

Village Board Meeting at Public Hearing
April 1, 2019, 7:00pm
Village Municipal Center

Attendance: Village Board: Mayor Paul Labas, Deputy Mayor Gordon Smith Jr. (via teleconference), Trustees Dean Hyatt, Stephanie Munger, and Heather Pauquette.

Village Key Staff: DPW Superintendent George Johnson, Ass't Sup't Scott Mackey, Police Sgt. Ryan Pedone, Asst. Fire Chief Michale Zinn, MEO Russel Bronson, Village Attorney Michael Martin, Deputy Clerk-Treasurer Denise Davies, and Clerk-Treasurer Rick Roberts

Press: Krystle Morey, *The Granville Sentinel*

Others: Matt Hicks--Town Supervisor, Mary King—President, Pember Library & Museum, Mr. Dan Symer—Construction Manager, Habitat for Humanity, Eric Pekar—Town Historian, Mr. David Thomas, Mr. Dan & Mrs. Susan Hurley

Mayor Labas called the Public Hearing to Order at 7:00pm concerning the 2019-20 Tentative Budget.

The Mayor requested the sign-in sheet and it was provided. No one wished to be recognized.

Given that there was no input received from the public, Trustee Hyatt moved that the Public Hearing be closed at 7:02pm. Deputy Mayor Smith seconded the motion and it carried unanimously.

Mayor Labas called the regular session to order at 7:02pm.

Consider Action – 2019-20 Tentative Budget: The Mayor asked the Board's pleasure concerning the 2019-20 Tentative Budget. A brief discussion ensued concerning the General Fund Budget. Based upon the addition of the elevator to the Pember Library & Museum, it was suggested that the Pember's Contractual Expense Line Item be increased by \$2,000, with a corresponding increase in revenue from snow removal in the amount of \$2,000. Thus, both revenues and appropriations would increase by \$2,000, while the tax levy and tax rate remain the same. Trustee Hyatt sponsored a Resolution to adopt the 2019-20 General Fund budget with these amendments. Deputy Mayor Smith seconded the motion and it carried unanimously via roll call vote.

As to the Water & Sewer Fund Tentative Budgets, Trustee Pauquette sponsored a separate Resolution by motion to ratify each as presented, providing a \$10/HH per year increase for each service. The motion was seconded by Trustee Hyatt and it carried unanimously via roll call vote.

Ratify Meeting Minutes: Trustee Munger moved ratification of the Minutes of the Meeting of March 4th as circulated. Trustee Hyatt seconded the motion and it carried unanimously.

Monthly Reports: The Mayor reviewed the following monthly reports with the Board: Water Dept. (3 samples, all satisfactory), Fire Dept., Police Dept., and Local Ordinance Officer. Deputy Mayor Smith moved acceptance of the reports as submitted. Trustee Hyatt seconded the motion and it carried unanimously.

Appropriations: The following claims were submitted to the Board for review and in consideration of payment:

General Fund: \$40,497.14
Water Fund: \$9,322.84
Sewer Fund: \$25,772.28
Senior Shuttle: \$824.96
Unaudited Vouchers: \$3,167.77

Total Claims: \$79,494.99

The Board audited the claims and Trustee Munger moved their approval for payment. Trustee Pauquette seconded the motion and it carried unanimously.

Budget Transfers: The Clerk-Treasurer circulated a memo to the Board recommending several budget transfers within the General Fund in order to avoid overdrawing any individual line items in the funding of this evening's appropriations:

<u>Acct #</u>	<u>Account Title</u>	<u>Change</u>	<u>Reason</u>
<u>General Fund</u>			
A11104	Justices (C/E)	+\$500.00	New Phone System
A14501	Elections (P/S)	+\$200.00	Additional Inspectors, Contested Elec.
A14504	Elections (C/E)	+\$100.00	Additional C/E due to Cont. Election
A34144	OSHA	+\$148.00	Phone Expense, Fire Chief
A36204	Local Ordinance Officer (C/E)	+\$150.00	Lawn Mowing, Fuel Exp.
A90558	Disability Insurance	+\$2.00	Small Over-run
A95509	Capital Projects	+\$2,400.00	Add'l Sidewalk Replacement
A3389	State Aid, Public Safety	+\$1,950.00	Seat Belt/Speed Enf. Grants
A2401	Interest & Earnings	+\$1,550.00	Increased Interest, NYCLASS
A51104	Street Maintenance	+\$4,000.00	Hard winter/salt, fuel costs
A2303	Snow Removal Services	+\$4,000.00	Cure above shortfall

Following a brief period of discussion, Trustee Hyatt moved acceptance of the transfers as proposed. Trustee Pauquette seconded the motion and it carried unanimously.

Ratify Rules of Procedure: Mayor Labas briefly reviewed the proposed rules of procedure with the Board of Trustees. The rules of procedure dictate the times/dates of regular board meetings, how business gets placed on the agenda, and various points of order that determine how the Board conducts business in the coming year. Trustee Hyatt moved ratification of the rules of procedure as circulated. Trustee Munger seconded the motion and it carried unanimously.

