

**VILLAGE OF VICTORY
VILLAGE BOARD OF TRUSTEES
MEETING MINUTES
~ May 13, 2025 ~
6:30 pm**

CALL MONTHLY MEETING TO ORDER: Attending Mayor Corey Helwig, Trustee Tammy Mitchell, and Trustee Leslie Dennison. Also attending Deputy Clerk/Treasurer Gabrielle Hersey. Village Clerk/Treasurer Maureen Lewsey was absent from the meeting.

APPROVAL OF MINUTES

- Minutes – Monthly Meeting –April 8, 2025
- Minutes – Special Meeting – April 18, 2025

A motion was made by Mayor Corey Helwig and seconded by Trustee Leslie Dennison to approve the meeting minutes from April 8th and April 18th, 2025, Meetings. All in Favor- Aye 3-0.

VILLAGE BOARD ANNOUNCEMENTS OR CORRESPONDENCE:

- Zoning Board of Appeals Meeting: ~ TBD
- Planning Meeting: ~ May 21, 2025 @ 6:00pm
- Schuylerville/Victory Water Board Monthly Meeting ~May 19, 2025 in Victory at 6:00 pm

MONTHLY REPORTS

All reports are read as presented and highlighted as follows:

A. CODE ENFORCEMENT OFFICER REPORT

- CEO Larry Wolcott- (Not Present at the meeting.)
- OTR Sent regarding property at 37 Herkimer- 14-day deadline is approaching.

Mayor Corey Helwig informed the board that he spoke with CEO Larry Wolcott regarding 37 Herkimer St., noting that the 14-day period concludes on 5/14/2025. He also noted the Village is awaiting confirmation of receipt from the post office for the order to remedy and a response from the Village Attorney on next steps.

B. DPW/SEWER/WATER DEPARTMENT REPORT

- MEO Logan Steele provides a written report.

MEO Supervisor Logan Steele read his report to the board, reporting an issue during the hydrant flushing on 4/18/2025, where three hydrants could only be manually drained. During his report, Steele pointed out that on 4/28/2025, the Town of Saratoga, in collaboration with the Village of Victory, managed the installation of Veteran Banners, though four more remain. Trustee Leslie Dennison directed the Town of Saratoga and Village of Victory to coordinate the placement of the Veteran Banners, ensuring they follow the same pattern as previous years.

C. FIRE DEPARTMENT REPORT

- Chief Ryan Campbell provides a written report.
- Quote Provided (Under New Business)

Chief Ryan Campbell presented his report to the board. Chief Ryan Campbell thanked the Members of the Board for attending the Annual Banquet on 4/26/2025 and mentioned that the upcoming Chicken BBQ is 6/11/2025. Chief Ryan Campbell also made the announcement of 2 firefighters who completed and passed the EMT certification.

D. WATER DEPARTMENT REPORT

- Draft minutes from the monthly meeting on April 21, 2025

Mayor Corey Helwig requested a full inventory of supplies due to a noticeable deficit in stock items. Trustee Leslie Dennison concurred and suggested including the Trailer and Pump House in the inventory process.

E. VILLAGE TREASURER'S REPORT

- Monthly report ending April 30, 2025

Deputy Village Clerk/Treasurer Gabrielle Hersey presented the Village Treasurer's report to the Board of Trustees.

F. PLANNING BOARD REPORT

- Pending Minutes April 22, 2025

Planning Board Chairman John Nazarenko reported that the April 22, 2025, meeting served as an introduction, welcoming new members Noah Chieco and Greg Arsenault. He also announced that the next meeting is scheduled for May 21, 2025, at 6:00 PM at Village Hall.

G. ZONING BOARD OF APPEALS REPORT

- No Meeting/No report

OLD BUSINESS

- A. Discussion: Mill Project- Committee.**

Mayor Corey Helwig informed the Board of Trustees and the public of his intent to form a Mill Project Committee, nominating Patrick Dewey, John Nazarenko, and Greg Arsenault as members. Mayor Corey Helwig shared his plan for the members to take charge of the Demolition and Strategic Planning efforts.

