

**Special meeting of the Trustees, Village of Lyndonville was held on Monday, March 25, 2024 at the Village Hall. The meeting opened at 2:30 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 Devan Freeman  
Code Enforcement Officer David Reese  
Attorney Katherine Bogan - Absent  
Public – Present: Carla Woodworth, Robert DeMallie

**NEW BUSINESS:**

- Presentation of the 2024-2025 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 \$15.696638, Scenario 2 “Request”– would be \$15.732066, Scenario 3 “Recommend”– would be \$15.839754 and Scenario 4 “Approve” – would be \$15.839754. Last year's rate was \$15.946923.
- Interest & Penalties on Real Prop Tax – decreased from \$4,000.00 to \$3,000.00 based on history.
- Sales Tax – decreased from \$16,000.00 to \$15,800.00 based on history/Orleans County resolution.
- Franchise Tax – decreased from \$6,800.00 to \$6,500.00 based on history.
- Treasurer’s Fees – decreased from \$400.00 to \$300.00 based on history.
- Planning Board Fees – decreased from \$100.00 to \$0.00 based on no upcoming projects.
- General Services Other Govt – LCS Gas Reimb – increased from \$13,000.00 to \$17,000.00 based on history of usage/price of unleaded fuel.
- General Services Other Govt – Lyn Joint Fire Dis – decreased from \$700.00 to \$0.00 based on they are no longer using the Logics accounting software.
- General Services Other Govt – LCS Magic Salt – decreased from \$3,000.00 to \$2,000.00 based on history.
- Interest & Earnings – increased from \$3,000.00 to \$4,000.00 based on history. (NYCLASS interest rate increase)
- Rental of Real Property – increased due to 3% annual increase on August 1st.
- Permits Other – increased from \$0.00 to \$50.00 based on history.
- Sales of Scrap & Excess Materials – increased from \$1,000.00 to \$2,000.00 based on history.
- Misc Income – Flower Reimb – decreased from \$125.00 to \$100.00 based on history.
- Misc Income – Engineer Fees – decreased from \$300.00 to \$100.00 based on projected projects.
- Misc Income – NYCLASS for Health Ins – new code for retiree’s health insurance – based on health insurance.

**Water Fund Revenue:**

- Metered Water Sales Town of Yates – increased from \$100,000.00 to \$115,000.00 based on proposed rate increase from the 2015 expired water rate agreement.
- Metered Water Sales Village Water Sales - decreased from \$230,000.00 to \$220,000.00 based on history of usage.
- Interest & Penalties On Water Rents – increased from \$2,600.00 to \$3,000.00 based on history.
- General Services, Other Govts – TOY Courier Reimb – increased from \$300.00 to \$500.00 based on history.
- 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 \$2,500.00 to \$4,500.00 based on history. (NYCLASS interest rate increase)
- Misc – Est Appr Fund Balance – increased/decreased to help cover budgeted expenses.
- Misc Income – NYCLASS for Health Ins – new code for retiree’s health insurance – based on health insurance.

**Sewer Fund Revenue:**

- Sewer Charges – Avail – decreased from \$72,100.00 to \$68,500.00 based on users at the new rate increase.
- Interest & Penalties On Sewer Rents – increased from \$2,500.00 to \$2,700.00 based on history.
- Misc Income – NYCLASS for Health Ins – new code for retiree’s health insurance – based on health insurance.
- Interfund Transfers – decreased from \$75,994 to \$71,671.00, \$72,173.00, \$72,296.00 or \$72,296.00 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.

**General Fund Expenses:**

- Scenario 1 “Estimate” - would be 1.5% pay increases, Scenario 2 “Request”– would be 2% pay increases, Scenario 3 “Recommend”– would be mixed pay increases and Scenario 4 “Approve” – would be same as “Recommend”.
- Auditor – increased from \$12,300.00 to \$13,300.00 based on quote.

