

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

**Village Board Meeting**

MAYOR NICHOLAS BODKIN PRESIDING

Minutes

**Attendance:**

Mayor Bodkin  
Trustee Gutheil  
Trustee Carota  
Trustee Girard

Samantha Berg  
TJ Chagnon  
Chief Gifford  
User  
Bob  
JM

**Absent:** Trustee Orlow

1. The Meeting is called to order at 7:07PM.
2. **Public Hearing Local Law 1-2023:** The Mayor opens the Public Hearing and asks the Public for any comments or concerns. No one from the Public wishes to address the Board at this time. The Mayor closes the Public Hearing. Trustee Gutheil asked about Hydro-Electric Power being mentioned and that it has been around a long time. The Mayor provided this law was originally passed in 1969, the last revision was 1994. The Mayor also provided that the Board adopted this law in 2020 but it was never filed with the State. **Motion #031523-1** to adopt Local Law 1-2023. Trustee Carota motioned, Trustee Girard seconded. All in favor, motion passed.
3. **Public Forum:** The Mayor opens the Public Forum, no one from the Public wishes to address the Board at this time.
4. **Grant Projects Update:**
  - a. Carbon Filtration:
    - i. Carbon Media Bid Results: **Motion #031523-2** to award the bid to the lowest responsible bidder for \$150,400 and place an order for delivery. Trustee Carota motioned, Trustee Girard seconded. All in favor, motion passed.  
**Discussion:** There were two respondents. Carbon Activated Corp for \$168,000 and Calgon Carbon for \$150,400. Trustee Gutheil believes the County is paying considerably less. Trustee Gutheil would like to look into getting it cheaper and work with the County.

- ii. **Motion #031523-3** to approve Pay App #1 Spring Electric (\$14,297.79). Trustee Carota motioned, Trustee Girard seconded. All in favor except for Trustee Gutheil who abstained from the pay app having addresses that are not our own. Motion passed.  
**Discussion:** TJ provided this company did a lot of work last summer to prepare for this so some items are dated from last year. Trustee Gutheil asked if we have anything on the Carbon Filtration Building and the percentages they have to meet. Trustee Gutheil noticed on the Special Releases of Waiver of Employees has addresses that should be reviewed and could not belong to our job. He believes some of the jobs were not for the Village.
  - b. **GIGP Update:** The Notice of Award has been taken care of but we will not proceed with the Notice to Proceed until the items in the Notice to Award have been satisfied. TJ provided the contractors are still working on the metal building, the weather has been restricting them.
5. **Motion #031523-4** to approve the bills as audited. Trustee Carota motioned, Trustee Girard seconded. All in favor except for Trustee Gutheil who voted yes if voucher #772 is removed. Trustee Gutheil believes we should not pay for checks. Motion passed.
  - a. General Fund - \$30,269.77
  - b. Water Fund - \$6,163.44
  - c. Sewer Fund - \$6,352.03
6. **Shredding services for PD and Clerk's Office: Motion #031523-5** to accept the quote for shredding services. Trustee Carota motioned, Trustee Girard seconded. All in favor except for Trustee Gutheil who abstained for reasons stated. Motion passed.  
**Discussion:** Trustee Gutheil has a problem with the terms and conditions. They tie us to a confidentiality clause that he believes is not legal. It is only a 60 day contract. The Mayor stated the confidentiality agreement for the record. "Customer agrees to not disclose to any third parties Stericycle pricing, policies and procedures. Stericycle will keep confidential all Customer confidential information provided to Stericycle in connection with this Agreement and will use the same solely for the purposes provided in this Agreement. As used herein, confidential information means any information provided to Stericycle in confidence that relates to Customer's property, business and/or affairs, other than (i) information that is or has become publicly available due to disclosure by Customer or by a third party having a legal right to make such disclosure and (ii) information previously known to Stericycle free of any obligation to keep it confidential prior to receipt of the same from Customer."
7. **Water/Sewer Warrant:** The Clerk's Office and TJ have worked hard on preparing the Water/Sewer Warrant and it is now presented to the Board. The Grand Totals are Water \$335,002.22, Sewer \$317,032.76, for a total of \$652,034.98. This item has been tabled for later. **Motion #031523-7** to approve the Water Sewer warrant as presented. Trustee Carota motioned, Trustee Girard seconded. All in favor. Motion passed.  
**Discussion:** The Mayor provided that the Village is paying more to produce the water than what is billed to the residents. He recommends instead of increasing the minimum rate, to increase the minimum gallons allowed which is at 25,000 gallons currently. Trustee Girard provided this is hard to determine because we cannot apply actual expenses without being at the end of the year. Trustee Girard believes we should not make action yet but something to look into further. The Mayor provided our budget has to balance and he cannot appropriate more than what we generate in revenue. Trustee

