

**Regular meeting of the Trustees, Village of Lyndonville was held on Monday, July 9, 2012 at the Village Hall.  
Meeting opened at 7:00 p.m.**

PRESENT: Mayor: Stephen C McAvoy  
Trustees: James Tuk  
Ellen Tuohey  
James Whipple  
Danny Woodward Jr. - Excused  
Clerk-Treasurer Teri Woodworth  
Supt. of Public Works Terry M Woodworth  
Code Enforcement Officer Dan Wolfe  
Attorney David Schubel  
Fire Chief Jason Gerety - Absent  
Public: Carla Woodworth, Lauren Sullivan, Tara Neace

**APPROVAL OF THE MINUTES**

**ON MOTION** of Trustee Whipple, seconded by Trustee Tuohey to accept the minutes of the May 30, 2012 Year-End meeting and the June 11, 2012 minutes with the change in Resolution NO 2012-53 to state adopt Local Law # 3 2012.

Vote: 3 Ayes (Tuk, Tuohey, Whipple); 0 Nays; 0 Abstain

**PRIVILEGE OF THE FLOOR:**

- Bar-Lyn – Requesting approval to use the Lake Avenue fields for football practice every other week starting July 23, 2012 to the end of October 2012. Will provide the Village with their insurance on July 10, 2012.

**RESOLUTION NO 2012-57**

**BAR-LYN – Use of Lake Avenue fields**

**ON MOTION** of Trustee Whipple, seconded by Trustee Tuk to allow Bar-Lyn use of the Lake Avenue fields for football practice every other week starting July 23, 2012 to the end of October 2012 provided that Bar-Lyn gets proof of insurance to Clerk-Treasurer Woodworth before the first day of practice.

Vote: 3 Ayes (Tuk, Tuohey, Whipple); 0 Nays; 0 Abstain

**Report – Clerk-Treasurer Woodworth**

- Thank you card from Lyndonville Little League for use of the Fire Hall for their car wash, they raised over \$500.00.
- Unemployment Claim for Elena Ames was denied.
- Waste Management – Unclaimed funds from 2008 in the amount of \$169.36 turned over to NYS, working on getting refund.
- MooreMedical – Called to confirm delivery address to find out we have a \$499.97 credit from 2011. Requested refund.
- First Niagara – Bank account closed and funds deposited into M&T.
- Carbonite – Clerk’s computer crashed and was recovered. We now have carbonite and will be loading onto all Village PC’s.
- Payroll – 2012-A1-PR30G – 2012-A1-PR32WS

General	\$ 9,559.70
Water	\$ 5,621.91
Sewer	<u>\$ 3,938.05</u>
	\$19,119.66

Voucher’s – 2012-A1-1 – 2012-A1-60 to be paid

General	\$ 80,795.69
Water	\$ 4,503.51
Sewer	\$ 244.25
Capital	<u>\$ 25,503.55</u>
	\$111,047.00

**Grand Total** **\$130,166.66**

**RESOLUTION NO 2012-58**

**PAYROLL AND VOUCHER’S TO BE PAID**

**ON MOTION** of Trustee Whipple, seconded by Trustee Tuohey to have Clerk-Treasurer Woodworth to pay Payroll’s 2012-A1-PR30G – 2012-A1-PR32WS and Voucher’s 2012-A1-1 – 2012-A1-60 once they have all passed through the audit process with no objections.

Vote: 3 Ayes (Tuk, Tuohey, Whipple); 0 Nays; 0 Abstain

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**Report – Superintendent Woodworth**

- Dam Inspection Results – Nothing major. Just some erosion issues. Will working with Matt from DEC on ideas to fix for future.
- Sidewalk repairs – Will put bids out for sidewalk repairs. Didn't get to it before the 4<sup>th</sup> of July.
- WWTP – Settler Pumps are all set. Still looking to have two parts replaced with stainless steel.
- Digging up valves – Going to start digging up valves to see if stainless steel replacements are going to be needed.
- Best Tasting Water – Village of Lyndonville's water will be going to Monroe County the weekend of July 16, 2012 to compete in the Best Tasting Water.
- Water Usage – Water usage is way up
  - Town of Yates is using 200,000 – 240,000 gallons a day.
  - Pumped 404,000 gallons in 24 hours – Max is 400,000 gallons
  - Superintendent Woodworth talked to Town Superintendent Wolfe and Darryl Oakes about irrigation
  - Will speak to Paul Chatfield to get break down on usage over last several years from information Clerk-Treasurer Woodworth provided.
  - Variable pumps may be needed for Town of Yates

**Report – Fire Chief Gerety**

- Absent – No report from LFD

**Report – Attorney Schubel**

- Dumping behind DPW – Attorney Schubel will work on drafting Local Law #4 2012.
  - Superintendent Woodworth to provide Attorney Schubel with parameters with what's acceptable and not acceptable.

