

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:	December 27, 2021
Requests for Town Board Decisions:	<ol style="list-style-type: none">1. Approval of minutes not yet considered: December 9, 20212. Abstract 2021-243. Ltr. Of support for Krieger Farmland Protection Grant4. Proclamation for The Honorable James C. Orman
Key Points/Updates:	<ol style="list-style-type: none">1. NYS Governor Hochul – All indoor public places Covid 19 mandates2. Letter from Ellen Turner – mask/vaccine Covid 193. Letter from Deb Spratt – Mask Mandate – political4. Liv. Cty. Walls Mural Festival January Meeting–Jan. 26th at 4:00 P.M. Village Hall
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 Budget3. Preparing for 2022 Tax Collection to be mailed this week4. Planning & ZBA Training Opportunity for 12.21.2022