

VILLAGE OF VICTORY
VILLAGE BOARD OF TRUSTEES
MONTHLY MEETING AGENDA
~ April 13, 2021 ~
7:00pm

PUBLIC HEARING ~ 6:45PM
Tentative Budget Presentation ~ Fiscal Year 2021.2022

Attending the public hearing was Mayor Pat Dewey, Trustee Tim Healy and Clerk/Treasurer Maureen Lewsey. Absent was Trustee Leslie Dennison.

OPEN Public Hearing – A motion was made by Trustee Healy and seconded by Mayor Dewey to open the public hearing for comments. All in favor – 2 ayes. Motion passed.

Present Tentative Budget line for line.
Open Floor – No Comments

CLOSE Public Hearing – A motion was made by Trustee Healy and seconded by Mayor Dewey to close the public hearing. All in favor – 2 ayes. Motion passed.

MONTHLY MEETING – Following the Public Hearing
Regular Village Business

CALL MONTHLY MEETING TO ORDER - Attending the regular monthly meeting was Mayor Pat Dewey, Trustee Tim Healy and Clerk/Treasurer Maureen Lewsey. Absent was Trustee Leslie Dennison.

APPROVAL OF MINUTES:

- Minutes – March 9, 2021 – Monthly Meeting. **A motion was made by Mayor Dewey and seconded by Trustee Healy to approve the minutes from the regular monthly meeting as submitted. All in favor – 2 ayes. Motion passed.**

VILLAGE BOARD ANNOUNCEMENTS OR CORRESPONDENCES:

- Zoning Board of Appeals Meeting: No meeting in April 2021
- Planning Meeting: Monthly meeting April 20, 2021 at 6:30pm, if necessary
- Schuylerville/Victory Water Board Meeting: April 19, 2021 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 provided his report. Campbell stated in regard to the Cornell Local Road Classes he took on-line, he learned a lot about the water drainage and maintenance and paving of roads, etc.
- Tree on Gates Avenue Extension was taken down and cleaned up in-house. In the process of obtaining quotes for the tree at 16 Pine Street, one is half dead and if we ever plan to do sidewalks in that area, the roots have destroyed that sidewalk area and it's a hazard. It is located in the village right-of-way and we are responsible for the removal.
- Paving: Campbell stated he had received two quotes for Bridge Street, Cemetery Road near Pine to Herkimer Street and got them all separately to we can dictate which ones we are interested in.

Also received a quote on Monument Drive and Herkimer down to Lloyds Loop at Route 32. He has quotes from Evolution and Palette/Kubricky and is just waiting to hear from DelSignore. Campbell has reached out to the county on Bridge Street as it is their bridge

and they should be maintaining it. Campbell said he did not want to add more stress to their bridge. All quotes received stated they would T&L it gets it back up to level, then get the crown back and put 2" on top,

- QUOTE: B95 Backhoe/Capital Tractor/front and rear tires
 - Mitas tires \$1,349.92 mounted \$1,814.55
 - Titan \$1,577.50

A motion was made by Mayor Dewey and seconded by Trustee Healy to approve the quote from Capital Tractor for 'Mitas' front and rear tires for the B95 Backhoe in the amount of \$1,814.55 which includes mounting. All in favor – 2 ayes. Motion passed.

Campbell noted to remind village residents to bag their debris as this will help to keep the backhoe off the roads.
- QUOTE: Extension Kit for Fisher Extreme V Plow
 - Dajana \$822.00
 - Woodward Equipment \$832.00
 - T&T Body Kings \$865.28

A motion was made by Mayor Dewey and seconded by Trustee Healy to approve the quote from Dajana for the extension kit for Fisher Extreme V Plow in the amount of \$822.00. All in favor – 2 ayes. Motion passed.
- Seasonal as needed Employee – Right not Zack is here regularly 7-12 daily. Junk Week is the week of May 10th. May 10th, Zack will be off at BOCES, May 11 is garbage pick-up, and that only leaves Wed- Friday only here until noon to pick everything up. Right not Campbell is looking for a laborer. Zack may be off after graduation. Mayor Dewey asked Campbell to provide a scope of work needing to be done this summer. He needs to get with the Village clerk/Treasurer to put an ad in the Post Star with the scope of work for a part-time laborer up to 32 hours a week with pay depending on experience. It will be in the paper for three days (Fri/Sat/Sun).
- Sidewalks – Village Engineer was going to provide review of specs pro bono, but to date, we have heard nothing. We will need to change the dates previously discussed. Next month specs will be put out to bid. Date to review specs 5/11/21 with bids due, opened and awarded on 5/25/21 at 6:30pm.
- Determination of 12x30 Red Shed – After it gets cleaned out, a determination will be made on whether it is declared surplus and then put out to bid or torn down.
- Speed limit signs on Schuyler Heights Drive and Monument Drive. They have been ordered and each will be posted at 20mph.
- Additional Work Trustee Healy would like to see done:
 - Replace whiskey baskets in the park with real half-barrel whiskey ones (Country Power) which will last longer.
 - Campbell asked about the bushes, Trustee Healy noted to wait till fall.
 - Trustee Healy asked if he does the planting this year, would DPW staff be sure to water them every day.
 - He would like to have both bathrooms cleaned.
 - There is an issue with the men's toilet, the toilet has been replaced, so we need to contact roto-rooter. There is an odor, so check the clean out.