Gutheil would like to see the Tentative Budget, know what our fund balances are, analyze what we did and didn't do for this year's budget. Trustee Gutheil stated historically we generated about a quarter of a million dollars in extra money in water every year. Trustee Gutheil wants to watch how much debt we take on. TJ Chagnon provided we had a dry summer which increased costs for this year, but we did not need to buy any water from the Town of Moreau. TJ Chagnon provided that he budgeted for two new filters which can be paid for with 22-23 budget excess funds. [Motion #031523-8](#) to purchase the two new filters with transferring \$13,500 from FX8340.403 (Water Rehab) FX8320.2412 (Water Pump Filters). Trustee Girard motioned, Trustee Carota seconded. All in favor, motion passed.

8. [Motion #031523-6](#) to approve 3 DPW employees attending the Adirondack Water Works Conference. Trustee Carota motioned, Trustee Girard seconded. All in favor, motion passed.

**9. Old Business:**

- A. Trustee Gutheil asked how much the Sewer debt will be. He would like to know the status of the Change Order. The Mayor provided the Contractors have not responded.
- B. Trustee Gutheil brought up his FOIL request. He received an acknowledgement but it did not have an estimated date when he should receive it. He also believes he should have received this information as a Board Member but had to FOIL for it.
- C. Trustee Gutheil cannot get access Orbital Fire
- D. Trustee Gutheil believes we are not ready for Social Media. He does not want to start it without creating a policy. Clerk Treasurer Berg provided this is strictly to communicate with the Villagers of general news and projects going on.
- E. Trustee Gutheil is trying to get a handle on the HRA. He wants to know how much we are paying and how much they are paying.
- F. Trustee Gutheil asked if there was a Public Hearing scheduled yet, The Mayor provided the Public Hearing has not been scheduled. Trustee Gutheil asked about the tax cap formula for this year and if he can see it, Clerk Treasurer Berg said the Board needs to decide on a rate first before she files it.

10. **New Business:** No new business at this time.

**11. Trustee Reports:**

- A. Trustee Gutheil said the Parade Meeting met and will be meeting again.

**12. Mayor's Report:**

- A. Erin Trombley reached out to the Village and requested the Village to honor her Grandmother who is turning 100 on April 12th. The Mayor would like to present a proclamation to her at the next meeting, the Board supports this.
- B. The Mayor would like to acknowledge the DPW and TJ with their hard work for responding to the storm. TJ is seeking prices for a generator guy to do a full service on the generators.

13. [Motion to #031523-9](#) to enter Executive Session at 7:50PM to address performance of unnamed person or persons. Trustee Girard motioned, Trustee Gutheil seconded. All in favor motion passed.

14. Motion #031523-10 to adjourn the Executive Session at 8:12PM and reopen the Public Session with no action taken. Trustee Carota motioned, Trustee Girard seconded. All in favor, motion passed.
15. Motion #031523-11 to adjourn tonight's meeting at 8:13PM. Trustee Carota motioned, Trustee Girard seconded. All in favor, motion passed.