

Welcome Public

Village of South Glens Falls
46 Saratoga Avenue, South Glens Falls, NY12803
November 17,2021
7:00 PM

Village Board Meeting

MAYOR NICHOLAS BODKIN PRESIDING

Minutes

Attendance:

| | |
|--|---------------------|
| Mayor Bodkin | |
| Trustee Gutheil | Trustee Girard |
| Trustee Carota | Attorney Bartkowski |
| Trustee Orlow | (856)668-6794 |
| Deputy Clerk Treasurer Brittney Flewelling | (518)798-3523 |
| Clerk Treasurer Joy Bartholomew | (518)792-0285 |
| Nick | (518)415-7363 |
| JM | (518)321-9711 |
| Bill | (518)361-1787 |
| Alan | Caller 1 |

Early Start at 6 PM to interview two potential CPA firms. Mayor to entertain Motion #111721-1 to go into an executive session to conduct the interview with Jeff Beecher at 6PM and then an interview with the EFPR group at 6:30. Trustee Orlow motions. Trustee Girard seconds. All in favor. Motion passes.

Public Forum: none

1. WIIA Water Project:

A.) The contractor has completed the repairs for the inspection. Waiting for a final pay app from Worldwide for the amounts that were withheld for the inspection repair work. Paperwork between DOL and Worldwide needs to be processed. The final pay app and circumstances will be discussed in executive session. Trustee Gutheil asked if we would be able to get an extended warranty on the tank. The warranty resets once repairs have been made to the tank.

B.) **Carbon filtration:** Anthony states that we have met with a few contractors and there seems to be an interest. No changes since the bid set was submitted. Anthony will be discussing some minor details with Robert and if there will be any edits to the project he will be bringing that information to the table. Mayor



received an email from Delaware Engineering referencing the federal money being injected into the state to support different systems. Is there any chance we can piggyback another funding on the expenses associated with completing our carbon filtration system to be able to utilize the federal and state money for this project. Anthony has noted this and will look into it and email with any information he receives.

C.) WIA Sewer Project: The first pump station is complete. We are waiting for a piece of equipment to be able to complete the 2022 improvements.

2. **CDBG Project:** We have a few pay applications that have been forwarded to everyone for review and approval. A document from Anthony will be included in the file of documents. The rest of the discussion will be tabled for the executive session.
3. **GIGP Update:** There were a total of 4 presentations on Monday. They came and each gave a 20 minute presentation on their systems. You can go from very simple to very complicated with these systems. Since we are presented with all this information we need to make it clear what our goal is. Anthony believes that the village is looking for something conservative. He also recommends having a closed system. We would mount an antenna to the water tower and would be looking for residential meters and readers. The radius is very strong on these antennas. The water network of the village is looped and not a conventional branch system which creates a difficulty in data analytics on meter reading. He suggests that the village goes with a more general infrastructure. The Mayor asked about the different types of meters that were presented. There were copper systems and plastic systems. They would be mounted on either the exterior side of the house or to the rafters of the building or even have them in the basement. This would be the resident's decision. They are all digital and they all have batteries that are warrantied for 20 years. Some of the vendors stated that if the battery fails earlier than they stated, then they would get a new reader and the warranty would reset so they could get more than 20 years. If the meter fails and no longer is made, the system will still be compatible with a newer meter and would still be covered under the warranty of the old meter. Anthony stated that the vendors would like to come in and give another hour presentation. He thinks that to save time we should be straightforward with what exactly we are looking for in the systems so we can narrow it down. The mayor stated that we had asked each vendor about their pricing. He asked Anthony to speak to the differences between the different presenters. He said the differences would be dependent on the system that we buy into. There are different tiers of cost but they are all estimated prices. We should be landing on a type of system that we are looking for that we can spec out so each vendor can bid with their prices. They will have to be more sure about the estimates at this time. A system that will be a closed radio circuit is going to be over time more reliable financially for the village. The concern is that the antennae would disturb the frequency of other things we are using. Anthony states that he does not believe this will be an issue.



Trustee Gutheil asked should we standardize a particular meter before going to bid and should we be buying the meters ourselves rather than the contractor. Anthony states that we should standardize to materials and technology but would not standardize to a specific meter. There are solutions to the purchase of the meters. We are purchasing the media for the water treatment plant separately from the water treatment plant upgrade. We could do something similar to this for the meters. There are potential cost savings if we do this. Trustee Gutheil asked if we plan on replacing meters that are only a couple years old. We would have to make sure that these would be compatible with the system that we are going with. Anthony believes that they should be compatible based on what the vendors said. The Mayor asked if there was a solution to larger pipes. All of the vendors are able to work with the larger pipes.

4. **New Business:** None

5. **Old Business:** None

6. **Transfers:** Motion #111721-2 1990.400A \$885 going to 801.400A. Expenses related to zoning and administration. Trustee Orlow motions to approve, Trustee Girard will second. All in favor. Motion passes.

7. Motion #111721-3 Approve Bills as audited. Trustee Orlow motions to approve, Trustee Girard will second. All in favor. Motion passes.

8. Motion #111721-4 to approve meeting minutes from 9/1/21, 9/15/21,9/22/21, 10/6/21, 10/13/21, 10/20/21. Trustee Carota motions to approve, Trustee Carota will second. All in favor. Motion passes.

9. **Winter Sanding and Salting:** Having trouble getting sand from our traditional source. TJ is working on finding alternative sand solutions. There may be a need to purchase sand.

