



46 Saratoga Avenue  
South Glens Falls, New York 12803-1210  
Telephone (518) 793-1455 Fax (518) 793-3063

Public Meeting 7:00 PM  
August 20, 2025  
MAYOR JOSEPH ORLOW PRESIDING  
Agenda

**Public Forum**

1. Board meeting 09/17/25
  - a. The Clerk's Office and members of the Board will be attending NYCOM in Lake Placid that week. Move meeting to 09/27/25?
2. Engineering Agreement with Suozzo - Doty for VDE
3. Grant Projects Update
  - a. Carbon Filtration
    - i. Bid for Dehumidifier
  - b. GIGP
    - i. Project Update
  - c. CDBG Grant update
    - i. Current Status

4. Transfers

a.	A 1990.400	A 1325.101	\$745.55	C/T Overtime - Gollhofer training
	A 1990.400	A 1430.404	\$5,000.00	PBA Attorney
	A 5110.100	A 8140.100	\$2,000.00	Storm Sewer Personal Services

5. Motion to Approve the Bills and Payroll as Audited
  - a. General - \$ 21,523.42
  - b. Water - \$ 70,110.01
  - c. Sewer - \$ 1,433.02
  - d. Payroll -
    - i. 08/06/25 - \$ 25,798.92
    - ii. 08/13/25 - \$ 26,118.16
6. Welcome Elizabeth Hewitt to the Clerk's Office
7. Motion to approve an Employee Sick Leave Bank
8. Motion to approve the 06/18/25 and 07/16/25 minutes
9. Motion to approve the refund to resident for 29 First Street - \$4,324.93
  - a. Error in meter readings for spring billing



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10. Motion to approve the replacement of the Police Station Fire Panel
11. Motion to accept the resignation of TJ Chagnon from Superintendent of Public Works
12. Relieves 20 Brentwood and 4 Tamarac
13. Sanders Slushies and Snocones LLC Event Sponsorship Agreement - Block Party, Eagles Haunted House
14. Old Business
15. New Business
16. Trustee Reports
17. Mayor's Report
18. Executive Session: PBA Negotiations, W/S Plant Operator



# Suozzo, Doty & Associates

PROFESSIONAL ENGINEERING, PLLC

Bolton Landing Office  
4607 Lake Shore Drive, Bolton Landing, NY 12814  
(518) 240-6293  
[www.sdapllc.com](http://www.sdapllc.com)

August 13, 2025

Mayor Joe Orlow  
Village of South Glens Falls  
46 Saratoga Avenue  
South Glens Falls, NY 12803  
Sent via email only: ([mayor@sgfny.com](mailto:mayor@sgfny.com))

**RE: Village of South Glens Falls – Village Designated Engineer Services**

Dear Mayor Orlow:

Suozzo, Doty & Associates Professional Engineering, PLLC (SDA) thanks you for the opportunity to submit this professional engineering services proposal for your consideration. We are pleased to have the opportunity to provide Village Designated Engineering (VDE) services to the Village of South Glens Falls. We understand that the Village may utilize our firm for any service we provide under this arrangement. Based on the Village's request we offer the following scope of services:

## SCOPE OF SERVICES

### TASK 01: GENERAL SERVICES

Under this Task, SDA will assist the Village on an as needed basis with any services we offer. This may include advancing assignments from any Department within the Village for any services we provide. We can advance work assigned to us under this task on a time and materials basis (a copy of our current billing rate schedule is attached).

For larger assignments, or as requested by the Village, we can open unique tasks for assignments, or unique project numbers. These projects may be billed on either a lump sum or time and materials basis depending on the assignments, which would be subject to the mutual agreement of the Village and SDA.

### PROFESSIONAL SERVICES FEE AND COMPENSATION

SDA will perform the above-listed professional services on a time and materials basis which will be billed in accordance with our discounted rate schedule in effect at the time of service. Any direct expenses we incur (mileage, overnight mailings, document reproduction, etc.) will be billed under Task 01.

Invoices will be submitted to the Client on a monthly basis. Payment shall be made to Suozzo, Doty & Associates Professional Engineering, PLLC within 30 calendar days of the date of invoice. A 1.5% finance charge will be applied to any invoice unpaid within 30 days. Checks shall be forwarded to Suozzo, Doty & Associates Professional Engineering, PLLC, 4607 Lake Shore Drive, P.O. Box 653, Bolton Landing, NY 12814.

With Offices in Bolton Landing and Lake Placid, New York



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Women-Owned  
Business Enterprise



**ATTACHMENTS**

Endorsement Page & Standard Terms and Conditions  
2025 Discounted Municipal Billing Rate Schedule

**CLOSING**

We thank you for this opportunity to work with the Village! If you find this proposal acceptable, please execute where indicated on the following page. If you have any questions or if you need additional information, please feel free to call me directly at 518-240-6293. Thank you!

Sincerely,

Sean M. Doty, P.E., LEED AP, CPMSM  
Principal

cc: Trustee Zach Baxter (via email only)  
Samantha Berg, Village Clerk (Via email only)



Engineering Services Proposal

**ENDORSEMENTS**

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated below.

**Engineer: Suozzo, Doty & Associates  
Professional Engineering  
PLLC, (SDA)**

**Client: Village of South Glens Falls**

**By:** \_\_\_\_\_

**By:** \_\_\_\_\_

**Print name:** Kathleen A. Suozzo

**Print name:** \_\_\_\_\_

**Title:** Managing Principal

**Title:** \_\_\_\_\_

**Date Signed:** \_\_\_\_\_

**Date Signed:** \_\_\_\_\_

**Address for SDA's receipt of notices:**

**Address for Client's receipt of notices:**

P.O. Box 653, 4607 Lake Shore Drive

\_\_\_\_\_

Bolton Landing, NY 12814

\_\_\_\_\_

**Email for SDA's receipt of notices:**

**Email for Client's receipt of notices:**

[ksuozzo@sdapllc.com](mailto:ksuozzo@sdapllc.com)

\_\_\_\_\_



## Engineering Services Proposal

### PART IV

### ENGINEER STANDARD TERMS AND CONDITIONS

- 1) **STANDARD OF CARE** Services shall be performed in accordance with the standard of professional practice ordinarily exercised by the applicable profession at the time and within the locality where the Services are performed. Professional services are not subject to, and Engineer cannot provide, any warranty or guarantee, express or implied, including warranties or guarantees contained in any uniform commercial code.
- 2) **TECHNICAL ACCURACY** Client shall not be responsible for discovering deficiencies in the technical accuracy of Engineer's services. Engineer shall correct deficiencies in technical accuracy without additional compensation, unless such corrective action is directly attributable to deficiencies in Client-furnished information.
- 3) **CONSULTANTS** Engineer may retain such Consultants as Engineer deems necessary to assist in the performance or furnishing of the services, subject to reasonable, timely, and substantive objections by Client. Subject to the standard of care set forth in above, Engineer and its Consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- 4) **COMPLIANCE WITH LAWS, REGULATIONS, POLICIES, AND PROCEDURES** Engineer and Client shall comply with applicable Laws and Regulations. Engineer shall comply with any and all policies, procedures, and instructions of Client that are applicable to Engineer's performance of services under this Agreement and that Client provides to Engineer in writing, subject to the standard of care set forth above, and to the extent compliance is not inconsistent with professional practice requirements.

This Agreement is based on Laws and Regulations and Client-provided written policies and procedures as of the Effective Date. The following may be the basis for modifications to Client's responsibilities or to Engineer's scope of services, times of performance, or compensation: (1) changes after the Effective Date to Laws and Regulations; (2) the receipt by Engineer after the Effective Date of Client-provided written policies and procedures; (3) changes after the Effective Date to Client-provided written policies or procedures.

Engineer shall not be required to sign any document, no matter by whom requested, that would result in the Engineer having to certify, guarantee, or warrant the existence of conditions whose existence the Engineer cannot ascertain. Client agrees not to make resolution of any dispute with the Engineer or payment of any amount due to the Engineer in any way contingent upon the Engineer signing any such document.

Engineer is not required to provide and does not have any responsibility for surety bonding or insurance-related advice, recommendations, counseling, or research, or enforcement of construction insurance or surety bonding requirements. Engineer's services do not include providing legal advice or representation.

- 5) **CHANGE OF SCOPE** The scope of Services set forth in this Agreement is based on facts known at the time of execution of this Agreement, including, if applicable, information supplied by the Client. For some projects involving conceptual or process development services, scope may not be fully definable during initial phases. As the Project progresses, facts discovered may indicate that scope must be redefined.
- 6) **SAFETY** Engineer has established and maintains corporate programs and procedures for the safety of its employees. Unless specifically included as a service to be provided under this Agreement, Engineer specifically disclaims any authority or responsibility for general job site safety and safety of persons other than Engineer employees.

While at the Site, Engineer, its Consultants, and their employees and representatives shall comply with the applicable requirements of Contractor's and Client's safety programs of which Engineer has been informed in writing.

- 7) **DELAYS** If events beyond the control of Client or Engineer, including, but not limited to, fire, flood, explosion, riot, strike, war, process shutdown, act of God or the public enemy, and act or regulation of any government agency, result in delay to any schedule established in this Agreement, such schedule shall be amended to the extent necessary to compensate for such delay. In the event such delay exceeds 60 days, Engineer shall be entitled to an equitable adjustment in compensation.
- 8) **TERMINATION/SUSPENSION** Either party may terminate this Agreement upon 30 days written notice to the other party. Client shall pay Engineer for all Services, rendered prior to termination, plus any expenses of termination.

In the event either party defaults in its obligations under this Agreement (including Client's obligation to make the payments required hereunder), the non-defaulting party may, after 7 days written notice stating its intention to suspend performance under the Agreement if cure of such default is not commenced and diligently continued, and failure of the defaulting party to commence cure within such time limit and diligently continue, suspend performance under this Agreement.

- 9) **OPINIONS OF CONSTRUCTION COSTS** Any opinion of construction costs prepared by Engineer is supplied for the general guidance of the Client only. Since Engineer has no control over competitive bidding or market conditions, Engineer cannot guarantee the accuracy of such opinions as compared to contract bids or actual costs to Client.
- 10) **RELATIONSHIP WITH CONTRACTORS** Engineer shall serve as Client's professional representative for the Services and may make recommendations to Client concerning actions relating to Client's other subcontractors, but Engineer specifically disclaims any authority to direct or supervise the means, methods, techniques, sequences or procedures of construction selected by Client.

Engineer shall not at any time supervise, direct, control, or have authority over any of the Client's subcontractors work, nor shall Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Contractor for the Project, or the safety precautions and programs incident thereto, for security or safety at the Site, nor for any failure of a Contractor to comply with Laws and Regulations applicable to that Contractor's furnishing and performing of its work. Engineer shall not be responsible for the acts or omissions of any Client, Client's subcontractor, and/or Owner's Contractor.

Engineer neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's, failure to furnish and perform the Work in accordance with the Construction Contract Documents.

