

Village Board Meeting
June 3rd, 2024, 7:00pm
Village Municipal Center

Agenda

1. Pledge of Allegiance
2. Call to Order
3. Ratify Meeting Minutes (5/6, 5/22)
4. Monthly Reports
5. Appropriations
 - General Fund
 - Water Fund
 - Sewer Fund
 - Senior Shuttle
 - Unaudited Claims
6. Budget Transfers
7. Mayor's Reports
 - A. Revisit Requests for Changes to Zoning Map
 - B. Other
8. Public Comment
9. Executive Session
10. Adjournment

**Village Board Meeting
May 6, 2024, 7:00pm
Village Municipal Center**

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

Village Key Staff: Ass't Superintendent of Public Works Josh Hayes, Fire Chief Michael Zinn, Local Ordinance Officer Curtis Pedone, Sgt. Josh Whitney, Village Attorney Michael Martin, Village Justice Roger Forando, Deputy Clerk-Treasurer Dee Scarlotta and Clerk-Treasurer Rick Roberts

Press: Doug LaRoque and Erik Pekar, NYVT Media

Others: Mr. David and Mrs. Kathy Juckett, Mr. Dan Williams, Mr. George Demas, Mr. Matthew Rollwagen, Mr. Steve and Mrs. Felicia Dougherty, Mrs. Becca Starin, Mr. Peter Kischak, Mr. Verrie and Mrs. Bethany Pearce, and Mrs. Pauline Corti

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 Meetings of April 1st and April 22nd as posted to the Village website. Trustee Brown seconded the motion and it carried unanimously.

Mayor's Reports: The Mayor reviewed the following monthly reports with the Board: Police Dept., Fire Dept., Local Ordinance Officer, Village Court, and Water Dept. (3 samples, all satisfactory). Deputy Mayor Smith moved acceptance of the 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 repayment:

General Fund:	\$57,794.12
Water Fund:	\$20,031.28
Sewer Fund:	\$18,209.55
Senior Shuttle:	\$1,090.96
Unaudited	
Vouchers:	<u>\$1,821.87</u>

Total Claims: \$98,947.78

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

Budget Transfers/Addendum: Mayor Labas asked the Clerk-Treasurer to review the proposed budget transfers for this evening's meeting. The Clerk requested the following transfers in order to avoid overdrawing any individual line items in the funding of this evening's appropriations:

<u>Acct #</u>	<u>Account Title</u>	<u>Change</u>	<u>Reason</u>
<u>General Fund</u>			
A11104	Village Court Cont. Exp.	+\$750.00	Software & Cleaning Expenses, Court
A11101	Village Court Pers. Service	-\$750.00	Cure above shortfall
A16204	Municipal Center, Cont. Exp.	+\$2,500.00	Carpet/Central Air Exp., MC
A14504	Elections Cont. Exp.	+\$50.00	Meals for Election Inspectors
A73104	Youth Services, Cont. Exp.	+\$10.00	Small over-run, Ad for Swim Prog Sprv.
A90608	Health Ins. Premiums	+\$370.00	Health Ins. Prem. Slightly > Budgeted
A2280	Services to Granv. CS	+\$2,000.00	Show Revenue, Crossing Guard
A1120	Sales & Use Tax, Wash. Co.	+\$930.00	ST Rev > Budgeted-Cure above shortfall
A31201	Police Salaries	+\$37,500.00	Salaries and accruals per MOA
A51104	DPW Cont. Exp.	-\$25,000.00	Cure above shortfall
A3501	State Aid, CHIPS	+\$5,750.00	Show increased CHIPS aid
A2303	Snow Removal Services	+\$6,750.00	Snow Rem > Budgeted , Cure shortfalls
A51102	DPW Equipment	+\$9,581.26	Motor Repair, Street Sweeper*
A4960	Federal Aid, ARPA	+\$9,581.26	ARPA Funding, Cure above shortfall*
<u>Water Fund</u>			
F83204	Power & Pumping	+\$150.00	Power costs slightly > Budgeted
F95509	Capital Projects	-\$150.00	Cure above shortfall
F90608	Health Ins. Premiums	+\$250.00	Health Care Premiums > Budgeted
F83404	Water Dept. Cont. Exp.	-\$250.00	Cure above shortfall
F83402	Water Equipment	+\$4,200.07	New Well Pump (#4)*
F4960	Federal Aid, ARPA	+\$4,200.07	ARPA Funding, Cure above shortfall*
<u>Sewer Fund</u>			
G90608	Health Ins. Premiums	+\$25.00	Health Care Premiums slightly > Bdgtd
G90558	Disability Ins. Premiums	-\$25.00	Cure above shortfalls

Following a brief period of discussion, Trustee Brown moved the acceptance of the transfers as presented. Deputy Mayor Smith seconded the motion and it carried unanimously.

