

**VILLAGE OF LYNDONVILLE  
TRUSTEES AGENDA**

April 10, 2017  
6:00 PM

<u>Trustees</u>	<u>Press</u>	<u>Public</u>
Ron Aiken, Chair		Justin Smith,
Heather Bollman		Steve Gray
Doug Conly		Dawn Dwyer
Sue Mills		Joe Dauphin
Chris Hunter		Mark Buonanno
		Owen Mercon
1. Ron Aiken called the meeting to order at 6:00 PM.		
2. <u>Re-Organize the Board:</u> Chris Hunter made a motion nominating Ron Aiken to serve as chair of the board. Heather Bollman seconded, and the motion carried 4-0-1 with Ron Aiken abstaining.		
Chris Hunter made a motion for White's Plaza, the Cobleigh Library, and the Municipal Building to be the three official posting locations for the Village for notices. Doug Conly seconded, and the motion carried 5-0.		
Susan Mills made a motion making the Caledonian Record the local paper in which all notices will be placed relating to the Village of Lyndonville. Ron Aiken seconded, and the motion carried 5-0.		
Heather Bollman made a motion to make the following appointments: Justin Smith as Municipal Administrator, Jack Harris as Chief of Police, Bill Humphrey as Manager of L.E.D., and Joe Dauphin as Public Works Supervisor. Chris Hunter seconded, and the motion carried 5-0.		
3. <u>Minutes:</u> Sue Mills made a motion to approve the minutes from March 21, 2017. Doug Conly seconded and the motion carried 5-0.		
4. <u>Quarterly Report:</u> Dawn Dwyer presented the quarterly report. She noted that nothing seemed particularly out of place. As usual she reminded the board that a majority of our winter budget occurs at the beginning of the year and our insurances are paid in full at the beginning of the year so some pockets of money will appear to have been hit really hard, but those expenses will even out over the summer months.		
5. <u>Interlocal Police Agreement:</u> Justin Smith informed the Board that Chief Harris believed the Police Department's time was still pretty evenly split between the Town and Village. Mr. Smith informed the Trustees that The Selectboard had approved and signed the new interlocal police agreement on April 3, 2017. Susan Mills made a motion to approve the Interlocal Police agreement for 2017-2018. Doug Conly seconded, and the motion carried 5-0.		
6. <u>Cooperative Purchasing Enrollment Agreement:</u> Susan Mills made a motion for the Village of Lyndonville to enter into a Cooperative Purchasing Enrollment Agreement through the National Joint Powers Alliance. Several of the vendors that the Village does business with are members of the Alliance and the Village has the potential to save money by enrolling for the no cost membership. Ron Aiken seconded, and the motion carried 5-0.		
7. <u>Village Crew Work Schedule:</u> Susan Mills made a motion to approve a request to try 4, 10 hour day work weeks during the summer season running from the first week of April – the end of October. She added a condition that the Municipal Administrator and the Public Works Supervisor will report back to		

the Board after a month with an update on whether or not the new schedule is working. It was made clear in the motion that if it was deemed not to be working well after one month, the four, 10 hour day weeks would revert back to five, 8 hour days. Doug Conly seconded and the motion carried 4-1 with Ron Aiken dissenting.

8. Storm Drain Camera: Chris Hunter made a motion to authorize the expenditure of \$2,500 toward the purchase of a used Aries Sewer line inspection system which can be used to inspect internal Stormwater and sewer line pipes to determine potential locations of leaks or plugs, or obstructions in the line. The basic system consists of a camera, lighthead, and tractoring system capable of maneuvering 450' down a storm or sewer drain ranging from 6" to 15" in diameter. The camera will allow us to investigate fixes in a more timely manner while avoiding the cost of hiring VT Rural Water to come and do inspections at \$400.00 for a ½ day or \$600.00 for a full day. In addition we may also be able to avoid exploratory digging to our streets and sidewalks looking for issues. Finally, we will have the potential to rent out the equipment to other groups to recover some of the expense.

9. Bandstand Park Requests:

- a. Sue Mills made a motion to approve the White Market's request to hold their annual Easter egg hunt in Bandstand Park on Saturday, April 15<sup>th</sup>, 2017 from 9AM-1PM. Chris Hunter seconded, and the motion carried 5-0.

- b. Chris Hunter made a motion to approve the Lyndonville Baptist Church's request to hold a sunrise service in Bandstand Park on Sunday, April 16<sup>th</sup> 2017 from 6:30-7:30 AM. Ron Aiken seconded, and the motion carried 5-0.

