

**Regular meeting of the Trustees, Village of Lyndonville was held on Tuesday, September 5, 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 - Absent  
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

**APPROVAL OF THE MINUTES**

**ON MOTION** of Trustee Holland seconded by Trustee Woodward Jr., to accept the minutes of the August 5, 2023 regular meeting.

Vote: 4 Ayes (Belson, Holland, Stinson, Woodward Jr.); 0 Nays; 0 Abstain

**PRIVILEGE OF THE FLOOR**

- Nothing

**USE OF FACILITIES**

- Nothing

**Report – Code Enforcement Reese - Absent**

- Clerk-Treasurer Woodworth read Code Enforcement Reese’s report: 3 – Building permits issued, 1 – Certificate of Compliance issued, 4 – Building permits inspected, 2 – 1203 inspections completed, 2 – 1203 inspections scheduled, 2 – 1203 request for inspection sent, 2 – Complaints received. Code Enforcement Reese also noted he’s working with the proposed daycare on Main Street and property maintenance concerns at 43 Garland Street.

**Report – Police Department**

- Nothing at this time.

**Report – Attorney Bogan**

- Police Policy – 105 Hiring Procedures – Mayor Belson asked Attorney Bogan to present to the Board the proposed hiring procedure policy.

**RESOLUTION NO 2023-67**

**POLICE POLICY – 105 HIRING PROCEDURES**

**ON MOTION** of Trustee Stinson, seconded by Trustee Woodward Jr., to accept and approve the Police Policy 105 Hiring Procedure as presented.

Vote: 4 Ayes (Belson, Holland, Stinson, Woodward Jr.); 0 Nays; 0 Abstain

- Police Policy – 112 Internal Affairs – Mayor Belson asked Attorney Bogan to present to the Board the proposed internal affairs policy.

**RESOLUTION NO 2023-68**

**POLICE POLICY – 112 INTERNAL AFFAIRS**

**ON MOTION** of Trustee Stinson, seconded by Trustee Woodward Jr., to accept and approve the Police Policy 112 Internal Affairs as presented.

Vote: 4 Ayes (Belson, Holland, Stinson, Woodward Jr.); 0 Nays; 0 Abstain

**Report – Clerk-Treasurer Woodworth**

- Clerk-Treasurer Woodworth noted all employees have been scheduled for their required trainings; please check your emails for the courses and instructions.
- Clerk-Treasurer Woodworth noted she’s completed her required recertification with DCJS, CJIS and will be completing the NCIC recertification this week, all are required to keep the Lyndonville Village Police agency active to report monthly and quarterly of nothing to report.
- Clerk-Treasurer Woodworth will email the Board with the budget to actual report for August 2023.
- Vouchers – Abstract A3-1 – A4 #17336 & #17399 to be paid for 2023-2024

General	\$ 51,024.89
Water	\$ 144,577.08
Sewer	\$ 9,897.49
Capital	\$ 62,700.00
<b>Grand Total</b>	<b>\$ 268,199.46</b>

**RESOLUTION NO 2023-69**

**VOUCHERS TO BE PAID FOR ABSTRACTS A3-1 – A4**

**ON MOTION** of Trustee Holland, seconded by Trustee Stinson, to have Clerk-Treasurer Woodworth pay Abstract A3-1-A4 #17336 – #17399.

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Vote: 4 Ayes (Belson, Holland, Stinson, Woodward Jr.); 0 Nays; 0 Abstain

**Report – Superintendent Woodworth**

- Superintendent Woodworth noted Miller Drive paving is complete. Superintendent Woodworth presented the Board with a quote from Keller to fix up several other rough spots in the Village of \$17,440.00, including a spot the School would be responsible for. Trustee Holland inquired if the school would pay for their portion and if it included fixing the hump at the end of Housel that happens from time to time.

**RESOLUTION NO 2023-70**  
**ADDITIONAL PAVING**

**ON MOTION** of Trustee Woodward Jr., seconded by Trustee Holland, to approve the repair/paving of additional rough spots within the Village deemed by Superintendent Woodworth, not to exceed \$18,000.00.

Vote: 4 Ayes (Belson, Holland, Stinson, Woodward Jr.); 0 Nays; 0 Abstain

- Superintendent Woodworth noted the WWTP Disinfection Project is moving forward in hopes to still be done by September.

**Report – Trustee Kenyon**

- Nothing - Absent

**Report – Trustee Woodward Jr.**

- Nothing

**Report – Trustee Stinson**

- Nothing

**Report – Trustee Holland**

- Nothing

**Report – Mayor Belson**

- Mayor Belson noted he received a call from Senator Ortt's office with regards to the \$100,000.00 from the Dam flood gate project; they are hopefully to get the Village those funds soon. Trustee Holland inquired if upcoming revitalization grant would help with finding an owner for Curley's Lyndonville Hotel. Clerk-Treasurer Woodworth explained the Village would have to apply, the property owner would have to be willing to participate and then have a project that meets and qualifies with the grants terms.

**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.

**NEW BUSINESS:**

- WWTP Disinfection Project – Pay Requisition – Application # 4 – STC Construction Contract #1

**RESOLUTION NO 2023-71**

**WWTP DISINFECTION PROJECT – PAY REQUISITION – APPLICATION #4 – STC CONSTRUCTION CONTRACT #1**

**ON MOTION** of Trustee Holland, seconded by Trustee Stinson, to approve paying application # 4 for STC Construction Contract #1.

Vote: 4 Ayes (Belson, Holland, Stinson, Woodward Jr.); 0 Nays; 0 Abstain

- Clerk-Treasurer Woodworth noted the Village Zoning Board of Appeals had a meeting on August 31, 2023 regarding the proposed breezeway for Mizkan and it was approved with no issues.
- Trustee Woodward Jr inquired if Mayor Belson has heard any on obtaining the parking lot at the Catholic Church on Lake Ave. Mayor Belson noted he's spoken to a few people and they will let the Village know if and when a decision is made on the parking lot. The Board expressed their concerns with regards to the back of the Church where the fire was being open and attracting animals. Attorney Bogan recommended sending a letter to the Catholic Diocese of Buffalo with the concerns of closing up the building. Mayor Belson asked Clerk-Treasurer Woodworth to compose a letter. Clerk-Treasurer Woodworth noted she will do so along with the local law regarding unsafe buildings and provide it to Attorney Bogan and the Board for review.

**ON MOTION** of Trustee Woodward Jr., seconded by Trustee Holland, to adjourn the meeting at 6:17PM.

Vote: 4 Ayes (Belson, Holland, Stinson, Woodward Jr.); 0 Nays; 0 Abstain

*Teri M. Woodworth*  
Clerk-Treasurer