VILLAGE OF VICTORY

VILLAGE BOARD OF TRUSTEES

**SPECIAL MEETING MINUTES**

Wednesday, March 27, 2019

##### Call Meeting to Order:

Trustee Tim Healy called the meeting to order.

Roll Call:

Mayor Patrick Dewey, Trustee Tim Healy, Trustee Leslie Dennison, Village Clerk/Treasurer Maureen Lewsey, Fire Chief Larry Wolcott and Line Officer Ryan Campbell. Also attending Al Longtin, Longtin Engineering.

New Business:

1. **Tentative Budget Presentation**:

Village Clerk/Treasurer Lewsey presented the budget to all Village Board of Trustees for review and in preparation of the public hearing. After a brief discussion on a property assessment and how that could affect the amount received in taxes, the Village Board had no changes to the tentative budget.

1. **Establish Public Hearing on Tentative Budget FY19.20**:

**Mayor Dewey made a motion to establish the date of April 9, 2019 at 7:00pm as the public hearing date on presenting the FY 2019.2020 Tentative Budget with Trustee Dennison seconded the motion. Vote: 3-0. All Ayes. Motion Passed.**

1. **Discuss Quotes for replacing flex duct in Village Hall:**

Due to air quality concerns the Village Board previously awarded the bid to replace the flex ductwork above village hall however the local contractor never showed up. Since the issue needs to be corrected the Village Board requested Public Works Supervisor to obtain two more quotes at the last meeting so the issue can be resolved as soon as possible.

A quote was received from Seymour’s Service in the amount of $520.00 to replace six – 8” R-4 flex duct. Another quote was pending but had not been received.

**Mayor Dewey made a motion to approve the quote from Seymour’s Service in the amount of $520.00 to replace the flex duct in the upper ceiling in village hall with Trustee Dennison seconded the motion. Vote: 3-0. All Ayes. Motion Passed.**

**Trustee Dennison made a motion to approve Mayor Dewey signing the quote with Trustee Healy seconded the motion. Vote: 3-0. All Ayes. Motion Passed.**

1. **Resolution: Authorizing Commencement of Code Enforcement Proceeding: 21 Pond Street**

A resolution was provided by Carter Conboy in order to address ongoing property maintenance violations in court. An order to remedy was mailed January 11, 2019 by the village CEO and no action had been taken by the property owner. After brief discussion, **Trustee Healy made a motion to approve the resolution authorizing the Code Enforcement proceeding on 21 Pond Street by Carter Conboy Law Firm with Mayor Dewey seconded the motion. Vote: 3-0. All Ayes. Motion Passed.**

1. **Discuss Firehouse Reconstruction Project**

Al Longtin, Longtin Engineering presented the firehouse reconstruction plan on a projector. The exterior measurements used were taken from the existing survey and the project uses the footprint available. There were some items that would need to be discussed further such as, but not limited to; how to handle the existing problem

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of encroachment of the storm drain area on Cemetery Road, Would a lot line adjustment be necessary, Discuss possible relocation of power lines, the relocation of the sewer line in back of the building and the relocation of the generator.

The design is of trapezoid shape due to the property line. The three bay doors allow for 1-12 foot door and 2-14 foot doors. The extra width will certainly allow for safety measures when backing the trucks into the bays. Locker sizes are 2’x2’and a proposed locker room places them on the surrounding walls. The design also has a stairway centrally located for access to an upper mezzanine level. The upper level design has a conference room, 2 offices and bathrooms. The building will meet ADA requirements and since the mezzanine does not require a secondary means of egress an elevator will not be required based on the building configuration of less than 10,000 square feet.

Chief Wolcott likes the plan but wants to do what is affordable. He does not think there needs to be an upper floor area and several options were discussed. He asked Longtin an estimated cost to build what he presented. It was estimated at $750K, as an informal proposed construction cost. Wolcott commented it is too high and didn’t see the project happening in a timely manner. It was confirmed that this cost was not the total project cost but rather the building costs and did not include the demolition, infrastructure changes, relocating the generator or addressing the roof overhang on the existing building.

Mayor Dewey asked if both bathrooms were necessary. Longtin said there was not a lot to framing out a bathroom. Line Officer Campbell stated they could do with one bathroom also. Chief Wolcott said that it could cost $20K/each to finish and would rather have a bathroom at floor level vs an upper area. It would require everyone to head up the stairs and it would get dirty real fast. Also Wolcott stated that no bathroom areas need to be planned since they can still continue using the village hall facilities.

The locker room space was discussed. The proposed area seems large and it was felt a separate room was not necessary. Wolcott explained his own drawing which allows for the lockers to be back to back and located behind the truck bays allowing for office space and/or storage space to be along the rear wall.

The cost of the proposed project was discussed at length as far as project estimations and obtaining other financial resources. Discussion was held about either eliminating the mezzanine area or allowing for a partial build out and saving completion for another phase.

Longtin wanted to finish up on the floor plan and knowing what is needed and how each space will work. He wanted to ensure that the effort would be beneficial and would solve some storage space problems. Wolcott wanted extra effort on the apparatus sections for hoses, cylinders, turn out gear and “ems” to note a few. Also to plan for moving the washer and dryer from the basement to floor level.

Wolcott would rather plan to stay closer to $500K since cost overruns will be more than that. He can’t see getting support for spending more than that. Longtin thought it would be tough getting there with the reconstruction.

Longtin asked what if the budget was not an issue. What is needed for future needs? If there is no preference to having the bathrooms then leave it out. Wolcott stated again he was trying to be realistic on this project and Longtin wanted to also allow the reconstruction to plan for those future needs.

There was discussion about moving the front entry door from the west side of the building to the east side of the building. The glass door and glass panels allow for natural light.

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Longtin reviewed with Wolcott his drawing that allow for rear offices and storage/utility space and discussed the square footage recommendations. The utility room needs to allow for the air compressor that will have lines run out over each of the bays. Longtin stated each of the bays will have a trench under them to allow for drainage due to snow or run off etc. An air handling unit will be installed on the roof and the furnace will be a tank less unit and in the utility room also. Security and lighting issues were discussed and support for lighting on the building vs having a utility pole. There was also discussion about the liquid petroleum usage and current storage tanks.

Brief discussion was held on the impact of the potential mill project. It didn’t appear the project would have much infrastructure impact but would tax the fire department.

Mayor Dewey stated that these plans will give him something to provide when researching funding options. A couple items were discussed but more information would be needed.

Old Business: None

Open Floor: None

Executive Session: None

Next Meeting:

Public Hearing – Budget

Monthly Meeting

Organizational Meeting

All to be held on Tuesday, April 9, 2019 beginning at 7:00pm

ADJOURNMENT:

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

Respectfully Submitted,

Maureen Lewsey

Village Clerk Lewsey