

REGULAR MEETING  
October 13, 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 13<sup>th</sup> day of October 2020.

Present: Barbara Montante----- Supervisor  
Leonard Kaluzny Jr. ----- Councilman  
Paul Knapic ----- Councilman  
Paul Smith ----- Councilman  
Frank Puglisi ----- Clerk

Absent: Clifford Evans ----- Councilman

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

Supervisor Montante called the meeting to order with the Pledge to the Flag at 7:00 pm. Supervisor Montante welcomed new Board member Paul Smith.

**Correspondence -**

Letter from County - Supervisor Montante stated the county sent a letter that East Hill Road is going to be closed for two days to replace a culvert pipe.

Letter from Clifford Evans - Clerk Puglisi Read a letter of resignation from Clifford Evans as Councilman for the Town of Lyndon.

Councilman Kaluzny made a motion with deep regret to accept the resignation of Clifford Evans. Councilman Knapic seconded the motion. The following motion was

ADOPTED Ayes 4 (Montante, Kaluzny, Knapic, Smith)

Nays 0

**Public Comment -**

Resident via zoom - Asked about internet access and when will it be coming to the town of Lyndon. A detailed discussion took place and Clerk Puglisi stated that he was just on a zoom call with the company Armstrong who is going to be running the fiberoptic lines and they said they have met all of the hurdles and will be running the lines and should be hooking people up but late 2021.

Resident Slocum asked about moving the elections up to the fire hall for more room. Clerk Puglisi stated that is not a town decision it's a Board of Election decision and because of the timing it is probably to late to move them now.

REGULAR MEETING

October 13, 2020 Page 2

(Unaudited Draft)

**Old Business –**

Covid-19 and Emergency Plan – Supervisor Montante stated that her and Clerk Puglisi attended a zoom training held by the Association of Towns regarding Governor Cuomo’s executive order that all towns create an emergency plan. She stated that while they were watching the presenter offered for the first 5 towns who have under 10 full time employees that email him, he will do their plan for free. Clerk Puglisi emailed him while we were on the zoom and were one of the first ones, so he has agreed to do our plan for free. Supervisor Montante stated that part of this plan calls for the town to have a 30 supply of PPE for every employee that includes mask, gloves, hand sanitizer. Clerk Puglisi stated that everyone has the cost in their folders from Staples. Clerk Puglisi stated that the boxes of gloves cost \$3.91 each and we would need 13 boxes for a total of \$50.83 and the mask cost \$12.99 per box and we would need 13 boxes for a total cost of \$168.87.

Supervisor Montante said that there is a contract that does need to be approved by the Board. Councilman Knapic made a motion to accept the contract for services for no charge with Emergency Preparedness Solutions, LLC. And purchase the necessary PPE. Supervisor Montante seconded the motion.

The following motion was

ADOPTED   Ayes   4   (Montante, Knapic, Kaluzny, Smith)  
                  Nays    0

JCAP Grant – Supervisor Montante stated that the court has submitted the grant for \$18,000 plus they have approved the PPE Reimbursement except for \$18.00 for the shower curtains.

Budget 2021 – Supervisor Montante stated that we have some good news regarding the budget the health insurance that was budgeted for a 5% increase came down in prices. She stated everyone has a copy of the new budget reflecting these changes and with the decrease on the highway side it all went to road work so the road work budget was increased to \$49,646.00 and on the general side it was put in to the contingent fund.

Councilman Knapic made a motion to make the changed tentative budget the Proposed budget and have a public hearing on it prior to the next board meeting. Councilman Kaluzny seconded the motion. The following motion was

ADOPTED   Ayes   4   (Montante, Knapic, Kaluzny, Smith)  
                  Nays    0

Tax Stabilization Account – Supervisor Montante stated that because the notice was not in the paper long enough the board could not have the public hearing and will have a public hearing next month prior to the Board meeting.

REGULAR MEETING

October 13, 2020 Page 3

(Unaudited Draft)

Furnaces – They are still being worked on.

Bond – Supervisor Montante stated they are continuing to work on the bond.

