

A meeting of the Board of Trustees of the Village of Avon was held in Conference Room B of Village Hall, 74 Genesee Street, Avon, New York, on February 20, 2023.

Present: Thomas Freeman, Mayor
William Zhe, Trustee
Tim Batzel, Trustee
Amanda Hoffmann, Trustee

Staff: Ken Farrell, Supt. of Public Works
Joe Geer, Police Chief
Andy Anderson, Code Enforcement Officer
Bill Davis, MRB

Visitors: Joe Webb, Avon Youth Baseball
Bonnie Davis, North Ave
Melissa Stanton, North Ave
Edward Forsythe, Sackett Road

Absent: Patrick McCormick, Trustee

FIVE ARCH BRIDGE:

The Board met at 5:30 at the Five Arch Bridge with Lindsay Yoder (Bero Associates) to review in person the condition of the bridge. The Board was surprised to see the mortar joints that are missing among other repair work needed. The plan moving forward is that Ms. Yoder will reach out to a contractor to provide a revised scope of work and updated pricing for the renovation project. Then, Treasurer Quinlan will submit to NYS for review and (hopefully) approval.

The Board returned to Village Hall and proceeded with the rest of the meeting.

Mayor Freeman called the meeting to order at 6:10pm and began with the Pledge of Allegiance.

YOUTH BASEBALL-JOE WEBB:

Mr. Webb attended the Board meeting in order to request permission to have an opening day Little League Parade. The requested date is April 29, 2023 at 10am. He also requested permission to allow golf carts in the parade for floats. Chief Geer told the Board that he is already working on a schedule to include the parade and sees no issue with allowing the golf carts as the roads would be blocked off.

The Board thanked Mr. Webb for coming in and unanimously voted to allow the Little League Opening Day Parade to be held on April 29, 2023, at 10am. Golf carts will also be allowed.

NORTH AVE SIDEWALK UPDATE- MELISSA STANTON and BONNIE DAVIS:

Ms. Stanton and Ms. Davis attended the Board meeting to get an update on the North Avenue sidewalk project. The Mayor stated that the sidewalks are still on the agenda for a project, but cannot give an exact date for installation as yet. Supt. Farrell is preparing his project list for spring and into the fall stating that this is a priority project for the Village.

When asked about the pathway of the sidewalk, Supt. Farrell said that the sidewalks will go from the east side of D’Angelo Parkway to 360 North Avenue, cross the street to 375/385 North Avenue and continue down the west side of the street to the village line.

VOUCHERS and MANUAL CHECKS:

Upon a motion made by Trustee Zhe, the vouchers and manual checks/electronic payments were approved for payment from the following funds:

#1-GENERAL FUND	\$29409.98
#4-SCHEDULE C	\$9377.98
#5-WATER	\$1493.44
#6-SEWER	\$15332.52
#TA00-TRUST & AGENCY	\$804.44
#V000- DEBT SERVICE	\$23566.76
TOTAL	\$79985.12

Electronic payments:

FED/NYS Taxes	p/r#23-03	\$12809.01
Nationwide Retirement	p/r#23-03	\$3436.33
	TOTAL:	\$16245.34

The motion was seconded by Trustee Batzel and carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Absent

MRB UPDATE:

Bill Davis of MRB provided the following update to the Board:

- Pebble Beach Pump Station- delivery date of March 9th is expected for the building.

- WWTP- Disinfection- Comments from DEC is being addressed. The generator cannot be portable so will be getting quotes. Once the comments have been addressed, the project can go to bid.
- Kick off meeting with the Town for the Joint Water Study- the meeting was a very good meeting. They are looking at hydraulics, tanks, elevated tank. Also looking to update tank options from the original study. Also reviewed options for the water project with the County for water in York/Leicester/Mt.Morris.
- Reviewed the updated amendment for the Reservoir Road Water Tank Vault Improvement Project. They have removed the electrical design costs expecting that the Village will hire an electrician after the bid and the design will not be needed. They also explained that they have received a request by the local health department asking for an engineering report to accompany the plans and specs. An addition to the design fee is needed to accomplish this. Discussion was favorable, however not officially decided.
- Mayor Freeman and Trustee Zhe attended a forum with the other Village Mayor’s where guest Jason Molino presented a “reset” to the original County Water Project proposal.