- 11) **CONSTRUCTION REVIEW** For projects involving construction, Client acknowledges that under generally accepted professional practice, interpretations of construction documents in the field are normally required, and that performance of construction-related services by the design professional for the project permits errors or omissions to be identified and corrected at comparatively low cost. Client agrees to hold Engineer harmless from any claims resulting from performance of construction-related services by persons other than Engineer.

Engineer shall not be responsible for any decision made regarding the





## Engineering Services Proposal

Construction Contract Documents, or any application, interpretation, clarification, or modification of the Construction Contract Documents, other than those made by Engineer or its Consultants.

- 12) **INSURANCE** Engineer will maintain insurance coverage for Professional, Comprehensive General, Automobile, Worker's Compensation, and Employer's Liability in amounts in accordance with legal, and Engineer's business requirements. Certificates evidencing such coverage will be provided to Client upon request. For all projects the Client agrees to make the Engineer as an additional insured on its policies related to the project. For projects involving construction, Client agrees to require the Owner's construction contractor, if any, to include Engineer as an additional insured on its policies relating to the Project. Engineer's coverages referenced above shall, in such case, be excess over Client's or Owner's Contractor's primary coverage.
  - 13) **HAZARDOUS MATERIALS** Hazardous materials may exist at a site where there is no reason to believe they could or should be present. Engineer and Client agree that the discovery of unanticipated hazardous materials constitutes a changed condition mandating a renegotiation of the scope of work. Engineer agrees to notify Client as soon as practically possible should unanticipated hazardous materials or suspected hazardous materials be encountered. Client acknowledges and agrees that it shall report to the appropriate federal, state or local public agencies, as required, any conditions at the site that may present a potential danger to the public health, safety or the environment. Client shall make provisions for, or have existing agreements with Owner to execute any manifests or forms in connection with transportation, storage and disposal of hazardous materials resulting from the site or work on the site or shall authorize Engineer to execute such documents as Client's agent. Client waives any claim against Engineer and agrees to defend, indemnify, and save Engineer harmless from any claim or liability for injury or loss arising from Engineer's discovery of unanticipated hazardous materials or suspected hazardous materials.
  - 14) **INDEMNITIES** To the fullest extent permitted by law, Client and Engineer each agree to indemnify and hold the other harmless, and their respective officers, employees, agents, and representatives, from and against liability for all claims, losses, damages, and expenses, including reasonable attorneys fees, to the extent such claims, losses, damages, or expenses are caused by the indemnifying party's negligent acts, errors, or omissions. In the event claims, losses, damages or expenses are caused by the joint or concurrent negligence of Client and Engineer, they shall be borne by each party in proportion to its negligence.
  - 15) **LIMITATIONS OF LIABILITY** No employee or agent of Engineer shall have individual liability to Client, Owner, or Project Contractor. Client agrees that, to the fullest extent permitted by law, Engineer's total liability to Client for any and all injuries, claims, losses, expenses or damages whatsoever arising out of or in any way related to the Project or this Agreement from any causes including, but not limited to, Engineer's negligence, errors, omissions, strict liability, or breach of contract and whether claimed directly or by way of contribution shall not exceed the total compensation received by ENGINEER under this Agreement ~~or [alternative, in effect if strike through not in place] shall be limited in the aggregate to the amount of Engineer's insurance~~ or if Client desires a limit of liability greater than that provided above, Client and Engineer shall include as an attachment to this Agreement the amount of such limit and the additional compensation to be paid to Engineer for assumption of such additional risk.
- IN NO EVENT AND UNDER NO CIRCUMSTANCES SHALL ENGINEER BE LIABLE TO CLIENT FOR CONSEQUENTIAL, INCIDENTAL, INDIRECT, SPECIAL, OR PUNITIVE DAMAGES.
- 16) **ACCESS** Client shall provide Engineer safe access to any premises necessary for Engineer to provide the Services.
  - 17) **REUSE OF PROJECT DELIVERABLES** Reuse of any documents or other deliverables, including electronic media, pertaining to the Project by Client for any purpose other than that for which such documents or deliverables were originally prepared, or alteration of such documents or deliverables without written verification or adaptation by Engineer for the specific purpose intended, shall be at the Client's risk. Further, all title blocks and the Engineer's seal, if applicable, shall be removed if and when Client provides deliverables in electronic media to another entity. Client agrees that relevant analyses, findings and reports provided in electronic media shall also be provided in "hard copy" and that the hard copy shall govern in the case of a discrepancy between the two versions, and shall be held as the official set of drawings, as signed and sealed. Client shall be afforded a period of 30 days in which to check the hard copy against the electronic media. In the event that any error or inconsistency is found as a result of this process, Engineer shall be advised and the inconsistency shall be corrected at no additional cost to Client. Following the expiration of this 30-day period, Client shall bear all responsibility for the care, custody and control of the electronic media. In addition, Client represents that it shall retain the necessary mechanisms to read the electronic media, which Client acknowledges to be of only limited duration. Client agrees to defend, indemnify, and hold harmless Engineer from all claims, damages, and expenses, (including reasonable litigation costs), arising out of such reuse or alteration by Client or others acting through Client.
- All Documents are instruments of service, and Engineer shall retain an ownership and property interest therein (including the copyright and the right of reuse at the discretion of the Engineer) whether or not the Project is completed.
- 18) **RECORDS RETENTION** Engineer shall maintain on file in legible form, for a period of three years following completion or termination of its services, all Documents, records (including cost records), and design calculations related to Engineer's services or pertinent to Engineer's performance under this Agreement. Upon Client's request, Engineer shall provide a copy of any such item to Client at cost.
  - 19) **PROPRIETARY INFORMATION** Information relating to the Project, unless in the public domain, shall be kept confidential by Client and Engineer and shall not be made available to third parties without written consent of the other party.
  - 20) **INDEPENDENT CONTRACTOR** Engineer is an independent Contractor and will maintain complete control of and responsibility for its employees, agents, methods, and operations. Nothing contained in this Agreement will create any contractual relationship between The Owner and Engineer.
  - 21) **AMENDMENT** This Agreement, upon execution by both parties hereto, can be amended only by a written instrument signed by both parties.
  - 22) **ASSIGNMENT** Except for assignments (a) to entities which control, or are controlled by, the parties hereto or (b) resulting from operation of law, the rights and obligations of this Agreement cannot be assigned by either party without written permission of the other party. This Agreement shall be binding upon and inure to the benefit of any permitted assigns.
  - 23) **STATUTE OF LIMITATIONS** To the fullest extent permitted by law, parties agree that, except for claims for indemnification, the time period for bringing claims under this Agreement shall expire one year after Project completion.
  - 24) **DISPUTE RESOLUTION** Parties shall attempt to settle disputes arising under this agreement by discussion between the parties senior representatives of management. If any dispute cannot be resolved in this manner, within a reasonable length of time, parties agree to attempt non-



## Engineering Services Proposal

binding mediation or any other method of alternative dispute resolution prior to filing any legal proceedings.

- 25) **NO WAIVER** No waiver by either party of any default by the other party in the performance of any particular section of this Agreement shall invalidate any other section of this Agreement or operate as a waiver of any future default, whether like or different in character.
- 26) **NO THIRD-PARTY BENEFICIARY** Nothing contained in this Agreement, nor the performance of the parties hereunder, is intended to benefit, nor shall inure to the benefit of, any third party, including Client's contractors, if any.
- 27) **SEVERABILITY** The various terms, provisions and covenants herein contained shall be deemed to be separate and severable, and the invalidity or unenforceability of any of them shall not affect or impair the validity or enforceability of the remainder.
- 28) **AUTHORITY** The persons signing this Agreement warrant that they have the authority to sign as, or on behalf of, the party for whom they are signing.
- 29) **CONTROLLING LAW** This Agreement is to be governed by the Laws and Regulations of the state in which the Project is located.
- 30) **NOTICES** Any notice required under this Agreement will be in writing, addressed to the appropriate party at its address on the signature page and given personally, by registered or certified mail postage prepaid, or by a commercial courier service. All notices shall be effective upon the date of receipt. Email notices shall be sent to the addresses listed on the signature page of the agreement.
- 31) **SURVIVAL** All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.
- 32) **ACCRUAL OF CLAIMS** To the fullest extent permitted by Laws and Regulations, all causes of action arising under this Agreement shall be deemed to have accrued, and all statutory periods of limitation shall commence, no later than the date of Substantial Completion.
- 33) **ENTIRE AGREEMENT, ATTACHMENTS, AND WRITTEN AMENDMENTS** This Agreement, including the Attachments hereto and all Change Orders, contain the entire agreement among the parties with respect to the subject matter hereof; all representations, promises and prior or contemporaneous understandings among the parties with respect to the subject matter hereof are merged into and expressed in this instrument and such documents; and any and all prior agreements among the parties with respect to the subject matter hereof are hereby terminated and canceled. This Agreement may be amended only by an instrument in writing duly signed by or on behalf of the parties hereto.
- 34) **COMPENSATION** Engineer will prepare and submit invoices to the Client on a monthly basis. Client shall make payment to the Engineer within 30 calendar days of the date of the invoice.
- 35) **ADDITIONAL SERVICES** Additional services can be provided if deemed necessary and approved by the Client. Compensation for additional services can be negotiated as needed. Additional work will be approved by the Client prior to the execution of the additional tasks.

Services not indicated or included in the above-listed scope of services, or which are subsequently requested, either verbally or in writing, will be considered additional services. The fee will be based upon either a mutually agreed fixed fee or an hourly basis at rates in effect at the time the services are performed, plus subcontracts and reimbursable expenses as outlined in the Rate Schedule for the year in which the work is being performed.





# Suozzo, Doty & Associates

PROFESSIONAL ENGINEERING, PLLC

## 2025 DISCOUNTED BILLING RATE SCHEDULE

### Hourly Rate Schedule

(Subject to change after December 31, 2025. Rates will be applied per firm's employee within the ranges shown.)

Classification	Billing Rate
Principal	\$155 - \$195
Senior Project Engineer	\$135 - \$185
Senior Environmental Scientist	\$170
Project Engineer	\$125 - \$145
Construction Observer	\$95 - \$150
Assistant Project Engineer	\$95 - \$125
Engineering Technician/CADD Technician	\$75 - \$110
Office Administrator	\$80

\*Special rates apply to expert witness services. Rates available if services are requested.

### Equipment Rental

Open Channel Flow Meter	\$1,250/Month + Labor
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### Reimbursable Expenses

The following will be billed at cost + 15% administrative expense:

- Subconsultants (Professional Services)
- Vendors (Direct Services)
- Research Fees
- Laboratory Testing
- Special Materials, Services & Equipment
- Outsourced Printing/Reprographic Costs

### Administrative Expenses

First Class Mail	At Cost
Overnight or Express Mail, Bulk Shipping	At Cost

### Travel Related Expenses

Mileage	@ IRS Rate
Lodging Expense	max. \$226 for high-cost localities max. \$140 for low-cost localities
Meals & Incidentals	\$71 per day for high-cost localities \$61 per day for low-cost localities

### Reproduction Expenses (in-house)

(Reproduction expenses shall apply for additional materials requested by Owner beyond Scope of Services.)

