

Village Board Meeting
February 5th, 2024, 7:00pm
Village Municipal Center

Agenda

1. Pledge of Allegiance
2. Call to Order
3. Ratify Meeting Minutes (1/8)
4. Monthly Reports
5. Appropriations
 - General Fund
 - Water Fund
 - Sewer Fund
 - Senior Shuttle
 - Unaudited Claims
6. Resolution: Appointment—D&H Rail Trail Council
7. Appoint Election Inspectors (3/19 Special Election)
8. Mayor's Reports
 - A. Circulate Working Copy of 2024-25 Budget
 - B. Set Date for Budget Workshop
 - C. Other
9. Public Comment
10. Executive Session
11. Adjournment

Village Board Meeting
January 8, 2024, 7:00pm
Village Municipal Center

Attendance: Village Board: Mayor Paul Labas, Trustees Dean Hyatt, Dan Brown and Denise Davies; absent Deputy Mayor Gordon Smith Jr.

Village Key Staff: DPW Superintendent Scott Mackey, Ass't Sup't Josh Hayes, Police Chief Ernie Bassett Jr., Fire Chief Michael Zinn, Ass't Chief Keith Seebode, Local Ordinance Officer Curt Pedone, Village Justice Roger Forando, Deputy Clerk-Treasurer Dee Scarlotta, and Clerk-Treasurer Rick Roberts

Press: None

Others: Mr. Paul Felice, Ms. Coral Pardy, Mr. Erik Pekar, Mr. Dan Williams, Mr. George Demas, Mr. Matthew Rollwagen, Miss Amanda Hayes, Ms. Debbie Cahn, and 5 other students/staff members from GCS.

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 December 4th as published to the Village website. Trustee Davies seconded the motion and it carried 3-0 with Trustee Brown abstaining as he was not in attendance last month.

Monthly Reports: The Mayor reviewed the following reports with the Board: Police Dept., Fire Dept., Rescue Squad (Annual Report), Water Dept. (3 samples, all satisfactory), Village Court (2 reports), and Local Ordinance Officer. Trustee Brown 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 approval for payment:

General Fund:	\$34,404.50
Sewer Fund:	\$23,506.06
Water Fund:	\$9,493.63
Senior Shuttle:	\$1,059.24
Unaudited	
Claims:	<u>\$4,380.93</u>

Total Claims: \$72,844.36

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

Budget Transfers (ARPA): The Clerk-Treasurer circulated a memo recommending a single budget transfer in the General Fund pertaining to the Board's prior approval to replace the awning on the rear of the Slate Valley Museum:

<u>Acct #</u>	<u>Account Title</u>	<u>Change</u>	<u>Reason</u>
<u>General Fund</u>			
A4960	Federal Aid, ARPA	+\$2,764.50	Show Federal Aid, ARPA
A79894	SVM Contractual Expense	+\$2,764.50	Show purchase of new awning

Trustee Hyatt moved approval of the transfer as recommended. Trustee Davies seconded the motion and it carried unanimously.

Resolution—Set Date, Time, Polling Location for Special Village Election: The Mayor advised that the Village would be conducting a Special Election in March to fill the unexpired term of Trustee Lisa Ackert. The Mayor had previously appointed Denise Davies to this position, but per Election Law that appointment is only valid through March 31. The Mayor asked the Board's pleasure concerning the administration of this election. Following a brief discussion, Trustee Brown sponsored a Resolution by motion that specified a date of Tuesday, March 19th for the Special Election, with the polls being open from Noon to 9:00pm. The Resolution also noted the Village Municipal Center as the sole polling location. Trustee Hyatt seconded the motion and it carried unanimously by roll call vote.

Resolution—Funding for Pickleball Courts: Mayor Labas reviewed a draft Resolution provided by the Village Clerk pertaining to funding for the proposed Pickleball Courts (2) in Mettowee Park. The Village previously received a \$22,500 grant from the Granville Community Foundation for this project, and they are now seeking the appropriation of \$7,500 from the Recreation Account held jointly by the Village and Town. The total project cost is estimated at \$43K per the Mayor. Following a period of discussion concerning the draft Resolution, Trustee Davies sponsored adoption of the same by motion. Trustee Hyatt seconded the motion and it carried unanimously via roll call vote.

Coin Drop Requests (6): The Mayor advised that In conjunction with the new year, the Village receives and considers requests for coin drops from local civic organizations. He reviewed the following requests:

After Prom Committee: Date requested, April 6th (Sat); Motion to approve by Trustee Brown, seconded by Trustee Hyatt, carried unanimously.

Granville Little League: Date requested, April 27th (Sat); Motion to approve by Trustee Hyatt, seconded by Trustee Brown, carried unanimously.

Granville Area Food Pantry: Date requested, June 8th (Sat); Motion to approve Trustee Hyatt, seconded by Trustee Brown and carried unanimously.

