

Schuylerville/Victory Board of Water Management  
Monthly Meeting Minutes  
April 15, 2024  
6:00pm

CALL PUBLIC MEETING TO ORDER

Chairman Drew called the Public Hearing 6:00 pm

PUBLIC COMMENT

There were several members of the villages at the meeting and there was no comment on the budget

ADJOURNMENT

Public Hearing – Motion to adjourn at 6:10 pm, Commissioner Healy, 2<sup>nd</sup> Commissioner Healy, Approved 4/0

CALL MONTHLY MEETING TO ORDER

Chairman Drew called the Water Board Meeting at 6:10 pm

BOARD ANNOUNCEMENTS

Joint Board Meeting April 17, 2024 at 6:00 pm in the Village of Victory.  
The next meeting will be Monday May 20, 2024 at 6:00pm in the Village of Victory.

CORRESPONDENCE

MINUTES

➤ Monthly Meeting Minutes ~ March 18, 2024

Motion to approve Commissioner Dennison, 2<sup>nd</sup> Commissioner Healy, Approved 4/0

TREASURER'S REPORT (Bank Balances: ending March 31, 2024)

Operating Account	NYCLASS Operating Account	\$ 40,374.81
Filter Account	NYCLASS Filter Account	\$ 28,501.83
Capital Reserve Savings Account	NYCLASS Capital Account	\$ 62,595.47
		\$ 157,931.38
		\$ 26,494.63
		\$ 236,896.98

See attached Revenue/Expense Report/ending April 15, 2024.

JCF PLANT REPORT

Report submitted by Independent Operator Jake Fort.

1. Jake is requesting approval to purchase 2 – 3" Wafer Body Valves (buttrfly valves) at a total cost of \$242.25. This company will not ship until a check is received and cleared (included in Chairman packet)
2. Motion to approve Chairman Drew, 2<sup>nd</sup> Commissioner Dennison, Approved 4/0

Jake is requesting approval to purchase a Pitless Adapter for the well at the Victory Plant for a cost of \$1,810.06 plus freight. The one he has is in very poor shape and he is not sure how long it will last. Motion to approve Commissioner Dennison, 2<sup>nd</sup> Chairman Drew, Approved 4/0

OLD BUSINESS

Computer is not functioning well due to age; Jake received a price of a new computer from Aqualogistics Systems in the amount of \$34,386. The purchase of the new computer will include having all of the existing water treatment plant programs transferred and remote access to the plants. Motion to approve Commissioner Dennison, 2<sup>nd</sup> Chairman Drew, Approved 4/0

**NEW BUSINESS**

1. New Budget -deadlines
- Budget Adoption by May 1<sup>st</sup>

Motion to approve the Fiscal year 2024-2025 Schuylerville/Victory Board of Water Management Budget

**Motion by: Commissioner Dennison**  
**Seconded by: Commissioner Healy**

Roll Call: (circle roll call vote)

Bryan Drew, VOS Chairman	AYE	NAY
Timothy Healy, VOV Commissioner	AYE	NAY
Michael Hughes, VOS Commissioner	AYE	NAY
Leslie Dennison, VOV Commissioner	AYE	NAY

**Vote: -4/0**  
**Motion: Passed -4/0**

2. Ryan Campbell has submitted 2 quotes from to purchase a Magnetic Locator one for \$829 from Ferguson Waterworks and the other for \$968.13 from Pollardwater (included in Chairman packet). Motion to approve the quote for \$829 to purchase a Magnetic Locator by Commissioner Dennison, 2<sup>nd</sup> Chairman Drew, Approved 4/0
3. Properties that need to be reviewed for verification of water rents:
  - a. Northway Johnny's - bar and 2 apartments, 3 units, s/b 4
  - b. USPS - 25 Ferry St, 1 unit, s/b 2
  - c. USPS - 51 Gates Ave, 1 unit, s/b 2
  - d. Chaplain Visitor Center - 1 unit, s/b 2
  - e. Eric Blvd Hydro - 10 1/2 Broad St, 1 unit, s/b 2
  - f. 111 Spring St - Subway/Saratoga Tackle, 3 units, s/b 4
4. Motion to approved the adjustments Commissioner Healy, 2<sup>nd</sup> Chairman Drew, Approved 4/0
4. Resolution to Transfer Funds to the General Fund Budget. Motion to approve Commissioner Dennison, 2<sup>nd</sup> Commissioner Healy, Approved 4/0

Whereas, the following transfer should be made

**From:**  
 J.8320.200 Source of Supply - Power & Pumping Equipment \$10,000  
 J. 8320.400 Source of Supply - Power & Pumping Contractual \$ 1,899

