**VILLAGE OF VICTORY**

**VILLAGE BOARD OF TRUSTEES**

MONTHLY MEETING MINUTES

~ MAY 14, 2019 ~

7:00pm

Call Monthly Meeting to Order

**Approval of Minutes**:

* Minutes – April 9, 2019 – Public Hearing and Monthly Meeting
* Minutes – April 9, 2019 – Organizational Meeting

**A motion was made by Trustee Dennison and seconded by Mayor Dewey to approve the minutes from the Public Hearing and Monthly Meeting and the Organizational Meeting of April 9, 2019 as submitted. All in favor – aye. Motion passed.**

**Village Board Correspondence or Announcements**:

* **ZBA Meeting & Public Hearing**: was held on May 13, 2019 at 6:30pm
* **Planning Meeting**: May 21, 2019 at 6:30pm
* **Schuylerville/Victory Water Board Meeting**: May 20, 2019 at 7:00pm in Victory
* **National Grid**: Notification of routine tree maintenance-May 13-August 31, 2019

**Monthly Reports**:

All reports are read as presented and highlighted as follows;

1. DPW REPORT
   * Working Supervisor Bill Lloyd provided a written report which was read.
2. SEWER DEPARTMENT:
   * Working Supervisor Bill Lloyd provided a report with DPW report which was read. Mayor Dewey asked does the Village have any grinder pump cores that can be repaired. DPW Supervisor Lloyd replied, yes, once we obtain more parts.
3. CODE ENFORCEMENT OFFICER REPORT
   * Larry Wolcott stated he had issued a C/O to 11 Pearl Street for James Sullivan. CEO Wolcott received an Accusatory Instrument from the Village Attorney stating 8 counts of committing offenses for 21 Pond Street regarding the failure to maintain in good repair the structure at 21 Pond Street in violation of the International Property Maintenance code, a misdemeanor. The owner of the property has been issued OTR’s for these offenses. CEO Wolcott reviewed the building permit for Ruth Drumm and has forwarded to the ZBA and understands this was approve on 5/13/19. Mayor Dewey commented on getting a renewal building permit for Dave Roberts as his present one has expired. CEO Wolcott replied he needs to get the renewal price to him. CEO Wolcott stated that the Village of Stillwater gets $100.00 plus $.25/sq. ft. for building permit application fee. He will send their schedule to the Village of Victory Board. Mayor Dewey and CEO Wolcott discussed the Mill project and feel daily on-site inspections are needed by the VOV Engineer, but CEO Wolcott would like to be involved somehow. Trustee Dennison asked if CEO Wolcott has started the multi-family inspections, to which CEO Wolcott replied not yet, hoping to take care of this summer.
4. FIRE DEPARTMENT REPORT
   * Chief Corey Helwig gave verbal report. Chief Helwig stated the steel water tank on the “614” failed. The Fire Department will remove it themselves and go from there. Mayor Dewey asked if it is rotted through. Chief Helwig replied, yes. Chief Helwig stated the original tank is from the 1992, and are going to try and weld in-house, if not, will check into the cost of a poly tank, but prices are all over the place. Chief Helwig reported the fire department had 1 mutual aid for VOS brush fire and 2 mutual aid for Quaker Springs Fire Department. Completed training consisted of initial attack training, truck placement and mandatory emergency escape System training. For Fundraisers: 116 steak dinners were sold and all went well. There will be no pizza night until September. There will be two training sessions over the summer, BEFO (Basic Interior Fire Operations) and IFO (Interior Fore Operations). Todd Bailey will be wrapping up his IFP training soon. The Chief will move Justin Bardin from the position of junior firefighter to regular firefighter. His application will be submitted for consideration at the 5/30/19 meeting.
   * Village Board to create and appoint Firehouse Grant Committee. Mayor Dewey stated he would like to appoint Corey Helwig, Fire Chief, Larry Wolcott, Mark Dennison and Tim Healy as the Board Liaison. **A motion was made by Mayor Dewey and seconded by Trustee Dennison to be members of the Firehouse Grant Committee. All in favor – aye. Motion passed.**

Larry Wolcott asked where does Longtin Engineering stand with the final firehouse drawings? He received an email about meeting in his office to review the plans. Mayor Dewey responded the last he knew, Longtin Engineering was not done with the plans yet.

1. WATER DEPARTMENT REPORT
   * Draft minutes from April 15, 2019 monthly meeting. The Board is waiting for the draft minutes, as they have not been received as of yet.
2. VILLAGE TREASURER’S REPORT
   * Monthly report ending April 30, 2019 was read.
3. PLANNING BOARD REPORT
   * Draft minutes from the April 23, 2019 monthly meeting are on file for the last meeting.
4. ZONING BOARD OF APPEALS REPORT
   * Meeting was held on April 15, 2019. Minutes are on file for the last meeting.

