

A Special Budget Meeting of the Town of Avon was held on Thursday, October 2, 2025 at 4:00 P.M. at the Avon Town Hall located at 23 Genesee Street, Avon, New York with the following members present:

PRESENT: Supervisor David LeFeber, Deputy Supervisor Thomas Mairs, Councilmen Malachy Coyne, James Harrington and Paul Drozdziel

VISITORS: Faye Beshures, Linda Conrad, Deb Spratt, Jason Reid

OTHERS: Highway/Water Superintendent Tom Crye, Historian Clara Mulligan, Town Justice Michael Torregiano, Code Enforcement Officer Brian Shannon, Town Clerk Kim McDowell, and Assessor Tami Snyder, and Allison Hayes, Recreation Board member, Town Attorney, James Campbell

Supervisor LeFeber called the meeting to order at 4:03 p.m. and lead everyone in the pledge of the allegiance and read the legal notice as follows:

TOWN OF AVON
LEGAL NOTICE

RESOLVE a special budget meeting has been scheduled for Thursday, October 2, 2025 at 4:00 P.M., at the Avon Opera Block/Town Hall Building, 23 Genesee Street Avon, New York 14414 for the purpose of budget discussions and any other business that might come before the Board.

By Order of the Town Board
Kimberly McDowell, Town Clerk
Dated: September 26, 2025

Supervisor LeFeber stated tonight's meeting is a budget workshop and at this time the Board will not entertain any public discussions to focus on discussion with the department heads tonight.

Code Department:

Supervisor LeFeber welcomed Code Enforcement Officer Brian Shannon to the meeting to discuss the Code portion of the budget, and the following items were highlighted:

Code Enforcement Officer Brian Shannon stated this is his first time doing the budget and had help from Kim. He feels he will not need any new equipment next year, he contacted the State and asked about training for next year as well. CEO Shannon didn't put a salary amount in for the Code Clerk, Supervisor LeFeber added that amount.

Supervisor LeFeber asked how this position is working with his full-time position and Brian stated it is going very well. Councilmen Drozdziel asked about reaching out for professional assistance such as MRB Group and Jim Campbell and that has been very helpful when needed.

Councilmen Harrington stated he has gotten positive feedback from the Avon residents with Brian's professionalism.

Councilmen Harrington also questioned why there is a line item for a code clerk since Brian has stated he doesn't need a code clerk and with only 77 permits issued this year, that is approximately 2 per week. Councilmen Harrington stated Brian has told him he knows how to do everything and doesn't need a clerk. Brian Shannon stated he doesn't know how to do everything, and he didn't say he doesn't need a clerk. Councilmen Harrington asked IF there was no code clerk could he handle doing it all and he said I probably could do it without a clerk. Code Enforcement Officer Shannon feels a little harassed by one Board member that is going out and bad-mouthing people that work here. There was discussion on how to rectify this situation and how the Board wants the organization of the Code department in the Town. Councilmen Drozdziel stated since Brian has only been a code officer since April, there is no way the code department can function effectively without a clerk, just because there are only 77 permits currently, that is only a fraction of what occurs daily.

Councilmen Drozdziel and Deputy Supervisor Mairs thanked both Brian and Kim for doing a great job with the Code department.

Highway/Water Department:

Supervisor LeFeber welcomed Highway/Water Superintendent Thomas Crye to the meeting to discuss the water and highway portion of the budget, and the following items were highlighted:

Water:

Water Superintendent Thomas Crye stated this department looks good, will change a few hydrants and meters next year. There will be a capital project on the town line tank that Supervisor LeFeber added to the budget.

Councilmen Drozdziel asked if the water personnel include all the employees who work for water services, just not MEO Hendrick.

Highway:

Highway Superintendent Thomas Crye for general added the parking lot at the highway barns, it is not a necessity but will be needed to be done in the next five years. Supervisor LeFeber stated he didn't include the parking lot or generator in this budget but if the Board feels things need to change it will be included.

For the DA account is self-explanatory, the contractual information will not change, the truck chassis is in but won't do anything until January 1, 2026. Supervisor LeFeber stated if we don't take it until 2026, we could use our CHIPS if needed. There was much discussion on how to include the truck in the budget and how conservative the budget is needed at this time.

Tom Crye stated that for this winter plowing, he will still need to have part-time seasonal help until Spencer is ready and has his CDL. Starting November 17, 2025, the highway department will switch over to 5, 8-hour days until March 31, 2026.

Papermill Park grant hopefully will be given in 2026 and thinking the work will have to be contracted out. Sackett Road repairs are the big budget item for next year.

