

VILLAGE OF LYNDONVILLE  
TRUSTEES MEETING  
April 20, 2020 VIA Zoom  
5:30 PM

Trustees: Doug Conly – Chair, Sue Mills, Sarah Whittemore, Heather Bollman, Chris Hunter  
Administrators: Justin Smith – Municipal Administrator, Dawn Dwyer – Village Clerk & Treasurer, Bill Humphrey – General Manager, Lyndonville Electric Department  
Press: Dana Gray – The Caledonian Record  
Public:

1. Adjustments to the Agenda:  
Update on the two six wheelers, Coin Drop Update
2. Approval of Minutes:  
Motion made by Chris Hunter, seconded by Susan Mills, to accept the April 6, 2020 meeting minutes as amended. Motion carried 5 to 0.
3. Approval of orders with Treasurer to sign:  
Motion made by Chris Hunter, seconded by Doug Conly, to approve signing Warrants #16 & 17, pending approval by the Board via email.
4. Tactical Basin Plan Discussion:  
Ken Burchesky submitted a letter dated March 17, 2020 (see attached). Ken spoke with Sarah Whittemore and recommended that one of the Village Trustees become a member of the Planning Commission. He was under the impression that there was an open position. The Planning Commission does not currently have an open position. He also felt there should be a Trustee on the committee studying the Flood Regulations. Trustee Susan Mills is already on this committee.
5. Annual Financial Plan Approval VTrans:  
Each year Shauna Clifford, AOT Project Manager, reviews our highway expenses. The Village must certify that funds raised by taxes are equivalent to or greater than a sum of at least \$300 per mile of each miles of our Village Highways. Lyndonville historically spends above the minimum threshold. Motion made by Chris Hunter, seconded by Susan Mills, to approve the AOT Annual Financial Plan. Motion carried 5-0.
6. Essential Tasks Discussion:  
There was a discussion regarding “essential tasks”. Based on the Agency of Commerce and Community Development (ACCD) latest update (<https://accd.vermont.gov/news/update-new-work-safe-additions-stay-home-stay-safe-order>), it was decided that essential tasks will be done by two employees, following social distancing by riding in individual vehicles or wearing masks if not feasible. Justin will update Joe Dauphin on the updated order and advise him that employees not following the mandate will be disciplined according to the Personnel Policy.
7. NVU Discussion:  
With the announcement by the Vermont State College System (VSCS) Chancellor and Board of Trustees (BOT) to recommend shuttering Northern Vermont University Johnson & Lyndon (NVU-J & NVU-L) and Vermont Technical College (VTC), Justin addressed the loss of water revenue from NVU-L and the effects on the Vail Transmission Water Main project slated to start this spring. The project will serve NVU-L as well as Speedwell Estates, Vail Hill and the reservoir. The project is not as essential if NVU-L closes, but still important to the other users fed from this line. The economic impact to Lyndonville

was also discussed. A letter from the Board of Trustees was sent to the Chancellor and BOT through a survey monkey link. Sarah Whittemore asked what they could do personally, and it was advised to write to the VSCS, local representatives and Governor Scott.

8. Stormwater Project Update:

Kerry O'Brien, District Manager, Caledonia County Natural Resources Conservation District, continues working on the stormwater project design at the end of South Prospect Street, on Christopher Bachand's property. She will then look for grants to fund the project. The Village may be asked to help the property owner to remove the shed in order to move the project forward.

9. Other:

- a. Doug Conly asked about the status of the two-six wheelers the Public Work's Department is no longer using. Justin will be putting them out to bid. It's been put on the back burner since prospective bidder can't come inspect the vehicles due to COVID-19.
- b. Doug was asked by Steve Gray how COVID-19 would affect coin drops and how the Trustee's would address any issues. Until the Stay Home, Stay Safe order is lifted, there will not be any. There are six slots, May through October. The Board will have to decide once the order has been lifted to allow such events, how to address it.

The meeting was suspended at 7:05 PM to allow Bill Humphrey, General Manager of Lyndonville Electric Department to hold his portion of the Trustee's meeting.

The regular Trustee's meeting was resumed at 7:19 PM.

10. Executive Session: Personnel:

Motion made by Chris Hunter, seconded by Doug Conly, to move into executive session at 7:19 PM, to discuss a personnel matter pursuant to Title 1 Section 313(a)(4) of the Vermont Statutes.

Motion made by Chris Hunter, seconded by Sarah Whittemore, to come out of executive session at 8:03 PM. No decision was made.

Motion made by Chris Hunter, seconded by Doug Conly, to adjourn the meeting at 8:04PM.

Minutes taken by Dawn R. Dwyer

Minutes approved by the Village Trustees: May 4, 2020