

Village of South Glens Falls

46 Saratoga Avenue, South Glens Falls, NY 12803

July 20th, 2022

Village Board Meeting

MAYOR NICHOLAS BODKIN PRESIDING

Minutes

Attendance:

Mayor Bodkin	518-415-7363
Trustee Gutheil	Bob
Trustee Carota	Jojo
Samantha Berg	Jason Matt.
TJ Chagnon	JM
Attorney Bartkowski	User
Alan D	Tom Gary

Absent: Trustee Orlow

Public Forum 7:00 PM: The Mayor opens the meeting and public forum at 7:00PM. No one from the public wishes to address the Board at this time.

1. WIIA Water Project

a. Water tank update:

Motion **#072022-1** to approve Supplemental Certificate #9. Trustee Carota motioned, Trustee Gutheil was not prepared to act. Action tabled until August.

Discussion: Delaware Engineering recommends that the final pay applications #6 and #7 be signed for project closeout per the resolution of the Department of Labor investigation. Trustee Gutheil stated he had not seen it. Samantha Berg gave him her copy. Trustee Gutheil said he did not have a problem paying if the lien had been released. Samantha Berg stated it had. Mayor Bodkin stated the Village had to pay an additional fee for the rebid; EFC wanted to know when the funds would be released.

b. Carbon Filtration Project, update: Delaware Engineering requested National Grid update the contractor to deliver the Pre-Engineering Manufactured Building, which was delivered today. TJ Chagnon spoke to National Grid who stated they had not seen a work order yet. Mayor Bodkin asked if there was a date for the contractor to break ground; TJ said two weeks was mentioned. Trustee Gutheil asked if a schedule had been submitted; TJ said he was unsure. Trustee Gutheil asked about insurance for the delivered building. Attorney Bartkowski said since the Village took possession of the building the

Village was responsible. TJ said the contractor took delivery. Attorney Bartkowski said any damage would go under the contractor's policy first.

WIIA Sewer Project, update:

a. Sewer I & I update: The lining operation of Second St. on Monday 07-18 was successful. The contractor will attempt to repair the damaged liner at the intersection of Fifth and Main Rte. 9 on Thursday, July 21.

2. CDBG- As Built plans update: The engineers have been in contact with the contractor requesting hard copies of the as built drawings which have not been provided yet. Requests have been made since May 5. Delaware has provided digital copies to the DPW of the as built for the storm sidewalk, and tree improvements. Three paper copies will be brought up to the Village on 07-21. Trustee Gutheil said Anthony Mantas has been requesting things from the contractor since May and wanted to know what he was going to do to get things done. Mayor Bodkin said TJ Chagnon was also trying to resolve the issue. Trustee Gutheil asked Attorney Bartkowski her opinion; she said the engineer should be chasing them down.

3. GIGP Update (water meters)

a. Review RFP and proceed with Board review and approval: Delaware Engineering has requested its next directive from the Board. Mayor Bodkin said the water and sewer committee met with Delaware Engineering who sent out a synopsis of the discussion. He also asked Mr. Mantas to send a request regarding technology. Trustee Gutheil stated Anthony Mantas disagrees with the Board on technology and therefore is not working in its best interest. He added the Board must show why the favored technology of AMR should be considered. Attorney Bartkowski said the Board would have to show a financial benefit of using AMR. Mayor Bodkin said the email Mr. Mantas sent the engineering report and recommended the AMI system so it would have to be revised and sent for review. He added action must be taken soon or the grant forfeited. Trustee Gutheil said the Board did not know the costs of AMR vs. AMI so it could not know the best alternative.

Representatives Jason Matt and Tom Gary from TI Sales discussed AMI versus AMR technology. TI Sales represent Neptune whose manufacturing is in Alabama. Mr. Gary stated he believed roughly 1,000 meters would have to be cut in but all existing meters would likely be replaced. The R900 system operates in AMI and AMR at all times. TI Sales stated its technology is long lasting with forward and backward compatibility. Typical collection systems are walk by, drive by, cellular, or antenna based. Trustee Gutheil asked about getting parts for the AMR system. Mr. Gary said AMR is not a dead system. Mayor Bodkin asked about avoiding alarming users about price; Mr. Gary suggested quarterly billing which would help with paying for the system. TJ Chagnon said it was discussed to monitor for a year, then initiate charging per gallon. Mr. Gary said a paper outlining specifics could be handed out when meters are installed. Residents could opt into looking up their usage with their technology.

Mr. Gary said TI Sales generally steers customers toward an antenna based system as opposed to cellular since the latter has network fees and the former is owned outright. There can be maintenance agreements on antennas. According to the plan, the provider is responsible for upgrades. TI Sales prefers to be in charge of installation.

