

Schuylerville/Victory  
Board of Water Management  
December 8, 2009

The Schuylerville Victory Board of Water Management held a meeting on Tuesday December 8, 2009 at 7pm in the Village of Schuylerville.

Chairman Colvin led the meeting.

Present: Chairman Colvin, Commissioners Carey, Lloyd, and Blake.  
Recording Secretary Buchanan.

**Announcements:**

January 12, 2010 will be the next Board Meeting at 7pm in Victory.

**Minutes:** none

**Treasurer's Report:**

**Transfer money:**

There was a *resolution #2009.2010-7* presented to transfer \$45,000 to apply to the outstanding vouchers, payroll and for those miscellaneous expenses this month and prior to the next meeting for the water department. This is to authorize the transfer from the water savings account to the water checking account. **Commissioner Lloyd made a motion to approve and sign this resolution #2009.2010-7 to transfer \$45,000 from Savings to Checking, and it was seconded by Commissioner Blake, all ayes, motion passed.**

**Procurement/Investment Policy:**

A sample investment/procurement policy was presented to the board for review. The Treasurer recommended the board of review and prepare to adopt a separate policy. Currently both villages have one on file however, it is advised for the water to have a policy of their own. If any further information is needed, please contact the Treasurer. There was some discussion on getting a copy of Schuylerville's and reviewing both policies for the next meeting.

**Foreman's Report:**

**Cell phone:** There was a discussion on an extra cell phone for the water plant employees. Chairman Colvin stated he would like to see what a plan was for all three phones that are being requested. He also stated he would contact the Treasurer and find out the current rate. Mayor Sullivan suggested adding the additional phone and/or all the phones to Victory's bill. Chairman Colvin stated he would look into this for the next meeting.

**Albertson line:** There was some discussion on digging through the park for the connection of the Albertson line. Attorney Dixon stated that we should get something in writing from SHPO.

Chairman Colvin stated that the canal road should be fixed soon.

Distribution- The report stated that they installed a new auto flush valve on the end of Herkimer St. The Water Quality has improved at this site. The flush valve has been programmed to operate 15 minutes per day.

Investigated water leak at 9 Pearl St. Residence has galvanized water serviced line which is not leaking at this time. Ground water entering home due to various reasons.

Bent water shutoffs were discussed there are 2 in victory that need to be repaired. Commissioner Lloyd stated that the one on Mennen Road was hit by a private contractor that was plowing snow. There was a discussion on who should pay for this repair, but no determination was made. The Schuylerville shutoffs were not determined on how many at this point.

It was asked about the new locator that was approved, yes it has been bought.

**Victory WTP:**

Well 2 producing higher levels of iron than initial production date. This well has been placed out of service until we can investigate further.

**Schuylerville WTP:**

Well 1 producing abnormal low pressure readings. Called in well technician to review current readings. May have to pull pump for further investigation and repair. We are currently investigating all possible means prior to removing pump. Will advise with further information when available.

**Old Business:**

**Security camera:** no update

**Personnel manual-** Saratoga County evaluation form was presented. As discussed at the last meeting. Chairman Colvin also presented two forms.

There was a discussion on the categories that would apply to our employees.

Commissioner Blake stated she would put something together for the next meeting. Chairman Colvin stated he is in the process of writing up the manual.

**Water storage tank:** no update

**Trench box:** no update

**S/V BOWM**

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**Pump house:** The roof has been done, windows are done, furnace has been installed. Chimney got taken down and vented out the window. Painting will be this week. Light outside which is an old red light that was used for when something happened will come down also.

### **New Business:**

Chairman Colvin stated that 3 apartments are going up between the Legion and the corner toward Burgoyne St.

Mr. Colvin stated that the school needs to be reevaluated, new school and additions.

Attorney Dixon stated that metered would be the best, but there is a **state standard** that could be discussed. He stated possibly the engineer would have the standards for schools.

Keys for the trailer. The Schuylerville DPW Foreman would like one and Victory should have one also in the case of a water problem.

### **Public Comment:**

Mayor Sullivan asked as we have received substantial completion on the project, when does the Project management salary stop. Attorney Dixon stated as soon as EFC signs off with the paperwork.

Chairman Colvin stated that the Aud's will be worked on after they are done with Victory, which they are working on now.

Chairman Colvin stated that he is getting the budget stuff together and he will be getting the Chief Water Operators wish list for the coming year. He stated his goal with the budget is to keep rates the same.

Chairman Colvin thanked Victory and Schuylerville on help with distribution work they worked together.

**Executive Session:** none

### **Adjourn**

**Commissioner Carey made a motion to adjourn the meeting and it was seconded by Commissioner Blake, all ayes, motion passed.**

Respectfully submitted,  
Brenda S. Buchanan,  
Recording Secretary