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- Clerk-Treasurer Personal Services – Proposed 1.5%, 2% and \$1.50 per hour pay increase. Clerk-Treasurer's pay has been split as Clerk-Treasurer, Water Admin and Sewer Admin.
- Budget Officer Personal Services – increased from \$1,000.00 to \$1,200.00 based on work performance/requirements.
- Clerk PT – Proposed 1.5%, 2% and \$0.50 per hour pay increases.
- Engineer – decreased based on history and proposed projects.
- Supt Personal Services – Proposed 1.5% or 2% pay increase.
- Supt Equipment – increased from \$700.00 to \$1,000.00 based on history.
- Supt Contractual – increased from \$1,700.00 to \$1,800.00 based on history.
- Central Services Administration Personal Services – Proposed 1.5%, 2% and mixed pay increase.
- Central Garage Contractual – increased from \$19,000.00 to \$20,000.00 based on history and upgrades to the building.
- Central Garage Fuel – increased from \$19,000.00 to \$24,000.00 based on history and cost of fuel.
- Unallocated Insurance - Broker is proposing a slight increase.
- Public Safety Contractual – decreased from \$250.00 to \$0.00 due to history.
- Registrar of Vital Statistics Personal Service – increased from \$1,100.00 to \$1,200.00 based on work performance/requirements.
- Maintenance of Roads Personal Services – Proposed 1.5%, 2% and mixed pay increase.
- Snow Removal Personal Services – Proposed 1.5%, 2% and mixed pay increase.
- Snow Removal Contractual – decreased from \$3,500.00 to \$3,000.00 based on history.
- Street Lighting Contractual – decreased from \$13,000.00 to \$11,000.00 based on history. (down since LED conversion)
- Parks Personal Services – Proposed 1.5%, 2% and mixed pay increase.
- Parks Contractual – increased from \$15,000.00 to \$25,000.00 due to proposed sidewalks and upgrades to Veterans Park.
- Historian Personal Services – increased from \$580.00 to \$600.00 based on work performance.
- Zoning Personal Service - Proposed 1.5%, 2% and mixed pay increase.
- Planning Contractual – decreased from \$1,100.00 to \$400.00 due to lack of items on the agenda.
- Storm Sewers Personal Services - Proposed 1.5%, 2% and mixed pay increase.
- Shade Trees Personal Services - Proposed 1.5%, 2% and mixed pay increase.
- Code Enforcement Personal Service - Proposed 1.5%, 2% and mixed pay increase.
- State Retirement Employee Benefits - Based on projection from Retirement.
- Social Security & Medicare - Based on proposed pay increases
- Workman's Comp – decreased from \$2,837.00 to \$2,725.00 or \$2,733.00 based on Orleans County Self-Insurance.
- Hosp & Medical Insurance – increased from \$35,619.00 to \$38,236.00, \$38,237.00 or \$38,340.00 based on life changes/enrollment and changed calculation based on % of payroll.
- Interfund Transfer – decreased from \$75,994.00 to \$71,671.00, \$72,173.00, \$72,296.00 or \$72,296.00 be given to the Sewer fund to help support it, will not be paid back.

