

**DRAFT**

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

March 6th, 2024

7:00 PM

**Village Board Meeting**

MAYOR NICHOLAS BODKIN PRESIDING

Minutes

**Attendance:**

Mayor Bodkin  
Trustee Gutheil  
Counsel William Nikas  
Trustee Carota  
Trustee Orlow  
Trustee Girard

Samantha Berg  
TJ Chagnon  
Chief David Gifford  
Alan Dubois  
U  
Jim  
Nick  
856-668-6794  
Bruce Lant  
Tim Pease  
Bill Ramsey  
Kevin Gallagher  
Paula Gallagher  
Cheryl Lawyer  
Anthony Mantas

The Mayor calls the meeting to order at 7:00PM and leads with the Pledge of Allegiance.

**1. Public Forum:** A member of the Public addressed the Board regarding the tree lighting ceremony. They listed what has been donated to date and services that will be performed and provided. They are anticipating having this on December 13th at 6:30PM. They asked the Board about painting the Gazebo, the Mayor and TJ Chagnon provided this is a topic of discussion and is being worked on. The Village is also looking into their own tree.

**2. Grant Projects Update**

**a. Carbon Filtration:** The Village's Engineer, Anthony Mantas, provided an update on the project. He met with Alan Dubois, our Chief Water Treatment Operator, and discussed the recent testing showing near zero levels for arsenic penetration levels. This is well below the State's limit and

good news. Anthony Mantas also provided the upcoming tasks for this project. Trustee Gutheil said this project has not gone as planned and asked if there is any additional piping that is needed. Anthony Mantas said the plant can operate to be compliant with the requirements in place currently. Anthony Mantas described some of the processes in water treatment. Trustee Girard asked if we can have in writing from the manufacturers and engineers that our process going forward is acceptable. Anthony Mantas said we are following the manufacturer's specs. He received clarification from the manufacturer that their product does not do forward rinsing, only backwash. Trustee Gutheil is concerned sewer could be pushed into side streets and into residents' homes. Anthony Mantas said we are not conducting a backwashing operation, just rinsing the virgin media before it is placed online. With doing this, we have already seen the contaminants be flushed out. Anthony Mantas described the current process we are doing. Trustee Gutheil believes we will need a meeting to go over this, it was not what we anticipated. Anthony Mantas said they will make themselves available to answer any other questions. Trustee Girard said a plant was designed for us without looking at how much sewer it can hold, and he is concerned we are not following the specs. Trustee Gutheil would like a separate meeting with the engineer. Anthony Mantas provided there is no risk for the Village, the system operates and the new design has nothing to do with the 100 year old system that is in place now. Trustee Gutheil said it should have been with what we had as it existed. Anthony Mantas said this meets NYS requirements and the State has authorized it. Trustee Gutheil would like to move on to the next item and have another meeting regarding this.

- b. **GIGP:** Anthony Mantas provided there is a kickoff meeting tomorrow morning with SAKS and Ferguson for meter installation. They are looking to do a pilot installation of 30-40 initially and work on transitioning the billing software. EFC responded that the ball valves are exempt from requirements due to being brass. TJ Chagnon said Ferguson just finished a project and was able to complete 100 change outs a day. They are anticipating 25 for us and this will be difficult for the DPW to keep up with them if there are issues.

- i. **Approval to order parts needed for installations:** Motion #030624-3 to approve the purchase of water service installation parts from Ferguson Waterworks for \$2,408.90. Funds coming from FX 8340.400, Water Trans Rehab. Trustee Gutheil motioned, Trustee Orlow seconded. All in favor, motion passed.

- 3. **Transfers:** Motion #030624-1 to approve the transfer of \$1,160 from A 1990.400 to A1430.405. Trustee Orlow motioned, Trustee Carota seconded. Trustee Girard voted no, Trustee Gutheil abstained, and rest in favor. Motion passed.

**Discussion:** Trustee Gutheil has never seen this much money be spent from this account and we need to get a control on it. He would like more communication to

know what is going on.

a. | A 1990.400 | A 1430.405 | \$1,160.00 | Non-Union Labor Attorney

4. **Motion to Approve the Bills and Payroll as Audited:** **Motion #030624-2** to approve the bills and payroll as presented and audited. Motioned by Trustee Orlow, seconded by Trustee Carota. Trustee Gutheil abstained, rest in favor. Motion passed.

**Discussion:** Trustee Gutheil will abstain, majority of the bills he is okay with but one voucher he maintains this is something we should not be paying.

