

Village Board Meeting
February 6th, 2022, 7:00pm
Village Municipal Center

Agenda

1. Pledge of Allegiance
2. Call to Order
3. Ratify Meeting Minutes (1/9)
4. Monthly Reports
5. Appropriations
 - General Fund
 - Water Fund
 - Sewer Fund
 - Senior Shuttle
 - Unaudited Claims
6. Budget Transfers
7. Appointment of Election Inspectors
8. Coin Drop Requests (2)
9. Mayor's Reports
 - A. Circulate Working Copy, 2023-24 Budget
 - B. Schedule Budget Workshop
 - C. Other
10. Public Comment
11. Executive Session
12. Adjournment

**Village Board Meeting
January 9, 2023, 7:00pm
Village Municipal Center**

Attendance: Village Board: Mayor Paul Labas, Deputy Mayor Gordon Smith (*via teleconference*), Trustees Dean Hyatt and Dan Brown; absent Trustee Lisa Ackert

Village Key Staff: Police Chief Ernie Bassett Jr., Ass't Superintendent of Public Works Josh Hayes, Fire Chief Ryan Pedone, Local Ordinance Officer Curtis Pedone, Deputy Clerk-Treasurer Dee Scarlotta, and Clerk-Treasurer Rick Roberts

Press: Doug La Rocque, *NYVT Media*

Others: Ms. Krystle Morey, Mr. Paul Garrone, Mrs. Michelle Shaw, Mr. Mark & Mrs. Lessie Billow, Mr. Matthew Rollwagen, Mr. John and Mrs. Linda Freed, and Mr. George Demas

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

The Mayor advised that the Village Clerk had received a letter a short time ago advising that Trustee Lisa Ackert had resigned from her position on the Board of Trustees. The Mayor thanked Trustee Ackert for her service.

Ratify Meeting Minutes: Trustee Hyatt moved ratification of the Minutes of the Meeting of December 5th as published on the Village website. Trustee Brown seconded the motion and it carried unanimously.

Monthly Reports: The Mayor reviewed the following monthly reports with the Board: Local Ordinance Officer, Water Dept. (3 samples, all satisfactory), Fire Dept., Police Dept., and Village Court. Trustee Brown moved acceptance of the reports as read. Deputy Mayor Smith 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:	\$37,251.65
Water Fund:	\$12,051.04
Sewer Fund:	\$17,278.80
Senior Shuttle:	\$1,499.69
Unaudited	
Vouchers:	\$4,156.91

Total Claims: \$72,238.09

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

Budget Transfers: The Clerk-Treasurer circulated a memo recommending a single budget transfer in the General Fund in order to avoid overdrawing any individual line items in the funding of tonight's appropriations:

<u>Acct #</u>	<u>Account Title</u>	<u>Change</u>	<u>Reason</u>
<u>General Fund</u>			
A2401	Interest Earned	+\$1,600.00	Show increased interest (NYCLASS)
A75500	Celebrations	+\$1,600.00	Purchase of Wreaths for Main St.

Trustee Hyatt moved approval of the budget transfer as recommended. Deputy Mayor Smith seconded the motion and it carried unanimously.

Resolution—Residency Preferred—Granville Police Dept.: The Mayor asked the Village Clerk to brief the Board concerning the proposed Resolution pertaining to the residency for candidates to be considered for employment in the Granville Police Dept. The Clerk advised that he had worked with the Police Chief and Washington County Civil Service in formulating the Resolution. The aim of the Resolution is to provide the Chief with more flexibility in the selection process for hiring candidates from the Washington County Civil Service list. At present, the Department gives preference to Granville residents in hiring. For example, if there are 12 candidates and an applicant who ranked 6th is from Granville, the Chief can forego the standard of selecting from the top 3 candidates and sort the list by Granville residents only. This is advantageous if the candidate is known/local, in that they could respond to call-ins and or for back-up more quickly. However, given the scarcity of local and regional candidates for law enforcement, this Resolution provides an expansion to the Granville residency requirement in terms of sorting the list. If this Resolution were passed, those residing within 25 miles of any point in the Village would be considered first for employment. This would allow the Chief additional flexibility to select someone from Whitehall, Hartford, Salem, Fort Edward, etc. even if they were not in the top three on the County Civil Service listing. While residency would not be restricted to these areas, the preferred residency would be applied to the first sorting of the list, after which the Chief would revert to utilizing the entire listing and recruit from there. The Clerk advised that this change has been recommended by the County Civil Service Officer. Chief Bassett advised that he was supportive of the change as presented. Following a brief period of discussion, Trustee Hyatt sponsored adoption of the Resolution by motion. Trustee Brown seconded the motion and the Resolution carried unanimously via roll call vote.

