

**Village Board Meeting
May 2, 2011, 7:00pm
Village Municipal Center**

Attendance: Village Board: Mayor Brian LaRose, Deputy Mayor Gordon Smith, Trustees Dean Hyatt, Paul Labas, and Frank Caruso

Village Key Staff: Village Attorney Michael Martin, Police Chief Ernest Bassett Jr., Superintendent of Public Works Dan Williams, Deputy Clerk-Treasurer Denise Davies, Clerk-Treasurer Rick Roberts

Press: Matthew Rice, *The Granville Sentinel*

Others: Granville Engine & Hose Company Members: Chief Ryan Pedone, Asst. Chief Michael Zinn, Firefighters Roger Smith, Stacey Zellars, Edward Evans, Patricia Panza, Curtis Pedone, Darrell Decker, and several others (15 members total).

Mayor LaRose called the meeting to order at 7:00pm.

Ratify Meeting Minutes (2): Trustee Labas moved the acceptance of the Meeting Minutes of February 7th and April 4th as circulated by the Clerk-Treasurer. Deputy Mayor Smith seconded the motion and it carried unanimously.

Monthly Reports: The Board received and reviewed the following monthly reports: Dog Control, Village Court, Police Dept., and Water Dept. (3 samples, all satisfactory). Trustee Hyatt moved acceptance of the reports as submitted. Deputy Mayor Smith seconded the motion and it carried unanimously.

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

General Fund: \$34,251.38
Water Fund: \$7,642.46
Sewer Fund: \$15,414.89
Skatepark Fund: \$120.31
Senior Shuttle: \$827.90
Water System Capital Project: \$5,158.69
Unaudited Vouchers: \$438.37

Total: \$63,854.00

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

Budget Transfers: The Clerk-Treasurer circulated a listing of proposed transfers in order to avoid overdrawing individual line items in the General and Sewer Funds in connection with the funding of tonight's appropriations:

<u>Acct #</u>	<u>Account Title</u>	<u>Change</u>	<u>Reason</u>
<u>General Fund</u>			
A16204	C/E, Municipal Center	\$1,500.00	Fuel/Elec. Costs slightly > bdgtd
A16202	Equipment, Municipal Center	-\$1,500.00	Cure above shortfall
A31204	C/E, Police Dept.	+\$3,000.00	Fuel/Elec. Costs slightly > bdgtd
A31201	P/S, Police Dept.	-\$3,000.00	Cure above shortfall
A35104	C/E, Dog Control Officer	+\$25.00	Small Overrun
A51824	Street Lighting	+\$3,075.00	Electric Costs slightly > budgeted
A97146	BAN Principal, Police Ret't	-\$2,250.00	BAN paid off in advance
A90608	Health Insurance Premiums	-\$850.00	H/I Prens. < budgeted

Sewer Fund

G90558 Disability Insurance Premiums	+\$30.00	Small Overrun
G2121 Metered Water Rents	-\$30.00	Cure above shortfall
G97206 Serial Bonds	+\$27,256.00	Pric. Paydown, WWTP U/G Phase II
G599 Unrsrvd/Unapp. Fund Bal.	-\$27,256.00	Princ. Payment taken from reserves

Following a brief period of discussion between the Board and Clerk-Treasurer, Trustee Hyatt moved that the transfers be approved as recommended. Trustee Labas seconded the motion and it carried unanimously.

BAN Renewal, WTP Upgrades: The Clerk-Treasurer advised the Board that the BAN for the Water Treatment Plant was up for renewal and that he had requested that Bond Council solicit bids for the same. Two bids were received: Glens Falls National Bank at 2.25%, and the First National Bank of Coxackie at 1.55%. The BAN would be callable, as it is expected that monies to fund the short-term financing for the project will become available through the EFC within approximately 60 days. Following a brief period of discussion, Trustee Hyatt moved the renewal of the BAN through the low bidder. Trustee Labas seconded the motion and it carried unanimously.

Engage Auditor, Single Audit Requirement: In order to comply with Federal requirements, the Village must perform a single-audit of all operations for any fiscal years that they have expended in excess of \$500,000.00 that will be eventually paid for or extinguished through a federal grant or long-term financing. Thus, in connection with the WWTP and WTP upgrades, the single audit will have to be completed for 3-4 fiscal years. The Village has obtained a bid from the Accounting Firm of Whittemore, Downen & Ricciardelli LLP of Queensbury, NY as follows: For the 2009-10 fiscal year: \$18,395; For the 2010-11 fiscal year: \$18,935; For the 2011-12 fiscal year \$19,490; and for the 2012-13 fiscal year \$19,850. The Board discussed this matter with the Clerk-Treasurer and reviewed the proposal as submitted. Following the discussion period, Trustee Labas moved acceptance of the bid as received. Trustee Hyatt seconded the motion and it carried unanimously.

