

**VILLAGE OF VICTORY  
VILLAGE BOARD OF TRUSTEES**

MONTHLY MEETING MINUTES  
July 14, 2020

**CALL MONTHLY MEETING TO ORDER**

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

**ROLL CALL:**

Mayor Patrick Dewey, Trustees Tim Healy and Leslie Dennison. Also attending Village Clerk Treasurer Maureen Lewsey, Fire Chief Corey Helwig, Code Enforcement Officer Larry Wolcott and arriving late due to work, Provisional Working Supervisor Ryan Campbell.

**APPROVAL OF MINUTES:**

- Minutes – June 9, 2020 – Monthly Meeting

**Trustee Dennison made a motion to approve the June 9, 2020 minutes as presented with Mayor Dewey seconded the motion. Vote: 3-0, all ayes. Motion Passed.**

**VILLAGE BOARD ANNOUNCEMENTS OR CORRESPONDENCES:**

- Zoning Board of Appeals Meeting: July 2020 meeting only if necessary
- Planning Meeting: July 21, 2020 at 6:30pm
- Schuylerville/Victory Water Board Meeting: July 20, 2020 at 7:00pm in Victory. CT Male will be present to present the water Master Plan that has been prepared and requested by the BOWM.

**MONTHLY REPORTS:**

All reports are read as presented and highlighted as follows.

**A. DPW REPORT**

- Provisional Working Supervisor Ryan Campbell provides verbal report.

Campbell reports that the basics have been done such as moving, weed eating and trash removal.

**Garbage Sticker Price Increase:** Campbell inquired about the village board's intent on raising the sticker cost. This item was discussed last month but no decision was made. Mayor Dewey commented that he does not want to increase the cost without enough notification. Options were discussed on the increase going from \$1.00 to \$2.00/sticker, the same # of stickers remain the same; 1 sticker/13-gallon bag & 2 stickers for 13-gallon bags up to 32-gallon bag. No larger bags are excepted as there is a weight limit. Information can be provided with a notice as stickers are being purchased, noted on the website, and posted in the village clerks office. **Mayor Dewey made a motion to approve the increase to the sanitation sticker from \$1.00 to \$2.00 per sticker effective October 1, 2020 with Trustee Healy seconded the motion. Vote: 3-0, all ayes. Motion passed.**

**Cold Storage Building:** Campbell checked with Curtis Lumber, but they only had a materials list. All specification information would be needed for detail such as dimensions. He called Joe's cycle Repair in Mechanicville but there was no reply. This is a metal building and would have two bays and access door. Mayor Dewey discussed whether the town could assist with site work. The budget allots for this building and includes a concrete pad.

Campbell also notes that he has been doing maintenance around the building; replaced steps and will be pressure washing the ramp and railings.

**B. SEWER DEPARTMENT:**

➤ Report provided with DPW report

Campbell stated he needs to pick up the four new grinder pumps that were ordered from George LaPlante's. He had a call at 1 Mennen Road (electrical issue affected by pool install) and replaced a grinder pump at 5 Horicon tonight. There is an ongoing problem at the post office with the electrical line. An alarm has been active twice and Campbell has traced it to being an issue with the wire and likely should be replaced due to the alarm activation. No date has been scheduled for the work.

Other items:

Campbell notes that the water class for D license certification has been canceled. The October class is now full, and the next class is not till mid-February 2021.

Mayor Dewey asked about the sneeze guard order through Allerdice. Campbell will pick up the plexiglass later this week and get it installed in the village office window area.

Fire Chief Helwig inquired about getting the firehouse pressure washed by DPW as its getting dingy. He asked Campbell if that could be done. Campbell replied he does not have proper power connection for the pressure washer to be able to do it, it does not reach that far.

Campbell also brought up the village building and the status of the bricks that are crumbling and powdery along the village ramp area. Village CEO Larry Wolcott mentions that the vinyl board was placed there to prevent water from lying in the bricks and to eliminate some of that issue. The bricks are quite old and are soft with cracks making it easier to crumble. Mayor Dewey inquired with Wolcott who is a contactor about an estimated cost to address replacing the bricks and mortar. He would be willing to count the bricks that have the issues, provide an estimate but notes the maintenance should be done on an annual basis. He is also willing to spend half a day with Campbell showing him how to replace/repair the bricks in question.

