

VILLAGE OF VICTORY VILLAGE BOARD OF TRUSTEES

MONTHLY MEETING AGENDA

~November 12, 2025~

6:30 pm

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

APPROVAL OF MINUTES:

- Minutes – Regular Monthly Meeting October 15, 2025
A motion was made to approve the Monthly Meeting Minutes for October 15, 2025, by Trustee Mitchell and seconded by Trustee Dennison. All in Favor- AYE 3-0
- Minutes – Village Work Session October 15, 2025
A motion was made to approve the Monthly Work Session Minutes from October 15, 2025, by Trustee Mitchell and seconded by Mayor Helwig. All in favor- AYE 3-0

VILLAGE BOARD ANNOUNCEMENTS OR CORRESPONDENCES:

- Planning Meeting/ Zoning Board of Appeals Meeting: TBD
- Village Business Day is once month and is scheduled on Monthly Meeting Day.
- David Nevins Fire Department Annual Craft Fair Dec. 6th 10:00am-3:00pm.

MONTHLY REPORTS:

All reports are read as presented and highlighted as follows:

A. CODE ENFORCEMENT OFFICER REPORT

- CEO Larry Wolcott provides written report
Mayor Helwig read report as follows:

**37 Herkimer St: Building permit application has been received and approved. Scope of work for interior and exterior violations was provided.
The condemnation notice has been removed twice; the notice was reposted again on 11/10/2025.**

23 Herkimer St: Reminder: Ms. Rowland has a building permit. I (CEO) have spoken to our village attorney; we need to continue to follow up with the required inspections.

I am aware work has slowed down as I (CEO) haven't seen any progress in the last couple of weeks.

The last conversation was regarding electrical work to be completed to provide new service. I had a conversation with Tim and later discussed inspection process with the electrician that will be doing the work.

I understand the project is creating complaints from neighbors and can sympathize with that. Building permits issued are good for 1 year (for all residents) and are renewable after 1 year. (fee applicable)

I suggest the Board has a conversation with the village attorney if we are looking to put a legal deadline in place.

***Mayor Helwig agreed on this suggestion.**

The dumpster: understandably there is not a great location for a dumpster at this location. He was looking for suggestions. Trustee Dennison suggested Herkimer side. Mayor Helwig agreed as the sidewalk is due to get replaced using the sidewalk grant the village is receiving. DPW will also mark out the water shut off to prevent any issues when moving the dumpster.

6 Mennen Road: A notice of Violation of local law #1 of 2025 has been completed.

8 Pond St: Building permit issued for home addition. Footer, foundation and backfill inspections were completed.

B. DPW/SEWER/WATER DEPARTMENT REPORT

- Working Supervisor Logan Steele provides written report

C. FIRE DEPARTMENT REPORT

- Chief Ryan Campbell provides written report

Mayor Helwig requested Chief Campbell email the board with any purchases by the Fire Department for notice of the purchase.

D. WATER DEPARTMENT REPORT

- Monthly Meeting on October 20, 2025
- Joint Water Meeting written report provided

E. VILLAGE TREASURER'S REPORT

- Monthly report ending October 30, 2025
- Transfer \$50,000 from Arrow General Fund to NYCLASS General Fund
- Transfer \$50,000 from NYCLASS Sewer Fund to Arrow Sewer Fund to pay Debt Service to Village of Schuylerville \$74,063.76
- Setup-NYCLASS Capital Reserve Fund accounts for Building and PPE

F. PLANNING BOARD REPORT

- Chairman provides verbal report

G. ZONING BOARD OF APPEALS REPORT

- No meeting/no report

H. VICTORY MILL DEMOLITION AND REDEVELOPMENT

- Village Clerk Treasurer provides written report
Project Background:

The Victory Mill, a historic industrial site, has been inactive for several years due to outdated infrastructure and declining operational viability. The redevelopment initiative was launched to repurpose the property, address environmental concerns, and create new opportunities for residential, commercial, and recreational use.

Project Progress and Tentative Timeline:

- **Site Preparation:** All required engineering proposals and safety measures were implemented prior to the commencement of demolition activities in June 2025.
- **Hazardous Material Removal and Structural Demolition:** Asbestos abatement and demolition of the building were performed after the May 31st fire and have been completed in accordance with regulatory standards.
- **Environmental Monitoring:** Air and soil quality are being continuously monitored, with all readings remaining within acceptable limits during the emergency demolition stage.
- **Post Fire Preparations/Tentative Timeline**
 - *October- November 2025**
 - Property Acquisition
 - Continuing Demolition Specs- Hazardous Materials
 - Advertise for Bidders
 - *December-March 2026**
 - Contractor Award
 - Removal Of Hazardous Materials
 - Surveys
 - Highest and Best Use Study
 - Bid Spec for development design
- **Project Financial Report**
 - *ESD/Village Imprest Account**
 - *October-Deposit**
 - \$194,500 into the Village's Imprest Account
 - ESD Board Meeting Approved additional \$400,000 for emergency demolition and property acquisition

Conclusion:

The Victory Mill Demolition and Redevelopment Project is progressing on schedule, with major demolition activities nearing completion and redevelopment planning well underway. The project team remains committed to safety, environmental stewardship and community collaboration. Further Updates will be provided as the project advances through its next phases.

OLD BUSINESS:

- A. **Update: S1183-Veterans Exemption January 1st bill-** disability exemption authorized by Senate Bill S1183 is NOT included in our existing local law. In fact, the legislation contained in S1183, while passed by both the NYS Senate and Assembly, has not yet been signed into law by the Governor and, thus, couldn't be acted on by the Village at this point. See Bill Status at this web location: <https://www.nysenate.gov/legislation/bills/2025/S1183>

NEW BUSINESS:

- A. Resolution: Designating Office to be Filled in the General Village Election on March 18, 2026. Legal Notice Filed with The Saratogian on Nov 12th, 2025.
- B. Capital Project 2022 Award \$250,000 from Assemblywoman Carrie Woerner. Motion to move forward with grant referenced in the Work Session. **Mayor Helwig made a Motion to table the agenda item for the \$250,000 until January's meeting so each department could gather to discuss the best options moving forward.**
- C. Personnel Handbook: Motion to approve amendments referenced in the Work Session. **Mayor Helwig made a motion to table this agenda item to give the board adequate time to review and discuss changes they believe necessary.**

OPEN FLOOR: (5 Minute Cap/Guidelines on Entry Table) No comment.

AUDIT CLAIMS: (*Motion*)

- Abstract # 6~ November 2025
 - General Fund: \$16,178.99
 - Sewer Fund: \$74,143.08

Trustee Dennison made a motion to approve audit claims, seconded by Mayor Helwig. All in favor- AYE 3-0

EXECUTIVE SESSION:

UPCOMING VILLAGE BOARD MEETINGS:

- Monthly Meeting~ *December 9th 6:30pm*
- Monthly Work Session: *~TBD~*

ADJOURNMENT- Trustee Mitchell made a motion to adjourn, seconded by Mayor Helwig. All in favor- AYE 3-0

*Respectfully Submitted
Gabrielle Hersey
Recording Secretary*

