

**Village Board Meeting  
January 4, 2021, 7:00pm  
Village Municipal Center**

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

Village Key Staff: DPW Superintendent Scott Mackey, Police Chief Ernie Bassett Jr., Sgt. Ryan Pedone, Ass't Fire Chief Michael Zinn, Local Ordinance Officer Curtis Pedone, Village Attorney Michael Martin, Deputy Clerk-Treasurer Dee Scarlotta, and Clerk-Treasurer Rick Roberts

Press: Austin Crosier, *The Granville Sentinel*

Others: None – Meeting closed to public attendance due to ongoing pandemic (*Meeting Broadcast via Granville Sentinel Live Stream feed*)

Mayor Labas led those in attendance in the Pledge of Allegiance and then called the Meeting to Order at 7:00pm.

Ratify Meeting Minutes: Trustee Hyatt moved ratification of the Minutes of the Meeting of November 7<sup>th</sup> as circulated. Trustee Brown seconded the motion and it carried unanimously.

Monthly Reports: Mayor Labas reviewed the following reports with the Board: Police Dept., Fire Dept., Local Ordinance Officer, Village Court (2 reports), and Water Dept. (3 samples, all satisfactory). Deputy Mayor Smith moved that the reports be accepted as submitted. Trustee Munger seconded the motion and it carried unanimously.

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

|                   |                    |
|-------------------|--------------------|
| General Fund:     | \$27,669.44        |
| Water Fund:       | \$ 7,174.10        |
| Sewer Fund:       | \$14,078.11        |
| Senior Shuttle:   | \$ 1,519.41        |
| Unaudited Claims: | <u>\$ 2,789.57</u> |

Total Claims: \$53,230.63

Trustee Munger moved that the claims be authorized for payment. Trustee Brown seconded the motion and it carried unanimously.

Consider Permanent DPW Appointments: Mayor Labas asked that the Board consider the final, permanent appointment of the DPW Superintendent and Ass't Superintendent. Following George Johnson's retirement on October 31, 2020, Scott Mackey was appointed as Acting Superintendent and Joshua Hayes as Acting Assistant Superintendent on November 2<sup>nd</sup>. The Mayor advised that the applications/qualifications for the candidates had been reviewed, and that the jobs had been posted conspicuously at the DPW for two weeks. No other applications were received. Both candidates have been determined to meet the qualifications for the respective positions. The Mayor thus recommends

appointment of Scott Mackey as DPW Superintendent at a rate of \$30.88/Hr. and the appointment of Joshua Hayes to the position of Assistant Superintendent at a rate of \$23.86/Hr., retroactive to November 2<sup>nd</sup>. Trustee Hyatt moved that these appointments be approved as per the Mayor's recommendation. Deputy Mayor Smith seconded the motion and it carried unanimously.

Consider Resolution—NYS Retention Schedule LGS-1: The Clerk-Treasurer circulated a memo to advise that the NYS Retention Schedule that has been previously employed in the Clerk's Office for years (named the MU-1) had expired as of December 31<sup>st</sup>. This schedule dates to the 1970s, but the State has decided to standardize the retention schedule for most municipalities—including Cities, Counties, Towns, Villages, School Districts, BOCES, Fire Districts, Special Districts, etc. This standardization will occur through the implementation of a new retention schedule called an LGS-1. A model Resolution, provided by NYS Archives, was provided to the Board for consideration. Trustee Munger questioned the differences between the new retention schedule and the MU-1. The Clerk-Treasurer advised that he had not reviewed all of the specific differences—the retention schedule is lengthy (over 400 pages) and generally used more as a reference when managing records in the office. The Clerk advised that if the Board wished to adopt a retention schedule that the State basically sets the standards and there are no choices to be made but rather a single standard; in the event that the Board chooses not to adopt the LGS-1, the MU-1 has expired and can no longer be utilized, thus no records could be destroyed. A period of discussion ensued, and Trustee Hyatt moved that the matter be tabled to next month pending further information. Trustee Brown seconded the motion and it carried unanimously.

Resolution—No Village Registration Day: Keeping with past practice, Trustee Brown sponsored a Resolution by motion that the Village dispense with conducting a Voter Registration Day in association with the upcoming Village Election on March 16<sup>th</sup>. Trustee Hyatt seconded the motion and it carried unanimously via roll call vote.

