

**VILLAGE OF VICTORY
VILLAGE BOARD OF TRUSTEES**

MEETING MINUTES
~ April 11, 2023 ~

**PUBLIC HEARING: 6:00 pm
Presentation of the Village Budget for Fiscal Year 2023.2024**

OPEN Public Hearing: A motion was made by Mayor Dewey and seconded by Truste Dennison to open the Public Hearing to present budget line for line for the General Fund and Sewer Fund. All in favor – aye. Motion passed.

Present Budget: No public body in attendance.

Open Floor: None

CLOSE Public Hearing: A motion was made by Mayor Dewey and seconded by Truste Dennison to close the public meeting. All in favor – aye. Motion passed.

**PUBLIC HEARING: 6:45 pm
Proposed Local Law A of 2023 of the Village of Victory to Override the Tax Levy Limit**

OPEN Public Hearing: A motion was made by Mayor Dewey and seconded by Truste Dennison to open the Public Hearing to discuss Local Law A of 2023 – Tax Cap Override.

Present Budget: No public body in attendance.

Open Floor: None

CLOSE Public Hearing: A motion was made by Mayor Dewey and seconded by Truste Dennison to close the public meeting. All in favor – aye. Motion passed.

**CALL MONTHLY MEETING TO ORDER: Immediately following Public Hearings
In attendance: Mayor Pat Dewey and Trustees Tim Healy and Leslie Dennison and Clerk/Treasurer Maureen Lewsey.**

APPROVAL OF MINUTES:

- Minutes – Special Meeting – March 9, 2023 Firehouse Project – Engineering RFP (**pending**)
 - Minutes – Monthly Meeting – March 14, 2023
 - Minutes – Special Meeting – March 27, 2023 – Tentative Budget Presentation FY 2023.2024
- A motion was made by Trustee Dennison and seconded by Mayor Dewey to approve the minutes from the regular monthly meeting of March 14, 2023 and the special meeting for the Tentative Budget presentation for FY2023.2024 on March 27, 2023. All in favor – aye. Motion passed.**

VILLAGE BOARD ANNOUNCEMENTS OR CORRESPONDENCES:

- Zoning Board of Appeals Meeting: Thursday, April 20, 2023 at 6:30pm
- Planning Meeting: Tuesday, April 18, 2023 at 6:30pm
- Schuylerville/Victory Water Board Meeting: 3rd Monday, April 17, 2023 at 6:00pm in Victory (Public Hearing to begin at 6:00pm for on Tentative Budget for FY2023.2024, monthly meeting to follow)
- Reminder of Hydrant Flushing Victory (week of 4/17-4/21/23) Schuylerville (week of 4/24-4/28/23)

MONTHLY REPORTS:

All reports are read as presented and highlighted as follows:

A. CODE ENFORCEMENT OFFICER REPORT

- CEO Larry Wolcott was absent.
- RESOLUTION: Authorizing commencement of code enforcement proceeding
 - 15 Pearl Street. **A motion was made by Mayor Dewey and seconded by Trustee Dennison to authorize commencement of code enforcement proceedings on 15 Pearl Street. All in favor – aye. Motion passed.**
- RESOLUTION: Authorizing commencement of code enforcement proceeding
 - 14 Pine Street. Mayor Dewey stated that the village attorney needs more proof to enforce the issue, such as affidavits and pictures. Mr. Mosher stated he has pictures on his phone and asked what is the timeframe and how soon this needs to be done. He will email them to the Village Clerk. There is a lot of music, revving cars, different plates. Mr. Mosher asked how he vents his garage, who is paying rent and is it a commercial entity. There was a discussion between Mayor Dewey and Mr. Mosher. **A motion was made by Mayor Dewey and seconded by Trustee Healy to authorize commencement of code enforcement proceedings on 14 Pine Street. All in favor – aye. Motion passed.**