**To:**  
 J.8310.400 Home & Comm Services Water Admin Contractual \$11,899

**From:**  
 J.8320.402 Source of Supply - Power & Pumping WTP Operator \$ 6,296  
 J.8320.400 Source of Supply - Power & Pumping Contractual \$ 8,101  
 J.2702 Fund Balance \$ 6,268

**To:**  
 J.8340.400 Transmission & Distribution Contractual \$20,665

From: J.2702 Fund Balance

\$31,118

To:

J.8330.400 Purification Contractual Expenses

\$31,118

PUBLIC COMMENT

Jim Sullivan – 11 Pearl, questioned the abandoned line behind his house and if a map was available. Chairman Drew was going to review and call Jim Sullivan at a later date.

EXECUTIVE SESSION

AUDIT AND APPROVAL OF CLAIMS

Unpaid/Paid Abstract # 11/April 2024 presented for approval in the amount of \$ 39,950.77 Motion to approve Commissioner Dennison, 2<sup>nd</sup> Commissioner Healy, Approved 4/0

ADJOURNMENT

Water Board Meeting – Motion to adjourn at 6:50 pm, Commissioner Dennison, 2<sup>nd</sup> Commissioner Healy, Approved 4/0

Respectfully Submitted

Debby Breton

**JOINT VILLAGE BOARD MEETING**

From: J.2702  
Fund Balance \$31,118  
VILLAGE OF VICTORY Board of Trustees  
S/V BOWM COMMISSIONERS

To: J.8330.400 Purification Contractual Expenses \$31,118

**SPECIAL MEETING MINUTES**

**PUBLIC COMMENT on Proposed Capital Water Improvement Project and Funding Options**

Discussion on Proposed Capital Water Improvement Project and Funding Options  
Jim Sullivan - II Pearl, questioned the abandonment of his house and if a map was available. Chairman  
Drew was going to review and call Jim Sullivan at a later date.

**CALL MEETING TO ORDER  
EXECUTIVE SESSION**

SVBOWM Chairman Bryan Drew called the meeting to order and dispensed with the Pledge of Allegiance.

**AUDIT AND APPROVAL OF CLAIMS**

Roll Call  
Village of Victory Board Members: Mayor Frank Dewey, Trustees Dan Baker, Bryan Drew (SVBOWM Water  
Village of Schuylerville Members: Mayor Dan Carpenter, Trustees Dan Baker, Bryan Drew (SVBOWM Water  
Commissioner Whitney Colvin and Tim Lebaron.  
Water Board Meeting - Motion to adjourn at 6:50 pm, Commissioner Dennison, 2nd Commissioner Healy,  
Approved 4/0  
SVBOWM Commissioner: Mike Hughes and Debby Breton, Water Account Clerk.

Special Guest: Kathryn Serra, P.E. Project Manager, CT Male

Respectfully Submitted  
NEW BUSINESS

**Robby Proposed Water Capital Project and Financing by Kathryn Serra.**

Review Master Plan - May 2020

Ms. Serra explained that a presentation has been made to the boards outlining the infrastructure is very old and some areas have very low water pressure. In January 2023, a presentation was made outlining Four Phases of water main replacement costs and that outline was used for this meeting. Serra stated in terms of the project, the water mains are considered critical as they are 100-120 years old. The two water treatment plants are in active use but will need a plan to allow for upgrades. Serra is most concerned with the WTP as it was recommissioned but needs updates. However, she agrees still with the recommendations made on the 4 construction projects and with a timeline of 10 years allowing for grant applications for each phase.

The 4 phases outlined in Figure 4, water main replacement map was provided and reviewed and are as follows.

- 1) 5,000' Fort Hardy Park to Broad St and Gates Ave in Victory
- 2) 6,000' Cemetery Rd/Pond St to Victory WTP
- 3) 4,000' US 4/Broad St in Schuylerville
- 4) 2,500' Green St in Schuylerville

Mayor Dewey added that other work outlined in the Master Plan including controls, equipment and SCADA is being done. This was recently approved by the Water Board and will be paid for out of the Capital Improvement Account. Serra does recommend an upgrade and consider replacement of the WTP facility but is not practicable. She did, however, mention that there is an opportunity to outline each phase for each construction season and work the financing that must be in place. Pressure Issues: Cemetery Road has a ground storage tank and probably should not be on the system technically speaking since the minimum pressures cannot be met for residents on Cemetery Road/Schuylerville Heights/Monument Drive and in the Morgans Run Development. Both neighborhoods are new and have newer water mains.