**OLD BUSINESS**:

1. **Unsafe Structure:** Mill Building #8/Riverview Realty/Enel/Brookfield Power aka Consolidated Hydro. Mayor Dewey stated the last he knew, the Mill filed for disclosure in the process and is in court.

**NEW BUSINESS**:

1. **RESOLUTION: Budget Amendments for General Fund and Sewer Fund. A motion was made by Trustee Healy and seconded by Trustee Dennison to approve the Budget Amendment Resolution dated May 14, 2019 needed to amend the budget for FY18.19 in order to balance the budget due to cost overruns for refuse removal, tree removal, and medical insurance in the general fund and for the sewer fund’s social security responsibility The following transfers between appropriations are: from General Fund A1990.4, Contingency Account in the amount of $624.00 to A8160.4 Refuse, Contractual in the amount of $435.00, A8560.4 Tree Removal, Contractual in the amount of $100.00 and A9060.8 Medical Insurance in the amount of $89.00. From Sewer Fund Revenue G8120.4 Sanitary Sewer, Contractual in the amount $125.00 to Appropriations G9030.8 Social Security in the amount of $125.00. The Village Board of trustees authorizes the village budget to be amended as outlined and as stated above.**
2. **Sexual Harassment Policy.** The Village Board is required to adopt a Sexual Harassment Policy. The board will review the draft, then will get to the Village Attorney for his review. It is hoped this will be adopted next month. Trustee Dennison asked if the fire department will be included. Clerk/Treasurer will check with Dave Meager with this issue.
3. **NYS Bridge Highway Bridge data: March 31, 2019**

Information was emailed to the village board of the bridge rating which was rated poor. The 2nd bridge is owned by the Village of Victory and needs to be addressed with Saratoga County taking it over. Mayor Dewey will talk with Town Supervisor, Tom Wood, as he understands there is a drainage issue on it. Mayor Dewey will get together with DPW Supervisor Lloyd to discuss that issue.

1. **Enel/Consolidated Hydro:**

Notices the Board about a notice of intent/pre application and traditional licensing process and renewal. This will be forwarded to Village Attorney and discuss. Trustee Dennison stated it is important since they have not taken any measure to provide a secure fence and no response of safety concerns. Mayor Dewey said he will follow up with the Village Attorney tomorrow.

1. **Approve $763.40 for purchase of solid waste disposal tickets through Consolidated Products**

20,000 tickets (increase of $20.00 from last order 2 years ago). **A motion was made by Trustee Healy and seconded by Mayor Dewey to approve the purchase of solid waste disposal tickets through Consolidated Products in the amount of $763.40. All in favor – aye. Motion passed.**

1. **Sewer Utility Billing Issue**

Discuss the grinder pump credit and late charge issue. There was a discussion on the grinder pump reimbursement process and crediting process on those bills as an error has been detected in the program. **Mayor Dewey made a motion which was seconded by Trustee Dennison to correct any bills that were incorrectly processed. All in favor – aye. Motion passed.**

1. **Fire Department Budget Amendment.** There was a request to move unexpended contractual from 3410.4 to the PPE Reserve Account. The amount will be finalized at the fiscal year end meeting on 5/30/19.
2. **Regan Development.** Planning Board Chairman Helwig noted that the Site Plan Review Application Plans have been dropped off, the next meeting is 5/21/19. These plans were also emailed to the Village Engineer.

**OPEN FLOOR**: None

**Audit Claims**:

* Abstract # 12 – MAY 2019
  + General Fund $ 5,861.72
  + Sewer Fund $ 24,350.85

**A motion was made by Trustee Dennison and seconded by Trustee Healy to approve the claims for Abstract #12 – May 2019 as submitted. All in favor – aye. Motion passed.**

**Executive Session**:

* **A motion was made by Mayor Dewey and seconded by Trustee Dennison to enter into Executive Session** t**o discuss personnel matter. All in favor – aye. Motion passed.**
* **A motion was made by Mayor Dewey and seconded by Trustee Healy to exit Executive Session. All in favor – aye. Motion passed.**

It was decided to direct the Village Attorney to provide agreement for retiring employee clarifying the retirement date and work schedules.

**UPCOMING VILLAGE BOARD MEETINGS**:

* Fiscal Year End Meeting – Thursday, May 30, 2019 at 6:30pm
* Next Village Board Monthly Meeting: Tuesday, June 11, 2019 at 7:00pm

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

**Respectfully Submitted,**

**JoAnn Bielkiewicz**

**Recording Secretary**