**VILLAGE OF VICTORY**

**VILLAGE BOARD OF TRUSTEES**

MONTHLY MEETING MINUTES

~ JUNE 11, 2019 ~

7:00pm

Call Monthly Meeting to Order: Attending the meeting were: Mayor Pat Dewey, Trustees Tim Healy and Leslie Dennison and Clerk/Treasurer Maureen Lewsey.

**Approval of Minutes**:

* Minutes – May 14, 2019 – Monthly Meeting. **A motion was made by Mayor Dewey and seconded by Trustee Dennison to approve the regular monthly meeting minutes as submitted. All in favor – aye. Motion passed.**
* Minutes – May 30, 2019 – Fiscal Year End Meeting. **A motion was made by Trustee Healy and seconded by Trustee Dennison to approve the minutes from the Fiscal Year End Meeting as submitted. All in favor – 2 ayes, 1 abstention (Mayor Dewey). Motion passed.**

**Village Board Correspondence or Announcements**:

* **ZBA Meeting & Public Hearing**: June 2019 TBD
* **Planning Meeting**: June 18, 2019 at 6:30pm
* **Schuylerville/Victory Water Board Meeting**: June 17, 2019 at 7:00pm in Victory
* **Turning Point Parade Committee (TPPC)**: Notice of the parade date: August 4, 2019

**Monthly Reports**:

All reports are read as presented and highlighted as follows;

1. DPW REPORT
   * Working Supervisor Bill Lloyd provides written report.
2. SEWER DEPARTMENT:
   * Working Supervisor Bill Lloyd provides report with DPW report
   * Verbal QUOTE: New Grinder Pump
     + George LaPlante $2,281.87 includes plug
     + Siewert’s $2,281.87 includes plug
   * Mayor Dewey asked DPW Supervisor Lloyd where does the village stand on grinder pumps. DPW Lloyd replies we just used the last one, as the one we just took out the housing swelled up so we can’t use that one. DPW Lloyd stated he has two verbal quotes for a new grinder pump both in the amount of $2,281.87. Mayor Dewey asked how many does the Village have that are repairable. DPW Lloyd replied 4. Mayor Dewey asked if $700.00 would be enough for repair parts for the 4 we have on hand, but noted we need to order these asap as we don’t want to be caught short without any. DPW stated he could not do this the next day as he was scheduled to be working on a leak on Route 113. Mayor Dewey asked if VOS was working on this leak also. DPW Lloyd said he had not heard anything from the VOS. He also stated Mark Rogers would bring his excavator and another man to assist, and Lloyd will bring the water backhoe and the village motor equipment operator to work on the job. Mayor Dewey said he would make a call to the VOS Mayor and inquire if their staff could relieve VOV crew as the VOS should be covering that location. If VOS shows up, then DPW Lloyd will be able to order the grinder parts. Trustee Dennison asked if we would be getting a grinder pump, as the village doesn’t want to be cut short. Mayor Dewey replied to wait on the new grinder pump until we see how this year’s budget plays out. **Mayor Dewey made a motion which was seconded by Trustee Healy to approve a NTE amount of $700.00 for new grinder pump parts. All in favor – aye. Motion passed.**
3. CODE ENFORCEMENT OFFICER REPORT
   * Larry Wolcott to report. Mayor Dewey asked if he needs to fill out a report to have the garbage that is piling up taken care of at 134 Gates Avenue. CEO Wolcott told Mayor Dewey to send him an email and he will take care of it. CEO Wolcott said he would send the owners a notice giving them 10 days to take care of the situation. Trustee Dennison also noted there are a couple of unregistered vehicles located on the village side across from 259 Evans Street. CEO Wolcott said he would drive by and take a look at the situation. Mayor Dewey stated he had spoken to the Village attorney and was advised to have Code Enforcement take care of the matter.
   * Trustee Dennison asks to discuss property located at 41 Gates Avenue on use inquiry. Trustee Healy asked CEO Wolcott if when he gave them their final inspection, did they indicate that someone was living there. CEO Wolcott stated he told them that when the time comes to do something downstairs that they would need to apply for a building permit. At that time, the owners said nothing. CEO Wolcott has their email and will send them a message stating what he has heard and the concerns he has. Also, he will let the owner know she is due for a fire inspection. Mayor Dewey asked CEO Wolcott when he plans on performing the multi-family inspections? CEO Wolcott replied early fall. Mayor Dewey asked if there was any way he could do the inspection on 70 Gates Avenue sooner. CEO Wolcott replied he could as soon as a notice of schedule is sent out. Trustee Dennison also asked about 27 Gates Avenue Ext. CEO Wolcott has been in contact with the owner at this time.
4. FIRE DEPARTMENT REPORT
   * Chief Corey Helwig to report. There was been 8 calls for the month, 5 EMS Calls, 1 garage fire (mutual aid with Quaker Springs, fire dept), another fire in Quaker Springs that was cancelled and 1 motor vehicle accident on Gates Avenue ext. Approval was given to send 3 members to flashover training, gear provided. Training for the month included, firefighting training, Fast Team training, and driver training with EVOC. There is a meeting this Friday with Wilton EMS to discuss future training, and the switching of the medical director as some areas of ems are changing. As for Tank 614, The tank has been removed and someone will be coming to check it out, to see if repairs can be made. Also training this month was CPR and First Aid.
5. WATER DEPARTMENT REPORT
   * April 15, 2019 monthly meeting and public hearing/budget adoption
   * May 20, 2019 monthly meeting minutes
   * Discuss SPBCO water application and inspection on building use permit.
6. VILLAGE TREASURER’S REPORT
   * Monthly report ending May 31, 2019 was read.
7. PLANNING BOARD REPORT
   * Draft minutes from the May 21, 2019 monthly meeting
   * Verbal report from Chairman Helwig. Chairman Helwig reported the board has received updated plans from MJ Engineering, but have not received the interior plans. There is a meeting scheduled with the architect on Tuesday prior to the monthly planning board meeting. Mayor Dewey stated he received a call from Dan Carpenter, Mayor of Schuylerville to discuss how to handle the sewer issue, and plans for the lift station. Chairman Helwig also stated he has the completed long Environmental Assessment Form which estimated 31,000 g/p/m per day. Mayor Dewey said the village should be able to handle that.
8. ZONING BOARD OF APPEALS REPORT
   * Meeting and Public Hearing was held on May 13, 2019. An application was submitted by Ruth Drumm for variances needed in order to place a new modular construction home for a single-family use with garage. The application was approved. Building permit is pending.

