

Village Board Meeting
September 1st, 2025, 7:00pm
Village Municipal Center

Agenda

1. Pledge of Allegiance
2. Call to Order
3. Ratify Meeting Minutes (11/3)
4. Monthly Reports
5. Appropriations
 - General Fund
 - Water Fund
 - Sewer Fund
 - Senior Shuttle
 - Unaudited Claims
6. Budget Transfers
7. Holiday Committee Update
8. Tractor Parade Committee Update
9. Authorize Mayor to Execute Contract—South Granville Fire District
10. Authorize DPW Superintendent to Execute Agreement—Snow & Ice Removal
11. Resolution—Increase Fees for Fingerprinting Service through Granville Police Dept.
12. Mayor's Reports
13. Public Comment
14. Executive Session
15. Adjournment

Village Board Meeting and Public Hearing
November 3rd, 2025, 7:00pm
Village Municipal Center

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

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

Press: Erik Pekar, *NYVT Media*

Others: Mr. Matthew Rollwagen, Mr. George Demas, and Mr. Paul Felice

At 7:00pm, Mayor Labas led those in attendance in the Pledge of Allegiance and called the Public Hearing to Order concerning proposed Local Law #1 of 2025.

The Mayor briefly reviewed the rules for public comment for all Public Hearings conducted by the Village. He advised that the text of the proposed Local Law had been published to the Village website, and available at the Office of the Village Clerk for the last ten days. He then opened the floor to public input.

Mr. Erik Pekar inquired as to how the proposed adjustments seen in the hours for the winter parking ban would affect local businesses—for instance, if a café were operating on Main Street, would they have to prohibit on-street parking from 5am-8am to maintain compliance with the Local Law? The Mayor advised that the free parking lots at either end of the street would be maintained by the Village DPW, and consistently available. He noted that in addition, Main Street (as part of NYS 149) was plowed by the County—not the Village—and thus enforcement there would not be a pressing priority. This said, he encouraged patrons to use good judgement in times of inclement weather—the main point behind this legislation is to allow Local and State DPW's to efficiently remove snow & ice from the roadways and sidewalks in the interests of public safety.

Mr. Matthew Rollwagen inquired if any language was contained in the proposed legislation concerning E-bikes? The Mayor and Police Chief advised that New York State already had statutes concerning the operation of E-bikes and thus local legislation was not necessary to address any concerns. The Mayor advised that he had asked the Police Department to enforce the existing regulations if violations were noted in the interest of public safety.

There was no further public comment.

At 7:05pm, Deputy Mayor Hyatt moved that the Public Hearing be closed. Trustee Garrone seconded the motion and it carried unanimously.

Mayor Labas called the regular session to order at 7:05pm.

Consider Action—Local Law #1 of 2025: The Mayor inquired of the Board if they had any further comments concerning proposed Local Law #1 of 2025. Hearing none, he inquired as to how the Board

wished to proceed. Following a brief discussion, Deputy Mayor Hyatt moved adoption of Local Law #1 of 2025 as written. Trustee Garrone seconded the motion and it carried unanimously.

Ratify Meeting Minutes: Trustee Leaman moved ratification of the Minutes of the Meeting of October 6th as posted to the Village website. Trustee Davies 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: \$42,730.04
Water Fund: \$11,124.35
Sewer Fund: \$21,545.37
Senior Shuttle: \$1,295.53
Unaudited
Vouchers: \$28,529.49

Total Claims: \$105,224.78

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

Budget Transfers: The Clerk-Treasurer offered the following Budget Transfers for the General 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>Water Fund</u>			
A51102	DPW Equipment	\$10,000.00	Show purchase of Lift
A51134	Street Paving	-\$6,000.00	Paving < Budgeted las summer
F95509	Capital Projects	-\$4,000.00	Cure above shortfall

Following a brief period of discussion, Trustee Garrone moved approval of the budget transfers as proposed. Trustee Leaman seconded the motion and it carried unanimously.