DPW UPDATE:

Supt. Farrell provided the following update to the Board:

DPW Activity – past weeks

1. Started work on Gazebo at driving park.
2. Equipment repair
3. Started prepping for the sidewalk going into Driving Park
4. Found an old sewer main that takes in 2 homes on Temple St. We installed clean outs so we can run sewer main in future.
5. Assisted Village of Caledonia with our Vacuum trailer, use it to vacuum out a catch basin for them.
6. Tree Trimming- Terry Tree competed their work in the Village as of the meeting date. They took down a total of 22 trees.

WWTP

1. Operators Nick Kubinski, Sam Rugg and Supt. Farrell visited Farmington Sewer Facility to look at their UV system The operators discussed the pros and cons of the system as the system we will have will be similar.
2. Influent screener- the compactor auger stopped working. We had the rep come out to look at it and found the bearing on the motor had ceased to the shaft. Recommended to replace at the cost of \$15,850.00 and replace wear bars in compaction tube when replacing auger at a cost of \$1,900.00. 14-week delivery time it can be expedited for \$6,900.00 plus \$1,000.00 for shipping a total of \$25,650.00 installed by W2 Operator Training Group. Since there are new motors behind this screen, we need to get work the going so we don’t damage them.

Upon a motion made by Trustee Batzel and seconded by Trustee Hoffmann, the Board approved the quote from W2 Operator Training group in the amount of \$25,650.00. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
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William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Absent

Water

1. Working on updates for the Department of Health.
2. Water bills for MRB (water units for the water study)
3. Equipment repair
4. Monthly reports
5. Staked out on the 20” water main in Lakeville.
6. Lead Water Operator Kirk Vanderbilt would like to attend the NY AWWA water Conference in Saratoga NY to be held April 11-13, 2023, at a cost of \$518.00.

Upon a motion made by Trustee Hoffmann and seconded by Trustee Batzel, the Board approved Lead Water Operator Kirk Vanderbilt’s request to attend the NY AWWA Conference in Saratoga. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Absent

Next 2 Weeks

1. Work on Gazebo
2. Work on sidewalks to Driving Park.

Finally, Supt. Farrell received a message from the Youth Baseball president. One of the Board members would like to donate a metal set of bleachers they have for the back fields. He will take some time to take a look at them before accepting the generous offer. The Board expressed their thanks for the offer and will wait for Supt. Farrell’s decision.

TREASURER UPDATE:

Treasurer Quinlan was unable to attend but provided the following update to the Board electronically:

Ongoing

- 2017 GVBA grant...contacted NYS certified MWBE electric vendor who is retired so Ken met with local electrical contractors...response back to Ken from one of the three NYS certified MWBE paving companies. Preparing MWBE paperwork for NYS review and approval.
- 2018 GVBA grant...working on grant paperwork for portable restrooms and paving including MWBE waiver for submission to NYS Ag for approval.
- 2019 GVBA grant ideas w/pricing discussed with GVBA at their 10/12 meeting. GVBA Board agreed to proceed with grant but not particular projects yet.
- The Board needs to determine additional use(s) of the ARPA funds.
- National Grid notified us that they will not move leaning streetlight poles as requested. Awaiting response from National Grid re: streetlight bill charges.

- Continued review of IT policies w/Shawn Petti, Hurricane Technologies. Future Board approval.
- Heather working on reporting salary & contributions as our former employee does want to retire from NYS.
- Attorney Whiting responded to NYPA re: outstanding invoice. No response from NYPA yet.
- Attorney Whiting following up with Wendy Sisson, Esq., on GVBA/Village agreement. Board should have agreement to review and approve before our next meeting.
- Fence at Pocket Park to be installed in early March.
- Working on budgets.

