

**VILLAGE OF VICTORY
VILLAGE BOARD OF TRUSTEES**

MONTHLY MEETING MINUTES

~ October 8, 2019 ~

7:00pm

Call Monthly Meeting to Order. Attending: Mayor Pat Dewey, Trustees Tim Healy and Leslie Dennison, and Clerk-Treasurer Maureen Lewsey.

Approval of Minutes:

- Minutes – September 10, 2019 – Monthly Meeting. **A motion was made by Trustee Dennison and seconded by mayor Dewey to accept the minutes submitted for the September 10, 2019 regular monthly meeting. All in favor – aye. Motion passed.**

Village Board Correspondence or Announcements:

- **Zoning Board of Appeals Meeting:** October 21, 2019 at 6:30pm, if necessary
- **Planning Meeting:** Tuesday, October 15, 2019 at 6:30pm
- **Schuylerville/Victory Water Board Meeting:** October 16, 2019 at 7:00pm in Victory
- **Reminder! Save the Date/Site Dedication of the Saratoga Surrender:** October 17, 2019 12pm (corner of Schuyler Street and Route 4)

Monthly Reports:

All reports are read as presented and highlighted as follows;

A. DPW REPORT

- Working Supervisor Bill Lloyd provided a written report
- Bid Documents: Ford 350 4x4 Chassis Cab
 - Bid Deadline and Bid Opening Date to be set. The deadline for receiving truck bids has been set for 10/28/19 at 5:00pm and the bid opening on 10/29/19 at 6:30pm. The changes on the Truck Specs be sent to the Village Attorney's office. Advertisement will be in the paper on 10/11/19. **A motion was made by Trustee Healy and seconded by Mayor Dewey to approve the truck specs for 2019. All in favor – aye. Motion passed.** We are not required to go out for bid on state contracts, although state contracts are not always the lowest bid.
- B95 Back Tires Quote Capital Tractor \$450.00 approve or consider for next year's budget. DPW Supervisor Lloyd stated he will be at Capital Tractor on 10/23 for cylinder work and could schedule the tires if board approved. Mayor Dewey feels we can wait till next year's budget to purchase tires for the B95.

B. SEWER DEPARTMENT:

- Report provided with DPW report
- Request to purchase grinder pump parts for inventory. **A motion was made by Mayor Dewey and seconded by Trustee Healy to approve the purchase of grinder pump parts as outlined in the quote NTE \$2500.00 from George LaPlante, Inc. All in favor – aye. Motion passed.**

C. CODE ENFORCEMENT OFFICER REPORT

- Larry Wolcott submitted a written report which was read.

D. FIRE DEPARTMENT REPORT

- Chief Helwig was absent. Asst. Chief, Ryan Campbell to report. There were 2 EMS calls, 1 breaker, 1 structure fire. Chicken BBQ went well. fire prevention week on 10/11 – we will have a truck at the school, the 2020 calendars are in, and training included extrication on the 5th and
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12th, ladder ops and drivers training on the 26th. Upcoming training will be fire extinguishers on the 10th, chimney fires on the 17th, fire behavior on the 24th and first call maintenance on site.

- **NYSDEC Division of Forest Protection Grant \$1,500.00** was awarded and submission for the grant included fire nozzle quotes which were turned into the village.

- Quotes/Akron Shutoff/request to purchase 2 with 50% back from grant
 - B-Lann \$513.43/each
 - Feld Fire \$555.95/each
 - The FireStore \$565.99/each

A motion was made by Mayor Dewey and seconded by Trustee Dennison to approve the request for two fire nozzles to be purchased from B-Lann at \$513.43/each plus shipping which will result in receiving 50% back from the grant. All in favor – aye. Motion passed.

- Paperwork Deadline is October 31, 2019

- **Renewal of Fire Department mandatory Cancer Policy set to renew January 1st**

- Costs \$47.00/each qualified member
- Questionnaire due by November 1, 2019. The Board needs the number of qualified firefighters from Chief Helwig.

E. WATER DEPARTMENT REPORT

- Draft minutes from the meeting on September 16, 2019 have been received and are on file.

F. VILLAGE TREASURER'S REPORT

- Monthly report ending August 30, 2019 was read.
- Land Use Escrow Agreement has been signed and payment received from Regan Development
 - New Land Use Escrow Account has been created/old one was closed due to inactivity

G. PLANNING BOARD REPORT

- No meeting in September 2019/no report

H. ZONING BOARD OF APPEALS REPORT

- No meeting in September 2019/no report

OLD BUSINESS:

- A. **Unsafe Structure:** Mill Building #8/Riverview Realty/Enel/Brookfield Power. Mayor Dewey stated that the court ruled that Riverview is out and it is just Enel and the new owners.

