

REGULAR MEETING

March 24, 2020

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 24<sup>th</sup> day of March 2020.

Present: Barbara Montante ----- Councilwoman/Deputy Supervisor  
Paul Knapic ----- Councilman  
Leonard Kaluzny Jr. ----- Councilman  
Frank Puglisi ----- Clerk  
George Schneider ----- Supt. of Highways

Absent: Carol Evans ----- Supervisor  
Clifford Evans ----- Councilman

Attended by: Meeting closed to public per Governor Cuomo’s Executive Order 202.1.

Deputy Supervisor Montante called the meeting to order with the Pledge to the Flag at 7:00 pm.

**State of Emergency –**

Deputy Supervisor Montante read the following state of Emergency Declaration, Release and Employee On Call Notice:

**TOWN OF LYNDON**

**LOCAL STATE OF EMERGENCY OR PROCLAMATION DECLARATION**

A State of Emergency is hereby declared in the Town of Lyndon for a period of time beginning at 8:00 am on the day of 3/19/2020 and continuing in effect for a period of 30 days or until rescinded.

The State of Emergency has been declared due to emergency conditions produced by COVID-19.

Such conditions threaten or imperil the public safety of the citizens of the Town of Lyndon.

As Deputy Supervisor of the Town of Lyndon, I, Barbara Montante have exercised the authority given to me under New York State Executive Law, Article 2-B, to preserve the public safety and hereby render all required and available assistance vital to the security, well-being and health of the citizens of the community.

I hereby direct the Departments of the Town of Lyndon to take whatever steps necessary to protect life and property, public infrastructure and other such emergency assistance as deemed necessary.

Signed: Barbara Montante Title: Deputy Supervisor Date:3/18/2020

Town of Lyndon  
852 Lyndon Center Rd.  
Cuba, NY 14727

From the Office of Deputy Supervisor,  
Barbara Montante

\*\*\*\*For Immediate Release\*\*\*\*

**TOWN OF LYNDON  
STATE OF EMERGENCY**

Effective at 8:00 am on March 19, 2020 a State of Emergency has been declared for the Town of Lyndon due to emergency conditions produced by COVID-19. Such conditions threaten or imperil the public safety of the citizens of the Town of Lyndon. As the Town takes steps to stop the spread of the COVID-19 Virus the following measures will be taken:

**All Town of Lyndon Buildings will be closed to the public.**

The Town Clerk will be available, Mondays 9 am to 1 pm, Wednesdays 1 pm to 5 pm, Fridays 9 am to 1 pm by phone or email. We are asking the public to contact the Town Hall at 716-676-9928 or email the Town Clerk at [townclerk14737@yahoo.com](mailto:townclerk14737@yahoo.com) to conduct business and/or schedule an appointment. In order to protect our staff and vulnerable community members from the potential spread of the COVID-19 virus, we ask that you do not enter the building if you or anyone in your household are experiencing any of the following symptoms: Fever, Cough, or Shortness of breath.

The following business will be a priority: Tax collection until March 31, 2020 we encourage those paying by check to mail their bill and payment to the Town Hall or drop in the mail slot/drop box in the rear of the building. If paying in cash please have the exact change as to limit the amount of time you are at the Town Hall.

The purchase of DPW Dump Tickets of \$5.00, \$10.00 and \$30.00 can be done by mail with a check.

Handicap renewal or new Handicap Permits may be done by mail or by contacting the Clerk by phone.

The following will be suspended for 30 days:

New Building Permits to comply with the Governors 50% reduction of nonessential personal and to help stop the spread of COVID-19 Virus.

Dog Licenses will be suspended for 30 days without any renewal penalty to the residents of the Town. New Dog Licenses will not be issued for 30 days with no penalty during the State of Emergency.

The Town Assessor can only be reached by email at [lyndon.assessor@gmail.com](mailto:lyndon.assessor@gmail.com) or by leaving a message at 716-676-9928 for the next 30 days.

The Town Court by order of the Court Administration is closed for at least 45 days and all cases will be rescheduled.

Town Board meeting rescheduled for March 24, 2020 @ 7:00 pm will be closed to the public as per the Governors Order

and regular Board meetings scheduled for the second Tuesday of every month will be closed to the public until the Governor lifts the order. If the public has any questions for the Board they can email the town clerk at [townclerk14737@yahoo.com](mailto:townclerk14737@yahoo.com).