New

- The following are budget adjustments for review & approval.
1. To adjust for APD juvenile detention transport:

Increase	A2260	Police Services	\$3504.34
Increase	A3120.1	Police-FT	\$2246.41
Increase	A3120.100	Police-PT	\$320.04
Increase	A3120.4	Police-Misc.	\$937.86
 2. To adjust for Liv.Co. First Impressions Winter Edition Grant to purchase holiday decorations:

Increase	A2770	Other Unclass. Rev.	\$1500.00
Increase	A7110.4	Parks Comm.	\$1500.00
 3. To adjust for Letchworth Gateway Villages grant purchase picnic table:

Increase	A2770	Other Unclass. Rev.	\$5500.00
Increase	A7110.4	Parks Comm.	\$5500.00
 4. To adjust for NYS DEC tree maintenance grant:

Increase	A3089	Other Gen. Govt. Aid	\$50,000.00
Increase	A8560.4	Shade Trees Misc.	\$50,000.00

Upon a motion made by Trustee Zhe and seconded by Trustee Batzel the budget adjustments were approved as submitted. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Absent

- 2023-2024 budget timeline is attached for your review.
- Received reimbursement from Liv Co DSS on 2/15/23 for detainee transport charges.
- Attended Genesee Valley Trail Town (GVTT) Committee monthly meeting on 1/26/23 for Rob Hayes. Pauline Burnes, GVTT Coordinator, would like to meet with Avon Trail Town committee.
- Rob Hayes and I are virtually attending GVTT networking meeting on 2/23/23.
- Attending NYS DEC & NYS Association of Regional Councils Navigating Grant Funding virtual webinar on March 1.

POLICE UPDATE:

Chief Geer provided the following update to the Board:

- Certification of Agencies by DCJS has been completed. Received certification for 2023. (Done annually). When asked about the state accreditation that he and Officer Ippolito has worked on, he stated that as far as the administrative portion, the department is good. However, the department does not meet the criteria for the facility requirements. Its just not plausible in the building.
- Possibilities for new hires- 2 candidates, one will need Phase II.(Sheriff's Dept not offering at this time). Both candidates are great quality.
- Anticipate putting out the new speed signs in April- weather permitting.
- Reviewed year end results from a previous meeting. It was asked if changing the patrols would change the type of call or the outcome. The Chief expressed that the patrol assignments don't have any bearing on the type of call received.
- The Board discussed the idea of changing the speed limit in areas of the Village to 25 miles per hour. Chief Geer said he would get some insight from the members of the department and look into it. He also said that some of the side streets could benefit from the decrease.

CODE DEPARTMENT UPDATE:

Code Enforcement Officer Anderson provided the following update:

- Received notice from Livingston County Health Department that they are looking into a reoccurring wastewater discharge at a residence on Rochester Street. DOH has set a deadline of 2/21/23 for correction and will conduct a reinspection.
- Received a complaint from a resident on Rochester Street in regard to a property which had loose garbage and trash that was blowing through the streets. Mr. Anderson just received the complaint before the meeting and will look into it.
- Received a letter of thanks for NYS for his help during the recent snowstorm in Buffalo.
- The Health department is taking the lead on the yellow house on the hill that appears to need several repairs. The tenants apparently complained to DOH who has stepped in.
- Received a complaint from residents on Wadsworth in regard to a property with a lot of maintenance issues. Mr. Anderson has contacted the case worker for this particular resident stating that he needs assistance cleaning up his property once again.

CLERK UPDATE:

The following items are updates from Clerk Randaii:

- Deer Committee- Week 6- Experiencing tough weeks recently due to warmer weather and other feeding sources being available. 4 of 6 sites were harvesting. Sites spent 18.25 hours harvesting during 7 sits. 1 deer was taken. 1 shot was taken, and all bolts/arrows were recovered. 2 deer were observed over the three days (average of less than 1per day). Deer was kept by participant.