**OLD BUSINESS**:

1. **Unsafe Structure:** Mill Building #8/Riverview Realty/Enel/Brookfield Power. Trustee Dennison had a question on that property. There used to be a monument that could be seen and is now asking what happened to that granite monument that has a time capsule beneath it. It used to be on the vacant property that she believes is now well property. Trustee Healy stated he believes it is still there. Trustee Dennison noted that no one is maintaining the property again. We have been through this before about the maintenance issue. Mayor Dewey stated the property she is talking about belongs to the mill. CEO Wolcott asked if he should bring this question up when he meets with the people. Corey Helwig said he would make note of this and ask at the upcoming meeting next week. Trustee Dennison again stated that the property needs to be addressed.
2. **Sexual Harassment Policy** 
   * Review pending. Mayor Dewey said he talked with the village attorney and what needs to be done is to assign someone that can receive the complaints individuals may have. For example, the primary position could be assigned to the Mayor, but if the Mayor is the subject of the complaint, the secondary person could be the Deputy Mayor. This policy will include village employees, volunteers and fire department members. **A motion was made by Mayor Dewey and seconded by Trustee Healy to appoint the Mayor as the primary contact and the Deputy Mayor as the secondary contact person for the village Sexual Harassment Policy. These assignments will be included and reviewed at the organizational meeting held every year. These assignments will be listed and sent to the village attorney his review and we should be able to move forward next month. All in favor – aye. Motion passed.**

**NEW BUSINESS**:

1. **Resolution: Approve Tax Warrant FY 2019.2020 as follows: Real Property Taxes: $208,842.16, Re-levied Water Rent: $19,701.70 and Re-levied Sewer Rent: $24,469.03 for a total Tax Warrant of $253,012.89. A motion was made by Trustee Healy and seconded by Trustee Dennison to adopt the resolution on Tax Warrant Adoption dated June 11, 2019. The Village Board of Trustees approves the tax Warrant for Fiscal Year beginning 6/1/19 and ending 5/31/20 and authorizes the Tax Collector to prepare and mail the Real Property Tax Bills. All in favor – aye. Motion passed.**
2. **American Volkssport Association (AVA)**: Walking event June 13, 2019 at Saratoga Monument and Victory Woods – Board approval needed. **A motion was made by Mayor Dewey and seconded by Trustee Dennison to approve the American Volkssport Association to have a walking event in the Victory area 6/13/19. All in favor – aye. Motion passed.**
3. **Schuylerville Chamber of Commerce Membership Form**

