

DRAFT

Village of South Glens Falls
46 Saratoga Avenue, South Glens Falls, NY12803
April 17th, 2024
7:00 PM

Village Board Regular and Organizational Meeting

MAYOR NICHOLAS BODKIN PRESIDING

Minutes

Attendance:

Mayor Bodkin
Trustee Gutheil
Trustee Carota
Trustee Girard
Counsel William Nikas

Samantha Berg
TJ Chagnon
Alan Dubois
User
Jim
Cheryl Lawyer
TJ Wade
Bruce Lant

Absent: Trustee Orlow

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

Reconvene Public Hearing

1. Bruce Lant addressed the Board regarding the motion below that is on the agenda. He would like the funds that are being taken out be put into Fire Company contractual. Trustee Girard provided the funds have already been used somewhere else.
 2. **Motion #041724-1** to close the Public Hearing on the 2024-2025 Tentative Budget. Trustee Carota motioned, Trustee Girard seconded. All in favor, motion passed.
 3. **Motion #041724-2** to change insurance contractual A1910.400 to \$87,000.00 and the corresponding revenues will be adjusted. Trustee Girard motioned, Trustee Carota seconded. All in favor, motion passed.
- Discussion:** Trustee Gutheil said it is not for sake of argument, but it was not done properly.

4. **Motion #041724-3** to approve the 2024-2025 budget as presented. Trustee Girard motioned, Trustee Carota seconded. All in favor except for Trustee Gutheil who voted no. Motion passed.

Discussion: Trustee Gutheil believes we should have another budget meeting and table this motion. We have not had a complete Board for any budget meetings and the salary executive session only had 3 people. He was told to do his own study and recommended the NYCOM study and See Through New York. He said we are giving out five to six thousand dollar raises and just had problems with FLSA without having adequate Board discussions. He thinks we are under paying our crossing guards and DPW part time summer help. He would also like the vacant position removed from the budget for a patrolman. He would like discussion on who qualifies FLSA and who is not. Trustee Gutheil said the Fire Company has been here at multiple meetings and we should meet with them in the next couple weeks. We keep saying we are negotiating but we have had no negotiations or discussion of negotiations as a Board. Trustee Gutheil would like the sewer budget to be further looked at, mostly looking into the sewer bill from the City of Glens Falls. Trustee Gutheil said we spent over a million dollars on the Sewer I&I Project and our flows have not gone down, did we get value for this project and taking on debt? Trustee Gutheil asked how the Grant Writer line item amount was projected. Trustee Girard said we did get a range of costs and it depends on how much we would utilize them, but this is the best estimate we could come up with. Trustee Girard does think we need to raise the minimum for Sewer from \$110 to \$120. The Mayor agrees and thinks we should also increase the price per thousand gallons for water. Trustee Girard said he agrees but hasn't looked into it, but this could be done later. He is more concerned with the fund balance for sewer. Trustee Gutheil said we are going to lose a lot of water and sewer revenue from Essity closing. Trustee Girard said we are adopting a budget for the General fund, the water and sewer funds have more time to be figured out. Samantha Berg provided the County is currently asking for the Villages tax file and the tax rate needs to be decided soon for the County to move forward with their job. The Mayor will vote yes to move through this process even though it is not completely the budget he would have liked to see.

Public Forum:

1. TJ Wade asked if anyone is interested in the Essity property and would like to see a park or some townhouses. The Mayor said he is not privy to that information but the listing is 11 million dollars. TJ Wade said he would like to avoid another Schermerhorn project.
2. **Bridge Lighting Bid Opening:** **Motion #041724-4** to accept the lowest responsible bidder upon approval by counsel. Trustee Girard motioned, Trustee Carota seconded. All in favor except for Trustee Gutheil who abstained. Motion passed.

