

# VILLAGE OF VICTORY

## VILLAGE BOARD OF TRUSTEES MONTHLY MEETING MINUTES

~December 9, 2025~

6:30p.m.

CALL MONTHLY MEETING TO ORDER: Attending Deputy Mayor Leslie Dennison, Trustee Tammy Mitchell, and Village Clerk Treasurer Gabrielle Hersey; Absent Mayor Corey Helwig

### APPROVAL OF MINUTES

- MINUTES-Regular Monthly Meeting November 12, 2025
  - **A Motion was made by Deputy Mayor Leslie Dennison and seconded by Trustee Tammy Mitchell. All in Favor-Aye 2-1 (Absent Mayor Helwig)**
- MINUTES-Village Work Session November 12, 2025
  - **A Motion was made by Deputy Mayor Leslie Dennison and seconded by Trustee Tammy Mitchell. All in Favor-Aye 2-1 (Absent Mayor Helwig)**

### VILLAGE BOARD ANNOUNCEMENTS OR CORRESPONDENCES:

- Planning Meeting/Zoning Board of Appeals Meeting: TBD
- Village Business Day is once a month and is scheduled for our Monthly Meeting Day. *Appointments are available throughout the day to speak with your representatives.*
- Starting January 2026- Recycling is 2x's a Month. Starting January 15<sup>th</sup>.

### 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 DEPARTMENT REPORT
  - DPW Supervisor Logan Steele provides written report
  - Approval to attend the Eastcom Utility Locate training class. \$250.00

**No Approval-** Deputy Mayor Leslie Dennison stated that there is still questionable actions on the East Com Utility Training Class due to the winter. She stated that she is unaware of any snow days on this class and if the class is reimbursed. Deputy Mayor requested to reach out to the Water Board Clerk to get more information.

- Quotes- See New Business

C. FIRE DEPARTMENT REPORT

- Fire Chief Ryan Campbell provides written report
- Craft Fair \$859.00 total raised from the Vendors, Raffle, 50/50 and Dessert Table.
- Quotes- See New Business

D. WATER DEPARTMENT REPORT

- Commissioner Healy provides written water report
- Hydrant Concerns
  1. Correction on Gates Ave, repairs. Correction- 112-114 Gates Avenue, Not 110-112.

E. VILLAGE TREASURER'S REPORT

- Village Clerk Treasurer's provides written report

F. PLANNING BOARD REPORT

- No Meeting/No Report

G. ZONING BOARD OF APPEALS REPORT

- No Meeting/No report

H. VICTORY MILL DEMOLITION AND REDEVELOPMENT

- Village Clerk Treasurer provides written report

OLD BUSINESS

- A. Personnel Handbook Update- (Tabled for January)

NEW BUSINESS:

- A. RESOLUTION: To Change designated date of Village Election 2026 to Wednesday, March 18, 2026.
  - a. **Deputy Mayor Leslie Dennison made a motion to designated the Village of Victory Election 2026 to March 18, 2026 at the Village Hall and was seconded by Trustee Tammy Mitchell. All in Favor-Aye 2-1 (Absent Mayor Helwig)**
- B. RESOLUTION: Budget Amendment \$1621.00

- a. **Deputy Mayor Leslie Dennison made a motion to approve the Budget Amendment set forth by the Village Clerk Treasurer and was seconded by Trustee Tammy Mitchell. All in Favor-Aye 2-1 (Absent Mayor Helwig)**
- C. Approval: 2 New Snow tires for the DPW Plow Truck- See Quotes. State Contract-Warren Tire.
  - a. **Deputy Mayor Leslie Dennison made a motion to approve the purchase of 2 Goodyear tires at \$863.49 for the DPW Truck and was seconded by Trustee Tammy Mitchell. All in Favor-Aye 2-1 (Absent Mayor Helwig)**
- D. Approval: Conover Electric Service of Building Generator \$431.00 (Does not include charger)
  - a. **Deputy Mayor Leslie Dennison made a motion to table this agenda item for next month to allow for Conover to inspect the charger that the battery needs to regenerate and then get a price to approve at our next Village Board Meeting. and was seconded by Trustee Tammy Mitchell. All in Favor-Aye 2-1 (Absent Mayor Helwig)**
  - b.
- E. Approval: Fire Department-See Quotes -Treasurer requests a do not to exceed of \$200.00 on Shipping for the part.
  - a. **Deputy Mayor Leslie Dennison made a motion to approve the purchases of 1 Auto Charge 12 Volt from Millertown garage at \$695.24, as well as 2 LED Lamp Head 20K from Bull Dog Apparatus at \$1549.00 with no shipping exceedances and was seconded by Trustee Tammy Mitchell. All in Favor-Aye 2-1 (Absent Mayor Helwig)**
  - b. Deputy Mayor Leslie Dennison also mentioned that she is requesting a incident report from the Fire Department as to what happened when a fire truck backed into the Heating Duct work.

#### OPEN FLOOR:

Resident Greg Arsenault commented that the new LED Lights on Gates Ave, are bright however the lumens shine straight down and there is not good lighting unless directly under the streetlight. He wondered if there was anything that could be done to widen the lumens.

Trustee Tammy Mitchell stated that she would inquire with National Grid and report the outcome at the next meeting.

#### AUDIT CLAIMS:

- Abstract # 7 ~ December 2025
  - General Fund: \$30,762.08
  - Sewer Fund: \$270.65
  - Capital Project Fund (Mill Project): \$62,924.01
  - **Deputy Mayor Leslie Dennison made a motion to approve Audit Claim #7 and was seconded by Trustee Tammy Mitchell. All in Favor-Aye 2-1 (Absent Mayor Helwig)**

#### EXECUTIVE SESSION:

- a. **Trustee Tammy Mitchell made a motion to open executive session and was seconded by Deputy Mayor Leslie Dennison. All in Favor-Aye 2-1 (Absent Mayor Helwig)**
- b. **Trustee Tammy Mitchell made a motion to open executive session and was seconded by Deputy Mayor Leslie Dennison. All in Favor-Aye 2-1 (Absent Mayor Helwig)**
- c. *Action- NO Action Take during Executive Session*

#### UPCOMING VILLAGE BOARD MEETINGS:

- Monthly Work Session Meeting ~ January 13, 2025 at 5:45p.m.
- Public Hearing/Monthly Board of Trustees Meeting ~ January 13, 2025 at 6:30p.m.

#### ADJOURNMENT

- **Deputy Mayor Leslie Dennison made a motion to adjourn and was seconded by Trustee Tammy Mitchell. All in Favor-Aye 2-1 (Absent Mayor Helwig)**