

**VILLAGE OF VICTORY  
VILLAGE BOARD OF TRUSTEES  
MEETING MINUTES  
APRIL 3, 2018**

Public Hearings: Tentative Budget FY 2018.2019 and Local Law # 1 of 2018 ~ at 6:30pm  
Monthly Board Meeting ~ 7:00pm  
Organizational Meeting to Follow

<b>PUBLIC HEARINGS</b>
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Mayor Dewey opened Public Hearing/**BUDGET 6:30pm.**

Trustee Healy presented the Tentative Budget for Fiscal Year 2018.2019 to the Public

Open Floor session – No comments presented to the Board.

Close the Public Hearing. **A motion was made by Mayor Dewey and seconded by Trustee Healy to close the Public Hearing. All in favor – aye. Motion passed.**

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Trustee Healy opened Public Hearing/**LOCAL LAW # 1 OF 2018 6:45pm**

Trustee Healy read the Law titled “Village of Victory Tax Levy Limit Override Law of 2018”

Open Floor session – No comments were presented to the Board.

Close the Public Hearing. **A motion was made by Mayor Dewey and seconded by Trustee Healy to close the Public Hearing. All in favor – aye. Motion passed.**

<b>MONTHLY MEETING MINUTES ~ APRIL 3, 2018</b>
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Call Monthly Meeting to Order: Present Mayor Pat Dewey, Trustee Tim Healy, newly elected Trustee Leslie Dennison, and Clerk/Treasurer Maureen Lewsey.

**Approval of Minutes:**

- Minutes – March 13, 2018 – Monthly Meeting. **A motion was made by Mayor Dewey and seconded by Trustee Healy to approve the minutes from the March 13, 2018 regular monthly meeting as submitted. All in favor – aye. Motion passed.**

**Village Board Correspondence or Announcements:**

- **ZBA Meeting:** No Meeting scheduled for April 2018
- **Planning Meeting:** No Meeting scheduled for April 2018
- **Schuylerville/Victory Water Board Meeting:** April 16, 2018 at 7:00pm in Victory
- **Town of Saratoga Home Improvement Program** – A reminder that applications are being accepted from village residents under the Town’s HOME program and must be income eligible etc. Please inquire with the Town’s grant office at (518) 279-7662 or on the Town of Saratoga website for more information.
- **NYCOM Annual Meeting:** May 7<sup>th</sup> and May 8<sup>th</sup> at Gideon Putnam Hotel, Saratoga Springs

**Monthly Reports:**

All reports are read as presented and are as follows;

A. DPW REPORT

- Working Supervisor Bill Lloyd provided a written report
  - **2017 FORD F550**
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- Approve the Tubular Side Steps from Crossroads Ford \$279.30, includes shipping. **A motion was made by Mayor Dewey and seconded by Trustee Dennison to approve the purchase of the Tubular Side Steps from Crossroads Ford in the amount of \$279.30. All in favor – aye. Motion passed.**

➤ **2006 GMC Truck/Surplus Equipment (minimum bid \$10,000.00)**

- BID OPENING ~ Bids were due by 5:00pm today. Two bids were received: 1) Village Truck Sales (Lanesboro) in the amount of \$10,690.00 and 2) Bill Harvey in the amount of \$10,157.09. **A motion was made by Mayor Dewey and seconded by Trustee Healy to accept the highest bid from Village Truck Sales in the amount of \$10,690.00 and if that fell through, the Board would accept the second bid. All in favor – aye. Motion passed,**

B. SEWER DEPARTMENT:

- Included with DPW report.

Mayor Dewey asked DPW Supervisor Lloyd how many grinder pump cores he has on hand. Lloyd replied they were working on two now, after we will have three plus a new one and eventually five. A discussion was held in the report was repair of the storm drain pipe at 51 Gates Avenue (Post Office) in the rear of the parking lot. This is the third time the Village DPW has had to repair this storm drain pipe. It appears to be happening when the person plows the parking lot. DPW Lloyd noted this pipe is a clay line. Mayor Dewey suggested installing mafia blocks or concrete barriers in the fall. The owner/Post Office should be notified ahead of time. It was also suggested to write a letter to the property owner/Post Office stating this has happened too many times in the past and the next time they will be responsible to pay for these repairs.

C. CODE ENFORCEMENT OFFICER REPORT

- Larry Wolcott submitted a report. It was noted that the owner of 28 Gates Avenue has not come into the Village Clerk's Office to sign and pick up his Criminal Summons. Mayor Dewey stated that the Village Attorney Catalfimo will follow up with him on the OTR. CEO Wolcott said he has spoken to Robert Gordon last night regarding the violations at his Mobile Home Park inspection. There were skirting and trash issues. Mr. Gordon said he would contact CEO Wolcott when the issues were resolved.

