

A Regular Meeting of the Town of Avon was held on Thursday, December 13, 2007 at 6:00 P.M. at the Avon Town Hall with the following members present:

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

ABSENT: Councilmen James Blye & Thomas Mairs

OTHERS: Attorney Timothy Ingersoll, Code Enforcement Officer Anthony Cappello, Code Enforcement Officer Lee Rodamaker, Engineer Timothy Rock, Water Superintendent Daniel McKeown, and Town Clerk Sharon Knight

VISITORS: None

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

Pledge of Allegiance

DISCUSSION

VISITOR COMMENTS

Town Clerk Knight provided the Board with a notarized letter from resident Linda Hundley. She is requesting the Board consider not requiring her to put an on/off switch on her light post. She has put a shield on the light and it no longer shines on the neighbor's home. There was discussion on businesses through-out the Town not complying with the Code and isolating this business. The Board appeared to request Code Enforcement Officer Cappello respond to her request in writing.

DISCUSSION

APPROVAL OF MINUTES

Supervisor LeFeber requested changes to the November 8th minutes to clarify discussions on the 2008 Budget. Deputy Supervisor Cole requested Town Clerk Knight listens to the tape recording of the meeting and add his comments regarding the adoption of the budget. There was discussion of other options, such as hiring a stenographer from Livingston County Court; however, the Deputy Supervisor Cole did not want to expend the funds.

RESOLUTION #195

APPROVAL OF MINUTES

On motion of Councilman Cook, second by Councilman Mairs the following resolution was

ADOPTED AYES 3 NAYS 0 ABSENT 2 (Councilmen Blye and Mairs)

RESOLVE to approve the minutes of November 29, 2007 as presented.

Supervisor David LeFeber	voting	AYE
Deputy Supervisor Kelly Cole	voting	AYE

RESOLUTION #195-continued
APPROVAL OF MINUTES

Councilman Donald Cook	voting	AYE
Councilman Thomas Mairs	voting	ABSENT
Councilman James Blye	voting	ABSENT

DISCUSSION

ATTORNEY REPORT

Attorney Ingersoll reported on the following:

He questioned if the Board found the Court Agreement acceptable and Supervisor LeFeber responded stating the Board was in favor and he signed the agreement and has provided to the Village.

There was discussion on the complaint form in use for the Code Enforcement Department. Attorney Ingersoll will research the following question: Is the complainant's name, and address open to the FOIL law?

Supervisor LeFeber reported work continues on the Employee Handbook and future Board discussions will include number of holidays, the Counties drug and alcohol section, \$125 to \$175 for shoes, and a lot of other stuff.

The first of the year a letter will be sent to the Planning and Zoning Board of Appeal for any suggestions/recommendations for new legislation.

There was discussion of forward movement of the Royal Springs Development and what is allowed in a PUD.

A water survey will be mailed to the residents on Route #39.

DISCUSSION

HIGHWAY EMPLOYEES

Highway Superintendent Ayers was not in attendance.

DISCUSSION

WATER REPORT

Water Superintendent McKeown reported he is painting inside the building at the Tower and keeping busy.

DISCUSSION
CODE REPORT

Code Enforcement Officer Cappello updated the Board with the following.

Code Enforcement Office Rodamaker reported he is finishing fire inspections and currently 80% are done and almost everyone is in compliance.

DISCUSSION
ENGINEER REPORT

Engineer Rock reported on the following:

Discussion continued on the cost of installing water lines on Route #39 from Fowlerville to Triphammer Road. The only source for grants would be Rural Development and those costs were discussed. Supervisor LeFeber is mailing a letter with a questioner to be completed and mailed back to the Town. He is looking for return within one week and hoping for honest and complete answers. There was discussion of bidding versus completing the work on our own.

Larsen Engineer has the floor plans of both buildings and will be visiting the current Town Hall and Opera Block to provide Bero with a report for green opportunities.

DISCUSSION
SEWER REQUEST

Supervisor LeFeber reported a resident on Route #15 requested to be put on the agenda; however, he is not in attendance. He was seeking support of the Board to provide a letter to be submitted to the County Water & Sewer Authority for service to his residence. There was no Board action.