Discussion: Samantha Berg provided we received two bids, Graybar's bid was received April 15th at 10:37AM for \$59,439.13. Afsco Electric's bid was received on March 15th at 9:37AM for \$54,684.00. The bids are for 28 fixtures. Trustee Gutheil said we should look for grant money and we still need to do installation. TJ Chagnon provided the installation will be off of Warren County's contract with Hour Electric for time and materials. Trustee Gutheil wants to do it but will abstain for not receiving grant funds for this. There was a third bid received but it was after the deadline.

3. Grant Projects Update

a. Carbon Filtration

i. **Carbon Media - \$150,400.00:** TJ Chagnon provided Delaware sent an email looking for direction on the project, he provided the engineers thoughts. Trustee Girard provided he was upset with the recent meeting for the Board being blamed for not spending money. Trustee Girard said the Board wanted to spend money for the equipment to work initially, not after the fact. The Board is going by what the engineer is telling us and they said it would work, when it did not. TJ Chagnon provided the Board was actively looking for cost saving options for the building, he believes the Board never said anything about the vessels and the configuration of them, but just cost saving for the building itself. TJ Chagnon said the DPW crew was flushing hydrants at 3:00AM and did a small pressure test. He further explained the steps they are taking to address the issues with the pump station. TJ Chagnon said Alan Dubois, our Water Plant Operator, has been left to handle most of this without the engineer's or contractor's help. The Mayor said some of this pertains to legal and we should refrain from diving too deep into this for a Public Session. TJ Chagnon recommended looking into getting a cost and parts breakdown for the loop. Trustee Gutheil thinks we need an explanation from the engineer and make sure we do not put the liability back on ourselves and not jeopardize our warranties. Trustee Girard would like to go to RFP for engineering. He provided he is not satisfied with the current engineering firm after the recent meeting. Trustee Girard believes his comments are not heard by the engineer and they do not take the tax payers into account. There are many unhappy residents and Trustee Girard and others are left to take the complaint phone calls, not the metering company or engineer firm. Trustee Girard and Gutheil believe it will be difficult to complete the project by the end of May. Trustee Gutheil said we need to review the warranty and this project is off to a bad start. Trustee Gutheil provided several other issues he sees such as scheduling.

ii. **Authorize the Mayor to sign Certificate of Substantial Completion:** Trustee Girard does not support this right now with

too many other things going on. Trustee Gutheil would like to discuss this with counsel.

iii. **WIIA Long Term Disbursement #2**

- a. **Reimb VSGF \$24,904.71:** Motion #041724-5 to approve WIIA Long Term Disbursement #2 to reimburse the Village of South Glens Falls for \$24,904. Trustee Gutheil motioned. Trustee Girard seconded. All in favor, motion passed.

Discussion: Samantha Berg provided the disbursement is for a cost the Village has previously paid for long term financing.

b. **GIGP**

- i. **Project Update:** Trustee Girard asked Samantha Berg how many phone calls she receives. She provided the Clerk's Office has been receiving less phone calls recently and every resident who comes into the office, we ask them if they are aware of the project and have made an appointment. She also provided the contractor has stopped answering the phone and emails from the residents. She is looking for the recording and minutes of meetings that have taken place. She also said the contractor is having difficulty understanding the information she gives them. Residents are now questioning if they need to do this with all the difficulty of getting appointments. Samantha Berg said we need to have a meeting with everyone to get this under control. Trustee Girard said we were trying to get the commercial customers and ones who already have meters done first and see how the software works which was the most efficient way for us. The Contractor told us they would not do this. Trustee Gutheil said if we do not get a handle on this, we may enter the penalty portion of the contract.

4. **Transfers:** Motion #041724-6 to approve the original and additional transfers and waive the reading out loud in the public meeting. Trustee Girard motioned, Trustee Carota seconded. All in favor, motion passed.

