



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

Public Meeting 7:00 PM  
October 16, 2024  
MAYOR NICHOLAS BODKIN PRESIDING

Agenda

**Public Forum**

1. Motion to grant the request of an unnamed employee to be paid for 19 days of PTO upon their anticipated date of resignation of November 3, 2024.
  - a. Action taken into executive session on 10/02/24.
2. Grant Projects Update
  - a. Carbon Filtration
    - i. Project Status
    - ii. Condensation Mitigation
  - b. GIGP
    - i. Project Update
  - c. Ferry Blvd
    - i. Engineering Proposal
  - d. Clean Water Bond Closing
    - i. Conversion to Long Term Financing
3. Motion to Approve the Bills and Payroll as Audited
  - a. General - \$16,290.42
  - b. Water - \$5,478.93
  - c. Sewer - \$979.38
  - d. Payroll -
    - i. 10/02/24 - \$21,785.34
    - ii. 10/09/24 - \$22,565.87
  - e. Special - \$57,775.00
4. Motion to receive and file Sept Buildings & Codes report
5. Motion to receive and file Minutes 06/05/24, 10/02/24 Executive Session
6. 120 Water quote
7. Salt Storage Shed
8. Resignation of Alan D.



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9. Motion to hire Alan D. as part time water sewer plant operator.
10. Crossing Guard Applications
11. Old Business
  - a. Old Police Car
  - b. Fire Department Contract
12. New Business
13. Trustee Reports
14. Mayor's Report
15. Executive Session: GIGP, Fire contract, Crossing Guard Applications, Police Officer application

# C.T. MALE ASSOCIATES

Engineering, Surveying, Architecture, Landscape Architecture & Geology, D.P.C.

50 Century Hill Drive, Latham, NY 12110  
518.786.7400 FAX 518.786.7299 www.ctmale.com



October 14, 2024

Mayor Nicholas Bodkin  
Village of South Glens Falls  
46 Saratoga Avenue  
South Glens Falls, NY 12803

Re: *Proposal for Engineering Services*  
*Water Main Cleaning- Ferry Boulevard*

Dear Mayor Bodkin:

C.T. Male Associates is pleased to provide this proposal to complete engineering, bidding and construction phase services related to the water main cleaning work on Ferry Boulevard from Fifth Street to Robertson Avenue, a length of approximately 2,300 feet. The water committee and DPW have determined that in lieu of replacing the 6-inch cast iron water main, an alternative approach to clean or "pig" the water main is being proposed. Other repairs to the water mains such as lining, interior water main coating, valve or hydrant replacement are not included in this scope of work.

## Scope of Services

C.T. Male will perform the following services:

### *Phase 1: Design Phase and Bidding Services*

The design phase services include preparation of a project manual, plan development and permitting.

1. Research cleaning/pigging alternatives. This scope of work includes reviewing AWWA and industry accepted standards for cast iron water main cleaning/pigging.
2. The project manual will include a plan set that represents the location of the existing water main, valves, hydrants and water services. The intent of this plan set will be to represent to bidders, a planimetric view of the water system. C.T. Male will reference the existing mapping along Ferry Boulevard (from Spring Street to Robertson Avenue) prepared by Delaware Engineering in the plan entitled "Ferry Boulevard Upgrades," dated September 2024. For the remaining section of water main along Ferry Boulevard from 5<sup>th</sup> Street to Spring Street, the plan of the water system will be developed utilizing aerial imagery, tax map information and location of the water main as provided by the Village DPW. No field survey or mapping is included in this task.

## C.T. MALE ASSOCIATES

*Date: October 14, 2024*

*To: Village of South Glens Falls*

*Re: Proposal for Engineering Services- Ferry Boulevard Water Main Cleaning*

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3. Preparation a project manual, which includes bidding and contract documents and technical specifications.
4. A project cost estimate will be prepared based upon Industry best practice and discussion with possible pipe cleaning contractors.
5. Submit the plans, technical specifications and an Application for Approval of Plans for Public Water Supply Improvements (DOH-348) to the NYS Department of Health (Glens Falls Office) for review and incorporate one (1) round of comments.
6. The proposal assumes attendance at two meetings with the Village Staff and trustees throughout the course of design and construction.
7. Complete bidding services including:
  - Provide plans and specifications for each prospective bidder in electronic format.
  - Respond to questions during the bid period. Issue addenda, as necessary.
  - Attend pre-bid meeting, prepare pre-bid meeting minutes.
  - Attend bid opening, analyze bids and recommend award.

### ***Phase 2: Construction Phase Services***

The construction phase services include construction administration and construction observation during the water main cleaning/pigging work and includes:

1. Assemble and distribute contract manuals for signature.
2. Schedule and attend pre-construction meeting.
3. Address construction issues, interpret contract documents.
4. Assist the Village in administering and enforcing the terms of the construction contract. Should disputes arise, C.T. Male will provide interpretation of the contract documents. Work resulting from claims by the contractor for items outside the control and/or authority of C.T. Male will require additional effort not included in this scope of work.
5. Review and approval of submittals and payment applications.
6. Issue change orders as needed. This proposal covers reasonable change orders with the scope of the bid documents to address common site conditions. If the Contractors or Village requires additional or changed work that is beyond the bid document scope, then additional hours will be negotiated.

## C.T. MALE ASSOCIATES

*Date: October 14, 2024*

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*Re: Proposal for Engineering Services- Ferry Boulevard Water Main Cleaning*

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7. Certify that the work has been completed in substantial conformance with the contract documents. Provide water main certification to NYSDOH.
8. Perform a final inspection and project punchlist.

C.T. Male will provide a full-time construction observer for the duration of the water main cleaning/pigging to perform the following tasks:

1. Observe work for general conformance with the contract documents and report progress and deviations from the plans and specifications.
2. Assist in review of Contractor's payment requests for accuracy.

The total hours necessary for construction observation will depend on the contractor's schedule. Construction observation will be performed at an hourly rate with reimbursables for mileage to and from out Latham (Corporate) office. It is estimated that the cleaning/pigging work will require up to two weeks of construction observation time, which is reflected in the estimate of construction observation hours.

### Assumptions:

This proposal assumes the following:

- The Village will assist in marking out existing water service lines, curb stops and valves on Ferry Boulevard from 5<sup>th</sup> Street to Spring Street.
- This project does not require the participation of minority and/or women owned business enterprises (MWBE) nor have any goals been stated. All of the work proposed in the above scope of work will be performed in-house by C.T. Male staff.
- Temporary or permanent easements will not be required. If it is determined during the design phase that easements are needed, C.T. Male will provide a separate scope and fee for consideration.
- Mapping of wetlands or other waters of the U.S. is not required given the nature of the project area.
- A Stormwater Pollution Prevention Plan (SWPPP) will not be required as disturbance will be less than 1 acre.
- The construction administration budget assumes a construction duration of up to 2 weeks.

# C.T. MALE ASSOCIATES

Date: October 14, 2024

To: Village of South Glens Falls

Re: Proposal for Engineering Services- Ferry Boulevard Water Main Cleaning

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## Fee:

C.T. Male's fee breakdown to conduct the work described in this proposal is as follows and includes all reimbursables:

Work Item	Basis for Payment	Quantity	Work Item Total
1: Design & Bid Phase	Lump Sum	1	\$12,200
2: Construction Administration	Lump Sum	1	\$4,000
3: Construction Observation (Estimated)	Hourly (\$120/hour)	80*	\$9,600 (Estimated)
<b>Total Estimated Fee*</b>			<b>\$25,800</b>

*\*Construction observation will be billed on an hourly basis plus reimbursables for mileage to and from the Latham (Corporate) office. The hours presented above (80) are based upon an estimated construction duration of 40 hours per week for 2 weeks.*

If you have any questions, please feel free to contact me at your convenience at 518-786-7651 or k.serra@ctmale.com.

Sincerely,

C.T. MALE ASSOCIATES, D.P.C.



Kathryn C. Serra, P.E.

Senior Civil Engineer/Project Manager



# Environmental Facilities Corporation

KATHY HOCHUL  
Governor

MAUREEN A. COLEMAN  
President and CEO

**TO:** Samantha Berg, Treasurer  
**FROM:** Paul Johnson, Financial Analyst II  
**DATE:** October 7, 2024  
**SUBJECT:** New York State Revolving Fund (SRF) Long-Term Payment  
Schedule Approval  
Recipient: Village of South Glens Falls  
Project No.: C5-7505-01-00

Please find the **Payment Schedule** for the Project Finance Agreement (PFA) attached for your review and approval. Please confirm that all information is accurate and complete or make appropriate corrections to the document.

One exhibit is included: a repayment schedule using the 50% rule. **Please indicate your approval of the repayment schedule.**

**Completion and/or correction of the following document must be received by EFC no later than October 9, 2024.** Please sign below and return this page AND the schedule (as indicated above) to EFC by email to paul.johnson@efc.ny.gov. Thank you for your prompt attention to this matter.