B&W – 8.5" x 11" @ \$0.50/copy

Full Size Color – 11" x 17" @ 1.50/copy

Full Size Color – 8.5" x 11" @ \$0.70/copy

Prints (Black)– 24" x 36" @\$5/copy

B&W – 11" x 17" @ \$1.00/copy

Full Color Prints – 24" x 36" @\$8/copy

With Offices in Bolton Landing and Lake Placid, New York



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**NOTICE & INVITATION TO BID**  
**SOUTH GLENS FALLS WTP DEHUMIDIFIER**

**CONTRACT No. 2FX 2025**

**VILLAGE OF SOUTH GLENS FALLS**  
**SARATOGA COUNTY, NEW YORK**

**NOTICE IS HEREBY GIVEN** that sealed bids will be received at the Village of South Glens Falls Village Hall, Attention: Village Clerk, 46 Saratoga Avenue, South Glens Falls, NY 12803 until **01:00 pm local time of Month, Day, 2025** and then at said office publicly opened and read aloud for work that shall include but is not limited to:

Contract No. 2FX 2025: South Glens Falls WTP Dehumidifier Bid scope shall include the furnishing and installing the following:

**PART 1 - GENERAL**

**1.1 SUMMARY**

- A. The scope of work of this bid shall include all costs for labor, materials, equipment, tools, overhead & profit, insurances, and supplies required to provide a complete and functioning dehumidification unit and supporting appurtenances such as mounts, duct, vents, drains, controls, thermostats, signal and power wire and conduit, terminations, breakers, startup, and other incidental work.

**1.2 SUBMITTALS**

- A. Contractor shall make an installation submittal to the Engineer that indicates the support, location, and weight of the proposed unit. The submittal shall indicate the method that will be used to support the units and their attachments to the building or space they are being installed.
- B. Contractor shall make a controls submittal to the Engineer that indicates the method for controlling the dehumidification unit both local and remote. Type of humidistat or other controls shall be indicated and wiring diagram shall be provided with submittal.

**PART 2 - PRODUCTS**

**2.1 GENERAL**

- A. All units shall be of corrosion resistant design.

**2.2 DEHUMIDIFICATION UNIT**

**A. Design Criteria:**

- |                     |                  |
|---------------------|------------------|
| 1. Quantity:        | One (1)          |
| 2. Basis of Design: | Desert Aire LW12 |
| 3. Installation:    | Outdoor          |

4.	Power:	208-240 VAC, 3phase, 60 Hz
5.	Min. Circuit Ampacity:	73.0 Amps
6.	Max Overcurrent Protection Device:	110 Amps
7.	BTU:	103,000 min.
8.	Air Supply:	Indoor
9.	Breaker:	150 Amps max.
10.	Power Conductors:	6 Gauge Copper
11.	Control Conductors:	14 Gauge Copper
12.	Outdoor Conduit:	1.5" Plastic Coated Rigid Metal
13.	Indoor Conduit:	1.5" Electrical Metal Tubing
14.	Weight:	1,600 lbs.
15.	Control:	Humidistat
16.	Drain:	Pipe or tube

## 2.3 ACCESSORIES, COMPONENTS, AND CONTROLS

- A. This specification shall apply to all accessories and components required to provide a complete and functioning unit including but not limited to:
1. Mounting brackets, supports, and hardware
  2. Condensate pipe which will be piped to existing grade
  3. Shut off controls and switches as applicable
  4. Humidistat

## PART 3 - EXECUTION

### 3.1 SHIPMENT AND STORAGE

- A. Upon receipt, Contractor shall off-load equipment at installation site using equipment of sufficient size and design to prevent injury or damage. Immediately after off-loading, contractor shall inspect complete unit and appurtenances for shipping damage or missing parts. Any damage or discrepancy shall be noted in written claim with shipper prior to accepting delivery. Contractor shall be responsible for storage of delivered unit and all other materials in a safe and weather proof environment.

### 3.2 MOUNTING AND INSTALLATION

- A. All equipment installation shall be in accordance with the manufacturer's recommendations.
- B. The weight of the unit equipment shall be verified before purchase and the appropriate supports will be confirmed and provided by the Contractor. The Contractor is responsible for determining and providing all necessary supports, braces, subbase, fabric, pads, connections, etc. to make the unit fully functional and operational in accordance with the manufacturer's instructions.
- C. The attached Drawings shows the general arrangement of the building and a suggested location for the proposed unit.
- D. Contractor shall provide penetrations and respective flashing through walls, floors, and ceilings as necessary to route conduit, venting pipes, condensate pipes duct, and any other accessories necessary for the proper function of the HVAC units.

- E. Contractor shall be responsible for piping and connecting the proposed units to the power source indicated in the attached Drawings.

### 3.3 STARTING OF EQUIPMENT

- A. Prior to acceptance by Owner, formal start-up and testing of all equipment and control systems shall be conducted by the Contractor, in the presence of the Engineer, to determine if the installed equipment meets the purpose and intent of the specifications. Tests shall demonstrate that all equipment is electrically, mechanically, structurally, and otherwise acceptable; it is safe and in optimum working condition; and conforms to the specified operating characteristics.

### 3.4 WARRANTY

- A. A written minimum three (3) year standard warranty from the date of the successful equipment start-up shall be provided by the equipment supplier to guarantee that there shall be no defects in material or workmanship in any item supplied.

## PART 4 - CONDITIONS

### 4.1 GENERAL

- A. Any questions should be directed to TJ Chagnon, Highway Superintendent, at [dpwchagnon@sgfny.com](mailto:dpwchagnon@sgfny.com)
- B. Bids should exclude sales and compensating use taxes on materials incorporated into the work. The Contractor must ensure that employees and applicants for employment are not discriminated against because of their race, creed, color, religion, sex or national origin.
- C. No bids will be received or considered after the time stated above. One original and one copy of the bid forms must be submitted in a sealed envelope bearing the name and address of the bidder and clearly marked "VILLAGE OF SOUTH GLENS FALLS – SOUTH GLENS FALLS WTP DEHUMIDIFIER CONTRACT No.2FX 2025
- D. The Owner reserves the right to waive any informalities or irregularities in the Bids received, or to reject any or all Bids without explanation.

### 4.2 RECIPIENT

- A. This Bid is submitted to:
  - 1. VILLAGE OF SOUTH GLENS FALLS, 46 SARATOGA AVENUE, SOUTH GLENS FALLS, NY 12803

## PART 5 - BASIS OF BID

### 5.1 LUMP SUM BID

- A. Measurement for payment for this bid will be made on a Lump Sum basis and no Measurement for Payment shall be made.
- B. This Lump Sum Bid Item shall include all costs for labor, materials, equipment, overhead & profit, and supplies required to complete the work for the following price:

LUMP SUM BID PRICE	\$
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5.2 CONTRACT TIMES

- A. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner to provide materials as specified or indicated in this RFP Document for the price indicated in this Bid and to complete the work within 6-months of the signing of the Agreement.

5.3 BID SUBMITTAL

BIDDER: *[Indicate correct name of bidding entity]*

By:

*[Signature]*

*[Printed name]*

*(If Bidder is a corporation, a limited liability company, a partnership, or a joint venture, attach evidence of authority to sign.)*

Attest:

*[Signature]*

*[Printed name]*

Title:

Submittal Date:

Address for giving notices:

Telephone Number:

Fax Number:

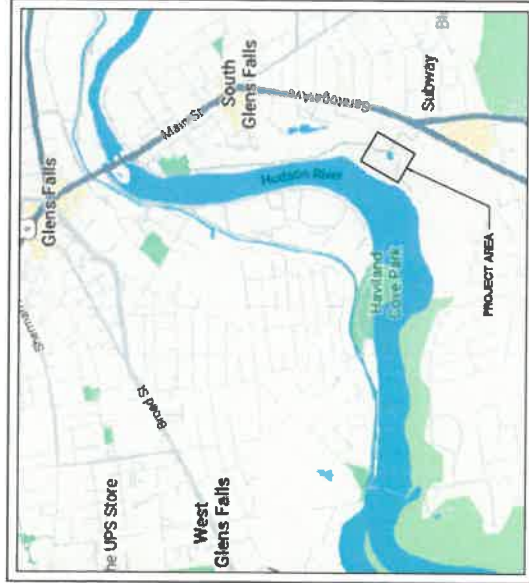
Contact Name and e-mail address:

Tax ID:



# WTP UPGRADES DEHUMIDIFIER PLANS VILLAGE OF SOUTH GLENS FALLS SARATOGA COUNTY, NY

JULY 2025



PROJECT LOCATION MAP



28 MADISON AVENUE EXTENSION, ALBANY, NY 12203 - (518) 452-1280  
8-12 DIETZ STREET, SUITE 303, ONEONTA, NY 13820 - (807) 433-0073  
31 NORTH MAIN STREET, LIBERTY, NY 12764 - (845) 747-9852  
8 TOWNBEND STREET, WALTON, NY 13858 - (807) 865-9235

FILE:  
PROJECT NO.:  
REVIEWED BY: RF  
SCALE: AS SHOWN  
DRAWN BY: AM  
DATE:

**DELAWARE  
ENGINEERING, D.P.C.**  
CIVIL AND ENVIRONMENTAL ENGINEERING  
28 MADISON AVENUE EXTENSION, ALBANY, NY 12203 - (518) 452-1280  
8-12 DIETZ STREET, SUITE 303, ONEONTA, NY 13820 - (807) 433-0073  
31 NORTH MAIN STREET, LIBERTY, NY 12764 - (845) 747-9852  
8 TOWNBEND STREET, WALTON, NY 13858 - (807) 865-9235



