

Village of South Glens Falls
46 Saratoga Avenue, South Glens Falls, NY12803
February 15th, 2023
7:00 PM

Village Board Meeting

MAYOR NICHOLAS BODKIN PRESIDING

Minutes

Attendance:

Mayor Bodkin	Sarah Bovair
Trustee Gutheil	Bob
Trustee Girard	User
Trustee Orlow	User
Trustee Carota	
Clerk Treasurer Berg	
Highway Superintendent Chagnon	
Building and Code/Zoning Officer Ostrander	
Chief Water/Sewer Operator Dubois	

Public Forum 7:00 p.m.

1. The Public forum is opened at 7:02PM, no one from the Public wishes to address the Board at this time.
2. **Grant Projects Update:** **Motion #021523-1** to go to bid with the specifications provided by Delaware Engineering for carbon media with a deadline of 3/07/2023 at 12PM. Trustee Carota motioned, Trustee Carota seconded. All in favor, motion passed.
Discussion: Trustee Gutheil does not believe this is enough time. TJ provided it will take around 2-3 months to deliver after awarding a successful bidder.
 - a. **Carbon Filtration**
 - i. **Jersen Change Order #4:** The Mayor formally noted we are rejecting change order #4, the additional valve.
 - ii. **Motion #021523-2** to confirm the amount due to Jersen for change orders from meeting on 01/18/23 of \$26,032.65. Trustee Carota motioned, Trustee Orlow seconded. All in favor, motion passed.

iii. **Disbursement #14:** Motion #021523-3 to approve the three disbursements, Jersen Pay App 5 for \$60,040.00, Jersen Pay App 6 for \$87,785.00, and Delaware Engineering for \$7,360.00. Trustee Orlow motioned, Trustee Carota seconded. All in favor except for Trustee Gutheil who abstained for not seeing the Delaware Engineering disbursement. Motion passed.

3. **GIGP AMR Agreement:** The Village is going to request an extension by the contractor to allow time to present bid clarifications. Motion #021523-4 to authorize Delaware Engineering to present the change order clarifications to Ferguson as presented in the Attorney Client Privilege Session. Trustee Girard motioned, The Mayor seconded. All in favor except for Trustee Gutheil who votes no due to not having a bank letter or bond. Motion passed.

Discussion: The Mayor stated the Attorney and Engineer have reviewed this and would like to present their recommendations. Trustee Gutheil clarified this is not in regards to the agreement in the agenda.

4. **KPI Warranty Agreement Letter:** Motion #021523-5 to authorize the Mayor to sign the Warranty letter and present it to KPI. Trustee Girard motioned, Trustee Orlow seconded. All in favor except for Trustee Gutheil who votes no due to not having enough protection. Motion passed. Motion #021523-6 to have the attorney review and address Trustee Gutheil's issue of not having a bond or other protection. Trustee Girard motioned, Trustee Carota seconded. All in favor, Motion passed.

Discussion: The Mayor stated the Board reviewed and discussed the draft agreement in Attorney Client Privilege Session. Trustee Gutheil asked for an update on the status of payment. Clerk Treasurer Berg provided #2 and #3 have not been paid, we are waiting for the signed letter from KPI.

5. **Transfers:** Motion #021523-7 to approve the transfers as presented. Trustee Carota motioned, Trustee Orlow seconded. All in favor, motion passed.

02/15/23			
A 5142.0800	A 8140.0800	\$23.26	Storm Sewer Medicare

6. Motion #021523-8 to Approve the Bills as Audited for total expenditure for accounts A for \$25,325.49, FX for \$5,412.32, and G for \$2,522.99. Trustee Carota motioned, Trustee Orlow seconded. All in favor, motion passed

Discussion: Trustee Gutheil stated the minutes do not record the amount of money we are approving in each fund. He has repeatedly asked for this. Trustee Gutheil will vote yes with the understanding the amount of funds will be included in the minutes.