D. FIRE DEPARTMENT REPORT

- Fire Department report by Chief Wolcott.
- Approve 2 new membership applications/both Employer members. **A motion was made by Trustee Healy and seconded by Trustee Dennison to approve the Explorer membership applications for Justin Baylies and Zachary Cunniff. All in favor – aye. Motion passed.**
- The 613 Fire truck was sold on Auction site for \$2,600.00.
- Fireman's Banquet is scheduled for 4/4/2018.
- Steak Roast is scheduled for May 12, 2018.

**A motion was made by Trustee Healy and seconded by Trustee Dennison to approve the Fire Department Line Officers. All in favor – aye. Motion passed.**

E. WILTON EMERGENCY/GENERAL SCHUYLER EMS – No report submitted.

F. WATER DEPARTMENT REPORT

- Draft minutes from March 2018 monthly meeting
- Resignation from Trustee George Sullivan effective March 31, 2018.

G. VILLAGE TREASURER'S REPORT

- Monthly report ending January 31, 2018 was read.

H. PLANNING BOARD REPORT

- No meeting/no report

I. ZONING BOARD OF APPEALS REPORT

- No meeting/no report

**OLD BUSINESS:**

**A. Litigation: Ongoing Sewer Manhole/Encroachment & Flow Meter Issues with Village of Schuylerville**

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- Proposed Agreement ~ Details of the sewer Agreement and settlement agreement are pending
- B. **Mill Redevelopment/Riverview Realty/Enel/Brookfield Power aka Consolidated Hydro.** It was noted that this issue has been filed with the court system.

## NEW BUSINESS:

### A. **Local Law #1 – 2018: Tax Cap Override**

- **RESOLUTION:** Whereas, the Village of Victory has before it for consideration a proposed local law (Local Law #1 of 2018) which would authorize the Board to adopt a budget for the fiscal year commencing June 1, 2018 that requires a real property tax levy in excess of the amount otherwise prescribed in General Municipal Law Section 3-c (the “Action”) and whereas, the State Environmental Quality Review Act (SEQRA), Section 800103 of the Environmental Conservation Law (ECL), provides for the review of government actions to determine the effect of said actions on the environment and for related administrative procedures in 6 NYCRR Part 617 for the implementation of said review. In accordance with SEQRA, the Village Board is the only involved agency regarding this action and therefore designated as the Lead Agency for the purpose of assessing the effect of this action on the Environment and whether or not said effect is significant enough to warrant the preparation of a draft Environmental Impact Statement. Further resolved that the Negative Declaration annexed hereto is hereby adopted and confirmed by the Village Board. **A motion was made by Trustee Healy and seconded by Mayor Dewey to resolve that the record of this Action shall be placed on file in the offices of the Village Board of the Village of Victory and shall be disseminated to those units of government as required by law and be made available to the public for inspection. All in favor – aye. Motion passed.**
- Official Motion to Adopt the Local Law. **A motion was made by Mayor Dewey and seconded by Trustee Healy to officially adopt Local Law #1 – 2018 Tax Cap Override. All in favor – aye. Motion passed.**

### B. **RESOLUTION: Budget Amendment:**

A Budget amendment Resolution dated April 3, 2018 needed to balance the budget for FY2017.2018 transferring between to elections, refuse community beautification and BAN anticipation note interest and the contingency contractual account as follows: Accounts A1450.4 - Elections, Contractual in the amount of \$13.00, A8160.4 - Sanitation, Contractual in the amount of \$2,500.00, A8510.4 - Community Beautification in the amount of \$368.00 and A9730.7 - BAN Interest in the amount of \$160.00 and transferred from A1990.4 – Contingency in the amount of \$3041.00. **A motion was made by Mayor Dewey and seconded by Trustee Healy to transfer the dollars as shown above to balance the budget for FY 2017.2018. All in favor – aye. Motion passed.**

### C. **Budget Adoption – FY2018.2019**

Resolution: Budget Adoption for Fiscal Year 2018.2019. The Village Board of Trustees held the tentative budget hearing at 6:30pm on April 3, 2018 and presented the tentative budget line by line. The village budget is defined as follows: *General Fund* – appropriation \$440,562.5 less estimated revenues of \$241,857.00 less unexpended fund balance of \$0.00 – amount to be raised by taxes \$198,705.50. *Exemptions* – 15% Veterans - \$67,845.00, 25% Veterans Total exemptions - \$128,000.00, Senior citizen total exemption - \$94,126.00, Clergy total exemption - \$1,500.00. *Sewer Fund* – appropriation \$113,638.00, less estimated revenues of \$100,638.00, less fund balance of \$13,030.00. Salaries will increase 2%, based on the current rate of pay for the following positions; village clerk/treasurer, village deputy clerk/treasurer, dpw working supervisor and dpw laborer. Appointed officials that receive a monthly stipend such as code enforcement officer of \$357.50/month and zoning secretary at \$100/month will remain the same with no increase. The elected positions of Mayor and Trustees will remain the same at \$375/month or \$4,500/year. The village real property tax rate established will increase from \$8.06 per thousand of assessed valuation to \$8.46 per thousand of assessed valuation. **A motion was made by Trustee Healy and seconded by Trustee Dennison to approve the FY2018.2019 Final Budget as presented establishing the tax rate at \$8.46/thousand. Fiscal year commences June 1, 2018, ending May 31, 2019. All in favor – aye. Motion passed.**

