

**Regular meeting of the Trustees, Village of Lyndonville was held on Monday, March 7, 2022 at the Village Hall. Meeting by teleconference via Zoom, the meeting opened at 6:00 PM**

PRESENT: Mayor: John Belson  
Deputy Mayor: Danny Woodward Jr.  
Trustees: Anne Marie Holland  
Kimberly Kenyon  
Darren Wilson  
Clerk-Treasurer Teri Woodworth  
Supt. of Public Works Terry M. Woodworth  
Code Enforcement Officer Jason Raduns - Absent  
Attorney Katherine Bogan  
Fire Chief Michael Heideman  
Public – Present:

**APPROVAL OF THE MINUTES**

**ON MOTION** of Trustee Wilson seconded by Trustee Kenyon, to accept the minutes of the February 7, 2022 regular meeting.

Vote: 5 Ayes (Belson, Holland, Kenyon, Wilson, Woodward Jr.); 0 Nays; 0 Abstain

**PRIVILEGE OF THE FLOOR**

- Nothing

**USE OF FACILITIES**

- Village Hall – Lyndonville Little League requested use of the Village Hall on February 22, 2022 for meeting.
- Village Hall – M&T Bank is requesting use of the Village Hall on March 30, 2022 from 1:00pm to 2:15pm for an Identity Theft seminar.

**RESOLUTION NO 2022-17**

**USE OF FACILITIES – LYNDONVILLE LITTLE LEAGUE AND M&T BANK**

**ON MOTION** of Trustee Kenyon, seconded by Trustee Holland, to approve the use of facilities requests by Lyndonville Little League and M&T Bank as presented.

Vote: 5 Ayes (Belson, Holland, Kenyon, Wilson, Woodward Jr.); 0 Nays; 0 Abstain

**Report – Code Enforcement Raduns**

- No report was provided at this time.

**Report – Officer Larkin**

- No report was provided at this time.

**Report – Fire Chief Heideman**

- Report – 32 Calls for 2022; 9 Calls for February (2 – Ems Village, 3 – EMS Town, 1 – House Fire Town, 1 – Wires Down Town, 1 – CO2 Village and 1 – Lift Assist Village)
- Chief Heideman informed the Board of the required update for the mobile radios in the fire trucks. Chief Heideman presented the Board with a state bid quote of \$13,000.00 including installation.

**RESOLUTION NO 2022-18**

**PURCHASE OF MOBILE RADIOS**

**ON MOTION** of Trustee Woodward Jr., seconded by Trustee Kenyon, to authorized Chief Heideman to purchase the required updated mobile radios not to exceed \$16,000.00.

Vote: 5 Ayes (Belson, Holland, Kenyon, Wilson, Woodward Jr.); 0 Nays; 0 Abstain

**Report – Attorney Bogan**

- Attorney Bogan explained the Low-Income Household Water Assistance Program (LIHWAP) and advised the Village should partake. Attorney Bogan noted the Village would just need to become a vendor in the program. Trustee Holland inquired how residents get made aware of this program. Attorney Bogan noted the local assistance programs give this information to residents. Clerk-Treasurer Woodworth noted she can post the information on the Village website, in the Village Hall and at the Post Office.

**RESOLUTION NO 2022-19**

**LOW-INCOME HOUSEHOLD WATER ASSISTANCE PROGRAM (LIHWAP)**

**ON MOTION** of Trustee Kenyon, seconded by Trustee Holland, to authorize the Village to become a vendor in the LIHWAP program.

Vote: 5 Ayes (Belson, Holland, Kenyon, Wilson, Woodward Jr.); 0 Nays; 0 Abstain

- Attorney Bogan noted the Canal Corporation’s reimage NY program regarding onetime payment for easements to access waterways for Johnson’s Creek and downstream of the Dam. Attorney Bogan noted they are looking of public feedback on the proposed project. Clerk-Treasurer Woodworth noted there are two zoom calls on March.8<sup>th</sup>.

