

**Special meeting of the Trustees, Village of Lyndonville was held on Monday, March 25, 2019 at the Village Hall.
Meeting opened at 2:00 PM**

PRESENT: Mayor: John Belson
Deputy Mayor: Danny Woodward Jr.
Trustees: Andrew Cousins
Mary Kage - Absent
Darren Wilson
Clerk-Treasurer Teri Woodworth
Supt. of Public Works Terry M. Woodworth
Code Enforcement Officer Dan Wolfe - Absent
Attorney Katherine Bogan - Absent
Fire Chief Ben Bane - Absent
Public: Carla Woodworth, Vernon Fonda

USE OF FACILITIES

- Village Hall – Lyndonville Little League requested use of the Village Hall for a meeting on March 18, 2019 from 6:00pm to 7:30pm.

RESOLUTION NO 2019-37

USE OF FACILITIES – LYNDONVILLE LITTLE LEAGUE

ON MOTION of Trustee Cousins, seconded by Trustee Woodward Jr. to approved the use of facilities for the Lyndonville Little League as requested.

Vote: 4 Ayes (Belson, Cousins, Wilson, Woodward Jr.); 0 Nays; 0 Abstain

NEW BUSINESS

- Waste Water Treatment Plant Disinfection Grant Resolutions:

Village of Lyndonville
Engineering Planning Grant
Resolution of Authorization and Project Costs for Award Allocations

WHEREAS, the Village of Lyndonville submitted and was awarded and Engineering Planning Grant (EPG) under the 2018 Consolidated Funding Application (CFA) process on behalf of the Village, for upgrades to their WWTP Disinfection Project; and

WHEREAS, the New York State Department of Environmental Conservation and the New York State Environmental Facilities Corporation offer competitive statewide reimbursement grant programs for local governments, administered through the New York Clean Water State Revolving Fund; and

WHEREAS, that the Village of Lyndonville Board Trustees, accepts the EPG program grant award on behalf of the Village for WWTP Disinfection Improvements; and

NOW THEREFORE BE IT RESOLVED, that Mayor John Belson is authorized to execute a Grant Agreement with the NYS Environmental Facilities Corporation and any and all other contracts, documents and instruments necessary to bring about the project and to fulfill the Village of Lyndonville’s obligations under the Grant Agreement; and

BE IT FURTHER RESOLVED, that the Village of Lyndonville authorizes and appropriates a minimum 20% local match as required by the Engineering Planning Grant Program for the WWTP Disinfection Improvements. Under the EPG program, this local match must be at least 20% of the EPG grant award of up to \$30,000. The source of the local match, and any amount in excess of the required match, shall be provided through the general fund. The maximum local match shall not exceed \$6,000 based upon a total estimated maximum project cost of \$30,000. The Mayor may increase this local match through use of in kind services without further approval from the Village Board.

Village of Lyndonville
Engineering Planning Grant
Resolution of SEQR for Award Allocations

WHEREAS, the Village of Lyndonville submitted and was awarded an Engineering Planning Grant (EPG) under the 2018 Consolidated Funding Application (CFA) process on behalf of the Village, for upgrades to their WWTP Disinfection; and

WHEREAS, the New York State Department of Environmental Conservation and the New York State Environmental Facilities Corporation offer competitive statewide reimbursement grant programs for local governments, administered through the New York Clean Water State Revolving Fund; and

WHEREAS, that the Village of Lyndonville Board Trustees, accepts the EPG program grant award on behalf of the Village for WWTP Disinfection Improvements; and

WHEREAS, Title 6 of the New York State Code of Rules and Regulations (6 NYCRR) Section 617.5 under the State Environmental Quality Review Act (SEQR) provides that certain actions identified in subdivision (c) of that section are not subject to environmental review under the Environmental Conservation Law; and

NOW THEREFORE BE IT RESOLVED, that the Village of Lyndonville hereby determines that the proposed WWTP Disinfection Study is a Type II action in accordance with 6 NYCRR Section 617.5(c) (24) and (27) which constitute “information collection including basic data collection and research, water quality and pollution studies, traffic counts, engineering studies, surveys, subsurface investigations and soils studies that do not commit the agency to undertake, fund or approve any Type I or Unlisted Action; conducting concurrent environmental, engineering, economic, feasibility and other studies and preliminary planning and budgetary processes necessary to the formulation of a proposal of action, provided those activities do not commit the agency to commence, engage in or approve such action” and its therefore not subject to further review under 6 NYCRR part 617.

