

VILLAGE OF VICTORY VILLAGE BOARD OF TRUSTEES

MONTHLY MEETING AGENDA
~ September 8, 2020 ~
7:00pm

CALL MONTHLY MEETING TO ORDER. Roll call: Mayor Pat Dewey, Trustees Tim Healy and Leslie Dennison. Also attending: Clerk/Treasurer Maureen Lewsey.

APPROVAL OF MINUTES:

- Minutes – August 19, 2020 – Monthly Meeting **A motion was made by Mayor Dewey and seconded by Trustee Healy to approve the minutes from the August 19, 2020 regular monthly meeting as submitted. All in favor 2 aye, 1 abstention. Motion passed.**

VILLAGE BOARD ANNOUNCEMENTS OR CORRESPONDENCES:

- Zoning Board of Appeals Meeting: No meeting in September
- Planning Meeting: Monthly meeting September 15, 2020 at 6:30pm
- Schuylerville/Victory Water Board Meeting: September 21, 2020 at 7:00pm in Victory
- Public Hearing Notice: to be held on September 9, 2020 Saratoga County Planning Department about re-coding of Agricultural District #1.

MONTHLY REPORTS:

All reports are read as presented and highlighted as follows:

DPW REPORT

Provisional Working Supervisor Ryan Campbell read his report from last month. Campbell reported that MEO Cunniff is on vacation this week and will be back to school next week. Cunniff's tentative schedule is every other day at BOCES for heavy equipment on an internship and 2 days at school. Cunniff is taking two afternoon classes in school, the remaining time taking on-line studies. Cunniff says he will definitely be here on Tuesday for waste, trash removal. Cunniff's 18th birthday is this September. Cunniff says snow removal won't be an issue. Campbell stated that Cunniff said he would be able to work two days, but if needed he would take time off from school. Mayor Dewey said he could not take time off from school. Campbell said he would like to give him a chance and if it doesn't work out, he will notify the board as soon as possible. Campbell stated he really can't pick up brush by himself. Campbell inquired about how many applications the village had received for the job announcement. Mayor Dewey replied the village received 12 applications. Campbell also reported the back-door jam on the building was damaged and is in need of repair.

- Quote/Cold Storage Building (pending concrete quotes)
 - Joe's Metal Buildings \$20,350.00 (options: ADD \$5,750.00 for vapor barrier and insulation) 15% Down payment requested (3,052.50). The building delivery could be two days after the slab work.
 - Campbell has received verbal/written quotes for the slab work:
 - Tom Cassidy - \$12,500.00 including site work
 - Patrick Tirado - \$9,300.00 quote does not include site work
 - Scott Sprague Enterprise - \$10,500.00 including site work
 - Work to include 4000 psi reinforcement
- Sidewalk Measurements: Campbell noted he measured twice – but the final footage is 750' from 88 Gates Avenue (the blue house) through the driveway - stopping at the Black Shutters, then straight down to 70 Gates Avenue. There was a question on the enforcement of people parking on sidewalks near the roadway. It was stated that Route 32 is a State highway, their Right-of-

Way, not the village's. For the sidewalks between 70 and 88 Gates Avenue, we will need extra rebar to reinforce the driveway areas. This will need to be placed in the specs. There was a discussion on the package for the sidewalk project. Campbell noted he has put up No Parking signs that state no parking to the corner, but someone still parks in front of the signs. Mayor Dewey said No-Parking, it becomes Law Enforcement. Trustee Dennison talked about snow removal and writing tickets. Mayor Dewey said he would talk to the Village Attorney about this as there is nothing in our local laws or ordinance regarding parking on sidewalks.

