

**Village Board Meeting
August 3rd, 2026, 7:00pm
Village Municipal Center**

Agenda

1. Pledge of Allegiance
2. Call to Order
3. Ratify Meeting Minutes, 7/6, 7/29/2026
4. Monthly Reports
5. Appropriations
 - General Fund
 - Water Fund
 - Sewer Fund
 - Senior Shuttle
 - Unaudited Claims
6. Budget Transfers
7. Consider Intermunicipal Agreement—Floodplain Management (Washington County)
8. Mayor's Reports
9. Public Comment
10. Executive Session
11. Adjournment

Village Board Meeting
July 6, 2026, 7:00pm
Village Municipal Center

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

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

Press: Patrick Ward, *NYVT Media*

Others: Mr. George Demas, Mr. Matthew Rollwagen

Mayor Labas led those in attendance in the Pledge of Allegiance and called the Meeting to Order at 7:00pm.

Ratify Meeting Minutes: Deputy Mayor Hyatt moved ratification of the Minutes of the Meeting of June 1st as posted 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 of Trustees: Police Dept., Fire Dept., Water Dept. (3 samples taken, all satisfactory), Local Ordinance Officer, and Village Court. Trustee Leaman moved acceptance of the reports as presented. Deputy Mayor Hyatt 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:	\$43,213.17
Sewer Fund:	\$20,174.13
Water Fund:	\$13,671.11
Senior Shuttle:	\$869.28
Unaudited	
Vouchers:	<u>\$650.00</u>

Total Claims: \$78,577.69

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

Budget Transfers/Addendum: The Clerk Treasurer circulated a memo with several requested Budget Transfers **for the 2025-26 Budget Year** in conjunction with the year-end accruals for payroll and NYS Retirement:

<u>Acct #</u>	<u>Account Title</u>	<u>Change</u>	<u>Reason</u>
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General Fund

A14101 Deputy-Clerk P/S	+\$300.00	Final Salary Accrual
A31201 Police Dept. P/S	+\$1,300.00	Final Salary Accrual
A90308 FICA Tax, General Fund	+\$50.00	Final Salary Accrual
A16202 Municipal Center Equipment	-\$1,650.00	Cure above shortfalls
A90108 NYS Retirement (ERS)	+\$434.00	Final Y/E Accruals
A90558 NYS Retirement (PFRS)	+\$1,667.00	Final Y/E Accruals
A90608 Health Ins. Premiums	-\$750.00	Cure above shortfalls
A51101 DPW Salaries	-\$1,351.00	Cure above shortfalls

Water Fund

F83401 Pers. Serv., Water Fund	+\$145.00	Final Salary Accrual
F90308 FICA Taxes, Water Fund	+\$5.00	Final Salary Accrual
F90608 Health Ins. Prem., Water Fnd	-\$150.00	Cure above shortfall

Sewer Fund

G81101 Pers. Serv., Sewer Fund	+\$505.00	Final Salary Accrual
G90108 NYS Retirement (ERS)	+\$510.00	Final Salary Accrual
G90608 Health Ins. Premiums	-\$1,015.00	Cure above shortfalls

In addition, the Clerk-Treasurer offered a single budget transfer for 2026-27 in order to reflect the updated CHIPS aid upon passage of the NYS Budget:

<u>Acct #</u>	<u>Account Title</u>	<u>Change</u>	<u>Reason</u>
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General Fund

A90408 Workers Compensation	+\$1.00	Rounding Issue, Compensation Prem.
A3501 CHIPS Revenue	+\$4,812.00	Post Updated CHIPS revenue
A51122 Street Paving	+\$4,811.00	Appropriate CHIPS Funding

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, Pember Library & Museum: Mayor Labas reviewed a memo received from Pember Liaison Nancy Labate-Bixby regarding appointment of Trustees to the Library Board. The following candidates were recommended for appointment:

Mary King
Nancy Labate-Bixby

Following a brief period of discussion, Trustee Leaman moved appointment of the candidates as recommended. Trustee Garrone seconded the motion and it carried unanimously.