Alternate parking for winter storm removal was also discussed. It was noted that a local law is required to enforce the alternate parking. Suggested streets to address were Herkimer Street and Schuyler Heights Drive as the most difficult to navigate. It takes about three months to get a local law adopted and filed. Information would have to be provided to the village attorney before that. No determination was made at this time.

**Mayor Dewey made a motion to approve paying Wolcott and Son for half a day to work with Department of Public Works on the tutorial and brick replacement/repair with Trustee Dennison seconded the motion. Vote: 3-0, all ayes. Motion Passed.**

Sidewalk Improvement was discussed. Mayor Dewey notes that he will meet with Campbell and get the exact measurement next week. The area will continue where the project left off last time; East side of Gates Avenue/Rt 32 and head toward the intersection of Gates Avenue/Bridge Street. Trustee Healy adds that they need to address the parking that still happens on sidewalks.

Mayor Dewey inquired about who owns the boat on The Point? Campbell replied it was a resident who lives near there. Mayor Dewey asked Campbell to notify the resident who is known.

Mayor Dewey asked for the sidewalk specs be reviewed after getting the measurements before advertising for competitive bidding. He would like this to go out next month. Since the project is a prevailing wage job, he is concerned about the cost but notes that if it is too much the village board would not award the project.

**C. CODE ENFORCEMENT OFFICER REPORT**

➤ Larry Wolcott provided written report; OTR issued for 15 Pearl St (temp structure which has been removed), OTR issued 68 Gates Ave (property maintenance violation), fence permit issued to 2 Jay St and 29 Burgoyne St, pool permit issued for 1 Mennen Rd, 28 Gates Ave mowing is in progress, 18H Schuyler Heights needs electrical inspection after a fire and provided input on demo permit for building #8 (discussion was held with fire dept on a control burn but would not be permitted). Brief discussion on planning board process involving the mill/building #8.

**D. FIRE DEPARTMENT REPORT**

➤ Chief Corey Helwig provides verbal report; 2 ems calls, 1 mutual aid, on going training, annual EVOC course, purchased thermal imaging camera, discussed grant writing with Village Clerk Treasurer, applied for DEC grant again and this year for 1) turn out gear, donated time to Bacon Hill for BBQ and they provided a donation to the fire department in return. There was also a structure fire in the village/electrical fire.

➤ Quote: Ice Water Rescue Suits (4 total) Provided after discussion last month.

▪ Defender	\$3,199.96	
▪ Firetrac	\$3,996.00	
▪ Landfall	\$2,780.00	Awarded

After brief discussion, **Trustee Dennison made a motion to approve the lowest quote for four ice water rescue suits to Landfall in the amount of \$2,780.00 including shipping with Mayor Dewey seconded the motion. Vote: 3-0, all ayes. Motion passed.**

**RESOLUTION: Mayor Dewey made a motion to amend the FY 20.21 village budget by transferring \$2,780.00 from fund balance to Fire Department Contractual to cover the cost of the ice water rescue suits as approved with Trustee Dennison seconded the motion. Vote: 3-0, all ayes. Motion Passed.**

Discussion about county requirements for tracking, by logging in and taking temperatures which are then submitted to the county coordinator. Mayor Dewey asked whether there has been any additional expense to do so, and Chief Helwig replied minimal for taking the temperature only.

**E. WATER DEPARTMENT REPORT**

➤ Draft minutes from the June 15, 2020 monthly meeting not available as of this meeting. Trustee Healy who is also the Chair of the Water Board will forward the meeting minutes to Clerk Treasurer Lewsey.

**F. VILLAGE TREASURER'S REPORT**

➤ Monthly report ending June 30, 2020 was provided and read.  
Discuss paving issues and the cost for Bridge Street, Schuyler Heights Drive and Herkimer Street. There was no resolution as more information and discussion would be needed.

**G. PLANNING BOARD REPORT**

➤ Corey Helwig provides verbal report  
Helwig informs the village board that Jamie Easton from MJ engineering presented a continuation of the site plan for the mill redevelopment. The building known as building #8 continues to be a problem. At this time, it would be considered a positive declaration. Overall, it was a good meeting but does not see approving the project currently with building #8 standing. He would like all bases covered and need due diligence for safety purposes. There have been different requests about the time frame of the approval process and financing requirements. There has been a delay and moving forward on the fall zone etc. and that delayed scheduling a public hearing. Potentially a public hearing will be scheduled on or around August 12<sup>th</sup>.