Week 7- 5 of 6 sites were harvesting. Sites spent 15 hours harvesting during 6 sits. 2 deer were taken. 2 shots were taken, and all bolts/arrows were recovered. 8 deer were observed over the 3 days (average of 3 per day). 1 deer was kept by participant and 1 was donated.

To Date: 15 deer have been harvested, 18 shots have been taken (2 misses, 1 non-lethal hit) for an 89% success rate of shots taken. 170 deer observed over the 21 dates for an average of 8 deer per date (116.25 hours of participation.) Of the 19 participants, 8 have successfully harvested a deer. 3 participants have harvested multiple deer. [*Reports have been provided by Scott Gage.*]

- Provided- Budget Timeline for 2023/2024 budget year. Please note- at the next meeting, the Board will adopt the delinquent water/sewer resolution which will allow us to roll unpaid water/sewer accounts onto property taxes. A copy of the draft resolution was provided for review and will be available at the next meeting for the Board's approval.
- General Code Update: The Code Book is complete. We are waiting on the final invoice (\$1429.50 for book plus \$390.00 for the additional 3 laws completed in 2021) Provided to you tonight is a copy of the draft law from General Code. The draft law has been sent to Attorney Whiting for review along with suggested public hearing notices and resolutions for adoption. Once we adopt and file with NYS, General Code will add that local law to our book at no charge (must be done within 90 days). Annual Maintenance for the book is \$1195.00. Codification of new legislation is an additional fee per law. General Code will provide us with an estimate before adding the laws to the book. Until the law is added, it will be found in the "New Laws" tab located on ECODE360. The link will be added to the website after adoption. Emails have gone out to members in order to create a password for access to ECODE360. Once the code is available electronically on the website, residents will not need a login for access.
- Provided- acceptance letters for the F.D. of those running in election.
- Provided- Leicester/York Regional Water Supply Expansion handout from Mayor's forum held 2/8/2023.
- Provided- copy of letter from the US Trotting association certifying the track survey for the Driving Park was received and meets requirements.
- Invitation- Library has appointed Grace Frenzel as the new Director of the Library. The library will be holding a meet and greet to introduce her to the community on Monday February 27 between 3:30 and 6:30pm!
- Invitation- State of the County Address and Legislative Breakfast at Peppermints to be held March 17, 2023, at 8am- \$30 (see handout)
- **Important Dates:**
 - 2/22/23 @ 6pm (Wednesday)- Interviews for additional building department employee.
 - 3/6/2023 meeting- adopt delinquent water/sewer resolution.
 - 3/6/2023 meeting- establish special meeting date (March 27, 2023 @6pm) for the presentation of tentative budget to the Board.

MINUTES:

Upon a motion made by Trustee Hoffmann and seconded by Trustee Zhe, the minutes from the February 6th 2023, meeting were approved as submitted. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Absent

TRUSTEE UPDATE:

- ✚ Treasurer Quinlan provided the Board with the Commercial Sewer Analysis report for review. She requests that the Village Board set the public hearing for March 6th 2023 at 6pm. The Board will also need to establish a public hearing date for the tentative budget, which Treasurer Quinlan requested to be held April 3rd, 2023, at 6:30pm.

Upon a motion made by Trustee Hoffmann and seconded by Trustee Zhe, the Board scheduled the public hearing for Commercial Sewer Rents to be held March 6th at 6pm. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Absent

Upon a motion made by Trustee Zhe and seconded by Trustee Batzel, the Board scheduled the public hearing for the tentative budget to be held April 3rd, 2023, at 6:30pm. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Absent

- ✚ Board members received from **Attorney Whiting** a request to increase his fee to \$170.00 per hour. This falls in line with other municipalities represented by his firm. He also requests that the effective date be 2/8/2023.