B. DPW/SEWER/WATER DEPARTMENT REPORT

- Working Supervisor Ryan Campbell provides written report
 - Paving Quotes – Cemetery Road – with and without milling. It was noted to do binder cheaper than top coat and is good for a couple years. The Town last used the tar and stone method on Cemetery Road, but already Victory is patching the pot holes every month. They have been patching every month. Quotes are without materials i.e., asphalt. The village is waiting for CHIPS allotment. This is tabled until next month.
 - Drainage on Schuyler Heights Dr.- this has to be addressed before paving is planned.
 - Village hall ramp Quote Trustee Dennison stated the village needs to reach out to contractors and get prices. CEO Campbell will discuss the project with CEO Wolcott. The present deck has 6'x6' landing for wheelchairs to meet ADA Code. This is not a standard job. Trex decking with treated lumber for footers. It was noted that something needs to be done with the ramp as it was stained 2 years ago. A question was asked about the mason work needs to be done first, then improvements. There was a discussion on the ramp slope/grade and that some maintenance needs to be done. Project pending.
 - Discuss Summer Hours. DPW Campbell would like 4 – 10-hour work day schedule. **A motion was made by Mayor Dewey and seconded by Trustee Dennison to approve the request for summer hours change for the period 4/22 – 9/27 with the stipulation that when a holiday occurs, the schedule will go back to work 5 days. All in favor – aye. Motion passed.**
 - Mayor Dewey will speak to DPW Campbell about the retaining wall and drainage.
 - Trustee Healy asked about the state coming back to place permanent signs at the crosswalks on Gates Avenue.
 - Manhole repair – the cover has been damaged during the winter.
 - Schuyler Heights drainage work coordinating with the Town Grade-All.

- Hill Manor street light repairs – waiting on National Grid. Mayor Dewey asked what are our options, we need to find a solution.

C. FIRE DEPARTMENT REPORT

- Chief Ryan Campbell provides written report
- Elections 3/30/23 ~ Village Board to approve 2023 Firematic Officers. **A motion was made by Trustee Dennison and seconded by Mayor Dewey to approve the 3/30/23 election of the 2023 Firematic Officers. Chief Campbell is to provide a complete listing of all elected positions to the Board. All in favor- aye. Motion passed.**

D. WATER DEPARTMENT REPORT

- Minutes pending – March 2023

E. VILLAGE TREASURER’S REPORT

- Monthly report ending March 31, 2023 which was read.

F. PLANNING BOARD REPORT

- No meeting/no report

G. ZONING BOARD OF APPEALS REPORT

- No meeting/no report

OLD BUSINESS: None

NEW BUSINESS:

A. Resolution: Budget Adoption for Fiscal Year 2023.2024

A motion was made by Mayor Dewey and seconded by Trustee Dennison to adopt the Resolution dated April 11, 2023 to approve the resolution for the Budget Adoption for Fiscal Year 2023.2024 as follows:

- **General Fund – appropriations \$458,401.60, less estimated revenues \$199,508.00, less unexpended fund balance \$15,500.00 with the amount to be raised by taxes \$243,393.60.**
- **Exemptions – 15% Veterans total exemption = \$77,883.00
25% Veterans total exemption = \$88,500.00
Senior Citizen total exemption = \$47,000.00
Clery total exemption = \$1,500.00**
- **Sewer Fund – appropriations \$109,400.00, less estimated revenues \$109,400.00, less unexpended fund balance \$-0-.**

The salary rate increase of 5%, based on the current rate of pay, for the following positions: Village Clerk/Treasurer, Deputy Village Clerk/Treasurer, DPS Working Supervisor and Motor Equipment Operator. Elected positions of Mayor remains the same as \$500.00/month, and two Trustees remain the same at \$416.67/month. Appointed officials as Code Enforcement Officer will remain at \$357.50/month and Planning/Zoning Secretary at \$300.00/month.

The village real property tax rate established will be at \$8.66 per thousand as assessed valuation for the fiscal year 2023.2024 commencing June 1, 2023 ending May 31, 2024. All in favor – aye. Motion passed.