Resolution—Exemption of Certain Matters from County Planning Agency Review: The Mayor advised that the Village was in receipt of a proposed Resolution supplied by the Washington County Planning Agency that would exempt certain matters from their review as matters of local concern. Some examples of this include conversion of a single-family property to a two-family residence, reconstruction of a residence or facility, home occupations, etc. He advised that the proposed Resolution mirrored those approved by the Board previously, and that the proposed Resolution would be good through

2028. Following a brief period of discussion, Trustee Hyatt sponsored the Resolution by motion. Trustee Davies seconded the motion it carried unanimously via roll call vote.

Review Correspondence—Request for Change in Zoning Map: Mayor Labas reviewed correspondence received from Peter Stefanopoulos, who owns the former Masonic Lodge located at 43 W. Main Street. Mr. Stefanopoulos would like to be able to utilize the property as a venue for gatherings like bridal showers, receptions, post-funeral gatherings, etc. but the property is zoned residentially. He is seeking conversion to a mixed-use property, such as neighborhood business, in order to facilitate use of the property in this way. The Board discussed this matter and consulted with the Village Attorney, who advised that any change in the Zoning Map would require the passage of a Local Law by the Board involving a Public Hearing, etc. The Board expressed mixed opinions concerning the request during the period of discussion. The Mayor advised that there had been a similar request received from the Fire Dept. concerning a change of use and/or change in the Zoning Map regarding the former Henry Hose Fire Station. He noted that there were some legal considerations to be determined/resolved with this request prior to the Board taking any action. Given this, he suggested that the Board table the requests pending additional information/consideration. The Board unanimously agreed to table the matter per the suggestion of the Mayor. These requests will be reconsidered at a future date.

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

- A. Ratify Fire Dept. Officers: Mayor Labas reviewed correspondence received from Dept. Secretary Matt James indicating the results of the Dept. Election for Chief and Deputy Chief. Following review of the letter, Trustee Hyatt moved the appointment of Michael Zinn as Chief and Keith Seebode as Deputy Chief. Deputy Mayor Smith seconded the motion and it carried unanimously.
- B. Schedule Year-End Appropriations Meeting: The Mayor inquired as to the Board's preference concerning the scheduling of a meeting to fund the final appropriations for the 2023-24 fiscal year. Following a brief discussion, it was agreed by unanimous consent that the Board would convene the Year-end Appropriations Meeting on Wednesday, May 22nd at 6:00pm.
- C. Planning Board Appointment: Mayor Labas advised that there was a vacancy in the Village Planning Board due to the recent resignation of Mr. Robert Sheridan. The Mayor nominated Janel Prehoda to fill the unexpired term of Mr. Sheridan. Trustee Davies moved approval of the Mayor's nomination. Mr. Hyatt seconded the motion and it carried unanimously.
- D. Update Concerning Abandoned Properties: The Mayor advised that the Village was continuing to address the vacant and abandoned properties seen in the Village. These properties are often prone to blight and/or occupation by "squatters". The Mayor advised that the Village would be enforcing the Property Maintenance Law and/or considering means to strengthen the Code to address these properties going forward. He has directed the Local Ordinance Officer and Police Dept. to be vigilant in monitoring any vacant properties in order to avoid any further occupation by anyone who is not authorized to be on the premises. The Mayor stated that this was going to be a priority for the Village going forward.

Mayor Labas opened the meeting to Public Comment at 7:20pm.

Village Justice Roger Forando inquired if the Board intended to consider an appointment for the position of Court Clerk this evening. The Mayor advised that this matter would be discussed by the Board in Executive Session.

