

**Special meeting of the Trustees, Village of Lyndonville was held on Monday, March 30, 2020 at the Village Hall.  
Meeting opened at 2:00 PM**

PRESENT: Mayor: John Belson  
Deputy Mayor: Danny Woodward Jr.  
Trustees: Andrew Cousins - Absent  
Kimberly Kenyon  
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 – Dialed in to Zoom: Carla Woodworth

**PRIVILEGE OF THE FLOOR**

- Nothing

**USE OF FACILITIES**

- Fire Hall – Wally Snyder is asking to move his request for use of the Fire Hall on April 4, 2020 to May 2, 2020 from 5:00pm to 7:00pm for a baby shower pending the corona virus restrictions are lifted.

**RESOLUTION NO 2020-29**

**USE OF FACILITIES – WALLY SNYDER**

**ON MOTION** of Trustee Woodward Jr., seconded by Trustee Kenyon, to approve moving Mr. Snyder’s request for use of facilities of the Fire Hall from April 4, 2020 to May 2, 2020 pending the corona virus restrictions are lifted.

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

**NEW BUSINESS**

- Appointments - Clerk-Treasurer Woodworth asked the Board to renew the following appointments:
  - Zoning Board of Appeals Chairman Harold Scriber till April 4, 2022
  - Planning Board Member Patricia Gawne till April 3, 2023
  - Planning Board Alternate Virginia Hughes till April 1, 2024

**RESOLUTION NO 2020-30**

**APPOINTMENTS – ZONING BOARD CHAIRMAN HAROLD SCBRIBER, PLANNING BOARD MEMEBERS PATRICIA GAWNE AND VIRGINIA HUGHES**

**ON MOTION** of Trustee Woodward Jr., seconded by Trustee Wilson to renew the appointments for Zoning Board Chairman Harold Scribner till April 3, 2023, Planning Board Member Patricia Gawne till April 3, 2023 and Planning Board Alternate Virginia Hughes till April 1, 2024.

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

- Presentation of the 2020-2021 proposed budget - Clerk-Treasurer Woodworth presented four budget scenarios and explained the changes in each proposed budget:

**General Fund Revenue:**

- Real Property Tax Rate – Scenario 1 “Estimate” - would be \$15.299, Scenario 2 “Request”– would be \$15.125, Scenario 3 “Recommend”– would be \$15.167 and Scenario 4 “Approve”– would be \$15.132. Last year's rate was \$15.058.
- Franchise Tax – increased from \$6,500.00 to \$7,000.00 based on history.
- Treasurer’s Fees – increased from \$300.00 to \$350.00 based on history.
- Vital Statistics Fees – decreased from \$100.00 to \$50.00 based on history.
- General Services Other Govt – LCS Gas Reimb – Increased from \$8,500.00 to \$10,000.00 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 from \$2,500.00 to \$3,000.00, NYCLASS reserve account based on history.
- Rental of Real Property will increase 3% annually on August 1st.
- Building and Alteration Permits – Decreased, not as many permits being issued.
- Fines & Forfeit of Bail – decreased from \$100.00 to \$50.00 based on history.
- Misc Income – Use of Fac – LFD – Increased from \$200.00 to \$300.00 based on history of usage.
- Misc – Est Appr Fund Balance – proposing using \$15,000.00 or \$10,000 of fund balance to help reduce tax increase.
- CHIPS – decreased from \$25,000.00 to \$10,000.00 planning to use a smaller portion this year as we don’t have a major streets project planned.

**Water Fund Revenue:**

- Metered Water Sales - Town of Yates – Stayed the same.

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- Metered Water Sales – Village Water Sales – Decreased \$500 based on history of usage, not on any rate changes.
- Metered Water Sales - Yates Water Sales – Decreased \$1,500.00 due to history of use, not on any rate changes.
- General Services Other Govts – TOY Courier Reimb – This increased to \$350.00 due to the Town of Yates 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.
- Interest and Earnings – Increased from \$1,300.00 to \$1,700.00, NYCLASS reserve account based on history.
- Misc – Est Appr Fund Balance – will be used to help with forecasted repairs on the Water Treatment Plant buildings.

**Sewer Fund Revenue:**

- Interfund Revenues - \$58,880.00 or \$56,280.00 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:**

- There are no proposed capital projects in the 2020/2021 budget year.

