

VILLAGE OF LYNDONVILLE  
TRUSTEES MINUTES  
May 4<sup>th</sup>, 2020  
5:30 PM

Trustees

Susan Mills  
Heather Bollman (by phone)  
Doug Conly  
Sarah Whittemore  
Chris Hunter

Press

Amy Nixon

Public Officials

Justin Smith  
Dawn Dwyer  
Bill Humphrey

Public

1. Doug Conly called the meeting to order at 5:39 PM.

2. Adjustments to the Agenda: None

3. Approval of the Minutes:

Chris Hunter made a motion to approve the minutes from May 4, 2020. Sarah Whittemore seconded, and the motion carried 5-0.

4. Sign the Orders with the Village Treasurer to Sign: Susan Mills made a motion to approve the orders for weeks 16-17 with the Village Treasurer to sign. A set of minutes will be attached to the orders providing proof of the authorization for the treasurer to sign. Chris Hunter seconded, and the motion carried 5-0.

5. Quarterly Report: General Fund: The Village Treasurer, Dawn Dwyer stated the General Fund is pretty normal for this point in the year.

Water Fund: The Village Treasurer, Dawn Dwyer again stated that everything was well within the realm for this time of year.

6. Backhoe Loan: The Municipal Administrator, Justin Smith informed the Board that Passumpsic Bank had the low bid for each of the three requested loan offerings (6,7, & 8 years) Chris Hunter made a motion to approve the 7 year bid with semi-annual payments at 1.95%. The payments would be \$4,989.50. Doug Conly seconded, and the motion carried 5-0.

7. Depot Street Planters: There was a brief discussion about the amount of time, money, and effort involved in maintaining the planters and whether or not the Village Crew would have the time to devote to watering the planters. The board asked Justin Smith to see how often the planters get watered. No action was taken on this item.

8. Work Schedule: Justin Smith stated that the Village Crew had asked to switch over to four (4) 10 hour work days. In the fall the Trustees changed the the 4 day work weeks to start June 1st and end on August 31st. Mr. Smith stated that it is daylight at 5:08 Am currently and it would not be a safety issue to start early if the Trustees were inclined to change the schedule. The Trustees stated that they wished to discuss any permanent changes in more depth, but agreed to start the 4 day weeks on Monday, May 11th for this year. Doug Conly made the motion to

approve the 4 day work week starting on May 11th. Heather Bollman seconded, and the motion carried 5-0.

9. Water Connection Application: RLD Properties, LLC. is requesting a water connection permit for a dance studio and apartments. Chris Hunter made a motion to approve the water connection permit with the Municipal Administrator, Justin Smith to sign. Sarah Whittemore seconded, and the motion carried 5-0.
10. Water Transmission Line Update: Justin Smith stated that based on the conversation earlier in the day Courtland Construction was prepared to start construction on June 22, 2020. Sarah Whittemore made a motion to approve the notice of award to Courtland Construction the contract to complete the water transmission line project from Lyndon Institute to the west reservoir with Justin Smith to sign. Chris Hunter seconded, and the motion carried 5-0.

Chris Hunter made a motion for Courtland Construction to proceed with the water transmission line project. Susan Mills seconded, and the motion carried 5-0.

11. Executive Session: Personnel: Chris Hunter made a motion to move into executive session at 6:50 PM to discuss a personnel matter pursuant to Title 1 Section 313 (a)(4) of the Vermont Statutes. Doug Conly seconded, and the motion to move into executive session carried 5-0.

Chris Hunter made a motion to come out of executive session at 7:08 PM. Sarah Whittemore seconded, and the motion carried 5-0.

Having no other business, the meeting adjourned at 7:09 PM.