Mayor's Reports: The Mayor briefed the Board in the following items of concern:

1. Youth Day: On Saturday, April 30, the County Youth Bureau hosted a Community Clean-up day in Granville, with some 80-100 youth participating in conjunction with the Town and Village DPW. Much work was accomplished, including maintenance of Veterans Park, Lions Park, Main St., and the Mettowee Cemetery; upon completion of the work detail, a barbeque hosted by the staff of the Youth Bureau followed. The Mayor thanked Youth Bureau Director Mike Gray and his staff, Town Supervisor Matt Hicks, the Village and Town DPW Superintendents, and the many students for their efforts to make Granville a brighter and cleaner place. This was an excellent day for Granville in the Mayor's view.
2. Replacement of Finial for Veterans Park Fountain: Mayor LaRose briefed the Board concerning the replacement of the finial for the fountain in Veterans Park. He advised that he would like to order a 10 ½" Cast Pine Cone which will allow the fountain to be operable for Memorial Day festivities in the Park. Following a period of discussion amongst the Board members, the Board agreed to proceed with the new Finial and Trustee Labas volunteered to attempt to procure a replacement finial that more closely resembles the pineapple that was stolen over the winter thru a local vendor at a reduced price.
3. Property Maintenance Law Notice: Mayor LaRose circulated a notice to be run in the Official Village Newspaper concerning property maintenance. The Local Ordinance Officer will be enforcing the Property Maintenance Law this spring, monitoring lawn maintenance, accumulation of refuse, outdoor storage of furniture and appliances, etc. and overall property condition. Deputy Mayor Smith suggested that the ad should also contain language concerning unregistered/abandoned vehicles. The Board agreed unanimously to add this verbiage to the notice. The Mayor also reviewed correspondence that had been

submitted to the Washington County Code Enforcement requesting their cooperation and assistance if the Local Ordinance Officer encounters Fire and Building Code issues beyond the scope of his authority.

4. Correspondence--Washington County DPW: The Mayor reviewed correspondence that he had sent to the Washington County DPW concerning a request for a double yellow line on Church St. (from Potter Avenue to Main Street). It is expected that this task will be completed sometime later this spring or early summer.
5. Rail Trail Decking: Mayor LaRose briefed the board concerning the deck to be erected adjacent to the Trestle Bridge along the Rail Trail. The deck project is proceeding and it is planned that this area will be lit and opened up upon completion. It is hoped that the better lighting and police patrols of this area will allow the deck and park to be a fun & safe recreational area for some time to come.
6. Bid of Village Property & Liability Insurance: The Mayor advised that he had requested that the Village Clerk bid out the Village Property and Casualty Insurance for the coming year. This process has not been done in 5 years and the Mayor feels that it would be in the Village's best interests to do so at present. Bids will be due on July 1, with the award being issued by the Village Board on July 11. Specifications have been created and circulated at this time and it is expected that the Clerk's office will be working with a number of agents over the next 45 days to complete applications and receive bids.
7. Water Treatment Plant Upgrade: Mayor LaRose asked Superintendent Williams if he could provide an update to the Board concerning the Water Treatment Plant project. Superintendent Williams advised that he expected construction to commence in approximately two weeks. All contracts have been signed, engineered plans approved by RUS, and the pre-construction meeting will be completed within a week to ten days. Construction is expected to commence within just a few days of the pre-construction meeting per the Superintendent.
8. Mayor LaRose reported the receipt of \$1,000.00 in grant funds relating to the "jump start" Tree Replacement grant. This grant was used to plant sycamore and mountain ash trees in Mettowee Park and surrounding parcels.

Funding Request—Granville Little League: Mayor LaRose reviewed a written request from Little League President Kathy Juckett concerning staffing for the Little League concession. Following a period of discussion concerning the request, Deputy Mayor Smith moved to table the request pending further information from the Little League Board. Trustee Labas seconded the motion and it carried unanimously.

Request for Assistance—Rail Trail 5K Race: Mayor LaRose reviewed written correspondence from Kerri Thomas concerning the second annual Rail Trail 5K race on June 4th. The Race Director has requested Police coverage at major intersections, a tent to house volunteers, food, etc., a port-a-potty, cones and safety vests, etc. Following a brief period of discussion, Trustee Hyatt moved approval of the request as submitted. Deputy Mayor Smith seconded the motion and it carried unanimously.

Noise Concerns (Trustee Labas): Trustee Labas addressed the Board relating to noise concerns in proximity to the Church St./Potter Avenue intersection. Trustee Labas cited speed concerns on Church St. from Potter Avenue south to the Village border; Chief Bassett recommended more frequent patrols in this area in order to address this issue. Trustee Labas also inquired if the Village had a noise ordinance, citing the PA system employed by GCS at football games, loud exhaust systems, the ding-dong cart, truck/"jake" brakes, etc. Chief Bassett and Mayor LaRose advised that there is not a present noise ordinance on the books for the Village, but some of these concerns can be addressed by officer patrols, the Mayor contacting a trucking company, vendor, etc. as has been past practice or the Village Board could consider the adoption of written standards. However, the Police Chief did counsel that noise ordinances can be difficult to

enforce without obtaining costly equipment and/or training personnel to measure sound levels properly.