NEW BUSINESS:

A. Discuss Code Enforcement Inspection Fees

- a. Consider adding Inspection fees to Building Permit Fee Schedule. The Mill Project will have many inspections to be done. The electrical inspections are done by underwriters. Structural inspections can be done inhouse. CEO Wolcott discussed what would be required, possible tablet set up to review on certain days and times. Mayor Dewey asked how comfortable do you feel with this. CEO Wolcott stated obviously for the most part this would be some simple inspections such as framing and plumbing. For bigger items such as removing floors, etc., would need help from the village engineer. Trustee Dennison commented that when Schuylerville rehabbed the old school, where the town offices are now, they set up a special fee schedule, so much per square footage. Mayor Dewey said he would reach out to the Village Engineer tomorrow to see if other communities have a fee structure that we may be able to adapt to.

CEO Wolcott said the Village Engineer wants to move the sewer line and, if so, this will need be an egress issue. This issue will be tabled for another time. He also asked about the status of the firehouse plans with Longtin Engineering.

B. Restore Our Parks and Public Lands Trust

- a. Support letter requested (email was sent 9/16/19). **A motion was made by Trustee Dennison and seconded by Trustee Healy for Mayor Dewey to send a letter of support to Restore Our Parks and Public Lands Trust. All in favor – aye. Motion passed.**

C. Discrimination and Harassment Policy

- a. Policy adoption required
b. Final draft completed

D. RESOLUTION: NY Class Agreement. This has been tabled until November. Mayor Dewey is concerned this policy will compete with the recently adopted Sexual Harassment Policy. Trustee Dennison suggested to reach out to the Village Attorney on this,

E. Personnel Policy Amendment. This has been tabled to 10/28/19.

F. Eclipse Network Solutions. The Village is having trouble with the current computer technical support they are receiving.

- a. Quote was provided outlining several different services. The quote received from Eclipse Network Solutions included recurring monthly charges of: Datto Cloud Storage for 1 yr. retention at \$149.00/month, Proactive desktop monitoring \$49.00/month, Proactive server monitoring at \$199.00/mo. Bring the total yearly investment to \$5,352.00. This quote is more money than the village can afford at this time. It was suggested by Trustee Healy to try Ad Tech Solutions locate in Argyle and Mayor Dewey suggested Tech II. The Spectrum representative was supposed to call the office back regarding the firewall.
- b. Recurring services can be paid on a monthly basis

G. Approve Sewer Billing Sales Journal for October 2019 ~ \$55,045.00.

- a. Flat rate invoices \$218.00/unit.
b. The bill period is June 2019-November 2019.

A motion was made by Trustee Healy and seconded by Mayor Dewey to approve the Sewer Billing Sales Journal for October 2019 in the amount of \$55,045.00. All in favor – aye. Motion passed.

OPEN FLOOR: Ryan Campbell, Fire Department, asking for approval of Logan Steele's membership application. **A motion was made by Mayor Dewey and seconded by Trustee Dennison to approve the membership application of Logan Steele. All in favor – aye. Motion passed.**

Audit Claims:

- Abstract # 5 – OCTOBER 2019
 ➤ General Fund \$ 14,036.15
 ➤ Sewer Fund \$ 61,904.38

A motion was made by Trustee Healy and seconded by Trustee Dennison to approve the Audit Claims, Abstract #5 for October, 2019. All in favor – aye. Motion passed.

Executive Session:

- Discuss Hiring of MEO

A motion was made by Trustee Healy and seconded by Trustee Dennison to enter into Executive Session. All in favor – aye. Motion passed.

A motion was made by Trustee Healy and seconded by Trustee Dennison to exit Executive Session. All in favor – aye. Motion passed.

A motion was made by Trustee Dennison and seconded by Mayor Dewey to offer the position of Village MEO to Ryan Campbell. All in favor – aye. Motion passed. A letter will be sent outlining the fringe benefits and hourly rate of pay.

UPCOMING VILLAGE BOARD MEETINGS:

- Next Village Board Monthly Meeting: Tuesday, November 12, 2019 at 7:00pm

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

Respectfully submitted,

JoAnn Bielikiewicz

Recording Secretary