APPROVED BY:

Nicholas J. Bookin

Name of Authorized Representative

MAYOR

Title

Signature of Authorized Representative

Date

APPROVED BY:

J. Lawrence Paltrowitz

Name of Bond Counsel

J. Lawrence Paltrowitz

Signature of Bond Counsel

Date

c: Larry Paltrowitz, Esq.

# Exhibit F

## New York State Environmental Facilities Corporation

South Glens Falls (V)

County: Saratoga

CWSRF Project No. C5-7505-01-00

Payment Schedule - 50% Rule

Date	Principal	Debt Service Annual
12/18/2024	31,054.00	\$31,054.00
12/18/2025	31,675.00	\$31,675.00
12/18/2026	32,296.00	\$32,296.00
12/18/2027	32,917.00	\$32,917.00
12/18/2028	33,526.00	\$33,526.00
12/18/2029	34,160.00	\$34,160.00
12/18/2030	34,781.00	\$34,781.00
12/18/2031	35,402.00	\$35,402.00
12/18/2032	36,023.00	\$36,023.00
12/18/2033	36,644.00	\$36,644.00
12/18/2034	37,265.00	\$37,265.00
12/18/2035	37,886.00	\$37,886.00
12/18/2036	38,507.00	\$38,507.00
12/18/2037	39,128.00	\$39,128.00
12/18/2038	39,749.00	\$39,749.00
12/18/2039	40,370.00	\$40,370.00
12/18/2040	40,991.00	\$40,991.00
12/18/2041	41,613.00	\$41,613.00
12/18/2042	42,234.00	\$42,234.00
12/18/2043	42,855.00	\$42,855.00
12/18/2044	43,476.00	\$43,476.00
12/18/2045	44,097.00	\$44,097.00
12/18/2046	44,718.00	\$44,718.00
12/18/2047	45,339.00	\$45,339.00
12/18/2048	45,960.00	\$45,960.00
12/18/2049	46,581.00	\$46,581.00
	1,009,247.00	1,009,247.00



**DIRECT, 01/09/2020, South Glens Falls V, 1 - C5-7505-01-00, SD**

Payment No	Received	Released	Requested	Project No	Disbursed	Type	Sub Type	Disbursed
<b>Project No: C5-7505-01-00</b>								
1	04/23/2020	04/30/2020	79,861.50	C5-7505-01-00	79,862.30	Grant	WIIA	79,862.30
2	10/01/2020	10/08/2020	51,268.25	C5-7505-01-00	51,268.25	Grant	WIIA	51,268.25
3	10/28/2020	11/05/2020	85,347.10	C5-7505-01-00	81,051.42	Grant	WIIA	81,051.42
4	11/19/2020	11/27/2020	20,316.70	C5-7505-01-00	20,316.70	Grant	WIIA	20,316.70
5	12/17/2020	12/24/2020	117,945.90	C5-7505-01-00	117,945.90	Grant	WIIA	13,751.33
						Loan	General	104,194.57
6	01/25/2021	01/28/2021	186,896.19	C5-7505-01-00	186,896.19	Loan	General	186,896.19
7	03/18/2021	03/25/2021	72,821.38	C5-7505-01-00	72,821.38	Loan	General	72,821.38
8	04/22/2021	04/29/2021	75,674.74	C5-7505-01-00	75,674.74	Loan	General	75,674.74
9	06/07/2021	06/10/2021	74,656.81	C5-7505-01-00	74,656.81	Loan	General	74,656.81
10	07/27/2021	08/12/2021	544,111.59	C5-7505-01-00	544,111.59	Loan	General	544,111.59
11	10/22/2021	11/04/2021	47,101.09	C5-7505-01-00	47,101.06	Loan	General	47,101.06
12	02/07/2022	02/10/2022	1,402.90	C5-7505-01-00	1,402.90	Loan	General	1,402.90
P	12/12/2022	00/00/0000	0.00	C5-7505-01-00	29,500.00	Loan	General	29,500.00
13	02/21/2023	03/02/2023	19,026.42	C5-7505-01-00	19,026.42	Loan	General	19,026.42
14	03/10/2023	03/16/2023	44,454.08	C5-7505-01-00	44,454.07	Loan	General	44,454.07
P	12/18/2023	00/00/0000	0.00	C5-7505-01-00	29,000.00	Loan	General	29,000.00

EXHIBIT C

ESTIMATED PROJECT COSTS

CWSRF Project No.: C5-7505-01-00  
 Recipient: Village of South Glens Falls  
 County: Saratoga

**ESTIMATED PROJECT COSTS**

<u>Construction Costs - 2020 Sewer Improvements</u>	
Contract No. 1 - Kenyon Pipeline Inspection, LLC. - General Construction Contract Dated December 23, 2020 (Lump Sum including C.O. Nos. 1-2)	\$ 600,212.08
<u>Construction Costs - 1st Street Pump Station Upgrades</u>	
Contract No. 2G - MCJ Construction, LLC - General Construction - Contract Dated August 14, 2020 (Bid including C.O. No. 1)	354,423.10
Contract No. 2E - O'Connell Electric Company, Inc. - Electrical Construction - Contract Dated August 14, 2020 (Bid including C.O. No. 1)	188,899.44
<u>Engineering - Chazen Engineering, Land Surveying &amp; Landscape Architecture Co., D.P.C. (Agreement Dated March 19, 2015) (Non-SRF) [1]</u>	
Task No. 1 - Sanitary Sewer System Study and Report (Lump Sum)	37,500.00
<u>Engineering - Delaware Engineering, D.P.C. (Agreement Dated July 10, 2019)</u>	
Pump Station Upgrades - Design Phase Services (Not-To-Exceed)	50,707.45
Pump Station Upgrades - Construction Administration (Not-To-Exceed)	14,999.80
Pump Station Upgrades - Construction Observation (Not-To-Exceed)	18,000.00
Pump Station Upgrades - Reimbursable Expenses (Not-To-Exceed)	1,999.36
Collection System Upgrades - Design Phase Services (Not-To-Exceed)	57,400.00
Collection System Upgrades - Construction Administration (Not-To-Exceed)	15,000.00
Collection System Upgrades - Construction Observation (Not-To-Exceed)	14,413.20
Collection System Upgrades - CCTV Inspection (Not-To-Exceed)	45,000.00
Collection System Upgrades - Reimbursable Expenses (Not-To-Exceed)	1,723.21
<u>Bond Counsel - Bartlett, Pontiff, Stewart &amp; Rhodes, P.C. (Agreement Dated December 30, 2019)</u>	
Short-Term (Lump Sum)	3,505.00
<u>Local Counsel - Law Office of Susan F. Bartkowski, P.C. (Agreement Dated January 3, 2020) (Lump Sum)</u>	
	776.95
<u>Other Costs:</u>	
Technical Force Account - I & I Sewer Repairs (Certification Dated September 17, 2020) (Estimate)	52,409.19
Miscellaneous (Copies, Postage, Legal Ads, Etc.) (Estimate)	1,403.64
<b>DISBURSEMENT SUBJECT TO PENDING APPROVAL(S)</b>	
<u>Bond Counsel - Bartlett, Pontiff, Stewart &amp; Rhodes, P.C. (Agreement Dated July 10, 2024)</u>	
Long-Term (Lump Sum) - (Pending Receipt of Executed Agreement)	5,290.00
<b>TOTAL PROJECT COSTS</b>	<b>\$ 1,463,662.42</b>
Less: CWSRF Engineering Planning Grant (Project No. 41300)	(30,000.00)
Less: 2018 WIIA Grant Disbursed on Short-Term	(246,250.00)
Less: Municipal Contribution (EPG Local Share)	(7,500.00)
Less: Principal Payments	(58,500.00)
<b>TOTAL PROJECT COSTS FUNDED</b>	<b>\$ 1,121,412.42</b>
<b>2018 WIIA GRANT</b>	<b>\$ 112,165.42</b>
<b>SRF LONG-TERM INTEREST-FREE HARDSHIP FINANCING</b>	<b>\$ 1,009,247.00</b>

[1] Costs paid with a CWSRF Engineering Planning Grant and a municipal contribution.

