

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

June 21,2023

7:00 PM

Regular Village Board Meeting

MAYOR NICHOLAS BODKIN PRESIDING

Minutes

Attendance:

Mayor Bodkin
Trustee Gutheil
Trustee Girard

Samantha Berg
Kevin Ostrander
Alan Dubois
TJ Chagnon
Alex
Dennis Davall
Anthony Mantas
Alan Dubois
Chris Hatin
IM
Jim
856-668-6794

The Mayor opens the meeting at 7:01PM and leads with the Pledge of Allegiance.

Public Forum:

A. Dennis Davall thanked the Board and DPW for the curb cut and the work was well done. Dennis had comments on questions on police ticket fees and the courts. The Mayor provided some information. Dennis had questions regarding the properties that have had fires. The Mayor provided an update on the China Buffet building and the Moss property. Kevin Ostrander provided an update as well. The Mayor closed the Public Forum.

1. Grant Projects Update

a. Carbon Filtration

i. **Spring Electric Pay App 2 - \$16,909.71: Motion #062123-1** to approve pay app 2 to Spring Electric for \$16,909.71. Trustee Girard motioned, Trustee Gutheil seconded. All in favor, motion passed. Discussion: Trustee Gutheil has questions and concerns on the damaged electric panel. Anthony Mantas provided information on

the electric panel which he said is cosmetic damage, he recommends not replacing and to request a credit. He provided a timeline of the project. Trustee Gutheil provided his concerns. The Board will follow up with Anthony on how they would like to proceed. TJ Chagnon provided his thoughts.

b. GIGP

i. Delaware Pay App - \$7,807.50: The Mayor entertains a motion to approve the Delaware pay app for \$7,807.50 and Post Star for \$142.70. No Trustee motioned.

Discussion: Trustee Gutheil does not support the engineering contract on this project and provided his concerns. The Mayor provided the bid for ball valves is ready to be sent out. Trustee Gutheil had further questions.

c. Sewer I&I Close Out: The Mayor provided the contractors and DOT have a plan to move forward. The Board also discussed financing options and closing out the project.

2. Transfers: Motion #062123-2 to approve the transfers as presented, removing the two attorney contract transfers. Trustee Gutheil motioned, Trustee Girard seconded. All in favor, motion passed.

A 3120.408	A 3120.425	\$189.51	BACKGROUND CHECKS NEW HIRE
A 1430.402	A 1420.401	\$1,300.00	ATTORNEY CONTRACT
A 1430.403	A 1420.401	\$392.00	ATTORNEY CONTRACT
A 1325.409	A 1440.401	\$4.87	BLDG INSP COMP SOFTWARE - MAY GSUITE

Discussion: Trustee Gutheil provided his concerns with the attorney contract transfers.

3. Motion to Approve the Bills as Audited. Trustee Girard asked for this to be tabled.

a. 2022-2023

- i. General Fund - \$2,661.27**
- ii. Water Fund - \$1,562.00**
- iii. Sewer Fund - \$446.82**

Discussion: Trustee Gutheil provided his concerns on the Guardian bill due to over billing. Samantha Berg provided some information. Trustee Gutheil said there is a correction for payroll and had questions for TJ Chagnon regarding overtime. Trustee Gutheil questioned several other bills.

b. 2023-2024

- i. General Fund - \$129,621.00**
- ii. Water Fund - \$4,569.28**
- iii. Sewer Fund - \$2,372.96**

4. **Budget Amendment:** Samantha Berg identified errors in the formula for the budget spreadsheet. Motion #062123-3 to accept the amended budget as presented below, changing FX 8340.0403 to FX9901.0091 for water infrastructure rehab and reduce appropriated fund balance instead of mortgage tax. Trustee Girard motioned, Trustee Gutheil seconded. All in favor, motion passed.

Discussion: Trustee Gutheil had several questions and is concerned the budget was not balanced. The Mayor and Samantha provided reasoning. Trustee Girard had questions on the error. Trustee Gutheil had further concerns on the amendments.

Amended Budget					
Method	Budget Code	Approved Budget Amount	Change	Amended Budget Amount	Reason
Reduce Sewer Appropriated Fund Balance	G - 0000-0599-0000	\$ 145,790.00	\$ 4,160.00	\$ 141,630.00	Balance Budget
Increase Water Trans Rehab	FX-8340-0403-0000	\$ 50,929.00	\$18,455.00	\$ 69,384.00	Balance Budget
Reduce Mortgage Tax	A -0000-3005-0000	\$ 70,000.00	\$10,690.00	\$ 59,310.00	Balance Budget

- a. **These changes need to be made to allow for a balanced budget due to formula error on original worksheet.*