RESOLUTION #196
ACCEPT MONTHLY BUDGET REPORTS

On motion of Deputy Supervisor Cole, seconded by Councilman Cook the following resolution was

ADOPTED AYES 3 NAYS 0 ABSENT 2 (Councilmen Blye & Mairs)

RESOLVE to accept the October Supervisor Report and the following Town Clerk Report:

<u>Total Local Shares Remitted:</u>	<u>\$719.47</u>
<u>County Treasurer for Dog Licenses</u>	<u>\$41.95</u>
<u>New York State Department of Health</u>	<u>\$.00</u>
<u>NYS Ag. & Markets for spay/neuter program</u>	<u>\$.00</u>
<u>NYS Environmental Conservation</u>	<u>\$1,990.87</u>
<u>TOTAL</u>	<u>\$2,752.29</u>

RESOLUTION #196-continued
ACCEPT MONTHLY BUDGET REPORTS

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

RESOLUTION #197
APPROVE CLEANING CONTRACT – JOSE ALVARADO

On motion of Councilman Cook, seconded by Deputy Supervisor Cole the following resolution was

ADOPTED AYES 3 NAYS 0 ABSENT 2 (Councilmen Blye & Mairs)

RESOLVE to approve the following contract:

Jose Alvarado
3251 Bronson Hill Road
Livonia, NY 14487
Phone (585) 346-9763

CLEANING CONTRACT FOR AVON TOWN HALL WHILE BUILDING IS IN USE
30 Day Notice Is To Be Given In Writing Before Renovations Begin

Cleaning is to be done once every Saturday or Sunday each week.

Cleaning will be done as follows:

- Primary Room – Entrance Door:
 - Dust furniture
 - Clean corners
 - Dust filing cabinets
 - Dust molding by door
 - Empty trash
 - Vacuum blinds & dust biweekly
 - Vacuum hallway & dust molding
 - Dust pictures
- Bathrooms (Men’s & Women’s)
 - Clean toilet inside and outside
 - Clean sink
 - Clean floor and vacuum it
 - Empty trash
- Private Room:
 - Dust furniture
 - Clean corners
 - Dust filing cabinets
 - Dust pictures

RESOLUTION #197-continued
APPROVE CLEANING CONTRACT – JOSE ALVARADO

Conference Room (1 st floor):	Dust molding by door Empty trash Vacuum blinds & dust biweekly Vacuum stairs, clean, vacuum hallway Dust furniture Dust bookcase Clean tables & chairs Dust molding by door Vacuum carpet Dust corners if needed Empty trash
Downstairs (Conference Room):	Vacuum stairs every week Vacuum carpet Clean conference table Empty trash
Upstairs (2 nd floor):	Vacuum stairs & mop stairs Vacuum hall
Bathroom (2 nd floor):	Clean toilet inside and outside Clean sink Clean floor and vacuum it Empty trash
Upstairs (two offices)	Dust furniture Dust pictures Vacuum carpet Clean corners if needed Empty trash

****Note** All materials on desk will be kept confidential ****

The price for cleaning the Town Hall once a week will be \$60.00

Windows will be cleaned the 1st Saturday of each month & cost \$15.00.

I buy my own supplies. The cost is \$10.00 per month. The supplies I use

Are: Toilet cleaner

Garbage bags

H2Orange2 cleaner

I use my own vacuum cleaner and feather duster.

*******I AM FULLY INSURED*******

RESOLUTION #197-continued
APPROVE CLEANING CONTRACT – JOSE ALVARADO

 Town Hall Representative

 Jose Alvarado

 Date

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

RESOLUTION #198
NATIONAL GRID

On motion of Councilman Cook, seconded by Deputy Supervisor Cole the following resolution was
 ADOPTED AYES 3 NAYS 0 ABSENT 2 (Councilmen Blye & Mairs)

RESOLVED: National Grid is hereby authorized and directed to do the following work in the Town of Avon,

Transfer Billing for streetlighting in Royal Springs Subdivision from general lighting account CSS Reference No. 2513879100 to new lighting account CSS Reference No. 6217164000.