**HB** PUMP STATION  
**HD** SEWER I&I

Clean Water C5-7505-01-00					
Disbursement	HB Grant	HB Loan	HD Grant	HD Loan	
1.1	\$ 34,068.50	\$ -	\$ 45,793.80	\$ -	\$ 79,862.30
2.1	\$ 10,391.25	\$ -	\$ 40,877.00	\$ -	\$ 51,268.25
3.1	\$ 7,132.93	\$ -	\$ 8,207.50	\$ -	\$ 15,340.43
3.2	\$ 26,600.00	\$ -	\$ -	\$ -	\$ 26,600.00
3.3	\$ -	\$ -	\$ 39,110.99	\$ -	\$ 39,110.99
4.1	\$ 20,316.70	\$ -	\$ -	\$ -	\$ 20,316.70
5.1	\$ 13,751.33	\$ 66,998.67	\$ -	\$ -	\$ 80,750.00
5.2	\$ -	\$ 25,532.20	\$ -	\$ -	\$ 25,532.20
5.3	\$ -	\$ 10,830.00	\$ -	\$ 833.70	\$ 11,663.70
6.1	\$ -	\$ 167,296.33	\$ -	\$ -	\$ 167,296.33
6.2	\$ -	\$ 3,820.00	\$ -	\$ 2,481.66	\$ 6,301.66
6.3	\$ -	\$ -	\$ -	\$ 13,298.20	\$ 13,298.20
7.1	\$ -	\$ 48,579.20	\$ -	\$ -	\$ 48,579.20
7.2	\$ -	\$ 13,142.12	\$ -	\$ 11,100.06	\$ 24,242.18
8.1	\$ -	\$ 64,030.00	\$ -	\$ -	\$ 64,030.00
8.2	\$ -	\$ 4,966.22	\$ -	\$ 6,678.52	\$ 11,644.74
9.1	\$ -	\$ 12,767.05	\$ -	\$ -	\$ 12,767.05
9.2	\$ -	\$ 1,355.59	\$ -	\$ 10,184.17	\$ 11,539.76
9.3	\$ -	\$ 50,350.00	\$ -	\$ -	\$ 50,350.00
10.1	\$ -	\$ -	\$ -	\$ 536,731.59	\$ 536,731.59
10.2	\$ -	\$ -	\$ -	\$ 7,380.00	\$ 7,380.00
11.1	\$ -	\$ 29,426.77	\$ -	\$ -	\$ 29,426.77
11.2	\$ -	\$ 17,674.29	\$ -	\$ -	\$ 17,674.29
12.1	\$ -	\$ 1,402.90	\$ -	\$ -	\$ 1,402.90
13.1	\$ -	\$ -	\$ -	\$ 19,026.42	\$ 19,026.42 3/7/2023
14.1	\$ -	\$ -	\$ -	\$ 44,454.08	\$ 44,454.08 3/16/2023
<b>TOTALS</b>	<b>\$ 112,260.71</b>	<b>\$ 518,171.34</b>	<b>\$ 133,989.29</b>	<b>\$ 652,168.40</b>	

HB Fund \$ 630,432.05  
HD Fund \$ 786,157.69

Disbursement	HB Grant	HB Loan	HD Grant	HD Loan	Loan Totals
1.0	\$ 34,068.50		\$ 45,793.80		
2.0	\$ 10,391.25		\$ 40,877.00		
3.0	\$ 33,732.93		\$ 47,318.49		
4.0	\$ 20,316.70				
5.0	\$ 13,751.33	\$ 103,360.87		\$ 833.70	\$ 104,194.57
6.0		\$ 171,116.33		\$ 15,779.86	\$ 186,896.19
7.0		\$ 61,721.32		\$ 11,100.06	\$ 72,821.38
8.0		\$ 68,996.22		\$ 6,678.52	\$ 75,674.74
9.0		\$ 64,472.64		\$ 10,184.17	\$ 74,656.81
10.0				\$ 544,111.59	\$ 544,111.59
11.0		\$ 47,101.06			\$ 47,101.06
12.0		\$ 1,402.90			\$ 1,402.90
13.0				\$ 19,026.42	\$ 19,026.42
14.0				\$ 44,454.07	\$ 44,454.07
<b>TOTALS</b>	<b>\$ 112,260.71</b>	<b>\$ 518,171.34</b>	<b>\$ 133,989.29</b>	<b>\$ 652,168.39</b>	<b>\$ 1,170,339.73</b>

6/30/2020

4/30/2021  
6/12/2021  
8/19/2021  
11/12/2021  
1/26/2022  
3/7/2023 engineering fees  
3/16/2023 engineering fees

Subtotal \$ 1,170,339.73  
Less Principal \$ 58,500.00  
Repayment Factor \$ 1,111,839.73  
0.000%

\$ -

**ct Contracts - DIRECT, 01/09/2020, South Glens Falls V, 1 - C5-7505-01-0**  
by Subcategory

Project No:  Contract:  Type:

Contractor Name / Cost Description	Contract Date	Contract Amt	Eligible Amt *	Disbursed To Date	Project Cost To Date	Cost Approved To Date	Available
<b>Construction</b> <input type="checkbox"/> <b>Kanyon Pipeline Inspection, LLC</b>	7/23/2020	\$600,212.08	\$666,760.00	\$600,212.08	\$600,212.08	\$600,212.08	\$66,537.92
<b>Construction</b> <input type="checkbox"/> <b>Contract No. 1 - 2020 Sewer Improvements</b>	C5-7505-01-00 Estimate	(\$65,537.92)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Construction</b> <input type="checkbox"/> <b>Contract No. 1 - 2020 Sewer Improvements</b>	C5-7505-01-00	\$655,750.00	\$655,750.00	\$600,212.08	\$600,212.08	\$600,212.08	\$55,537.92
<b>Construction</b> <input type="checkbox"/> <b>MCJ Construction, LLC</b>	08/14/2020	\$354,423.10	\$354,423.10	\$354,423.10	\$354,423.10	\$354,423.10	\$0.00
<b>Construction</b> <input type="checkbox"/> <b>Contract No. 2G - 1st Street Pump Station Upgrades</b>	C5-7505-01-00 Lump Sum	\$354,423.10	\$354,423.10	\$354,423.10	\$354,423.10	\$354,423.10	\$0.00
<b>Construction</b> <input type="checkbox"/> <b>O'Connell Electric Company, Inc.</b>	08/14/2020	\$188,899.44	\$188,899.44	\$188,899.44	\$188,899.44	\$188,899.44	\$0.00
<b>Construction</b> <input type="checkbox"/> <b>Contract No. 2E - 1st Street Pump Station Upgrades</b>	C5-7505-01-00 Lump Sum	\$188,899.44	\$188,899.44	\$188,899.44	\$188,899.44	\$188,899.44	\$0.00
<b>Engineering</b> <input type="checkbox"/> <b>Chazen Engineering, Land Surveying, &amp; Landscape Architect</b>	03/19/2015	\$37,500.00	\$0.00	\$0.00	\$37,500.00	\$0.00	\$0.00
<b>Engineering</b> <input type="checkbox"/> <b>Task No. 1 - Sanitary Sewer System Study and Report</b>	C5-7505-01-00 Lump Sum	\$37,500.00	\$0.00	\$0.00	\$37,500.00	\$0.00	\$0.00
<b>Engineering</b> <input type="checkbox"/> <b>Delaware Engineering, D.P.C.</b>	07/10/2019	\$232,200.00	\$232,200.00	\$219,243.02	\$219,243.02	\$219,243.02	\$12,956.98
<b>Engineering</b> <input type="checkbox"/> <b>Collection System Upgrades - Construction Administration</b>	C5-7505-01-00 Not to Exceed	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$0.00
<b>Engineering</b> <input type="checkbox"/> <b>Collection System Upgrades - Construction Observation</b>	C5-7505-01-00 Not to Exceed	\$27,000.00	\$27,000.00	\$14,413.20	\$14,413.20	\$14,413.20	\$12,586.80
<b>Engineering</b> <input type="checkbox"/> <b>Collection System Upgrades - Design Phase Services</b>	C5-7505-01-00 Not to Exceed	\$57,400.00	\$57,400.00	\$57,400.00	\$57,400.00	\$57,400.00	\$0.00
<b>Engineering</b> <input type="checkbox"/> <b>Collection System Upgrades - Reimbursable Expenses</b>	C5-7505-01-00 Not to Exceed	\$2,000.00	\$2,000.00	\$1,723.21	\$1,723.21	\$1,723.21	\$278.79
<b>Engineering</b> <input type="checkbox"/> <b>Collection Systems Upgrades - CCTV Inspection</b>	C5-7505-01-00 Not to Exceed	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$0.00
<b>Engineering</b> <input type="checkbox"/> <b>Pump Station Upgrades - Construction Administration</b>	C5-7505-01-00 Not to Exceed	\$15,000.00	\$15,000.00	\$14,999.80	\$14,999.80	\$14,999.80	\$0.20
<b>Engineering</b> <input type="checkbox"/> <b>Pump Station Upgrades - Construction Observation</b>	C5-7505-01-00 Not to Exceed	\$18,000.00	\$18,000.00	\$18,000.00	\$18,000.00	\$18,000.00	\$0.00
<b>Engineering</b> <input type="checkbox"/> <b>Pump Station Upgrades - Design Phase Services</b>	C5-7505-01-00 Not to Exceed	\$50,800.00	\$50,800.00	\$50,707.45	\$50,707.45	\$50,707.45	\$92.55
<b>Engineering</b> <input type="checkbox"/> <b>Pump Station Upgrades - Reimbursable Expenses</b>	C5-7505-01-00 Not to Exceed	\$2,000.00	\$2,000.00	\$1,999.36	\$1,999.36	\$1,999.36	\$0.64
<b>Technical Force Account</b>	09/17/2020	\$65,287.72	\$65,287.72	\$52,409.19	\$52,409.19	\$52,409.19	\$2,878.53
<b>Technical FA</b> <input type="checkbox"/> <b>I &amp; I Sewer Repairs</b>	C5-7505-01-00 Estimate	\$55,287.72	\$55,287.72	\$52,409.19	\$52,409.19	\$52,409.19	\$2,878.53
<b>Bond Counsel</b> <input type="checkbox"/> <b>Bartlett, Pontiff, Stewart &amp; Rhodes, P.C.</b>		\$24,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Bond Counsel</b> <input type="checkbox"/> <b>Bond Counsel</b>	C5-7505-01-00 Estimate	\$24,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Local Counsel</b> <input type="checkbox"/> <b>Law Firm of Susan Bartkowski, Esq. (. . .)</b>	01/03/2020	\$9,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Local Counsel</b> <input type="checkbox"/> <b>Local Counsel</b>	C5-7505-01-00 Estimate	\$9,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