**General Fund Expenses:**

- Legislative Board Personal Services- No Increase
- Mayor Personal Services - No Increase
- Auditor Contractual – Increase from \$6,000.00 to \$10,000.00 due to assistance in filing AUD and Fixed Assets.
- Clerk-Treasurer Personal Services – Proposed 2% or 1.5% pay increase. Clerk-Treasurer's pay has been split as Clerk-Treasurer, Water Admin and Sewer Admin.
- Clerk-Treasurer Equipment – Decreased from \$5,000.00 to \$2,000.00 due to history and increase in Auditor contractual.
- Clerk PT – Proposed 2% or 1.5% pay increase
- Supt Personal Services – Proposed 2% or 1.5% pay increase
- Supt Contractual – Increased from \$1,000.00 to \$1,200.00 based on history.
- Central Services Admin Contractual – maintaining \$10,000.00 budgeted amount, planning to get the Village Hall handicap accessible in 2020/2021 budget.
- Unallocated Insurance - Broker is proposing a slight decrease to due longevity and good standing.
- Contingent Fund – Increased from \$15,000 to \$20,500, reserve built in for possible emergency repairs.
- Police Contractual – Increase from \$2,000.00 to \$3,000.00 due to history of maintenance needed on the car.
- Street Lighting Contractual – Increased from \$12,500 to \$13,000.00 based on history.
- Parks Personal Services – Decreased from \$22,000.00 to \$20,000.00 due to the Dam project is complete.
- Program for the Aging Contractual – Decreased from \$750.00 to \$0.00 due to Nutrifare closed 3 years ago.
- Planning Contractual – Decreased from \$1,700.00 to \$1,000.00 due to not meeting monthly.
- Shade Trees Personal Services – Increased from \$3,000.00 to \$4,000.00 due to upcoming tree maintenance.
- State Retirement Employee Benefits - Based on projection from Retirement
- Social Security & Medicare - Based on proposed pay increases
- Workman's Comp – Decreased from \$3,120.00 to \$2,933.00 based on Orleans County Self-Insurance.
- Medical Insurance – Stayed the same at \$13,400.00 based on life changes for employee's and enrollment.
- Other Employee Benefits - NYCLASS - EE Reserve - Decreased from \$5,000.00 to \$0.00, will be supported by fund balance in the event there's are retirement payout in 2020/2021.
- Interfund Transfer – Increased from \$46,804.00 to \$58,880.00 or \$56,280.00 be given to the Sewer fund to help support it, will not be paid back.
- Transfer Capital Project Fund – Decreased from \$14,000 to \$0.00 due to no capital projects in 2020/2021.

**Water Fund Expenses:**

- Unallocated Insurance - Broker is proposing it staying the same to due longevity and good standing.
- Contingent Fund Contractual – Increased from \$5,800 to \$10,000.00 reserve built in for possible emergency repairs.
- Water Admin Personal Services – Proposed 2% or 1.5% pay increase, Clerk-Treasurer's pay is split between Clerk-Treasurer, Water Admin and Sewer Admin personal services.
- Water Source of Supply Personal Services – Increased from \$15,000 to \$15,500 based pay increase.
- Water Purification Personal Services – Increased from \$35,000.00 to \$37,000.00 or \$35,000.00 based on 2% or 1.5% pay increase.
- Water Purification Contractual – Increased from \$24,000 to \$50,000, roof work is needed at the Water Treatment Plant.
- Water Purification Chemicals – Increased from \$4,500.00 to \$5,000.00 based on history.
- Water Transm & Distribution Personal Services – Decreased from \$23,000.00 to \$21,000.00 based on history and reallocated to Water Source of Supply Personal Services.
- Water Transm & Distribution Contractual – Decreased from \$12,000.00 to \$9,000.00 based on history.
- Water Transm & Distribution Utilities – Increased from \$3,700.00 to \$4,000.00 based on history.

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- Water, Equip & Cap Outlay – Decreased from \$16,611.00 to \$0.00 unable to fund this year with proposed repairs.
- State Retirement Employee Benefits - Based on projection from Retirement.
- Social Security & Medicare - Based on proposed pay increases
- Workman's Comp - Decrease from \$1,352.00 1,271.00 based on Orleans County Self-Insurance.
- Medical Insurance – Stayed the same at \$13,400.00 based on life changes for employee's and enrollment.
- Bonds – Increases and decreases based on bond payment schedules.