- Victory Sign, replace slots which can be gotten at Adirondack Sign. How involved would it be to get water there as well as electric? Campbell stated there is a meter box there.
- Christmas decorations need to be put away.
- Pull the rhododendrons located in front of the hall and chop the bush back.
- Get flower railing boxes out and fill them with potting soil.

B. SEWER/WATER DEPARTMENT

- Sewer Connection New Application/New Residence/138 Cemetery Road.
- Campbell reported he has received all the additional parts from George LaPlante. We now have 5 new pumps in stock and one used pump.
- Received an application from The Helwig's for a new connection at 138 Cemetery Road, a single-family dwelling, the application fee of \$200.00 and the certificate of insurance. This will be coordinated with Campbell on inspections as required. **A motion was made by Trustee Healy and seconded by Mayor Dewey to approve the new sewer connection at 138 Cemetery Road. All in favor – 2 ayes. Motion passed.**
- 104 Monument Drive- new water tap scheduled 4/14/21.

C. FIRE DEPARTMENT REPORT – New Fire Chief provided a written report.

- Fire Department Elections were held on March 25, 2021/Approve Nominations. The new Fire Chief is Ryan Campbell. Oaths of offices need to be done. **A motion was made by Mayor Dewey and seconded by Trustee Healy to approve the nominations as a result of the fire department elections which were held March 25, 2021. All in favor – 2 ayes. Motion passed.**
- QUOTE: Adding Two additional seats for ETA-613 will help keep motor vehicles off the scene.
 - Upstate NY Plow & Truck Body LLC \$1,970.00
 - BullDog Fire & Emergency Rescue \$2,605.00
 - VRS Sales Ltd \$2,641.00**A motion was made by Mayor Dewey and seconded by Trustee Healy to approve Upstate NY Plow and Truck Body LLC to install two additional seats for the ETA-613 in the amount of \$1,970.00. All in favor – 2 ayes. Motion passed.**

D. CODE ENFORCEMENT OFFICER REPORT

- Larry Wolcott provided written report. Mayor Dewey will talk to the Village Attorney regarding the fence on the Irish property issue.

E. WATER DEPARTMENT REPORT

- Draft minutes from the February 22, 2021 meeting were approved.
- Draft minutes from the March 29, 2021 meeting/pending

F. VILLAGE TREASURER'S REPORT

- Monthly report ending March 31, 2021 which was read.

G. PLANNING BOARD REPORT

- Draft minutes from February 16, 2021 minutes are pending

H. ZONING BOARD OF APPEALS REPORT

- No meeting in March 2021/no report

OLD BUSINESS:

NEW BUSINESS:

- A. Resolution: Budget Amendment. **A motion was made by Trustee Healy and seconded by Mayor Dewey to approve the Resolution of the Budget Amendment dated April 13, 2021. A budget amendment will be needed between the following appropriations: From: A1990.4, Contingency Account in the amount of \$113.00, To: A1450.4 Elections, Contractual in the amount of \$113.00. The village board of trustees authorizes the village budget to be amended as outlined and as stated above. All in favor – 2 ayes. Motion passed.**
- B. Discussion of Village Hall Roof and Brick Concerns. As a result of the discussion of the village hall roof and concern of the bricks, Mayor Dewey stated he will talk to DPW Campbell regarding these issues.
- C. Finalize Sidewalk Specifications and Review Bid Dates. This has been tabled as the board is waiting for the curb specs from Longton Engineering.
- D. Discuss National Grid ~ possible expansion of Natural Gas into village. Natural Gas option for village according the map included 100' for the pipe main and 100' for the lateral. There was a question on a time frame, to which the response was yes, there is a deadline, but will pursue getting the map corrected and receiving an estimate of homes wishing to sign on. This will require a door-to-door survey to meet requirement.
- E. Vendor Permit/Peddlers License Application/Fee. This item has been tabled.
- F. Amend Personnel Policy
 - a. Add Juneteenth (June 19th). This has also been tabled.
- G. Mobile Home Park Licenses
 - a. Discuss lack of renewal and options per the village local law. This item needs to be talked over with CEO Wolcott. Also, Mayor Dewey stated he would talk to CEO Wolcott about the multi-family inspections needing to be done.
- H. Resolution: Approve New Village Budget for FY 2021.2022. **A motion was made by Mayor Dewey and seconded by Trustee Healy to approve the Final Budget Adoption for FT 2021-02022 amendment dated April 13, 2021 as follows: The Village Board of Trustees held the tentative budget hearing on April 13, 2021 and presented the tentative budget line by line and is defined as follows:**
 - General Fund – appropriations \$455,529.00, less estimated revenues \$230,638.00, less unexpended fund balance \$6,000.00 with the amount to be raised by taxes \$218,891.00,**
 - Exemptions – 15% Veterans total exemption = \$84,483.00**
 - 25% Veterans total exemption = \$85,500.00**
 - Senior Citizen total exemption = \$108,215.00**
 - Clergy total exemption = \$1,500.00**
 - Sewer Fund: appropriation \$116,000.00, less estimated revenues \$116,000.00, less Unexpected fund balance \$-0-.**

Salary rates will increase at 3%, based on the current rate of pay, for the following positions; village clerk/treasurer, deputy village clerk/treasurer and dpw motor equipment operators. Appointed officials that receive a monthly stipend such as code enforcement officer at \$357.50/month and zoning secretary at \$100.00/month will remain the same with no increase, The elected positions of Mayor will increase to \$500.00/month or \$6,000.00/yr and Trustees increase to \$416.67/month or \$5,000.00/yr and the village real property tax rate established will remain at \$8.59 per thousand of assess valuation for the fiscal year 2021-2022 and the Board approves the 2021-2022 Final Budget as presented establishing the tax rate at \$8.59/thousand. The fiscal year commences June 1, 2021 ending May 31, 2022. All in favor – 2 ayes. Motion passed.

OPEN FLOOR: None

AUDIT CLAIMS:

- Abstract # 11 – April 2021
 - General Fund \$ 10,170.09
 - Sewer Fund \$ 309.07
 - Land Use Escrow Account \$ -0-

A motion was made by Mayor Dewey and seconded by Trustee Healy to approve the Audit Claims for Abstract #11 – April 2021 as submitted. All in favor – 2 ayes. Motion passed.

EXECUTIVE SESSION: None

UPCOMING VILLAGE BOARD MEETINGS:

Next Meeting Schedule: Tuesday, May 11, 2021 at 7:00pm.

Fiscal year-end meeting: Tuesday, May 25, 2021 at 6:30pm

ADJOURNMENT: A motion was made b Mayor Dewey and seconded by Trustee Healy to adjourn the meeting. All in favor – 2 ayes. Motion passed.

Respectfully submitted,

JoAnn Bielikiewicz

Recording Secretary

ORGANIZATION MEETING to Follow with Separate Agenda

VILLAGE OF VICTORY

ORGANIZATIONAL MEETING MINUTES

April 13, 2021

Mayor Dewey opened the Organizational Meeting.

The following resolutions were read into the minutes and were approved, by motion Mayor Patrick Dewey and seconded by Trustee Tim Healy to establish the village’s upcoming year. Vote: 2-0 (Trustee Leslie Dennison was absent). Motion Passed.

Resolution Exercising & Delegating Powers Under LL1-2011:

Section 1. The authority and power to supervise all department and non-elected officers and employees of the village including but not limited the office staff and the DPW employees.

Section 2. The board appoints Mayor Dewey as the Budget Officer.

Section 3. Mayor Dewey delegated Trustee Healy the responsibility and authority to preside at the meetings of the board.

Section 4. The board delegates Trustee Healy the responsibility and authority to sign the order directing the Village Clerk/Treasurer to pay claims referenced in subsection (d) of Section 4-402 of the NYS Village Law.

Section 5. That this resolution takes effect immediately.

The following appointments were introduced by Mayor Dewey and seconded by Trustee Healy.