- a. **General - \$73,117.99**
- b. **Water - \$7,125.06**
- c. **Sewer - \$2,507.39**
- d. **Payroll**
  - i. **02/21/24 - \$22,211.55**
  - ii. **02/28/24 - \$27,546.28**

5. **Engagement Letter for Barlett, Pontiff:** **Motion #030624-4** to authorize the Mayor to sign the agreement and issue payment. Trustee Carota motioned, Trustee Orlow seconded. All in favor, motion passed.

6. **Radar Unit Replacement:** **Motion #030624-5** Transfer \$956 from A 1990.400 to A 3120.200 and authorize the purchase of the radar sign for \$2,420, with an anticipated reimbursement of 80%. Trustee Girard motioned, Trustee Carota seconded. All in favor, motion passed.

**Discussion:** Chief Gifford provided a radar unit in one of the vehicles is broken. He would like to use the same company, they have a State contract and this equipment lasted 16 years. Officer Hatin was able to find a grant that can be used to cover 80% of the total cost, \$2,420. The Chief provided we will purchase them first then be reimbursed. Trustee Gutheil has questions on the financials and how the reports are ran. Clerk Treasurer Berg asked for clarification and provided we are able to run the reports differently.

7. **HRA Budget Transfer Funds**

- a. **HRA Fund Reserve Account:** **Motion #030624-6** to move \$60,000 from unassigned fund balance and to the 8884 general, water and sewer funds, respectively. Trustee Girard motioned, Trustee Orlow seconded. All in favor, motion passed.

**Motion #030624-7** to transfer an additional \$40,000 from unassigned fund balance and to 8884 general, water and sewer funds, respectively, to cover through the end of the year expenses. Trustee Girard motioned, Trustee Orlow seconded. All in favor, motion passed.

**Discussion:** Clerk Treasurer Berg provided we have fully used the HRA budget this year. The Mayor and Trustee Gutheil said we have a reserve fund for this. Clerk Treasurer Berg provided the CD does not renew until

the 16th. Trustee Gutheil said the spreadsheet indicated there were no users for a section but we still received a bill. Clerk Treasurer Berg will look into it.

- 8. Receive and File Monthly DPW, PD, Building Inspector, Animal Control reports:** Motion #030624-8 to receive and file the February 2024 Monthly DPW, PD, Building Inspector, Animal Control reports. Trustee Orlow motioned, Trustee Carota seconded. All in favor, motion passed.
- 9. Credit App for new vendor:** Motion #030624-9 to authorize the Mayor to sign the credit application. Trustee Orlow motioned, Trustee Carota seconded. All in favor, motion passed.  
**Discussion:** TJ Chagnon provided this is a vendor with a lot of State contracts for rentals. He cannot get pricing without an account. Trustee Gutheil is concerned we may have a dispute and should we do this while we already have a credit card.
- 10. Training for Water Sewer Operator:** Motion #030624-10 to authorize the Water Sewer Operator to attend the LCRR training class. Trustee Carota motioned, Trustee Orlow seconded. All in favor, motion passed.  
**Discussion:** TJ Chagnon is looking to send the Water Sewer Operator to a lead and copper testing training, there is no cost for the training class.
- 11. Water/Sewer Operator Training Opportunity:** Motion #030624-11 to authorize three DPW employees to attend the Adirondack Water Works. Cost of \$225, coming from FX8320.410. Motioned by Trustee Carota, seconded by Trustee Orlow. All in favor, motion passed.  
**Discussion:** TJ Chagnon provided there is a yearly Workshop with Adirondack Water Works. Trustee Gutheil brought attention to seeing a grant writer from Delaware Engineering presenting a class, he has been asking to have communications with them. TJ Chagnon provided Delaware Engineer has taken control of the Adirondack Water Works Conference in this area.
- 12. Reserve Account for PD New Hire Personnel and Training:** Chief Gifford provided they are looking to have funds for training new hires for the academy into a reserve account. Trustee Gutheil believes this should be budgeted for. Clerk Treasurer Berg said in the event we do not get a new hire to send, this amount will not be expended and allocated for future use.
- 13. Public Health Officer Discussion:** Counsel said they spoke with the Town of Moreau and there has not been a Consolidated Health Board in existence for four years. There is an applicant interested in the position of Public Health Officer for the Town of Moreau. He said if the Village decides to do a Consolidated Health Board, the Village will not be able to act quickly and would have to coordinate with the Town for meetings. Trustee Gutheil would like to discuss this in the Executive Session.

**14. Grant Writer Discussion:** Trustee Girard said there is a grant writer that is interested. Trustee Gutheil disclosed he thought we were doing an RFP, he contacted the firm because they have done grant writing for the Town of Moreau in the past. He is open to any grant writing proposals we can get. The Board discussed other possible grant writing opportunities. TJ Chagnon provided he met with the residents who were having water quality issues. They conducted flushing and tested the water, which showed the water was back to normal levels. He relayed this to the residents and they were satisfied with the results.