10. **NYS Low Income Household Water Assistance Program:** Attorney Bartkowski supports this program. The Mayor has asked if the board would want to participate in the program. Trustee Orlow, Trustee Girard in favor. Motion #111721-5 to authorize the mayor to sign the appropriate paperwork showing our participation. Trustee Orlow motions to approve, Trustee Girard will second. All in favor. Motion passes.

11. **RingCentral Update:** The Mayor states that we are experiencing some hiccups with the system. We have reached out to StoredTech and they are working on taking care of this. Clerk Treasurer is ext 101, Deputy Treasurer is 102, Deputy Clerk Treasurer is 103 and The Mayor is 104. We will work on updating the complete list of extensions for the public to post to the website.



12. **Quickbooks Update:** Joy is in the process of getting all the GL accounts together. She should have this done and entered within the next week and a half. Payroll will be done by the first of January. Her goal is to have everything transferred by the first of January. Trustee Gutheil asked when we would be getting monthly financial statements. We are able to do this now but we have not had the Audit so Joy would not trust it at this time due to what has been done in the past. Mayor asked if it is the fund balances Joy is concerned about. This is what Joy is concerned about. Any further discussion regarding this will have to be taken offline as per the Mayor. Trustee Gutheil is ok with this.
13. **Update of local laws:** The Mayor would like to take action on these laws in the near future. Has asked everyone to open these laws and review them.
14. **RFP for CPA:** This will be tabled and discussed further in executive session. No objections. Item Tabled.
15. **Police Department request "DT Instructor School":** This is something that we have never had in the department and have not had proper training. This would be at the academy so there is no cost. Officer Bethel would be able to instruct the other officers at a local gym or upstairs. This training would ensure less injury to the officers as well as the suspects. The main concern with doing this is that we have to figure out where the money is coming from to pay for this. If we move forward with this motion, the Chief will need to come up with a solution to not use our overtime budget. Motion # 111721- 6 Trustee Orlow Motions to approve, Trustee Carota seconds the motion. There is reluctance from the board members. Trustee Girard has asked if can table this until the next meeting. Trustee Orlow in favor, Trustee Carota in favor. All in favor. Discussion tabled until the next board meeting.
16. **Resignation of Part Time Officer Porlier:** He had put in his notice because he was having trouble finding childcare. Was a great officer while he was with us.
17. **Motion #111721-7** To accept and file Police Report: Trustee Orlow in favor, Trustee Guthiel seconds. All in favor. Motion passes.
18. **Animal Control Discussion:** Eddie Robbins has questions regarding what we want to do with animals we pick up that may incur cost with Saratoga County Animal Shelter. A cat might cost the village 20 dollars. In the case of a dog that is usually handled by the Town of Moreau. Will be discussed further in the executive session.
19. **Animal Control Report:** Has been given to board members.
20. **Black Topping Around the fire department:** Mayor Bodkin has asked T.J to put this project on hold for the time being due to other projects in the area. Board approves.



21. **Security Camera Installation Update:** Monday John will be at the water plant to install them. Will be a two day process. Once he does this we will find out what his next plan will be.
22. **Approving Guardian Dental Plan Increase:** Having a slight increase to the premium coverage. CDPHP dental plan is having no increase. Breakdown of the increase has been sent to the board. Prior Rate for employees was \$28.49 the new rate is \$29.91. Prior rate for Family Plan \$82.62 and the new rate is \$86.75. Motion # 111721-8 to approve renewing the Guardian Dental plan. Trustee Orlow motions. All in favor. Motion passes.
23. **Deputy Registrar of Vital Statistics:** Motion #111721-9 to remove Deputy Clerk Kristen Doyle from this position and appoint Deputy Clerk Treasurer Brittney Flewelling. Trustee Orlow motions, Trustee Girard seconds the motion. All in favor. Motion passes.
24. **Trustee Reports:** Trustee Guthiel would like to get a date set for the parade committee to meet.
25. **Mayor Reports:** The Mayor wanted to recognize the new Deputy Clerk Treasurer Brittney Flewelling and welcome her to the team.
26. **Executive Items:** Motion # 111721-10 to go into executive session at 8:23. Trustee Orlow motions, Trustee Carota seconds. All in favor. Motion passes .
27. Motion #111721-11 to return from executive session to public session at 9:14. Trustee Orlow Motions, Trustee Girard seconds. All in favor. Motion passes.
28. Motion #111721-12 to have RFP for CPA. Fee Schedule would be: May 31, 2021 fee 9800, May 31 2022 fee 10,100 May 31, 2023 10,800. This is an all inclusive fee. Trustee Girard motions, Trustee Carota, seconds. Trustee Girard- yes, Trustee Carota- yes, Trustee Guthiel- yes. Mayor- yes. Trustee Orlow abstains. Motion passes.
29. Motion #111721-13 to approve and authorize the CDBG Project vouchers. Trustee Orlow motions, Trustee Carota seconds. All in favor. Motion passes.
30. Motion #111721-14 to approve TJ to go out to bid for up to 10 trees amount not to exceed 8800 dollars. Trustee Orlow motions, Trustee Girard seconds. All in favor. Motion passes.
31. Motion #111721-15 to adjourn tonight's meeting at 9:26 PM. Trustee Orlow motions, Trustee Girard seconds. All in favor. Motion passes.

