

**Regular Monthly Meeting
Avon Town Board
January 8, 2026**

The Regular Monthly Meeting of the Town Board of the Town of Avon was held January 8, 2026, at 6:00 P.M. at the Avon Opera Block/Town Hall, 23 Genesee St, Avon, NY 14414.

Supervisor LeFeber called the meeting to order and led in the Pledge of Allegiance.

<u>PRESENT:</u>	Supervisor	David LeFeber
	Deputy Supervisor	Thomas Mairs
	Councilman	Paul Drozdziel
	Councilman	Malachy Coyne
	Councilman	Collin Hayes
	Town Clerk	Faye Beshures

OTHERS: Attorney Jim Campbell, Code Enforcement Officer Brian Shannon, Assessor Tami Snyder, and Dave Willard MRB Group

ATTENDEES FROM SIGN-IN SHEET: Jim Harrington, Cindy Kellen, Kitty Bressington, and Kathy Cole

VISITOR COMMENTS:

Kitty Bressington requested clarification from the Town Board as to whether the Town has written job descriptions for each position. She stated that she had spoken with and emailed Kim McDowell and was informed that no such job descriptions were currently on file to her knowledge. Supervisor LeFeber responded that he and Councilman Drozdziel are in the process of developing job descriptions. Councilman Drozdziel added that he has been working with Livingston County Civil Service on the preparation of these descriptions. Tami Snyder asked whether the Town positions would be required to be Civil Service positions. Councilman Drozdziel clarified that they would not, and that Civil Service was being referenced solely for assistance in properly describing the positions.

RESOLUTION 15-2026

APPROVAL OF DECEMBER 30, 2025 MINUTES

On motion of Councilman Drozdziel seconded by Supervisor LeFeber the following resolution was ADOPTED – Aye – LeFeber, Mairs, Drozdziel, Coyne Nay – 0 Absent – 0 Abstain – Hayes

RESOLVED, that the minutes of December 30, 2025 be approved as presented and request they be published to the Town of Avon’s website at www.avon-ny.gov.

RESOLUTION 16-2026

APPROVAL OF JANUARY 5, 2026 MINUTES

On motion of Deputy Supervisor Mairs seconded by Supervisor LeFeber the following resolution was ADOPTED – Aye – LeFeber, Mairs, Drozdziel, Coyne, Hayes Nay – 0 Absent – 0

RESOLVED, that the minutes of January 5, 2026 be approved as presented and request they be published to the Town of Avon’s website at www.avon-ny.gov.

DEPARTMENT REPORTS

ATTORNEY – JIM CAMPBELL

Attorney Jim Campbell updated the Board on the following:

- Attorney Campbell reported that he has been working with Code Enforcement Officer Shannon regarding a newly purchased property on Oak Openings Road. He stated that the new property owner is requesting alternative directions for exiting the property, and that this matter would need to be reviewed by the Zoning Board of Appeals.
- Attorney Campbell also discussed financial matters related to the third floor. Supervisor LeFeber commented on this topic and suggested that these matters be bundled with other ongoing financial issues and addressed while continuing to work with the Town's current banking institution.
- Finances of road projects, grants, bonds etc.
- Dave Willard of MRB Group discussed the possibility of securing grant funding. There was extensive discussion regarding financing options among Supervisor LeFeber, Attorney Campbell, Tom Mairs, and Mr. Willard for proposed repairs to Pole Bridge Road and Sackett Road. The Town previously applied for a \$2.5 million grant and is currently awaiting a determination on whether the application has been approved. The group also discussed the potential use of a SEQRA review and bonding for these roadway projects.

HIGHWAY/WATER REPORT – HIGHWAY SUPERINTENDENT THOMAS CRYE

Highway/Water Superintendent Crye was not in attendance for tonight's meeting, however, Supervisor LeFeber presented the Highway and Water Department Report. For the Highway Department, Supervisor LeFeber reported that staff have been engaged in snow removal, servicing trucks, and repairing equipment. For the Water Department, he reported that staff have been performing routine daily maintenance, water sampling, and stake-out work.