**15. PD New Hires:** The Mayor provided there are new applications for PD full time and part time Officers. The Board will discuss this in the Executive Session.

**16. Discussion - Moratorium per attorneys inquiry re. Saratoga Biochar:** Counsel provided he will be submitting the opposition to DEC once the Mayor signs it. Trustee Girard asked about the Biochar stuff, Counsel provided they have a draft now they are working on. He is waiting for Biochar to play out before finalizing.

#### **17. Old Business**

- a. **Bridge Lighting:** The RFP has been sent out and the bid opening will be in April. 8 vendors were sent requests for bid proposals.
- b. Trustee Gutheil thought we were going to appoint two people to discuss contract negotiations with the CSEA. This will be discussed in the Executive Session.
- c. Trustee Gutheil said it has been several months to figure out the distribution of the water bond. Clerk Treasurer Berg said she is willing to have a meeting with the water sewer committee to discuss their questions. She has sent her information to the bond attorney and is waiting to hear back. Trustee Gutheil had questions about paying interest on certain amounts, Clerk Treasurer Berg said we are paying interest and can more easily explain the situation at another meeting when she has more information from the bond attorney. Trustee Gutheil said we did not have to borrow this amount, the Mayor said we were told we had to borrow the amount we did. The Mayor provided Clerk Treasurer Berg has spent a substantial amount of time on this issue, Trustee Gutheil said he was going to contact EFC but would appreciate meeting with Clerk Treasurer Berg to discuss this. Clerk Treasurer Berg has contacted EFC and they will not confirm in writing the phone conversations she has had.
- d. Trustee Gutheil asked about the Police policy and procedures. The Mayor spoke with counsel and they are working on taking care of this.

#### **18. New Business**

- a. **Sound System Quotes:** [Motion #030624-12](#) to accept the quote and purchase the speaker and microphone system from Ray Audio Video for \$283.92 from A7110.0201. Trustee Girard motioned, Trustee Orlow

- seconded. All in favor, motion passed.
- b. TJ Chagnon said the CHIPS funding has been cut by 60 million dollars.
  - c. Trustee Gutheil would like to discuss the Exhibit 8 litigation in Executive Session.

**19. Trustee Reports:**

- a. Trustee Gutheil said the parade committee met again and the planning is going smoothly.
- b. Cheryl Lawyer, with the Moreau Community Center, said they are working on getting veteran banners to be placed around the Village. Currently they have sold out of the spots for Veteran banners. They are working on increasing the amount of poles that banners can be placed. She thanked all parties involved in completing this process and the applicants are very appreciative.

**20. Mayor's Report**

- a. **There will be a CPA Meeting on 03/11/24 at 6:00pm:**
- b. **DWSPP Presentation 03/20/24 6:30pm:** The Mayor said the DEC would like to have a meeting with the Board to discuss their program. Trustee Girard said the Board has already decided to opt out and believes we have more important issues at hand. Trustee Gutheil asked if there is anything new, the Mayor said this is what they requested. Trustee Gutheil feels the Board felt strongly on opting out and does not want to put more work on the DPW. Trustee Carota agreed. The Mayor acknowledged this and will let them know the Board wishes to not have a presentation
- c. **Earth Day Clean Up 04/20/24 8:30 - noon:** Cheryl Lawyer provided the Boy Scouts and Community Center are conducting a Village clean up day. Any volunteers are welcomed to help clean up the surrounding community. She also thanked TJ Chagnon for the DPW's help previously.

**21.** Bruce Lant addressed the current condition of the floor at the Firehouse. The Mayor provided staff has looked at the floors and tested them, the Board is looking into options on cleaning/restoring the floors.

**22. Executive Session:** **Motion #030624-13** to enter Executive Session at 8:59PM to discuss the FD Contract Negotiations, PD New Hires, CSEA Contract negotiation, exempt employee salary discussion, Public Health Officer discussion, and Exhibit 8 discussion. Inviting Chief Gifford to discuss items pertaining to his department. Motioned by Trustee Girard, seconded by Trustee Orlow. All in favor, motion passed.

**23. Motion #030624-14** to adjourn Executive Session at 10:12PM and reopen the Public Session with no action taken. Trustee Carota motioned, Trustee Orlow seconded. All in favor, motion passed.

- 24. Motion #030624-15** to hire a Part Time Patrol Officer that will be named at the acceptance of the position for the rate of \$25 an hour. Trustee Orlow motioned. Trustee Carota seconded. All in favor, motion passed.
- 25. Motion #030624-** to adjourn tonight's meeting at 10:13PM. Trustee Orlow motioned, Trustee Carota seconded. All in favor, motion passed.