

DRAFT

Village of South Glens Falls
46 Saratoga Avenue, South Glens Falls, NY12803

February 1st,2023

6:00 PM

Regular, Special, and Executive Village Board Meeting

MAYOR NICHOLAS BODKIN PRESIDING

Minutes

Attendance:

Mayor Bodkin	User
Trustee Gutheil	Nick
Trustee Carota	Nick
Alan Dubois	Bob
Clerk Treasurer Berg	User
TJ Chagnon	Dennis Davall
Kevin Ostrander Jr	
Chief Gifford	

1. Meeting is called to order at 7:00PM and the Public forum is opened.
2. Dennis Davall addresses the Board at this time. He brings up the speeding issue on Main St. He believes the Village should purchase an unmarked car the next time the Village looks at purchasing a vehicle. Dennis Davall would also like the Village to buy or rent the electronic speed display. The Mayor said the Village has applied for a grant to purchase devices alike. The Mayor said there were 85 Traffic stops issued and 21 were on Main St. Dennis Davall thanks the Board for their time.

3. Grant Projects Update:

a. Carbon Filtration:

- i. **Jersen Change Order #4:** Motion #020123-1 to approve Jersen change order #4 that the Village requested. Trustee Carota motions, The Mayor seconds. No vote was taken.

Discussion: Trustee Gutheil said he did not vote for approval before due to the Village not doing a sub surface investigation. Trustee Gutheil said these comments were actually regarding another change order, he then provides feedback on change order #4. Trustee Gutheil believes the amount is too high and he does not like the idea of a shutdown. Trustee Gutheil said we were quoted for a different part that was listed on the change order. TJ agrees with Trustee Gutheil. TJ disagrees the contractor re-digging after the Village would have already done this. TJ said we can go another route that will be more time consuming and we would deny the

change order. There are valves that could be shut off further up the line. TJ is in disagreement with the price and the process of work being done. This motion will be tabled and no vote was taken. Trustee Gutheil asked what we will do with carbon media and if we are going to bid. The Mayor said the Engineer has recommended to go to bid and they will create the bid specs. Trustee Gutheil said we will have to pay them and what will they charge us. The Mayor said he will reach out to the engineers to see if the RFP falls within the scope of their engineering agreement. Trustee Gutheil said the County has been doing testing for the best type of media.

- ii. **Motion #020123-2** to confirm the amount due to Jersen for change orders from meeting on 01/18/23 (\$26,032.65). Trustee Carota motions, the Mayor seconds. All in favor except for Trustee Gutheil who votes no for reasons stated. Motion does not pass.

Discussion: Trustee Gutheil doesn't believe the Village should have had culpability on the change order. He previously recommended to do an investigation and it was never done. Trustee Gutheil wants copies of the drill reports. Trustee Gutheil opposed the change order previously and believes we will continue to receive more change orders. The Mayor provided this is a clerical issue, the change order has been approved and we are just confirming the correct amount to be paid due to some miscommunications.

4. **Motion to Award GIGP AMR Agreement:** This item is going to be tabled due to new recommendations from Counsel and questions waiting to be answered.

5. **KPI Warrant Agreement Letter:** This item has been tabled.

6. **Transfers:** **Motion #020123-3** to approve the Water Pump transfer and Storm Water Sewer transfer. Trustee Gutheil motions, Trustee Carota seconds. All in favor, motion passes.

Discussion: Trustee Gutheil said we keep taking money out of the contingency fund and he has repeatedly said to take it out of excess revenues or other accounts that had excess funds. The Mayor said we discussed this in detail at the last meeting, the purpose behind using contingency is to more accurately reflect the actual expenses. This will help us budget for the next year for these accounts. Trustee Gutheil asked why transfers being posted with an account code will not show at the end of year. Clerk Treasurer Berg said we will just be showed what is transferred. This could reflect we spent more money in the account we are taking from. Trustee Gutheil asked if this is a budget amendment and the Mayor confirmed it is. Trustee Gutheil asked we just approve the FX transfer.