Mr. Gary said there is an annual software cost difference between AMR and AMI, with AMR 1/3 to 1/2 the cost of AMI; reading equipment would be roughly 50%. The software is compatible with Edmunds. The failure rate for the AMR system with TI Sales is 1/2%.

The meter has a bronze body with either a mechanical or static system to calculate consumption. There is a leak detection system. There is no programming to the end points which is the same for AMR and AMI. 20 year warranty, 10 full, 10 prorated. The data stays stored in the system in AMR, in AMI there is hourly data. TI Sales has not done any sales with GIGP with the AMR system. Time frame could be six months or quicker. Deduct meter kits would be available for residents with sprinklers who wish to have water off the sewer system. Typically TI Sales has a day every week or so when the installer would stay late to accommodate residents. Scheduling is done well in advance. Mr. Gary recommended an RFP system for procurement.

4. New Business: Trustee Gutheil asked if anyone was notified of a coordinated review for the notice regarding the Moreau Industrial Park proposal of the Biochar Facility. Attorney Bartkowski said notice should have been given; she added she would send a letter saying the Village should have been told.

Trustee Gutheil asked about a paper shredder. Mayor Bodkin said it was below the purchase threshold and three bids were looked at prior to purchase. The Mayor approved the lowest priced item.

5. Old Business: Trustee Gutheil asked about a policy and procedure manual for the Police Department. Mayor Bodkin said Attorney Paltrowitz had not reviewed or given recommendation yet. Attorney Bartkowski said she was reviewing certain parts of it.

Trustee Gutheil stated a recent FOIL request was denied for an engineering report and previously successful grant application. Attorney Bartkowski said the application is still pending, and if it goes through they can have it then.

6. Attorney Engagement Fee Increase Discussion (\$1,800 to \$2,000 per month): Motion #072022-2 to adopt the increase. Trustee Carota motioned, Trustee Gutheil said it should be brought up in Executive Session.

7. Transfer for Warrant:

a. Creation of H Fund GL Account Codes

- i. HF 0000-0200.0000 GIGP Cash
- ii. HF 0000-0510-0600 GIGP Estimated Revenues
- iii. HF 0000-0522-0000 GIGP Expenditures
- iv. HF 0000-0600-0000 GIGP Accounts Payable
- v. HF 0000-0630-0500 GIGP Due To Other Funds
- vi. HF 0000-0915-0000 GIGP Appropriated Fund Balance
- vii. HF 0000-0960-0000 GIGP Appropriations
- viii. HF 0000-0980-0000 GIGP Revenues

Motion #072022-3 to approve the creation of the account codes listed. Trustee Carota motioned, Trustee Gutheil seconded. All voted yes, motion passed.

8. Motion to Approve the Bills as Audited: Pulling voucher #87.

Motion #072022-4 to approve the bills as audited. Trustee Carota motioned, Trustee Gutheil stated he had many questions regarding vouchers, therefore the Mayor pulled the motion, and tabled the item.

Discussion: Trustee Gutheil asked about an association fee voucher. Mayor Bodkin said in August there was a session that should be attended through NYCOM with the association taking part.

9. Invasive Species Remediation- Motion to Approve: Motion #072022-5 to approve invasive species removal on the Byway, pending Attorney approval. Trustee Carota motioned, Trustee Gutheil seconded. All voted yes, motion passed.

Discussion: Porcelain berry was identified along Betar Byway. The Department of Health is okay with removal as long as it does not encroach any further. Trustee Gutheil wanted to see language stating the herbicide would be applied by a certified person. Attorney Bartkowski said DOH was taking responsibility for the action; signage would be necessary. Trustee Gutheil wanted Attorney Bartkowski and the Village insurance agent to review the paperwork.

10. Tree Planting Schedule review and approval: Trustee Gutheil said the Village should not pay for trees on a state road. The Mayor proposed the Village plant the trees then ask for payment from New York. Trustee Gutheil said the Mayor should talk to the State first.

11. Cleaning contract, Motion to approve: Tabled by Mayor Bodkin.

12. Minutes: November 2021 through March 2022 minutes have been provided to the board and will be discussed and action taken at the next meeting.

13. FAZ Engagement Agreement for January 1-May 31, 2022: Motion #072022-6 to approve engagement. Trustee Carota motioned, Trustee Gutheil said he would consider it after meeting with the firms. Mayor Bodkin stated the Village will miss the AUD filing deadline. Action was tabled.

Discussion: FAZ has completed the audit through December 31, 2021. To finish the audit through May 31, 2022 the Village will need to engage FAZ. Trustee Gutheil said the Mayor renegotiated an agreement the Village already had and the Village has nothing to show for all the money that has been spent. Samantha Berg said she would feel more comfortable if the audit were finished. Mayor Bodkin said FAZ had to be engaged tonight or the AUD filing deadline would be missed. Trustee Gutheil said the Mayor has cost the Village nearly \$30,000 and he wanted to meet with both audit firms.

