

DRAFT

Village of South Glens Falls
46 Saratoga Avenue, South Glens Falls, NY12803
September 20th, 2023
7:00 PM

Regular Village Board Meeting

MAYOR NICHOLAS BODKIN PRESIDING

Minutes

Attendance:

Mayor Bodkin
Trustee Girard
Trustee Gutheil

Matthew Espey
TJ Chagnon
Chief Gifford
Alan Dubois
Kevin Ostrander
Mark Shaw
Bobbi
Nick
Payus
User
U
John Hoey
TJ Wade
Al Chapman

Absent: Trustee Orlow and Trustee Carota

The Mayor opens the meeting at 7:00PM with the pledge of allegiance and a moment of silence for Jimmy Hugh VanScoy, volunteer fire member. He was a fixture to our community and will be deeply missed.

Public forum:

- a. Thomas Wade asked how the Village plans to address the homeless situation for the Winter. The Chief provided we do have occasional situations which are addressed when they occur. The Mayor provided the Open Door Mission offers assistance to those who need shelter during the cold season. No one else from the Public wished to address the Board, Public Forum is closed.

1. Grant Projects Update

a. Carbon Filtration

- i. **Jersen response to Notice of Deficiency:** The Mayor has not received a response, no update at this time.

- b. **GIGP:** TJ Chagnon provided he is continually working with the contractor on

moving forward with the project.

- c. **Short term financing principal payment due \$21,000.** Motion #092023-1 to approve for principal loan payment for account FX 9730-0600. Trustee Girard motioned, Trustee Gutheil seconded. All in favor, motion passed.
 - d. EFC has provided documents that are due October 10th regarding long term financing. The Mayor recommends reviewing this now and taking action at the next meeting to meet the deadline. The Board had several questions and the Mayor provided more information.
2. **Approve the Bills as Audited:** Motion #092023-2 to approve the bills as audited with voucher #302 removed. Trustee Girard motioned, Trustee Gutheil seconded. All in favor, motion passed.
Discussion: The Board had several questions regarding voucher #302 for a DPW Truck. Trustee Gutheil does not support the purchase of the truck, voucher #302, due to not going to bid and paying extra for a truck with mileage than a new one could cost. Trustee Gutheil and the Mayor discussed the procurement policy. Trustee Gutheil had questions on the Attorney bill and Building Inspector mileage voucher. Trustee Gutheil questioned the voucher for safety boots regarding taxes being charged, The Mayor, Trustee Girard, and TJ provided their thoughts. Trustee Gutheil and Girard explained their frustration with bills being paid that were voted against in the meeting, but the warrant still received three signatures.
3. **Mark Shaw with Stored Tech Server discussion:** Mark Shaw presented to the Board the current status of the Police Department and the Village server. The Police Department server is 9 years old and Mark Shaw provided it is now in need of replacement. The Village server is 6 years old and could be replaced but could last a couple more years. He then explained the options available going further. The Board had several questions and Mark Shaw provided more information.
4. **Authorize the Mayor to Sign Tax Questionnaire:** Motion #092023-3 to allow the Mayor to sign the tax questionnaire and approve the Post Issuance Tax Compliance Procedure and Policy. Trustee Gutheil motioned, Trustee Girard seconded. All in favor, motion passed.
5. **PD Garage Man Door Repairs:** The Chief and Trustee Gutheil have looked at the door themselves. The Chief received an email from a vendor that trying to match the current door to new hinges will be difficult. Trustee Girard and Gutheil had a few questions and comments on the door repair. This item will be discussed at the next meeting.
6. **Boiler Repairs - Water Treatment Plant:** TJ Chagnon provided he has received 3 quotes to repair the boiler for the water treatment plant. Motion #092023-4 to approve the lowest responsible quote to C&L Mechanical for \$1,527.38 from FX 8320.403. Trustee Gutheil motioned, Trustee Girard seconded. All in favor, motion passed.
7. **Adirondack Water Works Conference:** TJ Chagnon is requesting to send two DPW employees to a conference to receive credits towards their licenses. Motion #092023-5 to send two DPW Employees to the Adirondack Water Works Conference for \$70 each from FX 8320.410. Trustee Girard motioned, Trustee Gutheil seconded. All in favor, motion passed.

8. New Street ponding concerns. Please review Pictures and quotes for discussion: The Mayor noticed there has been an ice build up on the New St and Saratoga Ave intersection. TJ Chagnon presented some solutions along with cost to the Board. The Board supports TJ Chagnon addressing this issue

9. Update of Local Laws:

- a. **Local Law #2 2023 Food Truck local law**
- b. **Local Law #3 2023 Engine Brake Law**
- c. **Local Law #4 2023 Parking Ticket Fee Law**

Discussion: Trustee Girard and Gutheil have questions and concerns with the food truck law and do not support it. The Mayor noted there are vendors currently operating in the Village and this would mean the Code Enforcer would have to address the issue. Trustee Gutheil believes there is way to allow some food trucks but is not ready to approve law #2 currently. Trustee Gutheil and Girard have concerns on the difficulty for Police to enforce this law. Trustee Girard is okay with the \$30 fee, \$10 was too low. Trustee Gutheil does not support the fee, some residents can not afford it and should get warnings. Trustee Girard believes this will help prevent the recurring issues we are having during the school year. The items have been tabled for the next meeting.

