

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:	October 14, 2021
Requests for Town Board Decisions:	<ol style="list-style-type: none"> 1. Approval of minutes not yet considered: September 23, September 30, and October 7, 2021 2. Resignation of Jordan Zapf 3. Request to Extend Moratorium on Mining within an agricultural zone. 4. Abstract 2021-19 5. Index of Destroy Record LGS-01 Disposition Schedule
Key Points/Updates:	<ol style="list-style-type: none"> 1. Looking forward to continued discussions of the Town Clerk’s Office in relationship to the Master Plan for the Town Hall/Opera Block. 2. FREE FISHING DAYS IN NEW YORK STATE: November 11th 3. NY State Environmental Facilities corp. Grant Webinar Oct. 7th 4. Sample of difference in adopted abstract and Supervisor Monthly Report 5. Barilla PILOT disbursement 6. Governor Kathy Hochul Press Release – 9/6/2021 Designation of COVID-19 highly contagious communicable disease (Covid Plan Requirement - 7. NYS Env. Facilities Corp. Webinar – Clean Water & Drinking Water State Revolving Fund 8. NYMIR notification for required training sent to all employees including all committees and boards 9. Liv. Cty. Workers’ Compensation Insurance Estimate 10. Local Law – Intermunicipal agreement Sewer 11. Barilla – disbursement of PILOT payment 12. Bronson Hill Road – Schedule of Work 13. Training opportunities 14. NYS Senator – Patrick Gallivan 15. Hardship – Oppose Steve Gilbert 16. NY State of Opportunity – Technology Internet Access
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 3. Prepared resolution forward as needed. 4. Outstanding Joint Village Minutes 10/4/2021 5. Part Town of Avon Fire District Public Hearing Notice of Proposed Budget