Request to Use Veterans Park—Phil Hoyt—Operation Adopt A Soldier: The Mayor reviewed email correspondence received from Phil Hoyt concerning the Use of Veterans Park to conduct a concert in

support of Operation Adopt a Soldier. The date/time requested is September 13th from 10am to 4pm. The Board briefly discussed this request and lauded Mr. Hoyt for his prior efforts in support of this worthy cause. Following the period of discussion, Deputy Mayor Hyatt moved approval of the request as submitted. Trustee Leaman seconded the motion and it carried unanimously.

Resolution—Village Court—Annual Audit: Mayor Labas advised that Trustee Davies had worked with Village Justice Forando to complete the annual audit for the Justice Court. The audit was conducted last month and Trustee Davies utilized a template provided by the State Justice Court in completing the audit. He advised that Trustee Davies found all to be in order with the Court. Trustee Garrone sponsored a Resolution by motion to ratify the audit proceedings as performed. Trustee Leaman seconded the motion and it carried unanimously via roll call vote.

Review Parade Information—"America 250": The Mayor reviewed correspondence received from the American Legion Post concerning the "America 250 Parade" sponsored by the American Legion Post. The Parade is proposed to step off from the Carnival Lot and proceed down East Potter to Church St. From Church Street they will proceed to Main St, then Quaker St. before exiting at Irving Avenue and Columbus Street, concluding at the Legion Post. The correspondence advises that all entities are welcomed to participate in the Parade, and that free hot dogs will be provided at the conclusion of the Parade at the Post. The Mayor advised that Trustee Leaman will be heading up a Committee to commission a float to be entered for the Village. He encouraged all who were able to participate to do so, and hoped that the Village will see a good turnout in a show of civic pride/patriotism.

The Mayor opened the Meeting to public comment at 7:10pm.

Mr. George Demas praised the local Police Department and Chief Bassett for their dedicated service in protecting the community and keeping everyone safe. There have been several times that Mr. Demas has requested assistance from the Department and they have always responded timely and professionally. Mr. Demas expressed that he was glad to live in a community where he felt safe and could rely on Village services when needed. The Mayor thanked Mr. Demas for his comments and echoed that he felt that the community was far better off being staffed by a local, professional Police Department.

There was no further public comment.

At 7:15pm, Trustee Garrone made a motion to convene an Executive Session concerning two potential hires/appointments of Village staff. Trustee Leaman seconded the motion and it carried unanimously. *Police Chief Bassett joined the Board in the Executive Session from 7:20-7:35pm.*

At 7:40pm, Deputy Mayor Hyatt moved that the Board return to regular session. Trustee Garrone seconded the motion and it carried unanimously.

Deputy Mayor Hyatt moved the hiring of Cordell Loveland to the position of Police Officer (p/t) at a rate of \$25/Hr., effective July 6th. Trustee Leaman seconded the motion and it carried unanimously.

Trustee Leaman moved the appointment of Alexis Macleod to the position of Swim Program Coordinator in conjunction with the Village's Summer Swim Program, with a stipend of \$3,500.00 payable at the conclusion of the program. Trustee Garrone seconded the motion and it carried unanimously.

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

Respectfully Submitted,

Richard H. Roberts
Village Clerk-Treasurer

**Special Village Board Meeting
July 29, 2026, 6:00pm
Village Municipal Center**

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

Village Staff: Rick Roberts, Village Clerk-Treasurer

Press: Patrick Ward, *NYVT Media*

Mayor Labas called the Special Meeting to Order at 6:00pm. He advised that the sole purpose of tonight's Meeting was to consider a Resolution to authorize an application for supplemental grant funding to allow for the upgrades to the Water Main on Church Street from the bridge over the Mettowee to Main Street.