Resolution—Set Date, Time, and Polling Location for Village Election: In conjunction with the upcoming Elections, the Board is required to set the date, time, and polling locations for the same. Following a brief period of discussion, Trustee Munger sponsored a Resolution specifying that the Election will be conducted on Tuesday, March 16<sup>th</sup> from Noon-9pm, with the sole polling location being the Village Municipal Center. Trustee Hyatt seconded the motion and it carried unanimously via roll call vote.

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

- A. Overview—2021-22 Budget Process: The Mayor advised that the 2021-22 Budget Process had commenced. He has been working with Dept. Heads and the Village Clerk to formulate a working draft. The goals associated with this year's budget include a small tax increase (less than 1%), no water or sewer rent increases for residents, continued balanced budgets, and the maintenance of all Village services. On February 1, the Mayor will present his working copy of the budget to the Board. In February, a Budget Workshop will be scheduled to allow the Board an opportunity to ask questions and offer input. The Mayor will then present his Tentative Budget on March 1<sup>st</sup> for public review, and a Public Hearing will be scheduled for April 5<sup>th</sup> to allow for public input. The Tentative Budget will then remain static from March 1<sup>st</sup> to April 5<sup>th</sup>. Following the Public Hearing, the Board will consider adoption of the Tentative Budget as presented, or as amended.
- B. Coin Drop Request: The Mayor reviewed a written request from the Granville Little League to conduct a coin drop on Saturday, May 1<sup>st</sup>. Following a brief period of discussion, Trustee

Hyatt moved that the request be approved as submitted, with an alternate date remaining available in the event that the pandemic forces postponement. Trustee Brown seconded the motion and it carried unanimously.

- C. Police Reform Process: The Mayor advised that the Police Reform Process will be commencing soon with the formation of an advisory committee and public meetings/participation as required, consistent with the Governor's guidelines concerning meetings/gatherings. He will be working with the Police Chief to formulate a Plan/Working Document that affords constituents and opportunity to have their concerns addressed. It is likely that the Advisory Committee will include members from the Ecumenical Council, Business Community, and Concerned Citizens per the Police Chief/Mayor.

Mayor Labas then opened the meeting to public comment at 7:30pm.

The Mayor read a letter received from Scott Reed Jr. concerning the winter parking ban. Mr. Reed feels that the parking ban as written—which prohibits parking on public streets between the hours of 11pm and 5am the next morning—is largely ineffective as the DPW does not regularly plow or maintain the streets during these hours.

The Board discussed several concerns with the suggestion that the parking ban being changed or eliminated. Public Safety could be compromised—including the response of police, fire, and rescue squad personnel in inclement weather—if cars were covered in snow and rendered immobile by an overnight storm. Several Trustees and the DPW Superintendent also advised that in a heavy snow event (such as the one seen last month), the DPW often starts clearing the Village streets prior to 5am. Finally, it was mentioned that the parking ban also encourages constituents to plan the night before an approaching storm. As with the recent storm, is it practical to assume that citizens will rise prior to 5am to “dig out” their vehicles in the event heavy snow has fallen overnight? Even if the DPW does not start to plow prior to 5am, they need a “clean slate” to properly clear the roadways starting at 5am, and it just does not seem reasonable to assume that all residents would be willing or able to move their vehicles prior to 5 am if the ban were lifted. As a result of these concerns, the Board decided against taking any action relating to the request as submitted. Upon the conclusion of the discussion concerning Mr. Reed's letter, Mayor Labas thanked the DPW for their efforts in clearing and removing the snow from the December 16-17 storm. The Village saw 35-36” of snow, and without the DPW's dedicated and consistent approach, many constituents would have seen serious difficulty in getting to work, school, and just getting out in the days that followed. Trustees Hyatt and Brown echoed the Mayor's sentiments.