CODE ENFORCEMENT REPORT – CODE ENFORCEMENT OFFICER BRIAN SHANNON

Code Enforcement Officer Brian Shannon provided the following report for the meeting:

- Work is ongoing on new permit applications and the cleanup of outstanding items from the prior year.
- Assessor Tami Snyder provided an updated list of commercial businesses for use in conducting fire inspections.
- Work is ongoing on a complaint regarding the deteriorating red house located at 2750 Avon-Geneseo Road.
- Kleis Equipment is pouring the final footer and preparing to begin construction.
- Issued 10 building permits to Twin Cedars for new homes
- A visit was made to Pride and Joy to schedule an appointment to bring the business into compliance and up to date.
- Registration was completed for a conference at RIT scheduled for March 9th–11th.

ASSESSOR'S REPORT – ASSESSOR TAMI SNYDER

Assessor Tami Snyder presented the following report to the Board:

- She appeared in Small Claims Court in December, at which time the Judge ruled to reduce the assessed values on both properties. New Town tax bills will be issued for each property, and refunds will be processed for small claims filing fees.
- Councilman Drozdziel asked what the percentage of reduction was. Assessor Snyder stated that the property located at 28 Hickory Hill Road was reduced from \$526,400 to \$421,000, and the property located at 4608 Ashantee Lane was reduced from \$825,000 to \$678,000. Councilman Drozdziel then asked about the size of the Ashantee Road property. Assessor Snyder responded that the home is approximately 3,500 square feet and includes a three-car garage and a cold storage area. It was also noted that the property had been compared to a 19-year-old home. Assessor Snyder stated that she would be working with Clerk Beshures to have the tax bills corrected.
- Assessor Snyder reported that she is working on assessment update notices, with completion anticipated by the end of February or the beginning of March.
- Ongoing issues were reported with Jill's computer, which shuts down whenever Hurricane performs a software upgrade. Both computers are approximately five years old, and Hurricane has recommended replacement. Supervisor LeFeber noted that funds are budgeted for this type of expense, and Assessor Snyder stated that she would have Hurricane provide a quote for new equipment.
- Laserfiche has been successfully installed on both computers, which proved beneficial for her court case.
- Assessor Snyder reported issues with the new payroll system related to signing in on both her computer and her phone. She stated that she has contacted the company by phone and email but has not received a response. She further noted that she has asked Kim McDowell to assist her in reviewing the issue in an effort to resolve the problem.
- Assessor Snyder discussed prior flooding issues in Nune Park, referencing flooding that occurred in June, before the most recent event, when several Town roads collapsed. She inquired whether Royal Springs or other drainage improvements could assist in that area. There was discussion between Assessor Snyder and the Board regarding expenses incurred by Batzel's as a result of the June flooding.
- The Avon on the Green PILOT agreement is due for review this year.
- The DP Tool and Barilla PILOT agreements expire this year, and she will notify the School District accordingly.
- Assessor Snyder reported that she will be meeting with the State regarding commercial assessments, with the goal of completing and issuing those by the end of February or the beginning of March.

TOWN CLERK’S REPORT – TOWN CLERK FAYE BESHURES

Town Clerk Faye Beshures presented the Monthly Clerk’s Report for December 2025.

<u>Account#</u>	<u>Account Description</u>	<u>Fee Description</u>	<u>Qty</u>	<u>Local Share</u>
A1255	Conservation	Conservation	4	0.00
	Marriage License Fees	Marriage License Fee	1	17.50
	Minor Sales	Certified Copies - Marriage	5	50.00
			Sub-Total:	\$67.50
A2544	Dog Licensing	Female, Spayed	24	216.00
		Female, Unspayed	1	12.00
		Male, Neutered	10	90.00
		Male, Unneutered	3	36.00
			Sub-Total:	\$354.00
A2770	Minor Sales	OUR-Birth-Death-Clerk	14	140.00
			Sub-Total:	\$140.00
B2115	Planning & Zoning	Subdivision	1	125.00
	Zoning Fees	Site Plan Review	1	50.00
			Sub-Total:	\$175.00
B2555	Permits	Building Permit	8	2,278.60
			Sub-Total:	\$2,278.60
			Total Local Shares Remitted:	\$3,015.10
Amount paid to: New York State Department of Health _____				22.50
Amount paid to: NYS Ag. & Markets for spay/neuter program _____				46.00
Amount paid to: NYS Environmental Conservation _____				92.00
Total State, County & Local Revenues:		\$3,175.60	Total Non-Local Revenues:	
			\$160.50	

RESOLUTION 17-2026

MONTHLY CLERK’S REPORT – DECEMBER 2025

On motion of Deputy Supervisor Mairs seconded by Councilman Drozdziel the following resolution was ADOPTED – Aye – LeFeber, Mairs, Drozdziel, Coyne, Hayes Nay – 0 Absent – 0

RESOLVED, that the Town Board accepts the Monthly Clerk’s Report for the month of December, 2025, as presented.