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**Report – Clerk-Treasurer Woodworth**

- Clerk-Treasurer Woodworth informed the Board that New York State Homes and Community Renewal approved the requested budget amendment.
- Clerk-Treasurer Woodworth informed the Board the Village Planning Board approved the site plan review for the 246 West Avenue cell tower modifications.
- Clerk-Treasurer Woodworth informed the Board we won't be able to apply for the records retention grant due to the grant stipulations and the timeline. Clerk-Treasurer Woodworth noted they will look to apply for that next year and that the Fire Department could apply as well for possibly up to \$75,000.00.
- Clerk-Treasurer Woodworth presented the Board with the budget to actual report as of February 28, 2022.
- Clerk-Treasurer Woodworth present the Board with the following budget transfers:

<b>General Fund</b>			
<b>Account Number</b>	<b>Account Description</b>	<b>Increase</b>	<b>Decrease</b>
A0-1440-004	Engineer	\$14,057.06	
A0-1990-004	Contingent Fund		\$14,057.06
A0-5110-001	Maintenance of Roads.Personal Services	\$14,228.92	
A0-5110-002	Maintenance of Roads.Equipment		\$14,228.92
A0-8030-004	Research – NYMS-TA Grant	\$4,260.00	
A0-1990-004	Contingent Fund		\$4,260.00
<b>Water Fund</b>			
<b>Account Number</b>	<b>Account Description</b>	<b>Increase</b>	<b>Decrease</b>
F0-8340-011	Water Transm & Distrib.Personal Services - TOY	\$2,054.14	
F0-8340-001	Water Transm & Distrib.Persoanl Services - VOL		\$2,054.14
F0-9710-06M	Bond.Principal:Main St Line (91-09)	\$9,100.00	
F0-9710-07M	Bond.Interest:Main St Line (91-09)		\$9,100.00
<b>Sewer Fund</b>			
<b>Account Number</b>	<b>Account Description</b>	<b>Increase</b>	<b>Decrease</b>
G0-1440-004	Engineer	\$5,002.00	
G0-8130-004	Sewage Treatment & Disposal.Contractual		\$5,002.00
G0-8110-004	Sewer Admin.Contractual	\$9,024.57	
G0-8130-004	Sewage Treatment & Disposal.Contractual		\$9,024.57

**RESOLUTION NO 2022-20**  
**BUDGET TRANSFERS**

**ON MOTION** of Trustee Wilson, seconded by Trustee Kenyon, to approve the budget transfers as presented.

Vote: 5 Ayes (Belson, Holland, Kenyon, Wilson, Woodward Jr.); 0 Nays; 0 Abstain

- Clerk-Treasurer Woodworth requested a special meeting on March 28, 2022 at 2:30pm to the tentative budget presentation.
- Vouchers – Abstract A9-1 – A10 #15931 - #16023 to be paid for 2021-2022

General	\$ 23,567.79
Water	\$ 44,643.25
Sewer	<u>\$ 4,867.61</u>
<b>Grand Total</b>	<b>\$ 73,078.65</b>

**RESOLUTION NO 2022-21**  
**VOUCHERS TO BE PAID FOR ABSTRACTS A9-1 – A10**

**ON MOTION** of Trustee Holland, seconded by Trustee Wilson, to have Clerk-Treasurer Woodworth pay Abstracts A9-1 – A10 # 15931 – #16023.

Vote: 5 Ayes (Belson, Holland, Kenyon, Wilson, Woodward Jr.); 0 Nays; 0 Abstain

**Report – Superintendent Woodworth**

- Superintendent Woodworth informed the Board that when the Waste Water Treatment Plant is online with the disinfection the plant will go from a classification of a one to a two. Superintendent Woodworth noted he is a licensed class two operator however Assistant Superintendent Freeman is not. Superintendent Woodworth spoke with NY Rural Water, NYWIA, DEC, regarding the class 2 license which requires a year in plant experience before you can obtain a class 2 license. Superintendent Woodworth has spoken to the Village of Albion as they are a class 4 and they are going to work with us to get Assistant Superintendent Freeman some training to be able to obtain the class 2 license.
- Mayor Belson thanked for the great job cleaning up the snow.

