

**Regular meeting of the Trustees, Village of Lyndonville was held on Monday, December 2, 2024 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

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

Public – Present:

**APPROVAL OF THE MINUTES**

**ON MOTION** of Trustee Holland seconded by Trustee Woodward Jr., to accept the minutes of the November 4, 2024 regular meeting.

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

**PRIVILEGE OF THE FLOOR**

- Nothing

**USE OF FACILITIES**

- Nothing.

**Report – Code Enforcement Reese**

- Report – 1 – Building permit issued, 2 – C of C’s issued, 1 – Building permit inspected, 2 – Scheduled inspections completed, 3 – Complaints received, 2 – Complaints closed and 1 – Meeting attended

**Report – Police Department**

- Nothing at this time.

**Report – Attorney Bogan**

- Nothing

**Report – Clerk-Treasurer Buffin**

- Clerk-Treasurer Buffin presented the Board the budget to actual report for November 2024.
- Clerk-Treasurer Buffin noted the DCJS Use of Force reports have been filed.
- Clerk-Treasurer Buffin presented the Board with the request from the Lyndonville Joint Fire District to renew the snow removal and lawn mowing agreement.

**RESOLUTION NO 2024-67**

**RENEWAL OF SNOW REMOVAL AND LAWN MOWING AGREEMENT WITH LYNDONVILLE JOINT FIRE DISTRICT**

**ON MOTION** of Trustee Woodward Jr., seconded by Trustee Holland, to renew the snow removal and lawn mowing agreement with the Lyndonville Joint Fire District and to authorize Mayor Belson to sign said agreement.

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

- Clerk-Treasurer Buffin presented the Board with an envelope containing \$20.00 that was turned in by a resident that was found on the sidewalk by Dollar General in October. Clerk-Treasurer Buffin asked the Board for approval to donate the unclaimed funds to the Friends of the Orleans County Animal Shelter. – AH, KK

**RESOLUTION NO 2024-68**

**UNCLAIMED FUNDS TO FRIENDS OF THE ORLEANS COUNTY ANIMAL SHELTER**

**ON MOTION** of Trustee Holland, seconded by Trustee Kenyon, to approve donating the unclaimed funds of \$20.00 to the Friends of the Orleans County Animal Shelter.

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

- Vouchers – Abstract A6-1 – A7 #18352 - #18392 to be paid for 2024-2025

General	\$ 40,424.01
Water	\$ 20,957.25
Sewer	\$ 13,669.88
<b>Grand Total</b>	<b>\$ 75, 051.14</b>

**RESOLUTION NO 2024-69**

**VOUCHERS TO BE PAID FOR ABSTRACTS A6-1 – A7**

**ON MOTION** of Trustee Woodward Jr., seconded by Trustee Kenyon, to have Clerk-Treasurer Buffin pay Abstract A6-1 – A7 #18352 - #18392.

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

**Regular meeting of the Trustees, Village of Lyndonville was held on Monday, December 2, 2024 at the Village Hall. The meeting opened at 6:00 PM**

**Report – Superintendent Freeman**

- Superintendent Freeman nothing new still dealing with the radio system issue.

**Report – Trustee Kenyon**

- Nothing

**Report – Trustee Woodward Jr.**

- Trustee Woodward Jr informed the Board that the sidewalk at 22 Church Street is bad. Superintendent Freeman noted he will take a look at it and make any necessary repairs to it.
- Trustee Woodward Jr. noted there has been some vandalizing of mailboxes on Riverside, Church and Garland.

**Report – Trustee Holland**

- Nothing

**Report – Mayor Belson**

- Nothing

**OLD BUSINESS:**

- Nothing

**NEW BUSINESS:**

- RFQ for Village’s future Water and Park Improvement projects – The Board reviewed and discussed each proposal, expressing their thoughts and concerns on each.

**RESOLUTION NO 2024-70**

A RESOLUTION OF THE VILLAGE OF LYNDONVILLE AUTHORIZING NEGOTIATIONS WITH THE HIGHEST-RANKED QUALIFIED FIRM, MRB GROUP, PURSUANT TO A REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES RELATED TO THE VILLAGE’S FUTURE WATER AND PARK IMPROVEMENT PROJECTS, AND AUTHORIZING, UPON SUCCESSFUL NEGOTIATION, THE AWARD OF A PROFESSIONAL SERVICES AGREEMENT FOR SUCH SERVICES

WHEREAS, on September 3, 2024, the Village of Lyndonville (“Village”) issued and advertised a Request for Qualifications seeking qualified firms to provide design, bidding, construction and project closeout services for the Village’s future Water and Park Improvement projects and

WHEREAS, the Village evaluated MRB Group’s proposal and deemed them responsive and qualified to carry out the services needed for the future Water and Park Improvement projects; and

WHEREAS, the Village Board wishes to authorize the Village Mayor to negotiate a professional services agreement with MRB Group, including a scope of services and fees for the Services; and

WHEREAS, the Village Board finds that it is in the best interests of the Village to proceed as indicated in this Resolution and authorize negotiations with the qualified firms in order to enter into a professional services agreement for the Services.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE BOARD OF THE VILLAGE OF LYNDONVILLE AS FOLLOWS:

Section 1. Authorize negotiations with MRB Group for services related to the Village’s future Water and Park Improvement projects. The Village Mayor is hereby authorized to negotiate a professional services agreement with MRB Group including a scope of services and fees for the Services and, if necessary, authorization is granted to readvertise for additional engineering proposals if successful negotiations cannot be completed with the firm.

Section 2. Implementation. The Village Mayor is hereby authorized to take any further action as necessary to implement the purposes of this Resolution.

Section 3. Effective Date. This Resolution shall be effective immediately upon adoption.

**ON MOTION** of Trustee Woodward Jr., seconded by Trustee Holland, to accept MRB Group as stated.

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

**ON MOTION** of Trustee Holland, seconded by Trustee Woodward Jr., to adjourn the meeting at 6:26PM.

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

*Teri M. Buffin*  
Clerk-Treasurer