

DRAFT

Village of South Glens Falls
46 Saratoga Avenue, South Glens Falls, NY12803
January 18th,2023
7:00 PM

Regular and Executive Village Board Meeting

MAYOR NICHOLAS BODKIN PRESIDING

Minutes

Attendance:

Mayor Bodkin
Trustee Gutheil
Trustee Carota
Trustee Girard
Clerk Treasurer Berg
TJ Chagnon
Alan Dubois
Trustee Orlow

Nick
Nick
Nick
Bob
Dennis Davall
User
Wayne Palmer
John Hoey
Brandon Hayes
Ben Vaillancourt
John Winslow
Bruce Lant

1. **Moment of silence in recognition of Caroline Sweeney and her years of service on the Planning Board:** The Mayor would like to take a moment of silence for a long time board member and volunteer of the community. Our thoughts and condolences go out to her family.
2. **The Public forum is now opened:** No one from the public wishes to address the Board at this time. Public Forum is closed.
3. **Grant Projects Update:** These items have been tabled for next meeting or if the Engineer joins the call.
 - a. Carbon Filtration
 - b. GIGP Notice of Award
4. **The Fire Company would like to address the Board:** Wayne Palmer, President of the Fire Company, apologizes for missing the last meeting. He has a few concerns for the Board. Wayne Palmer does not believe it is allowed to give the Fire Department their 2022 money in 2023. He has done this role here for several years and another department for many years and this has never happened. He would like to set up open communication to make sure this is rectify for the future. Wayne Palmer said they are 2

Million Dollars in debt for not being correctly funded. He is willing to sign what needs to be signed to receive the funds and have this taken care of tonight. Wayne Palmer also provided the Fire Department needs keys. The Mayor said the contract has been signed and the warrant is in the voucher tonight. The key issue was just brought to the Villages attention and is an agenda item on tonights meeting. Wayne Palmer would like to have meetings along with the Fire Department Board and Village Board to discuss the upcoming budget. Wayne Palmer provided inflation in the fire industry is very high and they are looking to purchase a new truck in the next few years so it would be beneficial to have a meeting with both Boards. Trustee Gutheil asked about the current contract with the Town, Wayne Palmer said it is approved and the have a public hearing/meeting on the 31st. Wayne Palmer provides they are lowest paid Fire Department in the County.

5. **Transfers: Motion #011823-1** to accept the transfers as presented. Trustee Carota motions, Trustee Orlow seconds. All in favor except for Trustee Gutheil who votes no. Motion passes.

Discussion: Trustee Gutheil does not believe we should be using contingency when we have money in other accounts so he will vote no. Clerk Treasurer Berg said the contingency transfer is for Planning Board expenses and believes no other department should pay for this. Trustee Gutheil said there is excess money in retirement funds and building repairs. Trustee Gutheil stated for the record he knows what he is doing and feels strongly about it. Trustee Gutheil also said before, regarding the Water Pump Station, He does not believe \$16,000 is enough to get us to year end.

A 1325.402	A 1325.403	\$137.17	Purchase stamps for office to EOY
A 1990.400	A 8020.400	\$1,000.00	Meetings thru EOY
G 8130.404	G 8130.403	\$1,000.00	Expenditures thru EOY
FX 8340.403	FX 8320.401	\$16,000.00	National Grid increase thru EOY
A 1640.407	A 1640.412	\$500.00	Expenditures thru EOY

6. **Motion #011823-2** to approve the bills as audited. Trustee Carota motions, Trustee Orlow seconds. All in favor except for Trustee Gutheil who votes no. Motion passes. Discussion: Trustee Gutheil said the Delaware invoice is dated May 19th 2022. He does not know how this happened, this invoice is for the previous budget year. Trustee Gutheil wants this bill pulled for evaluation. Trustee Gutheil said our electric bills are all different rates, he believes we should join a consortium. The Police Department classification has a demand meter and he does not know why. Trustee Gutheil could not find the bill for the upper Betar byway pump station. Trustee Gutheil said we have not gotten a bill for the Fire Department. Clerk Treasurer Berg provided we have been repeatedly calling for the Fire Department Bill and National Grid has not been putting time into helping us solve the issue. Trustee Girard asked about the Engineer bill and for clarification. Clerk Treasurer Berg said this is for grease trap design evaluation, water quality issues at 21 Ferry Blvd, and two Board Meetings.
7. **Motion #011823-3** to approve the purchase of new memorial benches. Trustee Carota motions, Trustee Orlow seconds. All in favor motion passes. **Discussion:** TJ said we have previously gotten quotes but it was not satisfactory. TJ discussed with the vendor after the quote and brought the price down to what it has been traditionally. We are looking to purchase three benches and the Applicants will reimburse us of the amount of \$595.00 per bench.