Includes existing streetlight conductor and poles, 100 watt high pressure sodium lamps and architectural luminaries at 29 (twenty-nine) locations.

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

RESOLUTION #199
REQUIRED TRAINING FOR PLANNING AND ZONING BOARD OF APPEALS

On motion of Deputy Supervisor Cole, second by Councilman Cook the following resolution was
 ADOPTED AYES 3 NAYS 0 ABSENT 2 (Councilmen Blye & Mairs)

RESOLUTION #199-continued
REQUIRED TRAINING FOR PLANNING AND ZONING BOARD OF APPEALS

RESOLVE to approve carrying over up to four training hours to meet the requirement to serve on the Planning Board or Zoning Board of Appeals.

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

RESOLUTION #200
PAYMENT OF BILLS

On motion of Councilman Cook, seconded by Deputy Supervisor Cole the following resolution was

ADOPTED AYES 3 NAYS 0 ABSENT 2 (Councilmen Blye & Mairs)

RESOLVE to accept for payment Abstract 2007-23 in the follow amounts:

General Fund	Vouchers #599 through #641 in amounts totaling	\$14,446.71
Highway Fund	Voucher #282 through #294 in amounts totaling	\$1,501.09
Cemetery Fund	No Voucher	
Water Capital Improvement	No Voucher	
Water Fund	Voucher #241 through #252 in amounts totaling	\$2,955.38
Royal Springs Lighting	Voucher #1 in the amount totaling	\$9,600.00
Special District Fund	No Voucher	

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

DISCUSSION
SUPERVISOR REPORT

Supervisor LeFeber reported on the following:

Abstract 24-2007 will be sent to St. John & Baldwin prior to Board approval to allow for the preparation of budget transfers.

DISCUSSION-continued
SUPERVISOR REPORT

Historian Maureen Kingston will not receive a sign in time for the close of the 2007 Budget. The Board appeared to be in favor of allowing the \$900.00 to be spent in the 2008 Budget in addition to be previously approved budget requests.

A report of a meeting held with employees receiving benefits and William Combs was provided. Consultant Bill Combs believes the Town continues to expend dollars on premiums that provide a fair plan. Some employees were not aware of their ability to submit claims for dental services. The Board has a continued interest in providing long term management of health and dental care for employees. Board consideration will be given to provide the \$2,500.00 deductible with a HSA plan, and/or a dollar amount in lieu of providing insurance. Bill reported the government is loosening requirements of HSA plans. The next step is to have Bill present a proposal for the Board and employees.

A statement of complete costs to the Town per employee will be prepared and provided to each employee at the end of each year.

DISCUSSION
OPEN ITEMS

Deputy Supervisor Cole reported he is talking with Bero Representative Joanne DeMarle once per week. Court Clerk Janis Cole submitted a statement from the Court with requests for the Court. The report included keep the court on the first floor is recommended as it's a security issue, electronic locks and other concerns. Also, the Democrat & Chronicle would like to do a story on the Opera Block the week of Christmas.

Supervisor LeFeber received an e-mail from the Genesee Sun regarding a lack of communication with the Town of Avon.

Supervisor LeFeber called for a recess at 7:45 P.M. until 7:55 P.M.

RESOLUTION #201
EXECUTIVE SESSION

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

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 8:00 P.M. inviting

RESOLUTION #201-continued
EXECUTIVE SESSION

Andrea Seifert (left at 8:15 P.M.), inviting Sandy Morris, Chairman of the Zoning Board of Appeals (arrived 8:05 and left at 9:10 P.M.) inviting Malachy Coyne (left at 8:35), inviting Sam Price (left at 8:50), inviting Joe Tuchrello (left at 9:05).

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

RESOLUTION #202
CLOSE EXECUTIVE SESSION

On motion of Deputy Supervisor Cole, seconded by Councilman Cook the following resolution was

ADOPTED AYES 5 NAYS 0

RESOLVE that the Executive Session be closed and that this Board returns to the meeting with no action taken. Time 9:15 P.M.

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

On motion of Deputy Supervisor Cole, seconded by Councilman Cook, the meeting was adjourned at 9:20 P.M.

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