Mrs. Kathy Juckett commented concerning the request from the W. Main Street property owner regarding zoning. While she expressed that business development was always welcome in Granville, she feels that the issue of where patrons would park needs to be addressed. Mrs. Juckett also inquired as to who paid for the cleaning/restoration efforts when properties are abandoned. The Board and Local Ordinance Officer advised that these costs are generally borne by the lending institution and/or thru fines levied thru enforcement of the property maintenance code. In cases of extreme issues with garbage or public health concerns, the Village can make a dumpster available, but tries to pass these costs on to the property owner.

Mr. Peter Kischak asked if the Village Code contained any provisions to allow for property owners to be fined daily if there were property maintenance issues. The Mayor advised that the Code did not contain such provisions at present, but that this was something that the Board may consider in a future update.

Mrs. Pauline Corti inquired if the Village could condemn properties that have excessive property maintenance issues. The Mayor advised that they could do so--with the concurrence/assistance of Washington County--but that if the Village were to condemn a property, that they then ultimately take ownership and assume the responsibilities of cleaning it up or tearing it down, etc.

Mrs. Becca Starin presented the idea of holding a Movie Night in Veterans Park for children/families involving current "PG" films. She envisions the erection of a large movie screen and use of a projector, etc. Her hope was to do this on Friday evenings during the summer months to provide for a way to engage with the youth of the community. The Board was generally supportive of this concept, but did seek clarity as to times/dates/content. Upon providing these additional details, the Mayor indicated that the Board would be glad to consider moving forward with this proposal.

Mr. Doug LaRocque advised that the Granville PTO would be conducting a "Meet the Candidates" forum at Granville Central School on Wednesday (May 8th) in the High School Auditorium. He stated that there were nine (9) candidates running for four (4) Board seats, and that public participation was welcomed/encouraged.

There was no further public comment.

At 7:35pm, Trustee Brown moved that the Board convene an Executive Session concerning several potential appointments of personnel. Deputy Mayor Smith seconded the motion and it carried unanimously. *The Village Attorney accompanied the Board into the Executive Session for its entirety.*

At 8:05pm, Deputy Mayor Smith moved that the Board return to regular session. Trustee Hyatt seconded the motion and it carried unanimously.

Trustee Davies moved the appointment of Kirsten Lunder to the position of Police Officer part-time at a rate per the Collective Bargaining Agreement. Deputy Mayor Smith seconded the motion and it carried unanimously.

Trustee Hyatt moved the hiring of Bethany Pearce to the position of Court Clerk at a rate of \$16/Hr. Trustee Brown seconded the motion and it carried unanimously.

There being no other business, Deputy Mayor Smith moved that the meeting be adjourned. Trustee Brown seconded the motion and it carried without objection.

Respectfully Submitted,

Richard H. Roberts
Village Clerk-Treasurer

**Village Board Meeting
May 22, 2024, 6:00pm
Village Municipal Center**

Year-End Appropriations Meeting

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

Village Key Staff: Police Chief Ernie Bassett Jr. and Clerk-Treasurer Rick Roberts

Press/Others: None

Mayor Labas called the Meeting to Order at 6:00pm.

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

General Fund: \$4,668.98
Sewer Fund: \$4,614.40
Unaudited
Claims: \$2,663.54

Total Claims: \$11,946.97

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

Budget Transfers: In connection with the funding of the above appropriations, the Clerk-Treasurer recommended the following Budget Transfers within the General Fund in order to avoid overdrawing any individual line items this evening:

<u>Acct #</u>	<u>Account Title</u>	<u>Change</u>	<u>Reason</u>
<u>General Fund</u>			
A11104	Village Court Cont. Exp.	+\$160.00	Software & Cleaning Expenses, Court
A16204	Municipal Center, Cont. Exp.	+\$370.00	Carpet/Central Air Exp., MC
A51824	Streetlighting, Cont. Exp.	+\$1,900.00	Power Costs > Budgeted
A74104	Library Cont. Exp.	+\$30.00	Small over-run, maintenance
A90308	FICA Taxes, Payroll	+\$2,540.00	FICA Taxes > Budget due to MOA (PD)
A95509	Capital Projects	-\$5,000.00	Cure above shortfalls

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

At 7:05pm, the Mayor opened the Meeting to Public Comment.

The Police Chief inquired as to the Board's pleasure in the consideration of a new hire for the Department. He advised that the candidate had been through the interview process and passed all the necessary background checks.