B. Request from Town of Saratoga on contribution toward Cemetery Flags

- a. Total Cost \$885.00 ~ what once was paid by County grant/asking for financial assistance.

A motion was made by Mayor Dewey and seconded by Trustee Healy to approve the amount of \$88.50 for the request from the Town of Saratoga as a contribution toward cemetery flags. All in favor – aye. Motion passed.

- C. Survey Monkey to be launched by June 1 in order to get village resident input
- a. Informational meeting May 2023 to discuss the Comprehensive Plan update
It was decided by the board to provide handouts to residents after the fire hydrant flushing is completed and before the village junk week begins.
- D. Approve cost of painting improvements for Village hallway in Village office (total \$440.00)
A motion was made by Mayor Dewey and seconded by Trustee Dennison to approve the cost of \$440.00 for painting improvements for the Village Hallway in the Village Office. All in favor – aye. Motion passed.
- E. Olde Saratoga Seniors Agreement \$300.00. **A motion was made by Trustee Healy and seconded by Trustee Dennison to approve the Olde Saratoga Seniors Agreement in the amount of \$300.00 and that Mayor Dewey would sign said agreement. All in favor – aye. Motion passed.**
- F. Local Law A of 2023
- a. Short Form EAF Part 1/Part 2 and Part 3. **Law consisted of the Village of Victory Tax Levy Limit Override Law of 2023 (Vo. LL 1-2023) stating A local law to override the limit on the amount of real property taxes that may be levied by the Village of Victory pursuant to General Municipal Law Section 3-c and to allow the Village of Victory to adopt a budget for the FY2023.2024 that requires a real property tax levy in excess of the “Tax Levy Limit” as defined by General Municipal Law Section 3-c signed by Mayor Dewey on April 11, 2023.**
 - b. Negative Declaration – Notice of Determination of Non-Significance. **The Village of Victory Board of Trustees, as lead agency, had determined that the proposed action described will not have a significant effect on the environment and Draft Environmental Impact Statement will not be prepared.**
 - c. Resolution adopting the Negative Declaration. **A motion was made by Trustee Healy and seconded by Trustee Dennison to approve the resolution dated April 11, 2023 to adopt the Negative Declaration stated above. All in favor – aye. Motion passed.**
 - d. Resolution for Enactment of Local Law 1 of 2023. **A motion was made by Trustee Healy and seconded by Trustee Dennison to approve the resolution dated April 11, 2023 for Enactment of Local Law 1 of 2023 that was presented to the Board of Trustees for consideration which Local Law would authorize the Board to adopt a budget for the fiscal year commencing June 1, 2023 that requires a real property tax levy in excess of the amount otherwise prescribed in General Municipal Law Section 3-c. and to adopt the proposed Local Law and notice of such public hearing have been made and all persons appearing at said public hearing desiring to be heard, have heard. The Local Law has been enacted and said proposed law as Local Law No. 1 of the year 2023 of the Village of Victory. All in favor – aye. Motion passed.**
- G. Resolution: Budget Amendment A Fund \$1,606.00. **A motion was made by Trustee Dennison and seconded by Mayor Dewey to approve the resolution dated April 11, 2023 for a budget amendment needed to transfer between appropriations as follows: From the General Fund A1990.4 Contingency Account in the amount of \$1606.00, To: A1910.4 Unallocated Insurance in the amount of \$656.00 and to A5182.4 Street Lighting Contractual in the amount of \$950.00. All in favor – aye. Motion passed.**

OPEN FLOOR: Pete Healy, village resident asked when the Mayor was going to look at the wall. He asked that he be informed when so he could be there at the same time. Mayor Dewey will reach out to DPW Campbell to set up the time.