DISCUSSION – CLERK BESHURES

Clerk Beshures reviewed the December revenue figures collected on behalf of New York State agencies, including \$22.50 for the New York State Department of Health, \$46.00 for New York State Agriculture & Markets, and \$92.00 for New York State Environmental Conservation. The total revenue collected for the month was \$3,175.60, of which the Town retained \$3,015.10.

Clerk Beshures further reported that she has collected 10% of this year’s tax warrant, totaling \$689,924.03. In addition to tax collection, she reported issuing one marriage license, five dog licenses, and one new dog tag. Clerk Beshures stated that she has remained very busy while learning the responsibilities of the position.

DISCUSSION – JOINT TOWN/VILLAGE MEETING

Supervisor LeFeber updated the Board that the joint meeting with the Village of Avon is scheduled for January 22, 2026. Discussion was held regarding holding the Town meeting at 6:00 p.m., followed by the

Village joining at 7:00 p.m. The Board discussed the anticipated agenda items for the joint meeting, including the Town and Water Joint Project. Councilman Mairs asked whether the percentage breakdown of responsibility between the Town and the Village was available. Supervisor LeFeber stated that he would follow up with the Mayor to determine whether there were additional topics for discussion.

DISCUSSION – DEDICATION OF CROSSROADS PARK

There was discussion regarding finalizing the Dedication for Crossroads Park.

DISCUSSION – PHASE II OF ROYAL SPRINGS

Councilman Drozdziel inquired whether there was any update on the second phase of the Royal Springs project. Supervisor LeFeber responded that there has been little recent activity. A brief discussion followed among the Board and visitor Kathy Cole regarding the matter.

DISCUSSION – ABSTRACT OF CLAIMS

Supervisor LeFeber requested approval of the bills and asked if there were any questions. Councilman Coyne inquired about elevator maintenance and whether multiple companies service and repair the elevators. Councilman Drozdziel responded that the charge reflected the annual service and explained that the company that installed the elevators typically performs the ongoing maintenance, noting that there are limited elevator service companies available.

RESOLUTION 18-2026

ACCEPTANCE OF CLAIMS & PAYMENT OF BILLS

On motion of Supervisor LeFeber seconded by Deputy Supervisor Mairs the following resolution was ADOPTED – Aye – LeFeber, Mairs, Drozdziel, Coyne, Hayes Nay – 0 Absent – 0
RESOLVED, that the bills be paid in the following amounts:

Fund	Amount
General Fund	\$ 14,768.01
Highway Fund	\$ 2,111.32
Water Fund	\$ 3,303.38
Cemetery Fund	No voucher
Opera Block Capital Improvement	No voucher
Royal Springs Lighting	\$ 1,182.50
Cross Roads Drainage District	No voucher
Bruckel Drainage District	No voucher
Royal Springs Drainage	No voucher
Town of Avon Fire Protection	No voucher
Rte. 39 Water SW2	No voucher

OPEN DISCUSSION – TOWN BOARD MEMBERS

DISCUSSION - RECODIFICATION

Supervisor LeFeber asked for any open comments from Board members. Councilman Hayes inquired whether funding for the recodification was included in the budget. Supervisor LeFeber stated that he believes funds were budgeted for this purpose. Attorney Campbell suggested that they meet to develop a prioritized list for the Board's consideration. Councilman Hayes noted that there are approximately 90 questions to be addressed, with about 40 remaining.

VISITOR COMMENTS:

Kathy Cole complimented the Highway Department, stating that the road crew has been doing an excellent job plowing Sackett Road and keeping the area well maintained.

ATTORNEY-CLIENT PRIVILEGE

Supervisor LeFeber requested discussion under attorney–client privilege, noting that no action would be taken. Attorney Campbell clarified that this was not an Executive Session, but rather a meeting between himself and the Town Board for the purpose of providing legal advice. Clerk Beshures asked whether she should leave and if the meeting should be adjourned. Attorney Campbell advised that the meeting should be adjourned.

ADJOURNMENT OF MEETING

On motion of Supervisor LeFeber seconded by Councilman Drozdziel and carried by all, the meeting was adjourned at 7:27 P.M.

Respectfully submitted,

Faye Beshures
Town Clerk