

**Village Board Meeting  
December 1, 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: DPW Superintendent Scott Mackey, Ass't Sup't Joshua Hayes, Police Chief Ernie Bassett, Local Ordinance Officer Curtis Pedone, Fire Chief Michael Zinn, Deputy Clerk-Treasurer Dee Scarlotta, and Clerk-Treasurer Rick Roberts

Press: None

Others: Mr. George Demas, Mr. Matthew Rollwagen, Mr. Dan Williams, President—Slate Valley Museum, Mr. Pete Kishak, Mr. Cory Bourn, Rev. Daniel Shedd, and Mrs. Kirsten Thomas

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 Davies moved ratification of the Minutes of the Meeting of November 3<sup>rd</sup> as posted to the Village website. Trustee Leaman seconded the motion and it carried unanimously.

Monthly 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 taken, all satisfactory). Deputy Mayor Hyatt moved acceptance of the reports as read. 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:	\$187,108.56
Water Fund:	\$25,573.85
Sewer Fund:	\$50,409.91
Senior Shuttle:	\$1,143.14
Unaudited Vouchers:	<u>\$6,927.86</u>

Total Claims: \$271,163.32

Following a brief discussion, Trustee Leaman moved that claims be authorized for payment. Trustee Garrone seconded the motion and it carried unanimously.

Budget Transfers: The Clerk-Treasurer circulated a memo recommending several Budget Transfers in the General Fund in order to avoid overdrawing any specific line items in the funding of this evening's appropriations:

<u>Acct #</u>	<u>Account Title</u>	<u>Change</u>	<u>Reason</u>
<b><u>General Fund</u></b>			
A35104	Cont. Expense, Dog Control	+\$200.00	Small overrun, Nuisance Wildlife
A51102	DPW Equipment	+\$2,025.00	Final Expenses, Lift Acquisition
A95509	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

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

Holiday Committee Report: Mayor Labas asked the Village Clerk if he would provide a report concerning the Holiday Committee and Holiday Decorations. The Clerk advised that the Holiday Committee had been working throughout November and had installed/serviced the decorations at roughly 95% of all locations. He thanked the DPW for their assistance with the high work during the week preceding Thanksgiving, and the Deputy Clerk for her work in procuring goods and services for the Tree Lighting event. This week will bring the “final push”, where the balance of the lights are installed, tested, and the Tree Lighting Program is rehearsed. While it is expected to be cold this coming weekend, the forecast is dry, which is good for planning purposes. In closing, the Clerk thanked the many members of the Holiday Committee for their time and efforts in servicing, refurbishing, and installing nearly 500,000 lights throughout the Village. It is hoped that this will be another fun & festive Holiday Season in Granville.

Tractor Parade Update: The Mayor asked Trustee Garrone if he could provide an update concerning the Tractor Parade as scheduled for December 13<sup>th</sup>. Trustee Garrone advised that things were proceeding well for the event. Some 32 entries have been received to date, and plans are proceeding to manage traffic, coordinate the judges, handle parking needs, and coordinate logistics. Trustee Garrone expects to see 60+ entries, and advised that Santa & Mrs. Claus will be participating once again (on the last float, sponsored by the Village, as well as posing for pictures 3:30-5:00 before the parade). The beneficiary for this year’s event is the “Share the Warmth” Clothing Drive. Donations to date have been good. The Committee has also decided to add a Trophy and Prize for Smaller Entries this year.

In addition, the Board discussed the concept of Village Sponsorship of this event. At present, a small 501-a Non-Profit exists to support and manage the Tractor Parade. However, due to the need for insurance to allow associated agencies to participate and/or provide service (Fire Dept., NYSP, WC Sheriff, Telescope, etc.) these agencies want to be indemnified. These agencies serve an important role in helping to keep the public safe and assuring good logistics, etc. so, the insurance is an important piece of the overall plan. The Non-profit sought to obtain a special events policy this year, but the cost of the same exceeded the revenues (entry fees, donations, etc.) that were to be taken in. The premium for the same amounted to \$950.00+. Following a brief period of discussion, Deputy Mayor Hyatt moved that the Lighted Tractor Parade become a Village-sponsored event in order to provide proper logistical support and insurance as necessary to further the goals associated with this event. Trustee Leaman seconded the motion and it carried unanimously.

