

VILLAGE OF VICTORY VILLAGE BOARD OF TRUSTEES

MONTHLY MEETING MINUTES
~October 15, 2025~
6:30 pm

Roll Call: Attending Mayor Helwig, Trustee Dennison, Trustee Mitchell, and Village Clerk
Treasurer Gabrielle Hersey

APPROVAL OF MINUTES:

- Minutes – Public Hearing/Monthly Meeting – September 9, 2025

A motion was made to approve the Public Hearing and Monthly Meeting Minutes for September 9, 2025, by Trustee Dennison and seconded by Mayor Helwig. All in favor- AYE 3-0

- Minutes- Special Meeting- September 30, 2025

A motion was made by Trustee Dennison to approve only the agenda item associated with 37 Herkimer St. due to miscommunication between the Board and the Code enforcement officer and was seconded by Trustee Mitchell. Mayor Helwig was absent from this meeting and rescinded his vote to approve. All in Favor-Aye 2-1

VILLAGE BOARD ANNOUNCEMENTS OR CORRESPONDENCES:

- Planning Meeting/ Zoning Board of Appeals Meeting: TBD
- Schuylerville/Victory Water Board Meeting: October 20, 2025, 6:00pm. Victory Community Center
- **Joint Village of Victory/Schuylerville/SVWBM: October 27, 2025, at 6:00 in Schuylerville.**
- Village Business Day is once month and is scheduled on Monthly Meeting Day.
- Village to Host Free Holiday Dinner- TBD
- Winter Weather-To All Residents in the Village of Victory-Please make sure brush is cleaned up.

MONTHLY REPORTS:

All reports are read as presented and highlighted as follows:

A. CODE ENFORCEMENT OFFICER REPORT

- CEO Larry Wolcott provides written report.

B. DPW/SEWER/WATER DEPARTMENT REPORT

- Working Supervisor Logan Steele provides written reports.
- Complete NYCOM Public Works School October 6-8
- Quote's (See New Business)
- Quote Catch Basin-request of board for review.

DPW Supervisor stated that the HYDRANT FLUSHING for the Village of Victory will be completed by Friday, October 17, 2025.

Mayor Helwig requested the status of the Grinder Pump Repairs. DPW Supervisor stated that the Pump repairs are on schedule to get repaired.

C. FIRE DEPARTMENT REPORT

- Chief Ryan Campbell provides written report.
- Disposal of Fridge in Village Hall

Mayor Helwig requested that all purchases made by the Fire Department be emailed to the board for notice of the purchase. This includes purchases under the procurement, emergency purchases, and insurance claims. Mayor Helwig also requested that the Fire Department contact the Village office in regard to insurance claims and correspondence.

D. WATER DEPARTMENT REPORT

- Monthly Meeting on September 29, 2025
- Commissioner Healy presented the meeting minutes.

Mayor Helwig requested that his Village Email be included in all correspondence emails to keep the Village of Victory up to date on Water Infrastructure and issues.

E. VILLAGE TREASURER'S REPORT

- Monthly report ending September 30, 2025
- Attended 2025 NYCOM Conference & Deputy Village Clerk-Completed Government Accounting Class
- Quote: Print Says-Shirts/Hoodies \$646.57- Include, Board, DPW, and Office for discussion.
- Government Window-Utility Payments and Tax Payments are now available to be paid online. See flyer.

F. PLANNING BOARD REPORT

- No meeting/no report
- Received Subdivision Application for 4 Schuyler Heights Drive. Under Review.
 - Trustee Dennison requested that the Village office locate the Easement Documents in preparation of the Subdivision application.

G. ZONING BOARD OF APPEALS REPORT

- No meeting/no report

OLD BUSINESS:

NEW BUSINESS:

- A. Approval of recycling schedules two times a month (Every other Thursday).

Mayor Helwig made a motion to approve recycling two times a month starting January 1st, 2026. He stated that the Village will create a flyer this month to advertise the change to the residents. This motion was seconded by Trustee Dennison. All in Favor- Aye 3-0

- B. Discussion/Approval- To direct Code Enforcement Officer to create order to remedy on 38 Schuyler Heights Drive LLC, in reference to violations of Local Law 1 of 1999 Mobile Home Local Law and Local Law 1 of 2025 Property Maintenance Law. (See photos)
A Motion was made by Trustee Dennison to direct Code Enforcement to create an Order to Remedy (OTR) for the Cleanup of the entirety of the property as the Village Board of Trustees was made aware of the Mobile Home Local Law and Property

Maintenance Local Law violations. This motion was seconded by Mayor Helwig. All in favor-Aye 3-0

- C. Approval to adopt local law to establish a real property tax exemption for veterans who have a 100% service-connected disability. B1183 NYS Senate

A Motion was made by Trustee Dennison and Seconded by Mayor Helwig to approve the Village office to send the Documents provided to the Village Attorney for review. All in favor-Aye- 3-0

- D. Approval of Employment Contract for Heavy Equipment Training.