NO.	DATE	DESCRIPTION

WTP UPGRADES  
DEHUMIDIFIER PLANS  
VILLAGE OF SOUTH GLENS FALLS  
SARATOGA COUNTY, NY

COVER SHEET

SHEET: G-001



DEHUMIDIFIER SITE PLAN  
AND DETAILS

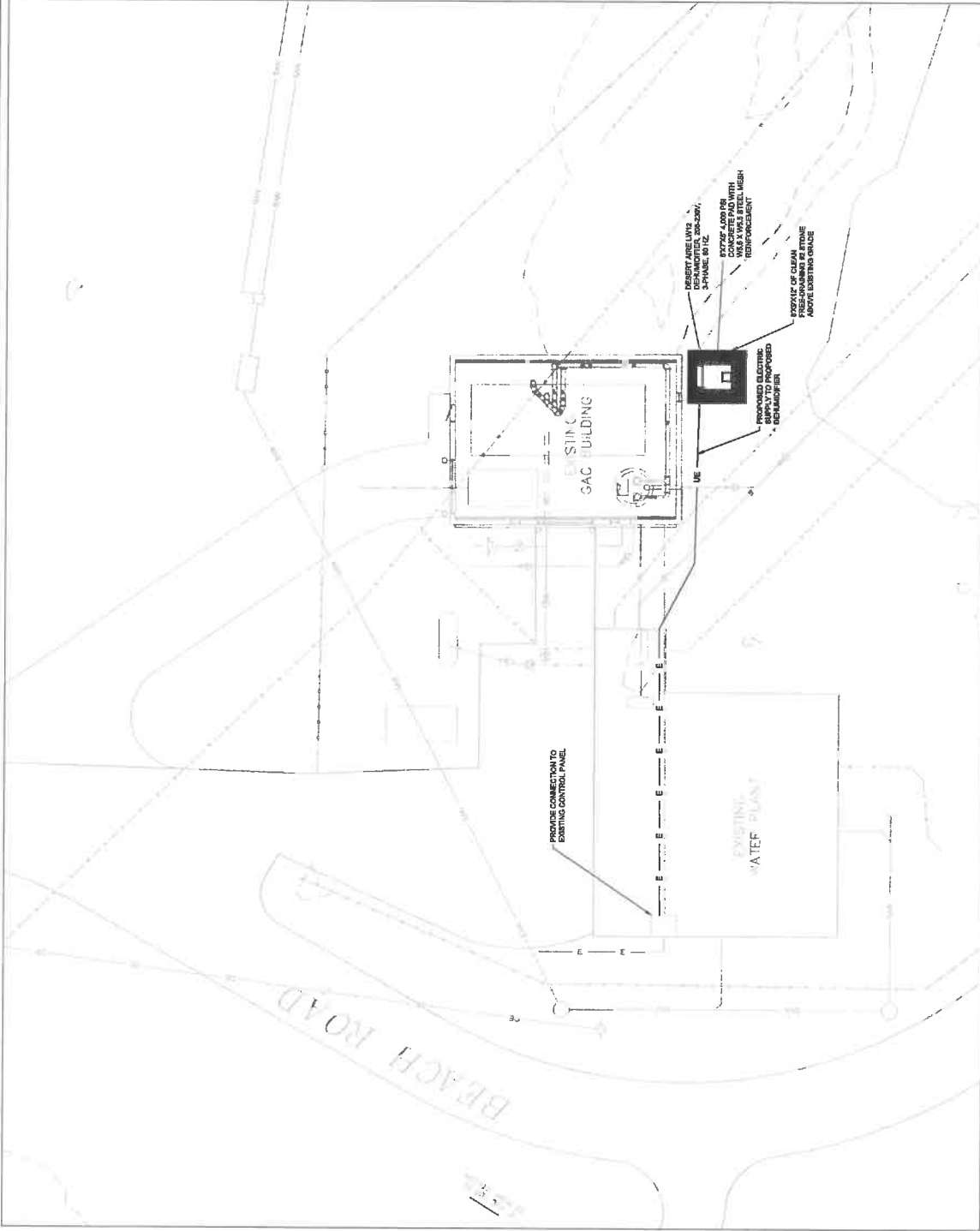
WTP UPGRADES  
DEHUMIDIFIER PLANS  
VILLAGE OF SOUTH GLENS FALLS  
SARATOGA COUNTY, NY

NO.	DATE	DESCRIPTION



**DELAWARE ENGINEERING, D.P.C.**  
CIVIL AND ENVIRONMENTAL ENGINEERING  
28 MADISON AVENUE, SUITE 200, ALBANY, NY 12203-4016, USA  
518-262-1234 • FAX 518-262-1235  
31 NORTH MAIN STREET, LIBERTY, NY 12544 • (518) 747-0952  
8-12 DEWITT STREET, SUITE 200, CANTON, NY 13611 • (315) 426-1234  
6 TOWNSEND STREET, WALTON, NY 13856 • (607) 866-1234

FILE: \_\_\_\_\_  
PROJECT NO.: \_\_\_\_\_  
DESIGNED BY: RF  
CHECKED BY: \_\_\_\_\_  
SCALE: \_\_\_\_\_  
DRAWN BY: AM  
DATE: \_\_\_\_\_



SITE PLAN  
SCALE: 1" = 10'

THIS IS A PARTIAL SET OF THE SOUTH GLENS FALLS WTP UPGRADES. THE COMPLETE SET OF PLANS IS AVAILABLE FROM THE VILLAGE OF SOUTH GLENS FALLS.

## DEHUMIDIFIER PLAN

DEHUMIDIFIER PLANS  
VILLAGE OF SOUTH GLENS FALLS  
SARATOGA COUNTY, NY

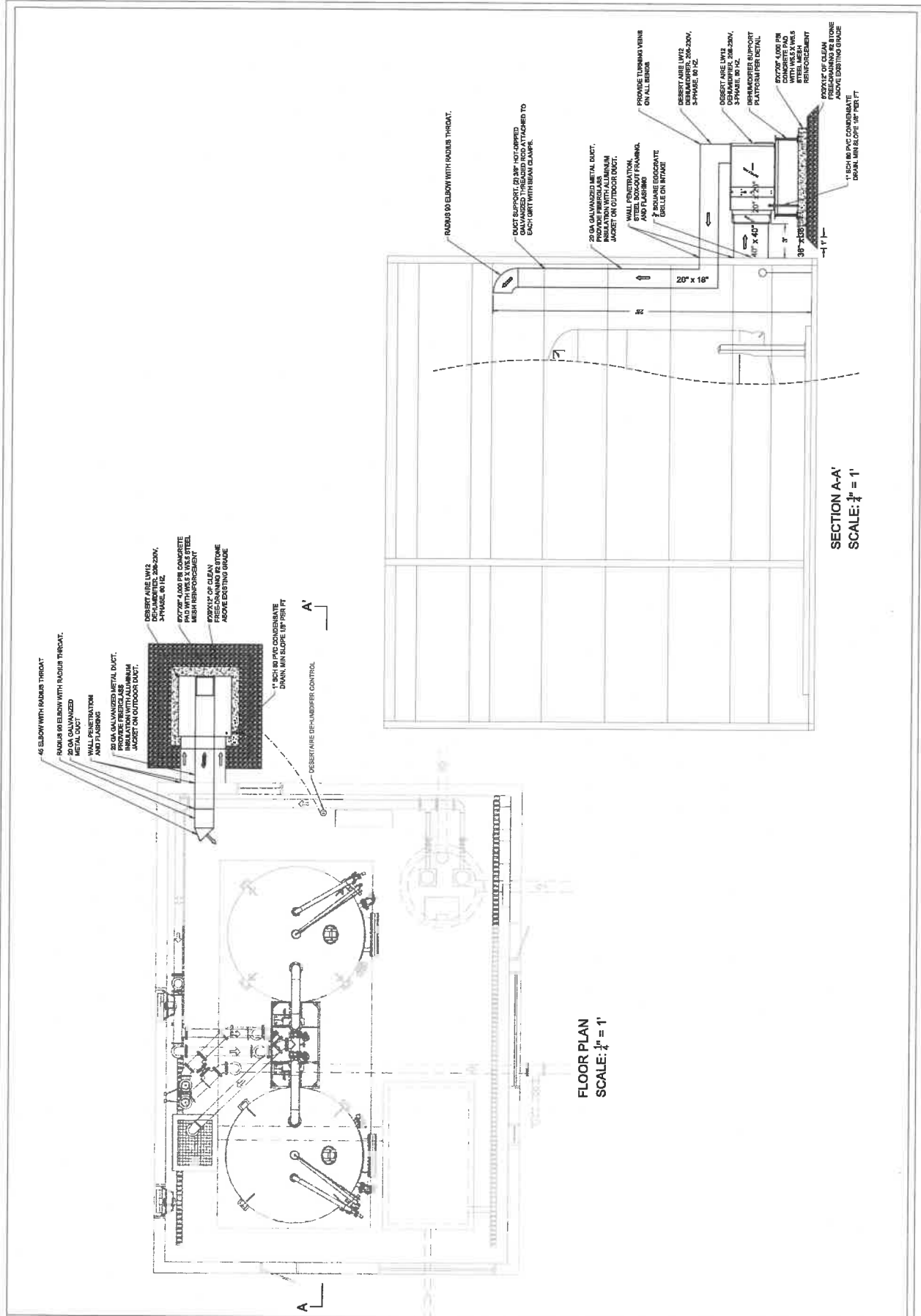
REVISIONS		
NO.	DATE	DESCRIPTION



**DELAWARE**  
**ENGINEERING, D.P.C.**  
CIVIL AND ENVIRONMENTAL ENGINEERING

26 MADISON AVENUE, EXTENSION, ALBANY, NY 12203 • 518.452.1250  
8-12 KETZ STREET, SUITE 301, ONEONTA, NY 13920 • 607.492.8073  
6 TOWNSEND STREET, WALTHAM, NY 13858 • 607.866.3035

DATE: \_\_\_\_\_  
DRAWN BY: \_\_\_\_\_  
SCALE: \_\_\_\_\_  
AS SHOWN  
REVIEWED BY: \_\_\_\_\_  
PROJECT NO.: \_\_\_\_\_  
FILE: \_\_\_\_\_



REPORT - If a reporter or any other individual has received information about a possible violation, please call the FBI at (800) 368-5848. If you are a victim of a crime, please call the FBI at (800) 368-5848. If you are a witness to a crime, please call the FBI at (800) 368-5848. If you are a suspect in a crime, please call the FBI at (800) 368-5848. If you are a victim of a crime, please call the FBI at (800) 368-5848. If you are a witness to a crime, please call the FBI at (800) 368-5848. If you are a suspect in a crime, please call the FBI at (800) 368-5848.

May 20 2025 PM 4:12

Dear Mayor Orlow and Members of the Board,

I am writing to respectfully propose the creation of an **Employee Sick Leave Bank**, funded initially by my own unused sick time and supported voluntarily by other staff who are willing to contribute. This initiative would allow eligible employees facing serious medical issues to draw from a shared pool of sick leave without being forced to deplete their vacation time — time that should be spent with family and for personal restoration.

I would like to highlight the case of our colleague, Joel Otruba, who is currently undergoing chemotherapy treatment. Rather than being able to preserve his vacation time for precious moments with his daughters, Joel must use that time simply to attend medical appointments. This is not only deeply unfair, but it highlights a structural gap in our support for employees in crisis.

I have spoken with fellow staff members who have expressed a willingness — even eagerness — to donate some of their accrued sick time to support others in need. With the right framework, this sick bank could become a valuable, compassionate resource for employees dealing with major illness, surgeries, or other critical life events.

I believe the Board and the Mayor, in collaboration with the department heads, are well-positioned to determine the structure, eligibility criteria, and oversight of the sick leave bank.

As a new administration, this would be a powerful and meaningful step to demonstrate a sincere commitment to employee well-being and work-life balance. Beyond policy, it would set a tone of community, care, and support — values that strengthen any organization.

Thank you for considering this proposal. I am happy to provide any assistance or input as needed.

