

VILLAGE OF VICTORY VILLAGE BOARD OF TRUSTEES

MONTHLY MEETING MINUTES ~ April 14, 2020 ~

CALL MONTHLY MEETING TO ORDER

Trustee Tim Healy called the meeting to order and led the meeting with the pledge of allegiance.

ROLL CALL

Mayor Patrick Dewey, Trustee Tim Healy, Trustee Leslie Dennison and Village Clerk Treasurer Maureen Lewsey. No Department Heads were in attendance, instead they were requested to submit a written report only.

APPROVAL OF MINUTES:

- Minutes – March 4, 2020 – Special Meeting (firehouse project discussion)
 - **Mayor Dewey made a motion to approve the special meeting minutes to discuss the firehouse project on March 4, 2020 with Trustee Healy seconded the motion. Vote: 2-1 (abstention/Dennison/did not attend). Motion Passed.**
- Minutes – March 10, 2020 – Monthly Meeting (pending)
 - The minutes from the monthly meeting held March 10, 2020 were **TABLED** since they were not yet distributed to the village board of trustees for review.

VILLAGE BOARD ANNOUNCEMENTS OR CORRESPONDENCES:

- **Zoning Board of Appeals Meeting:** April 2020 meeting, only if necessary
- **Planning Meeting:** April 21, 2020 at 6:30pm
- **Schuylerville/Victory Water Board Meeting:** April 20, 2020 at 7:00pm in Victory

MONTHLY REPORTS:

All reports are read as presented and highlighted as follows;

A. DPW REPORT

- Provisional Working Supervisor Ryan Campbell provides written report
- Help Wanted: Motor Equipment Operator
Last month the village board decided to run a help wanted ad in The Post Star to see if they could get more interested and qualified candidates for the MEO position. The applications were due by April 14, 2020. Only one resume was received and the candidate was over qualified. After brief discussion Mayor Dewey stated he would contact this candidate and the previous candidate. It was determined at this time to utilize a temporary part time individual for the position. It appears the part time status of the position is preventing interested candidates from applying and a requirement to have snow plowing experience difficult to obtain. The temporary part time employee working in the public works department has expressed interest in the position but will be a senior in high school next year. The village clerk treasurer will contact the Schuylerville School system to inquire about the internship requirements and will report back to the village board of trustees with the information.
- Issue with motor vehicles parking on sidewalk and along Rt. 32/Gates Avenue
Campbell inquired about issues he is having with parking along route 32 throughout the village. Many of the motor vehicles are parking either on the west or east side of the road and sometime on the sidewalks. It was thought that the village either has a local law or the motor vehicle traffic law prevents any obstruction of the sidewalk areas. Research will be conducted and a letter will be sent notifying everyone along route 32. The notice will include information about

possibly towing these motor vehicles. If need be the village attorney will be contacted for legal input on this matter.

- Issue with motor vehicles parking along Bridge Street
Campbell requested to change the “No parking from November to April” sign to just “No Parking”. Motor vehicles are parking on the north and south side of Bridge Street and they are not permitted to do so. The apartments are required to park in the created parking lot across the street as part of the condition by the planning board before approval was granted. **Mayor Dewey made a motion to change the signs as requested and agreed that only loading and unloading was permitted, and that notification will be made to the property owner with Trustee Healy seconded the motion. Vote: 3-0. All ayes. Motion Passed.** It was also discussed about towing the illegal motor vehicles once the No Parking sign is installed. The village board was hopeful the sign would be followed and will follow up on this issue if the problem remains.

B. SEWER DEPARTMENT:

- Service call on two grinder pumps:
 - Post office
The village board discussed the ongoing issue at the post office regarding the tripped breaker and the tripped alarms both inside and out. A grinder pump was replaced previously and a pump out required due the tripped breaker that occurred over a weekend. The breaker had tripped again and was then replaced. However the breaker tripped again signaling the alarm to go off. Once it was checked out the grinder pump did not need to get pumped out this time but Campbell could not be sure what was causing the grinder pump breaker to keep tripping. Further investigation will be needed. In the meantime he will keep an eye on it and has talked to the postmaster and the employee about this issue.
 - Residence on Gates Avenue
The double grinder pump had one pump not working. Campbell switched to the other pump and everything seems to be working at this time.
 - Mayor Dewey will discuss his concerns about Campbell working on waste water issues and the concern to decontaminate due to the corona virus.

C. CODE ENFORCEMENT OFFICER REPORT

- Larry Wolcott provides that the only item pending is the request to inspect residence on Gates Avenue Extension for number of units. This will be delayed until after the pandemic isolation and distancing is lifted.

D. FIRE DEPARTMENT REPORT

- Chief Corey Helwig provided his written report.
- Annual Election was held on April 9, 2020. The list of the elected fire department’s Executive Board and Line Officers were provided to the village board of trustees for review and approval. **Mayor Dewey made a motion to approve the elected positions as presented with Trustee Dennison seconded the motion. Vote: 3-0. All ayes. Motion Passed.** It was noted that the oaths of office will be done by Mayor Dewey within thirty days as is required.
- Chief Helwig would like to meet with the Village Board of Trustees on a program called Emergency Reporting. He will reach out and follow up regarding this meeting.
- ETA-612 leaf springs were repaired and was also inspected at the same time. After pandemic clearance all remaining trucks are scheduled for inspection.
- The fire department is accessing the online training portal in place of meeting for drill, as that has been suspended.