A 1990.400	A 3120.104	\$600.00	Increase in minimum wage per NYS
FX 8340.403	FX 8320.402	\$900.00	Water Pump Phone thru E.O.Y.
A 5142.100	A 8140.100	\$500.00	Storm Sewers Personal Service
A 1990.400	A 5630.400	\$64.00	Greater Glens Falls Transit

7. **Motion #020123-4** To approve the transfer from A1990.400 to A5630.400 to Greater Glens Falls Transit to prevent the account from going to a negative balance. Trustee Carota motions, the Mayor seconds. All in favor except from Trustee Gutheil who votes no for previous reasons stated. Motion does not pass.

8. Trustee Gutheil makes a motion to transfer funds for Glens Falls Transit and increase in minimum wage from the excess balance in state retirement. **Motion #020123-5** to transfer funds for Glens Falls Transit and increase in minimum wage from the excess balance in state retirement. Trustee Gutheil motions, Trustee Carota seconds. All in favor, motion passes.
Discussion: The Mayor provided we have just hired a CPA to assist with best practices at the request of Trustee Girard and Gutheil and would ask that after receiving the CPA's opinion, there would be no more argument regarding transferring from A1990.400. The Mayor said he is doing this out of duress to ensure payment of our bills.
9. **Motion #020123-6** to Approve the Bills as Audited. Trustee Carota motions, the Mayor seconds. All in favor, motion passes.
Discussion: Trustee Gutheil is referred to Police overtime and saw we only had 6 hours for one week, he asks that we continue this practice.
10. **Motion #020123-7** to renew CardiacLife software required for the AED: Trustee Gutheil motions, Trustee Carota seconds. All in favor motions passes.
11. **Appointment of new Zoning Board member - Mark Burns:** **Motion #020123-8** to accept the appointment of Mark Burns as a new Zoning Board Member. Trustee Carota motions, Trustee Gutheil seconds. All in favor motion passes.
Discussion: Trustee Gutheil would like to know more information about the new members when they are nominated or being appointed. The Mayor provided he has known Mark Burns for quite a long time, he has grown up in the Village and is currently a Software Engineer that could be a great asset to the Zoning Board of Appeals.
12. **PD computer and cruiser computer mount quote:**
 - A. **Motion #020123-9** to approve the purchase of the computers from A3120.0411 and A3120.0215. Trustee Carota motions, Trustee Gutheil seconds. All in favor, motion passes.
 - B. **Motion #020123-10** to approve the purchase of the computer mount for the patrol car from A3120.0404. Trustee Carota motions, Trustee Gutheil seconds. All in favor motion passes.**Discussion:** The Chief provided that we currently have 3 desktops that are now on an obsolete system for programs that the Police Department needs and is requesting three new computers. The Chief also said the old mount we have will not fit the new car and the radio company has requested we order a new mount. The Chief said the three computers will be \$1,911.00. Account A3120.0215 has \$1,500 for computers and A3120.0411 has \$500 as well Trustee Gutheil is questioning where the funds will come from. The Chief said the lowest price for the mount is \$626.80 which could be taken from account A3120.0404. Has enough funds to cover for the computer mount.
13. **Accounting Proposal / Engagement Agreement:** The Mayor has executed the accounting engagement agreement and they will begin to schedule a meeting with the Clerk Treasurer.
14. **Election Inspectors:** **Motion #020123-11** to accept the election inspectors as presented at a rate of \$135 for the Chair and \$110 for all others. Trustee Carota motions, Trustee Gutheil seconds. All in favor, motion passes.

15. Motion to approve 03/16/22, 03/24/22, 12/21/2022 minutes: Trustee Carota motions. No Trustee second. The item has been tabled. Trustee Gutheil said we are going back to old minutes and he believes we have to post them within 2 weeks. The Mayor stated posting the audio recordings covers our legal obligation of posting minutes within 2 weeks of the meeting. Trustee Gutheil said we are doing a disservice to the community. Trustee Gutheil said our grants could ask for a certified copy of the resolution from the Clerk. Trustee Gutheil said we have three people in the office now and they should be doing the minutes.

16. Motion #020123-12 to accept and file January Reports for Animal Control, Police Department, Department of Public Works, and Building and Code Enforcement. Trustee Carota motions, Trustee Gutheil seconds. All in favor, motion passes.

