

REGULAR MEETING
June 9, 2020
(Clerks Minutes)

A Regular Meeting of the Town Board of the Town of Lyndon, County of Cattaraugus and the State of New York was held at the Town Hall, 852 Lyndon Center Road, Cuba, New York on the 9th day of June 2020.

Present: Carol Evans ----- Supervisor
Clifford Evans ----- Councilman
Barbara Montante ----- Councilwoman
Leonard Kaluzny Jr. ----- Councilman
Paul Knapic ----- Councilman
Frank Puglisi ----- Clerk
George Schneider ----- Highway Superintendent

Attended by: Zoom was being used for the public to participate per Governor Cuomo's Executive Order.

Supervisor Evans called the meeting to order with the Pledge to the Flag at 7:00 pm. Supervisor Evans asked for a moment of silence for Dan Schoening who passed away and was a longtime resident of the town.

Public Comment -

Councilwoman Montane asked if the board heard anything regarding the letter Barbara Barnes was sent from Supervisor Evans. Supervisor Evans stated no. A detailed discussion took place where all of the Board members stated they did drive up the road to see the problems that were listed by Resident Barnes.

Old Business -

State of Emergency – Supervisor Evans stated she would not be renewing the State of Emergency, but it will stay in effect until June 17, 2020.

Funding and Reopening – Supervisor Evans stated that everyone has a copy of the reopening plan that has been proposed.

Reopening Plan:

Clerk Office Reopening plan:

1. Clerk's office will be open on Monday from 9 am to 1 pm and on Wednesday 1 pm to 5 pm and by appointment for the remainder of June and July to be revisited in August based on the guidance.
2. All employees will wear a mask and the public must wear a mask when they come in. If they do not have a mask one will be provided to them.
3. All public will be asked if they are sick or have any symptoms of Covid-19.
4. Hand Sanitizer stations have been setup so the public can sanitize their hands before touching door handles.

REGULAR MEETING
June 9, 2020 Page 2
(Unaudited Draft)

5. Disposable pens that the public can take with them or throw out will be provided.
6. Only one person at a time will be allowed in because social distancing is not practical in the clerk's office.
7. Weekly cleaning and sanitizing will be done on Thursday of every week. With the Clerk sanitizing his space and where the public comes in daily.

Assessor Reopening Plan:

1. The Assessor will be available by phone and email on Tuesdays 9 am to 3 pm.
2. The Assessor will not have office hours for June or July and will be able to meet by appointment only.
3. This will reduce the amount of office personal at the town hall and comply with the 50% reduced work force.
4. If the Assessor has an appointment meeting mask and social distancing will be followed.

Code Enforcement Officer:

1. The Code Enforcement Officer will be issuing building permits and will be doing inspections.
2. While doing inspections will wear a mask and social distance.
3. The code Enforcement Officer has been provided mask and hand sanitizer.
4. The Code Enforcement Officer while at the Town Hall will social distance and wear a mask.

Dog Control Officer:

1. The Dog Control Officer is available for calls of dogs at large and other problems that may come up.
2. The Dog Control Officer will practice social distancing wear a mask while dealing with the public.
3. The Dog Control Officer has been provided mask and hand sanitizer.

Town Court:

1. The Town Court will open when the Office of Court Administration provides guidance.
2. The Town in anticipation installed plexiglass at the Judges bench and a divider for the Court Clerk.
3. All employees will wear a mask and any public will have to wear a mask.
4. Hand sanitizer dispensers have been put in place for the public and the employees to use before touching door handles or paperwork.
5. The Constable will be provided a face shield and mask along with hand sanitizer because he will be in close contact with individuals entering the court.
6. The Constable will ask every person entering the court the following questions if they have:
 - A. Fever > 100.00
 - B. Chills
 - C. Cough
 - D. Shortness of breath or difficulty breathing
 - E. Muscle pain
 - F. Headache

G. Sore Throat

H. Loss of taste or smell

7. All tables will be setup 6 feet apart and social distancing will be practiced.
8. Only one case will be heard at a time and the other will be waiting in their cars or outside.
9. Only the relevant persons to a case will be allowed in the court room with no visitors allowed.
10. There will be no seating for public because of the space limitations in the room.
11. If needed a divider will be put up between the two attorney tables.
12. Signs saying social distance, wash your hands and or sanitize them will be put up throughout the court room and outside.