**Report – Trustee Kenyon**

- Nothing

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**Report – Trustee Woodward Jr.**

- Trustee Woodward Jr noted he’s still working on scheduling public committee meeting with the Town of Yates.
- Trustee Woodward Jr. inquired if the spending limit could be increased from \$1,500.00 to \$4,000.00 for the Fire Chief. Mayor Belson suggested raising the spending limit for department heads to \$4,000.00. Attorney Bogan inquired what the Village’s procurement policy says. Attorney Bogan asked that Clerk-Treasurer Woodworth to send her the procurement policy to her for review and check general municipal law.

**Report – Trustee Holland**

- Trustee Holland thanked Superintendent Woodworth for his creativity with getting training going for Assistant Superintendent Freeman.
- Trustee Holland noted come concerns from the community regarding metal roofing on West Avenue. Mayor Belson noted Code Enforcement Raduns is contacting the owner.

**Report – Trustee Wilson**

- Nothing

**Report – Mayor Belson**

- Nothing

**OLD BUSINESS:**

- Nothing

**NEW BUSINESS:**

- 162 South Main Street – Water/Sewer Bill – Clerk-Treasurer Woodworth explained to the Board the following:
  - Read meter on December 1, 2021 – Reading – 914
  - Read meter on December 22, 2021 – Reading – 940 (26,000 gallons in 21 days)
  - Read meter on March 1, 2022 – Reading – 954 (40,000 gallons for the quarter)
  - Average usage prior to the leak was 16,000 gallons then 95% for sewer usage is 15,200 gallons.
  - If sewer was to be paid on the average of 15,000 it would be \$94.24, needing a credit of \$141.36.
  - The water would be charged on the full usage of 40,000 gallons.

**RESOLUTION NO 2022-22**

**AUTHORIZE A CREDIT OF \$141.36 IN SEWER CHARGES FOR 162 SOUTH MAIN STREET**

**ON MOTION** of Trustee Holland, seconded by Trustee Wilson, to authorize Clerk-Treasurer Woodworth to issue a \$141.36 credit on the sewer charges for 162 South Main Street.

Vote: 5 Ayes (Belson, Holland, Kenyon, Wilson, Woodward Jr.); 0 Nays; 0 Abstain

- Superintendent Woodworth noted that residents should be sure to check their toilets that we had a resident use 143,000 gallons on leaking toilet.
- Use of the Fire Hall – Mayor Belson noted he’s not sure what the best solution is and asked that it be discussed further. Mayor Belson noted they will talk with the public safety committee and the Fire Department and figure things out. Trustee Kenyon inquired if use of the fire hall should be temporarily closed until the policy can be revised.

**RESOLUTION NO 2022-23**

**TEMPORARILY CLOSE PUBLIC USE OF THE FIRE HALL FOR POLICY REVISIONS**

**ON MOTION** of Trustee Kenyon, seconded by Trustee Wilson, to temporarily close public use of the fire hall for policy revisions.

Vote: 5 Ayes (Belson, Holland, Kenyon, Wilson, Woodward Jr.); 0 Nays; 0 Abstain

- Mayor Belson thanked Superintendent Woodworth for a great job with the winter clean up.

**ON MOTION** of Trustee Holland, seconded by Trustee Kenyon, to adjourn the meeting at 6:26PM.

Vote: 5 Ayes (Belson, Holland, Kenyon, Wilson, Woodward Jr.); 0 Nays; 0 Abstain

*Teri M. Woodworth*  
Clerk-Treasurer