14. Porta Potty for Betar Trail- \$150 a month, cleaned once a week: Motion #072022-7 to approve. Trustee Carota motioned. With no second, Mayor Bodkin tabled the action.

Discussion: Proposed location is by upper trail loop by DPW garage. Trustee Gutheil asked if the Porta Potty would be there year round, to which the Mayor answered yes. Trustee Gutheil said there were too many drawbacks; he suggested letting people use the DPW garage or build facilities to connect with the sewer. He added Trails Grants should be pursued. Trustee Gutheil asked where the money would come from; the Mayor stated there would be cost savings in cleaning.

15. Update of Local Laws: Tabled.

Discussion: Trustee Gutheil asked if the local laws had been filed; Samantha Berg stated yes.

16. FAZ Auditor Update

a. Meeting for the first week of August for Q & A: Meetings will consist of two Trustees or less in order to not necessitate a Public Meeting notice.

17. AUD Update 2020-2021, EFPR Group

a. Meeting can be scheduled so the Board can speak directly with Q & A.

18. 50/50 Sidewalk Applications and Agreements: 34 Jackson Avenue with a 50/50 split of \$452 for each party, (20 Jackson Avenue with a split of \$676 Monsour Enterprises tabled due to Trustee Gutheil recusing himself), 1 Haviland Avenue with a split of \$250, 220 Main St. with a split of \$1,072.50, and 8 Harrison Avenue with a split of \$832.

Motion #072022-8 to approve the 50/50 Sidewalk applications presented. Trustee Carota motioned, Trustee Gutheil seconded. All voted yes, motion passed.

Discussion: Trustee Gutheil said he would have to abstain because the disclosure would not suffice as he might potentially do business with one of the applicants. Attorney Bartkowski said it was fine as long as he was not making money from it.

19. Motion to approve David Gifford as Police Chief at the Annual Salary of \$70,000 a year effective -7-24-2022: Tabled.

20. Affirm Position Description for Superintendent of Public Works and Approve filing with Saratoga County Civil Service: Motion #072022-9 to affirm position description for Superintendent of Public Works and approve filing with Saratoga County Civil Service. Trustee Carota motioned, Trustee Gutheil seconded. Trustee Carota and Trustee Gutheil voted yes as did Mayor Bodkin. Motion passed.

Discussion: Trustee Gutheil said the paperwork said only "may be responsible for water" and did not include sewer pump station. Attorney Bartkowski said the rewording should be run by Tiffany and it would be a good idea to add it.

21. Chief Gifford on Active Shooter Procedure and PD Recruitment: Tabled. Attorney Bartkowski said it should be in Executive Session until ironed out.

22. Trustee Reports: Trustee Gutheil asked if there was anything new on the Deferred Payment Plan; Samantha Berg stated there was not.

23. Mayor's Report:

a. Registered for BIL lead service line replacement webinar on 08-05-22 at 11:00 AM: The Mayor stated others may sign up.

24. Executive Session Items: PBA, Moss Estate, Glen Gate Plaza, Performance of an unnamed person or persons, financial request, Job Listing type/wage, Attorney engagement fee increase discussion, cleaning contract. Motion #072022-10 to go into Executive Session at 9:09PM. Trustee Carota motioned, Trustee Gutheil seconded. All voted in favor. Motion passed.

25. Motion #072022-11 to re-enter the public session and end Executive Session at 10:12 PM with no action taken. Trustee Carota motioned, Trustee Gutheil seconded. All voted in favor, motion passed.

26. Attorney Engagement Fee Increase: Attorney fee will remain at \$1,800 per month.

Motion #072022-13 to adjust rate on voucher #87 from \$2,000 to \$1,800. Trustee Carota motioned, Trustee Gutheil seconded. All voted yes, motion passed.

27. Motion to Approve the Bills as Audited: Motion #072022-14 to approve the bills as audited, except for EFPR Group, FAZ, and Delaware invoice #2-1262-2. Trustee Carota motioned, Trustee Gutheil seconded. All voted yes, motion passed.

28. Motion #072022-15 to issue a check to the Law Offices of Susan Bartkowski Attorney Trust Account for \$350 for filing court fees. Trustee Carota motioned, Trustee Gutheil seconded. All voted yes, motion passed.

29. Reinstate stipend for Samantha Berg: For being short handed. Motion #072022-16 to approve. Trustee Carota motioned, Trustee Gutheil seconded. All voted yes. Motion passed.

Discussion: Trustee Gutheil stated the Village needs to get up to full staff.

30. Motion #072022-17 to end the meeting at 10:16PM. Trustee Carota motioned, Trustee Gutheil seconded. All voted yes, motion passed.

Trustee Gutheil added any time bills are audited the dollar amount should be in the minutes.