

Village Board Meeting and Public Hearing
April 1, 2024, 7:00pm
Village Municipal Center

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

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

Press: Doug LaRocque, *NYVT Media* and Julie Fedler, *NYVT Media*

Others: Mr. Erik Pekar, Mr. Steve & Mrs. Felicia Dougerty, Mr. Matthew Rollwagen, and Mr. George Demas

Mayor Labas led those in attendance in the Pledge of Allegiance at 7:00pm. He then called the Public Hearing to order concerning the 2024-25 Tentative Budget.

Public Hearing—2024-25 Tentative Budget: The Mayor reviewed the rules for public comment for all Public Hearings conducted by the Village and requested the sign-in sheet from the rear of the room. The Mayor noted that no one had signed in to be recognized. He inquired if anyone wished to be heard concerning the Tentative Budget. There was no public comment.

There being no public input, Trustee Hyatt moved that the Public Hearing be closed at 7:02pm. Trustee Davies seconded the motion and it carried unanimously.

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

Consider Action—2024-25 Tentative Budget: The Mayor inquired if the Board had any final comments concerning the Tentative Budget prior to considering action. Trustees Hyatt and Davies spoke briefly in favor of the Budget as proposed. Following their comments, Trustee Hyatt moved adoption of the 2024-25 Tentative Budget as presented/published to the Village website. Trustee Davies seconded the motion and it carried unanimously.

Ratify Meeting Minutes: Trustee Davies made a motion to ratify the Minutes of the Meeting of March 4th as published to the Village website. Trustee Hyatt 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, and Water Dept. (3 samples taken, all satisfactory). Trustee Hyatt moved acceptance of the monthly reports as read. Trustee Davies 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: \$113,743.81

Water Fund: \$11,248.22

Sewer Fund: \$43,040.10
 Senior Shuttle: \$1,042.10
 Unaudited
 Vouchers: \$1,279.09

 Total Claims: \$170,353.31

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

Budget Transfers: The Clerk-Treasurer circulated a memo recommending several Budget Transfers in the General and Water Funds in order to avoid overdrawing any individual line items in the funding of this evening's appropriations. The suggested transfers were as follows:

<u>Acct #</u>	<u>Account Title</u>	<u>Change</u>	<u>Reason</u>
<u>General Fund</u>			
A11104	Village Court Cont. Exp.	+\$250.00	Small over-run, Court Supplies
A16204	Municipal Center, Cont. Exp.	+\$3,000.00	Increased Power, Sanit. Costs, MC
A95509	Capital Projects	-\$3,250.00	Cure above shortfalls
A31202	Police Equipment	+\$68,292.00	Show purchase of new Police Cruiser
A2680	Insurance Recoveries	+\$42,355.00	Show Insurance Recovery, 2019 Charger
A4960	ARPA Funding	+\$25,937.00	Show balance of ARPA Funding
<u>Water Fund</u>			
F83304	Purification	+\$2,100.00	Increased Chemical Costs, Water Plant
F2655	Minor Sales	+\$2,100.00	Cure above shortfall

Following a brief period of discussion, Trustee Davies moved approval of the transfers as recommended. Trustee Hyatt seconded the motion and it carried unanimously.

Ratify Rules of Procedure: The Mayor briefly reviewed the proposed Rules of Procedure that govern the manner in which the Village Board conducts business. He noted few changes beyond dates and syntax. Trustee Hyatt moved ratification of the Rules of Procedure as circulated/posed to the Village website. Trustee Davies seconded the motion and it carried unanimously.

Mayoral Appointments: Mayor Labas advanced the following candidates for Village offices (term specified):

- Local Ordinance Officer: Curtis Pedone (1 year)
- Dog Control Officer: Nancy Quell (1 Year)
- Associate Village Justice: Susan Johnson (1 year)
- Planning Board Member: Michele Smith (5 years)
- ZBA Member: Tim Mead (5 years)

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

Ratify Official Newspaper: Mayor Labas moved the appointment of *The Post Star* as the Official Village Newspaper. Trustee Hyatt seconded the motion and it carried unanimously.

Ratify Official Depositories: Trustee Hyatt moved the appointment of Glens Falls National Bank & Trust Company as the Official Village Depository for Village operating funds. He nominated NYCLASS as the custodian of excess funds/reserves for the coming fiscal year. Trustee Davies seconded the motion and it carried unanimously.

Ratify Official Meeting Schedule: In years past, the Village Board has scheduled its regular meetings on the first Monday of each month. In keeping with past practice, Trustee Hyatt moved that regularly-scheduled meetings be conducted on the first Monday, with the exception of September, which conflicts with the Labor Day holiday. As such, the regular meeting for September will be scheduled for the second Monday. Trustee Davies seconded the motion and it carried unanimously.

Ratify Procurement Policy: The Mayor inquired as to the Board’s pleasure concerning the Village procurement policy. He noted no proposed changes to the policy beyond dates and punctuation corrections. Trustee Hyatt moved ratification of the Procurement policy as circulated. Trustee Davies seconded the motion and it carried unanimously.

Ratify Investment Policy: The Mayor noted that similar to the Procurement Policy, the Village Investment Policy proposed no significant changes. Trustee Davies moved ratification of the Investment Policy as circulated. Trustee Hyatt seconded the motion and it carried unanimously.

Resolution—Authorize Payments for Utilities, Petty Cash and Certain Other Claims Prior to Board Audit: In keeping with past practice, Trustee Hyatt sponsored a Resolution to allow for the payment of utility bills, petty cash claims, and certain other billings (Concert Series Acts, Health Insurance, Eyeglass & Dental Insurance, etc.) prior to Board Audit, provided that these billings are within budget limitations. These claims will then be reported as “Unaudited Vouchers” at the next monthly meeting to allow for Board review. Trustee Davies seconded the Resolution and it carried 3-0 via roll call vote.