Ratify Procurement Policy: Mayor Labas reviewed the proposed procurement policy. He advised that there were no significant changes proposed, beyond date and syntax changes. Trustee Hyatt moved the ratification of procurement policy as circulated. Deputy Mayor Smith seconded the motion and it carried unanimously.

Ratify Investment Policy: The Mayor briefly reviewed the proposed investment policy with the Board. A typographical error was noted and corrected in terms of the limitation of deposits to be invested through NYCLASS. Trustee Pauquette moved ratification of the Investment Policy as amended. Trustee Hyatt seconded the motion and it carried unanimously.

Resolution—Authorize Payment of Certain Claims Prior to Board Audit: Mayor Labas reviewed a proposed Resolution allowing the payment of certain claims—including postage, petty cash, utility bills, and concert series acts—prior to Board Audit. These claims will be listed as “unaudited vouchers” and subsequently reviewed/approved at the next regularly-scheduled monthly Board Meeting. Deputy Mayor Smith sponsored the Resolution by motion. Trustee Hyatt seconded the motion and it carried unanimously via roll call vote.

Resolution—Mileage Reimbursement: The Mayor briefly reviewed a proposed Resolution pertaining to the mileage reimbursement when employees use their personal vehicles in the execution of Village business. The federal mileage reimbursement rate for 2019 is 58 cents per mile. Washington County employs a rate of 45 cents per mile. The present Village reimbursement rate is 45 cents per mile. Trustee Hyatt sponsored the Resolution to continue the current practice of reimbursement at a rate of 45 cents per mile for the 2019-20 fiscal year. Trustee Pauquette seconded the motion and it carried unanimously.

Standing Committees: Mayor Labas announced his standing committees:

<u>Deputy Mayor Smith</u>	<u>Trustee Hyatt</u>	<u>Trustee Pauquette</u>	<u>Trustee Munger</u>
Deputy Mayor	Water Trmt. Plant	Holiday Celebration	Planning Board
Village Equipment	DPW	Slate Valley Museum	Sidewalks
Animal Control	Water/Sewer Comm	Municipal Center	Revitalization Proj.
Time Warner Cable	Firehouses &	Ordinance Enfrcmnt.	Village Property
Vets Park/Conc. Series	Fire Depts.	Street Lights	Recreation Comm.
Pember Library &	ZBA	Street Cleaning	New Business/GACC
Museum			
Senior Shuttle			
Police Commissioner			

Mayoral Appointments: Mayor Labas advanced the following candidates for various appointed positions for the Village (term noted):

Clerk-Treasurer: Rick Roberts (4 years)
Deputy Clerk-Treasurer: Denise Davies (4 years)
Local Ordinance Officer: Curtis Pedone (1 year)
Dog Control Officer: Nancy Quell (1 Year)
Court Clerk: Janel Prehoda (1 year)
Acting Village Justice: Paul Manchester (1 year)
Planning Board Member: Michelle Smith (5 years)
ZBA Member: John Freed (5 years)

Trustee Hyatt moved approval of the Mayor’s nominations as presented. Trustee Munger seconded the motion and it carried unanimously.

Official Village Newspaper: For many years, *The Granville Sentinel* has served as the Official Village Newspaper. The Mayor inquired as to the Board's pleasure in this matter. Trustee Hyatt moved that *The Sentinel* continue as Official Village Newspaper. Deputy Mayor Smith seconded the motion and it carried unanimously.

Ratify Official Village Depository: For several years, the Village has relied upon Glens Falls National Bank as its exclusive depository. However, with the onset of rising interest rates, NYCLASS has become a more attractive option in terms of yield. Following a brief period of discussion, Deputy Mayor Smith moved that the Village utilize Glens Falls National as the Village Depository for operating funds, with excess funds invested through NYCLASS at the discretion of the Clerk-Treasurer. Trustee Pauquette seconded the motion and it carried unanimously.

Ratify Official Meeting Schedule: For many years, the Village Board has convened for its regularly scheduled monthly meetings on the first Monday of each month at 7pm. Mayor Labas asked the Board's preference for the coming year. Trustee Hyatt moved that regularly scheduled monthly Board Meetings continue to be convened on the first Monday of the month with the exception of September, when there is a conflict with the Labor Day holiday (9/2). The September Meeting is proposed for 9/9. Trustee Munger seconded the motion and it carried unanimously.

Set Fall Leaf & Brush Collection Schedule: The Clerk-Treasurer circulated a proposed display ad pertaining to spring leaf & brush collection. The proposed schedule will be on Mondays beginning on April 15th and continuing for six weeks. The Board briefly discussed this matter with the DPW Superintendent. Trustee Pauquette then moved that the Clerk be authorized to publish the advertisement as circulated.

Consider Fireworks Display: Mayor Labas reviewed a memo from the Clerk-Treasurer pertaining to the annual Village/Town fireworks display. This year's display is planned for Friday, July 5th at the Little League field. Music can be provided by Brent Tuttle. Young's fireworks will provide proof of insurance. Washington County generally provides a site/fire inspection. Following a brief period of discussion, Deputy Mayor Smith moved approval of the display, subject to the Little League's concurrence. Trustee Hyatt seconded the motion and it carried unanimously.