E. WATER DEPARTMENT REPORT

- Draft minutes from the March 16, 2020 monthly meeting made available via email

F. VILLAGE TREASURER'S REPORT

- Monthly report ending March 31, 2020

G. PLANNING BOARD REPORT

- No meeting in March 2020
- Corey Helwig provided a written report on the status of the mill project.

H. ZONING BOARD OF APPEALS REPORT

- No meeting in March 2020/no report

OLD BUSINESS:

- A. **Unsafe Structure: Mill Building #8** – Mayor Dewey notes that he hasn't heard of anything from the village attorney.

NEW BUSINESS:

- A. Approve Sewer Billing dated April 1, 2020 in the amount of \$69,286.80 (outstanding from 10/1/19 billing and the current billing 4/1/20): **Mayor Dewey made a motion to approve the sewer billing in the amount of \$69,286.80 as presented with Trustee Dennison seconded the motion. Vote: 3-0. All ayes. Motion Passed.**

B. Fee Schedule

A brief discussion was held concerning the fee schedule and the need to amend the section under "Conversions" from .20/square foot to .30/square foot. This item has been under discussion in the past. The other amendment to the fee schedule was for the multifamily inspections. Although there has been a delay in scheduling these inspections due to the COVID-19 outbreak, the matter was discussed. It was supported to change the inspection fee from \$50./building to \$50./unit/inspection. Some units could require the village CEO to make several trips. **Mayor Dewey made a motion to amend the Fee Schedule and to increase the following items; effective immediately, the Conversion Fee to .30/square foot and the Multi Family Inspection to \$50.00/unit/inspection with Trustee Dennison seconded the motion. Vote: 3-0. All ayes. Motion Passed.** Research will be done to ensure a motion is satisfactory vs. adopting a resolution for the change in the Fee Schedule.

The village board also discussed some other code compliant issues around the village. The Property located at 28 Gates Avenue had a complaint issued on it plus recently the rear deck has fallen off completely. It is a vacant structure but for sale. Construction debris has collected on a parcel of land at the east side of Jay Street. Trustee Dennison has noticed this and notes that is has been piled up but not removed. The property located at 37 Herkimer Street is a multi-family structure that continually has problems with garbage piling up. The tenants don't utilize the village sanitation removal and until recently a private hauler was there but that has changed. These items will be brought to the attention of the village CEO for inspection and possibly order to remedy's being issued.

C. Discuss Grant Application Opportunities

Mayor Dewey and Village Clerk Treasurer Lewsey met with both CT Male and Barton & Loguidice regarding grant opportunities for the village. Each has proposed a number of resources available for the village to update the comprehensive plan, eventually the zoning law and possibly the improvement of village property into a park area. Many other items were discussed during these meetings about village improvements and resources to do the projects. Different resources for grant money include either a match or a different percentage for each application for each project from the village. With the redevelopment of the mill into residential units, still in the planning review stage, it was discussed the potential impacts of that project to the village and the residents. After a brief discussion regarding some of those impacts, largely the fire department's call volume, the village board requested each engineering

group provide a quote for the amount of the grant application fee. The village board of Trustees will review each quote at the May 12, 2020 meeting and determine the project and award the writing of the grant application on behalf of the village. Clerk Treasurer Lewsey to send a letter request to each of the engineering companies for this request.

D. RESOLUTION: Budget Amendment

Trustee Healy made a motion to approve the budget amendment as presented by Village Treasurer Lewsey for FY 19.20 between various general fund appropriations in the amount of \$4,738.00 with Mayor Dewey seconded the motion. Vote: 3-0. All Ayes. Motion Passed.

E. Letter of Support/Rebuilding Together/grant application

An email request was received from Michelle Larkin, Executive Director for Rebuilding Together about the grant application they will be submitting in the amount of \$500,000. through the Affordable Housing Corporation's Affordable Home Ownership Development Program. They provided information about the grant application and its opportunities and asked the village for a support letter. The grant would be eligible for all residents in Saratoga County. **Mayor Dewey supports Rebuilding Together's grant application and made a motion to approve the support letter for the application with Trustee Dennison seconded the motion. Vote: 3-0. All Ayes. Motion Passed.**

OPEN FLOOR

Pete Healy, Herkimer Street, attended the meeting to make the village board of trustees aware of the concern he has with the garage in the alley way. There are several concerns with the operation of the garage. He stated something has to be done with the conditions of the contents in the garage and feels it is a fire hazard. A brief discussion was held about the concerns and what options are available to address them.

He also noted the property across from village hall/firehouse. It is a rented mobile home with maybe a small engine business being conducted. Mayor Dewey will have the village CEO check into the matter.

AUDIT CLAIMS:

- Abstract # 11 – APRIL 2020
 - General Fund \$9,267.16
 - Sewer Fund \$ 390.57

Mayor Dewey made a motion to approve paying abstract #11 for both the general fund and sewer fund with Trustee Dennison seconded the motion. Vote: 3-0. All Ayes. Motion approved.

EXECUTIVE SESSION:

None

UPCOMING VILLAGE BOARD MEETINGS:

- Next Village Board Monthly Meeting: Tuesday, May 12, 2020 at 7:00pm

ADJOURNMENT

Trustee Healy made a motion to adjourn the meeting with Trustee Dennison seconded the motion. Vote: 3-0. All Ayes. Motion approved.

Respectfully Submitted,

Maureen Lewsey

Village Clerk Treasurer