Holiday Committee Update: Mayor Labas asked the Village Clerk to provide an update concerning the Holiday Decorating efforts/Tree Lighting Ceremony. The Clerk advised that the Holiday Committee had conducted its annual service of the Holiday Decorations last Thursday with good results. The first installation last Saturday was also successful, and the decorations are just over 50% installed. The Holiday Committee has also met twice and selected a theme (*Santa Claus is Coming to Town*) and has worked on many logistical details. Overall, the process of decorating and preparing for the Tree Lighting Ceremony is on track/schedule—the Clerk thanked all of the volunteers, the DPW, and the Deputy-Clerk for their efforts to date. He noted that things looked favorable for another Festive Holiday Season in Granville this year. Similarly, the Tractor Parade Committee has reported that 16 entries have already been received and that they are off to a good start for 2025—the Clerk closed by noting that these events provide a great deal of goodwill and community pride locally.

Mayor's Reports: Mayor Labas advised that he had just two matters with which he wished to update to the Board/Public:

- A) Purchase of Used Lift: The Mayor noted that the Village had made the decision to acquire a used man lift in October to aid in servicing the Veterans Banners, Install Holiday Decorations, trim trees, and paint/service Village Buildings. The unit purchased is a 2006 Genie 45' Lift with a two-man basket and solid rubber tires. It has approximately 1,550 Hrs. service. The Mayor noted that the lift was delivered yesterday and that it would be equipped with a strobe light and additional safety features by the Village DPW. The Mayor feels that this will be a versatile piece of equipment for the Village, saving many man hours and allowing the Village to provide better service to its constituents. It is a clean unit with low hours and no known mechanical issues.

- B) Reiterate Comments Regarding E-Bikes: Mayor Labas stated that he wanted to remind those who owned/operated E-Bikes that New York State does have regulations regarding their use and that he has instructed the Police Chief to enforce the same. The Mayor asked that operators watch their speeds when operating in close proximity to vehicles, pedestrians, and other bicyclists. He also noted that helmets are required for minors/youth, and that bikes were not permitted on sidewalks, but rather should be operated on the shoulder of the roadway, riding with traffic.

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

There was no input received from the public.

This, at 7:20pm, Trustee Garrone moved that the Board convene an Executive Session concerning a matter pertaining to Contract Negotiations/Employee Relations. Trustee Davies seconded the motion and it carried unanimously. *The Village Attorney accompanied the Board into the Executive Session in its entirety.*

At 7:45pm, Trustee Leaman moved that the Board return to regular session. Trustee Garrone seconded the motion and it carried unanimously.

The Mayor advised that no decisions were made during the Executive Session.

There being no other business, Trustee Davies moved that the meeting be adjourned at 7:45pm. Trustee Garrone seconded the motion and it carried without objection.

Respectfully Submitted,

Richard H. Roberts
Village Clerk-Treasurer

APPROPRIATIONS

December 1, 2025

GENERAL: \$ 187,108.56

SEWER: \$ 50,409.91

WATER: \$ 25,573.85

SENIOR SHUTTLE: \$ 1,143.14

UNAUDITED VOUCHERS: \$ 6,927.86

TOTAL..... \$271,163.32*

***Please note appropriations include annual retirement system contributions totaling \$194K+**

Proposed Budget Transfers/Amendment

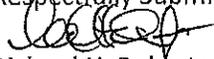
December 1, 2025

The following transfers are recommended for the General 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>Water Fund</u>			
A35104	Cont. Expense, Dog Control	+\$200.00	Small overrun, Nuisance Wildlife
A51102	DPW Equipment	+\$2,025.00	Final Expenses, Lift Acquisition
F95509	Capital Projects	+\$1,275.00	Sidewalk Replacement Program
A3501	State Aid, CHIPS	+\$2,900.00	CHIPS Aid > Budgeted
A51104	Cont. Exp., DPW	-\$600.00	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-Treasurer

Detail for Packet Items

#7 Holiday Committee Update: The Village Clerk will provide a brief report on behalf of the Holiday Committee. The decorations are now 95% installed. We are working on just 4-6 additional locations throughout the Village. Kudos to the DPW for their assistance in 2025. They knocked a lot out in terms of installs on the week before the Thanksgiving Break. We are expecting cool/cold weather this weekend, but intend to still hold the event. The final Holiday Committee Meeting is set for tomorrow at 4:00pm.