Supervisor LeFeber asked how the mowing contractor worked out, and it has been nice, freed up the highway department to do other services. The mowing contractor takes care of 7 out of the 12 spots that need mowing for the Town.

Councilmen Harrington questioned why there is an increase in pay for the Water Superintendent this year and Supervisor LeFeber explained his decision is based on if there is a new Highway Superintendent they may not want to be the Water Superintendent, so we need to make the pay equitable.

Historian Department:

Supervisor LeFeber welcomed Historian Clara Mulligan to the meeting to discuss the historian portion of the budget, and the following items were highlighted:

Clara stated her budget looks good to her and there is not a large project for next year. She has requested a small stipend for Gail Settle, who comes every week for 3 hours to scan all the information into Laserfiche, which makes it searchable for Clara.

Supervisor LeFeber didn't include any money for Gail, but it would be up to the Board if they would like to add that in.

Justice Department:

Supervisor LeFeber welcomed Justice Mike Torregiano to the meeting to discuss the court portion of the budget, and the following items were highlighted:

Justice Torregiano stated the department is running good and expenses are on target. He also stated all civil judgements and record retention is current. There are some minor increases in security, dues, and supplies for next year. The state now wants us to do an email or text to anyone who gets an adjournment and that will save some money on supplies.

Supervisor LeFeber stated the personnel services stayed the same so that was honored, and he kept the revenue the same as well.

The traffic diversion program has changed a bit and that could bring in a little more money to the Town.

Assessor Department:

Supervisor LeFeber welcomed Tami Snyder to the meeting to discuss the Assessor portion of the budget, and the following items were highlighted:

She questioned the calculations regarding her clerk's salary and Supervisor LeFeber stated he based it on what is on track for this year and with the hourly rate suggested it would cover her salary for the year. Assessor Snyder stated that this will be an update year and the additional hours that were added were for that.

There was discussion about the hours needed for the evaluation and the Board agreed to honor the requests submitted.

Library:

Supervisor LeFeber stated he didn't include the allocation as we have done in the past. There was much discussion about the referendum on the ballot. Whether it passes or not what is the impact on the budget and tax cap.

Attorney Campbell stated if you do put it in the budget, you should do it as a contingency and not earmarked for the library so it can be used for other items.

Deb Spratt asked if she could make a comment since she had to leave and Supervisor LeFeber allowed it. She discussed the library on the budget and how that impacts everyone. She also gave suggestions on the budget, and the Board is accountable to the residents. Deb asked if the budget includes the highway/water raises and where can she find it. Supervisor LeFeber stated that Ms. Spratt requested raises for highway employees while in negotiations with the Union earlier this year. Supervisor LeFeber asked Ms. Spratt if she felt that the staff in the Town Hall should be paid fairly just as she requested for the highway/water employees while we were in negotiations and she responded yes.

Recreation Department:

Supervisor LeFeber asked Allison Hayes to discuss the recreation portion of the budget, and the following items were highlighted.

Allison stated Emily is in Ireland and couldn't make so that is why she is here. The budget request is based on this year's information. For summer recreation and swimming, salary is based on minimum wage, and we do try to give an incentive of ten cents for returning counselors. The budget may seem high, but we don't cap our numbers for the summer recreation program and swim programs. We brought back swimming this year and it was successful; we charged Avon residents \$50.00 per child per session and out of town residents \$100.00 per child per session.

We applied for and received 2 grants totaling \$22,000 and we plan to apply for them again next year if they are available. There were no major issues this year besides the medical issue that was worked out before the program began.

Since recreation was in the morning and swimming in the afternoon, it allowed us to have an employee possibly working both programs.

There was discussion about how the swim program ran this year and what feedback was given by the participants. Recreation Board member Kelly Greenway who works for Livingston County has been good about looking for and applying for grants for the program and has been successful in doing so.

Town Clerk Department:

Supervisor LeFeber asked the Town Clerk to discuss the Town Clerk portion of the budget, and the following items were highlighted:

Kim stated that she completed the contractual portion and Supervisor LeFeber filled out the rest of the budget sheets.

Supervisor LeFeber stated the envelope supply is adequate and there is an increase in the programs/services that are used to conduct business daily. Supervisor left a salary in the Deputy Town Clerk for help needed, right now Heather Randall is the Deputy Town Clerk until the end of the year.

Supervisor LeFeber noted that vital statistics is very time sensitive thus we always we need a deputy to perform that function of the department.

General Discussion:

Supervisor LeFeber stated he would like to go through the budget line for line to discuss and would like to have the preliminary budget for the meeting on October 9, 2025.