A motion was made by Trustee Dennison and seconded by Mayor Helwig to direct the Village DPW Supervisor and DPW MEO to sign the employment contract for Heavy Equipment Training. All in favor-Aye 3-0

- E. Approval of DPW Quotes for Sander

A motion was made by Trustee Mitchell and seconded by Trustee Dennison to approve the purchase of a sander at the price of \$7599.00. All in Favor Aye 2-1 (Mayor Helwig)

- F. Approval of accepting B&L Proposal for Consulting Services. \$90,300

A motion was made by Trustee Dennison and seconded by Mayor Helwig to approve the Proposal from Barton and Loguidice for \$90,300.00 in relations to the Mill Property. All in Favor- Aye 3-0

- G. Approval/Discussion on Signage on Monument Drive. Quote \$205.55/Placement?

Trustee Mitchell as the Public Works Commissioner opened this discussion and stated that she has directed the DPW Supervisor to place (2) children at play signs at each end of the Monument Drive, and (1) no parking here to corner at the beginning of Monument Drive. She also stated that she is still investigating the regulations that DOT has set forth to determine proper placement.

- H. Approval Emergency Purchase from Fire Protection Contractual- not to exceed \$1200.00 for the repair of the Amkus Cutter.

A motion was made by Trustee Dennison and Seconded by Mayor Helwig to approve the purchase of the Amkus Cutter for \$1200.00. All in Favor-Aye- 3-0

- I. Resolution-Budget Amendment Fire Protection CE- \$7551.45

A motion was made by Trustee Dennison and seconded by Mayor Corey Helwig to approve the Budget Amendment for \$7551. 45. All in favor-Aye 3-0

- J. Resolution- Authorize Bank Signatory for All Village Accounts at Arrow Bank and NYCLASS.

A motion was made by Mayor Helwig and seconded by Trustee Dennison to approve Deputy Village Clerk Treasurer to become a Bank Signatory for all Village Accounts at Arrow Bank and NYCLASS. All in Favor-Aye. 3-0

K. Resolution- Transfer from General Fund to NYCLASS General Fund \$25000.00

A motion was made by Mayor Helwig and seconded by Trustee Dennison to approve the transfer of \$25,000.00 from our Arrow Bank General Fund account to the Village's NYCLASS General Fund Investment account. All in favor-Aye 3-0

OPEN FLOOR: (5 Minute Cap/Guidelines on Entry Table)

Resident of the Village of Victory located on Pearl St. stated that he commends the Village Board for taking the steps to upgrade the Village streetlights to LED. He also made mention over a concern that some of the streetlights appear to be paid for by the Village are owned by Schuylerville District streetlights. Trustee Mitchell was made aware of that and has contacted National Grid to inquire about it. Resident were also concerned over the Rte. 4 Lamar billboard and stated that at the time of his Term as Mayor in the Village of Victory he had sent a letter to the Lamar company to remove the Billboard located on RT 4 because of our Villages Zoning Laws. He stated that there has been nothing done about it and he stated that he believes that the Letter sent to the Company is still in his possession at his residence and will give a copy to the Village Office.

AUDIT CLAIMS: (Motion)

- Abstract # 5~ October 2025
 - General Fund \$ 33,614.53
 - Sewer Fund \$ 11,245.29

A motion was made by Trustee Dennison and seconded by Mayor Corey Helwig to approve the Audit Claims. All in Favor- Aye 3-0

EXECUTIVE SESSION:

UPCOMING VILLAGE BOARD MEETINGS:

- Monthly Meeting~ November 12,2025 @ 6:30pm ~ due to Holiday (Veterans Day)
- Monthly Work Session: TBD

ADJOURNMENT

A Motion was made by Mayor Helwig to adjourn the meeting and was seconded by Trustee Dennison all in favor-Aye. 3-0

Respectfully submitted,
Gabrielle Hersey
Recording Secretary

Village of Victory

Work Session

Minutes

October 15, 2025

5:45pm

Roll Call: Present Mayor Corey Helwig, Trustee Leslie Dennison, Trustee Tammy Mitchell and Village Clerk Treasurer Gabrielle Hersey.

New Business:

A. Department Roles and Responsibilities.

The Village Board of Trustees conducted a work session to discuss the roles and responsibilities of all the Departments within the Village. This included the Village Office, DPW, Code enforcement, Volunteer Fire Department, Commissioner Roles, and Board of Trustees roles. The Village board created a list of the data that was provided by NYCOM and the New York State Comptroller's office to determine the specific roles and responsibilities that are going to be implemented in the Village of Victory. The overall determination was that the Board of Trustees would like to continue to work on communication as a top priority to provide adequate and transparent information to the Residents of the Village. Mayor Helwig announced that he will be taking the meeting notes and expectations to the Department Heads to inform them of the Board Expectations for the future.

(No Action was taken at the meeting.)

Adjournment

A Motion was made by Mayor Helwig, and seconded by Trustee Dennison to adjourn the meeting. All in Favor- Aye 3-0

Respectfully Submitted,

Gabrielle Hersey

Recording Secretary