

VILLAGE OF VICTORY VILLAGE BOARD OF TRUSTEES

MEETING MINUTES AUGUST 8, 2016 7:00pm

Call Meeting to Order

Approval of Minutes:

- Minutes – July 12, 2016 - Monthly Meeting
- Minutes – July 28, 2016 – Special Meeting

A motion was made to accept the minutes from the July 12th monthly meeting as submitted by Trustee Sullivan and seconded by Mayor Dewey. All in favor – aye. Motion passed. A motion was made to accept the minutes from the July 28th special meeting as submitted by Mayor Dewey and seconded by Trustee Healy, with Trustee Sullivan abstaining as he was absent. Motion passed.

Village Board Correspondence or Announcements:

- **ZBA Meeting:** 3rd Monday/August meeting not yet scheduled
- **Planning Meeting:** 3rd Tuesday/August meeting not yet scheduled
- **Schuylerville/Victory Water Board Meeting:** 3rd Monday/August 15, 2016 at 7:00pm in Schuylerville
- **Sample Local Law on Sidewalk Maintenance:** Dave Meager provide the sample law after discussing the village's liability insurance policy (Renewal Date was August 1, 2016).
- **US Environmental Protection Agency:** Reports that there is ongoing PCB Floodplain Investigation and Sampling located between Hudson Falls and the Troy Dam. More info avail: <http://www.epa.gov/hudson>
Fact sheet available on village bulletin board at clerk's office.

Monthly Reports:

All reports are read as presented and are as follows;

A. DPW REPORT

- Working Supervisor Bill Lloyd provides written report which was read.

B. SEWER DEPARTMENT:

- Included with DPW report

C. CODE ENFORCEMENT OFFICER REPORT

- CEO Report from Larry Wolcott provided a written report which was read. Also mentioned was a property maintenance survey which will be held August 12, 2016 concerning the unsafe structure and OTR.

D. FIRE DEPARTMENT REPORT

- Fire Department Report from Chief Wolcott
- Ladder Testing Invoice was over approval by \$151.20 total was \$651.20/amend motion. **A motion was made by Mayor Dewey and seconded by Trustee Healy to approve the amendment of a prior approval of \$500 for the ladder testing from The Service Safety Testing, Inc. in the amount of the additional \$151.20, for the total amount of \$651.20. All in favor – aye. Motion passed**
- Adopt by Resolution the Saratoga County Mutual Aid Plan. **A motion was made by Trustee Healy and seconded by Mayor Dewey to adopt the Resolution that the Board authorizes the participation by the David Nevins Fire Company in the Saratoga County Fire Mutual Aid Plan. All in favor – aye. Motion passed.**

E. WATER DEPARTMENT REPORT

- Draft Minutes from July 2016 meeting not available. The minutes are available at this time. Trustee Healy sent an email to the Water Clerk right before tonight's meeting and will be discussing the water tank issue at the 8/15/16 meeting.

F. VILLAGE TREASURER'S REPORT

- Monthly report ending July 2016 which was read.
- Final Dissolution check received \$31,517.20

G. PLANNING BOARD REPORT

- Chairman Pete Healy-no meeting/no report. Trustee Healy said Chairman Healy and Village Clerk Lewsey reached out to Travis Kline regarding the status of the potential park at the corner of Bridge and Evans Street. Questions of what do we need to do and how do we proceed now were brought up. Trustee Healy will discuss this matter with Chairman Healy.

H. ZONING BOARD OF APPEALS REPORT

- Chairperson Jaime O'Neill-no meeting/no report

I. HOME/CDBG Grant:

- Jim Thatcher, CT Male submits report through July 31, 2016. CEO Wolcott stated there is still an existing one and he will reach out to Jim Thatcher and Chris Koskinen regarding the owner with concerns of workmanship.

OLD BUSINESS:

A. Litigation: Sewer Manhole and Flow Meter Issues

- Amended Verified Complaint was sent / no response. Mayor Dewey confirmed with Mark Couch.

B. Mill Redevelopment/Riverview Realty

- Feasibility Study received. Mayor Dewey commented he was not impressed with the Feasibility Study and was still reviewing it.