**New Business –**

Building Maintenance – Supervisor Montante stated that she met with the highway crew and one of their biggest complaints was that the well does not work well and runs out of water. She is going call some well companies and get a

Supervisor Banking – Councilman Kaluzny made a motion to accept Resolution 11-2020 for Supervisor Banking:

**Town of Lyndon**

**Resolution 11-2020 – Supervisor Banking**

**WHEREAS;** security and safety of Town banking accounts is paramount, and the Community Bank, NA requires formal Board notice to amend signature cards, and  
**WHEREAS;** Carol Evans resigned August 11, 2020 as Supervisor for the Town of Lyndon; and

**WHEREAS;** the Town Board has appointed Barbara Montante as the new Supervisor to fill the term ending 12/31/2021; now therefore be it

**RESOLVED;** that all Lyndon Town Supervisor’s primary banking privileges and responsibilities be transferred to Barbara Montante effective, 9/8/2020 and that all bank

REGULAR MEETING

September 8, 2020 Page 4

(Unaudited Draft)

checks, supporting material and endorsed signature cards be transferred to her immediately.

Signed this 8<sup>th</sup> day of September 2020.

Councilman Knapic seconded the motion. The following motion was

ADOPTED Ayes 3 (Montante, Kaluzny, Knapic)

Nays 0

Deputy Supervisor Banking – Councilman Kaluzny made a motion to accept Resolution 12-2020 for Deputy Banking:

**Town of Lyndon**

**Resolution 12-2020 – Deputy Supervisor Banking**

**WHEREAS;** security and safety of Town banking accounts is paramount, and the Community Bank, NA requires formal Board notice to amend signature cards, and

**WHEREAS;** The Deputy Supervisor has been established in the Town of Lyndon and the Deputy Supervisor has the authority to act as Supervisor if the Supervisor is unavailable, and

**WHEREAS;** The Supervisor has asked the Town Board to allow the Deputy Supervisor Paul Knapic the Authority to be put on the Town Bank Accounts, and

**WHEREAS;** The Deputy Supervisor's term ends concurrent with the Town Supervisor December 31, 2021, now, therefore, be it

**RESOLVED;** that Deputy Supervisor Paul Knapic be put on to the Town bank accounts and be allowed to act when Supervisor Barbara Montante is absent.

Signed this 8<sup>th</sup> day of September 2020

Councilman Knapic seconded the motion. The following motion was

ADOPTED Ayes 3 (Montante, Kaluzny, Knapic)

Nays 0

Budget Meeting – Budget meeting was set for October 1, 2020 at 7:00 pm for the Supervisor to present their Budget to the Board.

Tax Stabilization Account – Clerk Puglisi stated he reached out to the Comptroller's office in Buffalo on how to change the Tax Stabilization account to a retirement reserve account. He stated everyone has a copy of the emails and the process they told us to follow. Clerk Puglisi stated that according to these emails the Board can change the reserve fund over with a public hearing with 15- day notice in the paper prior to the meeting. The Board wants to move forward with changing the funds. Clerk Puglisi stated that he will take care of the notice and the Board can have the public hearing on October 13, 2020 at 6:45 prior to the regular Board meeting.

Furnace Quotes – The Board will discuss at the next meeting no quotes have been gotten.

Bond – Supervisor Montante stated they are working on the bond and going to go through Municipal Solutions to help get it.

REGULAR MEETING

September 8, 2020 Page 4

(Unaudited Draft)

Town Prosecutor – Supervisor Montante stated that Heather Tomes of Tomes and Lord has agreed to be the town prosecutor since our current on Josh Frank was assigned to a different court. She stated that Heather Tomes will work for \$40.00 per ticket she handles.

Councilman Knapic made a motion to appoint Heather Tomes to be the new town prosecutor for the court. Councilman Kaluzny seconded the motion.

The following motion was

ADOPTED Ayes 3 (Montante, Knapic, Kaluzny)

Nays 0

### **Supervisor Report -**

No formal report was given being a new Supervisor. Supervisor Montante stated the Town has \$222,795.74 in the General and Highway accounts and \$33,044.44 in the Tax Stabilization account. She stated we are still waiting on CHIPS reimbursement checks which will bring the balance significantly higher.

**Clerk Report -**

A detailed written report was given to the Board. Clerk Puglisi stated that he took in \$2,479.80 for August and paid out \$2,479.80, \$976.08 to the Supervisor, \$1,399.32 to the DEC, \$1.00 to New York Ag and Markets and \$103.40 to the County DPW.

**Justice Report -**

Supervisor Montante stated the Court took in no money for the month.

Councilman Knapic made a motion to pay Abstract 9 of the General Fund claims 102 thru 112 for \$3,147.95 and pay Abstract 9 of the Highway Fund, claims 76 thru 89 for \$78,605.94. Councilman Kaluzny seconded the motion.

The following motion was

ADOPTED	Ayes	3	(Montante, Knapic, Kaluzny)
	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 7:50 pm.

Respectfully Submitted,

---

Frank Puglisi  
Lyndon Town Clerk