The worker's compensation number is from the County, and it is up about 4% from last year.

Town Board services weren't changed for the Board members, and this decision was based on the pressure on the budget and trying not to go over the tax cap as much. All the Board members were fine with the wage freeze.

Supervisor's salary was lowered and there was discussion on why it was done, and the consensus was that you should not lower the salary, and it should remain the same.

Confidential Secretary to the Town Supervisor had a higher amount for the support that will be needed to make this Town function. There was a discussion on the day-to-day details of this position and where do these functions fall under and what exactly does the Confidential

Secretary do for the Supervisor and what is done for others; could a new line item be used for functions that are outside of the Confidential Secretary duties. There was a question of how the resident perception of a secretary is compared to what is exactly done daily for them to understand that number. Attorney Campbell suggested that the Board make a list of the daily functions to show what is done for the function of the Town Hall business. Deputy Supervisor Mairs will be making a list of the functions of this budget line item and possibly where else do the functions fall under.

Supervisor contractual is a little high but there is where the cost of the union contract and employee handbook and put it back to an historic number. For our accounting services is now being broken down to the accounting services, the program to report our abstracts and then payroll will all be separate for next year.

Independent auditors have been doing for several years, and it is a good check and balance for everyone. Attorney Campbell suggested not skipping a year but continue doing it and it may not be beneficial to skip a year.

Attorney contractual does have professional services for certain applications and is billed to the applicant so the developer is not using taxpayer dollars. Currently, Kim has a spreadsheet with who get billed what, the invoice number, and when it is paid. She keeps the spreadsheet up to date each month and collects past due invoices and then sends the spreadsheet to the accountants.

Building contractual is at \$115,000.00 a little less than this year since there was some one-time work that hopefully will not occur in 2026. Councilmen Harrington asked of the elevator will need to be replaced and Councilmen Drozdziel feels since the elevator isn't used frequently will not need to be replaced maybe a panel may become obsolete.

Insurance keeps increasing each year. Councilmen Harrington asked what this includes, and it includes all equipment, building, officers, highway and water inventory, cyber insurance, summer recreation and swimming participants and any accidents (snowplow damage, hydrant damaged by citizens, etc.).

Laboratory line is for the highway employee drug and alcohol random testing.

Traffic control and street lighting was raised a little due to electrical cost raising.

Sidewalk contractual is the same and the only sidewalks are in Royal Springs and the pedestrian sidewalk over Exit 10.

Refuse contractual is the dump days and based on history of previous years was done to come up with that number.

Cemetery contractual request was \$29,000 was split to \$14,000 and \$15,000 for mowing and repairs. Cemetery expenses usually come out of general A, but we can use cemetery line items instead if needed.

State retirement and social security is dictated by State, there is disability and medical insurance in the budget.

There is a BAN payment that is due in February and if we BOND there will be additional costs for doing that.

For B items, the Village has requested \$17,750 which includes the trail town reimbursement and that was added to the tentative budget. There was discussion whether we should lower the parks budget to use for Papermill Park, and we would like to see what our money is being used for at the Village parks. The consensus is to put \$14,000 and trail town donation of \$1,750.00 into the budget and put the other \$2,000 into our parks and ask them to come in and give a brief overview of where our money goes.

Supervisor LeFeber discussed the library allotment, handling of the highway truck, how much to go over the tax cap, and how low do we want to have the fund balance. To get under the tax cap we need to find \$41,000.

Councilmen Drozdziel stated the big thing is if we include \$57,000 in the budget for the library and Supervisor LeFeber stated we would be over the tax cap by \$100,000. Councilmen Drozdziel asked about the contingency versus library earmarked in the budget and how would that be stated to the public.

Supervisor LeFeber stated there will be a 5% increase inside the Village and 13-14% outside the Village. The Fire District budget will remain the same for next year. If the library ballot passes, they will collect \$279,000 and the increase in our budget has made this a hard budget to come up with. Councilmen Harrington feels the library did not educate the residents of this proposition.

There was discussion on various requests for the budget from different entities and they do come in and explain their requests to the Board. There is a possibility that we will need to take a BAN for Sackett Road next year.

Councilmen Harrington left the meeting.

There was further discussion regarding Sackett Road repairs and what it will detail and if there are different options to fix it and is there any other places to find money.

There was discussion with a resident on the library referendum.

On motion of Councilmen Drozdziel, seconded by Deputy Supervisor Mairs, the meeting adjourned at 7:30 P.M

Respectfully submitted by

Kimberly McDowell, Town Clerk