AUDIT CLAIMS:

- Abstract # 11 ~ April 2023

- General Fund \$ 10,035.18
- Sewer Fund \$ 274.73
- **A motion was made by Mayor Dewey and seconded by Trustee Dennison to enter into Executive Session. All in favor -aye. Motion passed.**

EXECUTIVE SESSION:

- Pending Litigation
 - A motion was made by Mayor Dewey and seconded by Trustee Dennison to enter into Executive Session. All in favor -aye. Motion passed.**
 - No decision was made.
 - A motion was made by Mayor Dewey and seconded by Trustee Dennison to exit Executive Session. All in favor -aye. Motion passed.**

UPCOMING VILLAGE BOARD MEETINGS:

- Monthly Meeting ~ Tuesday, May 9, 2023 at 7:00pm
- Fiscal Year End Meeting ~ May 22, 2023 at 6:00pm

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

VILLAGE OF VICTORY
ORGANIZATIONAL MEETING MINUTES

April 11, 2023
 (Immediately following the monthly meeting)

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 to 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.

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 to begin 6/1/2023-5/31/2025).... Maureen Lewsey

Deputy Village Clerk/Treasurer
(No appointment / Hold Over)..... Joann Bielkiewicz

Working Supervisor..... Ryan Campbell

Code Enforcement Officer..... Larry Wolcott

Registrar of Vital Statistics..... Maureen Lewsey

Water Commissioners (2 yr. term 6/1/23-5/31/2025) Leslie Dennison
(2 yr. term 6/1/23-5/31/2025) Timothy Healy

Alternate Commissioners.....vacant
.....vacant

Designation of Village Depository.....Glens Falls National Bank
A motion was made by Mayor Dewey and seconded by Trustee Healy to designate the Glens Falls National Bank and Trust located at 73 Broad Street, Schuylerville, NY 12871 as the depository of all monies received by the Village Clerk/Treasurer, Deputy Village Clerk/Treasurer and Receiver of Taxes (Tax Collector). All in favor – aye. Motion passed.

Designation of Official Newspaper.....The Saratogian

Zoning Board of Appeals: *3-year terms*

1 term (2021-2024).....Terrie Wolcott
 2 term (2022-2025).....Heather Freebern
 3 term (2023-2026).....Jamie O’Neill

Alternate..... Michele Marshall
 Chairperson..... Jamie O’Neill

Planning Board: *5-year terms*

1 term (2021-2026).....vacant
 2 term (2022-2027).....Peter Healy
 3 term (2023-2028).....Tim Fort

4 term (2019-2024).....William Lloyd
 5 term (2020-2025)Corey Helwig
 Alternate.....vacant
 Chairperson.....Corey Helwig

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

It is resolved that pursuant to the powers conferred upon Section 4-412 of the Village Law of the State of New York, Village of Victory Local Law #2011, Section 10 of the New York Municipal Home Rule Law and other applicable provisions of law, the Board does hereby employ and engage Michael J. Catalfimo, Esq. as Attorney for the Village of Victory. **A motion was made by Mayor Dewey and seconded by Trustee Healy to employ**

and engage Michael J. Catalfimo, Esq. as Attorney of the Village of Victory at a \$575.00/month retainer fee. All in favor – aye. Motion passed.

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 first 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 9, 2024 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

A motion was made by Mayor Dewey and seconded by Trustee Dennison to approve the resolution for reimbursement to such officers and employees at the rate of 65.5 cents per mile for all business use (business standard mileage rate). This is the Internal Revenue Service, mileage rate effective January 1, 2023. All in favor – aye. Motion passed.

Advance Approval and Payment of Claims

A motion was made by Mayor Dewey and seconded by Mayor Dewey, that the Board of Trustees authorize payment in advance of audit claims for public utility services, postage, freight and express charges. All such claims must be present at the next regular meeting for audit and the claimant and the officer incurring or approving the claims are joint and severally liable for any amount the Board of Trustee disallows. All in favor – aye. Motion passed.

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: A motion was made by Trustee Dennison seconded by Trustee Healy to adjourn the Organizational Meeting. All in favor – Aye. Motion passed.

Respectfully Submitted,

JoAnn Bielkiewicz

Recording Secretary

