

Village Board Meeting and Public Hearing
April 6th, 2020, 7:00pm
Village Municipal Center

Annual Organizational Meeting

Attendance: Mayor Paul Labas, Deputy Mayor Gordon Smith Jr. (via teleconference), Trustees Dean Hyatt, Stephanie Munger, and Dan Brown

Village Key Staff: Superintendent of Public Works George Johnson, Ass't Sup't Scott Mackey, Police Chief Ernest Bassett, and Clerk-Treasurer Rick Roberts

Press: Matt Saari, *The Granville Sentinel*

Others: None (Meeting Closed to Public Attendance due to COVID-19 outbreak); Social Distancing was applied throughout the meeting room, hand sanitizer was made available.

Mayor Labas led those in attendance in the Pledge of Allegiance. He then called the Public Hearing to Order at 7:00pm concerning the 2020-21 Tentative Budget.

Public Hearing—2020-21 Tentative Budget: As advertised in the Official Village Newspaper, the Public Hearing to discuss the 2020-21 Tentative Budget is closed to public attendance due to the Coronavirus outbreak. Public comment is thus limited to written correspondence as per the legal advertisement. The Mayor asked if any written comments had been submitted via mail or email to the Village Clerk. The Clerk advised that no written comments had been received. Mayor Labas inquired if there was any comment from the Village Board. No input was received. Hearing no input, the Mayor requested a motion to close the Public Hearing. Trustee Hyatt moved that the Public Hearing be closed at 7:03pm. Trustee Brown seconded the motion and it carried unanimously.

Consider Ratification of 2020-21 Tentative Budget: The Mayor inquired as to the Board's pleasure concerning the 2020-21 Tentative Budget. The Board briefly discussed several items—projected CHIPS funding, savings associated with the new LED Streetlights, and the proposed tax increase/rent increases. Following the discussion period, Trustee Hyatt moved ratification of the 2020-21 Budget as presented. Trustee Brown seconded the motion and it carried unanimously.

Ratify Meeting Minutes: Trustee Munger moved the ratification of the Meeting Minutes of March 2nd, and the Budget Workshop of March 16th, as circulated. Trustee Brown seconded the motion and it carried unanimously.

Monthly Reports: Mayor Labas reviewed the following monthly reports with the Board: Police Dept., Fire Dept., Water Dept. (3 samples, all satisfactory), and Local Ordinance Officer. Trustee Hyatt moved acceptance of the reports as submitted. Trustee Brown 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: \$34,758.83

business, dates, times, and general procedures utilized by the Village Board in conducting Village Business. These rules are modeled on a template provided by NYCOM and contain few changes from past years. The only conflict noted with the meeting schedule was Monday, September 7th (Labor Day). In September, the Board will meet on the second Monday of the month. Trustee Hyatt moved ratification of the Rules of Procedure as circulated. Trustee Brown seconded the motion and it carried unanimously.

Mayoral Appointments: Mayor Labas nominated the following candidates for the offices noted (term in parenthesis):

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: Christina Haldt (5 years)
ZBA Member: Lisa Ackert (5 years)

Trustee Brown moved approval of the candidates as recommended. Trustee Hyatt seconded the motion and it carried unanimously.

Official Newspaper: For many years, the Granville Sentinel has served as the Official Village Newspaper. Trustee Brown moved that The Sentinel continue as the Official Village Newspaper for the 2020-21 fiscal year. Trustee Munger seconded the motion and it carried unanimously.

Official Depository: Trustee Hyatt moved that Glens Falls National Bank & Trust Company continue as the Official Village Depository, with NYCLASS being used for excess Village deposits at the discretion of the Village Treasurer. Trustee Munger seconded the motion and it carried unanimously.

Official Meeting Schedule: Trustee Munger moved that regular Village Board Meetings be scheduled for the first Monday of each month at 7:00pm at the Village Municipal Center, with the exception of Monday, September 7th, which conflicts with Labor Day. In September, the regular Village Board Meeting is proposed for the second Monday of the month (9/14). Deputy Mayor Smith seconded the motion and it carried unanimously.

Ratify Procurement Policy: Mayor Labas briefly reviewed the Village's Procurement Policy. He advised that no changes were proposed for 2020-21 beyond syntax/dates, etc. Deputy Mayor Smith moved ratification of the Procurement Policy as circulated. Trustee Brown seconded the motion and it carried unanimously.

Ratify Investment Policy: The Mayor asked the Board's pleasure concerning the proposed Investment Policy for the Village. This policy is modeled on a template provided by the Office of the State Comptroller and contains no changes beyond syntax/dates, similar to the Village Procurement Policy. Trustee Brown moved ratification of the Procurement Policy as circulated. Trustee Hyatt seconded the motion and it carried unanimously.