Upon a motion made by Trustee Zhe and seconded by Trustee Hoffmann, the Board accepted Attorney Whiting’s request for increase to \$170.00 per hour effective February 8, 2023. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Absent

✚ The Board received, for their consideration and approval a request from the **Avon Chamber of Commerce**. The letter received requests of the Village Board to increase the yearly contribution from \$500.00 to \$750.00. This contribution from the Village helps with the various chamber activities such as Citizen of the Year, Chuck McFadden Student Service Award, Avon Attic Days, and the holiday spectacular, along with the managing of the chamber website.

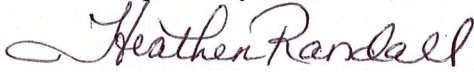
Upon a motion made by Trustee Zhe and seconded by Trustee Batzel, the Board approved the request from the Chamber to increase the yearly contribution from \$500.00 to \$750.00 per year. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Yes
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Absent

ADJOURNMENT:

Upon a motion made by Trustee Zhe and seconded by Trustee Hoffmann, the Board adjourned at 8:05pm. The motion was carried by a unanimous vote.

Respectfully submitted,



Heather Randall
Village Clerk

VILLAGE OF AVON
in the Genesee Valley

COPY

74 Genesee Street
Avon, New York 14414

THOMAS FREEMAN, MAYOR
WILLIAM ZHE, DEPUTY MAYOR
TIMOTHY BATZEL, TRUSTEE
AMANDA HOFFMANN, TRUSTEE
PATRICK MCCORMICK, TRUSTEE

Telephone: (585) 226-8118
Fax: (585) 226-6284

HEATHER RANDALL, CLERK
CHRISTINE QUINLAN, TREASURER
JOSEPH GEER, CHIEF OF POLICE
KEN FARRELL, SUPT OF PUB WORKS
BRIAN STROZEWSKI, FIRE CHIEF
ANDY ANDERSON, CODE ENF. OFF.

February 13, 2023

Mr. David Piampiano
74 Genesee Street
Avon NY 14414

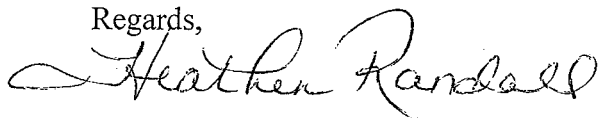
Re: Fire Department Election Letter of Intent

Dear David:

The Village Board hereby accepts your petition to run for the office of Chief for the Avon Fire Department for the year 2023.

Good luck in the upcoming election.

Regards,



Heather Randall
Village Clerk

Cc: Village Board
Fire Department

VILLAGE OF AVON
in the Genesee Valley

74 Genesee Street
Avon, New York 14414

THOMAS FREEMAN, MAYOR
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ANDY ANDERSON, CODE ENF. OFF.

February 13, 2023

Mr. Dan Snyder
74 Genesee Street
Avon NY 14414

Re: Fire Department Election Letter of Intent

Dear Dan:

The Village Board hereby accepts your petition to run for the office of 1st Assistant Chief for the Avon Fire Department for the year 2023.

Good luck in the upcoming election.

Regards,



Heather Randall
Village Clerk

Cc: Village Board
Fire Department

VILLAGE OF AVON
in the Genesee Valley

74 Genesee Street
Avon, New York 14414

THOMAS FREEMAN, MAYOR
WILLIAM ZHE, DEPUTY MAYOR
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KEN FARRELL, SUPT OF PUB WORKS
BRIAN STROZEWSKI, FIRE CHIEF
ANDY ANDERSON, CODE ENF. OFF.

February 13, 2023

Mr. Brian Strozewski
74 Genesee Street
Avon NY 14414

Re: Fire Department Election Letter of Intent

Dear Brian:

The Village Board hereby accepts your petition to run for the office of 2nd Assistant Chief for the Avon Fire Department for the year 2023.

Good luck in the upcoming election.

