

**Regular meeting of the Trustees, Village of Lyndonville was held on Monday, May 1, 2023 at the Village Hall. The meeting opened at 6:00 PM**

PRESENT: Mayor: John Belson  
Deputy Mayor: Danny Woodward Jr.  
Trustees: Anne Marie Holland  
Kimberly Kenyon  
Terry Stinson

Clerk-Treasurer Teri Woodworth  
Supt. of Public Works Terry M. Woodworth  
Assistant Supt of Public Works Devan Freeman  
Code Enforcement Officer David Reese - Absent  
Attorney Katherine Bogan

Public – Present: Carla Woodworth, Justin Edwards

**APPROVAL OF THE MINUTES**

**ON MOTION** of Trustee Kenyon seconded by Trustee Holland, to accept the minutes of the March 27, 2023 special meeting, April 3, 2023 regular meeting and the April 10, 2023 special meeting.

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

**PRIVILEGE OF THE FLOOR**

- Justin Edwards inquired where things stand with the engine break local law. Mayor Belson noted it hasn't been discussed since the public hearing. Trustee Kenyon expressed concerns with making a local law over one person. Trustee Stinson noted she feels its going to get worse with increased traffic flow. Mayor Belson noted he spoke with the factories about going out Millers Road. Carla Woodworth noted she can't justify a local law for one person. The Board agreed signage isn't the answer to the problem. The Board discussed asking law enforcement to be around more. Trustee Kenyon mentioned if the company or driver is known maybe law enforcement should be informed to see if they can address it.

**USE OF FACILITIES**

- Street & Veterans Park – Houseman Tanner Post is requesting use of Streets and Veterans Park on May 29, 2023 for the Memorial Day Parade and Service.
- Streets – Vernon Fonda is requesting use of the Streets on May 29, 2023 for annual Murph Challenge.

**RESOLUTION NO 2023-34**

**USE OF FACILITIES – HOUSEMAN TANNER POST AND VERNON FONDA**

**ON MOTION** of Trustee Holland, seconded by Trustee Woodward Jr., to approve the use of facilities requests by Houseman Tanner Post and Vernon Fonda presented pending insurance is provided prior to use.

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

**Report – Police Department**

Mayor Belson asked Attorney Bogan where things stand with dissolving the Lyndonville Village Police Department. Attorney Bogan noted she was waiting for an update from Clerk-Treasurer Woodworth has to how and when the Police Department was established. Clerk-Treasurer Woodworth noted the first Police Justice was appointed June 26, 1903 and according to NYS CJIS the Lyndonville Village Police ORI # was established in October 1993. The Board discussed if they wanted to dissolve the Police Department and decided to leave it as an agency just no employee at this time. Clerk-Treasurer Woodworth noted the all the NYS requirements and filings will still need to be done as long as the agency exists.

**Report – Attorney Bogan**

- Nothing

**Report – Code Enforcement Reese**

- Code Enforcement Reese - May 2023: (1 – Posted unable to occupy, 3 – Building Permits Issued, 1 – C of C, 1 – C of O, 4 – 1203 inspections scheduled, 3 – Complaints received/working on, 1 – Addressed car dealership in residential area)

**Report – Clerk-Treasurer Woodworth**

- Clerk-Treasurer Woodworth noted the document storage room has been completely converted to plastic storage totes and reorganized.
- Clerk-Treasurer Woodworth noted the Lyndonville Fire Company files have been scanned in and originals turned over the Lyndonville Fire District Secretary-Treasurer.
- Clerk-Treasurer Woodworth noted the final disbursement has been submitted to NYS HCR for review and will be working on a monitoring questionnaire that was sent to Mayor Belson.
- Clerk-Treasurer Woodworth noted 75 shutoff notices have been sent out.
- Clerk-Treasurer Woodworth noted the NYS CJIS audits have been completed.
- Clerk-Treasurer Woodworth noted the required annual ARPA reporting has been completed.
- Clerk-Treasurer Woodworth will email the Board with the budget to actual report for April 2023.
- Vouchers – Abstract A11-1 – A12 #17063 & #17108 to be paid for 2022-2023