17. Old Business:

- A. Trustee Gutheil brought up the George Moss property. He believes we need to move forward with this situation.
- B. Trustee Gutheil said we need to fill the vacancy position for Planning Board. Kevin Ostrander provided that with his title, he can be an alternate should it be needed.
- C. Trustee Gutheil asked about the Glen Gate violation. The Mayor said we will have to budget into our counsel fees to make progress on this.
- D. Trustee Gutheil asked if we have our records from former Counsel. The Mayor said any records we have access to is secured at the Village Hall. There are still records not accessible yet, but when available they will be turned over to the Village. Trustee Gutheil said we paid for filing and all the legal work should be done with the George Moss property. Trustee Gutheil said it has been 5 months, we should have our records. The Mayor said we have mostly all the physical documents, there are encrypted documents that no one has passwords for. The Mayor would like to talk about this in Executive Session.

18. New Business:

- A. Trustee Gutheil asked if the other police car is ready. The Chief said we have a second car we will eventually sell. The Chief believes the car being worked on should be ready in a couple weeks. **Motion #020123-14** to allow listing the old car on Auctions International once the other car is ready to be used. Trustee Gutheil motions, Trustee Carota seconds. All in favor, motion passes. All in favor, motion passes.

19. Trustee Reports:

- A. Trustee Gutheil said the Parade Meeting will be this upcoming Monday at the Community Center.

20. Mayor's Report:

- A. **Motion #020123-13** to appoint Kevin Ostrander Jr. as the Zoning Enforcement Officer. Trustee Gutheil motions, Trustee Carota seconds. All in favor, motion passes.
- B. The Mayor reports that numerous planning & zoning members, Kevin, Matthew, and himself attended the Saratoga County Planning and Zoning Conference today. This was very beneficial and helps to satisfy the board members education credits. The Mayor would like to thank the board members who attended, they

devoted a large amount of time to help serve the community.

- C. The Mayor said we generally release a bid for planting each year which is largely for Veterans Park. The Mayor has been talking to an individual with a nursery and landscaping background. They have personally measured flower beds and reviewed old drawings. The Mayor said they have put together some drawings and ideas to help improve the overall appearance of the Village. The Mayor asks if the Board would be interested in hiring this individual for limited part time hours. The Mayor also suggested utilizing the School and having students volunteer to help planting and other tasks. The Mayor said once the initial work is done, the individual anticipates about 10 hours a month for maintenance of all the planting. Trustee Gutheil would like to see the application, he is open minded but we should keep in mind we are an equal opportunity employer. Trustee Carota believes this is a great idea.
 - D. The Mayor proposes another idea of involving students for mural in the Village. Currently one of our popular destinations, Common Roots, has large concrete safety barriers. He proposes DPW transfer these concrete barriers to the School for the students to safely design a mural.
 - E. The Mayor would like to bring attention to the Community utilizing outdoor spaces. The Mayor provides an example of Denver having several public pianos. The Mayor said there are piano students in the community in addition to the adults who like to play. He is asking the Board if they are open to putting a piano in the Gazebo with a moveable platform so it can be stored. The Mayor said there is a family interested in donating one and we could also pay them an amount if needed. Trustee Carota thinks this is a good idea. Trustee Gutheil is concerned with vandalism. The Mayor said we do have cameras down there now and the Police would be locking it along with the bathrooms. The Mayor asked if the Board is okay with a \$10 purchase price. Trustee Carota and Trustee Gutheil support the Mayor pursuing this.
21. Trustee Gutheil asks for clarification on the amount in account A3120.0215. The Mayor said computer hardware is \$2,500 and we budgeted specifically for the computers on a different line.
22. Motion #020123-14 to enter Executive Session to discuss matters related to the Police Department and DPW. The Chief and Highway Supervisor are invited to join. Trustee Carota motions, Trustee Gutheil seconds. All in favor, motion passes.
23. Motion #020123-15 to adjourn the Executive Session with no action taken and reopen the Public Session at 8:24PM. Trustee Carota motions, Trustee Gutheil seconds. All in favor, motion passes.
24. Motion #020123-16 to adjourn the Public Session. Trustee Carota motions, Trustee Gutheil seconds. All in favor, motion passes.