Regards,



Heather Randall
Village Clerk

Cc: Village Board
Fire Department



U.S. Trotting Association

6130 S. Sunbury Rd., Westerville, OH 43081-9309 • www.ustrotting.com

Phone (toll free U.S. & Canada): 877.800.USTA (8782) • Phone: 614.224.2291

Fax (toll free U.S. & Canada): 844.229.1338 • Fax: 614.224.4575

February 15, 2023

Re: Avon Driving Park

To Whom It May Concern,

This letter is to certify that the track survey for Avon Driving Park was received on January 24, 2023. The survey meets the requirement set forth in USTA Rule 24.05:

§ 24.05 Track Measurement Certificate.—In order that the performances thereon may be recognized and/or published as official every track member not having done so shall forthwith cause to be filed with the Executive Vice-President the certificate of a duly licensed civil engineer or land surveyor that he or she has measured the said racetrack from wire to wire three feet out from the pole or inside hub rail thereof and certifying in linear feet the result of such measurement. Each racetrack shall be measured and recertified in the event of any changes or relocation of the hub rail. The times of horses obtained on tracks which have not been recertified after a request for recertification by the USTA shall not be recognized.

As per the survey, the circumference of the track measures 2,619 feet, which would make the mile 42 feet short. To adjust for this, it is recommended that either the start or finish line be moved to take into consideration the needed extra length.

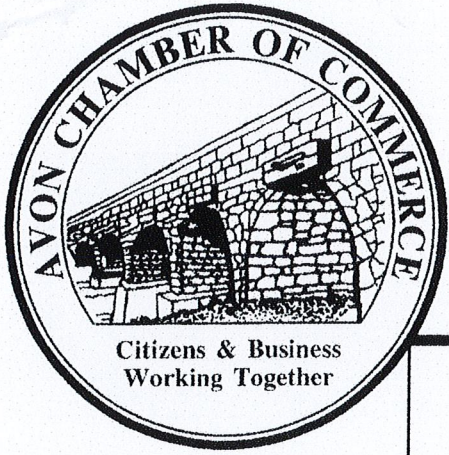
Please feel free to reach out to me at 1-877-800-8782, extension 3294 or via email at michele.kopiec@ustrotting.com if you have any questions.

Kind regards,

Michele Kopiec

Michele Kopiec
Racetrack Operations & Licensing Manager

2024
\$ Increase



AVON CHAMBER OF COMMERCE

Citizens & Business Working Together

The Economic Development Committee encourages industrial and commercial development along with a commitment to our existing business and industry in Avon.

The Civic Committee is dedicated to community activities that enhance the quality of life in Avon.

Let us
develop the resources of our land,
call forth its powers,
build up its institutions,
promote all its great interests,
and see whether we also,
in our day and generation,
may not perform something worthy
to be remembered.

Daniel Webster

Call 585-226-5030
for more information about Avon!

Dear Village of Avon:

The Avon Chamber wishes to thank you for your years of continued generosity for our collective promotion of Avon. For many years, we've asked and you've answered with a \$500 contribution that has helped the Chamber with our various activities such as Citizen of the Year, Chuck McFadden Student Service Award, Avon Attic Days and now the ever popular Holiday Spectacular.

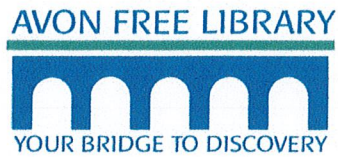
We're in the process of remaking and managing our AvonNY.org website and with that we're hoping that you will consider our request for a \$750 annual contribution to the Chamber. Both entities, Town & Village have contributed like monies and are being asked to increase to this new level.

Our website will be an opportunity for the Chamber to advertise Avon in a consistent way. With the help of Avon Central School and our board members, we're going to put forth an online presence that will tell about the Chamber, but perhaps more importantly, have a calendar of events that visitors to our town and village as well as residents can access and find useful. We anticipate that our new site will be live very soon.

The Chamber thanks you sincerely for your many years of helping us "grow Avon" and we look forward to continuing our growth together!