RESOLUTION NO 2019-38

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AUTHORIZATION AND PROJECT COST OF AWARD ALLOCATIONS AND SEQR OF AWARD ALLOCATIONS

ON MOTION of Trustee Cousins, seconded by Trustee Wilson to accept the Authorization and Project Costs of Award Allocations and SEQR of Award Allocations resolutions as they read.

Vote: 4 Ayes (Belson, Cousins, Wilson, Woodward Jr.); 0 Nays; 0 Abstain

- Dam Control Gate Improvements SEAF – Clerk-Treasurer Woodworth presented the Board with the Short Environmental Assessment Form (SEAF) for the Dam Control Gate Project. Clerk-Treasurer Woodworth noted per advisement from Attorney Bogan, Mayor Belson was authorized to sign the SEAF the Board needs to accept the SEAF as is and approve it being added to the prior SEQR.

RESOLUTION NO 2019-39

ACCEPTANCE OF THE SEAF FOR THE DAM CONTROL GATE IMPROVEMENTS AND IT TO BE ADDED TO THE PRIOR SEQR

ON MOTION of Trustee Wilson, seconded by Trustee Cousins to accept the SEAF for the Dam Control Gate Improvement project and to add it to the prior approved SEQR.

Vote: 4 Ayes (Belson, Cousins, Wilson, Woodward Jr.); 0 Nays; 0 Abstain

USE OF FACILITIES

- Streets & Sidewalks – Vernon Fonda is requesting use of the road and sidewalks along South Main Street for the annual Murph Challenge on May 27, 2019 from 11:30pm to 3:30pm.

RESOLUTION NO 2019-40

USE OF FACILITIES – VERNON FONDA – MURPH CHALLENGE

ON MOTION of Trustee Woodward Jr., seconded by Trustee Cousins to approved the use of facilities for Vernon Fonda for the annual Murph Challenge as requested.

Vote: 4 Ayes (Belson, Cousins, Wilson, Woodward Jr.); 0 Nays; 0 Abstain

PRESENTATION OF THE 2019-2020 PROPOSED BUDGET

- Clerk-Treasurer Woodworth explained the changes in the proposed budget:

General Fund Revenue:

- Real Property Tax rate would be \$15.058. That's an increase of \$0.939 per thousand from last year's rate of \$14.119.
- Interest & Penalties on Real Prop Tax – Increased \$100.00 based on history.
- Treasurer's Fees – decreased due to apportion should be under Vital Statistics fees.
- Vital Statistics Fees – increased to \$100.00 based on what was budgeted under Treasurer's fees in the past.
- General Services Other Govt – Christmas in Lyn – Increased based on history of participants.
- General Services Other Govt – LCS Gas Reimb – Increased based on history of usage.
- Fire Protection Services Other Governments - This is the Town of Yates contribution, increased due to the Fire Budget increased.
- Interest & Earnings – Increased due to the NYCLASS reserve accounts are making a lot more interest than they have in the past.
- Rental of Real Property will increase 3% annually on August 1st.
- Building and Alteration Permits – Decreased, not as many permits being issued.
- Misc – Est Appr Fund Balance – proposing using \$10,000 of fund balance to help reduce tax increase.
- Mortgage Tax – Increased \$200.00 based on history.
- CHIPS - This is the estimated budget available from NYS, Superintendent Woodworth is looking to use toward a streets project in the 19/20 budget year.
- Interfund Transfer – Decreased, not moving any monies from the Water Fund to help support the Sewer Fund.

Water Fund Revenue:

- Metered Water Sales - Town of Yates – Increased from \$80,000 to \$90,000 based on history of usage, not on any rate changes.
- Metered Water Sales – Village Water Sales – Increased \$500 based on history of usage, not on any rate changes.
- Metered Water Sales - Yates Water Sales - This slight decrease is due to history of use, not on any rate changes.
- Water Service Charges -Turn On & Turn Off – Increased from \$200 to \$300 due to history of turn offs.
- Interest & Penalties on Water Rents – Decreased \$200 based on history, not on any rate.
- General Services Other Govts – VOA Courier Reimb – This decreased to \$0 due to the Village of Albion no longer needs to share services for their water testing.
- Debt Service, Other Governments – This the Town of Yates contribution on the water bonds, increase and decrease are based on the bond schedules.

