

DRAFT

Village of South Glens Falls

46 Saratoga Avenue, South Glens Falls, NY 12803

May 18, 2022

7:00 PM Regular Session

Executive Session

MAYOR NICHOLAS BODKIN PRESIDING

Attendance:

Mayor Bodkin
Trustee Gutheil
Trustee Girard
Trustee Orlow
Samantha Berg

Alan D
TJ Chagnon
Amy Caswell

Absent: Trustee Carota

Public Forum 7:00 PM- The Mayor calls the meeting to order at 7:01PM, no one from the Public wishes to speak at this time.

1. WIIA Water Project- Water Tank update, Carbon Filtration update, WIIA Sewer Project update
2. CDBG update
3. GIGP update - Anthony Mantas was unable to attend, he sent an email update which was presented to the board regarding the preceding topics. Trustee Gutheil questioned whether the World Wide had been done. Mayor Bodkin stated he had asked Attorney Bartkowski if he could sign, but had not gotten a response. Regarding GIGP, Trustee Gutheil asked about the flexibility with the grant. Trustee Girard asked why Mr. Mantas is not asking the questions the board is asking him. Mayor Bodkin stated that issue was brought up to Attorney Bartkowski. Trustee Gutheil asked why the Water and Sewer Committee was not told Mr. Mantas was in town today.
4. New Business- Trustee Gutheil stated he would like to purchase trees as there was still money in the budget. Mayor Bodkin mentioned one of the trees planted was ineligible for the grant meaning the Village has to pay for it. Trustee Gutheil made **motion #051822-1** to purchase trees from A8560.400 not to exceed \$3,505.91, Trustee Girard seconded; Trustee Orlow, Trustee Girard, and Trustee Gutheil voted yes as did Mayor Bodkin, passing the motion. Trustee Gutheil then stated he wanted to upgrade the title of a Department head. Mayor Bodkin stated it could be discussed in Executive Session. Trustee Gutheil asked for a couple of Banker's boxes; Mayor Bodkin stated the Clerk could order some and charge it to the Trustee account or there were used ones. Trustee Gutheil then requested Agendas be emailed to the Trustees.
5. Old Business- Trustee Gutheil asked about meeting minutes. Mayor Bodkin had no update. Trustee Gutheil asked if the minutes would be done "in house" to which the Mayor answered yes. Trustee

Gutheil then asked if the Code Enforcement Officer started work yet, to which the Mayor answered yes. Trustee Gutheil asked if the people hired to clean the bathrooms had started; Mayor Bodkin stated Attorney Bartkowski had not been able to contact the individual.

6. Transfers-Variou transfers were read by Mayor Bodkin; Trustee Gutheil waived the reading. Trustee Orlow made **motion #051822-2** to accept the transfers as presented, seconded by Trustee Girard. Trustee Orlow, Girard, and Gutheil voted yes, Mayor Bodkin voted yes passing Motion. See table of transfers at the end of the minutes.

7. Motion to approve bills as audited-**Motion #051822-3** to approve bills was made by Trustee Orlow and seconded by Trustee Girard. Trustee Gutheil questioned the cost of printing deposit slips and checks, and why the auditor's bill doesn't break down the difference between Phase 1 and Phase 2 as well as if there was to be a sit down meeting with the auditors. Mayor Bodkin stated questions to the auditor were to be emailed and that work was far enough along for answers at conferences with FAZ and EFGP. Trustee Orlow and Trustee Girard voted yes, Trustee Gutheil voted yes on all but #905 to which he abstained, Mayor Bodkin voted yes, motion passed.

8. **Motion #051822-4** to approve 2022-2023 Village Tax Warrant of \$1,765,404.08 was made by Trustee Girard and seconded by Trustee Orlow. Trustees Orlow and Girard voted yes, Trustee Gutheil voted yes on the tax levy and abstained on the re-levy, Mayor Bodkin voted yes, passing the motion. Trustee Gutheil requested a breakdown of the Water and Sewer re-levy. Samantha Berg stated one large account holder did not pay the bill in full therefore their check was not deposited and the amount would go on their June Property Tax bill. Trustee Gutheil stated there was still time in May to pay with a penalty they should not be on the re-levy.

