

VILLAGE OF VICTORY  
VILLAGE BOARD OF TRUSTEES

**SPECIAL MEETING MINUTES**  
**November 1, 2018 6:30pm**

Discussion of Firehouse Renovation Project  
Village Board of Trustees and the DNFD Fire Chief and Line Officers

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Call Meeting to Order

Trustee Tim Healy called the meeting to order.

Roll Call:

Mayor Patrick Dewey, Trustee Tim Healy, Trustee Leslie Dennison and Clerk Treasurer Maureen Lewsey. Also attending; Village Engineer Al Longtin, Fire Chief Larry Wolcott, Ryan Campbell, Nate Fort and James Stine.

New Business:

**1) Longtin Engineering: Discuss Firehouse Reconstruction Project and Survey**

Al Longtin started the discussion and notes that the project/plan will start with getting the property surveyed. There is an option for the survey; survey \$1500.00 + \$250.00 to mark the corners. It was agreed to mark the corner so that it is clear where the boundary lines are. He will call tomorrow to schedule the survey work.

Longtin asked for a list of what is needed in the firehouse. Chief Wolcott said the goal was to extend the building to the rear.

Longtin noted that this project was originally discussed with him back in 2014. There was a number of items discussed including but not limited to; the possible overall square footage, having a second floor, ADA requirements, elevator needs, more storage space, moving lockers and radio room to the rear of the building to allow for wider bays and essentially newer firetrucks, having to relocate the village hall generator and vestibule area.

Longtin went back to discussing the survey and asked about underground infrastructure and power. He asked about utilizing more of the north or front side of the firehouse. Ryan Campbell said that needs to remain as the apron is needed to park the apparatus (when outside of the firehouse).

Longtin asked what spaces that they currently have and if that space needs a bigger footprint. He wanted to get an idea what types of spaces whether currently or not, would be needed in this plan. If a second floor was added it would not accommodate any type of sleeping quarters as this is a volunteer membership with no paid firefighters on call. Also the roof line across would be carried over from the village hall for cohesiveness. Campbell said that whatever the biggest open floor plan they could get is what they would work with.

The overall garage door size was discussed too since in the long term the newer the fire trucks are, the bigger (including width) they are. More information was asked on the locker room/locker sizes and the location of the locker room in relation to ease of access.

It was agreed to get the survey first since so much of the floor plan will depend on the overall square footage the fire department has to work with and what design would be best.

One item not yet clarified is if the village hall/firehouse, aka as the old schoolhouse, is on the historic registry. Clerk Treasurer Lewsey to check into any designation at all.

Funding sources were also discussed. Longtin remembers the village contacting someone to research all options available for village fire departments. Clerk Treasurer Lewsey said it is very limited as to what is available and not necessarily any grant money, more like low interest loan

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through USDA/Rural Development. It is possible grant funding is available for this purpose through the DASNY program as well.

Chief Wolcott discussed the heating needs and options such as radiant heating. Longtin asked about storing hazardous materials, ventilation, building options (pole barn or other), getting a list of spaces that are essential to account for, option to have a drive through bay (do not have the room) and the grading of the lot.

Longtin will get the survey results and review possible design plans and will meet again to discuss the timeframe. Lastly the list of everyone's email was requested so that all will be in the loop.

## 2) **Discuss Mandated Insurance Policy for Volunteer Firefighters effective January 1, 2019**

This unfunded mandate and its cost was discussed. Effective January 1, 2019 the village must have in place an insurance policy that will cover firefighters, under certain circumstances for cancer, for all interior fire fighters. Since this is new there were a number of questions asked by all in attendance. It was agreed to send the list of questions to the village's insurance agent so that the proper number of firefighters, who qualify, will be covered on the insurance policy. Information already has been provided from the agent and also from NYCOM and although it answered some questions, in some areas it added questions. A list of the questions was prepared during this meeting and the response will be disseminated. An application will need to be completed in order to get the policy. The cost of the policy is \$137.00/qualified interior fire fighter. An annual report will be required and the policy will change each year or as needed to allow the coverage for each qualifying member. Another quote was available at \$166.00/qualified member. The Village Board agreed to send in the application request to the VFIS insurance company through the village's agent as the lowest policy (both were the exact coverage). Clerk Treasurer Lewsey will finalize the number of fire fighters with Chief Wolcott. It was also noted that the confidential records will be maintained in the village clerk's office as the Village Board is the Authority Having Jurisdiction (AHJ) as outlined in the guidelines. It is hopeful to have information by the village's monthly meeting November 13, 2018.