Thank you for your consideration,

Your Avon Chamber of Commerce



143 Genesee Street ♦ Avon, NY 14414 ♦ Phone: 585-226-8461 ♦ Fax: 585-226-6615

February 13, 2023

Avon Village Board
74 Genesee St
Avon, NY 14414

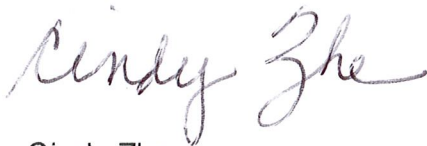
Dear friends:

We are pleased and excited to announce the appointment of Grace Frenzel as the new Director of the Avon Free Library. Grace was the former Family Services Coordinator of the Livonia Public Library and has begun her service in Avon at the beginning of February.

We wish to introduce her to the Avon community in a special way, and so are holding a "Meet and Greet" reception on Monday, February 27 from 3:30-6:30 PM. We hope your members can attend to welcome her to Avon. Please spread the word to all on your staff, as well.

Looking forward to seeing you on February 27th!

Sincerely yours,



Cindy Zhe

Vice President
Avon Free Library Board of Trustees

Village of Avon
Budget Timeline & Notes 2023-2024

<i>DATE</i>	<i>EVENT</i>
1-18-2023	Budget requests to Department Heads
2-24-2023	Budget requests back to Treasurer
3-06-2023	Board adopt delinquent w/s resolution & budget public hearing notice
3-16-2023	Resolution for delinquent w/s to appear in LCN – 2 weeks
3-16-2023	Public hearing notice to appear in LCN-2 weeks
3-16-2023	Advertise special meeting to appear in LCN-1 week
3-27-2023	Present tentative budget to Board of Trustees at special meeting
3-31-2023	Delinquent water/sewer due
4-03-2023	Public Hearing for Budget at regular meeting
4-07-2023	Constitutional Tax Limit form to State*
4-17-2023	Adopt Budget at regular meeting
4-18-2023	Send Budget to Comptroller
5-01-2023	Board execute tax collector notice
5-04-2023	Publish tax collector notice – 2 weeks

Budget Timeline (Rules)

Section 5-502 Village Law (NYCOM Handbook)

By....	
February 8	Mayor to have given written notification to each department head requesting submission of estimates.
March 1	Estimates to be back to Mayor from Departments.
March 20	Mayor shall file tentative budget with Village Clerk.
March 31	Village Clerk presents tentative budget to Board of Trustees at regular or special meeting.
April 15	Public hearing held on tentative budget (Notice published one time at least 5 days prior to hearing. Public hearing may NOT be adjourned past 4/20.)

TAX CAP FILING WITH OSC MUST BE DONE PRIOR TO BUDGET ADOPTION

May 1	Last date for budget adoption by resolution.
May 30	Budget must be filed by Treasurer with the State Comptroller within 30 days from May 1

*Constitutional Tax Limit to be filed ten days prior to adoption of budget.

Memorandum

To: Village Board Members

From: Chris

Date: 2/20/2023

Re: Budget Adjustments

To adjust for APD juvenile detention transport.

Increase	A2260	Police Services	\$3504.31
Increase	A3120.1	Police-FT	\$2246.41
Increase	A3120.100	Police-PT	\$ 320.04
Increase	A3120.4	Police-Misc.	\$ 937.86

To adjust for Liv. Co. First Impressions Winter Edition grant to purchase holiday decorations.

Increase	A2770	Other Unclassified Rev.	\$1500.
Increase	A7110.4	Parks Commission	\$1500.

To adjust for Letchworth Gateway Villages grant to purchase picnic table.

Increase	A2770	Other Unclassified Rev.	\$5500.
Increase	A7110.4	Parks Commission Eqt.	\$5500.

To adjust for NYS DEC tree maintenance grant.

Increase	A3089	Other General Govt. Aid	\$50,000.
Increase	A8560.4	Shade Trees Misc.	\$50,000.