7. **Building and Zoning Compliance Official, Clerk Treasurer Computer:** Motion #021523-9 to purchase two computers, one for the Clerk Treasurer for \$1,075 and one for the Building Inspector for \$637. The funds will come from A1325.200 for \$720.53 and 1325.202 for \$354.47. 1440.401 will cover the Building Inspectors computer cost. Trustee Orlow motioned, Trustee Carota seconded. All in favor, motion passed.

Discussion: Clerk Treasurer Berg provided this is two computers, one for the Building

Inspector and one for the Clerk Treasurer. The Mayor provided The Clerk's setup is two monitors and has a lot of processing done, he is looking to get something with more processing speed. Trustee Gutheil believes the computer for the Building Inspector should have been budgeted for and anticipated.

8. **Motion #021523-10** to approve 03/16/22, 03/24/22, 3/30/2022, 4/06/2022, 12/21/2022, and 01/04/2023 minutes. Trustee Carota motioned, Trustee Orlow seconded. Trustees Orlow and Carota, and the Mayor voted yes. Trustee Gutheil voted no and Trustee Girard voted present. Motion passed.
Discussion: Trustee Gutheil found some are inaccurate but he will not go back and listen to old meetings. Clerk Treasurer Berg provided there are just two old meetings the Office is working on, everything else is drafted.
9. **Museum Volunteers would like to address the board:** Museum volunteers Reed Antis from Moreau and Bill Hayes from Woodcrest in South Glens Falls addressed the Board at this time. They have been working on cataloging each item the Museum currently has. They are looking for directive from the Board on how to continue the maintenance of the Museum. The Volunteers would also like to meet more frequently with the Board to discuss ideas and possible promotion. Bill Hayes provided the building needs more maintenance, repairs, and possibly HVAC work to be done. The Mayor provided Saratoga County is asking municipalities to collect any information about the Battle of Saratoga for an upcoming celebration. The Mayor and the Board support setting up a committee or work group that will be involved in meeting more regularly with the Museum Volunteers to assist in directive.
10. **Water Tower Equipment Replacement:** T-Mobile is working on replacing equipment on our water tower. This will be discussed in Attorney Client Privilege Session. Building Inspector Ostrander is looking for direction on how to resolve this.
11. **Auctions International Bids:** **Motion #021523-11** to accept the bid results for the lights and furnace. Trustee Orlow motioned, Trustee Carota seconded. All in favor, motion passed.
Discussion: TJ provided we received \$77.50 for auctioning the old DPW lights. The Furnace sold for \$710.
12. **Bridge Lighting:** TJ also wanted to provide information regarding the bridge lights. National Grid approved to put the lights on their list and Hill Electric has lights that will match Glens Falls.
13. **Old Business:**
 - A. Trustee Gutheil is asking the Board to review our investment policies. He believes we should have more invested than we currently do.
 - B. Trustee Gutheil said we have not approved our financial statements in over a year.
 - C. Trustee Gutheil said the GIGP Meter Bids requires a conversation with our engineers. He believes some of the parts in the bid specs are not the best parts we could get. Trustee Gutheil said more due diligence is needed to approve this. Trustee Girard asked for the homeowners to be notified directly of the process for changing meters.

- D. Trustee Gutheil stated the Parade Committee met and they are looking for people who might want to put up name or names for a Grand Marshall, preferably a veteran. He asked if anyone has a person in mind to submit their name.
- E. Trustee Gutheil stated there was a meeting between the retirees and Denise Palyo. He said originally there was no mention of copays for bloodwork. He is now seeing a \$10 copay for bloodwork and asked the retirees be informed of this.
- F. Trustee Gutheil asked for an update on the AUDs and when they will be filed. Clerk Treasurer Berg said she is working on the open book report to compare the AUD to the prior years. She is also looking to work with Mary on the last AUD and will have a better timeline after meeting with Mary.
- G. Trustee Gutheil asked about the electric meter at the Firehouse. Clerk Treasurer Berg explained there is lack of communication on the electric company's part. TJ has currently removed the bushes they requested and there should be no more problems for them to replace it. Trustee Gutheil believes we are not getting billed for a meter at the Beach Rd Pump Station.
- H. Trustee Gutheil stated we haven't gotten daily field reports from the Engineers and we should be getting them.
- I. Trustee Gutheil stated the columns on the financial reports are not being used properly. He also brought up Cooper's Cave reimbursement from Glens Falls, he believes some years we may have not billed him. He also thinks the amount could have been recorded wrong in our books. The Mayor provided current staff is on top of this and it is all set.
- J. Trustee Gutheil brought up committees and their assignments. Specifically the Water and Sewer committee does not seem to exist anymore, they do not have any meetings anymore and are not informed when there is action. Trustee Gutheil will not consider himself a member of any committees with how they have currently been operating.