This State of Emergency has been put in place for the protection of the Town of Lyndon Residence and Employees.

If you are elderly or an immune compromised resident, and are in need of food and/or medicine, please contact the Lyndon Town Hall for assistance. 716-676-9928.

If you would like to volunteer to help the residence in need, please call the town office.

Barbara Montante  
Barbara Montante, Deputy Supervisor

3/18/2020  
Dated

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Town of Lyndon

852 Lyndon Center Rd.

Cuba, NY 14727

3/23/2020

Office of Deputy Supervisor,

Barbara Montante

By Order of the Deputy Supervisor due to the State of Emergency Declared on March 19, 2020 the following procedure will be in place for the Town Highway

Department:

1. All highway workers starting Tuesday, March 24, 2020 will be put on call and will not have to report to the Town Hall unless called in by the Highway Superintendent. The on-call status will be determined on every Sunday for the upcoming week by the Highway Superintendent and he will notify the Employees by 5:00 pm.
2. The Highway Employees during regular hours of business will be available within 30 minutes to report to work if they are called in by the Highway Superintendent. During non-work hours the one-hour call in time to report will continue.
3. The Highway Workers will continue getting paid for regular hours while on call with no harm to the employees sick, vacation, and or comp time.
4. This Order will continue in effect while the Town is in a State of Emergency.

Signed March 23, 2020

Barbara Montante  
Deputy Supervisor

Given to every Highway Worker on March 23, 2020 in person. Sent via email to Darren Ziemba Teamsters Local 264  
Filed in the office of the Town Clerk

Highway Superintendent Schneider asked that if they get called in during their normal work hours they will not be compensated extra for coming in and if they are called in after hours if they would receive comp time. Deputy Supervisor Montante stated she would look into the issue and let him know.

**Public Comment -**

None

**Old Business -**

Truck Bids - Deputy Supervisor Montante stated that Highway Superintendent selected the International truck for \$113,791.72 and the plow equipment from Valley Fab for \$94,320.00 for a total of \$208,111.72

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**New Business –**

Old Tractor – Highway Superintendent Schneider suggested that the Board approve putting the old tractor on auctions international to sell it. He stated that some towns have been seeing good results as of late from the amounts they receive. Councilman Kaluzny made a motion to put the old tractor on auctions international when possible due to the current health pandemic. Councilman Knapic seconded the motion. The following motion was

ADOPTED    Ayes    3    (Montante, Kaluzny, Knapic)  
                  Nays    0

**Supervisor Report –**

Deputy Supervisor Montante stated the town has \$377,309.95 in the General and Highway Accounts and \$33,042.78 in the Tax Stabilization Account. Deputy Supervisor stated that the Town is working with Williamson Law Book to close out last year and file the annual report but because of the current health pandemic and lack of reliable Internet access it is taking longer then expected. Once this process is completed the Board will get a full written report for each month.

**Clerk Report –**

A detailed written report was given to the Board. Clerk Puglisi stated he took in \$226.00 and paid out \$226.00, \$169.60 to the Supervisor, \$56.40 to the County for DPW tickets.

**Highway Report –**

Highway Superintendent Schneider gave a detailed report to the Board. He stated the Highway Department has been trying to fix whatever roads they can. He stated that the truck company has requested payment for the truck when it is completed and delivered to Valley Fab, but it was not in their bid. He stated that they were supposed to build the truck this month but it might be on hold because of the pandemic. Highway Superintendent also stated that he would not have a quote for new furnaces for at least a few months because of the pandemic.

Councilman Knapic made a motion to pay Town Abstract 3 of the General Fund, claims 37 thru 50 for \$4,501.54 and Abstract 3 of the Highway Fund, claims 23 thru 28 for \$5,692.07. Councilman Kaluzny seconded the motion.

The following motion was

ADOPTED    Ayes    3    (Montante, Knapic, Kaluzny)  
                  Nays    0

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Being no further business or concerns Councilman Kaluzny made a motion to adjourn the meeting. Councilman Knapic seconded the motion. All Ayes the meeting was adjourned at 7:34 pm.

Respectfully Submitted,

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Frank Puglisi  
Lyndon Town Clerk