A 3120.100	A 3120.101	\$2,647.38	P.D. Overtime
A 3120.100	A 3120.103	\$8,787.50	P.D. Part Time
A 3120.200	A 3120.420	\$700.00	P.D. Computer Support
A 3120.215	A 3120.420	\$1,400.00	P.D. Computer Support
A 3120.416	A 3120.420	\$1,000.00	P.D. Computer Support
A 5142.100	A 5142.101	\$1,567.71	Snow Removal Overtime

a.

b. **Additional Transfers**

- i. **A 3120.100 to A 3120.101 - \$7,883.26**
ii. **A 3120.100 to A 3120.103 - \$29,848.42**

5. **Organizational Meeting: Motion #041724-7** to adopt the organizational meeting packet & Policies as presented with modifications. Trustee Girard motioned, Trustee Carota seconded. All in favor, motion passed.
- A. TJ Chagnon said the Stormwater management section should be updated to say Stormwater Program Coordinator. The Mayor said he is looking to get more information on this before we go further
 - B. Trustee Gutheil notice Kevin Ostrander has the title Fire Marshal which he believes is new. The Mayor provided it was there last year. Trustee Gutheil also asked about the terms used for counsel and it implies an employee relationship. Counsel said for the record they are not an employee and the Mayor said it is listed they are contracted.
 - C. Trustee Girard asked about committee appointments. He believes Trustee Gutheil should replace Trustee Orlow's position on the water and sewer committee. He has also talked to Trustee Orlow and he is okay with this. The Mayor is also okay with this.
 - D. TJ Chagnon provided on the chain of command, his title is incorrect and he believes Alan Dubois, the Water Plant Operator, should be listed somewhere. He also suggested maybe the rest of the DPW workers be listed as well. Trustee Gutheil questioned the Board being listed as subordinate to employees, Samantha Berg provided there is no line connecting them so they are not associated. The Mayor said the Board is a legislative body.
 - E. Trustee Gutheil asked about the Social Media Policy and what avoid commenting on local issues that other Board members are participating in means. The Mayor said open meetings law could be violated if a quorum of the Board is all commenting on the same post. He also provided several typos and Samantha Berg provided she will correct them.
6. **Motion #041724-8** to Approve the Bills and Payroll as Audited. Trustee Carota motioned, Trustee Girard seconded. All in favor, motion passed.
- a. **General - \$24,785.50**
 - b. **Water - \$11,610.61**
 - c. **Sewer - \$4,552.92**
 - d. **Payroll**
 - i. **04/03/24 - \$24,242.54**
 - ii. **04/10/24 - \$22,548.85**
- Discussion:** The Mayor said there was a mini computer purchased for under \$300 to help project documents being viewed onto the TV Screen. This will not be charged on the Storedtech bill. Trustee Gutheil had several other questions on bills and Samantha Berg and TJ Chagnon provided explanations for them. Trustee Gutheil said for the record we have too much overtime in the Police Department and it is not good for the employees.
7. **PD Fingerprint Station**
- a. **Transfer \$4,500.00 from A 1990.400 to A 3120.200: Motion #041724-9** to transfer \$4,500 from A 1990.400 to A 3120.200, and approve the

purchase of a fingerprint scanner station from Data Works Plus, LLC for \$4,500. Trustee Girard motioned, Trustee Carota seconded. All in favor, motion passed.

Discussion: Chief Gifford provided he could not find more than one quote for an electronic criminal fingerprint scanner, he only saw ones for door locks. Trustee Girard asked what other municipalities use, the Chief provided this is what most use.

- 8. Quotes For Servicing All Village Generators:** **Motion #041724-10** to award the bid for generator servicing to the lowest responsible bidder, Capital Power, not to exceed \$5,015 for servicing and diagnostics. They could identify other issues that would raise the cost. The funds will come from A.1621.0400.0000 Village Building Repairs/Misc, A.3120.0412.0000 PD Building Repairs, A.3410.0409.0000 FD Building Repairs & Maintenance, FX.8320.0403.0000, Water Repairs, and G.8130.0404.0000 Sewage Disposal Repairs. Trustee Girard motioned, Trustee Carota seconded. All in favor, motion passed.