8. **Motion #011823-4** to send items to auction from DPW. Trustee Carota motions, Trustee Orlow seconds. All in favor, motion passes.
Discussion: TJ provided we have received a grant for lights and they have been changed. He is looking to auction the old lights, they will hold a few in case of replacement. TJ also said we have an old oil furnace from the 80's that is not in use and the Village does not plan to in the future.
9. **Update from GFNB regarding Account Analysis:** Clerk Treasurer Berg said we have moved to an account analysis effective 12/10/2022. She provided the first bank statement which outlines our minimum balances. She also said we can invest any funds over this amount at a rate of 3.1 interest rate. Clerk treasurer Berg acknowledges NYCLASS has a slightly higher rate than ICS Money Market. The reasoning is more flexibility on transferring and more diversification. Trustee Gutheil asked how much funds will not be invested. Clerk Treasurer Berg said they calculate per month so it fluctuates. The bank evaluates our average balance for the month and usage. Trustee Gutheil asked if we are better off investing all in NYCLASS. Clerk Treasurer Berg provided NYCLASS is currently at 4.9 percent. Trustee Gutheil stated for the record we are losing a lot of potentially earned money not investing in the higher rate.
10. **20-21 AUD:** Clerk Treasurer Berg has provided the completed AUD and provided it to the Board. Trustee Girard thanks Clerk Treasurer Berg for her hard work and completing it. Trustee Gutheil does not think it is ready to be filed and would like to have a meeting with Clerk Treasurer Berg to review some questions. Both Trustee Gutheil and Clerk Treasurer Berg believe previous staff could have incorrectly filed the previous AUD's. Clerk Treasurer Berg said there is some issue with a USDA loan payoff in the past. Clerk Treasurer Berg provided the numbers come directly from the balance sheet that has already been closed. The Mayor provided Clerk treasurer is working on creating the 21-22 AUD that will reflect the corrections suggested by FAZ. trustee Gutheil said he has requested these documents and has not received them. Clerk Treasurer Berg said the Office should have these documents and we will make copies.
11. **Pole Decorations:** **Motion #011823-5** to purchase 6 wreaths for pole decorations. Trustee Orlow motions, Trustee Carota seconds. All in favor, motion passes.
Discussion: TJ and Clerk Treasurer Berg put time into picking new decorations and has provided quotes to the Board. The Village is looking to purchase 6 new wreaths for pole decoration at a total of \$3,192.14. TJ provided we have a variety of decorations currently that are not functional, the wreaths we are looking to purchase should last longer under weather conditions. Trustee Gutheil believes we should focus on the Bridge Lights. TJ has been working with several companies and believes we should apply to Hill Electric asking to have our lights put back on the current list for a grant. TJ spoke with Hill Electric to reach out to National grid and they believe we will receive the grant for new bridge lights. TJ said we can also work with National Grid on replacing every light with LED and we can receive a cost reduction. TJ provided if we do receive the grant for new bridge lights, we will still need a separate contractor to install them. The Board would like to purchase 8 new wreaths. The Mayor provided we are trying to take advantage of the current deal, after budget time the discount will decrease. Trustee Gutheil said we should have a plan of how many decorations we plan to replace each year, we keep buying more decorations and are ignoring our budget. Trustee Gutheil has not seen an administration that has ignored the budget like we currently do. The Mayor said there has been \$3,500 budgeted each year for these lights, he is now asking the Board if they are comfortable with just slightly increasing the amount. Trustee Gutheil said the Fire

Department is looking for a fire truck and our spending habit will prevent this. The Village has already approved a large expenditure for a new 6 wheel truck and is looking for a new dump truck as well.

12. **PT PD Application:** this item will be tabled for Executive Session.