Following a brief period of discussion, Trustee Brown moved the hiring of Matthew Brayman to the position of Police Officer with 2 years' experience, with the rate established through the current Collective Bargaining Agreement. Deputy Mayor Smith seconded the motion and it carried unanimously.

Mayor Labas advised that the contract/Collective Bargaining Agreement with the Police Benevolent Association was due to expire on May 31st. He advised that he had negotiated with the Union and their representatives and that the new CBA has been ratified by the Union rank & file. The Mayor also stated that the Village Attorney had reviewed the proposed contract and deemed all to be in order. He then inquired if the Board wished to proceed. Trustee Davies moved ratification of the proposed Collective Bargaining Agreement as circulated. Deputy Mayor Smith seconded the motion and it carried unanimously.

The Board then commenced a discussion relating to the Zoning of certain properties located on West Main Street, South Maple Street, and Morrison Avenue. The discussion centered on the pros and cons associated with two requests that have been received relating to potential changes to the zoning map in this area. No decisions were made by the Board this evening.

There being no other business, Deputy Mayor Smith offered a motion to adjourn the meeting at 6:30pm. Trustee Davies seconded the motion and it carried without objection.

Respectfully Submitted,

Richard H. Roberts
Village Clerk-Treasurer

APPROPRIATIONS

June 3, 2024

GENERAL:	\$	145,580.03
SEWER:	\$	45,565.42
WATER:	\$	24,615.56
SENIOR SHUTTLE:	\$	1,317.22
UNAUDITED VOUCHERS:	\$	108.02
TOTAL.....	\$	217,186.25

Proposed Budget Transfers/Amendment

June 3, 2024

The following transfers are recommended for the General, Water & Sewer Funds in order to avoid overdrawing any individual line items in the funding of this evening's appropriations. These transfers are to close the **2023-24 fiscal year** based upon the final payroll and retirement accruals.

<u>Acct #</u>	<u>Account Title</u>	<u>Change</u>	<u>Reason</u>
<u>General Fund</u>			
A31201	Police Dept. Salaries	+\$10,000.00	Final Vacation and time off accruals
A33101	Crossing Guard P/S	+\$50.00	Final P/R Accruals
A90108	ERS Retirement	+\$4,000.00	Final Ret't Accrual, NYS
A90158	Police Ret't	+\$6,000.00	Final Accrual, NYS Ret't
A90308	FICA Taxes	+\$1,500.00	FICA Taxes, P/R Accruals
A31204	Police Dept. C/E	-\$12,000.00	Cure above shortfalls
A19104	Insurance Premiums	-\$5,500.00	Cure above shortfalls
A2612	Stop DWI Patrols	+\$4,050.00	DWI > Budgeted, cure shortfalls
<u>Water Fund</u>			
F83401	Water Salaries	+\$50.00	Small over-run, Water Salaries
F97007	Interest, Water Plant Bond	-\$50.00	Interest < Budgeted, Cure shortfall
<u>Sewer Fund</u>			
G81101	Sewer Salaries	+\$2,750.00	Sewer Salaries > Budgeted
G95509	Capital Projects	-\$2,750.00	Cure above shortfall

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-Treasurer

March 17th, 2024

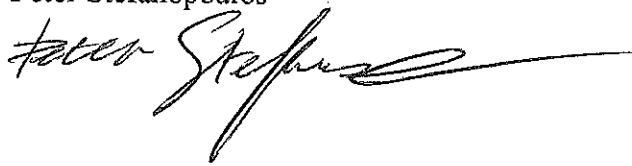
ATTN :
Mayor Paul Labas
Granville Village Trustees

Dear Mr. Labas and Granville Village Trustees,

This letter is in regards to the business district in Granville. We kindly ask that the district is moved to include 43 W Main Street, which currently ends at the intersection (right at the gates of the property). We believe this would be beneficial for the town of Granville as we plan to bring in business & revenue for the town from tourists visiting! We thank you kindly for taking the time to read our proposal. For any questions, please feel free to contact me at 845-453-3678.

Sincerely,

Peter Stefanopoulos

A handwritten signature in black ink, appearing to read "Peter Stefanopoulos", with a long horizontal flourish extending to the right.