Warm regards,



Molly DeVaux

Deputy Clerk Treasurer



Village of South Glens Falls  
46 Saratoga Avenue, South Glens Falls, NY 12803  
June 18, 2025  
Regular Village Meeting @ 7:00 PM

**Regular Village Board Meeting**  
MAYOR JOSEPH ORLOW PRESIDING  
Minutes

**Attendance:**

Mayor Orlow  
Trustee Carota  
Trustee Comstock  
Trustee Middleton  
Attorney Bill Nikas  
Reed Antis  
Wendy Poole  
Bill  
CR  
Nick  
Nick  
Nick  
18566686794

Clerk Treasurer Samantha Berg  
DPW Superintendent TJ Chagnon  
Dennis Duvall  
Tim Pease  
TJ Wade  
Bruce Poole  
Gretchen Taylor  
CR  
Nick  
Nick  
USER

The Mayor opened the meeting at 7:00 PM.

Pledge of Allegiance

**Public Forum**

- **TJ Wade, 29 Second Street** - The MidTown parking lot sign is dangerous. The owners have been notified of their parking lot sign by the Code Enforcement Officer. When will the water metering rates begin? There will be a letter sent from the Board with what the per-thousand rates will be beyond the minimum. There will be a full-scale read of the entire town to determine where the billing starts from, and no "back charge" from that point. The Water Sewer Committee is working on determining what the minimum amount of gallons will be for the minimum charge and the per-thousand rate after that.
- **Dennis Davall, 207 Main Street** - nothing has been done with the March 26 complaint on the corner of Wilson and Saratoga regarding furniture. Owners have been summoned to appear in court, and they have not. They are receiving a \$250/day fine for delinquency. After 30 days, they will receive another notice, and if they do not show up for court after 30 days, they will be picked up and brought to court. They will be given 2 solutions: 1. To take care of the issue, or 2. Be fined \$250/day for the past 60 days. If they do not pay that, it will be applied to their water/sewer bill. If they don't pay that, a



lien will be put on their property. Also inquired if the speed monitors were ordered? Has been complaining that Main Street is a speedway in South Glens Falls. Has reached out to Chad Cook, Saratoga County Highway Dept., and was told of a process to have the speed reduced from Bluebird to the Village from 45 mph to 30 mph. This would have to be done by petitioning Saratoga County. When the speed monitors are installed, he would like to see one at the Village line to slow people down coming in from the 4-way stop from Bluebird and Fort Edward Road. He would also like to see a 4-way stop at Harrison and Main with a speed table. There is a concern regarding the traffic patterns.

- **Bruce and Wendy Poole, 15 Wilson Avenue and Gretchen Taylor, 21 Wilson Avenue** - have been having an issue with Philip Hoffer, the neighbor from 1 Wilson Avenue, doing "burnouts" on the street, filling the street with noise and smoke, for the past 5-6 years. The issue has now escalated with obscenities being shouted and additional people showing up from his Facebook invite to join in. The police have been called numerous times, but they have not witnessed or caught anyone in the act, so nothing has been done. There are cars and motorcycles illegally parked on the sidewalk. Someone is going to get hurt, and neighbors are getting frustrated. The Board has requested a video with audio to be emailed to Attorney Nikas and a formal complaint to be filed with Building and Codes for code violations.

## 1. Grant Projects Update

### a. GIGP

- i. **Project Update: Motion 061825-1 to table Contingency Order and move into damages:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

**Discussion:** The Board is looking into damages for a legal response. Anthony Mantas, Delaware Engineering - June 10th, met with members of the Village Board and the GIGP contractor to discuss their formal request for an additional \$65,061.25 in charges incurred from the project. On June 12th, a letter was submitted to the Board with our recommendation on which of the cases we agree had legitimacy and which we reject. There is a clause for 'unusual circumstances', for example, a difficult installation situation. A total of 76 of the 291 installations agreed upon, totaling \$16,560.00, are recommended to add to the project. Looking into what damage amounts were incurred by subcontractor delays has cost the Village and Delaware Engineering.

- ii. **Motion 061825-2 to Pay App #4 - Ferguson Enterprises - \$78,997.72:** Trustee Baxter motioned, Trustee Middleton seconded. All in favor, motion passed.

**Discussion:** It is the recommendation of the engineering firm that this pay app be processed. This covers 08/01/24 - 04/30/2025 installations. There will be one additional pay app next month for retainage, provided the contractor can rectify the punch list completely.



**b. CDBG Grant update**

- i. **Current Status:** RFP and RFQ have been approved by OCR and are now in the queue for publishing with the Post Star. Submittals should be received by July 17th, with interviews to be conducted the following week. This process will need to be done quickly due to bidding timelines, and hopefully be able to get this completed before winter sets in.

2. **Motion 061825-3 to approve Transfers:** Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.

a.	FX 8340.403	FX 8320.404	\$604.28	WATER TESTING
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3. **Motion 061825-4 to Approve the Bills and Payroll as Audited:** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.

- a. General - \$61,399.04
- b. Water - \$11,032.55
- c. Sewer - \$1,953.19
- d. Special - \$273.98
- e. Payroll -
  - i. 06/04/25 - \$27,032.66
  - ii. 06/11/25 - \$25,785.12

4. **Motion 061825-5 to receive and file the resignation letter of Molly DeVaux:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

**Discussion:** The Clerk's Office would like to thank Molly for her service to the Village; she will be missed.

5. **Motion 061825-6 to approve Minutes 04/02/25, 04/16/25, 05/07/25:** Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.

6. **Motion 061825-7 to appoint Melissa Holcomb as Deputy Registrar:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

7. **Motion 061825-8 to add Melissa Holcomb as a signer on all accounts:** Trustee Comstock motioned, Trustee Carota seconded. All in favor, motion passed.

8. **RFP Labor Counsel:** The Board will first reach out to the Labor Counsel.

9. **Planning Board members:** The Village needs to appoint 2 people to the Planning Board. The Mayor and Trustee Middleton to meet and discuss.



10. **Motion 061825-9 to approve the Aqualogics transition to non-copper lines FX 8340.400 (\$7,172.00):** Trustee Baxter motioned, Trustee Comstock seconded. All in favor, motion passed.

**Discussion:** In evaluating the Village's phone system, we have begun identifying lines that will need to be replaced and transitioned away from copper lines. Copper lines are no longer stable, and vendors are charging more for their use or replacing them entirely. Aqualogics has provided a quote to move away from copper lines for the water system. We will also be working with StoredTech. Trustee Baxter recommended fiber line and will confer with TJ Chagnon. Additional costs will be provided in a future quote. Verizon needs the Village to change out the copper lines because they are phasing them out.

11. **Motion 061825-10 to approve the First Street Pump Station rebuild G 8130.404 (\$1,988.23):** Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.

**Discussion:** The pump has a seal failure. Water stays in, and it needs to be repaired.

12. **Motion 061825-11 to approve the 26 John Street Curb Cut after Building & Codes sign off on green space:** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.

**Discussion:** AIM Services has requested to change the layout of the driveway and increase parking for resident accessibility. This will change their green space.

13. **Motion 061825-12 to approve the purchase of 50 traffic cones from JC Smith to be paid from A 5110.201 - \$1,209.00:** Trustee Middleton motioned, Trustee Carota seconded. All in favor, motion passed.

14. **Motion 061825-13 to go to bid based on recommendations for GAC plant dehumidifier:** Trustee Baxter motioned, Trustee Carota seconded. All in favor, motion passed.

15. **Motion 061825-14 to approve DPW hiring Part-time Summer help:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

16. **Motion 061825-15 to approve parking at the Public Parking Area for a Moreau Community Center Fall Bus Trip:** Trustee Baxter motioned, Trustee Comstock seconded. All in favor, motion passed.

**Discussion:** We have received a request from Moreau Community Center for clarification regarding the public parking area behind Common Roots. They have a large bus group going out for 9 days (9/28 - 10/6) and would like to use the public parking area for about 28 cars because it is close to the PD.



## **17. Old Business**

- a. **Main Street Paving:** TJ Chagnon is currently receiving quotes
- b. **Water/Sewer Analysis (immediate attention):** Preparing to set up a workshop, a date to be announced.

## **18. New Business**

- a. Water/Sewer Committee would like to meet with the City of Glens Falls Sewer Department Chief to discuss the contract.
- b. **Motion 061825-16 to allow food trucks at the 2025 Summer Concert Series and waive the associated fees, subject to Counsel's approval:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.  
**Discussion:** Due to safety concerns, the Board suggested the service window be facing the sidewalk side.

## **19. Trustee Reports: None.**

## **20. Mayor's Report:** The Mayor is working on staff infrastructure and the needs of the Village.

## **21. Motion 061825-17 to enter Executive Session at 8:36pm for PBA Negotiations, Personnel:** Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.

**Motion 061825-18 to adjourn Executive Session and re-enter the public session with no action taken at 9:32 pm:** Trustee Baxter motioned, Trustee Comstock seconded. All in favor, motion passed.

**Motion 061825-19 to adjourn the Regular Village Board Meeting at 9:34 pm:** Trustee Baxter motioned, Trustee Comstock seconded. All in favor, motion passed.





Village of South Glens Falls  
46 Saratoga Avenue, South Glens Falls, NY 12803  
July 16, 2025  
Regular Village Meeting @ 7:00 PM

**Regular Village Board Meeting**  
MAYOR JOSEPH ORLOW PRESIDING  
Minutes

**Attendance:**

Mayor Orlow  
Trustee Carota  
Trustee Comstock  
Trustee Middleton  
Attorney Bill Nikas  
Lynne Macy  
CR  
JM  
Nick

Clerk Treasurer Samantha Berg  
DPW Superintendent TJ Chagnon  
Tim Pease  
Harry Gutheil, Jr.  
TJ Wade  
Steve Macy  
James  
JM

The Mayor opened the meeting at 7:00 PM.

Pledge of Allegiance

**Public Forum**

- **Lynne Macy - 2 Stillwood Lane:** spoke to Chief Gifford regarding the gentleman who has been peering through a window at her residence. He is one of the people who are camped out in the woods at the park. In trying to clean up the area, she stubbed her toe on a discarded hypodermic needle. She contacted the police, and a gentleman from Washington County was scheduled to come on Sunday. This representative came and cleaned up other discarded hypodermic needles. As they were cleaning up, she noticed items that had been missing from her shed: tarps, blankets, and outdoor cushions. She asked the Board about assistance. TJ Chagnon is going to investigate if the area is on Village property and contact National Grid regarding the street light.
- **Harry Gutheil, Jr. - 23 Spring Street:** inquired if the Board receives a Building and Code Inspector Report - yes. Asked if Agenda Item #5 Curb Cut was supposed to be linear foot, not square foot, corrected. Wanted to know if the new Labor Counsel hired travel time was additional or included with his contract - no. The Village was prompted by advice of counsel that it was needed to engage someone as quickly as possible due to the need to address certain policies, as the current

attorney did not respond to either phone or email. Asked who was hired at \$19.00 per hour to the Clerk's office - name will be announced later in the session. Mr. Gutheil noted there were changes in the appropriated fund balance and that the Trustees' and Mayor's salaries were adjusted. 05/21/25 Minutes Motion 052125-13 was not Trustee Orlow - changed to Trustee Middleton. Wanted to know when the Village would go to bid on Ferry Boulevard - the Board has followed the rules of procurement of the grant project. To date, 4 proposals have been received and once an engineering firm has been hired to complete the design, we will get it out to bid. The current design is 30-50% completed. Inquired about the Harrison Avenue burn-out building, and if the Village updated the laws to deal with this issue. The Bank has to remediate the property and is working on asbestos evaluation.