9. Recognize and welcome Amy Caswell as the new Village Clerk Treasurer- **Motion #051822-5** made by Trustee Orlow and seconded by Trustee Girard to name Amy Caswell as signatory on all Village Bank accounts and other State and Federal documentation as needed in performance of normal duties as Village Clerk Treasurer. Trustee Girard, Trustee Gutheil and Trustee Orlow voted yes, Mayor Bodkin voted yes, motion passed. Trustee Gutheil asked if all the conditions of the original motion to hire were met; Mayor Bodkin stated yes. Trustee Gutheil asked about the Registrar of Vital Statistics; Mayor Bodkin stated there were two already.

10. Mayor Bodkin stated in trying to get ready for the parade he emailed Cheryl Lawyer at the Moreau Community Center for a breakdown of expenses of musical acts. Trustee Orlow made **motion #051822-6** to approve payment for musical acts for the parade, Trustee Girard seconded; Trustees Orlow, Girard, and Gutheil voted yes. Mayor Bodkin voted yes passing the motion. Mayor Bodkin asked if the Board wanted to hand out pinwheels at a cost not exceeding \$200 tax free. Trustee Gutheil stated he would support flag purchase as well. Trustee Gutheil made **motion #051822-7** for the purchase of pinwheels and or flags, not to exceed \$200, Trustee Orlow seconded. Trustee Orlow, Trustee Girard, Trustee Gutheil, and Mayor Bodkin all voted yes, passing the motion.

11. Opening of RFP for Planting- One response to the RFP was received on May 18,2022 at 1:25 PM from Grasshopper Gardens who bid each section separately. Veteran's Memorial Park at \$2,621 for Spring and Fall. Part 2, The Village Office area, Spring and Fall at \$3,111. Trustee Orlow made **motion #051822-8** to accept the Veteran's Memorial Park section of the bid from Grasshopper Gardens. Trustee Girard seconded. Trustee Orlow, Trustee Girard, and Trustee Gutheil voted yes, as did Mayor Bodkin , passing Motion. Trustee Gutheil stated it was too late. Trustee Orlow made **motion #051822-9** to accept the Village Office portion of the bid. Mayor Bodkin seconded; Trustee Orlow voted yes, Trustee Gutheil voted

no as did Trustee Girard, Mayor Bodkin voted yes, Motion did not pass. Trustee Gutheil stated \$3,000 was usually paid for both properties. Samantha Berg stated the budgeted amount of \$4,500 could be boosted by the Building Repairs account. Mayor Bodkin stated next year's budget was only \$3,000; TJ Chagnon would be consulted as to what to do with the space.

12. Clerk Books- Amy Caswell and Samantha Berg decided that it was not prudent to purchase Clerk Books at the present time. The issue was tabled.

13. Auditors update was emailed to the Board and addressed previously.

14. Schedule a special meeting for year-end transactions- Would be addressed in June.

15. CSEA Contract- Attorney Bartkowski advised Mayor Bodkin there were still outstanding items. Item tabled.

16. Request to hire Part-Time Police Officers- To be addressed in Executive Session.

17. Recognize the Resignation letter of Harry McDonald II as a Part-Time Police Officer, effective 06-23-2022- This is part procedural as he is retiring from the New York State Troopers, and once retirement goes through he can rejoin South Glens Falls Police Force. Mr. McDonald was thanked for his service.

18. Deferred Payment Agreements- Individuals having trouble paying water and/or sewer bills could contact the Village. Since discussion needed to be undertaken with Counsel, and with Counsel absent, the item was tabled.

19. Update of Local Laws-Plumbing-The alternative to copper and copper HDPE; Roadside debris. Trustee Gutheil stated he thought the material from Attorney Bartkowski regarding Roadside debris pertained to haulers. Trustee Girard stated Attorney Bartkowski was talking about furniture and such. Trustee Girard made **motion #051822-10** to address the issue at the June 1, 2022 Public Meeting at 7:05 PM and have a Public Hearing, Trustee Orlow seconded. Trustees Girard, Gutheil, and Orlow voted yes as did the Mayor, motion passed.

