

VILLAGE OF LYNDONVILLE  
TRUSTEES MINUTES

July 27<sup>th</sup>, 2020

5:30 PM

Trustees

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

Press

Public Officials

Justin Smith

Public

Steve Gray

1. Doug Conly called the meeting to order at 5:33 PM.
2. Adjustments to the Agenda: 1. Bandstand Park Requests. 2. LED Signing of the Orders discussion.
3. Approval of the Minutes:

Susan Mills made a motion to approve the minutes from July 13<sup>th</sup>, 2020. Sarah Whittemore seconded, and the motion carried 5-0.

4. Sign the Orders:

A. Chris Hunter made a motion to approve the orders for weeks 29-30 with Dawn Dwyer to sign. Sarah Whittemore seconded, and the motion carried 5-0.

B. Susan Mills informed the board that the orders have not been signed for LED since the Stay Home order went into effect. After conversing with Dawn Dwyer along with a discussion between Bill Humphrey, Clay Bailey and the Auditor for LED it was concluded that everyone would be okay with the Village Clerk and Treasurer sign LED's orders. It was agreed that starting at the next meeting Dawn Dwyer will begin signing orders on behalf of LED as they are approved by the Village Trustees. Susan Mills said that she would have Pat Jackson begin scanning the orders to the Trustees so that they can begin to catch up on the orders. This will likely happen over several meetings.

5. Annual Internal Financial Checklist: Every year the Trustees must review the list of responsibilities for the village's finances. The Village Clerk's prepares a list showing the internal controls which are in place, showing which employee holds each responsibility to better inform the Trustees of the internal controls which are in place to prevent things such as embezzlement. Doug Conly made a motion to improve the internal controls checklist. Chris Hunter Seconded, and the motion carried 5-0. Doug Conly will sign the checklist on behalf of the Trustees.
6. Bandstand Park Requests: The Ecumenical Council is seeking approval to hold a worship in the park event on August 2, 2020 at 10:00 AM. They will just be holding a service there will be no food or drinks and electricity is not required. Justin smith said he had never had an issue pertaining to this event and he recommended approval of the event with the standard conditions and a signed Terms of Agreement form. Susan Mills made a motion to approve the request from the Ecumenical Council. Doug Conly seconded, and the motion carried 5-0.
  - a. Abby Johnson, representing the Cobleigh Library requested that the Library be allowed to use the park on August 7<sup>th</sup>, 2020 from 3PM to 4 PM for Modern Time Theatre to perform an approximately 45-minute puppet show. Covid-19 State of Vermont guidelines would be adhered to with the requirement that all guests where masks and maintain proper 6 foot spacing. All other standards requirements relating to the use of the park would be included in the approval of the request. Heather

Bollman made the motion to approve the request from the Cobleigh Library for the performance by Modern Time Theatre. Sarah Whittemore seconded, and the motion carried 5-0

7. Executive Session: Police Contract:

Chris Hunter moved to find that premature general knowledge of the pending police union contract would clearly place the Village (and the Town) at a substantial disadvantage by discussing the Village's negotiating strategy. Sarah Whittemore seconded, and the motion Passed 5-0.

Chris Hunter made a motion to move into executive session at 6:00 PM with the Municipal Administrator present to discuss the details of the police union contract under the provisions of Title 1, section 313(a) (1) of the Vermont Statutes.

Chris Hunter made a motion to come out of executive session at 6:24 PM. Doug Conly seconded, and the motion carried 5-0.

There was no action taken.

Having no other business, the meeting was adjourned at 6:25 PM.