C. White's Alley/Village Property:

- Trash and debris was removed from one residence. An invoice was mailed as per OTR from the village in the amount of \$500.00. All other properties met the letter of request from the village.

D. Sidewalk Project

- Bids were opened July 28, 2016.
- Village Board to make determination on project.

Trustee Sullivan missed the 7/28 meeting as he forgot. He saw some bids were very high, and took it upon himself after the bids were announced to get two additional bids. One was from Acclaim in the amount of \$4,000 and the other from All American in the amount of \$2,800. Mayor Dewey told Trustee Sullivan we can't consider additional bids now. Trustee Sullivan then commented the Village has the right to throw out other bids. Mayor Dewey asked - where were these contractor's when the bids were originally sent out. Why reach out to them now? Trustee Sullivan stated small contractors don't read newspapers. We don't have to have RFP/competitive bidding, we could receive three proposals. This is explained in the Village Procurement Policy. Mayor Dewey said the village has concerns with deadlines now. Trustee Sullivan again said the village has the right to reject the prior bids. Mayor Dewey asked why this issue wasn't brought up before. Trustee Sullivan stated he had no idea that the bids we received would be this high. Mayor Dewey stated asking for bids after the opening has taken place is not an ethical way of doing things. After all the bids have already been disclosed. **Trustee Sullivan made a motion to reject all prior received bids as too high and go through the procurement policy and receive three proposals. Mayor Dewey and Trustee Healy voted nay. Trustee Sullivan – aye. Vote - 2 ayes, 1 nay. Motion failed. A motion was made by Mayor Dewey and seconded by Trustee Healy to accept the Walt Taras bid in the amount of \$4,600. Trustee Sullivan voted nay. Vote 2-1. Motion passed.**

E. Mobile Home Park Local Law

- Still under review for MHP renewal fees. This item has been tabled.

F. DPW Truck

- Draft Specs were discussed July 28, 2016 special meeting. Mayor Dewey stated he had spoken to Assemblywoman Carrie Woerner. We should have notification in 2 weeks and would receive the money within 9 to 18 months. Trustee Sullivan asked if this was guaranteed in order to buy the truck now. He said many grants are retroactive. Mayor Dewey stated the Village would receive a commitment letter. Trustee Sullivan stated the Board is bound and determined to go through with the purchase of the DPW truck.
- Update on Specs. Mayor Dewey stated he would like to see the specifications. **A motion was made by Mayor Dewey and seconded by Trustee Healy to send proposal and RFP request for an itemized list of costs. Trustee Sullivan voted nay. Vote - 2 ayes, 1 nay. Motion passed.**

G. Neighborhood Watch

- The village has received responses to date from 10 residents who are interested in the neighborhood watch program.
- Mayor Dewey requested a meeting with Sheriff's Department/tentatively scheduled for August 24, 2016 at 7:00pm. Mayor Dewey stated he has been in contact with Sgt. Leonard and Frederick Lee from the Saratoga County Sheriff's Department. We will need to book the hall, notify residents and post the meeting information on the village bulletin board.

NEW BUSINESS:

- A. Saratoga Plan updating publicly-accessible trails and protected lands map/see attached information
- B. Fall Training – Clerks Conference 9/12-16, 2016 in Saratoga Springs/Registration: 1 day \$185./full \$285.00
 - a. Clerk/Treasurer asks for approval for 1 day or full conference attendance. **A motion was made by Mayor Dewey and seconded by Trustee Sullivan to attend the Clerk's Conference the week of 9/12/16 at a cost of \$285. All in favor – aye. Motion passed.**
 - b. If approved September meeting falls during this week discuss village board meeting. This meeting was rescheduled for Monday 9/12/16.
- C. Zombie Property Legislation
 - a. Newly Enacted Prevention Law from NYCOM. Mayor Dewey commented this really doesn't apply to the Village.
- D. Resolution request from County of Dutchess in supporting to Think Differently and Autism Spectrum. This item was tabled until next month.
- E. Bond Anticipation Note (BAN)
 - a. Sidewalk Project Year 3 maturity date September 2016 Pay off Amount \$9,464.15. Clerk Lewsey stated the Village has received money from the Local Efficiency Grant in the amount of \$31,517.20. That money would be placed into fund balance. We would need to amend the budget to allow the payoff in September 2016.
 - b. RESOLUTION: Budget Amendment in order to pay off Sidewalk Project Sept meeting. This has been tabled until next month. **A motion was made by Trustee Healy and seconded by Mayor Dewey to take care of the resolution for the Budget Amendment for the Sidewalk Project at next month's meeting. All in favor – aye. Motion passed.**
 - c. Firetruck BAN Year 3 maturity date September 2016 Planned renewal of BAN Principle Payment \$7,000.00. (Year 3 of 5)
 - d. The Outstanding Debt Summary has also been provided for FY16.17. There was a discussion of the village debt schedule. Trustee Sullivan brought up the outstanding Rural Development USDA loan of \$85,000 for the sewer agreement at 5.25% interest. As this is a very high interest rate the Village should look into paying off this debt or refinance. Clerk Lewsey said she would talk to Dave Penzer at the Glens Falls National Bank.
- F. Building Maintenance Quotes

- a. Village Office/Firehouse roof repair \$250.00. **A motion was made by Mayor Dewey and seconded by Trustee Sullivan to have Wolcott and Sons fix the roof shingles in the amount of \$250 to prevent roof leakage. All in favor – aye. Motion passed.**
- b. Sewer Maintenance Garage:
 - i. Shingle Roof Replacement \$6300.00 deduct \$500.00 if DPW takes care of roof debris
 - ii. Metal Roof. A verbal quote was received from Wolcott and Sons in the amount of \$5,000-\$5,100.

Mayor Dewey made a motion which was seconded by Trustee Healy to put this project out to bid and be ready for next month (September). All in favor – aye. Motion passed.

- c. Specifications on Roof Replacement Village Office/Firehouse
 - i. Suggested scope and materials list

Mayor Dewey commented this would be a project for next year and we could save it for the next budget cycle.

While speaking of the sewer garage, Trustee Healy brought up securing the garage door better. Trustee Sullivan suggested skimming plates or dead bolts. CEO Wolcott stated there are options. **Mayor Dewey made a motion which was seconded by Trustee Healy to install dead bolts on both doors, receive quotes from TWC to install key pad security for all doors and windows. All in favor – aye. Motion passed.**

Open Floor:

Tricia Bodnar, 29 Burgoyne St. has questions regarding the Neighborhood Watch. She also thanked the Board for initiating the actions for this initiative, but does have questions. Is there sufficient enough people interested to have a meeting, and is this open to the Village of Schuylerville? She stated that the Village of Schuylerville has ended and just has Facebook notices only.

Trustee Sullivan wanted to speak about the damage and costs associated with fencing repairs at the Siege Trail. The Village received a grant from the County for \$12,500. Last month an abstract was approved for \$9,000 which was the actual fencing cost, but would also like to know what other expenses are expected. Mayor Dewey signed the contract in November 2015. Trustee Sullivan would like to know what the village's share is and if in-kind services counts toward this share. He suggests further clarification is needed from Saratoga County and/or Saratoga Plan. Clerk Lewsey to request in writing at the village's responsibility if no response. A letter will be sent from village saying share was administrative.

Audit Claims:

- Abstract # 3 – AUGUST 2016
 - General Fund \$ 19,047.06
 - Sewer Fund \$ 1,469.76

A motion was made by Mayor Dewey and seconded by Trustee Healy to accept the Audit Claims for Abstract #3 as submitted. All in favor – aye. Motion passed.

Executive Session: None.

UPCOMING VILLAGE BOARD MEETINGS:

- Monthly Meeting
 - 2nd Monday, SEPTEMBER 12, 2016 7:00pm (due to Clerk's Conference Meeting attendance)

ADJOURNMENT: A motion was made by Mayor Dewey and seconded by Trustee Sullivan to adjourn the meeting. All in favor – aye. Motion passed.

Respectfully submitted,

JoAnn Bielkiewicz