General	\$ 10,674.35
Water	\$ 7,248.79
Sewer	\$ 8,791.82
<b>Grand Total</b>	<b>\$ 26,714.96</b>

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**RESOLUTION NO 2023-35**

**VOUCHERS TO BE PAID FOR ABSTRACTS A11-1 – A12**

**ON MOTION** of Trustee Woodward Jr., seconded by Trustee Holland, to have Clerk-Treasurer Woodworth pay Abstracts A11-1 – A12 #17063 – #17108.

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

**Report – Superintendent Woodworth**

- Superintendent Woodworth noted the Waste Water Treatment Plant Disinfection project is underway; equipment for the project is being brought in.
- Superintendent Woodworth noted Public Works Maintenance Worker Noah Poler passed his A&D water course and asked that he be taken off the 6 months probation.
- Superintendent Woodworth noted they had the tires worked on on the backhoe.
- Assistant Superintendent Freeman noted they interviewed 3 applicants and recommended hiring Nate Ralph due to his excavating experience

**RESOLUTION NO 2023-36**

**PUBLIC WORKS MAINTENANCE WORKER – HIRE – NATE RALPH**

**ON MOTION** of Trustee Woodward Jr., seconded by Trustee Kenyon, to hire Nate Ralph as the Public Works Maintenance Worker pending completing all the new hire requires and to be placed on 6 months' probation.

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

**Report – Trustee Kenyon**

- Trustee Kenyon inquired if the Board should start working the sewer rate 5 year plan. Mayor Belson noted that can be done at the next workshop.
- Trustee Kenyon inquired if the Town of Yates is doing a street dance again this year. Clerk-Treasurer Woodworth noted a use of facilities form was requested but nothing has been returned at this time.

**Report – Trustee Woodward Jr.**

- Trustee Woodward Jr. apologized for missing the last couple of meetings.
- Trustee Woodward Jr. noted he's been working with Orleans County Emergency Management Office regarding the hazard mitigation grant as the north dam wall may qualify. Trustee Woodward Jr. noted he's signed up for some webinars for more information. Mayor Belson noted he spoke to Vern Fonda and Steven Grabowski about doing something on the north side wall regarding the geese.

**Report – Trustee Stinson**

- Trustee Stinson inquired if there's any grants for replacing water lines. Superintendent Woodworth noted The MRB Group is looking at updating water line proposal and what grants are available.

**Report – Trustee Holland**

- Trustee Holland noted we should try for any grants with will applied to our water lines or the Waste Water Treatment Plant.
- Trustee Holland asked if the Village's budget information could be put on the Orleans Hub. Clerk-Treasurer Woodworth will reach out to Tom Rivers.

**Report – Mayor Belson**

- Nothing

**OLD BUSINESS:**

- Property Tax Exemption for Volunteer Firefighters and Ambulance Workers Pursuant to Section 466-A of the Real Property Tax Law – Nothing as this time, waiting on County wide proposal. Trustee Woodward Jr. noted it's at a standstill at this time due to unions getting involved

**NEW BUSINESS:**

- Water/Sewer Relevies – Clerk-Treasurer Woodworth presented the following parcels for water/sewer relevy:

Parcel Number	Service Address	Water Amount	Sewer Amount	Relevy Amount
25.17-1-7	32 Maple Avenue	\$41.70	\$25.81	\$67.51
25.17-1-27	9 S Main St	\$4.70	\$19.27	\$23.97
25.17-1-16	83 Eagle Street	\$183.44	\$80.00	\$263.44
25.17-1-61	57 Lake Avenue	\$0.00	\$9.90	\$9.90
25.9-1-12	176 North Main Street	\$0.00	\$110.00	\$110.00
25.9-1-21	262 North Main Street	\$0.00	\$110.00	\$110.00
25.13-1-4	126 North Main Street	\$133.40	\$95.68	\$229.08