Resolution—Dispense with Village Registration Day: For many years, the Village Board has opted to dispense with a formal Village Registration Day, as voter registration is now available through mail and electronically, as opposed to strictly in person registration. Following a brief discussion, Deputy Mayor Smith sponsored passage of the Resolution to dispense with Village Registration Day. Trustee Brown seconded the motion and it carried unanimously via roll call vote.

Resolution—Establish Polling Location, Hours for Village Election: The Board is required under Election Law to set the Polling Location and Hours of Voting for the upcoming Village Election. Following a brief discussion, Deputy Mayor Smith sponsored a Resolution specifying that the sole polling location for the March 21st election would be the Village Municipal Center and the polls will be open from Noon to 9pm. Trustee Hyatt seconded the motion and it carried unanimously via roll call vote.

Coin Drop Requests: Mayor Labas reviewed three coin drop requests with the Board:

- A) Granville Little League: The Mayor read a letter from Little League President Paul Garrone requesting a coin drop for Saturday, April 29th. Deputy Mayor Smith moved approval of the request as submitted. Trustee Brown seconded the motion and it carried unanimously.
- B) Granville FFA: Mayor Labas reviewed email correspondence received from Granville FFA Secretary Sally Aldous. The request did not specify a date for the coin drop. The Village Clerk was directed to contact the FFA to obtain a date/rain date. Trustee Brown moved approval of the request subject to selection of a date that did not conflict with other coin drops. Deputy Mayor Smith seconded the motion and it carried unanimously. *The FFA selected a date of June 10th (Rain Date June 17th) upon being contacted by the Clerk.*
- C) Granville PTO: The Mayor reviewed a request from Meghan Steves on behalf of the Granville PTO and their Backpack program. The request specified a date of November 18th. The Board briefly discussed the PTO's choice of dates and asked the Village Clerk confirm this. Trustee Brown moved approval of the request, subject to confirmation of the date. Deputy Mayor Smith seconded the motion and it carried unanimously. *Upon being contacted by the Clerk, Mrs. Steves confirmed the date of November 18th on behalf of the PTO.*

Mayor's Reports: The Mayor presented reports/updates in the following matters:

- A. Village Budget 2023-24: Mayor Labas advised that he had been working with the Village Clerk over the past few months to formulate a first draft of the Village Budget for 2023-24. This has included work on salary and benefit line items, as well as major expenses like power and fuel costs. The Mayor advised that he will be working with Department Heads over the next month to assess their budgetary needs before presenting a working copy of the Budget to the Board at the February 6th Meeting. However, based upon progress to date, the Mayor advised that he would be pursuing the following goals for 2023-24:

- *General Fund: Less than a 1% levy increase, 0% Tax Increase
- *Water Fund: No increase
- *Sewer Fund: No increase

The Mayor advised that while zero percent increases are not sustainable, nonetheless the present budget will likely represent some good news for constituents who are struggling with high fuel, grocery and utility costs.

- B. RERC Grant Report: The Mayor advised that the Village had conducted an in-person Steering Committee Meeting associated with the Recreation Economy for Rural Communities Grant this morning and that the Meeting was well attended. The purpose of this grant is to utilize the recreative assets in the community—like the Rail Trail, Little League, Mettowee River, etc. to improve Economic Opportunities and the Quality of Life for Village Constituents. The Mayor cited a number of excellent ideas that had materialized through recent conversations and that he was hopeful that these visions could come to fruition. Additional Steering Committee Meetings are planned during the first quarter of 2023, with Federal Officials subsequently visiting Granville in April. The Mayor advised that he was excited to see the plan be formulated by the Steering Committee, and following public input, the pursuit of grant funding to help the committee's ideas become a reality.