## 3) **Sewer Application/Building Application: 29 Burgoyne Street**

Discuss waiving the application fee for replacing the sewer line: The Village Board of Trustees received a sewer application and a building permit application from the owners of 29 Burgoyne Street. The reason for the two applications was advised by the village CEO Larry Wolcott. He determined this would allow for inspection of the replaced private septic line as outlined in the sewer application and the building permit application would allow for his input as to any of the work applying to the NYS Uniform Code. A request was made by the applicant to waive the fee of \$200.00 since the replacement is due to damaged pipe and failed line. The residence is existing and involves neighbors as the line crosses adjacent properties. Mayor Dewey discussed the ongoing matter with Schuylerville Mayor Dan Carpenter and since the line crossed Burgoyne Street and is connected to the Schuylerville Sewer Main, he will request the Schuylerville DPW highway foreman to inspect the connection. **Mayor Dewey made a motion to approve the sewer application as a Victory resident and to waive the application fee of \$200.00 with Trustee Dennison seconded the motion. Vote: 3-0. All Ayes. Motion Passed.**

It was also noted by the resident that there seems to be no mapping of the sewer laterals showing access in the right of way area. They are proceeding by digging until they find the exact location of the failed sewer lateral. Mayor Dewey requested to follow up by checking into recent work that was done to upgrade the storm water as was part of the waste water treatment plant project by Schuylerville. Perhaps they have some drawings or maps as part of that project. The owner commented that they are having to do exploratory digging and will go across the adjacent

neighbor's property as this is the path of the existing sewer lateral. The matter is in court between neighbors and seems to be slated to go back to court on November 14, 2018.

**4) Village Hall Generator Quote: Milton CAT \$1,861.67**

Service call was performed resulting in the following quote to replace the mag pick up and additional labor to install. After brief discussion, **Mayor Dewey made a motion to approve the quote from Milton Cat in the amount of \$1,861.67 to repair the village hall generator with Trustee Dennison seconded the motion. Vote: 3-0. All ayes. Motion Passed.**

**5) RESOLUTION: Bond Anticipation Note**

The maturity date is November 14, 2018 and the BAN is up for renewal. The Village Board has discussed options such as renewing and paying off the note. The 1<sup>st</sup> BAN installment has been budgeted as follows; \$9,725.00 principle payment and the interest payment of \$1,092.98. Discussion was held on paying off the note entirely and not renewing the BAN. Discussion was held on the funding source for this payoff. Proceeds of \$10,690.00 from the sale of the 2006 GMC dump truck would be applied and the remaining \$27,868.00 would come from fund balance adding to the budgeted \$9,725.00 equals the principle payment of \$48,283.00. **Mayor Dewey made a motion to approve paying off the loan from Glens Falls National Bank in the amount of \$49,375.98 (principle \$48,283.00 and interest of \$1,092.98) with Trustee Dennison seconded the motion. Vote: 3-0. All Ayes. Motion Passed.**

Old Business: None

Open Floor: None

Executive Session: None

Next Meeting:

Village Board of Trustees Meeting:

Monthly Board Meeting ~ Tuesday, November 13, 2018 at 7:00pm

ADJOURNMENT

**Mayor Dewey made a motion to adjourn the meeting with Trustee Dennison seconded the motion. Vote: 3-0. All Ayes. Motion Passed.**

Respectfully Submitted,

*Maureen Lewsey*

Maureen Lewsey  
Village Clerk Treasurer