Approve Mileage Allowance: The Mayor asked the Board’s pleasure concerning the mileage allowance for employees using their personal vehicles when conducting Village business. He noted that the current IRS rate for mileage allowance was 67 cents per mile, and that the present Village rate was 50 cents per mile. Trustee Hyatt moved continuance of a mileage reimbursement rate of 50 cents per mile for the 2024-25 fiscal year. Trustee Davies seconded the motion and it carried unanimously.

Standing Committees: Mayor Labas announced his standing committees for the 2024-25 fiscal year:

<u>Deputy Mayor Smith</u>	<u>Trustee Hyatt</u>	<u>Trustee Brown</u>	<u>Trustee Davies</u>
Deputy Mayor	Water Trmt. Plant	Sidewalks	Planning Board
Village Equipment	DPW	Pember Library Holiday Celebrations	
Animal Control	Water/Sewer Comm	Municipal Center	Slate Valley Museum
Time Warner Cable	Firehouses &	Ordinance Enfrcmnt.	Village Property
Vets Park/Conc. Series	Fire Depts.	Street Lights	Recreation Comm.

Police Commissioner
Senior Shuttle

ZBA

Street Cleaning

GACC
RERC Grant

Announce LARAC Grant: The Mayor reviewed email correspondence from LARAC advising of the award of a \$3,000 towards the 2024 Summer Concert Series. The Mayor thanked LARAC for their longstanding support and noted that this allowed for the Village to obtain more high-quality performers. He also thanked staff in the Village Clerk's office for their efforts in writing and coordinating the grant application.

Present Summer Concert Series: Mayor Labas reviewed the 2024 Summer Concert Series lineup featuring eight (8) Thursday night acts, and four (4) concerts on Sunday evening in August performed by the Poultney-Granville Town Band. The Mayor feels that the schedule provides for a wide range of genres that he felt would be well-received by our constituents. The Mayor also expressed that he was hopeful for good weather this summer, particularly on the evenings that concerts are held.

Approve Fireworks Display: The Mayor reviewed correspondence from the Village directed to the President of the Granville Little League requesting permission to conduct a Fireworks Display on Friday, July 5th at the Little League complex and a response letter advising approval of the request. The Village will provide the Little League with an insurance certificate and also apply for the necessary permit through Washington County in conjunction with the show. Following a brief period of discussion, Trustee Hyatt moved approval of the show to be conducted at the Little League Complex on July 5th. Trustee Davies seconded the motion and it carried unanimously.

Set Spring Leaf & Brush Collection Schedule: Mayor Labas reviewed the proposed Leaf & Brush collection schedule for the coming spring season with the Board. The DPW will be removing bagged leaves and sticks/branches bundled in lengths not to exceed four feet on Mondays through Memorial Day (Final collection will be on Tuesday following the Memorial Day holiday). Leaves must be bagged (clear plastic bags or brown paper/decomposable bags and place curbside per the Mayor. Those wishing pick up/service on dates other than those listed on the Village website can call the office of the Village Clerk and/or the DPW Garage directly, and efforts will be made to accommodate requests as the DPW is able/available to do so.

Mayor's Reports: Mayor Labas reviewed the following matters with the Board:

- A. Request for Farmers' Market: The Mayor reviewed a request received from Cyd Groff for the Route 22 Farmers' Market. They would like to operate a market in the Village Parking Lot on Main St. adjoining Country Horizon Realty on Thursday afternoons, beginning on June 6th and continuing through October 10th. They will work with the DPW to cordon off an area for sales, parking, etc. Following a brief period of discussion, Trustee Hyatt moved approval of the request as submitted. Trustee Davies seconded the motion and it carried unanimously.

The Mayor advised that he had no other matters to report.

At 7:20pm, the Mayor opened the floor to public comment.

Village Justice Roger Forando inquired if the Mayor had intentionally omitted the Court Audit from his listing of responsibilities under his Standing Committees. The Mayor advised that this task had

previously been assigned to Deputy Mayor Smith, but that the Board could assign anyone to conduct the audit, thus it was a task to be assigned at a later date.

There was no further public comment.

At 7:20pm, Trustee Davies moved that the Board convene an Executive Session regarding contractual negotiations within the Police Dept. and a staffing matter concerning the Village Justice Court. Trustee Hyatt seconded the motion and it carried unanimously. *The Village Attorney joined the Board for the Executive Session in its entirety. The Mayor asked the Village Justice to join the Board in Executive Session at 7:45pm. Justice Forando participated in the Executive Session from 7:45-8:00pm.*

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

The Mayor advised that the Board had not made any decisions in the Executive Session that required further action.

At 8:00pm, Trustee Davies moved that the Meeting be adjourned. Trustee Hyatt seconded the motion and it carried without objection.

Respectfully Submitted,

Richard H. Roberts
Village Clerk

Swim Program Director

The Village of Granville is seeking a Director for our Summer Swim Program conducted at the Lake St. Catherine State Park during the month of July. Candidates must possess Lifeguard and CPR certifications, and will supervise Swim Instructors providing the program to participants. The Director also works to coordinate transportation, set the program schedule, and register program participants. The Summer Swim Program benefits youth ages 8-14 and generally runs for 12-16 days over four weeks. Candidates can apply directly to the Office of the Village Clerk located at 51 Quaker Street or thru email at granville@roadrunner.com. The salary for this position is \$3,000 annually. The Village of Granville is an Equal Opportunity Employer.