

**VILLAGE OF VICTORY
VILLAGE BOARD OF TRUSTEES**

MONTHLY MEETING MINUTES

~ June 9, 2020 ~

CALL MONTHLY MEETING TO ORDER:

Deputy Mayor 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.

APPROVAL OF MINUTES:

- Minutes – May 12, 2020 – Monthly Meeting

Trustee Dennison made a motion to approve the minutes from the May 12, 2020 meeting with Mayor Dewey seconded the motion. Vote: 3-0, all ayes. Motion passed.

- Minutes – May 28, 2020 – Special Meeting

Trustee Dennison made a motion to approve the minutes from the May 28, 2020 meeting with Trustee Healy seconded the motion. Vote: 2-0, 1 abstention (Dewey/absent). Motion passed.

VILLAGE BOARD ANNOUNCEMENTS OR CORRESPONDENCES:

- Zoning Board of Appeals Meeting: June 2020 meeting only if necessary
- Planning Meeting: June 16, 2020 at 6:30pm
- Schuylerville/Victory Water Board Meeting: June 15, 2020 at 7:00pm in Schuylerville

MONTHLY REPORTS:

All reports are read as presented and highlighted as follows;

A. DPW REPORT

Provisional Working Supervisor Ryan Campbell provided a report outlining the month's tasks and duties.

Discuss the Increase Cost of Garbage Stickers: Campbell brought up the topic again about whether the village would be increasing the cost of garbage stickers from \$1.00 to \$2.00 sticker. Although the village board had discussed implementing the cost increase, the actual increase had not yet been determined, they would like to hold off for a number of reasons. Clerk Treasurer Lewsey notes that it would need to allow proper notification to the village residents who utilize the service. The village board would provide at least a thirty day notice but no start date was yet determined. Also discussed was the new service of sanitation removal by Twin Bridges that seem to be offering free service for a period of time and some village residents have switched. After brief discussion, **Trustee Healy made a motion to TABLE this decision with Trustee Dennison seconded the motion. Vote: 3-0, all ayes. Motion Passed.**

Discuss Storage Building Specifications: The discussion of the construction of a cold storage building continued with Campbell asking about the specifications. Mayor Dewey outlined the dimension for a 30x35 building with two twelve foot doors. Currently there are two rented PODs being utilized for the storage of seasonal equipment. The PODs are location at the Victory Water Treatment Plant facility and the village will reach out to the S/VBOWM with notification of the building. Campbell will likely reach out to Curtis Lumber for information on the specs and get list of materials to review and aid the village in getting RFQ's (request for quotes). The village board talked about the use of the new building and the immediate need for this space.

Also as part of the plan is a concrete pad and Campbell will reach out for RFQ's. Campbell will get information to the village board before the next meeting.

Signage/NO PARKING issues: Campbell stated there is ongoing issue with motor vehicles still parking in no parking zones and also on village sidewalks. Trustee Dennison stated a flyer should be created and placed on the windshield of each vehicle in violation with a warning. After the warning period the vehicle would be towed. The village board then discussed enforcement and referenced the motor vehicle law on the obstruction of the sidewalks. NO PARKING signs have gone missing and the village board stated to order new ones and to get them back up. Mayor Dewey requested to check with DOT on the signage. The area affected seems to be Gates Avenue and Bridge Street.

Summer Hours/Standard Work Day: Last month Campbell requested the village board to consider the DPW working four ten hour day's vs five eight hour days. Clerk Treasurer reached out to the NYS and Local Retirement System and a new resolution will be required establishing the new work day. A resolution provided by NYSLRS was included in the meeting packet. The village board asked about the beginning date and ending date for seasonal purposes. Campbell stated he would normally want to start this May 1st but in this case, the beginning of the next pay period and ending on September 30th. A new resolution would be required to be adopted effective October 1st back to the eight hour standard work day. **Trustee Healy made a motion to approve DPW civil service position's standard work day to four ten hour days with Mayor Dewey seconded the motion. Vote: 3-0, all ayes. Motion passed.** Mayor Dewey felt it was fair to offer the same to Clerk Treasurer Lewsey, who requested to remain the current hours Monday through Friday 9:00am-5:00pm.