Authorize Mayor to Execute Contract—South Granville Fire District: For many years, the Board has authorized the Mayor to execute the contract with the Town and Granville Engine & Hose Company in

order to allow the Department to provide fire protection service to the South Granville Fire District. The contract generally contains few changes beyond syntax and the reimbursement rate, and it is generally forwarded by the Town following their adoption in mid-December at the Town Board Meeting. In order to allow the Department to continue seamlessly without a break in service, the Mayor generally requests the authority to execute the contract at the December Meeting, with review from the Village Attorney if deemed necessary. Following a brief discussion, Trustee Davies moved that the Mayor be authorized to execute the contract in keeping with past practice. Trustee Garrone seconded the motion and it carried unanimously.

Authorize DPW Superintendent to Execute County Road Maintenance Agreement: As a means of obtaining reimbursement for the removal of snow & ice from NYS Roadways & Sidewalks, the County generally contracts with the Village through the winter season. Documentation has been provided by the County DPW to allow for the same once again in 2025-26. Following a brief period of discussion by the Board, Trustee Davies moved that DPW Superintendent Scott Mackey be authorized to execute the same in keeping with past practice. Trustee Leaman seconded the motion and it carried unanimously.

Resolution—Increase Fees for Fingerprinting Services: Mayor Labas advised that the Police Dept. provides fingerprinting services to local constituents and businesses requiring the same for child care, employment, and other purposes. The Department charges a fee for these services, but the fee has not been increased for many years per the Mayor. The Police Chief has advised that he would like to see these fees raised to keep pace with inflation and other local providers who do fingerprinting and/or background checks. Following a brief period of discussion involving the Board and Police Chief, Trustee Garrone sponsored a Resolution to increase the fees for fingerprinting services from \$25 to \$50, consistent with provisions contained in Local Law #1 of 2025. Trustee Leaman seconded the motion and it carried unanimously via roll call vote.

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

- A. Update—School Crossing: The Mayor advised that the DOT had completed the installation of the beacon/flashing lights for the crosswalk connecting the GHS/GES campuses. He thanked the DPW Superintendent for his diligence in continuing to follow up with the appropriate officials at the DOT to be sure that this was completed. This should represent another measure of safety for children and pedestrians in this area per the Mayor.
- B. Reminder—School Drop Offs/Pick Ups (Driveways): Mayor Labas also briefed those in attendance concerning parents dropping off/picking up students, particularly to/from GES. He advised that there have been several cases where vehicles have blocked access to constituents' driveways on Irvine Place. The Mayor reminded those picking up/dropping off children that it was illegal to block access to individual driveways, and asked that parents/family use good judgement/respect in this area. He also urged caution on Quaker St/NYS 149, as parking along NYS Highways is not generally permitted. While the Village understands that families picking up children in this location need to park somewhere, he noted that it is highly congested and asked that those doing so use caution when entering and exiting the roadway there in the interest of student/pedestrian safety.

Mayor Labas opened the meeting to public comment at 7:25pm.

Mr. Cory Bourn requested that the Village sponsor an adult basketball league at Granville High School this winter. He noted that a new policy adopted by the School Board provided that use of the gymnasium would carry a rental charge unless leagues were sponsored by a local municipality. Following a period of discussion between the Board and Mr. Bourn, Trustee Leaman moved that the Village sponsor the Adult Basketball League as requested, with Mr. Bourn acting as the Coordinator in a volunteer capacity. Trustee Garrone seconded the motion and it carried unanimously.

There was no further public input.

At 7:35pm, Trustee Davies moved that the Board convene an Executive Session regarding a matter relating to employee relations/discipline. Trustee Garrone seconded the motion and it carried unanimously.

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

The Mayor advised that no formal decisions were made, nor votes cast, in the Executive Session.

At 8:05 pm, Trustee Davies moved that the meeting be adjourned. Trustee Leaman seconded the motion and it carried without objection.

Respectfully Submitted,

Richard H. Roberts  
Village Clerk-Treasurer