Appointments by Mayor Dewey:

Deputy Mayor.....Trustee Timothy Healy

Appointments by Board of Trustees

Public Works Commissioner..... Mayor Dewey

Public Safety Commissioner..... Trustee Healy

Village Clerk/Treasurer (2-year term 6/1/21-5/31/23)..... Maureen Lewsey

Deputy Village Clerk/Treasurer (2-year term 6/1/21-5/31/23)no appointment

Public Works Supervisor.....still provision/no appointment

Code Enforcement Officer..... Larry Wolcott

Registrar of Vital Statistics..... Maureen Lewsey

Water Commissioners (2 yr. term 6/1/21-5/31/2023) Leslie Dennison
 (2 yr. term 6/1/21-5/31/2023) Tim Healy

Alternate Commissioners..... vacant
 vacant

Designation of Village Depository..... Glens Falls National Bank
 (See attached Resolution)

Designation of Official Newspaper.....The Saratogian

Zoning Board of Appeals: *3-year terms*

1 term (2021-2024)	Terrie Wolcott
2 term (2019-2022)	Heather Freebern
3 term (2020-2023)	Jamie O’Neill
Alternate.....	Michele Marshall
Chairperson.....	Jamie O’Neill

Planning Board: *5-year terms*

1 term (2021-2026)	Jacob Fort
2 term (2017-2022)	Peter Healy
3 term (2018-2023)	Tim Fort
4 term (2019-2024)	William Lloyd
5 term (2020-2025)	Corey Helwig
Alternate.....	VACANT
Chairperson.....	Corey Helwig

The new contract agreement for Village Attorney, Michael J. Catalfimo was approved by motion of Mayor Dewey and seconded by Trustee Healy. The monthly retainer increased this year from \$450.00/year to \$500.00/year and hourly rates \$220.00/\$140.00 from previous \$200.00/\$130.00.

Attorney for the Village.....Michael J. Catalfimo

Schedule of Board of Trustee Meetings

RESOLVED, that the regular meeting of the Village Board of Trustees of the Village of Victory shall be held in the Village Board Room of the Village Hall, 23 Pine Street, Victory Mills, New York, on the *Second Tuesday of each month*, beginning at 7:00 p.m., provided that where an official holiday falls on the second Tuesday of the month, said meeting shall be rescheduled at the discretion of the village board with the time remaining at 7:00 p.m.

RESOLVED, that the next organization meeting of the Board of Trustees shall be held on the second Tuesday, on April 13, 2021 following the monthly meeting at 7:00 p.m.

RESOLVED, that special meetings of the Board of Trustees may be called by the Mayor or a majority of the Board of Trustees upon notice to the entire Board. Notice shall be given in accordance with law.

Village Policies and Procedures

RESOLVED, that, having reviewed the following Village Policies and having determined that no changes or revisions are required to be made to the same at this time, the Board of Trustees do hereby ratify, affirm, re-approve and re-adopt the following existing Village Policies and Procedures:

1. Procurement Policy
2. Investment Policy
3. Cash Receipts Policy
4. Incoming Mail Policy
5. Code of Ethics
6. Building Access Policy
7. Municipal Web Site Content Policy
8. Cellular Phone Use Policy
9. Credit Card Policy

Mileage Allowance

(See Attached Resolution)

Advance Approval and Payment of Claims

(See Attached Resolution)

Authorized Attendance at Conferences and Meetings

RESOLVED, that authorization is given for travel to:

(a) The Mayor, Trustees, Clerk/Treasurer, Deputy Clerk/Treasurer and Attorney for the Village for attendance at Annual Meetings and training sessions of the New York State Conference of Mayors and other Municipal Officials organizations;

(b) The Fire Chief, and one (1) assistant Fire Chief or other officer of the Department, for attendance at the annual conference of New York State Fire Chiefs;

(c) The Code Enforcement Officer, for attendance at approved training opportunities to obtain annual credits to maintain certification; and

(d) The Superintendent of Public Works, for attendance at training opportunities for the public works department and for maintaining the Class D license for water certification.

RESOLVED, that attendees be reimbursed by the Village for regular and reasonable budgeted expenses incurred by their attendance at the above functions pursuant to Section 77-b of the General Municipal Law of the State of New York, or as provided for by resolution of the Board of Trustees.

ADJOURNMENT

Mayor Dewey made a motion to adjourn the meeting with Trustee Healy seconded the motion. Vote: 2-0, all ayes. Motion Passed. Meeting Adjourned.

Respectfully Submitted,

Maureen Lewsey

Village Clerk Treasurer