-\$55,537.92 Close Out CO #2 attached

No additional funds will be requested

No additional funds will be requested

\$3,505.00 to be requested per agreement

\$776.95 to be requested per agreement

**Direct Contracts - DIRECT, 01/09/2020, South Glens Falls V, 1 - C5-7505-01-0**  
by Subcategory

Contractor Name / Cost Description	Contract Date	Contract Amt	Eligible Amt *	Disbursed To Date	Project Cost To Date	Cost Approved To Date	Available
Miscellaneous	10/04/2018	\$1,402.90	\$1,402.90	\$1,402.90	\$1,402.90	\$1,402.90	\$0.00
Other Miscellaneous (copies, postage, legal ads, etc.)	C5-7505-01-00 Estimate	\$1,402.90	\$1,402.90	\$1,402.90	\$1,402.90	\$1,402.90	\$0.00
Contingency	10/04/2018	\$409,679.38	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Contingency	C5-7505-01-00 Estimate	\$409,679.38	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTALS:</b>				\$1,416,589.73	\$1,454,089.73	\$1,416,589.73	\$71,375.43

P = Pending Approval U = Unknown Status N = Non-SRF D = Denied

**CHANGE ORDER NO.: 2**

Owner:	Village of South Glens Falls	Owner's Project No.:	No. 1
Engineer:	Delaware Engineering, DPC	Engineer's Project No.:	19-1624
Contractor:	Kenyon Pipeline Inspection, LLC	Contractor's Project No.:	1
Project:	2020 Sewer Improvements		
Contract Name:	Contract No. 1 2020 Sewer Improvements – Village of South Glens Falls		
Date Issued:		Effective Date of Change Order:	

The Contract is modified as follows upon execution of this Change Order:

Description: **Project Closeout**

Change in Contract Price	Change in Contract Times [State Contract Times as either a specific date or a number of days]
Original Contract Price: \$ 655,750.00	Original Contract Times: Substantial Completion: 150 Ready for final payment: 210
[Increase] [Decrease] from previously approved Change Orders No. 1 to No. 0 \$ 0	[Increase] [Decrease] from previously approved Change Orders No.1 to No. 0 Substantial Completion: N/A Ready for final payment: N/A
Contract Price prior to this Change Order: \$ 655,750.00	Contract Times prior to this Change Order: Substantial Completion: 150 Ready for final payment: 210
[Increase] [Decrease] this Change Order: \$ 55,537.92	[Increase] [Decrease] this Change Order: Substantial Completion: 920 Ready for final payment: 950
Contract Price incorporating this Change Order: \$ 600,212.08	Contract Times with all approved Change Orders: Substantial Completion: 920 Ready for final payment: 950

Recommended by Engineer (if required)

By: Roberto Glens

Title: Project Engineer

Date: 02/23/2023

Authorized by Owner

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

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

Date: \_\_\_\_\_

Accepted by Contractor

[Signature]

Estimator/Project Manager

Date: 02/23/2023

Approved by Funding Agency (if applicable)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## BUILDING INSPECTOR AND CODE ENFORCEMENT MONTHLY REPORT

**Subject:** Monthly Building and Codes Department Activity Report

**Date:** September 1st-30st 2024

### Status Update:

- September Started with a complaint of a strong smell of a foul odor coming from the brewery. Upon inspection and talking to employees, there are two large grease containers outside in the back of the brewery. The grease was leaking out of these containers and running down the containment wall and then in the storm drain. I have since talked to the manager and followed up with a letter to resolve this.
- A stop work order was sent to Terrace Ave for building without permit, and I have also talked to the owner explaining the reason.
- A municipal search of 16 Gansevoort Rd showed an additional house behind the main house, which was non compliant because it was located in a R1 zone and no record of a variance.
- 110 Main St, Dollar tree, has a permit for work already done I will inspect soon.
- There are also several other small building projects going on currently, some of which were projects that started before I took over. These projects will need to be inspected and some will be closed out this month.
- I expected to issue 28 Main St a CO for completion of work, but they failed their inspection because heat from the fire caused damage to the gas pipe thread sealant causing gas leaks throughout piping. Gas piping will have to be redone before C.O. is issued.

**Mileage Driven:** 86.4 miles For September

### Certificate of Occupancy:

**CO Issued:** 0

### Certificate of Completion: (5) Certificates of Completion

- 2417 - 18 Lydia Street, Solar Residential Completed 9/25/24
- 2423 - 22 Harrison Ave, Fence Completed 9/30/24
- 2425 - 13 Clark Street, Fence Completed 9/25/24
- 2439 - 6 Leland Street, Fence Completed 9/25/24
- 2438 - 30 Haviland Ave, Back Deck Completed 9/25/24

### Permits: (6) Permits Issued

- 2444 - 6 Fourth Street, Demo
- 2445 - 4 Prince William CT
- 2446 - 10 Vanburn St, Fence
- 2446 - 10 Vanburn St, Pool
- 2447 - 9 Haviland Ave
- 2448 - 110 Main St, HVAC Roof units

### Site Inspections: (20) Site Inspections and Complaint Stops

- 13 Clark Street-Solar Panels/Fence
- 58 Saratoga ave Complaint
- 10 Van Buren St Fence
- 2 Brentwood complaint
- 21 Baker ave inspection Final

09/15/2024 4:10:21



- 109 Hudson st complaint
- 2nd St. Trees cut back
- 4 Prince William Ct fence
- 30 Haviland - inspection of deck final
- 28 Main St. final incomplete
- 20 Main St. Complaint
- 44 Tamarack Dr. fence
- 18 Lydia Street Fence final inspection
- 14 Circle Dr. Sight inspection
- 3 Leland St Fence
- 10 Lydia St.Solar Panels
- 16 Gansevoort Rd Sight inspection
- 14 woodcrest Dr Complaint
- 3 Terrace Dr Stop Work Order
- 14 Hudson Complaint

**Site Plan Review: 1**

- 14 Circle Drive, garage build

**Zoning Compliance / Municipality Search Letters:**

- 16 Gansevoort Road

**Citations/Violations:** I continue to work with our residents to clean up yard debris, junked cars, and general property maintenance. I am very happy with overall resident cooperation and compliance when made aware of violations. Consistent progress is being made on properties that have received notice of violation and communication with all residents in violation has been positive and constructive.

- **Violations Issued – (7) Notice of Violations letters sent.**
  - 29 Spring Street
  - 183 Main Street
  - 58 Saratoga Ave
  - 109 Hudson Street
  - 14 Woodcrest
  - 14 Hudson Street
  - 2 Brentwood Dr
- **Violations Resolved – (2) violations remediated by having conversation with residents.**
- **Violations Outstanding**
  - 183 Main Street - Working with owner to resolve some of the issues
  - 48 Harrison Ave - Working with Village attorney
  - 29 Spring Street - 2nd Notice sent

**Resident Questions, Concerns, Follow Ups Complaints:**

- **Complaints Received September 1st thru September 30, 2024**
  - 29 Spring Street - weeds, old equipment outside cluttered porch, Second Notice Sent
  - 42 Ferry Blvd - trash, tall grass/UNINHABITABLE, owners looking to rebuild
  - 48 Harrison Avenue - Fire Damage/UNINHABITABLE, Working with Village Attorney
  - 29 Hudson Street - weeds, tall grass, House has been sold, Completed
  - 183 Main Street - trash outside, deplorable conditions inside, working with owner for improvements
  - 22 Harrison Avenue - roof leaking, water damage, repairs are being made - Completed 9/30/24

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

- 18 Hudson Street - weeds, tall grass, 1st notice of violation sent
- 11 Jackson Avenue - weeds, open basement window, etc., First notice of violation sent
- 22 Main Street - tall grass, overgrown weeds- Completed
- 58 Saratoga Avenue- accumulated waste material and grease outside, and bad odor, Working with staff
- 2 Brentwood Drive-Hedges overgrown at edge of road impeding drivers vision around bend- Completed

**DRAFT**

Village of South Glens Falls  
46 Saratoga Avenue, South Glens Falls, NY12803

June 5th, 2024

7:00 PM

**Village Board Meeting**

**MAYOR NICHOLAS BODKIN PRESIDING**

**Minutes**

**Attendance:**

Mayor Bodkin  
Trustee Gutheil  
Trustee Oriow  
Anthony Mantas  
Fire Department  
Attorney William Nikas  
8566686794  
Bill  
John  
Pat Barody

Clerk Treasurer Samantha Berg  
TJ Chagnon  
Trustee Girard  
Trustee Carota  
Kevin Gallagher  
8566686794  
Alan Dubois  
CR  
Kevin Gallagher

The Mayor called the meeting to order at 7:01PM.

