

Town of Avon

Department/Committee Bi-Monthly Update to the Town Board

Department Heads/Committee Clerks – Please complete and submit this update by noon pm the Tuesday prior to the bi-monthly town board meetings. Do your best to keep this update to just one page. Simple bullets for the updates are fine. Routine department/committee updates will not be presented during board meetings. Only items in the “Requests for Town Board Decisions will be discussed during the board meetings unless there are questions of the Town Clerk. Thank you.

Description	Information/Update
Department/Committee :	Town Clerk/Collector, Registrar, Records Management Officer, Marriage Officer, Notary
Department Head:	Sharon M. Knight, MMC/RMC
Date of Report:	June 22, 2022
Requests for Town Board Decisions:	<ol style="list-style-type: none">1. Approval of minutes not yet considered: June 9, 20222. Abstract 2022-12
Key Points/Updates:	<ol style="list-style-type: none">1. Homeowner tax rebate credit (HTRC) https://www.tax.ny.gov/pit/property/homeowner-tax-rebate-credit.htm#faq 1-518-453-81462. If taxpayer requests a bill to be mailed to an address other than their property address, it shall be mailed certified mail for proof of mailing or penalties cannot be applied.3. Assisting residents with programs offered to help with family members with dementia.4. Received approval to share contact information between a farming operation and business that are working together.5. Changing policy of issuing certificate of marriage by not assuming surname after marriage. Prior to 1986 there was not an option of listing “surname after marriage”.
Routine Updates:	<ol style="list-style-type: none">1. We are scanning daily records into Laserfiche.2. Dog Licenses, Conservation Sales, Marriage Licenses, Faxing, Coping, Notary Service, Local Laws, Legal Notices and Budget