The Mayor then reviewed a letter received from John Freed concerning the Pember Library & Museum. Mr. Freed is requesting that the Village withhold funding to the Pember based upon responses to his inquiries concerning the Elevator project. Mr. Freed has inquired concerning costs, usage, and the make/model of the elevator itself, but the Pember has not responded, and their attorney has advised that they are a private concern, and thus not subject to FOIL or other information requests. Mr. Freed states that he has been trying to obtain information from the Pember for more than one year. He cited their original charter, which indicates that they are a Free Public Library, their acceptance of public funding through the Town & Village, grants received through NYS, and the Village's known ownership of the property as reasons that he feels that the Pember should honor his requests for information and is asking that the Village withhold funding if they are unwilling to comply with FOIL requests.

The Mayor asked the Village Attorney if he could offer any counsel in this matter. Mr. Martin cited the Village's ownership of the building as the primary reason that he feels that information concerning any upgrades or repairs to the building should be made available. As public property, the public should have the opportunity to ask questions and obtain information concerning any capital projects completed, such as the addition of an elevator to the facility.

The Mayor then surveyed the Board for their opinions/input. Trustee Hyatt stated that these issues with the Pember are not good for either entity—the Village or the Pember—and he felt that a meeting should be set up between the Mayor and Pember President, with representation from both Boards, to address the concerns raised, as well as some of the other longstanding problems. Trustee Munger agreed with pursuing the "team concept" and praised the Pember for being a gem in the community. Deputy Mayor Smith cited the covenants seen in Pember deed from 1909 that specified that the Pember was to be an a-political organization. He recalled the Pember's prior efforts to become a School District Library with elected Trustees—this runs directly against the covenants in the deed as Trustees can not be elected. In the article in the newspaper, Pember officials stressed their autonomy, but in the next paragraph they chided him as liaison for not being present at Pember Board meetings. He stated that he feels to get respect in life, you must give respect. He recalled that the Pember did not even invite the Mayor, Deputy Mayor, or any Village Officials to the Elevator dedication. When the Deputy Mayor inquired as to why no invitations were issued, he was advised that the Village Officials' invitation was on the bulletin board in front of the library. He reiterated that to get respect, respect must be given. Trustee Brown stated that he felt that the Pember was a great gem and an institution that we should all be proud of. He feels it connects people in the community. He stated that the Village does own the building and that we have a responsibility to be sure that the facility is safe and that monies spent on maintenance, repairs, and upgrades are spent properly. He feels that it is time to take the personalities out of things and focus on working together. Mayor Labas concluded the discussion by stating that he felt that the Pember was a huge asset to the Village but reiterated that the Village owns the building. If a taxpayer wants answers on how tax monies have been expended, he feels that they should be able to get this information. The Mayor stated that he felt that it was somewhat ironic that the Village was being sued by former Pember Treasurer and current Financial Advisor Robert Tatko relating to the provision of information pertaining to the Special Election last September, but that the Pember is unwilling to provide information being requested by a Village taxpayer for upgrades to a Village-owned building. He stated that the Village has, in fact, provided all information possible under Mr. Tatko's FOIL requests, yet the Pember is unwilling to comply to the provision of any information. The Mayor stated that he feels that the situation with the Pember is getting old and he just wants them to show the facts/information requested, so that we can move on past this matter. Following the extended discussion period, the Board agreed to consider this matter further, prior to the provision of funding for the 2021-22 budget cycle.

Trustee Brown thanked the DPW for their efforts with snow removal and in mitigating flooding associated with the thaw that occurred December 24-25 in the Village. He feels that the DPW likely helped to prevent the loss of property and services to constituents by taking a proactive approach. He also thanked the Village's Emergency services for their efforts throughout the snowstorm and in the week that followed leading up to the Holidays.

At 8:15, Trustee Brown moved that the Board convene an Executive Session for the purposes of considering the medical, credit, financial, or employment history of a particular applicant within the Police Department, and/or matters leading to the employment of said applicant. Trustee Munger seconded the motion and it carried unanimously. *The Village Attorney accompanied the Board into the*

*Executive Session, and the Police Chief was asked to join the executive session for approximately 10 minutes.*

At 8:30pm, Trustee Brown moved that the Board return to regular session. Trustee Munger seconded the motion and it carried unanimously.

Trustee Hyatt moved the hiring of William Humphries to the position of part-time Police Officer, at a rate of \$20.71/hr. as per the current PBA contract. Trustee Brown seconded the motion and it carried unanimously.

Deputy Mayor Smith moved that the meeting be adjourned at 8:30pm. 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