**Sewer Fund Expenses:**

- Unallocated Insurance - Broker is proposing it staying the same to due longevity and good standing.
- Municipal Association Dues – Increased from \$900.00 to \$2,000.00 based on history.
- Sewer Admin Personal Services – Proposed 2% or 1.5% pay increase, Clerk-Treasurer's pay is split between Clerk-Treasurer, Water Admin and Sewer Admin personal services.
- Sewer Admin Equipment – Decreased from \$1,500.00 to \$500.00 based on history.
- Sewage Collecting System Personal Services – Increased from \$ 19,500.00 to \$21,000.00 or \$20,000.00 based on history, proposed pay increase and upcoming updates. (Payroll is split 50/50 with Collections and Treatment & Disposal)
- Sewage Collecting System Contractual – Decreased from \$10,000.00 to \$6,000.00 based on history.
- Sewage Treatment & Disposal Personal Services – Increased from \$ 19,500.00 to \$21,000.00 or \$20,000.00 based on history, proposed pay increase and upcoming updates. (Payroll is split 50/50 with Collections and Treatment & Disposal)
- Sewage Treatment & Disposal Contractual – Increased from \$25,500 to \$40,000.00 based on history.
- State Retirement Employee Benefits - Based on projection from Retirement
- Social Security & Medicare - Based on proposed pay increases
- Workman's Comp - Decrease from \$780.00 to \$685.00 based on Orleans County Self-Insurance.
- Medical Insurance – Stayed the same at \$13,400.00 based on life changes for employee's and enrollment.
- Bonds – Increases and decreases based on bond payment schedules.

**Capital Fund Revenue:**

- There are no proposed capital projects in the 2020/2021 budget year.

**Fire Department Expenses:**

- Personal Services – Increased from \$4,500.00 to \$6,000.00 based on history and proposed pay increases.
- Equipment - Chief Bane proposed increasing from \$25,000.00 to \$30,000.00.
- Fire Radios-Pagers – Chief Bane proposed increasing from \$3,000.00 to \$3,500.00, based on history Clerk-Treasurer Woodworth recommends staying at \$3,000.00.
- Fire Emergency Medical Supplies – Chief Bane proposed \$6,000.00, based on history Clerk-Treasurer Woodworth recommends staying at \$5,000.00.
- Fire Self Insurance - Decrease from \$7,582.00 to \$7,325.00 based on Orleans County Self-Insurance.
- Fire Buildings & Equipment Insurances - Broker is proposing it staying the same to due longevity and good standing.
- NYCLASS Fire Comp Acct - Chief Bane proposed increase from \$25,000.00 to \$35,000.00, Clerk-Treasurer Woodworth recommends \$30,000.00 to help with the tax rate increase.
- Fire Fighters Cancer Benefit- Increase from \$822.00 to \$3,000.00 due to more members qualify for the coverage.
- Fire Truck Maintenance – Chief Bane proposed \$7,500.00, will increase from \$5,000.00 to \$7,500.00 based on history.
- Fire Truck Maintenance Fuel – Chief Bane proposed increasing from \$2,000.00 to \$3,000.00, based on history Clerk-Treasurer Woodworth recommends staying at \$2,000.00.
- Fire Truck Maintenance Pump Maintenance – Chief Bane proposed increasing from \$4,000.00 to \$6,500.00, based on history Clerk-Treasurer Woodworth recommends staying at \$4,000.00.

The Board discussed the different proposed budget options and a few changes.

**RESOLUTION NO 2020-31**

**TENTATIVE BUDGET - RECOMMEND**

**ON MOTION** of Trustee Wilson, seconded by Trustee Kenyon to use scenario #3 “recommend” as the tentative budget for the public hearing with modifications to Fire NYCLASS of \$35,000.00 and Fire Equipment of \$25,000.00.

Vote: 3 Ayes (Belson, Kenyon, Wilson); 0 Nays; 1 Abstain (Woodward Jr.)

**RESOLUTION NO 2020-32**

**LOCAL LAW 2020-1 - PUBLIC HEARING TO OVERRIDE THE TAX LEVY LIMIT ESTABLISHED IN GENERAL MUNICIPAL LAW 3-c**

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**ON MOTION** of Trustee Woodward Jr., seconded by Trustee Kenyon to set the Public Hearing to override the tax levy limit established in general municipal law 3-c for April 15, 2020 at 2:00pm at the Village Hall.

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

**RESOLUTION NO 2020-33**

**PUBLIC HEARING FOR THE TENTATIVE 2020-2021 TENTATIVE BUDGET**

**ON MOTION** of Trustee Woodward Jr., seconded by Trustee Kenyon to set the Public Hearing for the 2020-2021 Tentative Budget for April 15, 2020 at 2:05pm.

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

**ON MOTION** of Trustee Wilson, seconded by Trustee Woodward Jr. to adjourn the meeting at 2:45PM.

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

*Teri M. Woodworth*  
Clerk-Treasurer