

Year-End meeting of the Trustees, Village of Lyndonville was held on Wednesday, May 29, 2013 at the Village Hall. Meeting opened at 6:02 p.m.

PRESENT: Mayor: Stephen C. McAvoy
Trustees: James Tuk
Ellen Tuohey
James Whipple
Danny Woodward Jr.
Clerk-Treasurer Teri Woodworth
Supt. of Public Works Terry M. Woodworth
Code Enforcement Officer Douglas Rue - Excused
Attorney David Schubel - Excused
Fire Chief Jason Gerety – Excused
Bookkeeper Walter Gaesser
Public: Russell Martino, Richard Pucher

PRIVILEGE OF THE FLOOR:

- Mr. Martino stated that NYS now requires permits for parades on State highways. Mr. Martino asked who completed the permit for the Memorial Day parade. Superintendent Woodworth stated a permit wasn't needed for parades that are ten (10) minutes or less, the Village just is responsible for regulating the parade. Trustee Whipple added that previously he felt that the Lions Club should take the lead in completing the Parade Permit. However Trustee Whipple would like to see the Village of Lyndonville sponsor the 4th of July parade and complete the necessary permit application. Trustee Whipple also noted that the Lions Club doesn't have the man power needed for directing traffic and setting up barricades. Superintendent Woodworth added he was sure the Village has the necessary insurance coverage of five (5) million in liability coverage and ten (10) million in auto. Also the Village supplies the Auxiliary Police officers. Per Superintendent Woodworth a parade route, a detour route as well as NYS DOT State approved signs and barricades would be needed. Mayor McAvoy asked if the Village currently has the required signs. Superintendent Woodworth stated he was sure between the Town of Yates, Town of Ridgeway and Orleans County he would be able to get the necessary signs. Clerk-Treasurer Woodworth noted that she requested seven (7) Auxiliary Police this year plus Officer Larkin will be assisting Officer Riemer. Mr. Martino advised he will get a point of contact from the Lions Club to assist with the process. Superintendent Woodworth added this may mean some overtime for the DPW as in years past they haven't been involved in the day of setup. He was sure the Town of Yates would assist the DPW in getting the signs and barricades setup ahead of time. Trustee Woodward Jr. noted that he doesn't believe that Fire Department can assist in traffic control as when they did the Tour for the Cure they were told they couldn't assist as it wasn't their function. Trustee Tuk added this may add more for the Village with the Village sponsoring the parade.

RESOLUTION NO 2013-42

PARADE PERMIT – 4TH OF JULY

ON MOTION of Trustee Whipple, seconded by Trustee Tuk, to have Superintendent Woodworth and Clerk-Treasurer Woodworth apply for the 4th of July Parade Permit as the Village of Lyndonville as the sponsor of the parade.

Vote: 5 Ayes (McAvoy, Tuk, Tuohey, Whipple, Woodward Jr.); 0 Nays; 0 Abstain

- Trustee Whipple asked Bookkeeper Gaesser if there was a way to take the budgeted amount in trees of \$1,400.00 out of the fund balance and amend the 2013-2014 budget adding it in. Superintendent Woodworth noted it was \$3,000.00. Bookkeeper Gaesser stated it can be taken out of the contingency fund. Trustee Whipple asked if this could be done at the June 10, 2013 Board meeting. Bookkeeper Gaesser advised it could and also added that the sewer budget was too close.

Report – Clerk-Treasurer Woodworth

- Vouchers – #674 – #678 & #741 - #760 to be paid

General	\$ 5,178.13
Water	\$ 1,104.76
Sewer	\$ 920.20
Capital	\$ 7,491.80
Grand Total	\$ 14,694.89

RESOLUTION NO 2013-43

VOUCHERS TO BE PAID

ON MOTION of Trustee Whipple, seconded by Trustee Tuohey, to have Clerk-Treasurer Woodworth to pay Vouchers #674- #678 & #741 - #760.

Vote: 5 Ayes (McAvoy, Tuk, Tuohey, Whipple, Woodward Jr.); 0 Nays; 0 Abstain

Report – Superintendent Woodworth

- Superintendent Woodworth interviewed two (2) individuals for the summer help position and he would like to hire both of the candidates. Mayor McAvoy added that there are is a lot of painting that needs to be done at the Water Treatment Plant. Trustee Whipple asked if we budgeted for hiring two for the summer. Superintendent Woodworth stated we did not budget for two, and he figured it would be approximately an addition \$3,000.00.

