

**VILLAGE OF PORT LEYDEN  
BOARD OF TRUSTEES**

*Meeting Minutes*  
**January 20, 2025**

**Call to Order**

Mayor Collins called the regular meeting for the Board of Trustees of the Village of Port Leyden to order at 5:00 PM on January 20, 2025, with the pledge of allegiance/moment of silence.

**Roll Call:**

Meeting included the following board members:

Mayor Heather Collins, Trustee Deborah Belmont, Trustee Nicholas Byrne, Trustee Charles Kraeger Jr, Trustee Jennifer Samson, and Clerk/Treasurer Janice Dosztan

Guests: DPW Superintendent Marshall Mooney, Charity Hoffert, and Angie Kimball

**Sewer & Water Project Updates:**

Mayor Collins gave the Village Board an update on the Sewer Project and Water Project from B&L.

**RESOLUTION #8-2025  
APPROVE POWIS PAY  
APP #1**

Motion by Trustee Samson and seconded by Trustee Byrne to approve Powis Pay Application #1 for the Wastewater Treatment Capital Project. Motion carried with 5 ayes and 0 nays.

**RESOLUTION #9-2025  
CDBG DISBURSEMENT  
REQUEST**

Motion by Trustee Byrne and seconded by Trustee Kraeger to approve the CDBG Disbursement Request. Motion carried with 4 ayes and 0 nays (Trustee Belmont-Abstained).

Mayor Collins informed the Board that a meeting will be scheduled with the Town Of Lyonsdale to discuss project coordination and the inter-municipal agreement. B&L will assist with the coordination.

**Approval of Minutes:**

Motion by Trustee Kraeger and seconded by Trustee Samson to accept December 16, 2024, monthly meeting minutes as amended. Motion carried with 5 ayes and 0 nays.

Motion by Trustee Byrne and seconded by Trustee Belmont to accept December 23, 2024, special meeting minutes as amended. Motion carried with 5 ayes and 0 nays.

**Approval of Vouchers:**

January-

General - \$29,812.88  
Water - \$5,425.58  
Sewer - \$8,840.83

Motion by Trustee Samson and seconded by Trustee Kraeger to pay January's vouchers. Motion carried with 5 ayes and 0 nays.

**Unfinished Business:**

Discussion was held on the Community Connection Grant. \$30,000.00 was awarded to the Village, the Village's portion is \$29,998.50. The Village, in partnership with the Tug Hill Commission, has submitted a Community Grant Application to Pratt Northam Foundation for \$30,680.00 to bridge the gap with the final completion cost of the Village Park Improvements project. A review of the application will take place in February. Mayor Collins informed the Board that the Community Connections Grant was submitted (\$60,000.00). Proposing to build a pavilion on the old dance hall and landscaping.

**Correspondence:**

No Correspondence

**New Business:**

No New Business

**Mayor –**

**Clerk/Treasurer –**

No Report

**Superintendent –**

**RESOLUTION #10-2024  
ADD NORTH STREET TO THE  
OFFICIAL ROAD SYSTEM**

WHEREAS, North Street is an existing road located in the Village of Port Leyden, open to public usage; and

WHEREAS, Village of Port Leyden desire to add a length of North Street as part of its road systems; and  
WHEREAS, the Village of Port Leyden agrees to all maintenance and repair responsibility for this roadway.

THEREFORE, be it resolved that the Village of Port Leyden Board of Trustees, at their regular meeting held on January 20, 2025, hereby approves the addition of North Street into its official road system, being described as follows:

Beginning at Mechanic Street in an easterly direction to the end.

The length of the road to the nearest 1/100 mile being 1,325 feet.

Motion by Trustee Kraeger and seconded by Trustee Byrne. Motion carried with 5 ayes and 0 nays.

**RESOLUTION #11-2024  
ADD SHAVER ROAD TO THE  
OFFICIAL ROAD SYSTEM**

WHEREAS, Shaver Road is an existing road located in the Village of Port Leyden, open to public usage;  
and

WHEREAS, Village of Port Leyden desire to add a length of Shaver Road as part of its road systems; and  
WHEREAS, the Village of Port Leyden agrees to all maintenance and repair responsibility for this roadway.

THEREFORE, be it resolved that the Village of Port Leyden Board of Trustees, at their regular meeting held on January 20, 2025, hereby approves the addition of Shaver Road into its official road system, being described as follows:

Beginning at County Route 72, headed in an easterly direction to the Village line.

The length of the road to the nearest 1/100 mile being 479 feet.

Motion by Trustee Kraeger and seconded by Trustee Byrne. Motion carried with 5 ayes and 0 nays.

Superintendent Mooney will get updated quotes on updating the box boom.

Mayor Collins asked that the DPW keep the Route 12 crosswalk shoveled.

**Fire Department Liaison –**

No Report

**Public Comment:**

Angie Kimball informed the Board of grants and training available.

The next regular meeting will be February 17, 2025, at 5:00 PM at the Town of Leyden Justice Building

**Adjournment:**

6:10 PM - Motion by Trustee Samson, seconded by Trustee Byrne to adjourn the meeting. Motion carried with 5 ayes and 0 nays.

Minutes submitted by: \_\_\_\_\_

JD