

Village Board Meeting
August 4th, 2025, 7:00pm
Village Municipal Center

Agenda

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

Village Board Meeting and Public Hearing
July 7th, 2025, 7:00pm
Village Municipal Center

Attendance: Village Board: Mayor Paul Labas, Deputy Mayor Dean Hyatt, Trustees Denise Davies, Heather Leaman, and Paul Garrone

Village Key Staff: Fire Chief Michael Zinn, Local Ordinance Officer Curt Pedone, Police Chief Ernie Bassett Jr., Deputy Clerk-Treasurer Dee Scarlotta and Clerk-Treasurer Rick Roberts

Press: None

Others: Mr. Dan Williams, President, Slate Valley Museum; Mr. Dwayne & Mrs. Elaine Daigle, Ms. Pam Thomas, Ms. Katarina Thomas, Mr. George Demas, and Mr. Matthew Rollwagen

Mayor Labas led those in attendance in the Pledge of Allegiance and then called the Public Hearing to Order concerning the Mobile Home Application for Pamela Thomas at 7:00pm.

Convene Public Hearing—Mobile Home Application—Pamela Thomas: The Mayor briefly reviewed the Rules for Public Comment seen for all Public Hearings conducted by the Village and then requested the sign-in sheet from the rear of the meeting room. He noted that no one had signed in to be recognized. He then solicited any input from those in attendance.

There was no public input.

Given that no one wished to be recognized, Deputy Mayor moved that the Public Hearing be closed at 7:02pm. Trustee Davies seconded the motion and it carried unanimously.

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

Consider Action—Mobile Home Application—Pamela Thomas: The Mayor inquired as to how the Board wished to proceed with the Mobile Home Application for Ms. Thomas. The Board noted the lack of public input, and that numerous other double-wide mobile homes were located in the River Valley Drive/Slate Valley Drive corridor. They also commented that all looked to be in order with the plans/specs, and that the home seemed properly placed, meeting all setbacks, etc. Finally, the Board noted the presence of Village utilities nearby, with Water & Sewer connections expected. Following the discussion period, Deputy Mayor Hyatt sponsored a motion to approve the application as submitted. He noted that this amounted to a final approval as to the placement of the mobile home on the property. Trustee Davies seconded the motion and it carried unanimously.

Ratify Meeting Minutes: Trustee Leaman moved ratification of the Minutes of the Meeting of June 2nd as published to the Village website. Trustee Garrone seconded the motion and it carried unanimously.

Monthly Reports: Mayor Labas reviewed the following monthly reports with the Board: Water Dept. (3 samples, all satisfactory), Village Court, Fire Dept., Local Ordinance Officer and Police Dept. Deputy Mayor Hyatt moved acceptance of the reports as written. Trustee Leaman 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: \$223,837.12
 Water Fund: \$13,411.62
 Sewer Fund: \$28,215.38
 Senior Shuttle: \$1,271.62
 Unaudited
 Vouchers: \$31,347.87

Total Claims: \$298,683.11

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

Budget Transfers: The Clerk-Treasurer circulated a memo requesting several budget transfers for the 2024-25 Budget year in conjunction with the final retirement and payroll accruals:

<u>Acct #</u>	<u>Account Title</u>	<u>Change</u>	<u>Reason</u>
<u>General Fund</u>			
A11101	Personal Service, Village Court	+\$200.00	Small overrun, Court Clerk
A31201	Personal Service, Police Dept.	+\$5,300.00	Final Time off accruals, payouts
A90108	NYS Retirement (ERS)	+\$3,750.00	Ret't Expenses > Budgeted
A72800	Granville Recreation Commiss.	+\$1.00	Cure rounding error, final payout
A51134	Street Paving	-\$8,700.00	Cure above shortfalls
A90158	NYS Retirement (PFRS)	-\$551.00	Cure above shortfalls
<u>Water Fund</u>			
F90108	NYS Retirement (ERS)	+\$601.00	Ret't Expenses > Budgeted
F83402	Equipment Purchases	-\$601.00	Cure above shortfall
<u>Sewer Fund</u>			
G90108	NYS Retirement (ERS)	+\$1,681.00	Ret't Expenses > Budgeted
G90608	Health Insurance Premiums	-\$1,681.00	Cure above shortfall

Following a brief period of discussion, Deputy Mayor Hyatt moved approval of the transfers as requested. Trustee Garrone seconded the motion and it carried unanimously.