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Otherwise the painting would have to be put out to bid and prevailing wage would have to be paid. Also the Health Department has been writing us up for not painting since 1996. Mayor McAvoy asked about getting the telephone poles completely transferred over by the 4th of July. Superintendent Woodworth will put the push on to get the remaining transfers done. Superintendent Woodworth added he has water records on index cards back to 1972 that need to be computerized.

RESOLUTION NO 2013-44
HIRE PART-TIME SUMMER HELP

ON MOTION of Trustee Whipple, seconded by Trustee Woodward Jr., to allow Superintendent Woodworth to hire part-time summer help within budget.

Vote: 5 Ayes (McAvoy, Tuk, Tuohey, Whipple, Woodward Jr.); 0 Nays; 0 Abstain

- Superintendent Woodworth will get to work on the parade permit. He will also double check on if Fire Police are able to assist.

Report – Trustee Tuohey

- No call back from Senator Maziarz's office

Report – Trustee Tuk

- Talked to the foreman at the former Crosby Whipple, informed him that the Pennysaver is closed. Trustee Tuk just thought he would put the bug in guy's ear that the Pennysaver is available. Trustee Tuk spoke to Barb from the E-Z Shop about buying the house to the north of the E-Z Shop and expanding. Trustee Tuk noted that the E-Z Shop has been extremely busy with the closing of the Pennysaver.

Report – Trustee Whipple

- Announced that the Board needs to start looking for a new Board member. Trustee Whipple has sold his house and purchased a house on Alps Rd.

Report – Trustee Woodward Jr.

- Nothing

Report – Mayor McAvoy

- Nothing

NEW BUSINESS:

- Mayor McAvoy asked for Clerk-Treasurer Woodworth to have check writing permissions to write checks for a certain limit. The Village recently had a check returned from a water/sewer customer and a certificate of protest needs to be completed with M&T Bank. There is a charge of \$20.00 for this. Trustee Whipple asked if the Village still has petty cash in the Clerk-Treasurer's office. Clerk-Treasurer Woodworth advised that the Clerk-Treasurer's office no longer has petty cash and preferred to process a check for a paper trail for auditing purposes. Clerk-Treasurer Woodworth has to process all checks through KVS.

RESOLUTION NO 2013-45
CERTIFICATE OF PROTEST

ON MOTION of Trustee Tuohey, seconded by Trustee Tuk, to allow Clerk-Treasurer Woodworth to make a one-time payment for the Certificate of Protest.

Vote: 5 Ayes (McAvoy, Tuk, Tuohey, Whipple, Woodward Jr.); 0 Nays; 0 Abstain

- Mayor McAvoy stated the Village needs to look into whether Code Enforcement Rue should be condemning homes when customer's water service is shut off for non-payment. Superintendent Woodworth stated we really try to work with the customers so we don't have to shut them off. Previously Mayor Scarr ordered Superintendent Woodworth to just shut customers off without putting on door knockers a day prior to shut off.

OLD BUSINESS:

- OSC Response – Clerk-Treasurer Woodworth provided copies of proposed Leave Policies, procedures and terms of employment. Trustee Whipple stated he will forward the proposed IT Policy to the Board for review. The Board will need to vote on these policy changes at the June 10, 2013 Board meeting as well as forward them to the State Comptroller's Office.

Report – Bookkeeper Gaesser

- Stated he needed the updated information on the Village's outstanding Bonds. Trustee Tuk stated the Village just refinanced all the water bonds. Bookkeeper Gaesser confirmed the Village budgeted for that in the 2013-2014 budget. Trustee Tuk confirmed that was done.

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- Mayor McAvoy met with Superintendent Woodworth and Trustee Tuk, they will be asking Blue Heron to extend their prior contracts on the solar wall and doors at the Waste Water Treatment Plant. Otherwise the contract would have to be re-bid.

ON MOTION of Trustee Whipple, seconded by Trustee Woodward Jr., to adjourn the meeting at 7:20 p.m.

Vote: 5 Ayes (McAvoy, Tuohey, Whipple, Woodward Jr.); 0 Nays; 0 Abstain

Teri Woodworth
Clerk-Treasurer