Discussion: TJ Chagnon provided the Village's generators have become fairly old and the technology for servicing them electronically or programming them is no longer available, only oil changes and such are possible. He believes these are a vital part of the Village and would also like to see additional units purchased. He would like to have all the generators serviced twice a year. TJ Chagnon provided this is for the servicing and diagnostics, if they identify other issues, more costs can occur.

- 9. Adirondack Runners Park Request:** **Motion #041724-11** to approve Adirondack Runners Park Request to use the park on June 9th for a 5k race. Trustee Girard motioned, Trustee Gutheil seconded. All in favor, motion passed.

- 10. Insurance Renewal:** **Motion #041724-12** to authorize the Mayor to sign the insurance renewal. Trustee Carota motioned. Trustee Girard seconded. All in favor, motion passed.

Discussion: Trustee Gutheil would like to get quotes from other companies. Trustee Girard believes we should look around to see how ours compares to others.

- 11. Village Wide Garage Sale:** **Motion #041724-13** to declare June 1st and 2nd the Village wide garage sale weekend and waive the fees and need for applications for this event. Trustee Girard motioned, Trustee Gutheil seconded. All in favor, motion passed.

Discussion: The Mayor said there has not been an official request but there is an advertisement for a Village wide garage sale on June 1st and 2nd

- 12. Quote for floor cleaning Fire Company:**

Discussion: Trustee Orlow reviewed the Firehouse in regards to cleaning with the Fire Company. He has received a quote for cleaning the floors. Trustee Girard said we need to make it look good, but believes we need to get additional

quotes with different cleaning options. The Mayor will ask Trustee Orlow to look into quotes for this. Trustee Girard suggested getting yearly cleaning.

13. Minutes 02/21/24, 03/19/24, 04/03/24: Motion #041724-14 to receive and file minutes for 02/21/2024, 03/19/2024, and 04/03/2024. Trustee Carota motioned, Trustee Girard seconded. All in favor except for Trustee Gutheil who abstained for not being able to review them all yet. Motion passed.

14. Bikes: Motion #041724-15 to give the abandoned bikes to Bill Giorgianni for the purpose of refurbishing and donating them. Trustee Girard motioned, Trustee Gutheil seconded. All in favor, motion passed.

Discussion: The Mayor provided Bill Giorgianni and Lynn Goldsmith very graciously repair the abandoned bicycles from the Police Department and donate them to children or adults in need in the area.

15. Ferry Blvd Infrastructure/Water Quality

a. Status Update

- i. **Submission of Engineering report to DOH:** The Mayor provided the engineers have submitted plans to DOH. Trustee Girard questioned not seeing where the issue is in the documents he received. He wants to see a report that addresses how they will fix the water quality issue. The Mayor said the Village's piping is cast and generating an amount of rust. The Mayor said there was one quote for using a camera and it was a fortune. TJ Chagnon believes the engineers could not get any quotes to use a camera. TJ Chagnon provided after flushing, the results for chlorine and iron are in compliance. However, Ferry Blvd is not compliant after flushing. Trustee Girard said we need to look into something else that can temporarily solve the problem to prevent tax payers from waiting two more years to receive a grant or a project to start for clean water. Trustee Gutheil wants to possibly use a camera in the pipes and know exactly how much pipe we need to replace. All the Trustees present would like a second opinion from another engineer. Samantha Berg asked what is the plan to address this issue now, residents are paying for clean water and not receiving it. Trustee Girard believes we can put a temporary line in. Trustee Gutheil said the Department of Defense has temporary lines. TJ Chagnon said with his experience, temporary lines are only for mains and not taps. Trustee Gutheil said there are sections of the Village that have had there infrastructure updated recently, no other municipalities have the money to improve all of there infrastructure at once. The Mayor said we are applying for a WIIA grant and if that is not received we will apply for a CDBG grant. Trustee Girard said the engineers are putting the Village into an awkward situation of waiting to see which grant we will receive, this is why the Village needs a grant writer. The Mayor asked TJ Chagnon if the DPW

could work on the problem area between the two hydrants. TJ Chagnon provided it would be tough to handle in addition to the day to day jobs they currently have. Trustee Girard said we should look into temporary workers for this job. TJ Chagnon provided with the current DPW schedule, laying 500 feet of pipe could take about a month and a half. TJ Chagnon provided the numerous services the DPW crew provides now that they would have difficulty doing in addition to this water infrastructure project. Trustee Girard said they are offering hiring temporary workers, so he asked TJ Chagnon to reach out to see if any contractors would be willing to do this project.