NEW BUSINESS

- A. Approval: To change the Village office hours to 8-4 starting June 1, 2025**
- i. Hours Open to the Public.**
 - 1. Monday & Wednesday-8 am-12 pm & 1-4 pm**
 - 2. Tuesday, Thursday & Friday 8 am-12 pm**

Mayor Corey Helwig proposed a motion, which was seconded by Trustee Leslie Dennison, to authorize the modification of village office hours starting June 1, 2025. All in Favor- Aye 3-0

B. Approval: To Move to Summer Hours for the DPW. Monday-Thursday-10 hours a day.

Trustee Leslie Dennison proposed a motion to approve the Department of Public Works summer hours from 6:00 AM to 4:30 PM, Monday through Thursday, commencing on June 5th and concluding on September 10th. The proposed motion was seconded by Trustee Leslie Dennison. All in Favor- Aye 2-1- Trustee Tammy Mitchell opposed the motion. Motion Passed.

C. Approval: DPW- To Approve MEO Supervisor to attend Class D Water License on June 24-27, 2025-\$675.00 in Troy, NY

Trustee Leslie Dennison made a motion to approve the MEO Supervisor to attend the ClassD Water License Class on June 24-27, 2025, in the amount of \$675.00, and was seconded by Mayor Corey Helwig. All in Favor-Aye. 3-0

D. Approval: MEO Logan Steele to Attend Grinder Pump Training on June 3-5, 2025.

Trustee Leslie Dennison made a motion to approve MEO Supervisor Logan Steele to attend the Grinder Pump Training on June 3-5, 2025, and was seconded by Trustee Tammy Mitchell. All in Favor-Aye. 3-0

E. Approval: Fire Department Quote from Motorola Solutions \$8,673.69

Mayor Corey Helwig reviewed the Fire Department Quote from Motorola Solutions that Fire Chief Ryan Campbell submitted for approval. Mayor Corey Helwig asked Fire Chief Ryan Campbell to elaborate on the details of the quote. Chief Ryan responded that the 2-way radio prices and the add-ons are county-wide mandatory add-ons for programming purposes. He stated that the price listed does include the 35% discount that is offered through June. Mayor Corey Helwig proposed that we table this quote for the May 28, 2025, meeting.

F. Resolution: Capital Reserve Fund for the Village Hall/Firehouse Building, created May 2022, Transfer- \$10,000.00

Mayor Corey Helwig made a motion to approve the resolution for the transfer of funds from the General Fund to the Capital Reserve (Building) Fund FY2024.2025 for \$10,000.00 and was seconded by Trustee Tammy Mitchell. All in Favor-Aye 3-0

G. Resolution: Budget Reappropriation FY25.26: 5010.2/5010.4 to 5110.2/5110.4

Mayor Corey Helwig made a motion to approve the resolution to reappropriate funds from 5010.2/5010.4 to 5110.2/5110.4 and was seconded by Trustee Leslie Dennison. All in Favor- Aye 3-0

H. Resolution: Budget Amendment FY24.25

a. General Fund \$11,908.00

b. Sewer Fund \$ 1,875.00

A motion was made by Mayor Corey Helwig and seconded by Trustee Leslie Dennison to approve the FY24.25 Budget Amendment for the General Fund for \$11,908.00 and the Sewer Fund for \$1,875.00. All in Favor-Aye 3-0

I. Resolution: Transfer from NYCLASS General Fund to Arrow Bank General Fund-\$20,000.00

A motion was made by Trustee Leslie Dennison and seconded by Mayor Corey Helwig to approve the transfer of funds from the NYCLASS General Fund for \$20,000.00 to the Arrow Bank General Fund. All in Favor-Aye 3-0

- J. Motion: To approve to schedule for the Public Hearing for the CDBG Grant on June 10th, 2025, at 6:30 pm start.

A motion was made by Trustee Leslie Dennison and seconded by Mayor Corey Mitchell to approve the Public Hearing scheduled for June 10th, 2025, at 6:30 pm in the Village Hall to accept public comment on the Community Development Block Grant (CDBG). All in Favor-Aye 3-0

K. Discussion: Street Signs/Sidewalks

- a. 5 Horicon St.- The Residence made the village aware of the need to repair the sidewalk. Resident is planning on doing his driveway and would like to see if the sidewalk could get fixed prior to him repairing his driveway.

