

BOARD MEETING MINUTES
VILLAGE OF LAURENS
April 7, 2026
ORGANIZATIONAL AND REGULAR MEETING

The meeting was called to order at 7:02 pm by Mayor Kovacs

Present: Mayor Frank Kovacs, Trustee Melissa Gravelin, Trustee Tom Halstead, Trustee Lois VanAlstine, Clerk Erica LaBuz

Other: Sandra Bollinger, Starr Liddle, Fran Toombs

Pledge of Allegiance

Oath of Office: Mayor Kovacs administered the Oath of Office to Trustees Melissa Gravelin and Lois VanAlstine

Organizational Meeting:

The Organizational Chart (Attachment 1) was reviewed and discussed. Trustee Halstead was appointed Deputy Mayor. Trustee Halstead made a motion to accept the items in the organizational meeting. Seconded by Trustee Gravelin. Approved 4-0.

Minutes: Trustee VanAlstine made a motion to approve the February minutes. Motion was seconded by Trustee Halstead. Approved 4-0 (There was no quorum at the March meeting.)

Budget Public Hearing:

Mayor Kovacs opened the public hearing on the budget. The clerk/treasurer reviewed the budget.
General Fund

Revenues: Fund balance used = \$4,716.42 which is lower than last year; Tax Levy – calculated by NYS Comptroller; Other revenues are estimated from prior year revenues; Since we are not doing sidewalks, CHIPS funding is removed which lowers total revenue. Total expenses are also lowered because we are not paying for sidewalk replacement.

Appropriations: The clerk's salary is calculated at \$9,500.00 per year for 7 months due to retirement. Five months is calculated at \$8,762.00. The deputy clerk position for training for 4 months is calculated at \$17.00 per hour. Street lighting and parks contractual has increased because of increased costs. Sidewalks are removed. Other culture and recreational are the costs of the concerts and community day which should be covered by grants.

Water Fund:

Revenues: Fund Balance used = \$5,899.00; Water Sales based on prior years; Penalties increase based on penalties collected.

Appropriations

The water superintendent will receive \$1,000.00 per month and the assistant will have a \$50.00 increase per month; Electricity costs have increased so that is going from \$4,500.00 to \$7,000.00.

Trustee Halstead made a motion to approve the 2026-2027 budget. Seconded by Trustee Gravelin. Approved 4-0.

Financial Reports: The February financial report was reviewed. A motion to approve the financial report and Abstract #11 was made by Trustee Halstead, seconded by Trustee VanAlstine. Approved 4-0.

Budget Modifications: \$150.00 for Parks Contractual (A7110.4) from Parks Equipment (A7110.2) \$74.37 for Water Equipment (FX8320.2) from Propane/Gas (FX8320.43)

Trustee VanAlstine made a motion to approve the budget modifications. Seconded by Trustee Gravelin. Approve 4-0.

Water Report – Water superintendent Jarrett Hotaling submitted a written report. The Village used 617,000 gallons of water which averages to 10,900 gallons per day. This is 8,000 to 10,000 gallons more than usual. There was a leak earlier in the month.

Mayor's Report – Mayor Kovacs will check to see if an update is needed on the comprehensive plan.

Committee Reports

Parks, Property & Sidewalks

Trustee Halstead reported that the Knapp Park needs raking. The leaves are matted down. An estimate from Stretch's for park cleanup was \$1,200.00. Trustee Halstead will mow the parks this summer. Trustee Gravelin asked if her 16-year-old son was able to mow the park. Our insurance, NYMIR, would need to be asked about this.

Community Engagement

Otsego County awarded the village \$800.00 for Community Day. Trustee Halstead made a motion to accept the grant. Trustee Gravelin seconded the motion. Approved 4-0.

The Earlville Opera House has not yet announced grant awards. Trustee VanAlstine made a motion to accept the grant award when it is offered so that the concert series can be held in July. Seconded by Trustee Gravelin. Approved 4-0.

New Business: Otsego County sent an email informing the village that they had an intern available to help with eyesore properties. They asked for a response to their survey. The email was forwarded to the mayor and the trustees. No response was submitted to the county by the mayor or the trustees. The mayor will make a list of properties.

Correspondence

Adjournment: The regular meeting was adjourned at 7:45 PM.

Respectfully submitted,

Erica LaBuz
Village Clerk

Attachment 1

VILLAGE OF LAURENS

April 1, 2026-March 31, 2027

ORGANIZATIONAL MEETING

Meeting date	First Tuesday of the Month
Banking Facility	Community Bank
Official Newspaper	Daily Star
Attorney	Whiteman Osterman and Hanna LLP
Health Officer	Fox Hospital
Clerk-Treasurer	Erica LaBuz
Deputy Clerk	
Village Assessor	Kassandra Cade-Laymon
NYS Fire/Building Code Enforcement Officer	Otsego County Codes Office
Historian	Marie Iannotti
Registrar of Vital Statistics	Deb Lawyer
Dog Control	Julie Polulech
Park/Village Maintenance	
Water Superintendent	Jarrett Hotaling
Assistant Water Superintendent	Dale Bullock

TRUSTEE APPOINTMENTS

Deputy Mayor Tom Halstead

BOARD COMMITTEES

Community Engagement Committee _____
Parks, Property & Sidewalks Committee _____