- **TJ Wade - 29 Second Street:** Asked if the Village knew if there were any plans for the mill property - there has been some interest, but nothing to report at this time.

## 1. Grant Projects Update

### a. GIGP

- i. **Project Update:** A meeting is being requested regarding the compound meters and how best to handle them. They are currently not reading properly by Harmony. Samantha Berg, Mayor Orlow, and TJ Chagnon met earlier today with Ferguson to try to come up with a solution to read the compound meter. Harmony is having an issue with reading two separate meters at the same address. Ferguson and Harmony are also working together to see how this can be done.

- b. **CDBG Grant Update:** RFP and RFQ are currently open. We will be accepting proposals until 07/21/25 at 3:00 pm. We have already received 4 proposals and are expecting a few more. A special meeting on 7/21/25 at 3:30 pm has been scheduled to coordinate interviews and select an engineer so we can quickly go to bid. Water Sewer Committee to meet and discuss on 7/22/25 at 3:30 pm.

## 2. Motion 071625-1 to approve the Bills and Payroll as Audited: Trustee Baxter motioned, Trustee Middleton seconded. All in favor, motion passed.

- a. General - \$17,629.51
- b. Water - \$22,818.34
- c. Sewer - \$3,347.04
- d. Parade - \$824.62
- e. Payroll -
  - i. 07/02/25 - \$25,579.69
  - ii. 07/09/25 - \$24,922.33

3. **Motion 071625-2 to receive and file the DPW, PD, and Animal Control June monthly reports:** Trustee Middleton motioned, Trustee Carota seconded. All in favor, motion passed.
4. **Motion 071625-3 to approve the Minutes 05/21/25, 06/04/25, 06/09/25, 07/10/25:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.
5. **Motion 071625-4 to raise fees 50/50 Sidewalk program fees to \$7.00/sq foot sidewalk and \$11.00/linear ft for curb cut:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.
6. **Motion 071625-5 to approve 37 Stewart Avenue Hydrant Move:** Trustee Baxter motioned, Trustee Middleton seconded. All in favor, motion passed.  
**Discussion:** The owners of 37 Stewart Avenue have requested that a fire hydrant be moved. The resident will cover the cost in full.
7. **Motion 071625-6 to approve the tile floor replacement from Kellogg's Karpet \$7,368.00 (A 3120.412) at the Police Dept:** Trustee Middleton motioned, Trustee Carota seconded. All in favor, motion passed.  
**Discussion:** The Police Dept tile floors need replacement. This was included in his budget requests.
8. **Motion 071625-7 to approve Clerk's Office Staff, Mayor Orlow, and Trustee Middleton to attend the September 15-19, 2025 NYCOM Fall Training School:** Trustee Baxter motioned, Trustee Comstock seconded. All in favor, motion passed.  
**Discussion:** To be paid as follows: 1) Clerk's Office - A1325.402 - \$2,970.00 plus the cost of hotel, 2) Mayor - A1010-402 - \$990.00 plus the cost of hotel, and 3) **Board of Trustees:** A1210.402 - \$990.00 plus cost of hotel.
9. **Motion 071625-8 to engage Attorney Goldberger as New Labor Counsel:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.  
**Discussion:** Mayor Orlow and Trustee Middleton met with Mr. Goldberger from Goldberger and Kremer to interview him to consider retaining him as Village labor counsel. He has met with them a few times regarding PBA negotiations and non-union labor questions.
10. **Site Plan Review Local Law:** Counsel has reviewed the Village's code regarding site plan review and its requirements. Counsel has advised amendments to the local code should be made. The Public Hearing will be 8/6/25 at 7:00pm.
11. **Traffic Study of Main & Harrison:** In considering the current dissatisfaction with traffic on Main St and meeting with the Safety Committee, it was suggested that



AGFTC be approached to assist in conducting a traffic study to see if a 4-way stop at the corner would be feasible.

**12. Motion 071625-9 to approve the Mayor to sign the Rise Energy contract:**

Trustee Baxter motioned, Trustee Middleton seconded. All in favor, motion passed.

**Discussion:** An energy audit was recently conducted. Rise Energy has agreed to provide replacement fixtures at no cost to the Village. This will provide savings in the monthly energy bills. TJ has proposed staggering the delivery of the units so that we can meet the 30-day installation window, as we will need to install them ourselves or contract with someone to do so. One-time delivery, window negotiable.

**13. Motion 071625-10 to approve new Fire Department member Sarah Hanchett:**

Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

**Discussion:** None.

**14. Engineering Discussion:** The Village does not have a local engineering firm contracted for general things. Zach Baxter to follow up with a Water Sewer committee meeting.

**15. Planning and Zoning Board Vacancies:** There are currently 2 vacancies on the Planning Board, and 2 vacancies (Chairperson and 1 member) on the Zoning Board. The Village has projects coming up that need these positions filled.

**16. Motion 071625-11 to approve Senior Tax Exemptions:** Trustee Comstock motioned, Trustee Middleton seconded. All in favor, motion passed.

**Discussion:** Per counsel, this does not require a public hearing. The Town Assessor has advised that the Village should adopt the Town's senior tax exemptions retroactively as a matter of procedure. The residents have already been given the exemption, but this is a matter of procedure.

**17. Old Business: None.**

**18. New Business**

**a. Motion 071625-12 to approve Main Street Paving (A 5112.200):** Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.

**Discussion:** DPW would like to continue paving Main Street to tag onto the County project.

**b. Motion 071625-13 to approve Surplus Water Sales:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

**Discussion:** We are currently returning a large amount of water to the river. The Village could be selling this water to pool companies, etc. Discussion to set a rate, TJ Chagnon to follow up.

**c. Power Washing of the Water Tower:** Maintenance is needed on the



outside of the tower by way of power washing as preventative maintenance. The water tower also needs to be put back on a 5-year preventative maintenance plan. TJ Chagnon to follow up with the Water Sewer Committee.

- d. **Cell Tower Contract Buyout:** The Village received a letter from a company suggesting a lump-sum buyout of Verizon's annual cell tower contract. Verizon is consolidating cell equipment and offering to pay a lump sum of \$750,000. Attorney Nikas suggests the Village would earn around its current per year payment in interest. It would need to be put in a reserve fund. Attorney Nikas to research and follow up with the Board.

- e. **Motion 071625-14 to establish HE Fund for CDBG capital project:** Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.

**Discussion:** As we progress with the project, a fund needs to be established on the balance sheet for the accounting of the project.

- f. **PFAS Payment:** We have received our first installment of the PFAS settlement. According to the Clerk Treasurer's calculations, the lump sum payment should be approximately \$4,270,706.95, less any attorney fees. We have received \$629,678.17, which represents a 20% payment. The letter advised that we should receive another 50% by September, with the remainder being paid over the next 8 years.

**19. Trustee Reports: None.**

**20. Mayor's Report: None.**

- 21. **Motion 071625-15 to adjourn the Regular Village Board Meeting at 8:01 pm and enter into Executive Session for PBA Negotiations, Personnel, Water/Sewer:** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.

**Discussion:** None.

- 22. **Motion 071625-16 to adjourn Executive Session and enter the Regular session with no action taken at :** Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.

**Discussion:** None.

- 23. **Motion 071625-17 to hire a new full-time police officer, subject to a background check:** Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.

**Discussion:** None.

- 24. **Motion 071625-18 to pay Molly DeVaux her vacation and personal time per her request:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.



**25. Motion 071625-19 to adjourn the Regular Village Board Meeting at 8:32 pm:**  
Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.

DRAFT





# 2025 VILLAGE OF SOUTH GLENS FALLS TAX BILL

Bill No. 000019  
Sequence No. 000019  
Page No. 01 of 01

Fiscal Year: 06/01/25 to 05/31/26

Warrant Date: 06/01/25

MAKE CHECKS PAYABLE TO:  
RECEIVER OF TAXES  
VILLAGE OF SOUTH GLENS FALLS  
46 SARATOGA AVENUE  
SOUTH GLENS FALLS, NY 12803

TO PAY IN PERSON:  
RECEIVER OF TAXES  
VILLAGE OF SOUTH GLENS FALLS  
46 SARATOGA AVENUE  
SOUTH GLENS FALLS, NY 12803

SWIS Tax Map# PIN Check Digit  
414401 37.45-1-32 2166  
Property Location: 29 FIRST ST  
Town/Village Name: SOUTH GLENS FALLS  
School Name: So Glens Falls

HAYES & HAYES LLC  
297 SARATOGA AVE  
SO GLENS FALLS, NY 12803

Property Class: 411 Apartment  
Roll Sect: 1  
Parcel Dimensions: 114.55 x 0.00  
0.42 acres  
Account No.: 7 904604  
Bank Code:  
Mortgage No.:

Estimated State Aid:

## PROPERTY TAXPAYER'S BILL OF RIGHTS:

The assessor estimates the Full Market Value of this property as of 06/01/25 was: 860,000  
The Total Assessed Value of this property is: 860,000  
The Uniform Percentage of Value used to establish assessments in your municipality was: 100.00  
A publication entitled 'Contesting Your Assessment in New York State' is available at the Assessor's office or online at [www.tax.ny.gov](http://www.tax.ny.gov).  
Please note that the period for filing complaints on this assessment has passed. Apply for 3rd Party notification by contacting the Tax Collector, Town Assessor, or County Real Property Tax Office. If you are over 65, you may be eligible for a senior citizen exemption. For information, contact your Assessor's office. You MUST apply by January 1st of 2026 for the next year's tax cycle.

Exemption	Value	Tax Purpose	Full Value Estimate	Exemption	Value	Tax Purpose	Full Value Estimate
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Property Taxes	Total	% Chg From	Taxable	Tax Rate	Tax Amount
Taxing Purpose	Tax Levy	Prior Yr	Value	per \$1000	
GENERAL VILLAGE	1,531,594	0.6	860,000.00	3.990000	3,431.40
UTILITY RELEVY	2,324.29				
UTILITY RELEVY	2,881.21				
CREDIT PRIOR YEAR	2,389.89				
CREDIT PRIOR YEAR	1,935.04				

Resident paid \$8,636.90 on 06/16/25. Owed a refund of \$4,324.93.

Penalty Schedule	Penalty/Int	Amount	Total Due
Due By: 07/01/25	0.00	4,311.97	4,311.97
07/02/25	215.60	4,311.97	4,527.57
08/01/25	258.72	4,311.97	4,570.69
09/01/25	301.84	4,311.97	4,613.81
10/01/25	344.96	4,311.97	4,656.93

TOTAL TAXES DUE BY 07/01/25: 4,311.97

RETURN THE ENTIRE BILL WITH PAYMENT AND PLACE A CHECK MARK IN THIS BOX [ ] IF YOU WANT A RECEIPT OF PAYMENT. THE RECEIVER'S STUB MUST BE RETURNED WITH PAYMENT.