B. SEWER DEPARTMENT:

Campbell provides a quote from George LaPlante on five new grinder pumps in the amount of \$11,706.20 and notes there is only 1 new extreme pump remaining in stock. He provided the cost of the grinder pumps if five pumps are purchased (cost of each \$2,341.24 which is a savings vs. if only buying one). However the village board notes that the current budget only allows for four pumps. He will reach out to George LaPlante to see if they will honor the cost per each pump on the four pumps vs. if buying five pumps. A quote from Siewerts was also received for one pump at a value of \$2,998.99. After brief discussion, **Mayor Dewey made a motion to approve not to exceed \$10,000.00 including the conversion kits with Trustee Healy seconded the motion. Vote: 3-0, all ayes. Motion Passed.**

C. CODE ENFORCEMENT OFFICER REPORT

Larry Wolcott was absent and no report was provided.

D. FIRE DEPARTMENT REPORT

Chief Corey Helwig provides report and began by noting that the Turning Point Parade will not be held in August and has been canceled.

The fire department has returned to full training with social distancing in place.

A summer picnic has been scheduled for July 25th and the village board and staff were invited. The fire department will take this time to recognize Firefighter of the Year, 20 year and 30 year service awards and the annual awards.

Thermal Imaging Camera quotes: Fire Trac \$599.00, Gronger \$711.00 and Global Test Supply \$599.00 + shipping. This equipment would be for 613 as it does not currently have one.
Bullard USTM6 Helmet quotes: Fire Trac \$320.00, Fire Supply Inc. \$273.72 and The Fire Store \$273.37 + shipping. Both quotes were discussed. **Mayor Dewey made a motion to approve both quotes, not to exceed \$900.00 with Trustee Healy seconded the motion. Vote: 3-0, all ayes. Motion passed.**

Requesting match to PPE Reserve Fund from Village funds: The village board approved the fire departments unexpended funds in the contractual account (\$4,026.83) to be transfer to the reserve fund account. Chief Helwig requested additional consideration and to either match this amount or to consider adding to the reserve account. Mayor Dewey asked about other fire department needs as far as gear usually obtained through grant money. Chief Helwig states they will apply again through the DEC for one piece of turn out gear as this program is limited and does not cover search and rescue. Helwig is hoping to purchase four sets of the search and rescue gear at approximate \$750.00 each. Mayor Dewey commented that he would support paying directly for the search and rescue gear and overall both Trustees supported this idea. Mayor Dewey also notes that when the time comes, he would support the general fund to pay for the grant writer which will take a load off the fire department contractual.

Chief Helwig notes that there was one Firefighter that attended the Interior Fire Class on line.

BBQ or Steak roast Fundraiser scheduled for September 12th: Right now no decision has been made due to the pandemic.

E. WATER DEPARTMENT REPORT

Draft minutes from the May 18, 2020 monthly meeting were circulated via email

Lawn repair on Cemetery Road: Campbell notes that the DPW placed stone and topsoil and seed to finalize the correction to the lawn from last year's culvert replacement project. He sent pictures to Trustee Healy who is also the Water Department Chair, of the job and all were satisfied, including the homeowner.

Water Class: The water D license class scheduled for July 14th and July 15th was not canceled yet and is scheduled to be held at SUNY Morrisville. The date of July 14th falls on a Tuesday and that mean village sanitation removal. Temporary part time employee Zack Cunniff has been helping out in the DPW and will be on hand for the removal. Mayor Dewey can also reach out to Schuylerville Mayor Carpenter if need be to arrange for assistance.

F. VILLAGE TREASURER'S REPORT

Monthly reports ending May 31, 2020 was provided.

NYCLASS account was discussed by Clerk Treasurer Lewsey. Lewsey suggests placing the payment amount due in November so that it could earn additional revenue until the payment is due. Other options were also discussed. It was noted that Lewsey could make this transfer. A monthly statement is received and separate accounts can be created. The general fund and sewer fund amounts would not be comingled.