**Report – Code Enforcement – Wolfe**

- Drive the Village once a week
- One appearance ticket issued and resolved

**Report – Trustee Tuohey**

- Nothing

**Report – Trustee Tuk**

- 117 Maple Avenue – What's the status of testing and getting demolition done? Also inquired how many years on back taxes before can be put up for sale?
  - Per Superintendent Woodworth just waiting on test results
  - Per Attorney Schubel its 3 years on back taxes but by the time the County processes everything its 5 years.
- Audit from FreedMaxick – Looking for a signed copy.
  - Per Mayor McAvoy – signed copies are being over-nighted and we should have on July 10, 2012.
- Audit Update – Looking for the close out of physical year 2011-2012 figures.
  - Per Clerk-Treasurer Woodworth we are still working on close out of physical 2011-2012 with things that need to be put back into the end of May. Mayor McAvoy to meet with Bookkeeper Johnson on July 13, 2012.
- Should Clerk-Treasurer Woodworth be paid for attending Board Meetings?
  - Trustee's, Mayor and Attorney Schubel mutually agreed Clerk-Treasurer Woodworth is hourly and an exempt employee therefore she should be paid her hourly wage while attending Board Meetings.
- WWTP – HVAC – See if Danforth will hold their bid.
  - Superintendent Woodworth to discuss with JP from Chatfield to see what will be covered.
- KVS – Status update
  - Mayor McAvoy to address in his report.
- Village of Lyndonville's residency requirements for employment. Trustee Tuk would like to see it changed to a radius from the Village instead of all of Orleans County.
  - Administrator of Orleans County Department of Personnel and Self-Insurance Welch Jr. agrees that a radius is a better idea.
  - Attorney Schubel advised the Village can either resend the residency Local Law # 3 2012 or amend it.
- Inquired if a letter of resignation was received for Deborah Miller, Marc Scarr, Lacy Houseman and Elena Ames.
  - Per Clerk-Treasurer Woodworth and Mayor McAvoy, yes we have resignation letters.
- Would like to see the details leading up to every appointment and/or resolution.
  - Per Trustee Whipple that is not required.
- Oath of Office – Who and when should someone take the oath office with the Village of Lyndonville?
  - Agreed that each time someone is appointed an oath of office should be taken.

**Report – Trustee Woodward Jr.**

- Excused

**Report – Trustee Whipple**

- 4<sup>th</sup> of July – DPW did an outstanding job getting the Village ready for the 4<sup>th</sup> of July

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- Superintendent Woodworth commented on the Village, Town and Lions getting together on the new State permit requirement for parades. A detour route will have to be worked out; signs will need to be purchased, etc.
- Won't be at the August 13, 2012 Board Meeting.

**Report – Mayor McAvoy**

- I9 – All Village employees' need to complete an I9 form.
  - Clerk-Treasurer Woodworth stated Trustee's need to complete Civil Service Application, everyone was given updated W4, I9 and IT-2104 to ensure we have all the required documentation as an employer and in the event we get audited.
- VSG – Software needed to get the Water Treatment Plant online to control remotely. Should be ready to go live in two weeks or so. Software package is between \$14,400.00 up to \$17,500.00.

**RESOLUTION NO 2012-59**

**VSG SOFTWARE**

**ON MOTION** of Trustee Whipple, seconded by Trustee Tuohey to accept the cost to get the VSG software installed and the Water Treatment Plant online as long as not exceeding \$17,500.00.

Vote: 3 Ayes (Tuk, Tuohey, Whipple); 0 Nays; 0 Abstain

- KVS – Should be installed in two weeks. Then just need to get Clerk-Treasurer Woodworth trained.
- Bookkeeper Johnson – Mayor McAvoy to meet with Bookkeeper Johnson to get final figures. Also to discuss bringing all services back in-house once KVS is installed. The Village needs to continue with Bookkeeper Johnson until KVS is up and running.

**RESOLUTION NO 2012-60**

**EXTENTION OF BOOKKEEPER SERVICES**

**ON MOTION** of Trustee Tuohey, seconded by Trustee Whipple to extend the Bookkeeping services with Lynne Johnson for 60 days.

Vote: 2 Ayes (Tuohey, Whipple); 1 Nays (Tuk); 0 Abstain

**OLD BUSINESS:**

- GCASA – Would like the Board's decision on making all parks in the Village smoke-free.
  - Board agreed to discuss at the next workshop.

**NEW BUSINESS:**

- Nothing

**USE OF FACILITIES**

- Discussed during privilege of the floor.

**ON MOTION** of Trustee Whipple, seconded by Trustee Tuohey to adjourn the meeting at 8:26 p.m.

Vote: 3 Ayes (Tuk, Tuohey, Whipple); 0 Nays; 0 Abstain

*Teri Woodworth*  
Clerk-Treasurer