Pledge of Allegiance

**Public Forum:**

- Mr. Gallagher asked if there had been a sit down with the DPW and the Board. Counsel advised them to stay with the June 19th Meeting. M. Gallagher has concerns that this could be causing stress on the DPW workers, their families and the Village in the long term. He feels that negotiating contracts in a timely fashion is important. The Board should consider the workers and their families. Mayor Bodkin advised he reached out to the Union in Nov and December and then met with them in January. Request were presented in January and then shared with the Board. He feels that he has been engaged with the Union. He has to allow the process to play out in the interest of the taxpayers as well as the workers.



## DRAFT

- Trustee Orlow brought to attention Pat Barody at 19 Harrison Ave that had concerns on the property next door that was supposed to replace the fence they took down. She was wondering if there was anything that could be done about it. Mark Stewart asked that she reach out to him to get this resolved. He advised that a conversation was had and they have offered to replace the fence after extensive discussion. He offered his personal cell phone number to contact to make the arrangements.

### 1. Grant Projects Update

#### a. Carbon Filtration

- GAC Loop Approval: Motion 060524-1** to award the project, per Delaware Engineering's recommendations, to MCJ Construction LLC for \$26,000.00 after review by Counsel. Trustee Carota motioned, Trustee Orlow seconded. Trustee Orlow, Trustee Carota, Trustee Girard, Mayor Bodkin in favor, motion passed. Trustee Gutheil abstained.  
**Discussion:** Per Anthony, this was not a municipal bid. They collected quotes. Trustee Gutheil feels the pricing is too high. Trustee Gutheil wondered if the proposal included materials and how long does it take for the contractor to do the work. Anthony Mantas replied that the pricing for the contractor did not include the cost of materials. Anthony stated that job itself will take 2-3 days but the majority of the project will be the prep work. Trustee Girard asked when the contractor could begin. Anthony stated that contractor is eager to start as soon as they can. He also advised that the contractor has no obligation to hold the price on the quote so he would not advise delaying the decision. Counsel asked if they would be any change orders in the project. Anthony doesn't anticipate any change orders. They can, however, write up language advising that change orders would be excluded and Counsel agreed. Counsel also brought to the attention that paragraph 6 in the contract under exclusions is very vague and would like to review with the Contractors before awarding the bid to MCJ Construction. Anthony Mantas will follow up with the contractors to review paragraph 6 and see if they will accept the bid or retract their quote. Trustee Gutheil raised question regarding prevailing wages and the likelihood that when they increase in July, they would be passing that on to us. Trustee Gutheil will not be supporting this resolution due to "loose ends".
- Spring Electric Change Order #1: Motion 060524-2** to approve Spring Electric Change Order #1. Trustee Carota motioned, Trustee Orlow seconded. All in favor, motion passed.  
**Discussion:** Trustee Gutheil asked if the panel on the back of the electrical box had been replaced. Anthony advised that it did not relate to the Change Order in any way. The replacement was the responsibility of the General Contractor. Anthony advised the panel has not been replaced at this time and it's a matter between Spring Electric and the General Contractor. It is a punch list item that needs to be resolved and we are currently holding money back based on the status of the punch list.



- iii. **Spring Electric Substantial Completion:** Motion 060524-3 to allow the Mayor to sign Spring Electric Substantial Completion. Trustee Carota motioned, Trustee Orlow seconded. All in favor, Motion passed.  
**Discussion:** Trustee Gutheil asked if there is any item on the punch list to finish. Anthony advised that their work is completed.
- iv. **WIA Long Term Disbursement #3:** Motion 060524-4 to approve WIA Long Term Disbursement #3 to Spring Electric for \$21,351.25. Trustee Carota motioned, Trustee Orlow seconded. All in favor, Motion passed.

**b. GIGP**

**i. Project Update**

**1. Extension Request tabled for conversation with the Contractor.**

**Discussion:** Anthony Mantas stated Ferguson is looking for an extension on the timeline. Ferguson got a late start on the work and is asking for a 1 month extension on the project. Anthony feels that Ferguson won't make that deadline either but feels they have made great progress once they got started. He feels that it warrants a meeting with the Contractor. Mayor Bodkin stated he had drafted a letter for the Board to look over that was asked of him to do at the last meeting. The letter is going out to residents to hopefully get them to comply with the project. Trustee Gutheil feels this should be the contractor's responsibility to be sending letters out, not the Village. Anthony disagreed with Trustee Gutheil because the Village has asked the contractor not to connect with the resident unless approved by the Board. Mayor Bodkin asked if the Village sends out the letter, would they be reimbursed from the contractors for the postage and cost of office materials to do so. Anthony stated that it would come out of the force account. TJ suggested they email Saks the draft copy of the letter that the Village wants sent out and let them send it out. Anthony agrees.

**ii. GIGP Disbursement #5:** Motion 060524-5 to approve GIGP Disbursement #5 for \$338,099.04. Trustee Carota motioned, Trustee Orlow seconded. All in favor, Motion passed.

- 1. Delaware-\$20,624.65
- 2. Core & Main-\$1,710.00
- 3. Ferguson-\$315,764.39

**Discussion: None**



c. Ferry BLVD

- i. **Status Update:** Anthony Mantas states the public seems interested and happy for this project to be taking place. The specs should be submitted to DOH by the end of the month. The Board should have received a check list from CDBG. Clerk Treasurer Samantha Berg posted the legal notice on the Post Star. Anthony asked to get a copy of the proof of publication when ready. There is a long list of items on the checklist from CDBG to be addressed. There are no plans to mechanically clean the pipes. Multiple contractors were contacted but none were interested due to access to the lines. He also advised that DOH would like to see the lines replaced. The lines are too old for mechanical pigging. Anthony states they will be attending the meeting on 06/19/24 to address any concerns or questions the public may have. The WIIA application is ready to go and listed on the IUP. Trustee Girard asked why are we applying to WIIA instead for CDBG by itself. Anthony stated that CDBG has 2 requirements: 1) they want to be the last source of application and 2) to show that you have solicited funding from other sources. Anthony will be asking for clarification from OCR and will be putting an RFI in and cc the Board. Trustee Girard asked who was sending out the tribal letters. The Mayor advised he would work with the Engineers to make sure these are sent by 06/28/24.
- ii. **CDBG public hearing:** Motion 060524-6 to set the CDBG public hearing on 06/19/24 at 7:00 PM. Trustee Carota motioned, Trustee Orlow seconded. All in favor, motion passed.

2. **Transfers:** Motion 060524-7 to approve the transfers as presented below. Trustee Carota motioned, Trustee Orlow seconded. All in favor, motion passed.

A 7110.402	A 1210.400	\$235.00 Mayor Contractual
A 1325.402	A 1325.401	\$3.00 CT Service Equipment
A 4010.400	A 3520.400	\$31.74 Animal Control
A 7110.402	A 7110.401	\$123.69 Parks O&M
FX 8340.403	FX 8320.404	\$2,520.00 Water Testing

3. **Motion to Approve the Bills and Payroll as Audited:** Motion 060524-8 to approve the bills as audited. Trustee Carota motioned, Trustee Orlow seconded. Trustee Carota, Trustee Orlow, Trustee Girard and Mayor Bodkin all in favor, motion passed. Trustee Gutheil abstained.

- a. General - \$25,528.27
- b. Water - \$2,294.30
- c. Sewer -\$639.01
- d. Payroll
  - i. 05/15/24- \$22,528.27
  - ii. 05/22/24-\$22,727.79
  - iii. 05/29/24- \$29,450.14
- e. Special- \$983.51



## DRAFT

**Discussion:** Trustee Gutheil would like to know what the voucher for the ZBA meeting was related to. Mayor Bodkin shared that it was for a sign that required a variance. Trustee Gutheil asked TJ what the refund was for on a water bill. Clerk Treasurer Samantha Berg let him know it was the resident that paid a bill on an inactive account. Trustee Gutheil believes that the IT work is a lot of money in one year and still seeing a lot of overtime in one particular department.