Resolution—Church Street Water Main Upgrades: The Mayor highlighted the contents of the proposed Resolution provided by the Lake Champlain Lake George Regional Planning Board (LCLGRP) —he noted that the Village had received a \$350,000 grant from the National Boarder Regional Commission (NBRC) some 18 months ago, but following the engineering and bidding process the Village saw a shortfall as the low bid was seen in the range of \$575K. The Village would like to complete this upgrade, but the shortfall was deemed to be too large to place on the Village constituents through expenditure of Fund balance and/or debt financing. As a result, the LCLGRP has sought out grant funding through NYS Empire State Development Agency. The application here is viewed to be a fit as the completion of this work would allow for placement of additional apartment units on the upper floors of Main St. (where sprinkler systems would be required) and/or development of additional business interests and opportunities there. The Resolution includes a SEQRA review and negative declaration concerning any significant environmental impacts. Mayor Labas noted several virtual meetings with the LCLGRP and Lamont Engineers. As a result of the bids seen in February, Lamont has factored up prior cost estimates for this project in order to minimize out of pocket costs for the Village to \$15K-\$30K. The Mayor then asked the Village Clerk to provide additional details concerning this process and he did so. Following the Clerk's brief presentation, the Board commenced a period of discussion concerning the Resolution. They concluded that this project would improve water pressure seen in the construction zone as well as within the Main Street Business District. They also noted other benefits including improved fire flow rates, lower ISO ratings (which could lead to lower homeowners' insurance rates for constituents), and a generally stronger infrastructure. Following the discussion period, Deputy Mayor Hyatt sponsored the Resolution by motion. Trustee Leaman seconded the motion and it carried unanimously via roll call vote. The Mayor this declared the Resolution to be duly adopted.

There being no other business to consider, Trustee Garrone moved that the Meeting be adjourned at 6:10pm. Trustee Davies seconded the motion and it carried without objection.

Respectfully Submitted,

Richard H. Roberts
Village Clerk-Treasurer

APPROPRIATIONS

August 3, 2026

GENERAL: \$ 111,366.13

SEWER: \$ 22,926.95

WATER: \$ 8,991.10

SENIOR SHUTTLE \$ 1,510.40

UNAUDITED VOUCHERS: \$ 8,730.00

TOTAL..... \$ 153,524.58

Proposed Budget Transfers/Amendment

August 3, 2026

For the 2025-26 Budget Year

The following transfers are recommended for the General and Water Funds in conjunction with the final accruals associated with the preparation of the Village's Annual Financial Report (AFR) for the 2025-26 fiscal year:

<u>Acct #</u>	<u>Account Title</u>	<u>Change</u>	<u>Reason</u>
<u>General Fund</u>			
A90108	NYS Retirement (ERS)	+\$3,500.00	Final Accrual, NYS Retirement (ERS)
A79894	Cont. Expense, Slate Villy Msm	+\$500.00	Small Over-run, Slate Valley Museum
A2303	Snow Removal Services	+\$4,000.00	Cure above shortfalls
<u>Water Fund</u>			
F90108	NYS Retirement (ERS)	+\$850.00	Final Accrual, NYS Retirement (ERS)
F2140	Metered Water Rents	+\$850.00	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

INTERMUNICIPAL FLOODPLAIN MANAGEMENT AGREEMENT

THIS AGREEMENT made as of the date of its execution by both parties is by and between Washington County, for and on behalf of Washington County Code Enforcement office (hereinafter the "County"), a municipal corporation under the laws of the State of New York with offices at 1153 Burgoyne Ave, Fort Edward, NY 12828 and the Village of Granville a municipal corporation with mailing address at _____ (hereinafter, respectively, the "Town"/"Village"), and witnesses the following:

WHEREAS, the Federal Emergency Management Agency (FEMA) and the New York State Department of Environmental Conservation (NYSDEC) have promulgated regulations concerning the National Flood Insurance Program (NFIP), which, inter alia, require towns to enact a local law adopting floodplain management regulations; and

WHEREAS, the local law must include the designation of a "Local Administrator" as defined in such local law to administer and implement the provisions of the local law including enforcement thereof (the "NFIP Local Law"); and

WHEREAS, the [Town/Village] has adopted, or will adopt, a NFIP Local Law naming a local administrator who will review and issue floodplain development permits for activities outside of the scope of the Uniform Code within the Village's geographic jurisdictional limits; and

