

A Special Budget Meeting of the Town of Avon was held on Thursday, October 4, 2007 at 6:00 P.M. at the Avon Town Hall with the following members present:

PRESENT: Supervisor David LeFeber, Councilman Donald Cook, Jr., Councilman James Blye and Councilman Thomas Mairs

ABSENT: Deputy Supervisor Cole

OTHERS: Water Superintendent Daniel McKeown, Water Clerk and Supervisor's Secretary Mary Blye, Youth Board Director Tami Snyder, Youth Board Members Sue Orman and Stephanie Dempsey, Assessor Patricia Brede, Justices Michael Torregiano and Peter Piampiano, Historian Maureen Kingston and Town Clerk Sharon Knight

### DISCUSSION 2008 BUDGET

There was a review of the 2008 Budget Estimate of Expenditures submitted by Department Heads and the Supervisor's prepared Tentative that included but was not limited to the following highlighted components:

The water portion of the budget that included replacement of hydrants, replacement of water lines on Darby Road that could include fire hydrants, improving fire flow, and if monies are available laying water lines on Henty Road that would provide water to new customers as well as loop the line into the Consolidated Water District, purchase of a snow blower for fire hydrants, a new ½ ton van, possibly selling a truck and computer software to locate curb stops using GIS System. A long term goal would be to have a small pole barn on Agar Road.

Supervisor LeFeber reported there is a gain of approximately \$25,000.00 to \$30,000.00 each quarter of water billing. The water tower is scheduled to be painted in five years.

The next portion of the 2008 budget included A-7310 – Youth Program which the Village no longer shares the cost. The tentative budget does not reflect the budget prepared by the Department Head and will be increased to \$62,000.00. The Teen Center portion has been reduced by one-third from last year due to a significant reduction in participation. Next years program includes one scheduled lock-in with a second only if the first is successful, 2 game nights and a movie night. There is a need to separate the Teen Center from Youth Recreation into separate funds for fiscal reporting. There was continued discussion on hiring youth versus adults and the rules of a recreation employee handbook. Long term goals are to obtain a 12 x 12 storage space for equipment. There was a request to amend minutes of the Town Board on September 13th.

Councilman Cook requested a calendar of events be prepared for the Board.

DISCUSSION-continued  
2008 BUDGET

The next portion of the 2008 budget included A-1355 & B-8010 – Assessor & Zoning Assessor Brede opened her discussion with the presentation of a 2007 Property Description to each Board member for their place of residence, a building permit recap for Avon, Geneseo and Livonia, and the Livingston County Assessors Wage and Expense Report. A request for equipment included a laser jet printer for the Assessor Clerk (the Assessor has an ink jet printer) and possibly an updated scanner that would allow for scanning property record cards. With better data the Assessor can produce better values. Financial support for the Clerk to attend an Assessor's class at Utica or Cornell is a part of the proposed budget.

A request was made that the Assessor's Office move in February or March as that is when the majority of the Enhance Star Exemption Form is brought in by the residents. Supervisor LeFeber stated we would not be moving that soon. Councilman Mairs suggested it maybe late this spring and take approximately six months.

Supervisor LeFeber stated there has not been much for the Zoning Board of Appeals Board; therefore she has been reviewing records provided to her in 2000 and prior Zoning Board of Appeals Members.

The next portion of the 2008 budget included A-1110 – Justices

There was a request for Justice Clerk Jennifer Sargeant's salary to be increase from \$12.66 to \$15.59 as she has become a valuable employee. Currently her salary is lower while she works for the Court that in the Code Office. An increase of the Justices salaries was requested as they compared their court hours to the Village Justice Court hours. There was a review of revenue account A-2610 – Fines & Forfeitures. The court is not in business to make money, but it does. The Town of Avon is the third largest according to weighted vote.

The next portion of the 2008 budget included A-7510 – Historian

Supervisor LeFeber stated the renovation project would not begin until late Spring/Summer of 2008 and he questioned space needs of the Historian's Office. She stated she would need to be with all of her records to work efficiently.

Historian Maureen Kingston highlighted items she would like to work on that included a South Avon brochure and signage. Discussions with the Highway Superintendent have begun. A request to keep upgrading her computer hardware was made, the current computer being used was provided from the Court three years ago.

The last portions of the 2008 budget for the evening included A-1330, A-1410, A-1450 and A-4020 with Town Clerk Sharon Knight

DISCUSSION-continued  
2008 BUDGET

A-1450 – Although the estimate of expenditures dollar amounts are covered by the tentative budget the same question as last year is the distribution of the .1 and .4. Supervisor LeFeber stated it was explained at St. John & Baldwin as they made the recommendation.

A-4020.4 Registrar of Vitals – The same dollar amount as 2007 was requested and put into the tentative budget. When the service is provided, the amount collected is claimed on a voucher.

A-1330 & A-1410 – Tax Collection & Town Clerk– There was a lengthy discussion of the need for a Deputy Tax Collector as this was removed from the tentative budget. Supervisor LeFeber requested a long-term plan. The needs of the Clerk's office could benefit from having two deputies trained to cover in the event the current Clerk and/or Deputy are not available to work, this would prevent the need for either to work when ill as well as allow for training of a new employee. The number of requested conferences was discussed due to cost of attending as well as the Clerk not being in the office. There was also discussion on doctor's appointments being scheduled during office hours, specific justice court customers, legal notices, and the legal requirements of sharing information from the tentative budget.

RESOLUTION #154  
EXECUTIVE SESSION

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

ADOPTED AYES 4 NAYS 0 ABSENT 1 (Deputy Supervisor Cole)

RESOLVE to enter into executive session for the purpose of the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. TIME 9:15 P.M. inviting Town Clerk Knight.

Supervisor David LeFeber	voting	AYE
Deputy Supervisor Kelly Cole	voting	ABSENT
Councilman Donald Cook	voting	AYE
Councilman Thomas Mairs	voting	AYE
Councilman James Blye	voting	AYE

RESOLUTION #155  
CLOSE EXECUTIVE SESSION

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

ADOPTED AYES 4 NAYS 0 ABSENT 1 (Deputy Supervisor Cole)

RESOLVE that the Executive Session be closed and that this Board returns to the meeting with no action taken. Time 9:45 P.M.

Supervisor David LeFeber	voting	AYE
Deputy Supervisor Kelly Cole	voting	ABSENT
Councilman Donald Cook	voting	AYE
Councilman Thomas Mairs	voting	AYE
Councilman James Blye	voting	AYE

DISCUSSION  
2008 TENTATIVE BUDGET

Town Clerk Knight stated she would like to advertise for a second Deputy Town Clerk as soon as possible if additional hours will be available. This would allow for training prior to tax collection season. There continues to be a need for Board discussion on the number of hours that would be provided for Deputy Tax Collector and Deputy Town Clerk.

Supervisor LeFeber asked for additional needs for the 2007 budget and Town Clerk Knight stated she would inform the Board of any addition financial support that is not budgeted.

On motion of Councilman Blye, seconded by Councilman Cook, the meeting adjourned at 10:15 P.M.

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