

VILLAGE OF LYNDONVILLE
TRUSTEES MINUTES
December 14, 2020
VIA ZOOM
5:30 PM

Trustees

Susan Mills
Heather Bollman (by Phone)
Doug Conly
Sarah Whittemore
Chris Hunter (5:35 PM)

Press

Todd Wellington

Public Officials

Justin Smith
Bill Humphrey (5:55 PM)
Clayton Bailey (6:00 PM)

Public

Steve Gray

1. Doug Conly called the meeting to order at 5:31 PM.
2. Adjustments to the Agenda: 1. Personnel Policy.
3. Approval of the Minutes:

Sarah Whittemore made a motion to approve the minutes from November 2nd, 2020. Susan Mills seconded, and the motion carried 4-0.

4. Sign the Orders:

Chris Hunter made a motion to approve the orders for weeks 45-50 with the Village Treasurer to sign. Heather Bollman seconded, and the motion carried 5-0.

5. Lock Out Tag Out Procedure for the Village of Lyndonville: Mr. Smith explained that VLCT had made a recommendation during one of their recent inspections that the Village Public Works Crew have a written Lock Out Tag Out Procedure/Policy. The Public Works Supervisor was provided with a model procedure from VLCT. The Board noted the importance of having a written procedure in place. Doug Conly noted the importance of annual training to go along with the written policy. Mr. Smith noted that an Annual Review is included on page 5 of the Procedures. Chris Hunter made a motion to adopt the Lock Out Tag Out Procedures effective December 14th, 2020. Susan Mills seconded, and the motion carried 5-0.
6. Interlocal Police Agreement: Mr. Smith explained that the police Chief had provided an update on the Statistics for 2020. At this point in time the Village's portion of the calls equates to about 30% of all calls for 2020. Mr. Smith briefly mentioned that there were a couple of properties in the Town that required increased attention and had higher than the average call volume. He felt this played a role in the 7% shift from 2019. In 2019 the 37% of the calls were handled within the Village as opposed to 30% in 2020. Mr. Smith mentioned a couple of minor edits to the document most notably updating the signature page. Chris Hunter made a motion to approve the Interlocal Police Agreement for 2021. Sarah Whittemore seconded, and the motion carried 5-0.
7. Personnel Policy Discussion: Mr. Smith asked to discuss the policy pertaining to the health insurance buyout within the Personnel Policy. The policy provides an employee with the option of opting "in" on health insurance or opting "out" and receiving a buyout, if the Employee provides the Village proof of

health insurance through other means, such as a spouse as an example. In looking more closely at the insurance offering, the IEBW offers three choices. An employee can opt in on health insurance along with a dental, eye, life insurance, and short-term disability plan, or an employee can opt out of the health insurance, but opt in on the additional coverage, or they can opt out of everything. Mr. Smith explained that if an employee were to opt in on everything the premium cost is 23,919.60 annually for the Village to cover an employee and his or her family. The health insurance portion has an annual cost of \$18,303.72 and the additional four benefits are \$5,615.88. The personnel policy only currently addresses if an employee opts out of everything. If an employee chooses to opt out of their plan, they receive 20% of the cost of the premium in two checks, 50% of the buyout is given on January 1st and the other 50% is given on July 1st. Mr. Smith noted that the Village is still saving \$18,303.72 if an employee chooses to opt out of the health insurance. While it is easy to see both sides of this situation, Mr. Smith presented the idea of offering the employee 20% of the premium for which they opt out of. The Board agreed this was the best approach to take. Mr. Smith said he would bring the change to the Personnel Policy before the Board at the next meeting, but due to the time sensitivity he would move forward with offering this set of options to the employees so the insurance could be taken care of for 2021.

8. Other:
 - a. Mr. Smith followed up with the Board on the Bandstand Park Pedestal. He mentioned he had received a quote to move the panel so there will be a line item in next year's budget to relocate the pedestal.
 - b. Mr. Smith noted to the Board that the General fund budget for the Town was almost completed in draft form. He was going to need a number on Village employee increases for 2021. He noted that the COLA is currently hovering between 1.1-1.25%. He said he would put together a set of increases for the board to review so that they could better see how increases affect the payroll.

Having no other business, the meeting was turned over to LED at 6:01 PM.