WHEREAS, the local administrator for the Village shall retain ultimate authority for the issuance of permits and the formal administration of such the Village NFIP Local Law to ensure compliance with state and federal standards; and

WHEREAS, the Village has opted out of enforcement of the New York State Uniform Fire Prevention and Building Code (the "Uniform Code") pursuant to §381 of the Executive Law of the State of New York, resulting in the County administering and enforcement the Uniform Code; and

WHEREAS, certain provisions and requirements of the Uniform Code and the requirements of a NFIP Local Law may overlap; and

WHEREAS, while the County administers the Uniform Code within such Village that has opted out of administration and enforcement of the Uniform Code, responsibility for the administration and enforcement of the Village NFIP Local Law remains with each such Village for property within its geographic jurisdictional limits; and

WHEREAS, the County and the Village wish to acknowledge the limits of their respective jurisdiction as it relates to the Village obligations under its NFIP Local Law and the County's administration and enforcement of the Uniform Code.

NOW THEREFORE, in consideration of the mutual promises set forth herein the parties agree as follows:

1. The Village shall be and remain responsible for administration and enforcement of its respective NFIP Local Law for any real property located within the geographic jurisdictional limits of the Village. The Village will maintain all records regarding administration and enforcement of its NFIP Local Law. The Village will be responsible for any FEMA/NYS DEC Community Assistance visits relative to the administration and enforcement of the NFIP Local Law.
2. The County shall be and remain responsible for administration and enforcement of the Uniform Code for any real property located within the geographic jurisdictional limits of the Village. The County will maintain all records regarding administration and enforcement of the Uniform Code.
3. The parties acknowledge that while parts of the Uniform Code may overlap with some requirements of the Village NFIP Local Law, the County shall not be deemed to undertake any permit issuance, administration or enforcement of the Village NFIP Local Law. While County staff or officers may consult with the Village local administrator as to areas of jurisdictional overlap of the Uniform Code and/or a NFIP Local Law, such consultation shall not be deemed administration or enforcement of the Village NFIP Local Law by the County.

Similarly, while parts of the Village NFIP Local Law may overlap with the Uniform Code, the Village shall not be deemed to undertake any permit issuance, administration or enforcement of the Uniform Code. While Village's local administrator, staff or officers may consult with the County's staff as to areas of jurisdictional overlap of the Uniform Code and/or a NFIP Local Law, such consultation shall not be deemed administration or enforcement of the Uniform Code by such Village.

For purposes of clarity, any permits and enforcement relative to the NFIP Local Law shall be and remain the responsibility of the Village and any permits and enforcement of the Uniform Code shall be and remain the responsibility of the County, regardless of any overlap between permit or compliance requirements of the NFIP Local Law and/or the Uniform Code.

4. The County and Village agree to cooperate in providing each other any documents, data, maps, communications from the federal and state agencies, and related information concerning the floodplain management program.
5. This agreement shall commence upon its full execution by both parties and continue through December 31, 2026 and shall be automatically renewed for each calendar year thereafter unless terminated as provided below.

6. Each party shall have the right to terminate this agreement upon one hundred and twenty (120) days advance written notice to the other. Such notice shall be served by personal delivery or certified mail to the address set forth above.
7. Nothing contained herein shall be deemed or interpreted to create any special duty, representation or warranty by any party hereto as to administration or enforcement of the Uniform Code or any NFIP Local Law. This Agreement shall not be interpreted to create any rights or benefits of any third party to this Agreement.
8. Each party shall save and hold harmless the other and shall assume all risk and liability for damage to persons or property and for claims arising from the performance of the indemnifying party under their respective roles set forth in this Agreement, except for the willful negligence of the indemnified party.

IN WITNESSETH WHEREOF, the parties have signed this Agreement on the dates set forth below.

County of Washington

By: _____
Name: _____
Title: _____

Date: _____

[Town of __, Village of __]

By: _____
Name: _____
Title: _____

Date: _____