Mayor Corey Helwig stated that he went to the site and found that there is a need for improvement, and found that the sidewalk does extend to the Village of Schuylerville and is going to further discuss a collaboration with the Village of Schuylerville's Mayor Dan Carpenter to work together in efforts to repair the sidewalk.

- b. Pine/Pond St.- Public Safety concern: Discussion over placing a 3-way stop.

Mayor Corey Helwig discussed the Public Safety concern of not having a stop sign at Cemetery Road. turning onto Pine St in front of the Village Office. Mayor Corey Helwig's concern is that there is no direct sight of oncoming traffic or pedestrians when turning onto Pine St. from Cemetery Road. He went on further to state that, in efforts to avoid a possible accident that a stop sign be placed. Chief Ryan Campbell, also Town of Saratoga Highway Superintendent, stated that it would be wise to confirm with DOT on the placement of stop signs and to follow the proper procedures.

- c. Andrew/Timothy Drive- Street sign at the cross intersection

Trustee Tammy Mitchell stated that when traveling on Andrew/Timothy Drive, she noticed that there was great confusion as the house numbers associated with Andrew Drive and Timothy Drive. She stated that she would like to have a street sign at the cross intersection of Andrew Drive and Timothy Drive, displaying both Andrew Drive and Timothy Drive. She went on further and stated that she believes the two signs will help other delivery companies to drop deliveries at the correct locations.

- d. Herkimer/Harvey Lane- White stop lines at the intersection

Trustee Tammy Mitchell stated that there is a concern that the stop sign at Herkimer and Harvey Lane is difficult to see due to interference. She suggested that white lines be painted in front of the stop sign to help travelers notice that there is a stop sign at the corner. The other members of the Board agreed with Trustee Tammy Mitchell to paint the lines on the roadways.

OPEN FLOOR

Trustee Tammy Mitchell made a motion to enter Open Floor.

Village of Victory resident Patrick Dewey of Gates Ave, thanked the Board of Trustees for appointing him to be a member of the Mill Project and looks forward to working together during the process of demolition and strategic planning. He also stated that the CHIPS allotment could be used for reimbursement of the Signs that the Board discussed in the New Business. The Board thanked Resident Patrick Dewey and will consider that for reimbursement of the signs.

Village of Victory resident Christine Arsenault asked the board about the sidewalk being replaced during the Mill Project demolition. Mayor Corey Helwig stated that there is money that is intended to replace the sidewalk from the Project Funds. He stated that the intention is to get the building on the ground and have the sidewalk be part of that plan.

AUDIT CLAIMS

- Abstract # 12 FY 24.25 ~ May 2025
 - General Fund \$ 13,554.81
 - Sewer Fund \$ 12,336.82

A motion was made by Trustee Leslie Dennison to approve the audit claims for abstract #12, and was seconded by Mayor Corey Helwig. All in Favor Aye- 3-0

EXECUTIVE SESSION

A Motion was made by Mayor Corey Helwig to enter into Executive Session and was seconded by Trustee Tammy Mitchell. All in Favor-Aye 3-0

- **To Discuss Hiring of MEO-**
- **To discuss potential litigation-**

A motion was made by Mayor Corey Helwig and seconded by Trustee Tammy Mitchell to exit Executive Session. All in Favor- Aye 3-0

Mayor Corey Helwig requested that MEO Supervisor Logan Steele be a part of this Executive session to discuss the candidates for the MEO part-time Position available, and no action was taken at the Executive session.

UPCOMING VILLAGE BOARD MEETINGS

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- Wednesday, May 28, 2025: Fiscal Year End Meeting. 10:00 am
- Tuesday – June 10, 2025: Public Hearing at 6:30 pm/ Monthly Meeting to Follow

ADJOURNMENT

A motion was made by Mayor Corey Helwig to adjourn the Village of Victory Monthly Meeting, and was seconded by Trustee Leslie Dennison. All in Favor- Aye 3-0

Respectfully Submitted,

Gabrielle Hersey

Deputy Village Clerk/Treasurer

