

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 or decisions for the Town Board” and “Key Points/Updates” sections will be discussed during the board meetings. 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:	July 22, 2021
Requests for Town Board Decisions:	<p>Consideration of approval of minutes, not yet considered: July 8, 2021</p> <p>Consideration to purchase lap top replacing Town Clerk PC, transferring my PC to replace the windows 7, scheduled to be replaced in 2015 and purchased in 2010 by NYS Records Management Grant. Total Cost \$1,554.48 including set-up.</p> <p>Consideration of adding email addresses (Cyber Security) at a cost of \$5.00 monthly for required annual training.</p> <p>All Hazard Mitigation Plan Due the 6th of August – Liv. Cty. Planning Assisting Board of Elections – deadline 2nd of August for any proposition of ballot referendum – Marijuana Opt Out Bill</p>
Key Points/Updates:	<p>Town Hall/Opera Block “use of space meeting” at 9:00 on the 21st of July</p> <p>2021–2022 Hunting sales begin on the 2nd of August</p> <p>FREE FISHING DAYS IN NEW YORK STATE: September 25th and November 11th</p> <p>GLOW Region Solid Waste Management Committee – Saturday the 18th of September Household Hazardous Waste and Saturday 25th of September Electronic Collection APPOINTMENT REQUIRED www.glowsolidwaste.org or 585-815-7906</p> <p>FREE Rabies Vaccination Clinics – Pre-registration required https://www.livingstoncounty.us/932 or call 243-7280</p> <p>Sunking E-Recycling Event In-Kind Sponsor: Assemblywoman Marjorie Byrnes and Senator Patrick Gullivan FREE October 2, 2021 – Avon High School, 245 Clinton Street. Registration is required at Collection Event - Avon, Oct 02, 2021 - SunKing Electronics Recycling</p> <p>We are still waiting for the scholarship check for \$125.00 from the New York State Association of Town Clerks.</p> <p>I’m continuing to assist the Town of Conesus Town Clerk.</p> <p>Visit https://bit.ly/3whSwMT for a YouTube video of the Livingston County Veterans Memorial Project Dedication, Flag Day the 14th of June.</p> <p>Communications: Tom McGovern letter of interest to serve as a Planning Board Member, Article 78 – Avon Commons, Local Law T-1B-2021, Semi-Annual Dog Control Report,</p>

	<p>July 13h email from Judith Falzoi & Janet Manko – Local law T-1B-2021 Solar Energy Systems</p> <p style="text-align: center;">Page 1 of 2</p>
Routine Updates:	<p>We are scanning daily records and Water District Extension & Contracts into Laserfiche</p> <p>Dog Licenses, Conservation Sales, Marriage Licenses, Faxing, Copying, Notary Service, and EZPass sales.</p> <p>Proposed local law T-2A-2021 and T-3A-2021 legal notices & posting</p> <p>Prepared resolution forward as needed.</p> <p>Completed July 8th Town Board Minutes for Board consideration- emailed July 15th</p> <p>The next Avon Clean-up Days is scheduled for September 11th 8am – noon.</p> <p style="text-align: center;">Page 2</p>