- c. Chris Hunter made a motion to approve the Lyndonville Farmer's Market request to use Bandstand Park on Fridays starting May 19<sup>th</sup> – October 13<sup>th</sup>, 2017 from 2PM-7PM with the following conditions:

1. The electric fee for the 22 weeks will be \$250.00.
  2. The farmer's market may place a sign in the park the day before their events.
  3. A copy of the farmer's market liability insurance must be provided prior to May 19<sup>th</sup>, 2017.
  4. The terms of agreement form must be signed prior to May 19<sup>th</sup>, 2017.
  5. The park must be cleaned of all trash immediately following each event.

Doug Conly seconded and the motion carried 5-0.

- d. Chris Hunter made a motion to approve Vermont Broadcaster's Association/ H.O.P.E. event request scheduled for Sunday, July 2, with a rain date of Sunday July 16, 2017. The following conditions were added to the request as the Burklyn Arts Event is the day before on July 1, 2017.

1. We will need a letter from Burklyn Arts which states they are in agreement with you using the Park on Sunday as their agreement calls for them to remove their tents on Sunday July 2<sup>nd</sup>, 2017. If you make arrangements with the tent company for the use of the tents on Sunday we would like to be made aware of that arrangement as it affects our agreement with their removal on Sunday with Burklyn Arts' contract with us.
    2. All trash is your responsibility. You must provide containers, and all materials must be removed from the premises at the end of the event.
    3. Please coordinate with Jack Harris on the closure of Maple Street, if Food Vendors will be parking in the spots along the Street.
    4. Bathrooms in a suitable number will be required. Portable toilets will be removed from the Park at the earliest possible convenience on Monday July 3<sup>rd</sup>, 2017.
    5. The event will run 8AM-4PM with set-up and clean-up prior to and after the event.
    6. Provide us with plans for additional parking arrangements for your vendors.
    7. The rain date for this event is Sunday, July 16<sup>th</sup>, 2017. Please see condition #1 you will need to follow the same procedure only it will be with the Lyndonville Chamber of Commerce.

10. Truck Discussion: Justin Smith explained to the Trustees that the Ford F250 was going to need \$6,000.00 in repairs in order to pass inspection. Mr. Smith stated the Board needed to weigh the cost benefit of purchasing a new vehicle which we have a quote for \$43,000 (with our trade in) vs spending \$6,000.00 to keep the current one operating and trading it toward a new one a year from now. The \$43,000 would be for a GMC 2500 diesel with the plow included. Doug Conly stated that we would be dumping \$6,000.00 into a truck and we would never see that money back when it is traded. Justin Smith said that we have an equipment savings budget we can dip into and we were planning to put \$10,000 into equipment savings this year as well. Heather Bollman made a motion to purchase a new truck at a price

not to exceed \$43,000 (which was the lowest quoted price from December). Ron Aiken seconded, and the motion carried 5-0.

11. Depot Street Road Closing: Chris Hunter made a motion to approve the request of Christopher Wells to close Depot Street from the intersections of Church Street to Main Street. Tuesday May 9<sup>th</sup>, 2017 with the following conditions:

- a. Written approval must be obtained by April 20<sup>th</sup>, 2017 from all businesses within the area affected by the closure.
- b. The Village of Lyndonville must be provided with a certificate of insurance by "The Luring" movie group naming the Village as being additionally insured.
- c. "The Luring" will pay a rate of \$35.00 an hour to have the Lyndonville Police department direct traffic.
- d. The road closing will go no longer than 10:00 AM-3:00PM.
- e. If the filming will not take place on May 9<sup>th</sup> and the rain date of May 10<sup>th</sup> is to be used, the Village will be notified promptly of the change so it can be properly noticed.

Sue Mills seconded the motion with the conditions listed and the motion carried 5-0.

12. Engineering Contract: Ron Aiken made a motion to approve the engineering services contract with Aldrich and Elliott for the Hydraulic analysis and long range plan and to have the Municipal Administrator sign the contract. Doug Conly seconded and the motion carried 5-0.

13. Other: The Trustees mentioned three items. The website does have LED's financial Reports. George Austin's apartment house on Charles Street is still not occupied. Dogs are running unleashed in Bandstand Park.

Having no other business the meeting adjourned at 8:12 PM.