

**Welcome Public**

PUBLIC MEETING  
7:03 PM  
JUNE 2, 2021  
MAYOR NICHOLAS BODKIN PRESIDING

Minutes

**Attendance:**

Mayor Bodkin

Trustee Carota

Trustee Girard

Trustee Gutheil

Attorney Bartkowski

Robert Flores

Anthony Mantas

Clerk Treasurer Kelleher

Highway Maintenance Supervisor Chagnon

**Public Forum**

Allan Dubois wanted to remind everyone that he is a member of the SGF Department of Public Works and wanted to remind the Mayor and the Board that they are one year and one day past the contract. They have no contract and he wanted to remind everyone how far past the date that they are.

1. Set Future Meetings – none.

2. Transfers

Transfer \$410.52 from A3120.104 Crossing Guard Per. Service to A3120.103 PT Officers Per. Service

Transfer \$305.36 from A5989.400 Street Constr. Asphalt to A8140.403 Storm Sewers CE Repairs.

Trustee Gutheil said the budget is correct and he thinks they were overpaid by \$11.04. He is happy to pay back if he was overpaid.

Trustee Girard suggested the former mayor pay back \$.92 per month for his time in office and the current mayor pay back \$.92 per month for his time in office.

Motion by Trustee Girard to approve these transfers as presented. Seconded by Trustee Carota. All were in favor. None opposed. Motion carried.

3. Approve Bills

Trustee Gutheil said there is overtime on the PD again and that the timesheets still don't show the PD staff taking lunch. He asked about voucher #954 for reimbursement for work boots for the mayor and a lock for the mayor. He doesn't ever remember paying for boots for an elected official.

Mayor Bodkin responded that the first reimbursable expense is for the Go To Meeting platform, the 2<sup>nd</sup> one was for the lock for the mayor's office. He did not charge the sales tax. This is a lock that can be changed in the future therefore saving money and preventing the Village from having to replace it

again. He is often required to go on job sites and is trying to abide by the safety requirements and wear the required safety equipment.

Trustee Gutheil said he is not sure that it is required to wear safety boots to a job site.

Mayor Bodkin said he would like to set an example for the staff how important safety equipment is.

Mayor Bodkin said the Delaware Engineering bills are for going back out and rebidding part of the project that was not eligible through the grant. Trustee Girard said that is correct and this was approved previously by the Board. It was agreed upon that the engineer would not go over \$3,000.

Changing the account code for Voucher #21000952 from A1441.400 to FX8310.411 for \$1,132.80 and to FX8340.403 for \$1,866.77.

Motion by Trustee Carota to approve the bills as audited. Seconded by Trustee Girard. Trustee Gutheil voted no, all others were in favor. Motion carried.

4. May Public Safety, Public Works and Animal Control Reports

Motion by Trustee Girard to receive and file these reports as presented. Seconded by Trustee Carota. All were in favor. None opposed. Motion carried.

5. Reopen Plan

Mayor Bodkin said there was a request about when we will reopen various facilities at the village and they should discuss what this plan might look like.

Request to open Coopers Cave, request to open village bathrooms, village museum and how do they phase reopening the police station and clerks office in a safe and effective manner.

Trustee Gutheil said they had a call from Bill Hayes about reopening the cave and the museum. He sees no reason they can't open the gates to Coopers Cave. Need to get the bathrooms cleaned when they open the museum.

**Coopers Cave.** Open for pedestrians to access at this time? Trustee Gutheil is OK with this but want to stay compliant with CDC guidelines and the governor's executive orders. Trustee Carota is ok with opening Coopers Cave. Trustee Girard is fine with this. T.J. Chagnon said they usually pressure wash before opening. He said they can open the gate anytime. He will try to get a couple guys down there next week to wash. The police open and lock the gate daily.

Attorney Bartkowski said to make sure signage is up following the guidelines. Purchase of additional signs prior to opening Coopers Cave. Mayor Bodkin asked T.J. Chagnon to take the lead on ordering these signs and getting them up.

Attorney Bartkowski said they would lift emergency order and include a reminder that the state and federal guidelines will be followed.

Motion by Trustee Carota to lift the emergency order for the opening of Coopers Cave on June 4th. Seconded by Trustee Gutheil. All were in favor. None opposed. Motion carried.

**Public Bathrooms.** Is now an appropriate time to open the public bathrooms or hold off on these for a little bit? Trustee Girard said they should open all buildings all at once to be consistent. Mayor Bodkin suggested opening all facilities that are indoor as of July 6<sup>th</sup> as long as state regulations don't change before now and then.

Trustee Carota suggested waiting for a motion when the time comes. Will add this to the June 16<sup>th</sup> meeting agenda.

6. Summer Help

Mayor Bodkin said they weren't able to bring summer help in last year and he wants to know if the Board is ok with bringing in summer help this year.

Trustee Gutheil said he is ok with bringing Josh back. T.J. Chagnon said he spoke to Josh and he said he would like to come back. T.J. would like to bring him back this coming Monday. Trustee Girard is fine with this. Trustee Carota is fine with this as well. Summer help is \$12.50 per hour per the adopted budget. His hours are 5 hours per day, 5 days per week starting June 7<sup>th</sup>. NY State minimum wage is \$12.50 per hour.