Request for Use of Mettowee Park: Mayor LaRose reviewed a written request from the Cub Scout Pack 44 concerning the use of Mettowee Park on June 10th (Rain date June 17th) for their annual Crossover Ceremony. There are no conflicts on the Village calendar concerning the proposed dates. Following a brief period of discussion, Deputy Mayor Smith moved approval of the request as submitted. Trustee Labas seconded the motion and it carried unanimously.

Concert Series Update: Mayor LaRose advised that the 2011 Summer Concert Series had been finalized and asked the Village Clerk to provide an update to the Board. The Clerk advised that a total of 13 acts (16 Concerts) have been booked, including 4 new groups. Support Letters have been mailed to businesses, the schedules/flyers are at the printers, and the sign for Veterans Park has been ordered. The Fire Dept. plans three chicken barbeques, and the Methodist Church plans to return with their Strawberry Social for June 30th; the joint fireworks display with the Town is also planned for the same evening. Mayor LaRose thanked the Village Clerk's Office for coordinating the series and the DPW for their dedicated efforts to maintain and beautify the park throughout the season.

Schedule Year-End Appropriation Meeting: The Mayor conferred with the Board concerning a convenient date for a meeting at the end of the Fiscal year to fund the final appropriations for 2011-12. Following a brief period of discussion, it was unanimously agreed that the meeting would be scheduled for Thursday, May 26th at 4:30pm.

Consider Approval of Village Fire Chief and Assistant Chief: Mayor LaRose reviewed correspondence received from the Fire Dept. Secretary concerning the results of the Department Elections conducted on April 19th. He then consulted the Village Attorney for an opinion concerning the legitimacy of said election, as certain concerns have been brought to the Mayor's attention through Trustee Hyatt who acts as the liaison to the Fire Department. The Village Attorney advised that based upon the information that he had received (including a copy of the Fire Dept. bylaws, advice of proper notice, etc.) that procedure appears to have been followed; no one has presented evidence to him of a procedural defect. Based upon this information, the Mayor asked the Board if they were willing to consider the appointment of the Fire Chief and Assistant Chief as specified by the Department Secretary.

An extended period of discussion then ensued between the Mayor, Village Board, Village Attorney and several members of the Granville Engine & Hose Co. concerning the appointment process. The Village Board's primary concern was that their role in the appointment process is perceived to be administrative in nature—The Board expressed a sincere desire to separate itself from the politics associated with the Fire Department. Several Board members stated concerns over fracturing the Department in some way if appointments were made over the objections of one company or another. However, based upon counsel from the Village Attorney and the assurance received from the membership of the Granville Engine and Hose Company concerning departmental cooperation, the Board moved the following appointments:

Trustee Hyatt moved the appointment of Michael Zinn to the position of Assistant Village Fire Chief. Trustee Labas seconded the motion and it carried unanimously.

Trustee Labas moved the appointment of Ryan Pedone to the position of Village Fire Chief. Deputy Mayor Smith seconded the motion and it carried unanimously.

Mayor LaRose opened the meeting to public comment at 9:00pm.

DPW Superintendent Dan Williams briefed the Board concerning the County Composting Facility. The Superintendent advised that the RFPs submitted for engineering services had been reviewed and that Jarrett Engineering had been awarded a contract in the amount of \$21,400. The Village's share of this contract amounts to \$2,800. The Executive Director has also put together a package in hopes of bidding out

certain services and equipment including a new screener and mixing equipment in an effort to address the DEC and EPA violations that were cited in a previous inspection. The Superintendent agreed to keep the Board up to date concerning progress seen at the facility in subsequent meetings.

There was no further public input.

Deputy Mayor Smith moved that the Board convene an Executive Session at 9:10pm concerning a matter of present, proposed or current litigation. Trustee Labas seconded the motion and it carried unanimously. The Village Attorney accompanied the Board into Executive Session.

Trustee Labas moved that the Board return to regular session at 9:40pm. Deputy Mayor Smith seconded the motion and it carried unanimously.

Mayor LaRose advised that the Fire Department had requested the procurement of a vehicle through the Village to be utilized for training classes for its members. The Mayor asked the Village Clerk to check into the costs associated with this request (e.g. insurance, upkeep, etc.) and stated that he would be willing to work with Trustee Hyatt to establish a policy for said vehicle's use.

Deputy Mayor Smith moved that the meeting be adjourned at 9:45pm. Trustee Labas seconded the motion and it carried without objection.

Respectfully Submitted,

Richard H. Roberts
Village Clerk-Treasurer