

REGULAR MEETING  
September 8, 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 8<sup>th</sup> day of September 2020.

Present: Barbara Montante----- Supervisor  
Leonard Kaluzny Jr. ----- Councilman  
Paul Knapic ----- 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 made a motion to accept the August meeting minutes as written by the Clerk. Councilman Kaluzny seconded the motion. The following motion was  
ADOPTED Ayes 3 (Montante, Kaluzny, Knapic)  
Nays 0

Supervisor Montante appointed Councilman Paul Knapic as Deputy Supervisor. Clerk Puglisi swore Supervisor Montante in and Deputy Supervisor Knapic in.

**Correspondence -**

Supervisor Montante stated the county sent two letters one announcing a free drive-thru rabies clinic on Saturday September 19, 2020. She stated the second letter was to inform the town that the Farwell and Five Points Compost sites will be closed until further notice.

**Public Comment -**

None

**Old Business -**

Funding Plan - Supervisor Montante stated the town received the sales tax check from the county approximately 40% lower which was to be expected. She stated that the town is also expecting a 20% cut in all State aid to the Town. Supervisor Montante stated that the highway department has held back on spending the 20% of CHIPS funds.

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(Unaudited Draft)

Reopening and Covid-19 Plan – Supervisor Montante stated as many of you know we are currently having a spike of Covid-19 in Western New York and Cattaraugus County. She stated that we need to have a plan in place to work remotely in the event of a shutdown to be able to keep the town running as best we can even if it all has to be by mail. Clerk Puglisi stated that the internet with Verizon is just not working even with the signal repeater that was purchased and put in. He stated that the jetpacks from T-Mobile the Franklinville School district has placed in the town hall are working great, but we cannot use them as they are unsecure. Clerk Puglisi recommended to the Board that the town switch to T-Mobile and he has gotten the government price from them for the Board to review. Clerk Puglisi stated that the price of the jetpacks are \$28.70 a month which is a decrease from Verizon. He stated that getting cellphones from them are \$23.00 a month and he is requesting an iPad to be able to work from home which is \$19.27 a month. He stated that the iPad through apple will cost approximately \$1,400.00. Clerk Puglisi also stated that Williamson Law Book is now offering web-based software so that the Supervisor and Clerk can both access their software programs from home to continue to work. He stated the price for the web based soft is a onetime setup fee for each program of \$695.00 and then a yearly fee of \$540 for two computers per program. He stated that this will allow everyone to work from home get everything setup correctly and continue normal business. A detailed discussion by the Board took place. Councilman Knapic asked about the cost of the current software programs and how this would affect that. Clerk Puglisi stated that there would still be the annual cost and then the \$540.00 would be on top of the annual fee. Councilman Knapic asked about the main phone for the town hall and if we were going to keep that. Clerk Puglisi stated that T-Mobile does not offer the home phone connect box only Verizon so that would stay with Verizon at about \$23.00 per month. Councilman Knapic made a motion to terminate the Verizon jetpacks and switch to T-Mobile and get 1 iPad Pro, 3 Jetpacks, 2 Cell Phones, and sign the agreement with Williamson Law Book for web-based software. Councilman Kaluzny seconded the motion. The following motion was

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

Signal Repeater – Clerk Puglisi stated that the signal repeater cost more then the initial estimate of \$700 to \$800 for a total cost of \$1,193.28 which was for a commercial repeater. Clerk Puglisi stated that it has brought much better service into the town unfortunately the Verizon internet is still not working correctly.

JCAP Grant – Supervisor Montante stated that the court would like to apply for another JCAP Grant to bring the front entrance and parking lot into handicap accessibility. She stated that the highway department estimated the cost of paving the parking lot at \$5,000 and DFT Security is currently working on a quote for the doors. She stated that for the Court to apply the Board needs to pass a resolution. Councilman Knapic made a motion to accept Resolution 10-2020:

**Town of Lyndon  
Resolution 10-2020**

**Authorizing the Justice court to apply for a 2020 Justice Court Assistance Program Grant**

**WHEREAS**, it is necessary to make an application to the Justice Court Assistance Program for grant money, now therefore be it

**RESOLVED**, that the Lyndon Town Board does hereby authorize the Lyndon Justice Court to file an application for funds from the New York State Unified Justice Court, in accordance with the provisions of the Justice Court Assistance Program in an amount not to exceed \$30,000.00

To make the front entrance and parking lot handicap accessible for the court upon arrival of said request to enter and execute a project agreement with the State for such financial assistance to the 8<sup>th</sup> day of September 2020.

Councilman Kaluzny seconded the motion. The following motion was

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

**New Business -**

Board Vacancy – Supervisor Montante stated that as per the town policy we have to announce the vacancy put it in the paper for two weeks and hold a special meeting prior to the regular meeting to interview candidates. A detailed discussion took place by the Board about making sure there was always four people on the board or able to attend meetings because they are working on a truck bond. Councilman Knapic made a motion to modify the policy due to the necessity of getting a bond to advertise for 2 weeks and have a special meeting on October 1, 2020 at 6:30 pm. Councilman Kaluzny seconded the motion.

The following motion was

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

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

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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.

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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,

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Frank Puglisi  
Lyndon Town Clerk