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- Interest and Earnings – Increased from \$800 to \$1,300, NYCLASS reserve account is making a lot more interest now that it has in the past.
- Unclassified – Returned Checks/Misc – Decreased from \$200 to \$100 not a lot of checks being returned.
- Misc – Est Appr Fund Balance - Will not be using any fund balance within this budget

Sewer Fund Revenue:

- Interest & Penalties on Sewer Rents – Decreased from \$3000 to \$2700 based on history.
- Interfund Revenues - \$46,804.00 will be received from the General Fund to help support the Sewer with the understanding that this will not be repaid to the General Fund.

Capital Fund Revenue:

- General Government Capital Projects – DASNY - \$100,000 DASNY Grant the Village was awarded for the Dam repair project.
- Gifts & Donations – Lyndonville Area Foundation - \$65,000 the Lyndonville Area Foundation has awarded the Village for the Dam repair project.
- Interfund Transfers - \$14,000 this is the Village's contribution to the project.

General Fund Expenses:

- Legislative Board Personal Services- No Increase
- Mayor Personal Services - No Increase
- Clerk-Treasurer Personal Services – Mayor Belson proposed 1.5% pay increase. Clerk-Treasurer's pay has been split as Clerk-Treasurer, Water Admin and Sewer Admin.
- Clerk PT – 1.5% pay increase
- Supt Personal Services – 1.5% pay increase
- Central Services Admin Contractual - Decreased from \$30,000.00 to \$10,000.00. The Village Hall roof was replaced.
- Central Garage Fuel - Increased from \$12,600.00 to \$18,000.00, to cover true expense including Lyndonville Central School's usage. It is offset by the proposed Lyndonville Central School reimbursement under revenue.
- Unallocated Insurance - Broker is proposing a slight decrease to due longevity and good standing.
- Contingent Fund – Increased from \$10,000 to \$15,000, reserve built in for possible emergency repairs.
- Maintenance of Roads Contractual – Increased from \$30,000 to \$45,000 for proposed streets maintenance. CHIPS revenue will help offset.
- Street Lighting Contractual – Increased \$500 based on history.
- Celebrations Contractual – Increased \$1,000 based on history. (4th of July and Christmas in Lyndonville)
- Retirement - Based on projection from Retirement
- Social Security & Medicare - Based on proposed pay increases
- Workman's Comp – Decreased from \$3,704.00 to \$3,120.00. Based on Orleans County Self-Insurance
- Medical Insurance - Decreased from \$17,400.00 to \$13,400.00. Based on life changes and enrollment.
- Other Employee Benefits - NYCLASS - EE Reserve - Decreased from \$10,000.00 to \$5,000.00 to allow for adequate funding for future retirements.
- Interfund Transfer - \$46,804.00 to be given to the Sewer fund to help support it, will not be paid back.
- Transfer Capital Project Fund - \$14,000 is being given to the Capital Fund as the Village's contribution to the Dam repair project.

Water Fund Expenses:

- Unallocated Insurance - Broker is proposing a slight decrease to due longevity and good standing.
- Contingent Fund Contractual - \$5,000, reserve built in for possible emergency repairs.
- Water Admin Personal Services – Increased \$6000, Mayor Belson proposed 1.5% pay increase. Clerk-Treasurer's pay has been split as Clerk-Treasurer, Water Admin and Sewer Admin.
- Water Source of Supply Contractual – Increased from \$5,000 to \$8,000, upcoming project at the low lift station.
- Water Purification Equipment – Increased \$1,000, need to replace a pump.
- Water Purification Contractual – Increased from \$12,000 to \$24,000, roof work is needed at the Water Treatment Plant.
- Water Purification Testing – Increased \$500 based on history.
- Water Purification Utilities – Increased \$5,000 due to history.
- Water Transm & Distribution Engineering – Increased \$2,000 due to history and upcoming projects.
- Water, Equip & Cap Outlay – Increased from \$10,116.00 to \$16,611 go into NYCLASS water reserve account for future repairs.
- Retirement - Based on projection from Retirement
- Workman's Comp - Decrease \$1,605.00 to \$1,352.00. Based on Orleans County Self-Insurance
- Medical Insurance - Decreased from \$17,400.00 to \$13,400.00. Based on life changes and enrollment.
- Bonds – Increases and decreases based on bond payment schedules.
- Interfund Transfers – This decreased to \$0, not moving any funds to the General Fund to help support the Sewer Fund this year.