Final site plan submission is expected soon but the parking on the north end will be developed and the parking area on the south end banked due to fall zone region. A staircase was added and no stairway to transition the grade, the old sign and wayside will be installed in an area off the sidewalk. Almost all items requested by the planning board was accepted except for buried power lines. Village Board of Trustees thanked Corey Helwig for his time and efforts and thanked Village Clerk Treasurer Lewsey for stepping in a planning board secretary at this time. The SEQRA procedure and timeline was briefly discussed.

- Draft Meeting Minutes from June 16, 2020 were emailed for village board review.

#### H. ZONING BOARD OF APPEALS REPORT

- No meeting in June 2020/no report

#### **OLD BUSINESS:**

##### **A. Unsafe Structure: Mill Building #8**

Nothing new to report as this item has been discussed as part of the planning board's site plan review.

##### **B. Reopening Village Office**

The village board discussed options in starting to re-open the village clerk's office for business. The deputy clerk treasurer started back working in the office. The village board supported beginning with part time hours and had many options but agreed to the following: Starting Monday, August 3<sup>rd</sup>, the office will be open Mondays 9-12pm only, Wednesdays 1-5pm only and Fridays 9-12pm only. Deputy Clerk Treasurer to be available for the morning hours with the Village Clerk Treasurer to be available for the afternoon hours. Signage will state that masks must be worn that social distancing will be requested.

#### **NEW BUSINESS:**

##### **A. Notice of Lead Agency Designation/SEQRA**

The village board received notification of the Lead Agency Designation for Environmental Review of the 42 Gates Avenue Mill Building Rehabilitation Project on July 9, 2020. A response is required by July 20, 2020. Several agencies or boards were notified in relation to the village planning boards activity for site plan review on the renovation project by Regan Development. The proposed action has been preliminarily classified as a Type I action under the regulations for SEQRA. The project application was included along with the Long EAF Part 1 and a list of involved and interested agencies. Remittance of the signature page agrees to the consent that the Village of Victory Planning Board would serve as the Lead Agency for review under SEQRA. **Mayor Dewey made a motion to consent to the Village Planning Board acting as the Lead Agency with Trustee Dennison seconded the motion. Vote: 3-0, all ayes. Motion Passed.**

##### **B. Discussion of future village Capital Improvement Projects**

- a. Sidewalk
- b. Building Improvements/Repairs
- c. Create Reserve Funds

Mainly the Village Board discussed village improvements with no specifics but rather supported creating a reserve fund for the firehouse project. There are certain criteria in creating a specific or type reserve as outlined by OSC. Mayor Dewey to reach out to the village attorney on properly creating the reserve fund needed for the firehouse project (specific).

The village board also discussed the Victory bridge and its rating (poor) and some work that may be needed leading up to it on both the west and east ends. Information on the last bridge inspection will be sought.

A brief discussion was held about the condition of village roads and funding needs for future improvement and the potential cost of those improvements and whether a reserve should be established for these projects.

**C. Discuss ADK Quote**

- a. Switch \$582.31/cords \$20.00

The firewall component installed by Spectrum under the managed securities is not adequate for all the connections needed for the village office. An additional switch is needed and has been discussed with the village technical support company ADK. After brief discussion, **Mayor Dewey made a motion to approve the cost of \$602.31 for a new switch and cords as outlined in the quote with Trustee Dennison seconded the motion. Vote: 3-0, all ayes. Motion Passed.**

**OPEN FLOOR:** None

**AUDIT CLAIMS:**

- Abstract # 1 – JULY 2020
  - General Fund \$ 9,971.69
  - Sewer Fund \$ 9,471.58

**Trustee Dennison made a motion to pay abstract #2 as stated with Mayor Dewey seconded the motion. Vote: 3-0, All ayes. Motion passed.**

**EXECUTIVE SESSION:** None

**UPCOMING VILLAGE BOARD MEETINGS:**

- The next Village Board Monthly Meeting is scheduled for Tuesday, August 11, 2020 at 7:00pm.

**ADJOURNMENT**

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

Respectfully Submitted,

*Maureen Lindsey*

Village Clerk Treasurer