Village of South Glens Falls

Bill No. 000019

Tax Map: 414401 37.45-1-32 PIN: 2166  
Location: 29 FIRST ST

TOTAL TAXES DUE BY 07/01/25: 4,311.97

Owner: HAYES & HAYES LLC  
297 SARATOGA AVE  
SO GLENS FALLS, NY 12803



# 2025 VILLAGE OF SOUTH GLENS FALLS TAX BILL RECEIPT

Bill No. 000019  
Sequence No. 000019  
Page No. 01 of 01

Fiscal Year: 06/01/25 to 05/31/26

Warrant Date: 06/01/25

MAKE CHECKS PAYABLE TO:  
RECEIVER OF TAXES  
VILLAGE OF SOUTH GLENS FALLS  
46 SARATOGA AVENUE  
SOUTH GLENS FALLS, NY 12803

TO PAY IN PERSON:  
RECEIVER OF TAXES  
VILLAGE OF SOUTH GLENS FALLS  
46 SARATOGA AVENUE  
SOUTH GLENS FALLS, NY 12803

SWIS Tax Map# PIN Check Digit  
414401 37.45-1-32 2166  
Property Location: 29 FIRST ST  
Town/Village Name: SOUTH GLENS FALLS  
School Name: So Glens Falls

HAYES & HAYES LLC  
297 SARATOGA AVE  
SO GLENS FALLS, NY 12803

Property Class: 411 Apartment  
Roll Sect: 1  
Parcel Dimensions: 114.55 x 0.00  
0.42 acres  
Account No.: 7 904604  
Bank Code:  
Mortgage No.:

Estimated State Aid:

## PROPERTY TAXPAYER'S BILL OF RIGHTS:

The assessor estimates the Full Market Value of this property as of 06/01/25 was: 860,000

The Total Assessed Value of this property is: 860,000

The Uniform Percentage of Value used to establish assessments in your municipality was: 100.00

A publication entitled 'Contesting Your Assessment in New York State' is available at the Assessor's office or online at [www.tax.ny.gov](http://www.tax.ny.gov).

Please note that the period for filing complaints on this assessment has passed. Apply for 3rd Party notification by contacting the Tax Collector, Town Assessor, or County Real Property Tax Office. If you are over 65, you may be eligible for a senior citizen exemption. For information, contact your Assessor's office. You MUST apply by January 1st of 2026 for the next year's tax cycle.

Exemption	Value	Tax Purpose	Full Value Estimate	Exemption	Value	Tax Purpose	Full Value Estimate
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Property Taxes	Total Tax Levy	% Chg From Prior Yr	Taxable Value	Tax Rate per \$1000	Tax Amount
Taxing Purpose	1,531,594	0.6	860,000.00	3.990000	3,431.40
GENERAL VILLAGE	2,324.29				
UTILITY RELEVY	2,881.21				
UTILITY RELEVY	2,389.89				
CREDIT PRIOR YEAR	1,935.04				

Penalty Schedule	Penalty/Int	Amount	Total Due
Due By: 07/01/25	0.00	4,311.97	4,311.97
07/02/25	215.60	4,311.97	4,527.57
08/01/25	258.72	4,311.97	4,570.69
09/01/25	301.84	4,311.97	4,613.81
10/01/25	344.96	4,311.97	4,656.93

TOTAL TAXES DUE BY 07/01/25: 4,311.97

RETURN THE ENTIRE BILL WITH PAYMENT AND PLACE A CHECK MARK IN THIS BOX [ ] IF YOU WANT A RECEIPT OF PAYMENT. THE RECEIVER'S STUB MUST BE RETURNED WITH PAYMENT.

Village of South Glens Falls  
Tax Map: 414401 37.45-1-32 PIN: 2166  
Location: 29 FIRST ST

Bill No. 000019

Owner: HAYES & HAYES LLC  
297 SARATOGA AVE  
SO GLENS FALLS, NY 12803

PAID 06/16/25	TOTAL	8,636.90
	PRINCIPAL	8,636.90
	PENALTY	0.00

Account Cycle	Map/Block/Lot	Type	Section	Property	Location	Owner Name			
Date	Yr/Prd	Code	Meth	Check No	Description	Apply To	Principal	Penalty	Balance
19 37.45-1-32		411	401	29	FIRST ST				
Village: 1						HAYES & HAYES LLC			
06/01/25	Bill	25	1	Village	VIL			Prev. Bal:	0.00
06/01/25	Bill	25	1	Village	RLW Adjusted		3,431.40		3,431.40
06/01/25	Bill	25	1	Village	RLS Adjusted		2,324.29		5,755.69
06/16/25	Payment	25	1	Village	RLS CK 2600044356	RLS	2,881.21		8,636.90
06/16/25	Payment	25	1	Village	RLW CK 2600044356	RLW	2,881.21-	0.00	5,755.69
06/16/25	Payment	25	1	Village	VIL CK 2600044356	VIL	2,324.29-	0.00	3,431.40
08/07/25	Bill	25	1	Village	RLS Adjusted		3,431.40-	0.00	0.00
08/07/25	Bill	25	1	Village	RLW Adjusted		2,389.89-		2,389.89-
							1,935.04-		4,324.93-

Type Service	Accounts Prev Pen Bal Penalty Charge	Prev Prin Bal Total Billed	Minimum Excess	Adjust Min Adjust Exc	Bal Adj Prin Adj Penalty	Pay Prin Tr Overpay	Pay Penalty Penalty Bal	Prin Balance Total Balance
411 Village	1	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00	0.00
RLS		0.00	0.00	491.32	0.00	2,881.21-	0.00	2,389.89-
		0.00	491.32	0.00	0.00	0.00	0.00	2,389.89-
RLW		0.00	0.00	389.25	0.00	2,324.29-	0.00	1,935.04-
		0.00	389.25	0.00	0.00	0.00	0.00	1,935.04-
VIL		0.00	0.00	3,431.40	0.00	3,431.40-	0.00	0.00
		0.00	3,431.40	0.00	0.00	0.00	0.00	0.00
Village-Tot		0.00	0.00	880.57	0.00	8,636.90-	0.00	4,324.93-
		0.00	4,311.97	0.00	0.00	0.00	0.00	4,324.93-
411 Village	1	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00	0.00
RLS		0.00	0.00	491.32	0.00	2,881.21-	0.00	2,389.89-
		0.00	491.32	0.00	0.00	0.00	0.00	2,389.89-
RLW		0.00	0.00	389.25	0.00	2,324.29-	0.00	1,935.04-
		0.00	389.25	0.00	0.00	0.00	0.00	1,935.04-
VIL		0.00	0.00	3,431.40	0.00	3,431.40-	0.00	0.00
		0.00	3,431.40	0.00	0.00	0.00	0.00	0.00
Village-Tot		0.00	0.00	880.57	0.00	8,636.90-	0.00	4,324.93-
		0.00	4,311.97	0.00	0.00	0.00	0.00	4,324.93-

NOTE: Prior Year/Period Principal and Penalty ARE included on this report.

Foresight Electronic Monitoring Sys, Inc.

25 Connecticut Avenue  
Queensbury, NY 12804  
(518) 793-0622  
NYS License / ID 12000076730

# Quote

DATE	ESTIMATE NO.
11/16/2023	2994

NAME / ADDRESS
Village of South Glens Falls 46 Saratoga Ave. South Glens Falls, NY 12803

PROJECT
Replace Fire Alarm Panel Police Station

ITEM	DESCRIPTION	QTY	TOTAL
S-FH901--U3	BLACK Enclosure for 901	1	245.73
F-FC901-U3	50pt Electronics Package	1	811.19
F-OH921	Optical and Thermal Detector	4	334.02
S-DB-11	Detector Base DB11	10	94.65
F-HI921	Heat Detector	6	444.96
F-ZH-MC-R	Faraday Z series Horn Strobe, Multi Candela, Wall Mount, Red	2	258.60
A-Vista 20P	Vista 20P Control	1	196.49
AD-5816	Wireless door/window	1	46.49
A-6160RF	Alpha and RF Keypad	1	323.99
#Fire Alarm _ Install	Labor to Install Fire Alarm System or Component	12	1,440.00
A-LTE-IV	4G Verizon and IP communicator- NO CHARGE PROPERTY OF FORESIGHT ELECTRONIC MONITORING SYSTEMS, INC.	1	0.00
SLE-LTEV-FIRE	NAPCO STARLINK NO CHARGE PROPERTY OF FORESIGHT ELECTRONIC MONITORING SYSTEMS, INC.	1	0.00
The above estimate is to replace existing equipment ONLY. If you would like an estimate to add additional devices please let me know. Any questions please give me a call. 518-796-9897			
Fire alarm monitoring \$40.00 a month billed			<b>TOTAL</b> \$4,196.12

Your signature is your acceptance of this quotation and our terms of Net 30!

SIGNATURE \_\_\_\_\_



DEPARTMENT OF PUBLIC WORKS  
46 Saratoga Avenue

South Glens Falls, New York 12803-1210  
Telephone (518) 792-4033  
Fax (518) 792-0299

**August 12, 2025**

**Timothy J. Chagnon**

**3 Circle Drive**

**South Glens Falls, NY 12803**

[tjchagnon@yahoo.com](mailto:tjchagnon@yahoo.com)

**518-361-8161**

**Honorable Joeseph Orlow**

**Village Trustees**

**Village of Soth Glens Falls**

**46 Saratoga Ave.**

**South Glens Falls, NY 12803**

**Dear Mayor Orlow and Village Trustees,**

**It is with both gratitude and a touch of sadness that I submit my resignation as Superintendent of the Department of Public Works for the Village of South Glens Falls effective October 3, 2025.**

**Serving our community has been one of the greatest honors of my career. I want to sincerely thank you Mayor Orlow, the Village Board, and all the other Mayor's and Board Members for your trust, support, and partnership over the past years. Your commitment to the betterment of our village has made it a privilege to work alongside you in serving our residents.**

**To the residents of South Glens Falls, it has been my pleasure to work on your behalf, ensuring that our streets, parks, infrastructure, and public spaces are maintained to the highest standards. Your support, patience, and appreciation have meant more to me than words can express.**





DEPARTMENT OF PUBLIC WORKS  
46 Saratoga Avenue

South Glens Falls, New York 12803-1210  
Telephone (518) 792-4033  
Fax (518) 792-0299

Most importantly, I want to thank my crew, both past and present. You are the heart and soul of the Public Works Department, and I have been fortunate to lead such a dedicated, hardworking, and skilled team. Your pride in your work and your commitment to this community have been a daily inspiration.

While it is time for me to move on to the next chapter in my life, I leave with immense pride in what we have accomplished together. I am committed to making this a smooth transition and will assist in any way I can to ensure the continued success of the department.