#8 Tractor Parade Update: Co-Chairman Paul Garrone will provide a report/update concerning the Tractor Parade. Things are proceeding well for 2025, and another good turnout is expected.

As an aside, I am asking that the Board declare the Lighted Tractor Parade to be a "Village Sponsored Event". The reason for this revolves around the scope of the event and the need to provide insurance for the same. At present, a small non-profit (formed by Krystle Morey and Paul Garrone) runs the Tractor Parade. They have sought insurance to cover hazards like accidents involving participants, general liability, etc. The quote/premium for this insurance through a special events policy was going to be almost \$1,000. This would more than exceed the fees collected for registration and donations, etc. The Village can provide insurance certificates for entities like the Fire Depts (who assist with traffic control, setup and other public safety measures), Telescope (who allows the parade to stage there), and other associated agencies (Sheriff, NYSP, etc.). An event of this size/scope really seems to be better placed under some type of municipal umbrella. We can add this event to our Policy through NYMIR for a premium of \$275. This seems a reasonable cost, but it does require that the event be under the scope & control of the Village. As such, we are requesting a motion to rename/reclassify the event as the "Village Lighted Tractor Parade".

#9 For many years, the Village has entered into a contract with the Town and the Fire Dept. to allow the Granville Engine & Hose Company #1 to provide Fire Protection Service to the South Granville Fire District. The Town generally forwards the contract after they approve the same later in the month.

The Board generally authorizes the Mayor to execute the contract, with review from the Village Attorney as he deems necessary. Generally, the only changes to the contract are seen in dates and/or syntax. In authorizing the Mayor to proceed, this allows for the continuous provision of services, with no break. The next Village Board Meeting is scheduled for January 5th, 2026.

Detail for Packet Items

#10 For many years, the Board has authorized the DPW Superintendent to execute the Road Maintenance Agreement with Washington County. This paperwork represents the contract/payment terms for the Village when clearing snow from Main St., around Veterans Park, and in front of the School on NYS Route 149. These documents specify the salary, benefit rate, and equipment rates to provide these services, as well as the sweeping/cleaning of NYS Route 149 in the spring season.

This agreement made this 1st day of December, 2025, by and between Darren Scott Mackey as DFW Superintendent, of the Village of Granville, County of Washington, New York, hereinafter designated as first party and Deborah Donohue, as Superintendent of Public Works of Washington County, hereinafter designated as second party as follows:

The first party hereby rents to the second party such trucks and equipment (with operators and/or personnel) as second party may require for the plowing, sanding, or removal of snow on State roads during the winter of 2025/2026 at the hourly rates fixed from time to time by the State Comptroller in the exercise of his supervision of municipal accounts for rental or hiring of such machinery, tools, or equipment by the Village. First party must receive approval from NYSDOT before doing any snow removal. **First party must also provide second party with proof of insurance, for working in the right-of-way, on all vehicles involved in their State snow and ice removal operations.**

This agreement is to become effective upon the approval of the Village Board of the Village of December 1, 2025.

IN WITNESS WHEREOF, the parties have hereto set their hands and seals the day and year first above written and in duplicate.

[Signature]
Village Superintendent of Public Works

Superintendent of Public Works
(Washington Co.)

This is to certify that the Village Board of the Village of Granville, Washington County, New York, did approve unanimously, the foregoing agreement, the entire Board being present and voting at a meeting held December 1, 2025.

[Signature]

Village Clerk
By order of the Village Board

Detail for Packet Items

#11 The Police Chief has recommended that the fees for Fingerprinting Services provide through the Police Dept. be increased from \$25 to \$50. Similar services provided by Staples (a background check including fingerprints) generally cost \$89 or more. The current fee has not been increased in at least 15 years. Under Local Law #1 of 2025, the Board can amend these fees by Resolution. As such, we are requesting the Board's consideration of the same.