- Trustee Healy again recommended sending a letter to White's Alley residents regarding the camper at 70 Gates Avenue issue. The only item permitted in the back is motor vehicles, not boats, trailers, campers or dumpsters. Trustee Healy will fill out a complaint form for the CEO to check out. The clerk/Treasurer will contact the parties to be sure how they will be billed.
- Pond Street: Trustee Dennison would like the street to be looked at due to a complaint she has received on the condition by a village resident. The paving was thin and all broken up in the area in front of Dotti Myers house, and weeds are coming through causing her to have to pull the weeds between the road and sidewalk. The paving is all broken up and the job was substandard. The contractor was Kubricky Construction – Jamie Mabo. Clerk/Treasurer stated she is sure they will not come back to take care of this unless they get paid for the repairs. Mayor Dewey stated he will contact Kubricky on this matter.
- Road Maintenance and Storm drains: Campbell noted there are storm drains in the area that need attention, namely one on Bridge Street. He asked who takes care of the storm drains. Mayor Dewey stated this is done inhouse. Trustee Healy said that the prior DPW Supervisor took care of that and has even replace the storm drains. Mayor Dewey said he would reach out to the Town for assistance as this has not been budgeted for this year. This would need to be done before winter. There was a general discussion on paving and other contractors that performed paving in the area. Mayor Dewey asked if there was anything new on the bridge. Campbell said he has looked into this and has checked into the paperwork Jim Jennings provided him. The road needs to be graded back so water tapers off. Other bridges in the area are either wider or longer.

B. SEWER DEPARTMENT: Campbell stated he had changed out the grinder pump at the 57 Herkimer Street - Dowling/Lippitt residence. The grinder pump is privately owned, and not village owned. The residents have been advised they will be receiving a bill for the \$2,500.00 pump, materials and the rewiring the pump to the existing box. The bill is to be sent to Mr. Dowling as arrangements have been made with Mr. Lippitt to make payments to Dowling for his share of the pump expenses. The village still has three pumps on the shelf.

C. CODE ENFORCEMENT OFFICER REPORT

- Larry Wolcott – No report.

D. FIRE DEPARTMENT REPORT

- Chief Corey Helwig provided written report which was read.

E. WATER DEPARTMENT REPORT

- Draft minutes from the August 18, 2020 monthly meeting.
- There was a discussion on the watermain issue in Schuylerville. Mayor Dewey asked who was doing the digging and who else was with him. Campbell replies Justin and Pat Grogan was in the hole. It was not marked correctly. They had marked our waterline and left the gas line unmarked. There was a 2' plastic line and pricked the pierced line. Campbell stated he has heard nothing at the Class D license. He reached out to inquire about the Grinder Pump class at Siewert's as he needs to learn about the Extreme pumps as the 200 series are completely obsolete, they don't even sell parts, train you or fix them. They will not train on the 2000 Series, but will sell parts.
- There is hole by the Mill that should be taken care of before winter.

F. VILLAGE TREASURER'S REPORT

- Monthly report ending August 31, 2020 was read and will remain on file.

G. PLANNING BOARD REPORT

- Corey Helwig provided written report which was read.

H. ZONING BOARD OF APPEALS REPORT

- No meeting in August 2020/no report

OLD BUSINESS:

- Unsafe Structure: Mill Building #8. This will be discussed in Executive Session later in the meeting.

NEW BUSINESS:

A. Sidewalk Specifications

- Need exact measurement and location of proposed sidewalk replacement
- Discuss date for final bid date/award
This was discussed earlier in the meeting.

B. Approve Sewer Billing \$58,999.14

- Billing Date October 1, 2020
- Billing Period 6/1/2020-11/30/2020

A motion was made by Trustee Healy and seconded by Trustee Dennison to approve the Sewer Billing for the October 1, 2020 billing period in the amount of \$58,999.14. All in favor – aye. Motion passed.

- Received invoice from Schuylerville \$62,301.66. Due on or by November 1, 2020. Will be submitted for approval at the October meeting. Mayor Dewey questioned if this cost is based on the current CPI. This will be checked on prior to next month's meeting.

C. Shared Services Agreement between Village and NYS Department of Transportation.

- Agreement is good for 2 or 4 years/option provided in agreement
- Requires approval and signature

A motion was made by Trustee Healy and seconded by Trustee Dennison to approve the Shared Services Agreement for option of 4 years provided in agreement. All in favor – aye. Motion passed.