**RESOLUTION NO 2023-37**

**WATER/SEWER RELEVIES**

**ON MOTION** of Trustee Woodward Jr., seconded by Trustee Holland, to approve the water/sewer relevies as presented.

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

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- 4<sup>th</sup> of July – Fireworks Permit – Mayor Belson requested tabling until more information can be obtained on a dates.
- 2023-2024 Tax Warrant - To Teri M. Woodworth Village Clerk-Treasurer

YOU ARE HEREBY COMMANDED to receive and collect from the several persons named in the tax roll here unto annexed, the sum stated in the last column hereof opposite their names, being a total of \$ 488,066.00 for the following purposes:

For the Current Budget \$ 1,338,990.00

YOU ARE FURTHER COMMANDED to receive and collect such sum without additional charges between the first day of June and the first day of July 2023 both inclusive; and thereafter to collect with such of the sums as have not been theretofore collected, an additional charge of five per centum for the first month or fraction thereof, and one per centum for each month until paid.

YOU ARE FURTHER COMMANDED to return the tax roll and warrant to the Village Clerk on or before the first day of November, 2023, and to deliver to the board of trustees at the same time an account of the taxes remaining due and unpaid; describing each parcel of real property upon which taxes are unpaid, showing the person or persons to whom the parcel is assessed and showing as to each parcel the amount of tax unpaid.

**RESOLUTION NO 2023-38**  
**2023/2024 TAX WARRANT**

**ON MOTION** of Trustee Woodward Jr., seconded by Trustee Holland, to accept the 2023/2024 Tax Warrant as it reads.

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

- Year End Meeting – The Board set the 2022/2023 Year End meeting for May 30, 2023 at 2:30pm.

**RESOLUTION NO 2023-39**  
**YEAR END MEETING**

**ON MOTION** of Trustee Woodward Jr., seconded by Trustee Kenyon, to set the year end meeting for May 30, 2023 at 2:30pm.

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

- WWTP Disinfection Project – Pay Requisition – Application #2

**RESOLUTION NO 2023-40**  
**WWTP DISINFECTION PROJECT – PAY REQUISITION – APPLICATION #2**

**ON MOTION** of Trustee Holland, seconded by Trustee Kenyon, to accept the 2023/2024 Tax Warrant as it reads.

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

- WWTP Disinfection Project – Change Orders

**RESOLUTION NO 2023-41**  
**WWTP DISINFECTION PROJECT – CHANGE ORDERS**

**ON MOTION** of Trustee Holland, seconded by Trustee Kenyon, to accept the 2023/2024 Tax Warrant as it reads.

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

- Intermunicipal Agreement Standby Generator – Clerk-Treasurer Woodworth presented the Board with an intermunicipal agreement for the standby generator between the Village of Lyndonville and the Lyndonville Joint Fire District.

**RESOLUTION NO 2023-42**  
**INTERMUNICIPAL AGREEMENT STANDBY GENERATOR**

**ON MOTION** of Trustee Woodward Jr., seconded by Trustee Kenyon, to accept the intermunicipal agreement for the standby generator with the Village of Lyndonville and the Lyndonville Joint Fire District.

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

- Edmunds – Clerk-Treasurer Woodworth presented a quote to upgrade for the new water/sewer reading system.

**RESOLUTION NO 2023-43**  
**EDMUNDS UPGRADE**

**ON MOTION** of Trustee Woodward Jr., seconded by Trustee Kenyon, to approve the Edmunds update not to exceed \$2,000.00

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

**ON MOTION** of Trustee Woodward Jr., seconded by Trustee Holland, to adjourn the meeting at 6:31PM.

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

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*Teri M. Woodworth*  
Clerk-Treasurer