Resolution—Approve Payment of Certain Claims for Utilities, Health Insurance, Postage, Petty Cash, and Concert Acts prior to Board Audit: For many years, the Board has approved the appropriation of funds to pay claims for petty cash, postage, utilities, health insurance premiums, and concert series acts prior

to Board Audit. These claims are paid via handwritten check and submitted as "Unaudited Vouchers" at the succeeding Village Board Meeting. Trustee Hyatt sponsored a Resolution to continue this practice for the 2020-21 fiscal year. Trustee Brown seconded the motion and it carried unanimously via roll call vote.

Set Mileage Reimbursement Rate: Trustee Munger moved that the Village continue the policy of reimbursing employees when their personal vehicles are used to conduct Village business at a rate of 45 cents/mi. The County reimbursement rate is presently 45 cents/mi and the Federal/IRS rate of reimbursement is 57 cents a mile. Trustee Hyatt seconded the motion and it carried unanimously.

Standing Committees: Mayor Labas announced his Standing Committees for 2020-21:

<u>Deputy Mayor Smith</u>	<u>Trustee Hyatt</u>	<u>Trustee Brown</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			

Announce Spring Leaf/Brush Collection Schedule: Mayor Labas reviewed a proposed advertisement to announce the DPW's Leaf/Brush collection over the next two months. Pick-up is proposed for Mondays, beginning April 13th, and continuing for six weeks through May 18th. Leaves should be placed in clear plastic bags curbside, while brush should be bundled in lengths not exceeding 4'. A brief period of discussion ensued between the Board and the Superintendent of Public Works. The DPW Superintendent emphasized that due to the shortness of staff seen in the DPW that constituents place leaves in bags as opposed to piles, as the leaf vacuum does not operate in the spring. The Board agreed to this schedule by unanimous consent, and the Mayor directed the Village Clerk to publish an advertisement in the Official Village Newspaper to publicize this service as provided.

Authorize Fireworks Display (July 2nd)—Granville Little League Field: The Village Clerk advised that the contract to provide a fireworks show on July 2nd at the Little League Field had been executed last Fall in order to provide the Village/Town with a 10% fireworks bonus. He requested the Board's permission to get permission from the Little League to conduct the show as scheduled, subject to the easing of the Governor's Pause Order locally. The Village will also need to seek a permit through Washington County in order to complete the show legally. Following a brief period of discussion, Deputy Mayor Smith moved approval of the show as requested, subject to the easing of restrictions on mass gatherings. Trustee Munger seconded the motion and it carried unanimously.

Announce Summer Concert Series: Mayor Labas reviewed the 2020 Summer Concert Series Schedule with the Board. This year's schedule contains several new acts and a few returning crowd favorites. The Fireworks Display is noted, on the schedule, as well as several chicken barbeques sponsored by the Granville Masons, a Strawberry Social sponsored by the Granville Ecumenical Council, and the Chamber of Commerce's annual Taste of the Slate Valley event. The Mayor thanked the staff in the Village Clerk's

Office for their efforts in putting together the schedule, and the Village DPW for their work in keeping the Park so well maintained throughout the summer season.

Mayor's Report—Coronavirus Crisis: Mayor Labas thanked the Board for meeting in a restricted manner this evening, with proper social distancing, masks, etc. He emphasized that he could relate to the public's anxiety, fear and concern surrounding recent events. He thanked those working in the health care industry for their dedication, and reiterated that the Village stood with retail and manufacturing businesses who have been forced to close or drastically alter the way that they are operating. He feels that the pandemic has touched us all, and he has been encouraged to see the heartwarming support for those in need during these difficult times. The Mayor asked everyone to abide by the Governor's Executive Orders and to avoid mass gatherings and practice proper social distancing until further notice.

The Mayor then opened the meeting to public comment at 7:40pm. The Clerk advised that no written comments had been submitted through mail or email for this evening's meeting.

Mayor Labas commented that NYS Senator Betty Little had met with Telescope CEO Kathy Juckett and that she was working to support them during the mandatory shutdown of non-essential businesses. The Village will also do anything it can to support Telescope per the Mayor.

Trustee Hyatt commented that the Village should be careful not to invade its reserves too substantially during the mandatory shutdown period.

There was no further public comment.

Trustee Hyatt moved that the Meeting be adjourned at 7:45pm. Trustee Brown seconded the motion and it carried without objection.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Richard H. Roberts', with a stylized flourish at the end.

Richard H. Roberts
Village Clerk-Treasurer