14. New Business:

- A. Trustee Girard referred to some unassigned General Funds and that they should be assigned to Major DPW Equipment. He also believes other unassigned funds should be used to reduce taxes. Trustee Girard said once we accurately know our unassigned funds, they should be assigned accordingly and close out the current year.
- B. Trustee Girard presented the brochure quotes he received for Coopers Cave brochures. North Country brochure distributes the brochure for \$2,628.00 with no change in the previous year, Finch Pruyn supplies the paper for \$886.00 with no change in the previous year, and Glens Falls Printing for \$1,346.00 which is an increase of \$50 from the previous year. **Motion #021523-12** to allow Trustee Girard to act on the quotes, the Mayor to sign them and the bill will be split with the City of Glens Falls. Trustee Girard motioned, Trustee Orlow seconded. All in favor, motion passed.

15. Trustee Reports:

- A. Trustee Gutheil stated the Board does not get any communications on legal advice between the meetings and he is not on any correspondence. **Motion #021523-13** to copy the Board on all email communications between the last two law firms and the Village from the start and going forward. Trustee Gutheil motioned, Trustee Girard seconded. All in favor except for the Mayor who voted present. Motion passed. The Mayor stated there is no further correspondence to relay to the Board that they have not received at this time.
- Discussion:** The Mayor stated he has done exactly as what was discussed that when he is engaged with the current firm and there is correspondence, he sends copies to the Board. The reason there has not been a lot of new communication is due to the Village trying to limit the attorney fee. Trustee Girard said he saw on the Attorney bill there are numerous line items for emails between Attorney Paltrowitz and the Board was informed of this information later than he wants. Trustee Gutheil believes there are emails with Towne Law Firm the Board has not been informed of in time. The Mayor provided the Board has already requested this and the emails have been sent. Trustee Girard believes there is a item missing regarding Megan. Trustee Girard believes the non-public meetings should start before 6:00PM to allow a better start time for the public meeting. Trustee Gutheil motioned to open the meeting at 6:00PM and go into Executive Session and reconvene the Public Session when the Executive Session ends. TJ Chagnon provided that as an employee and a resident, there should be an established time when the Public Session opens. Trustee Gutheil withdrew his motion and would like to revisit the idea.
16. **Motion #021523-14** to enter Executive Session at 8:57PM to discuss Property Clean-up for Ferry Blvd/Main Street with Building Inspector Ostrander and Clerk Treasurer Berg. Trustee Gutheil motioned, Trustee Carota seconds. All in favor, motion passed.
17. **Motion #021523-15** to adjourn Executive Session and reopen the Public Session with no action taken at 9:22PM. Trustee Carota motioned, Trustee Orlow seconded. All in favor, motion passed
18. **Motion #021523-16** to recognize the Board as the Consolidated Health Board for the Village of South Glens Falls and declare a public health and safety emergency at 42 Ferry Blvd. They also authorize the Building/Code Enforcement Officer to take all steps necessary to render the property safe and take all legal steps necessary. Trustee Carota motioned, Trustee Orlow seconded. All in favor, motion passed.
19. **Motion #021523-17** to adjourn tonight's meeting at 9:23PM. Trustee Orlow motioned, Trustee Carota seconded. All in favor, motion passed.