Sewer Fund Expenses:

- Unallocated Insurance - Broker is proposing a slight decrease to due longevity and good standing.

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- Sewer Admin Personal Services – Increased \$6000, Mayor Belson proposed 1.5% pay increase. Clerk-Treasurer's pay has been split as Clerk-Treasurer, Water Admin and Sewer Admin.
- Sewage Collecting System Personal Services – Increased based on history and proposed pay increases. (Payroll is split 50/50 with Collections and Treatment & Disposal)
- Sewage Treatment & Disposal Personal Services – Decreased based on history and proposed pay increases. (Payroll is split 50/50 with Collections and Treatment & Disposal)
- Sewage Treatment & Disposal Contractual – Increased from \$21,000 to \$25,500 based on history.
- Retirement - Based on projection from Retirement
- Social Security & Medicare - Based on proposed pay increases
- Workman's Comp - Decrease from \$863.00 to \$780.00. Based on Orleans County Self-Insurance
- Medical Insurance - Decreased from \$17,400.00 to \$13,400.00. Based on life changes and enrollment.

Capital Fund Revenue:

- Environmental Control Equipment & Capital Outlay - \$179,000 estimated cost for the Dam repair project.

Fire Department Expenses:

- Personal Services – Chief Bane proposed \$5,000.00, will remain at \$4,500.00 based on history and proposed pay increases.
- Equipment - Chief Bane proposed \$25,000.00 increase from \$20,000.00 to \$25,000.00
- Fire Emergency Medical Supplies – Chief Bane proposed \$6,000.00, will decrease to \$5,000.00 based on history.
- Fire Medical Exams – Chief Bane proposed \$5,000.00, increase from \$4,600.00 to \$5,000.00.
- Fire SCBA, Pump, Ladder Test – Chief Bane proposed \$5,000.00, based on history will increase to \$6,000.00.
- Fire Self Insurance - Increase from \$4,378.00 to \$7582.00. Based on Orleans County Self-Insurance
- Fire Buildings & Equipment Insurances – Chief Bane proposed \$8,000.00, increase from \$5,761.00 to \$8,000.00. - Broker is proposing a slight decrease to due longevity and good standing, adjusted to \$7,300.00.
- Fire Fighters Accident Policy – Chief Bane proposed \$800.00. Per Clerk-Treasurer Woodworth, Broker is forecasting a 2% increase.
- NYCLASS Fire Comp Acct - Chief Bane proposed increase from \$15,000.00 to \$25,000.00.
- Fire Truck Maintenance – Chief Bane proposed \$4,000.00, will increase to \$5,000.00 based on history.
- Fire Truck Maintenance Fuel – Chief Bane proposed \$3,000.00, will decrease to \$2,000.00 based on history.

RESOLUTION NO 2019-41

PUBLIC HEARING TO OVERRIDE THE TAX LEVY LIMIT ESTABLISHED IN GENERAL MUNICIPAL LAW 3-c

ON MOTION of Trustee Wilson, seconded by Trustee Woodward Jr. to set the Public Hearing to override the tax levy limit established in general municipal law 3-c for April 12, 2019 at 10:00am at the Village Hall.

Vote: 4 Ayes (Belson, Cousins, Wilson, Woodward Jr.); 0 Nays; 0 Abstain

RESOLUTION NO 2019-42

PUBLIC HEARING FOR THE TENTATIVE 2019-2020 TENTATIVE BUDGET

ON MOTION of Trustee Wilson, seconded by Trustee Wilson to set the Public Hearing for the 2018-2019 Tentative Budget for April 12, 2019 at 10:05am at the Village Hall

Vote: 4 Ayes (Belson, Cousins, Wilson, Woodward Jr.); 0 Nays; 0 Abstain

- Clerk-Treasurer Woodworth asked the Board if they would consider covering 100% of the Clerk-Treasurer's health insurance as a department head. Clerk-Treasurer Woodworth noted due to some current life changes with the full-time employee's that covering 100% would still be saving the Village money. Trustee Wilson asked that Clerk-Treasurer Woodworth provide the Board with some figures prior to making a decision.

ON MOTION of Trustee Cousins, seconded by Trustee Woodward Jr. to adjourn the meeting at 3:40PM.

Vote: 4 Ayes (Belson, Cousins, Wilson, Woodward Jr.); 0 Nays; 0 Abstain

Teri M. Woodworth
Clerk-Treasurer