The Village of South Glens Falls will always hold a special place in my heart, and I wish nothing but the best for its continued growth and prosperity.

With deep appreciation,

Timothy J. Chagnon

T.J.

Utrn Id	Location Id	Property Location	Map/Block/Lot	Water Prin Balance	Water Penalty Balance	Water (Prin + Penalty) Balance	Sewer Prin Balance	Sewer Penalty Balance	Sewer (Prin + Penalty) Balance
4924146-1	7530	20 BRENTWOOD DR	49.44-2-46.1	135.00	15.50	170.50	110.00	11.00	121.00
4924222-0	8515	4 TAMARAC DR	49.42-2-22	185.00	18.50	203.50	110.00	11.00	121.00

374.00 RLW DIFF

242.00 RLS DIFF

# 2025 VILLAGE OF SOUTH GLENS FALLS TAX BILL

Fiscal Year: 06/01/25 to 05/31/26

Warrant Date: 06/01/25

Bill No. 001012  
Sequence No. 001012  
Page No. 01 of 01

MAKE CHECKS PAYABLE TO:  
RECEIVER OF TAXES  
VILLAGE OF SOUTH GLENS FALLS  
46 SARATOGA AVENUE  
SOUTH GLENS FALLS, NY 12803

TO PAY IN PERSON:  
RECEIVER OF TAXES  
VILLAGE OF SOUTH GLENS FALLS  
46 SARATOGA AVENUE  
SOUTH GLENS FALLS, NY 12803

SWIS Tax Map# PIN Check Digit  
414401 49.43-2-22 4109  
Property Location: 4 TAMARAC DR  
Town/Village Name: SOUTH GLENS FALLS  
School Name: So Glens Falls

Property Class: 210 1 Family Res  
Roll Sect: 1  
Parcel Dimensions: 80.61 x 0.00  
0.47 acres

Account No.: 1 A05006  
Bank Code: 709  
Mortgage No.:

Estimated State Aid:

LORD JEFFREY  
LORD JENNA  
4 TAMARAC DR  
SO GLENS FALLS, NY 12803

## PROPERTY TAXPAYER'S BILL OF RIGHTS:

The assessor estimates the Full Market Value of this property as of 06/01/25 was: 417,000  
The Total Assessed Value of this property is: 417,000  
The Uniform Percentage of Value used to establish assessments in your municipality was: 100.00  
A publication entitled 'Contesting Your Assessment in New York State' is available at the Assessor's office or online at [www.tax.ny.gov](http://www.tax.ny.gov).  
Please note that the period for filing complaints on this assessment has passed. Apply for 3rd Party notification by contacting the Tax Collector, Town Assessor, or County Real Property Tax Office. If you are over 65, you may be eligible for a senior citizen exemption. For information, contact your Assessor's office. You MUST apply by January 1st of 2026 for the next year's tax cycle.

Exemption	Value	Tax Purpose	Full Value Estimate	Exemption	Value	Tax Purpose	Full Value Estimate
VET COM CT	20,000	VILLAGE	20,000				

Property Taxes	Total Tax Levy	% Chg From Prior Yr	Taxable Value	Tax Rate per \$1000	Tax Amount
Taxing Purpose	1,531,594	0.6	397,000.00	3.990000	1,584.03
GENERAL VILLAGE					
UTIL RELEVY	324.50				

Resident paid \$1,584.03. Still owes utility relevy due to computer error with parcel number.

Penalty Schedule	Penalty/Int	Amount	Total Due
Due By: 07/01/25	0.00	1,908.53	1,908.53
07/02/25	95.43	1,908.53	2,003.96
08/01/25	114.51	1,908.53	2,023.04
09/01/25	133.60	1,908.53	2,042.13
10/01/25	152.68	1,908.53	2,061.21

TOTAL TAXES DUE BY 07/01/25: 1,908.53

RETURN THE ENTIRE BILL WITH PAYMENT AND PLACE A CHECK MARK IN THIS BOX [ ] IF YOU WANT A RECEIPT OF PAYMENT. THE RECEIVER'S STUB MUST BE RETURNED WITH PAYMENT.

Village of South Glens Falls

Bill No. 001012

Tax Map: 414401 49.43-2-22 PIN: 4109  
Location: 4 TAMARAC DR

TOTAL TAXES DUE BY 07/01/25: 1,908.53

Owner: LORD JEFFREY  
LORD JENNA  
4 TAMARAC DR  
SO GLENS FALLS, NY 12803



# 2025 VILLAGE OF SOUTH GLENS FALLS TAX BILL

Fiscal Year: 06/01/25 to 05/31/26

Warrant Date: 06/01/25

Bill No. 001060  
Sequence No. 001060  
Page No. 01 of 01

MAKE CHECKS PAYABLE TO:  
RECEIVER OF TAXES  
VILLAGE OF SOUTH GLENS FALLS  
46 SARATOGA AVENUE  
SOUTH GLENS FALLS, NY 12803

TO PAY IN PERSON:  
RECEIVER OF TAXES  
VILLAGE OF SOUTH GLENS FALLS  
46 SARATOGA AVENUE  
SOUTH GLENS FALLS, NY 12803

SWIS Tax Map# PIN Check Digit  
414401 49.44-2-46.11 4646  
Property Location: 20 BRENTWOOD DR  
Town/Village Name: SOUTH GLENS FALLS  
School Name: So Glens Falls

DINGMAN DAMIAN L  
20 BRENTWOOD DR  
SOUTH GLENS FALLS, NY 12803

Property Class: 210 1 Family Res  
Roll Sect: 1  
Parcel Dimensions: 104.98 x 0.00  
0.44 acres

Account No.: 1 A00729  
Bank Code: 709  
Mortgage No.:

Estimated State Aid:

## PROPERTY TAXPAYER'S BILL OF RIGHTS:

The assessor estimates the Full Market Value of this property as of 06/01/25 was: 350,000  
The Total Assessed Value of this property is: 350,000  
The Uniform Percentage of Value used to establish assessments in your municipality was: 100.00  
A publication entitled 'Contesting Your Assessment in New York State' is available at the Assessor's office or online at [www.tax.ny.gov](http://www.tax.ny.gov).  
Please note that the period for filing complaints on this assessment has passed. Apply for 3rd Party notification by contacting the Tax Collector, Town Assessor, or County Real Property Tax Office. If you are over 65, you may be eligible for a senior citizen exemption. For information, contact your Assessor's office. You MUST apply by January 1st of 2026 for the next year's tax cycle.

Exemption	Value	Tax Purpose	Full Value Estimate	Exemption	Value	Tax Purpose	Full Value Estimate
CW_15_VET/		VILLAGE					

Property Taxes	Total	% Chg From	Taxable	Tax Rate	Tax Amount
Taxing Purpose	Tax Levy	Prior Yr	Value	per \$1000	
GENERAL VILLAGE	1,531,594	0.6	350,000.00	3.990000	1,396.50
UTIL RELEVY	291.50				

Resident paid \$1,396.50. Still owes utility relevy due to computer error with parcel number.

Penalty Schedule	Penalty/Int	Amount	Total Due
Due By: 07/01/25	0.00	1,688.00	1,688.00
07/02/25	84.40	1,688.00	1,772.40
08/01/25	101.28	1,688.00	1,789.28
09/01/25	118.16	1,688.00	1,806.16
10/01/25	135.04	1,688.00	1,823.04

TOTAL TAXES DUE BY 07/01/25: 1,688.00

RETURN THE ENTIRE BILL WITH PAYMENT AND PLACE A CHECK MARK IN THIS BOX [ ] IF YOU WANT A RECEIPT OF PAYMENT. THE RECEIVER'S STUB MUST BE RETURNED WITH PAYMENT.

Tax Map: 414401 49.44-2-46.11 PIN: 4646  
Location: 20 BRENTWOOD DR

Bill No. 001060

TOTAL TAXES DUE BY 07/01/25: 1,688.00

Owner: DINGMAN DAMIAN L  
20 BRENTWOOD DR  
SOUTH GLENS FALLS, NY 12803



## EVENT SPONSORSHIP AGREEMENT

This agreement made this 31st day of July 2025 by and between the Village of South Glens Falls (herein the "Village"), and, Sanders Slushies and Snocones LLC (herein the "Sponsor"), a non-profit organization with its principal place of business located at 12 Lincoln Avenue, South Glens Falls, New York 12803.

WHEREAS, the Sponsor wishes to promote the Village of South Glens Falls by running a food truck at the Eagles Club Haunted House on October 25, 2025; and

WHEREAS, upon due consideration, the Village has determined that the event requested to be sponsored constitutes a valid public purpose which will promote the common good and general welfare of the people of the Village; and

WHEREAS, by reason of the foregoing, the Village is amenable to waiving the fee for the use at 80 Main Street, South Glens Falls, NY 12803.

NOW THEREFORE, the parties hereto agree as follows:

1. The Sponsor agrees to promote and supervise a food truck at 80 Main Street on October 25, 2025, upon the terms and conditions stated herein.
2. The Sponsor agrees to supervise their food truck and to comply with the terms and conditions set forth on the attached "Application for Peddlers, Solicitors, Transient Merchants Form".
3. The Village agrees to waive the five-hundred-dollar (\$500.00) non-refundable usage fee typically charged for reserving a village park.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the date and year above stated.

Village of South Glens Falls

BY: \_\_\_\_\_  
JOSEPH ORLOW - Mayor

Sanders Slushies and Snocones LLC

BY: Sandra Anders  
SANDRA ANDERS - LLC Owner

## EVENT SPONSORSHIP AGREEMENT

This agreement made this 31<sup>st</sup> day of July 2025 by and between the Village of South Glens Falls (herein the "Village"), and, Sanders Slushies and Snocones LLC (herein the "Sponsor"), a non-profit organization with its principal place of business located at 12 Lincoln Avenue, South Glens Falls, New York 12803.

WHEREAS, the Sponsor wishes to promote the Village of South Glens Falls by running a food truck at the Annual Block Party on September 6, 2025; and

WHEREAS, upon due consideration, the Village has determined that the event requested to be sponsored constitutes a valid public purpose which will promote the common good and general welfare of the people of the Village; and

WHEREAS, by reason of the foregoing, the Village is amenable to waiving the fee for the use at 144 Main Street, South Glens Falls, NY 12803.

NOW THEREFORE, the parties hereto agree as follows:

1. The Sponsor agrees to promote and supervise a food truck at 144 Main Street on September 6, 2025, upon the terms and conditions stated herein.
2. The Sponsor agrees to supervise their food truck and to comply with the terms and conditions set forth on the attached "Application for Peddlers, Solicitors, Transient Merchants Form".
3. The Village agrees to waive the five-hundred-dollar (\$500.00) non-refundable usage fee typically charged for reserving a village park.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the date and year above stated.

Village of South Glens Falls

BY: \_\_\_\_\_  
JOSEPH ORLOW - Mayor

Sanders Slushies and Snocones LLC

BY: Sandra Anders  
SANDRA ANDERS - LLC Owner