Granville Youth Football: Date requested, July 13th (Sat); Motion to approve Trustee Brown, seconded by Trustee Hyatt and carried unanimously.

Future Farmers of America (FFA): Date requested, August 24th (Sat.); Motion to approve Trustee Davies, seconded by Trustee Hyatt and carried unanimously.

Granville Trap Club: No date requested, to be coordinated with Village Clerk (*a date of May 11th was subsequently selected*); Motion to approve Trustee Brown, seconded by Mayor Labas and carried 3-1 (Trustee Hyatt against).

Review 2024-2025 Budget Process: Mayor Labas briefly reviewed the process associated with the adoption of the 2024-25 Village Budget. In January, the Budget Officer will coordinate with the various Dept. Heads to receive input concerning any budget requests that they may have. At the February Board Meeting, the Board will be presented with a working copy of the Budget. Following this the Board will convene a workshop or workshops to consider and/or amend the Budget as presented. At the March Meeting, the Mayor will present the Tentative Budget for public review and advised that it will then remain static for 30 days. A Public Hearing will be conducted at the April Board Meeting, and following the Public Hearing the Board will vote to adopt the budget as presented or as amended. The Mayor noted that the public is welcomed to attend the Budget Workshop and all Village Board Meetings where the Budget is to be crafted and considered.

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

- A. Final Report—Tractor Parade: The Mayor provided a final update concerning the Tractor Parade held on Saturday, December 9th. He noted that there were 75 registrants, and 68 participants, both records. The Parade drew attendance of 7,000-8,000. Some \$1,600 in prizes/giveaways were provided to parade participants. Parade organizers also advised that a cash donation, as well as perishable food and dry goods was provided to the Granville Area Food Pantry. The Mayor thanked the DPW, Police and Fire Depts. for their roles with traffic control and general public safety. He also commended parade co-chairs Paul Garrone and Krystle Morey for their roles in organizing the parade route, coordinating with local agencies, obtaining judges, and executing the program. Finally, the Mayor thanked Telescope Casual Furniture for the use of their facility in lining up and staging the parade participants. The Mayor stated that he thought it was a great night for Granville, and he hoped that things were even bigger and better in 2024.
- B. Authorize RFP—Main Street Revitalization Consultant: The Mayor asked the Village Clerk to update the Board concerning the Village's Main Street Technical Assistance Grant. The Clerk advised that he had attended several virtual workshops and meetings pertaining to this grant program, along with representatives from the Lake Champlain Lake George Regional Planning Board. A plan of work has been detailed, and various forms and policies completed. The Office of Community Renewal (OCR) has now reviewed the Village's file and authorized us to proceed to hire a consultant to assess the vacant buildings seen on Main Street and provide a plan/rendering of what owners would see as their vision(s) for their properties in hopes of placing them back in service. Upon completion, this plan would be used to pursue a larger grant for Downtown Revitalization, NY Forward, etc. Following a brief period of discussion, Trustee Hyatt moved that the Clerk be authorized to move forward with the RFP process to obtain a consultant to provide this assessment. Trustee Brown seconded the motion and it carried unanimously.
- C. Update: Rail Trail Corridor: The Mayor advised that the Village was also seeking to make certain improvements to the Rail Trail Corridor in the current year, as per the goals established through the RERC Grant. Some of those improvements might include benches and/or flowers to provide resting/gathering spots along the trail, a potable water station, a bike repair station, improved signage and information, mile markers, and perhaps maintenance of the trail surface in certain locations. These improvements would be made possible thru a grant provided by the NYS Dept. of Health thru their Healthy Choices program. Mayor Labas confirmed with the Village Clerk that a walking tour/meeting was scheduled for Wednesday concerning this program. He thanked the

Dept. of Health and John Huggins for their assistance in trying to improve the trail and encourage increased use of the same.

Presentation—GCS Agricultural Program—Request for Exemption/Modification of Local Law: Mayor Labas introduced Ms. Debbie Cahn, a teacher with GCS who runs the Agricultural Program. Ms. Cahn thanked the Mayor for placing her and her students on the agenda and explained that the Agricultural Program at GCS was thriving. She cited the fact that there are some 175 farms in Washington County (55% of which are dairy farms), and that some 25% of employment in Washington County is tied directly to agriculture. As such, the curriculum at GCS is inclusive of agricultural pursuits. Ms. Cahn advised that she was requesting an exemption to the Village's local law regarding the harboring of livestock, fowl, and/or exotic animals to allow for the provision and care-taking of farm animals on the GCS campus. This would be done under her direct supervision and oversight. A period of discussion then commenced between Ms. Cahn and the Board concerning a variety of concerns (roosters, the proposed pasture, number of animals, etc.). Ms. Cahn's presentation was comprehensive and generally well received. At the conclusion of the discussion period, Mayor Labas advised that he would forward her summary and the documentation provided to the Village Attorney for review and input. Ms. Cahn thanked the Board for their time and consideration of her request.