* Fee $100 (6-10 employees). **A motion was made by Mayor Dewey and seconded by Trustee Healy to not join the Schuylerville Chamber of Commerce. All in favor – aye. Motion passed.**

1. **TPPC**: Participation form received and due by July 12, 2019. **A motion was made by Trustee Healy and seconded by Mayor Dewey to participate in the Turning Point Parade with a float. All in favor – aye. Motion passed.**
2. **Sewer Billing Rates for FY19.20.**

* Flat rate billing this year for Operation & Maintenance only
* Sewer debt has been paid off

1. **White’s Alley**

* Village property has garbage, debris, campers, trailers etc again. The last time we sent letters to the homeowners regarding this issue was two years ago. It has been good until recently when it has reverted back to the problem again. Mayor Dewey would talk to the village attorney again and have an agreement with the homeowners to park cars only. **A motion was made by Mayor Dewey and seconded by Trustee Healy to send out letters to the homeowners again regarding all the garbage, debris, campers, trailers, etc. including dumpsters (need to be screened in) and public safety. An email will be sent to the board prior to sending out the letters. All in favor – aye. Motion passed.**

1. **Health Officer**
   1. Mayor Dewey inquired about the county public health office and was referred to the Town of Saratoga Health Officer about concerns regarding temporary storage units for garbage. Mayor Dewey commented that when he called the Town Health Officer, he was directed Saratoga Hospital.
2. **Seige Trail Maintenance**

* Address fence repair and regular maintenance schedule. It has come to our attention that the Town does not want to maintain the trail. Trustee Dennison said if the Town adopts the projects why not maintain them. The Village could utilize the grant money to maintain these trails. Trustee Dennison asked who actually is responsible to maintain these trails. Mayor Dewey responded the Town Highway Department is supposed to maintain the trail, but the Highway Supervisor doesn’t want to maintain something that was not put in correctly to begin with. The Town Highway Department has repaved the trail. **Mayor Dewey made a motion which was seconded by Trustee Healy to utilize the money leftover from the grant money for trail repairs. All in favor – aye. Motion passed.**

1. **Cemetery Road and Pratt Street Paving Issues**

* Trustee Dennison wants to address the ongoing issues since the paving last fall. Trustee Denison stated that when the paving was done last year was completed, the company knew they would have to come back. DPW Supervisor Lloyd stated lower Pond Street, Pratt Street and Harvey Lane need to be taken care of. As for Cemetery Road, we need to work with the Water Dept as those problems were caused by water. Mayor Dewey asked DPW Lloyd to contact Adam Kubricky and set up an appointment and both will meet with him to discuss the problems. Trustee Healy asked to get these quotes together and he will bring the ones concerning water issues to the Water Board Meeting. Mayor Dewey asked DPW Lloyd to look in sealer crack that keeps water our of road and how much longer it keeps the roads. There a lot of cracks on Cemetery Road, is there validity to this product, and will it keep us from paving the roads so often. Also, Mayor Dewey asked Lloyd to see if this is covered by the CHIPS program.
* Mayor Dewey has been asked by a resident before about borrowing forms for doing sidewalks. Mayor Dewey stated the village had never loaned equipment in the past. We have loaned our equipment to the Village of Schuylerville through the shared services agreement. The Village Board responded no; we can’t loan our equipment out.
* Sidewalk Program. Mayor Dewey said we need to talk about continuing the village sidewalk program. We should consider temporary employees with masonry skills. We need to plan this, get a timeline in order and talk about this year’s sidewalk plan.

**OPEN FLOOR**:

**Audit Claims**:

* Abstract # 1 – JUNE 2019
  + General Fund $ 7,914.18
  + Sewer Fund $ 766.89

**A motion was made by Trustee Dennison and seconded by Mayor Dewey to approve the audit and claims for abstract #1 – June 2019 as submitted. All in favor – aye. Motion passed.**

**Executive Session**: None

**UPCOMING VILLAGE BOARD MEETINGS**:

* Next Village Board Monthly Meeting: Tuesday, July 9, 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**