4. **Motion to approve monthly reports: Animal Control, PD, DPW:** Motion 060524-9 to approve monthly reports: Animal Control, PD, DPW. Trustee Orlow motioned, Trustee Carota seconded. All in favor, motion passed.

**Discussion:** Trustee Guthiel questioned the Animal Control report about the trails behind the Harrison Ave and Harrison Ave School and what trails are being reference too.

5. **DPW Summer Part-Time Help:** Motion 060524-10 to hire two unnamed persons pending completion of their background check. Trustee Carota motioned, Trustee Orlow seconded. All in favor, motion passed.

**Discussion:** TJ would like to start one next week and the other one the following week.

6. **Personnel Position Change:** Motion 060524-11 to accept and file the resignation of Glen Smith, effective May 31, 2024, and Kevin Ostrander, June 3, 2024. Trustee Carota motioned, Trustees Orlow seconded. All in favor, motion passed.

**Discussion:** Kevin Gallagher asked for clarification on how the item was listed on the agenda. He feels it was slightly misleading. Mayor Bodkin read Mr. Smith's resignation letter into the record. *After weighing out my options, I, Glen Smith, have decided to submit my letter of resignation effective to May 31st, 2024. It has been a difficult decision to leave because the crew I work with on a daily basis is amazing and do everything they can to take care of the Village of South Glens Falls and the resident's needs. Due to Mayor Bodkin's questionable way of doing contract negotiations, this has left me with little faith that he and the board are trying to look out for the DPW workers the way we have taken care of the Village of South Glens Falls. I have decided that it is in my best interest to take a position that I was offered to better suit my family's financial needs. - Glen Smith dated 05/24/24.*

Mayor Bodkin shared that there is advertisement out on both positions. He has also started canvassing the Civil Service list for a full time Building & Codes Officer. Mayor Bodkin shared he may have a candidate for a part-time Building & Codes Officer to be discussed in Executive Session. TJ shared that he had this put on agenda to make motion to move one of the DPW workers from laborer 1 yr to MEO-B.

7. **Curb Cut Request:** Motion 060524-12 to approve the Curb Cut for 152 Main St for \$75.00. Trustee Carota motioned, Trustee Orlow seconded. All in favor, motion passed.

**Discussion:** New owner, Mark Stewart, of the warehouse on the corners of New and Main Street. It has been turned into offices and a warehouse. They have come to notice that it is hard to get in and out on Main St during high traffic times. Mark Stewart has spoken to the Moreau Community Center about the curb cut and what they are asking to be done. He has offered the lot as additional off-street parking for the Community Center. They also met with TJ about the sidewalk being done all the way around.

## DRAFT

Mayor Bodkin asked how far down the street it will be. Trustee Gutheil asked if this was anything the Planning Board needed to review.

8. **Sewer Audit Agreement:** Trustee Gutheil hasn't got a chance to look deep into the agreement and would like to know what to expect. Rest of the Board doesn't mind waiting until Trustee Gutheil gets his questions answered.
9. **Approval to place a memorial for Jim Phair on the Betar Byway:** Motion 060524-14 to place a memorial for Jim Phair on the Betar Byway. Trustee Carota motioned, Trustee Orlow seconded. All in favor, motion passed.  
**Discussion:** TJ confirmed that a tree was planted for Jim. Clerk Treasurer Samantha Berg stated Mr. Phair's daughter was looking for a marker of some kind to be placed for her dad. TJ suggested having the family reach out to him to discuss placement and make sure it is on Village property. Once some update comes in, if someone can reach out to Alex at Post star he is looking for more information.

### 10. Old Business

- a. **FD Floors:** At the last meeting there was a discussion on going back out for more quotes for the Floors. The FD wants to re-do the carpet in the lounge area as well as the tile in the bathroom/hallway of the old wing. Trustee Orlow will be following up on the quotes. Bruce Lant was wondering the status of the contract because it is now June 5th and still have no contract. Counsel is waiting to hear from the FD Attorney. Nothing can happen until ALL Parties are together at a table. Trustee Gutheil asked if anyone has been able to locate a copy of any of the three party contracts that were used in the past. Counsel advised that the old contracts would not work due to being antiquated.
- b. **Spring Planting:** The Mayor thanked TJ for all of his work on the spring plantings. Residents stopped and offered to help next year. TJ came \$1000 under budget.
- c. **Saratoga County Trail Grant Application:** The Board discussed the idea of a portable bathroom by DPW. Mayor Bodkin made a draft narrative for the grant application that is due June 28th. The Board can vote on this at the next meeting if there are no changes.
- d. **Bridge Lights Update:** TJ has all the fixtures ordered and is working on quotes for the parts. Everything should be here in 4 to 6 weeks, maybe a little longer. The vendor is ready to proceed once the parts are received.
- e. **Vacant Position in Clerk's Office:** Trustee Gutheil wanted to know the status of the Deputy Clerk Treasurer position. Clerk Treasurer Samantha Berg stated that she has done 2 Interviews and will be doing another on Friday of this week. She will have recommendations at the 06/19/24 meeting.





**f. CSEA Negotiations Meeting:**

- i. **Motion 060524-15** to allow two trustees to sit with the Union without Counsel, with set guidelines. Trustee Gutheil motioned, Trustee Orlow seconded. Trustee Girard - yes, Trustee Gutheil - yes, Trustee Orlow - yes, Trustee Carota - yes. Mayor Bodkin - no. Motion passed.  
**Discussion:** Mayor, Attorney and Union have a meeting on 06/19/24. Whomever wishes to meet with the Union can do so.
- ii. **Motion 060524-16** to retract Motion 060524-15 to move it to executive session discussion. Trustee Girard - yes, Trustee Orlow - yes, Trustee Carota - yes, Mayor Bodkin - yes, Trustee Gutheil - no. Motion passed.

**11. New Business**

- a. **Motion 060524-17** to pay Molly DeVaux an extra \$125 a week for duties outside her scope of work for the month of June. Trustee Carota motioned, Trustee Orlow seconded. **Tabled to Executive session.**  
**Discussion:** Mayor Bodkin believes that this will only be for the month of June as all the candidates will be able to start in July. Trustee Girard would like to discuss it in Executive Session.

**12. Trustee Reports**

**a. CDBG Conference Call**

- i. **Motion 060524-18** to send out RFPs for a new engineer and grant writer. Trustee Girard motioned, Trustee Carota seconded. All in favor, motion passed.  
**Discussion:** Trustee Girard feels that, as a Board, RFPs should be pursued for a new engineer and a grant writer.

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

14. **Motion 060524-19** to enter executive session at 8:49 PM to discuss Fire Dept contract, CSEA contract, Time Off requests for PD, considerations for DPW summer help, Building & Codes Officer, position change for DPW worker, stipend request, inviting in TJ Changon and Clerk Treasurer Samantha Berg. Trustee Carota motioned, Trustee Orlow seconded. All in favor, motion passed.
15. **Motion 060524-20** to adjourn executive session at 9:44 PM with no action taken. Trustee Carota motioned, Trustee Orlow seconded. All in favor, motion passed.
16. **Motion 060524-21** to transition John Rosati to MEO B from Laborer - 1 year. Trustee Gutheil motioned, Trustee Orlow seconded. All in favor, motion passed.
17. **Motion 060524-22** to hire unnamed temp for Building Inspector for \$30.00 per hour, not to exceed 20 hours per week subject to background check and interview with Counsel. Trustee Orlow motioned, Trustee Girard seconded. All in favor, motion passed.  
**Discussion:** Counsel will be calling potential temp for interview.



## DRAFT

18. **Motion 060524-23 to offer Molly DeVaux a stipend for the out of scope duties of \$125 a week for the month of June.** Trustee Orlow motioned, Trustee Carota seconded. All in favor, motion passed.  
Discussion: Trustee Gutheil will support the motion but should not be expected to do so in the future.
19. **Motion 060524-24 to pay full-time sergeants for their unused PTO time for the FY 23-24.** Trustee Carota motioned, Trustee Orlow seconded. All favor, motion passed.
20. **Motion 060524-25 to resolve all title issues on the Moss property in consideration of their demolition efforts and waive a judgment on file for the amount of \$5,000.00.** Trustee Carota motioned, Trustee Orlow seconded. Trustee Carota - yes, Trustee Orlow - yes, Trustee Girard - yes, Mayor Bodkin - yes, Trustee Gutheil - no. Motion passed.  
Discussion: Trustee Gutheil believes we are getting into an area we should not be in and could set a precedent.
21. **Motion 060524-26 to enter executive session at 9:58 PM to address personnel request.** Trustee Orlow motioned, Trustee Girard seconded. All in favor, motion passed.
22. **Motion 060524-27 to adjourn executive session at 10:03 PM with no action taken.** Trustee Orlow motioned, Trustee Carota seconded. All in favor, motion passed.
23. **Motion 060524-28 to adjourn the meeting at 10:03 PM.** Trustee Orlow motioned, Trustee Carota seconded. All in favor, motion passed.