Budget discussion was held on general transactions and fund balance.
Sidewalk discussion was held. No decision.

Ryan Campbell inquired about a call in pay. A set minimum call in rate is used in other municipalities. Mayor Dewey would only be willing to discuss paying portal to portal and no set call in value. No decision was made.

G. PLANNING BOARD REPORT

Corey Helwig provides report and outlined recent action on the Mill project and its application. Last month's meeting was held via ZOOM. Although the applicant was looking for public hearing to be scheduled both Village Engineer Al Longtin and Helwig agreed it was not viable at this time. The reasons are not due to a delay of the planning board but additional information by the project engineer, MJ Engineering. The project will not address impact in emergency services. Longtin is reading the water/sewer report now. They agree to wrap the sidewalk around to Bridge Street to where it currently is. The planning board is not moving forward with approval until Building #8 is addressed and they won't support the unsafe structure in the construction zone with minimal fencing. Ownership issues have delayed getting this resolved with the village attorney being involved with the planning board for representation on this issue. Discussion about the urgency of a public hearing by the end of June was discussed as this pertains to state application and funding process. However no information has been received of this process and the applicant is not yet ready for the public hearing to be scheduled. No additional information has been received on the proposed amphitheater.

Meeting Minutes from May 19, 2020 are pending.

H. ZONING BOARD OF APPEALS REPORT

- No meeting in May 2020/no report

OLD BUSINESS:

A. Unsafe Structure: Mill Building #8
Already discussed under the planning board report.

NEW BUSINESS:

A. Reopening Village Office:

- a. Allerdice quote pending for interior Plexiglas/safety shield. A "sneeze guard" will be put in addition to the sliding pass through window. To schedule Allerdice would be a three month wait due to the back log of installation work. The guard will be ordered and put into place in house. Clerk Treasurer Lewsey will continue to work with them on the details. A quote is pending.
- b. Webinar scheduled with NYCOM on "What Local Officials need to know about lifting of the State's PAUSE orders". Lewsey is registered to attend the online course outlining the re-opening of offices. There are some sign templates on the NYS website that will be utilized.
- c. Deputy Clerk Treasurer return to work: discussion was held on how to organize that and whether it will be part time hours on certain days and if both clerks will be in the office at this same time. Currently only the Clerk Treasurer is in the office full time with it being closed to the public until further notice. More discussion to follow next month pending getting measurers in place.

B. Resolution: Tax Warrant

Mayor Dewey made a motion to approve the tax warrant for FY 2020.2021 as presented with Trustee Dennison seconded the motion. Vote: 3-0, all ayes. Motion Passed.

C. Resolution: NYSLRS Standard Work Day
Approved under the DPW report.

D. PROPOSAL: Professional Computer Technical Support

a. ADKtechs offers the following;

- i. Managed Services \$25./mo. X 3 work stations = \$75./month
- ii. Block of hours/Support \$100/hr. X 10 hours = \$1,000.00
- iii. Back up: cloud backup\$1./20GB/Mo = \$20./month

After brief discussion on the need for new technical service and support, **Trustee Healy made a motion to approve the quote for ten blocked hours at @ \$100.00/hour, the managed cost of \$75.00/month and the cloud back up for \$20.00/month with Mayor Dewey seconded the motion. Vote: 3-0, all ayes. Motion Passed.**

OPEN FLOOR: None

AUDIT CLAIMS:

- Abstract # 1 – JUNE 2020
 - General Fund \$ 4,012.18
 - Sewer Fund \$ 97.18

- **Trustee Dennison made a motion to approve paying the claims for both the general fund and sewer fund as outlined with Mayor Dewey seconded the motion. Vote: 3-0, all ayes. Motion passed.**

EXECUTIVE SESSION: None

UPCOMING VILLAGE BOARD MEETINGS:

- Next Village Board Monthly Meeting: Tuesday, July 14, 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 Lewsey

Village Clerk Treasurer