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**OPEN FLOOR:** Resident Larry Wolcott noted he had spoken to DPW Supervisor Lloyd about the upcoming sidewalk project. Mr. Wolcott has concerns and is willing to spend ½ day to help DPW Lloyd pour and trowel off the sidewalks. Mayor Dewey said that would be great, he will mention it to DPW Lloyd and will coordinate. Mr. Wolcott noted he is not looking for compensation. The Village Board thanks Mr. Wolcott.

**Audit Claims:**

- Abstract # 11 – APRIL 2018
  - General Fund \$19,216.72
  - Sewer Fund \$ 667.10

**A motion was made by Trustee Dennison and seconded by Mayor Dewey to approve the audit claims #11 for April 2018 as submitted. All in favor – aye. Motion passed.**

**Executive Session:**

- Sewer Litigation/Agreement.

**UPCOMING VILLAGE BOARD MEETINGS:**

- Next Monthly Meeting:
  - 2<sup>nd</sup> Tuesday, **MAY 8, 2018 ~ 7:00pm**

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

Respectfully submitted,

*JoAnn Bielkiewicz*

Recording Secretary

**Organizational Meeting Minutes**

**April 3, 2018**

(Immediately followed the regular monthly meeting)

Mayor Dewey introduced the following resolutions and appointments:

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 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 6/1/17-5/31/19)..... Maureen Lewsey

Deputy Village Clerk/Treasurer  
(2 year term 6/1/17-5/31/19) .....JoAnn Bielkiewicz

Public Works Supervisor.....William Lloyd

Code Enforcement Officer.....Larry Wolcott

Registrar of Vital Statistics.....Maureen Lewsey

Water Commissioners (2 yr. term 6/1/17-5/31/2019)..... Vacant  
(G. Sullivan resigned effective March 31, 2018/remainder of term) (2  
yr. term 6/1/17-5/31/2019).....Tim Healy

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

Designation of Village Depository.....Glens Falls National Bank  
It is resolved that the Board of Trustees designates the Glens Falls National Bank as the institution as depository of all moneys received by the Village Clerk/Treasurer, Deputy Village Clerk/Treasurer and receiver of taxes. **A motion was made by Trustee Healy and seconded by Trustee Dennison to designate Glens Falls National Bank as the Village Depository. All in favor – aye. Motion passed.**

Designation of Official Newspaper.....The Saratogian

Zoning Board of Appeals: \*3 year terms\*

1 term (2015-2018).....Terrie Wolcott
2 term (2016-2019).....Heather Freebern
3 term (2017-2020).....Jamie O’Neill
Alternate.....vacant
Chairperson.....Jamie O’Neill

Planning Board: \*5 year terms\*

1 term (2016-2021)...appointed 4/10/17/fulfill remainder of term.....Jacob Fort
2 term (2017-2022).....Peter Healy
3 term (2013-2018)..... Tim Fort
4 term (2014-2019).....William Lloyd
5 term (2015-2020) .....Corey Helwig
Alternate..... vacant
Chairperson.....Corey Helwig

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

It is resolved that pursuant to the powers conferred upon in 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

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the Village of Victory an annual salary of \$5400.00/\$460.00 per month retainer. **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. 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 8, 2019 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

#### Mileage Allowance

**A motion was made by Mayor Dewey and seconded by Trustee Healy to approve the resolution for reimbursement to such officers and employees at the rate of \$.54.5 per mile for all business use (business standard mileage rate). This is the Internal Revenue Service mileage rate standard effective January 1, 2018. All in favor – aye. Motion passed.**

#### Advance Approval and Payment of Claims

**A motion was made by Mayor Dewey and seconded by Trustee Dennison, that the Board of Trustees authorize payment in advance of audit of 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 Trustees 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 in order 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.
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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 Mayor Dewey and seconded by Trustee Dennison to adjourn the Organizational Meeting. All in favor – aye. Motion passed.**

Respectfully Submitted,

*JoAnn Biellkiewicz*

Recording Secretary

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