DRAFT

Village of South Glens Falls  
46 Saratoga Avenue, South Glens Falls, NY12803  
October 2, 2024

**Village Board Executive Session**

MAYOR NICHOLAS BODKIN PRESIDING

Minutes

**Attendance:**

Mayor Bodkin  
TJ Chagnon  
Trustee Girard  
Alan Dubois

Trustee Gutheil  
Trustee Carota  
Trustee Orlow

- **Motion to enter executive session at 8:42 pm to discuss DOL notice and Water Plant operations, inviting TJ Chagnon and Alan Dubois .** Motion made by Trustee Carota, seconded by Trustee Orlow. All in favor, motion passed.
- **Motion 100224-1Exec to grant the request of an unnamed employee to be paid for 19 days of PTO upon their anticipated date of resignation of November 3, 2024.** This action was taken in executive session to protect the interest and not impact the potential of other employment opportunities. Motion made by Trustee Girard, seconded by Trustee Orlow. All in favor, motion passed.

**Discussion:** This mutual agreement is in accordance with the current CSEA contract (pg 10, section VII, part 7, Upon mutual agreement...).



120Water

# NBE - Customer - South Glens Falls Village - NY - Annual Notifications

## Customer - South Glens Falls Village - NY

46 SARATOGA AVE., 46 SARATOGA AVE.

South Glens Falls, NY 12803

United States

Reference: 20240920-095422112

Quote created: September 20, 2024

Quote expires: December 19, 2024

Quote created by: Jon Garrison

jon@120water.com

### Comments from Jon Garrison

## Products & Services

Item Name & Description	Unit Price	Quantity	Term (months)
Comms + PTD Module Communications & PTD Module added to PWS Pro - Enables Designing and Sending of Letters, Postcards & Publicly Available Service Line Map	\$1,200.00 /year	1	12
First Class - 2 sheets - Page 1 address, Page 2 - 4 available for content First Class Letter - 2 sheets of paper. Up to 3 pages of unique color content sent first-class mail sent via 120Water software. (2 sheets of paper - 1 dedicated cover page; 3 pages of unique content).	\$2.14	1,079	12
Annual subtotal			\$1,200.00
One-time subtotal			\$2,309.06
<b>Total</b>			<b>\$3,509.06</b>

Letters reflected on this quote/order form are subject to overage fees. If the number of sheets purchased is exceeded after content is created, a change order will be issued for the overages detailing the difference in price based on the rate card below.

Rate Card	
First Class Letters	
Letter Type	Unit Price
First Class Letter - 2 sheets	\$2.14
First Class Letter - 3-6 sheets	\$3.88
First Class Letter - 7-10 sheets	\$9.45
Certified Letters	
Letter Type	Unit Price
Certified Letter - 3 sheets	\$12.99
Certified Letter - 4-6 sheets	\$14.08
Certified Letter - 7-8 sheets	\$18.79

**Purchase terms**

Fees will be invoiced upon signature of this order form and will be due Net 30 from the invoice date.

Invoice Terms:

Billing Street Address:

Billing City:

Billing State:

Billing Zip Code:

Billing Country:

Billing Notes (if applicable):

This Order Form, together with the Master Services Agreement available at <https://120water.com/master-services-agreement/> (the "MSA"), shall become a legally binding contract upon the earlier of (a) the date both parties execute the Order Form or (b) the date Customer initially began using the Services. Any capitalized word not otherwise defined in this Order Form shall have the same meaning as set forth in the MSA.

120Water may reject this Order Form if: (1) the signatory below does not have the authority to bind Customer to this Order Form, (2) changes have been made to this Order Form (other than completion of the purchase order information and signature block), or (3) the requested purchase order information or signature is incomplete or does not match our records or the rest of this Order Form. Subscriptions are non-cancelable before their end of the Term.

Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed name

Countersignature

\_\_\_\_\_  
Countersignature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed name

**Questions? Contact me**

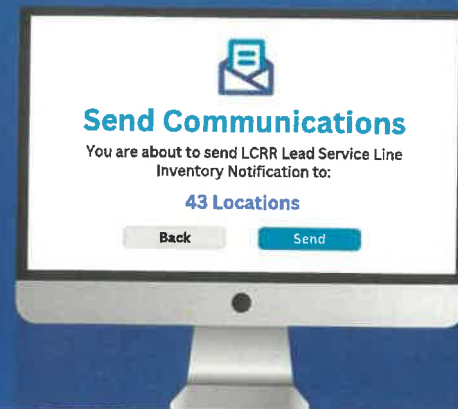


Jon Garrison  
jon@120water.com

120Water  
250 S Elm St  
Zionsville, IN 46077  
US

# DO MORE WITH LESS:

## Easily Send & Track Annual Notifications with 120Water's Digital Water Platform



Doing more with less is typically easier said than done—until now. 120Water's new annual inventory notifications workflow automates the entire process. Complying with upcoming LCRI requirements has never been easier.

Within the 120Water platform, you can:

- Easily filter affected customers
- Apply customized, pre-built letter templates
- Automatically send your residents required lead, unknown, and GRR service line notifications
- Track the status of all your mailings in real time and have an audit trail for regulators

Automating these tasks frees up resources and time, enabling your team to focus on other critical operations and strategic initiatives.

### Without 120Water:

- ✗ Paper
- ✗ Ink
- ✗ Postage
- ✗ Envelopes
- ✗ No Centralized Database or Traceability
- ✗ Unmanageable Unknowns
- ✗ Administrative Time & Effort

### With 120Water:

- ✓ First-Class Letter - Up to 6 Pages
- ✓ Postage Included
- ✓ Color Printing
- ✓ Use of Local Print Shop
- ✓ Audit Trail & Traceability
- ✓ Verification Support to Reduce Unknowns
- ✓ Admin Resources Can Focus on Other Priorities

## Purpose-Built for Compliance and Public Engagement

At 120Water, we understand the challenges of managing water quality, compliance and public trust. Our platform is purpose-built for compliance and public engagement, helping you do more with less and ensuring that every step of your compliance journey is handled efficiently and effectively.

Discover more at [120Water.com](https://120Water.com).