Councilwoman Montante made a motion to accept the reopening plan. Councilman Evans seconded the motion. The following motion was

ADOPTED Ayes 5 (Evans, Montante, Evans, Kaluzny, Knapic)
 Nays 0

Supervisor Evans Stated that the Town has been told to expect a 20% cut to State aid which will impact CHIPS and AIMS. She stated there is also a newspaper article from the Olean Times Herald stating that the County is talking about the drastic reduction of Sales Tax.

Dog Census – Clerk Puglisi Stated he is working on it but is going slower than what he thought would happen. Will report back to the Board next month.

New Business –

Board of Assessment Review – Clerk Puglisi stated that the Board of Assessment review meet via zoom and only two taxpayers grieved their assessments and the sheet in everyone’s folders showed any changes that were made.

Supervisor Report –

Supervisor Evans stated the Town has \$282,897.86 in the General and Highway Accounts and \$33,043.61 in the Tax Stabilization Account. She stated that the town received a sales tax check in the mail today for \$36,455.57 which is down approximately \$5,000 and a mortgage tax check for \$2,871.02 which are not reflected in the above totals because they have not been deposited. Supervisor Evans stated because of the ongoing internet issues Williamson cannot remote into the software program for the full supervisor report.

Clerk Report –

A detailed written report was given to the Board. Clerk Puglisi stated that because of NYPAUSE and the State of Emergency I took in \$484.00 for May and paid out \$484.00, \$102.94 to the Supervisor, \$70.86 to the DEC. and \$310.20 to the County DPW.

Highway Report -

Highway Superintendent Schneider gave a detailed report to the Board. Superintendent Schneider stated that he has received about 70 applications for the open highway position. He stated that he is going to be interviewing 6 to 7 people and pick from that group. He stated that the starting pay of \$12.00 per hour is low and has hurt the ability to hire the best candidate. He asked the board to raise the starting salary to at least \$14.00 per hour. A detailed discussion took place by the board. The following pay scale was put forth. \$14.00 for the first 90 days then halfway between start and full pay for 18 months, then after 18 months full pay. Councilman Evans made a motion to change the pay scale \$14.00 for the first 90 days then halfway between start and full pay for 18 months, then after 18 months full pay. Councilwoman Montante seconded the motion. The following motion was

ADOPTED Ayes 5 (Evans, Evans, Montante, Knapic, Kaluzny)
 Nays 0

Highway Superintendent Schneider stated that he would like to put the old tractor out for sale in a newspaper ad requesting sealed bids to be opened at the next meeting. The Board told him to move forward with that. Superintendent Schneider stated that he received paperwork from the State that the CHIPS money was \$5.00 less then last year but that does not include the 20% reduction. He stated that the Highway Superintendent Association is working on a plan to share services if there is a covid crisis in the fall and winter.

Councilwoman Montante made a motion to pay Abstract 6 of the General Fund claims 64 thru 71 for \$1,906.90 and pay Abstract 6 of the Highway Fund, claims 44 thru 54 for \$20,246.18. Councilman Kaluzny seconded the motion.

The following motion was

ADOPTED Ayes 5 (Evans, Montante, Kaluzny, Evans, Knapic,)
 Nays 0

Being no further business or concerns Councilman Knapic made a motion to adjourn the meeting. Councilman Kaluzny seconded the motion. All Ayes the meeting was adjourned at 7:47 pm.

Respectfully Submitted,

Frank Puglisi
Lyndon Town Clerk