Appoint Trustees (3)—Pember Library & Museum: The Mayor reviewed correspondence received from Pember Library & Museum Board Secretary Jerry McKinney concerning three candidates recommended for consideration/appointment to the Pember Board of Trustees. The candidates are as follows:

Annora McGarry Aldous
Jerry McKinney
Stephanie Munger

The Mayor inquired of Trustee Leaman concerning the candidates as she is the Liaison to the Library Board. Trustee Leaman advised that she was supportive of the candidates as proposed and that the Library Board was doing a very good job overall. Following a brief period of discussion, Trustee Leaman moved approval of the three candidates as proposed, each of whom would serve a three (3) year term. Deputy Mayor Hyatt seconded the motion and it carried unanimously.

Resolution—Village Court Audit: Mayor Labas advised that Trustee Davies had performed an audit of the Village Justice Court on May 30th. He asked if she could review the same with the Board of Trustees. Trustee Davies advised that she had reviewed the Court's receipts & procedures and checked for compliance utilizing a template provided by the NYS Justice Court. She advised that everything tied off with the Court and that their financial records were in good order. Following Trustee Davies summary, Trustee Garrone sponsored a motion to ratify the Court Audit as submitted. Trustee Leaman seconded the motion and it carried unanimously via a roll call vote.

Resolution—Acquisition of Property from St. Peter's & St. Paul's Byzantine Catholic Church: The Mayor advised that he has been working for several years with the local Byzantine Catholic Church regarding the acquisition of a 4.2-acre parcel adjoining the Mettowee Park and Village Well Field. After much time and negotiation, the Diocese has agreed to gift/sell the parcel to the Village for \$1. The Mayor feels that this will be a good acquisition for the Village in that it provides protection for some vital infrastructure and the parcel is also already tax exempt. A period of discussion ensued and the Board concurred with the Mayor's perspective concerning the property. Following the period of discussion, Deputy Mayor Hyatt sponsored a Resolution by motion indicating that the Village would accept the parcel as proposed. Trustee Davies seconded the motion and it carried unanimously via roll call vote.

Request For Use of Veterans Park—Philip Hoyt—Operation Adopt a Soldier: Mayor Labas reviewed a written request from Philip Hoyt concerning the use of Veterans Park on Sunday, September 7th from 10am to 4pm for a concert to benefit Operation Adopt-a-Soldier. The Mayor advised that this was an annual event that the Board had approved for many years.

Trustee Leaman moved that the request be approved as submitted. Trustee Garrone seconded the motion and it carried unanimously.

The Mayor opened the Meeting to public comment at 7:20pm.

Deputy Mayor Hyatt commented that he felt the Village looked nice for the summer season. He noted that the flowers on Main Street are attractive, and that the Mettowee Park was being used frequently and properly maintained by the DPW. He also complimented Local Ordinance Officer Curtis Pedone for his efforts in keeping properties properly maintained. The Deputy Mayor closed by expressing some concerns about how the State distributes aid to local communities. He feels that communities who attempt to do things the right way should be rewarded, as compared to those who let certain items lapse and then plead for help.

Trustee Davies thanked Van Ripers Greenhouse for their generous donation of flowers adorning Main Street and the parishioners of the New Creation Church for watering and maintaining them. She also noted that the DPW had installed a new freshwater connection along the rail trail to allow hikers, bikers, walkers, dogs, etc. an opportunity to hydrate while walking, biking, etc. This is viewed as a nice improvement for those using the Rail Trail for recreation.

There being no other business, Trustee Davies moved that the meeting be adjourned at 7:25pm. Trustee Garrone seconded the motion and it carried without objection.

Respectfully Submitted,

Richard H. Roberts
Village Clerk-Treasurer

APPROPRIATIONS

August 4, 2025

GENERAL: \$ 27,666.92

SEWER: \$ 19,578.07

WATER: \$ 16,245.42

SENIOR SHUTTLE: \$ 1,271.62

UNAUDITED VOUCHERS: \$ 20,820.28

TOTAL..... \$ 85,582.31

Proposed Budget Transfers/Amendment

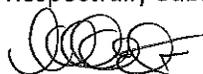
August 4, 2025

The following transfers are recommended for the Sewer Fund 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>Sewer Fund</u>			
G7137	BAN Interest	+\$160.00	Interest costs slightly > Budgeted
G81304	Contractual Expense, Sewer	-\$160.00	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