  
And Water Fund: Amounts totaling \$ 304.29

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

**OPEN ITEMS TOWN BOARD MEMBERS**

- Upsize the gas meter is required due to installation of a new generator at the Town Hall/Opera Block. The process is to request an invoice, provided payment, then schedule the work to be completed. We currently are waiting to be scheduled.
- Roadway for the pocket park is moving forward. We have \$10,000.00 in the budget for the Village of Avon project.
- We are rounding the corner on completion on the renovations of the Town Hall/Opera Block. March 13<sup>th</sup> is the date for Town activities to be moved to the Village Hall – including Town and Village Court, Planning Board and ZBA Board meetings.
- Projected date to move the second-floor offices to the first floor is the 16<sup>th</sup> and 17<sup>th</sup> of March.
- Color stain for the third floor has been chosen and will be protected with polyurethane.
- Councilman Coyne will not attend the next meeting.
- Expect the renovation project to be completed and celebrated by the 4<sup>th</sup> of July.

**SUPERVISOR'S DEPARTMENT REPORT**

Supervisor LeFeber read the following notarized statement provided to the Town Clerk as follows:

David LeFeber, my comments for the February 23, 2023, Town Board meeting.

On February 6, 2023, Deputy Town Clerk, Jennifer Shannon, asked the Town Board if there were any changes to the draft minutes of the January 26, 2023 meeting via email.

I submitted these changes to Deputy Town Clerk, Jennifer Shannon, via email at 2:57PM on February 6, 2023:

- Deputy Clerk hours are being depleted not saved.
- Concerned about unemployment claim being filed against Town if hours depleted.
- People in January visited Clerk office to pay taxes on a Wednesday afternoon and I instructed them to come another time to present their taxes in person to Clerk's office
- Feel since the Town is investing in the facility that the office should be open 40 hours

Deputy Clerk, Jennifer Shannon, included my comments in another draft minutes via email at 12:39PM on February 7, 2023.

Deputy Clerk, Jennifer Shannon, sent a Board packet to Town Board members at 11:58AM on February 8, 2023, via email which included the draft minutes with my comments removed and with no indication why they were removed.

Upon asking why my comments were removed at a public Town Board meeting February 9, 2023, Town Clerk, Sharon Knight, who was not present at the January 26, 2023, meeting listened to a tape and suggested, the tone, flavor, and character of my comments weren't worthy of having in the minutes.

David LeFeber, Supervisor, Town of Avon



HEATHER RANDALL

Notary Public, State of New York  
Livingston County. Reg. #01RA6332113  
My Commission Expires Oct. 26, 2023

Supervisor requested the following be included in the official record after reading:

Friday afternoon Town Clerk office closed. A resident came in to pay for building permit. I did not collect the money. The Court Clerk did accept payment.

Minutes tabled until next meeting.

Town Clerk was asked to update on Deputy hours, excel spread in Board packet for tonight. But Supervisor LeFeber could not find on his IPAD with Board Packet.

Board provided excel sheet at 6:38 P.M. tonight.

Motion Councilman Harrington find \$500.00 for St. Patrick's day – fails. Send letter to ask more lead time for request in future events.

On motion of Councilman Coyne, seconded by Councilman Harrington the meeting was adjourned at 7:21 P.M.

Respectfully submitted by:

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Sharon M. Knight, MMC/RMC Town Clerk