- C. Final Report—Tractor Parade: Mayor Labas recognized Paul Garrone and Krystle Morey, Co-Chairs of the Tractor Parade, and thanked them for their efforts in making the event such a great success. Mr. Garrone thanked the Village DPW and Police Dept. for their efforts with traffic control, and Telescope Casual Furniture for the use of their facilities to line up the participants. Ms. Morey advised that some 66 entries had been received, with 55 participants staging at Telescope on a chilly Friday night. She thanked the local businesses for donating gift cards and other prizes to allow them to share the wealth amongst the entrants. Donations were made to the Granville PTO's backpack program and local food pantry. It is estimated that over 5,000 spectators took in the parade. The Committee will be considering moving the event to Saturday evening next year, but this is yet to be firmed up per Ms. Morey and Mr. Garrone.

Authorize Hire of New Court Clerk: The Mayor briefly reviewed a memo from Village Justice Roger Forando recommending the hire of Carla Prehoda as Court Clerk. Following a brief discussion, Trustee Brown moved the hire of Mrs. Prehoda at a rate of \$15/Hr. Deputy Mayor Smith seconded the motion and it carried unanimously.

Consider Use of ARPA Funds, Cloth Filters: The Mayor recognized Trustee Hyatt concerning the potential purchase of a new set of cloth filters for the Wastewater Treatment Plant. Trustee Hyatt explained that an important component of the Wastewater Treatment Plant is the cloth filtration system. There are some 64 cloth filters that help to settle out the solids and streamline the treatment process. These filters are now almost three years old, which causes the need for more frequent cleaning and backflushing, resulting in higher utility and/or chemical costs. These matters were discussed at a recent Water/Sewer Commission Meeting and Trustee Hyatt is recommending the replacement of the filters at this time. These filters are a specialty item, only produced by one company (similar to the Fire Hydrants used by the Village), and thus it does not make sense to competitively bid them out. The anticipated cost of replacing the filters is approximately \$20,000. Following a period of discussion, Trustee Brown made a motion to appropriate up to \$20,000 to replace the filters, \$10K of which would come from contractual expense in the Sewer Fund and \$10K from ARPA funds. Deputy Mayor Smith seconded the motion and it carried unanimously.

Mayor Labas opened the Meeting to Public Comment at 7:30pm. There was no input received from those in attendance.

At 7:30pm, Trustee Brown moved that the Board convene an Executive Session concerning a matter pertaining to labor negotiations within the DPW/CSEA. Trustee Hyatt seconded the motion and it carried unanimously.

At 7:50pm, Deputy Mayor Smith moved that the Board return to regular session. Trustee Hyatt seconded the motion and it carried unanimously.

The Mayor announced that no decisions were made in the Executive Session and solicited a motion to adjourn. Deputy Mayor Smith moved that the meeting be adjourned at 7:50pm. Trustee Brown seconded the motion and it carried without objection.

Respectfully Submitted,

Richard H. Roberts
Village Clerk-Treasurer

APPROPRIATIONS

February 6, 2023

GENERAL: \$ 41,974.49

WATER: \$ 14,663.77

SEWER: \$ 28,509.43

SENIOR SHUTTLE: \$ 1,089.21

UNAUDITED VOUCHERS: \$ 3,471.32

TOTAL.....\$ 89,708.22

41,974.49 +
14,663.77 +
28,509.43 +
1,089.21 +
3,471.32 +
89,708.22 *

Proposed Budget Transfers/Amendment

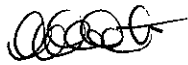
February 6, 2023

The following transfer is recommended for the General Fund to allow for the funding of this evening's appropriations without overdrawing any individual line items:

<u>Acct #</u>	<u>Account Title</u>	<u>Change</u>	<u>Reason</u>
<u>General Fund</u>			
A16204	Municipal Center, C/E	+\$3,975.00	New Copier/Scanner/Printer
A75500	Celebrations	+\$25.00	Final Exp, Tractor Parade/Tree Lighting
A16202	Municipal Center Equipment	-\$4,000.00	Cure above shortfalls

Your approval of the above transfers is requested this evening. If you have any questions or require any further information, please feel free to contact me at your convenience.