D. Speeding Complaint

- Monument Drive
- Resident has talked to DPW and would like more signage (speeding/slow down: children.) Has also reached out to the authorities and they stated until signage is posted nothing they can do. There was a general discussion on this and it was determined to post 2 "Caution Children" signs stating 20mph, one entering and one exiting the street. Campbell will look into the proper posting. Campbell also noted the last time he had to order signs he borrowed from the Town. Campbell stated he needs to replenish the Town when we order these signs. Mayor Dewey also said to add Schuyler Heights for signage. **A motion was made by Mayor Dewey and seconded by Trustee Dennison to approve \$500.00 for ordering 4 signs and 8 posts for 20 mph signs to be posted on Monument Drive and Schuyler Heights Drive. All in favor – aye. Motion passed.**

E. RESOLUTION: Retention and Disposition Schedule for NY Local Government Records (LGS-1)

- New schedule requires village to adopt. The schedule was in effect August 1st and resolution is required to be adopted by January 1st. **A motion was made by Trustee Healy and seconded by Mayor Dewey to approve the Retention and Disposition Schedule for NY Local Government Records (LGS-1) dated September 8, 2020 which states only those records will be disposed of that are described in LGS-1 after they have met the minimum retention**

periods described therein. And, only those records will be disposed of that do not have sufficient administrative, fiscal, legal or historical value to merit retention beyond established legal minimum periods. All in favor – aye. Motion passed.

- F. Grant Application was submitted with the assistance of Saratoga Plan through Saratoga County Trails Grant Program. This will be to replace the damaged fence and signage in the Siege Trail. Mayor Dewey discussed the grant in the amount of \$10K for trail maintenance with in-kind services. This property is owned by Saratoga Plan.
- G. DocuSign: Verizon Agreement with NYS called Telecommunication Connectivity Services “TCS”. **A motion was made by Trustee Dennison and seconded by Mayor Dewey to accept the new Verizon agreement name of Telecommunication Connectivity Services (TCS) and give permission to Clerk/Treasurer Lewsey to sign said agreement. All in favor – aye. Motion passed.**
- H. Job Listing: The Post Star and Indeed.com.
a. Advertised for FT MEO
The Post-Star ad netted no applicants compared to Indeed.com which we received 12. Mayor Dewey asked how if the indeed.com ad ran for 30 days. Clerk/Treasurer Lewsey stated we were under a 30-day trial. Mayor Dewey stated this free 30-day trial was good for now, but for future needs, he recommends the Clerk/Treasurer contact Jason from his office as he is well versed in the procedure.
- I. National Grid/NYSERDA grant for Sewer Garage aka Highway Department Garage: The final contact price has fluctuated from time of approval and time of actual contract. The cost has increased \$39.32. The lighting contact has been received and reflects the new cost. The firehouse/village hall contract is pending due to the amount of the grant the village will receive and likely that could fluctuate as well up to 10% +/- . That contact should come in next week. Please offer new motion to approve the changes. **A motion was made by Mayor Dewey and seconded by Trustee Dennison to approve the final cost increase for National Grid/NYSERDA grant for the Sewer Garage increase in the amount of \$699.32. All in favor – aye. Motion passed.**

OPEN FLOOR: None

AUDIT CLAIMS:

- Abstract # 4 – SEPTEMBER 2020
 - General Fund \$ 6,305.09
 - Sewer Fund \$ 2,654.81

A motion was made by Trustee Dennison and seconded by Mayor Dewey to approve the Audit Claims for Abstract #4 for September as submitted. All in favor – aye. Motion passed.

EXECUTIVE SESSION:

- Personnel Matter

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

A motion was made by Trustee Dennison and seconded by Mayor Dewey to exit Executive Session. All in favor - aye. Motion passed.

Result of Executive Session: No action taken.

- Mill Property and Building #8. A discussion to bring the board up to date on events concerning the Mill property ad Building #8.

UPCOMING VILLAGE BOARD MEETINGS:

- Next Village Board Monthly Meeting: Tuesday, October 13, 2020 at 7:00pm

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

Respectfully submitted,

JoAnn Bielikiewicz

Recording Secretary