Announce Summer Concert Series: Mayor Labas reviewed the 2019 Summer Concert Series Schedule. He advised that the schedule contained two new acts, in addition to several returning favorites. The Village will partner with the Town in bringing the Granville-Poultney Town band back for four (4) Sunday night concerts. The Mayor thanked LARAC for their continued support of the series and the staff in the Village Clerk's office for their work in scheduling the various acts for 2019. The Mayor looks forward to another exciting season in Veterans Park.

Mayor's Reports: The Mayor briefed the Board in the following matters:

- A. Online Auction—Water Street Properties: The Mayor advised that four properties owned by Marcia Gilbert were being auctioned off by Washington County through the Auctions International website. While the Village had interest in these properties, the pricing has reached a level beyond the Village's means. Mayor Labas advised that he hoped that these properties could be rehabilitated or otherwise improved for the betterment of Granville.

- B. Consider Public Hearing—Proposed Local Law #1 of 2019—Regulation of Garbage Collectors: The Mayor circulated a working draft of proposed Local Law #1 of 2019, the purpose of which is to regulate the time that Refuse/Recycling Collection Services may operate within the Village limits. The draft law proposes hours of collection between 6am and 6pm M-F only, but the Mayor advised that he would like to see this adjusted to 7am to 6pm M-F only. Following a brief period of discussion, Trustee Hyatt moved that the Village Clerk be authorized to advertise for a Public Hearing concerning the proposed Local Law on Monday, May 6th at 7pm at the Village Municipal Center. Trustee Munger seconded the motion and it carried unanimously.
- C. Recognition—MEO Russel Bronson: Mayor Labas presented a certificate of apperception to MEO Russel Bronson recognizing his 30 years of service to the Municipality. He thanked Russ for his dedication and commitment to the Village throughout his term of service

Update—Habitat for Humanity Blitz Build: The Mayor recognized Mr. Dan Symer, Construction Manager for the planned mass build to be completed by Habitat for Humanity (HFH) on May 17-19. Mr. Symer advised that HFH has received a variance from the ZBA and a building permit from Washington County. They will be initiating the preliminary construction process (utilities, foundation, etc.) soon. He thanked the staff in the Village Clerk's office for their assistance in obtaining the variance. Mr. Symer advised that he had also met with the Police Chief, Fire Chief and Captain of the Rescue Squad as HFH plans to have approximately 150 volunteers on site during the mass build. Mr. Symer thanked Telescope Casual Furniture, the Lions Club, and the other corporate sponsors involved with the project. In addition, HFH will have 50 experienced carpenters from up and down the east coast present during the mass build. It is their intent to have the exterior of the property finished by Sunday afternoon, and the inside complete to the point of paint/trim/finish carpentry. They have received 6-8 applications from Warren-Washington-Saratoga Counties for occupation of the property, but as yet no applicants have been approved. Mayor Labas thanked Mr. Symer for his work with this project, and stated that the Village was looking forward to having a Habitat Home as part of the Granville community.

Mayor Labas opened the meeting to public comment at 7:45pm.

Trustee Pauquette advised that she has been working to establish a new event for the Village. A Summer Festival is being planned for Saturday, July 27th. The hope is to focus the Festival on Main Street from the intersection of Church Street west to River St. The Festival program will include fitness activities in the morning (yoga, exercise, etc.), a family friendly afternoon (bounce houses, music, and other entertainment) and a higher-end dinner in the evening. The intent is to work with NYS DOT to close Main Street during the festival. The goal associated with the festival is to promote Main Street and Main Street businesses. Main Street will be closed to vehicular traffic. Following a period of discussion between Trustee Pauquette and the rest of the Board, Trustee Hyatt moved that Trustee Pauquette be authorized to proceed with the Festival as detailed above. Trustee Munger seconded the motion and it carried unanimously.

There was no further public input.

At 7:50pm, Trustee Munger moved that the Board convene an Executive Session concerning a matter of proposed, pending, or current litigation. Trustee Hyatt seconded the motion and it carried unanimously. *The Village Attorney accompanied the Board into the Executive Session.*

At 8:00pm, Trustee Munger moved that the Board return to regular session. Trustee Hyatt seconded the motion and it carried unanimously.

Trustee Pauquette moved that Mayor be authorized to execute any documentation necessary to allow the Village to withdraw from the Washington County Sewer District, and that the Chief WWTP Operator be authorized to enter into a contract with Casella Water Management for sludge removal. It is expected that the Village will see a reduction in sludge disposal costs from \$115/ton to \$85/ton by accomplishing this change. The Mayor/Chief WWTP Operator may consult with the Village Attorney prior to executing the documentation as necessary. Trustee Munger seconded the motion and it carried unanimously.

There being no other business, Deputy Mayor Smith moved that the meeting be adjourned at 8:05pm. Trustee Munger seconded the motion and it carried without objection.

Respectfully Submitted,

Richard H. Roberts
Village Clerk-Treasurer