5. **Minutes 04/05/2023, 04/20/2022: The Board does not wish to take action.**
6. **Park Reservation Request - Gregory:** Motion #062123-4 to approve the park reservation request for Sabrina Gregory on 9/23/2023. Trustee Girard motioned, Trustee Gutheil seconded. All in favor, motion passed.
7. **DWI Contract:** Trustee Gutheil had several questions and concerns on the contract. Motion #062123-5 to approve the DWI Contract, contingent on counsels review and approval. Trustee Gutheil motioned, Trustee Girard seconded. All in favor, motion passed.
8. **Windows Licensing for Duo server:** Motion #062123-6 to approve the quote from Stored Tech for the Windows licensing. Server license cost is \$427 for one line, \$45 for the other, and professional services \$260. The Mayor motioned, Trustee Girard seconded. All in favor, motion passed. Trustee Gutheil had several questions. The Mayor provided more information. Trustee Gutheil will vote yes but is concerned we are not getting quotes from additional firms

- 9. Water Filters:** **Motion #062123-7** to approve the purchase of water filters for \$12,743.04 from FX8320.0412, Water Pump Station Filters. Trustee Girard motioned, Trustee Gutheil seconded. All in favor, motion passed.
Discussion: TJ Chagnon provided information on the purchase. Trustee Gutheil thanked TJ and Alan for being proactive.
- 10. New Hire for PD: There is potential to hire two part time Police Officers. The Board will discuss this in Executive Session.**
- 11. New Hires for DPW:** **Motion #062123-8** to hire two new DPW employees pending pre-employment drug screen and background check with 1 year probation period. Trustee Girard motioned, The Mayor seconded. All in favor, motion passed.
Discussion: Trustee Gutheil had several questions and TJ provided answers.
- 12. Trench box discussion:** **Motion #062123-9** to transfer \$50,000 to a reserve for Bridge Lighting. Trustee Girard motioned, the Mayor seconded. No vote, motion was tabled.
Discussion: The Mayor and TJ Chagnon have had a discussion regarding safety. TJ Chagnon provided why we are in need of a new trench box. Trustee Gutheil supports safety but said this should have been in the budget. Trustee Girard suggested \$20,000 to reserve for DPW Equipment for the trench box. TJ Chagnon suggested \$55,000 to reserve for bridge lighting and Trustee Girard suggested \$50,000. Trustee Gutheil had questions regarding grants. Trustee Gutheil is not ready to purchase a trench box, we should rent or borrow trench boxes from other municipalities. Motion was tabled until a full Board is present.
- 13. Social Media policy:** The Mayor provided counsel had reviewed the social media policy. Trustee Girard asked this to be tabled. Trustee Gutheil had several comments.
14. The Mayor and Chief Gifford thanked Officer Kyne for his service for the 6 years he was here and wished him luck.
- 15. Old Business:**
- A. Trustee Gutheil asked for an update on the Fire investigation. Kevin Ostrander answered him. Trustee Gutheil asked about the jake brake law and the Mayor gave him an update. He also had more questions on legal bills. Kevin Ostrander gave another update on the Moss property.
- 16. New Business**
- A. Trustee Gutheil said the AUD may have to be advertised.
- 17. Trustee Reports**
- A. Trustee Gutheil asked to have an audit on the agenda for the next meeting.

- B. Trustee Gutheil wants to have counsel present towards the end of the meeting and Executive Sessions and expressed other concerns.
- C. Trustee Gutheil asked about Truck 11, TJ said he made an appointment for repairs.
- D. Trustee Gutheil asked about the downtown revitalization grant.

18. Mayor's Report

- A. There was a Village of South Glens Falls LDC meeting last Wednesday and there will be another one on July 26th. Individual businesses are recommended to write a letter of intent and submit it to the Clerk's Office. Funds requested can be up to \$25,000.
19. **Motion #062123-10** to enter Executive Session at 8:33PM to discuss PD new hire inviting the Chief in, matters pertaining to the AUD inviting Samantha Berg in, potential litigation with contractors in regards to the Carbon Filtration Project. Trustee Girard motioned, The Mayor seconded. All in favor, motion passed.
20. **Motion #062123-11** to adjourn Executive Session and reopen the Public Session with no action taken at 9:01PM.
21. **Motion #062123-12** to hire two part time Patrol Officers at the standard rate. One has a favorable background check and is scheduled to start tomorrow, the other is hired pending a favorable background check. Trustee Girard motioned, Trustee Gutheil seconded. All in favor, motion passed.
22. **Motion #062123-13** to approve the bills as audited with paying the lesser amount on the Guardian Bill. Trustee Girard motioned, The Mayor seconded. All in favor motion passed.
 Discussion: Trustee Gutheil brought up overtime and has questions on attorney bills
- 2022-2023**
- a. **General Fund - \$2,661.27**
 - b. **Water Fund - \$1,562.00**
 - c. **Sewer Fund - \$446.82**
- 2023-2024**
- d. **General Fund - \$129,621.00**
 - e. **Water Fund - \$4,569.28**
 - f. **Sewer Fund - \$2,372.96**
23. **Motion #062123-14** to adjourn tonight's meeting at 9:06PM. Trustee Girard motioned, the Mayor seconded. All in favor. Motion passed.