13. **Accounting Proposal / Engagement Agreement:** Trustee Girard and Trustee Gutheil got a quote for accounting services for \$1,050 a month for 6 hours of work. If we do not use all the hours it is carried over. We can also reevaluate this time and reduce if needed. Trustee Girard believes this is very helpful for the Clerks Office and we should. He recommends to the Board we do this. The Mayor provided he also spoke with the representative from the accounting firm and they recommend we look at our internal controls and policies. Trustee Gutheil does not want this coming from contingency. **Motion #011823-6** to authorize the Mayor to sign the agreement with Lutz, Selig & Zeronda, CPA's, L.L.P. from A1990.400 at a monthly basis of \$1,050 for 6 months. If additional time is needed, the Village will pay a rate of \$140 and hour. Trustee Girard motions, Trustee Orlow seconds. All in favor except for Trustee Gutheil who votes no solely due to where the funds are coming from. Motion passes.

14. **Motion #011823-7** to approve 02/25/22, 03/02/22, 12/07/2022 minutes. Trustee Carota motions, Trustee Orlow seconds. All in favor except for Trustee Gutheil who votes no. Motion passes.

Discussion: Trustee Gutheil will vote no, he said some of these minutes are from a year ago. He sees some big reasons to not approve them, he is just going to vote no.

15. **Fire Department and Village Lock and Key Quotes:** **Motion #011823-8** to approve both quotes to rekey the Fire Department and the Village Office from Village Building account A1621.400. Trustee Orlow motions, Trustee Carota seconds. All in favor, motion passes.

Discussion: TJ is going to remove rekeying the backdoor due to lack of use. TJ also will try to only be charged once for service and gas charges. TJ said these keys can only be duplicated with the company we are purchasing them from. The only one who can request a new key is TJ. Trustee Girard is asking why the Fire Department requested a large amount of keys. TJ said about 6 of the keys are for the Village should it be needed, Clerk Treasurer Berg provided they do have a large amount of members. Trustee Gutheil asked about panic bars, TJ said this is something that the Village Office doors have. Trustee Gutheil thinks the service charge should be removed. TJ said he is trying to have at least one of these fees waived. Trustee Gutheil believes we did not follow our purchase practice. The Mayor said the Fire Department purchase is an emergency situation, the firefighters need access to the building.

16. **Motion #011823-9** to enter Executive Session at 8:00PM to discuss PBA negotiations, invite Chief Gifford in specifically for the part time patrol officer application, and the labor law question on the floor. Trustee Carota motions, Trustee Orlow seconds. All in favor, motion passes

17. **Motion #011823-10** to adjourn Executive Session and reopen the Public Session with no action taken. Trustee Orlow motions, Trustee Gutheil seconds. All in favor, motion passes

18. **Motion #011823-11** to hire an unnamed part time police officer, pending background and civil service check. Trustee Orlow motions, Trustee Carota seconds. All in favor, motion passes.
19. **Motion #011823-12** to amend Clerk Treasurer's salary effective December 31st 2022 to \$55,480. Trustee Orlow motions, Trustee Girard seconds. All in favor, motion passes.
20. **Motion #011823-13** to give the current law firm a 30 day notice and begin looking for other legal services. Trustee Gutheil motions, Trustee Girard seconds. Trustee Gutheil and Girard vote no. The Mayor, Trustee Orlow, and Trustee Carota vote no due to not knowing the current circumstances. Motion does not pass.
21. Trustee Gutheil said there will be a Parade Committee Meeting the 30th at 5PM. Trustee Gutheil also reports that the Planning Board did meet for the Retail Cannabis site plan review but did not make a decision. Trustee Gutheil said Anthony is working on ordering the carbon filtration but it is back logged. Trustee Gutheil said the amount is higher than our current bid, he believes we may have to rebid or piggyback with someone else's contract. The Mayor said we can look at recycled or new material. Trustee Girard said there is also a pre treated option. Trustee Gutheil said we have to rebid or piggyback another contract. The Mayor said we can do a mix of 80/20 of new to recycled material which can lower the cost. **Motion #011823-14** to accept the change orders as presented by Delaware Engineering from \$23,285.32 to \$26,007.10. Trustee Girard motions, Trustee Orlow seconds. All in favor except for Trustee Gutheil who votes no because of the subsurface conditions and sole borings should of been done. Motion passes.
22. **Motion #011823-15** to adjourn tonight's meeting at 9:12 PM. Trustee Carota motions, Trustee Orlow seconds. All in favor, motion passes.