Mayor Labas opened the Meeting to public comment at 7:40pm.

Mr. Paul Felice wished the Board and those in attendance a Happy New Year and thanked the Village for their efforts in placing decorations for the Holiday Season. He feels that the Main Street and Park areas look very nice and hopes that the Village will continue this program thru the years.

Mr. Dan Williams advised that the electrical upgrades requested at the Slate Valley Museum had been completed and that the adjustments requested by the Boiler inspector were expected to be completed this week. The Board thanked Mr. Williams for his efforts with these matters and for keeping them advised.

There was no further public comment.

At 7:40pm, Trustee Brown moved that the Board convene an Executive Session relating to potential hiring and/or resignations within the Village Court and Police Department. Trustee Davies seconded the motion and it carried unanimously. *Police Chief Bassett was asked to join the Board in Executive Session from 7:50-8:05pm.*

At 8:10pm, Trustee Brown moved that the Board return to regular session. Trustee Hyatt seconded the motion and it carried unanimously.

Trustee Hyatt moved acceptance of the resignation of part-time Police Officer Thomas Zovistoski, effective December 14th, with regret. Trustee Davies seconded the motion and it carried unanimously.

Trustee Brown moved acceptance of the resignation of part-time Police Officer Cori Winch, effective December 18th, with regret. Trustee Hyatt seconded the motion and it carried unanimously.

Trustee Hyatt moved acceptance of the resignation of part-time Police Officer Aron Bassett, effective January 1st, with regret. Trustee Davies seconded the motion and it carried unanimously.

Trustee Brown moved acceptance of the resignation of Associate Village Justice Paul Manchester, effective December 6th, with regret. Trustee Hyatt seconded the motion and it carried unanimously.

Trustee Davies moved acceptance of the resignation of Court Clerk Carla Prehoda, with regret. Trustee Brown seconded the motion and it carried unanimously.

Trustee Davies moved the hiring of Amanda Morse to the position of Court Clerk at a rate of \$15/Hr. Trustee Hyatt seconded the motion and it carried unanimously. Mayor Labas noted that Ms. Morse had been trained/recommended by former Court Clerk Janel Prehoda.

The Mayor advised that he had no other business and wished those in attendance a Happy New Year.

Trustee Brown moved that the Meeting be adjourned at 8:15pm. Trustee Hyatt seconded the motion and it carried without objection.

Respectfully Submitted,

Richard H. Roberts
Clerk-Treasurer

APPROPRIATIONS

February 5, 2024

GENERAL: \$ 42, 121.84

SEWER: \$ 14, 682.72

WATER: \$ 8, 686.22

SENIOR SHUTTLE: \$ 1, 337.25

UNAUDITED VOUCHERS: \$ 3, 521.77

TOTAL.....\$ 70, 349.80

Resolution # of February, 2024
Appoint Representative, D&H Rail Trail Council
February 5th, 2024

On a motion by Trustee _____, seconded by Trustee _____ the following Resolution was offered for consideration:

Whereas, the Village and Town of Granville wish to continue to support and redevelop the former D&H Railroad bed, now known as the "Rail Trail" locally, and

Whereas, a regional governing body called the D&H Rail Trail Council has been formed, including the communities of Castleton, VT, Poultney, VT, Granville, West Pawlet, VT, Hebron, West Rupert, VT and Salem, with hopes of redeveloping, managing and administering the rail trail network, and

Whereas, under the bylaws of said organization, each community is afforded a local representative to the D&H Rail Trail Council, and

Whereas, Dwayne Daigle has represented the Border Riders Snowmobile Club for upwards of 40 years, and been an advocate for the Rail Trail locally and regionally for many years, and

Whereas, the Village and Town of Granville desire to be represented through this body in an effort to promote increased use of the Rail Trail Network regionally, now

Therefore, be it so **R**esolved, that the Village Board of Trustees ratifies the appointment of Dwayne Daigle to the D&H Rail Trail Council until further notice.

The Resolution carried by the following roll-call vote:

Mayor Paul Labas	_____
Deputy Mayor Gordon Smith Jr.	_____
Trustee Dean Hyatt	_____
Trustee Dan Brown	_____
Trustee Denise Davies	_____

Mayor Labas thus declared the above Resolution to be duly adopted.

The foregoing represents a true and accurate copy of the proceedings carried at the Meeting of the Village Board of Trustees conducted on Monday, February 5th at 7:00pm at the Village Municipal Center.

 Richard H. Roberts
 Village Clerk

Date: February 1, 2024

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 19th, the following inspectors/poll workers are recommended for your consideration:

Diana Scarlotta (Chair)
Janel Prehoda

The proposed inspectors are Village residents. They 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.

Given that a relatively low turnout is expected for this single-office special election, two inspectors are viewed to be adequate. If the election is contested or circumstances change, additional inspectors could be considered. At this time, we are just trying to be sure that the voters are properly served while keeping the costs associated with staffing in mind as well.

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