10. Water Billing Charges - Pools: The Clerk's office has identified, with the help of the Building Inspector, pool permits that were issued in 2021 and prior, before the current staff has been here and have not been reflected on their water bill. The Board would like to add the charge for the current period and provide a letter that explains the situation.

11. Old Business

- a. **Bridge Lighting:** Trustee Gutheil spoke with Hour Electric and they have a County contract we could piggyback off of and could have someone come look at the problem for us. TJ Chagnon provided he is aware of this. [Motion #092023-6](#) to approve hiring two employees of Hour Electric for a day to assess the issue and then move forward based on the County contract rate. Trustee Gutheil motioned, Trustee Girard seconded. All in favor, motion passed.
- b. **Attorney contract:** The Mayor stated the attorneys have provided a letter to the Board they are willing to continue to provide support based on the results of the previous motion regarding the contract with some stipulations. Trustee Gutheil and Girard strongly believe that an attorney should be available for at least an hour during the meeting. Trustee Gutheil also believes there is a motion for the Board to receive all communications and he noticed on the bill communications he was not aware of. The Mayor provided the attorney was coming on a regular meeting basis for attorney client privilege sessions and the majority of the Board of Trustees did not participate in those sessions. Trustee Girard provided some of the Board believed these discussions could have been held in Public Session which caused the non participation. Trustee Gutheil and Girard would like to look at getting representation for the Board that is present at the meeting.

12. New Business:

- a. Trustee Gutheil asked about the status of PFOA lawsuit. The Mayor provided he has received a questionnaire he will have to work with Alan and TJ on completing.

- b. Trustee Gutheil asked about the RFP for accounting services/audit. He believes the RFP does not ask for the type of audit we are in need of.
- c. Trustee Gutheil asked about Essity and if we had contact with them on their plans. The Mayor said they are looking to decommission and sell the site. He has had an engineering firm reach out to work on grants and potential ideas for the site as well.
- d. Trustee Gutheil brought attention to the flowers at Veterans Park and would like to change what is done there the next time. TJ Chagnon provided his thoughts as well.
- e. Trustee Gutheil stated the Board has received the Minutes but they have not been put on the agenda and he has some questions on them. The Mayor provided we are allowing the Board time to review then take action.
- f. Trustee Gutheil said there are numerous communications with Counsel that the Board was not aware of, he believes they should know.
- g. Kevin Ostrander provided there have been numerous instances that local organizations are not getting permits for events in the Village. Trustee Gutheil asked about the drainage issue by the Firehouse and if it has been resolved. TJ Chagnon provided they have cleaned the basin. The Mayor provided Building and Codes identified and reported the issue to the Mayor. Trustee Gutheil questioned the reporting of the issue. TJ Chagnon provided this is a seasonal issue he is aware of but the DPW has been short staffed and could not address it until now and they have since cleaned them. Kevin Ostrander provided he believes this is a code issue. The Mayor provided the issue is resolved.
- h. Trustee Girard asked about the anticipated start date for the meter project. The Mayor said it has not been confirmed yet.

13. Trustee Reports

- a. Trustee Gutheil reported that there is an upcoming meeting with 120 Water regarding the lead line inventory project.
- b. The Mayor asked about the MOA water contract status. Trustee Gutheil and Girard believe DOH will be handling this.

14. Mayor's Report

- a. The Mayor asked the Board to review the financial statements and help provide ideas on a fund balance policy at the next meeting. Trustee Gutheil provided the other Trustees should review this.

15. Executive Session - Fire Department Contract: [Motion #092023-7](#) to enter Executive Session to discuss the Fire Company contract at 8:35PM. Motioned by Trustee Girard, seconded by Trustee Gutheil. All in favor, motion passed.

16. [Motion #092023-8](#) to adjourn Executive Session and reopen the Public Session at 8:54PM with no action taken. Trustee Girard motioned, Trustee Gutheil seconded. All in favor, motion passed.

17. Trustee Gutheil has reviewed the Essity water and sewer billings and we should look into how this will affect the budget. The Mayor provided he reviewed the current billing with staff and it is consistent with past readings for this period.

18. [Motion #092023-9](#) to adjourn tonight's meeting at 8:56PM. Trustee Girard motioned, Trustee Gutheil seconded. All in favor, motion passed.