7. Adirondack Thunder

Mayor Bodkin said that the Adirondack Thunder has asked that our DPW place Adirondack Thunder flags on the bridge for the month of October. The only cost would be the DPW time, 2 guys at 1 hour each. They supply the flags and poles.

Attorney Bartkowski said the village has no liability for hanging up the flags.

Motion by Trustee Carota to approve the hanging of the flags for Adirondack Thunder on the bridge. Seconded by Trustee Girard. All were in favor. None opposed. Motion carried. Mayor Bodkin abstained.

8. Paid Emergency Fire Lane Stripes West Marion and the Fire Company

It would look a lot more presentable if they had a defined driving lane and no parking spaces. Trustee Carota is fine with this. As is Trustees Girard and Gutheil.

T.J. Chagnon said he has the paint but because the pavement is in such poor condition when you paint on it the words become illegible. He suggested paving the parking lot. It was in the budget years ago then it was removed.

They need Common Roots to come up with some signage at their expense to help with the parking problem.

Mayor Bodkin asked what the cost was to re-blacktop that space. T.J. Chagnon will reach out to the Town to see if they would help. He said parking lots like that are not eligible for CHIPS money.

The Board is fine with getting a quote and making a decision at the next meeting.

Mayor Bodkin has approached CDTA and they have no funding to help with this.

Short recess to get rid of the echo.

Motion by Trustee Carota to take a short recess to get rid of the echo on the line. Seconded by Trustee Girard. All were in favor. None opposed. Motion carried.

Motion by Trustee Girard to return from recess and reconvene the meeting. Seconded by Trustee Gutheil. All were in favor. None opposed. Motion carried.

9. Request from the Chief to hire a full time police officer.

This will be discussed in executive session. Trustee Gutheil suggested inviting the Chief into executive session to discuss. Trustee Girard would like some more information. Will add to the agenda for the next meeting. Trustee Gutheil thinks they should have some discussion.

10. New CDBG Grant Opportunities

The Village is eligible for this grant opportunity up to \$1,000,000.

Robert Flores said the current round of CFA is due July 30<sup>th</sup> and includes another round of CDBG money. Engineering report is needed, application packet and CFA application and a public hearing ahead of the application.

They have several things to be done in a 6 week period. The village wide approximately low to moderate income which is why we don't have to go through the income survey.

Trustee Girard said they have a number of streets that need to be done.

The estimate for Delaware is \$5,500. There would be at least a \$10,000 municipal contribution. You get more points if you have a match. There would be some non-eligible costs and this has to be a new project.

T.J. Chagnon recommends Baker Avenue as one of the streets. Trustee Girard would like to do just water. T.J. Chagnon agrees with Trustee Girard. They also have issues on Jackson and Catherine.

Motion by Trustee Girard to approve Delaware Engineering's fee of \$5,500 to submit an the application to CDBG for water in the Village of SGF subject to a Public Hearing to be set no later than the application deadline and subject to matching funds. The funds will be paid out of FX8310.411 Water. Seconded by Trustee Gutheil. All were in favor. None opposed.

All agree to have the Public Hearing at the July 7<sup>th</sup> Board meeting. Notice must be 10 dates before the date of the Public Hearing.

11. WIIA Water Project

a. Water Tank Update

Robert Flores said the contractor said the paint is ready; provided by Garland and is tinted. He will be up within the next 2 weeks. T.J. Chagnon spoke to the contractor and he is shooting for next Wednesday. They will be doing the fencing and the rails on top.

12. WIIA Sewer Project

a. Pump Station Update

Robert said the generator was removed. Have to install the vents and finish wiring the control panels.

Mayor Bodkin wants to make sure they get the communications set up so it communicating with the SCATA system as soon as possible. Anthony Mantas asked to keep Rick Daley, the water plant operator, in the loop.

T.J. Chagnon said the generator is up at the garage. If they sell one he would like to keep the diesel one vs. the gas powered one.

T.J. will check on the value of these generators. Robert Flores said they know a vendor that looks for used generators and he will contact him.

b. Sewer I&I Update

Robert Flores said they do have a pay application from KPI but don't have the utilization report yet or a schedule. Robert said to hold until everything is squared away.

He said that the pay app from KPI that was received at village hall was an earlier draft that they sent Delaware and can be disregarded.

c. Supplemental Certificate #9

All the necessary paperwork has now been received and Attorney Bartkowski has approved it.

Motion by Trustee Girard to approve payment of Supplemental Certificate #9 on the sewer project in the amount of \$74,656.78. Seconded by Trustee Carota. All were in favor. None opposed. Motion carried.

13. CDBG Project

a. Haviland & Wilson Sidewalks/Sewer Lining

Robert Flores said they are still waiting on signed agreements for Green Mountain. Attorney Bartkowski has reviewed and has a couple of questions.