**Water Fund Expenses:**

- Auditor – Increased from \$5,600.00 to \$5,850.00 based on quote.
- Unallocated Insurance - Broker is proposing a slight increase.
- Water Admin Personal Services – Proposed 1.5%, 2% and mixed pay increase, Clerk-Treasurer's pay is split between Clerk-Treasurer, Water Admin and Sewer Admin personal services.
- Water Source of Supply Personal Services – Proposed 1.5%, 2% and mixed pay increase.
- Water Purification Personal Services – Proposed 1.5%, 2% and mixed pay increase.
- Water Purification Equipment – increased from \$10,000.00 to \$20,000.00 due to proposed upgrades.
- Water Purification Contractual – decreased from \$40,000.00 to \$30,000.00 due to history and equipment upgrades needed.
- Water Purification Utilities – increased from \$30,000.00 to \$34,000.00 based on history.
- Water Transm & Distrib Personal Services VOL – Proposed 1.5%, 2% and mixed pay increase.
- Water Transm & Distrib Contractual – VOL – increased from \$10,000.00 to \$11,000.00 based on history.
- Water Transm & Distrib Personal Services TOY – Proposed 1.5%, 2% and mixed pay increase.
- Water Transm & Distrib Parts for W Break – decreased from \$1,000.00 to \$0.00 moved to contractual, no longer using this code.
- Water Transm & Distrib Security – decreased from \$500.00 to \$0.00 moved to contractual, no longer using this code.
- State Retirement Employee Benefits - Based on projection from Retirement.
- Social Security & Medicare - Based on proposed pay increases
- Workman's Comp - increase from \$1,036.00 to \$1,238.00 or \$1,233.00 based on Orleans County Self-Insurance.
- Hosp & Medical Insurance – increased from \$13,004.00 to \$17,369.00, \$17,370 or \$17,299.00 based on life changes/enrollment and changed calculation based on % of payroll.
- Bonds – Increases and decreases based on bond payment schedules.

**Sewer Fund Expenses:**

- Auditor – Increased from \$2,600.00 to \$2,850.00 based on quote.
- Unallocated Insurance - Broker is proposing a slight increase.

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- Sewer Admin Personal Services – Proposed 1.5%, 2% and mixed pay increase, Clerk-Treasurer’s pay is split between Clerk-Treasurer, Water Admin and Sewer Admin personal services.
  - Sewage Collecting System Personal Services – Proposed 1.5%, 2% and mixed pay increase.
  - Sewage Treatment & Disposal Personal Services – Proposed 1.5%, 2% and mixed pay increase.
  - State Retirement Employee Benefits - Based on projection from Retirement
  - Social Security & Medicare - Based on proposed pay increases
  - Workman's Comp - decrease from \$630.00 to \$699.00 or \$697.00 based on Orleans County Self-Insurance.
  - Hosp & Medical Insurance – increased from \$7,915.00 to \$9,810.00 based on life changes/enrollment and changed calculation based on % of payroll.
  - Bonds – Increases and decreases based on bond payment schedules.
  - BAN Principal – increased from \$0.00 to \$12,270.00 based on new BAN schedule for WWTP Disinfection Project.
  - BAN Interest – decreased from \$29,823.00 to \$13,336.00 based on new BAN schedule for WWTP Disinfection Project.
- Clerk-Treasurer Woodworth presented the Board with a spreadsheet breaking out the tax rates based on each scenario. The Board discussed the scenarios and the percentage of increase.
- Board asked Clerk-Treasurer Woodworth to send proposed water rate agreement to the Town of Yates Board for review and schedule a time to meet and discuss.

**RESOLUTION NO 2024-18**

**TENTATIVE BUDGET – TO USE THE “RECOMMEND” SCENERIO AS THE TENTATIVE BUDGET**

**ON MOTION** of Trustee Woodward Jr., seconded by Trustee Kenyon to use scenario “Recommend” as the tentative budget with mixed pay increases, using no fund balance with the proposed tax rate of \$15.839754.

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

**RESOLUTION NO 2024-19**

**PUBLIC HEARING FOR THE TENATIVE 2024-2025 TENTATIVE BUDGET**

**ON MOTION** of Trustee Kenyon, seconded by Trustee Woodward Jr. to set the Public Hearing for the 2024-2025 Tentative Budget for April 11, 2024 at 6:00pm.

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

- Mr. DeMallie inquired if enough money is being put away for the Water Tower. DF explained the current inspection, noted doesn’t have to be painted yet. DW noted we have the NYCLASS reserve account.
- Mr. DeMallie inquired on when sidewalks will be done on West Avenue. DF noted the contractor wants to come out in April to do the sidewalks.

**ON MOTION** of Trustee Woodward Jr., seconded by Trustee Kenyon, to adjourn the meeting at 3:24PM.

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

*Teri M. Woodworth*  
Clerk-Treasurer