16. Old Business

- a. **Bridge Lighting bid opening on 04/17/24:** The Mayor provided the bridge lighting bids were opened today.
- b. **Standardization of water meters:** The Mayor provided we are currently working on this documentation and will have a public hearing soon.
- c. **Spring Planting:** The Mayor asked if there was any support from the Common Roots Foundation, TJ Chagnon provided they did not offer support for Spring Planting. Cheryl Lawyer provided Pine Knolls has a planting day with volunteers and maybe they would volunteer for the Village planting in addition. Samantha Berg asked for contact for this group and that she will reach out to BOCES as well.

17. New Business: No new business at this time.

18. Trustee Reports:

- A. Trustee Gutheil provided the parade committee met again and is moving along. He added they are still looking for musical groups to be in the parade.

19. Mayor's Report

- a. The Mayor would like to recognize the hiring of a part time officer, Phil Lindsey, who has been with us in the past and thanked them for their service.
- b. **Motion #041724-16** to grant Samantha Berg an extra week of vacation each year. The Mayor motioned, no second. Motion failed.
Discussion: Trustee Gutheil and Carota believe this should be discussed in Executive Session.
- c. The Mayor and the Chief provided several Officers have asked to attend the service for the fallen Officers in Syracuse and represent the Village of South Glens Falls. The Chief said he will try to make sure it is not a burden on the schedule. He does not believe they can use personal time due to being in uniform and having a patrol car. Trustee Girard asked why they did not go other times. Chief Gifford provided this incident was closer to our area than others. Trustee Carota is okay with this but believes they

should not have a patrol car unless they are on the clock. Trustee Gutheil said he would like to support this and it is admirable but due to the recent stress on the budget and covering of shifts, he cannot support this. Trustee Girard will not support this due to coverage issues recently but it is a good idea. The Mayor suggested sending a letter to the families involved and offer our condolences. Trustee Girard suggested having the Mayor and the Chief sign the letter as well.

- d. **Motion #041724-17** to schedule a meeting with the CSEA attorney on 5/1/2024 at 6:00PM. Trustee Girard motioned, Trustee Carota seconded. All in favor, motion passed.
- e. The Mayor provided he has received numerous complaints about the smell from the First St pump station. The Mayor is looking into resolutions for this such as vegetation or a carbon filter air scrubber. Trustee Gutheil provided near his residence there is also unknown smells that are coming from somewhere other than the pump station.

20. Executive Session: **Motion #041724-18** to enter Executive Session at 9:19PM to discuss FD Contract Negotiations, CSEA Contract, T-Mobile Lease Renewal, DWI Contracts, Full time Patrolman, and Additional Week of Vacation for a Staff Member. Trustee Carota motioned, Trustee Girard seconded. All in favor, motion passed.

21. **Motion #041724-19** to adjourn Executive Session at 10:01PM and reopen the Public Session. Trustee Carota motioned, Trustee Girard seconded. All in favor, motion passed.

22. **Motion #041724-20** to grant one additional week of vacation time to Samantha Berg. Trustee Girard motioned, Trustee Carota seconded. All in favor, motion passed.

23. **Motion #041724-21** to hire an unnamed Patrol Officer at the contract step rate of tier 4 and transition to tier 5 in June, pending knowing which shift they would work. Trustee Girard motioned, Trustee Carota seconded. All in favor, motion passed.

Discussion: Trustee Girard and Gutheil said we should specify which shift they would work.

24. **Motion #041724-22** to adjourn tonight's meeting at 10:05PM. Trustee Carota motioned, Trustee Girard seconded. All in favor, motion passed.