There is a draft pay application that they will have for the next meeting. Robert wanted to remind the Board that with the CDBG, it requires 2 signatures.

Trustee Gutheil said all these projects required a project sign. He asked if the sidewalk people and sewer people will have signs. Robert Flores said that Kubricky's sign will cover this requirement.

Attorney Bartkowski notes say she is generally fine with Green Mountain's contract but has a few questions for executive session. She will send it to Nick tomorrow and he will sign and get it to Delaware.

T.J. Chagnon has reached out for prices on top soil and for them to truck it the cost would be \$25/yard. He asked the Board for permission to proceed. It will take 8 to 10 truckloads or roughly 80-100 yards. Approximately \$2,500 would be the cost.

Mayor Bodkin asked if they should they get the top soil from the Town of Moreau? T.J. has heard they have top soil that won't grow grass. He said the other option is to purchase the top soil to

complete the project but just not be reimbursed for equipment rental in total. He feels they need to act relatively quickly to repair the yards.

Robert Flores said the Village can determine the costs they want to be reimbursed for.

Agreed to let T.J. proceed with the \$25/yard top soil. Trustee Girard is ok with this so is Trustee Gutheil and Mayor Bodkin.

#### 14. Trustee Reports

Trustee Gutheil said regarding the old town hall; the Village had an application for Planning Board but maybe now it is going to go to Zoning Board.

Trustee Gutheil said they got the audit report and AUD.

Trustee Gutheil said the Board has an obligation to audit the village records for the fiscal year they just completed. He feels they should do an RFP for the audit. Mayor Bodkin said they can discuss this in executive session.

Trustee Gutheil said he still does not have his old emails and contacts. He has been since April with no contacts or emails so he will have to do a FOIL request. Attorney Bartkowski said this is a discussion for executive session.

Trustee Gutheil would like to see them get some trees planted. The corner of Second Street and Hudson has a tree that needs to come down. There is another one with a bad limb out on Hudson Street.

Trustee Gutheil said the water contract with the Town is up and they do not have a signed contract at this time. DOH expects them to have one. He thinks they should have a longer contract then 6 months. Attorney Bartkowski said they should talk about it further in executive session.

Trustee Gutheil said he was late for the last meeting but he thinks the Board should reconsider the parking ticket fines.

#### 15. Mayors Report

Mayor Bodkin said that DOH, Delaware Engineering, T.J. Chagnon and the water operators had a meeting Tuesday and reviewed the water treatment system and a bunch of different recommendations were made by William Bright. He thinks they should take some immediate action. They have to make sure that they have safe drinkable water.

He has worked through with the water plant operators and first want to make sure they annually service the chlorine system, especially the gas chlorinator valve.

Motion by Mayor Bodkin to approve the expenses associated with the annual expenses of the Chlorine Gas System. Seconded by Trustee Girard. All were in favor. None opposed. Motion carried.

Want to have Capital Controls come in and do a review of the system. Have Cummings come in and do a service on the generator to triple check everything. Wanted to finish setting up the chlorine pump on SW1 and get back into service.

Rick Daley said it is not ES2 anymore, it is Neil Systems. Rick did contact him today.

Rick Daley asked about the HACH contract. Attorney Bartkowski said she just sent the final draft over to Mayor Bodkin to sign. Her addendum does require a signature.

Rick Daily said they need to get a new PH meter and a few other small things needed. Rick will get the pump changed out tomorrow.

Back to the sewer plant – Rick has been working with Parish, the guy that is working the SCATA System the past few days. Trying to get the alternative float system set up so that while he is here, he can do all of that at once. Rick will run the wires and tomorrow will get the floats put in and he will be able to wire all that up.

Trustee Gutheil said he is glad that Delaware sent there specialist up because they had reached a point where they should not have been. Have to guarantee they have good water going out.

Motion by Mayor Bodkin at 9:01 pm to enter into executive session to discuss contracts, labor rates, RFP for audit, emails, water contract and potential new hire. Seconded by Trustee Girard. All were in favor. None opposed. Motion carried.

#### **Executive Session**

Motion by Trustee Carota at 10:23 pm to end executive session and reopen public meeting. Seconded by Trustee Gutheil. All were in favor. None opposed. Motion carried.

No action taken.

Motion by Trustee Carota to hire a certain person for the police department subject to a background check, approval by Saratoga County, reference checks and at a salary at the budgeted rate of \$24.28 per hour with an annual salary of \$50,502.40. Seconded by Trustee Gutheil. All were in favor. None opposed. Motion carried.

Trustee Gutheil made a public disclosure. He has been contacted by a guy named Grif Thomas who works for the machine shop over in Glens Falls. He had some blacksmith stuff he wants to sell. Trustee Gutheil talked to the village attorney to make sure he didn't have any conflicts and told Grif Thomas that he was interested in buying it.

Motion by Trustee Carota at 10:28 pm to adjourn the meeting. Seconded by Trustee Gutheil. All were in favor. None opposed. Motion carried.

Meeting adjourned at 10:28 pm.

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Clerk Treasurer Kelleher