20. TJ Chagnon submitted last minute quotes for various items. A request for a plow for truck 2 at \$6,112 from account A5142-400 or FX 8340-403. Trustee Girard made **motion #051822-11** to approve the purchase of the plow from the stated accounts, Trustee Orlow seconded. Trustee Orlow, Trustee Girard, and Trustee Gutheil voted yes as did Mayor Bodkin, motion passed. Mr. Chagnon brought up engaging with Aqualogics for the security of the water plant and the purchase of a tablet. Trustee Girard made **motion 051822-12** to engage with Aqualogics for the cybersecurity of the water plant and the purchase of a tablet. Trustee Orlow seconded. Mayor Bodkin stated they would look into data plans. Trustee Girard approved the amending of the Motion. Trustee Gutheil asked about funding. Mr. Chagnon stated it would be a 60/40 split with water and sewer. Trustee Orlow, Trustee Girard, and Trustee Gutheil voted yes. Mayor Bodkin voted yes, Motion passed. Mr. Chagnon discussed the upgrade of Beach Road, since the pumps will be used up very quickly, and asked the Board to approve an amount not to exceed \$30,000 for pump upgrade. Trustee Orlow made **motion 051822-13** to approve an amount not to exceed \$30,000 for pump upgrade. Trustee Girard seconded but asked how it would be funded. TJ Chagnon stated it would come out of sewer repairs. He mentioned the Force Account could possibly be utilized since it was GAC related. Trustee Gutheil asked about the draw of electricity on the pump and if it would be better to put another electric service in instead of going to a demand service meter. Trustee Orlow, Trustee Girard, Trustee Gutheil and the Mayor all voted yes, passing Motion.

21. Trustee Reports- Trustee Orlow thanked the Moreau Community Center for taking a lead in the Memorial Day Parade. Trustee Girard wanted an update on software of Clerk Books; Mayor Bodkin stated the purchase was on hold for a while. Amy and Samantha were waiting to hear from different municipalities regarding their opinion of the software as well as other types of software available. The contract with Edmunds is up in October so things will change regardless. The account may be kept open until the end of the year; past that there may be minimal fees. Trustee Gutheil stated he had a complaint about truck traffic on Fort Edward Road and William Street. TJ Chagnon stated the truck traffic never goes onto William Street.

22. Mayor's Report- In regard to finding an alternative energy supplier, NY-MEP.com has options and information. Trustee Girard asked about the program Queensbury is in. Mayor Bodkin added the South High Marathon Dance was a success, and wished to recognize the Dance committee, the students, and the volunteers.

21. Trustee Gutheil made **motion 051822-14** to go into Executive Session to discuss the items below; Trustee Girard seconded. Trustee Orlow, Trustee Girard, Trustee Gutheil and the Mayor all voted yes, motion passed. Trustee Orlow did not attend the Executive Session. Special Counsel was present for the beginning of the Executive Session.

Executive Session- CSEA, PBA, George Moss Estate, Glen Gate Plaza, Performance of an unnamed person or persons, Personnel Financial Request, Staff Request on Accrued time.

22. **Motion #051822-16** to adjourn Executive Session and reopen the public session with no action taken at 9:02PM. Trustee Girard motioned, Trustee Gutheil seconded. All in favor, motion passed.

23. **Motion #051822-15** to allow Samantha Berg to carry over accrued vacation time to the 2022-2023 fiscal year, due to being the only staff member in the office for several months. Trustee Girard motioned, Trustee Gutheil seconded. All in favor, motion passed.

24. **Motion #051822-17** to adjourn tonight's public meeting at 9:04PM. Trustee Girard motioned, Trustee Gutheil seconded. All in favor, motion passed.

Transfers

Transfers for Warrant

From	To	Amount
A. A3120.103	3120.101	\$2,000
B. A3125.409	3125.410	\$ 278
C. A3120.100	3120.403	\$1,200
D. A3120.106	3120.419	\$ 302
E. A3120.106	3120.420	\$ 700
F. A3410.404	3410.408	\$1,092.42

G. A5410.403	5410.402	\$ 223.80
H. A7450.402	7110.405	\$ 302
I. A7450.402	7520.401	\$ 43
J.FX8340.403	8310.400	\$ 520.57
K.FX8320.403	8320.401	\$6,022.89
L. G8131.402	8110.400	\$ 520.58
M. G8131.402	8130.402	\$3,655