Respectfully Submitted,



Richard H. Roberts
Village Clerk-Treas.

Proposed Budget Transfers/Amendment

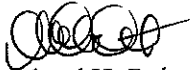
February 6, 2023

The following transfers are recommended for the General Fund to allow for the appropriations associated with carpet cleaning at the Pember Library as previously approved by the Board. These transfers pertain strictly to the ARPA monies received through the Federal Government:

<u>Acct #</u>	<u>Account Title</u>	<u>Change</u>	<u>Reason</u>
<u>General Fund</u>			
A4960	Federal Aid, ARPA	+\$3,900.00	Show Federal Aid, ARPA
A74102	Library Cont. Expense	+\$3,900.00	Appropriation per Board Authorization

Your approval of the above transfers is requested this evening to allow us to proceed. If you have any questions or require any further information, please feel free to contact me at your convenience.

Respectfully Submitted,



Richard H. Roberts
Village Clerk-Treas.

Date: February 6, 2023

To: Mayor Labas and All Trustees

From: Rick Roberts, Clerk-Treas.

Subj: Recommended Appointees: Election Inspectors

In connection with the upcoming Village Election on March 21st, the following inspectors/poll workers are recommended for your consideration:

Denise Davies (Chair)
Diana Scarlotta
Janel Prehoda

The proposed inspectors are all Village residents. All have previously served as inspectors for prior Village Elections. While they are not certified by the County, Village Elections differ from County/State/National elections in certain rules/procedures and given that the Village does not employ automated voting machines. As a result, the Election Officer trains the inspectors in accordance with NYCOM's handbook. The Election Officer (myself) is also on hand throughout the election, should they have any questions.

If you have any questions or require any further information, please don't hesitate to contact me at your convenience. Thank you.

January 15, 2023

Granville Village Board
51 Quaker Street
Granville, NY 12832

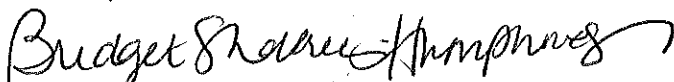
Dear Mayor Labas and Board of Trustees,

On behalf of the Granville High School After Prom Committee I would like to extend our sincerest thanks for allowing us to hold coin drops in the Village each year. We are committed to providing our students with an opportunity to attend a safe and fun event following their high school prom. Our event is held at the high school and is supervised by volunteers with assistance from school personnel. The coin drop has proven to be one of our best sources of fundraising and I am happy to report in 2022 we raised \$2650.00 to help offset the costs of the After Party. We live in a generous community and donors realize the importance supporting our student population during these most difficult times.

I am requesting approval to hold a coin drop in the month of April. Exact date will depend on school testing and other events, but I will notify you as soon as a date is confirmed.

Should you have questions or concerns please do not hesitate to contact me.

Thank you for your consideration and wishing each of you a Happy New Year.



Bridget Sheldrick-Humphries
Chair GHS After Prom Committee
GranvilleAfterProm@yahoo.com
802-779-4964

granville@roadrunner.com

From: Matthew James <mjames9112@yahoo.com>
Sent: Sunday, January 22, 2023 8:48 AM
To: Village Clerk
Subject: Coin drop

Hi my name is Matt James and I am the president of the Granville youth football program and we are a non profit organization. We are submitting this letter to the village board to ask if we could hold a coin drop on July 15th from 9 am- 1 pm and if there is rain that day, we would like to use July 22nd for a rain date for the same times. We have done this for many years in the past and hope we can still do it to help the kids and organization out . If this passes through the board could you let me know by email mjames9112@yahoo.com or call my cell phone at (518)955-8289

Sent from my iPhone