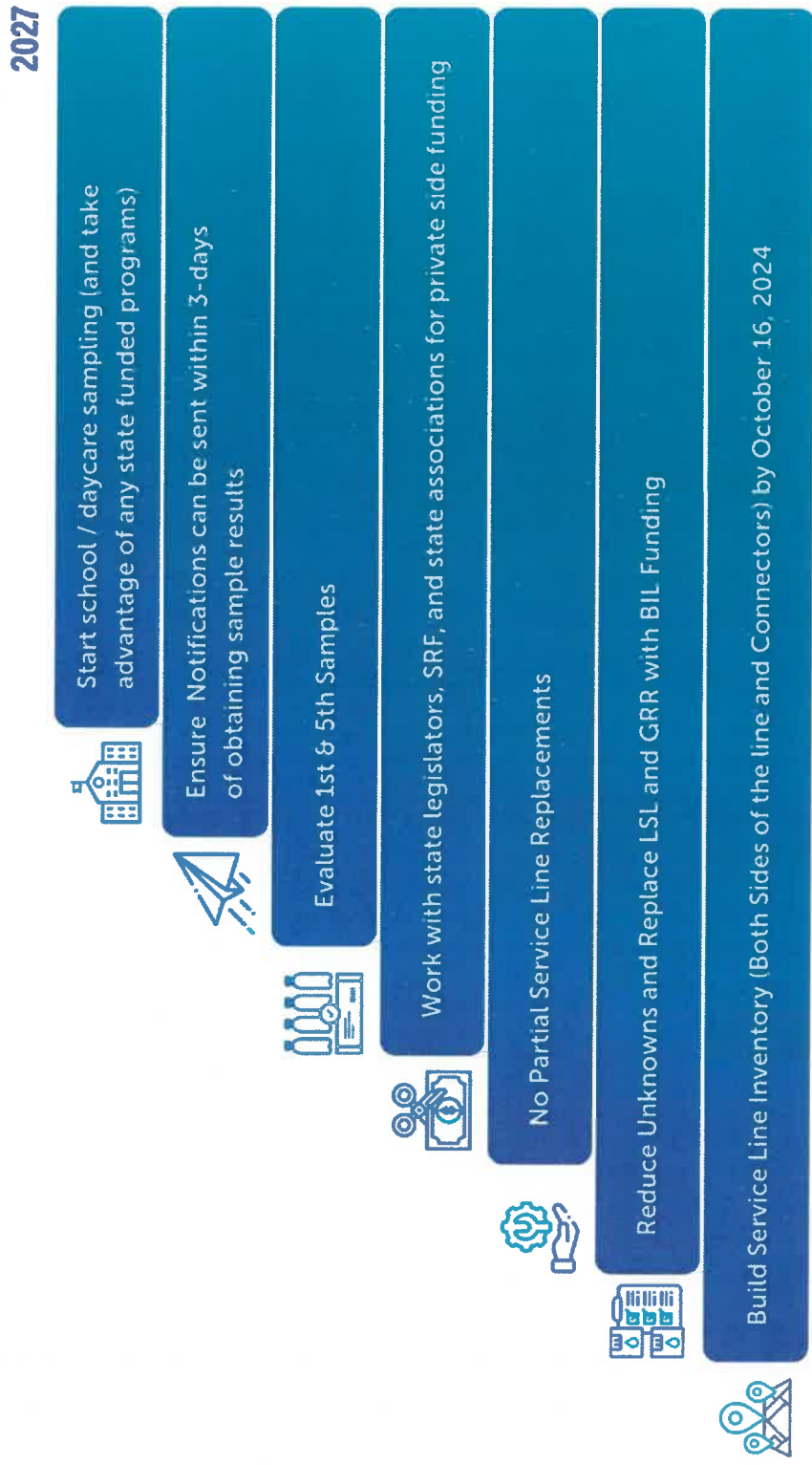


120Water™

# LCRR/LCRI Communications — Compliance



# LCRI Immediate Actions



Today

# New Regulation Trends

- LCRR/I, PFAS, CCR, Cybersecurity, etc. all require more **data** to be reported to Primacy Agencies and more **transparency & communication** with the **public**



Data & Communication

# LCRR/LCRI Communication Requirements

- **It can be challenging to keep up with changing regulations.** Using 120Water's powerful Communications Module and Services, you can automate notifications, send surveys, postcards, and effortlessly showcase your inventory online to meet the requirements below.

## Lead and Copper Rule: Communication Facts

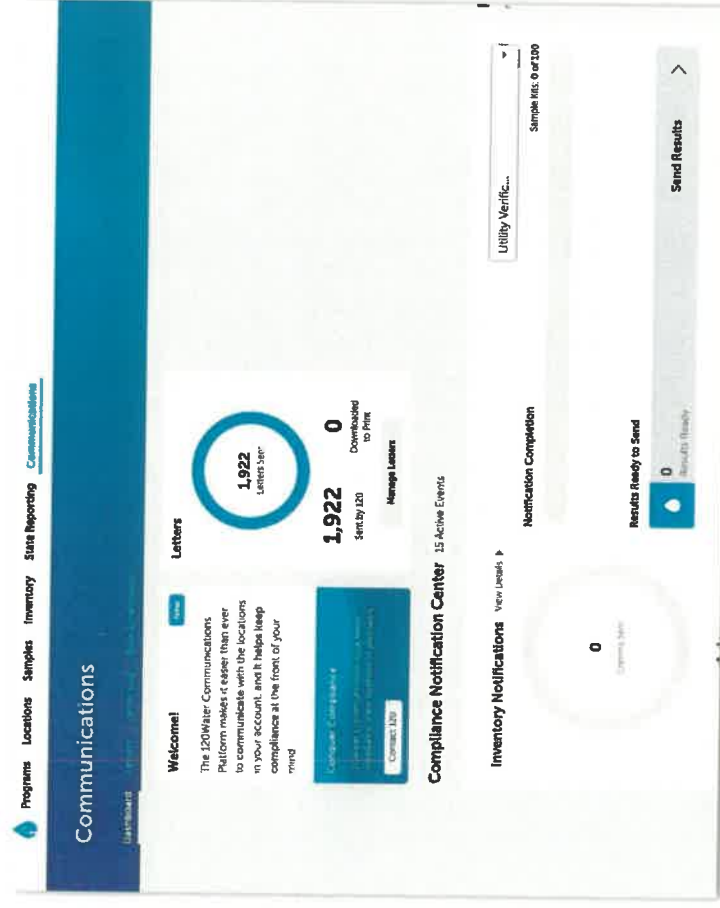
- **Notify customers served by lead, GRR, or unknown lines within 30 days of October 16, 2024 inventory submission**
- **Notify all customers within 24 hours following a lead action level exceedance of 15 ppb**
- **Make service line inventories publicly available**
- **Best practice to leverage customer surveys for service line material verification**



# Communications Module Benefits

Some key benefits of the Communication Module include:

- **Efficient Communication** - automate sending out important notifications and compliance-related communications.
- **Customizable Templates** - create and customize letter templates directly within the platform.
- **Centralized Dashboard** - track all communication programs and maintain audit trail of sent communications.
- **Time and Resource Savings** - let 120Water handle the mailing process, allowing you to focus on other critical tasks.



# Annual Notification Process



Easily filter affected customers



Apply customized, pre-built letter templates

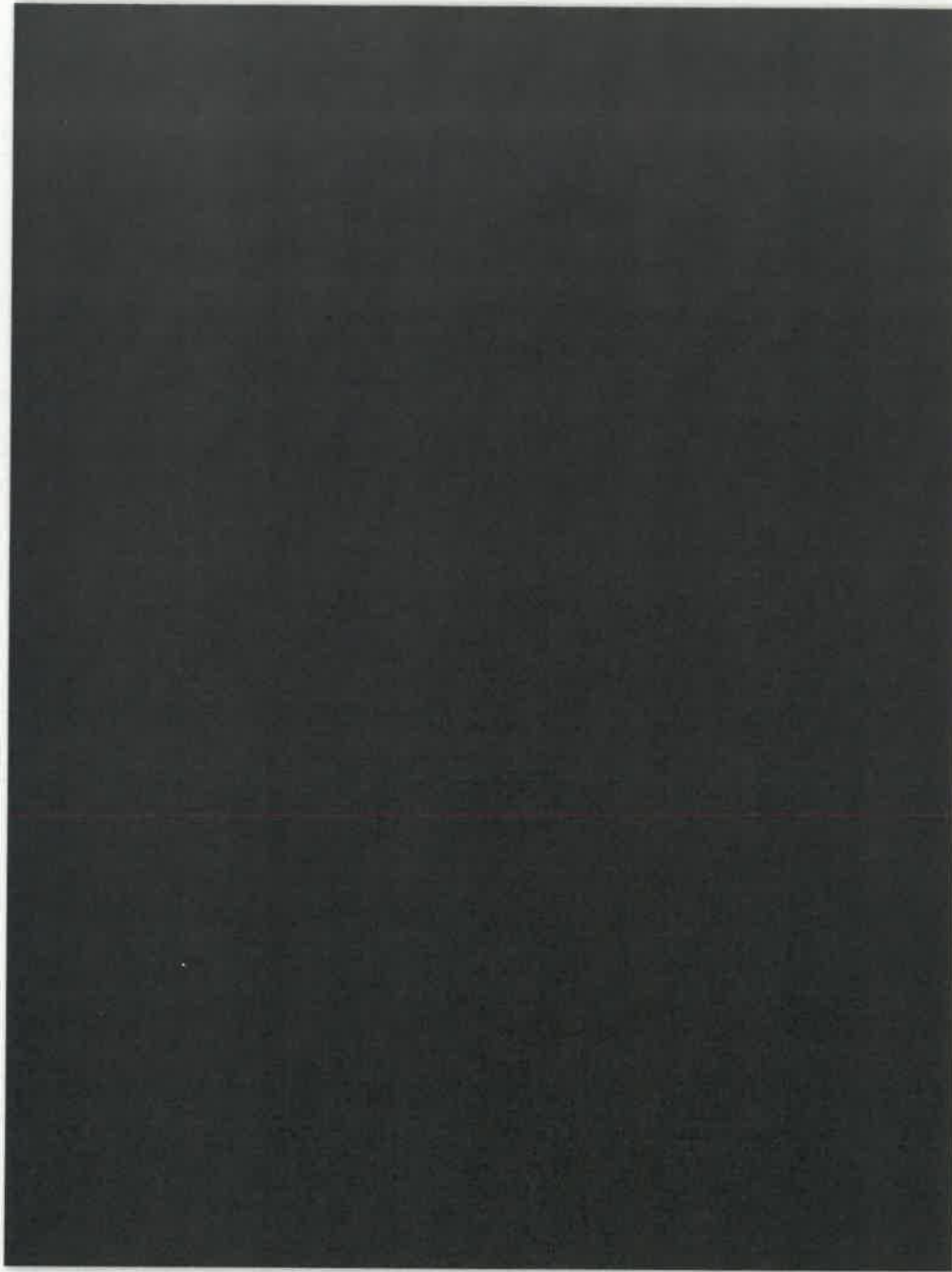


Send letters with click of a button



Track & trace letters, maintain audit trail

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120Water™



# Value of Letters - The 120Water Difference

## Without 120Water:

- ✗ Paper
- ✗ Ink
- ✗ Postage
- ✗ Envelopes
- ✗ No Centralized Database or Traceability
- ✗ Unmanageable Unknowns
- ✗ Administrative Time & Effort

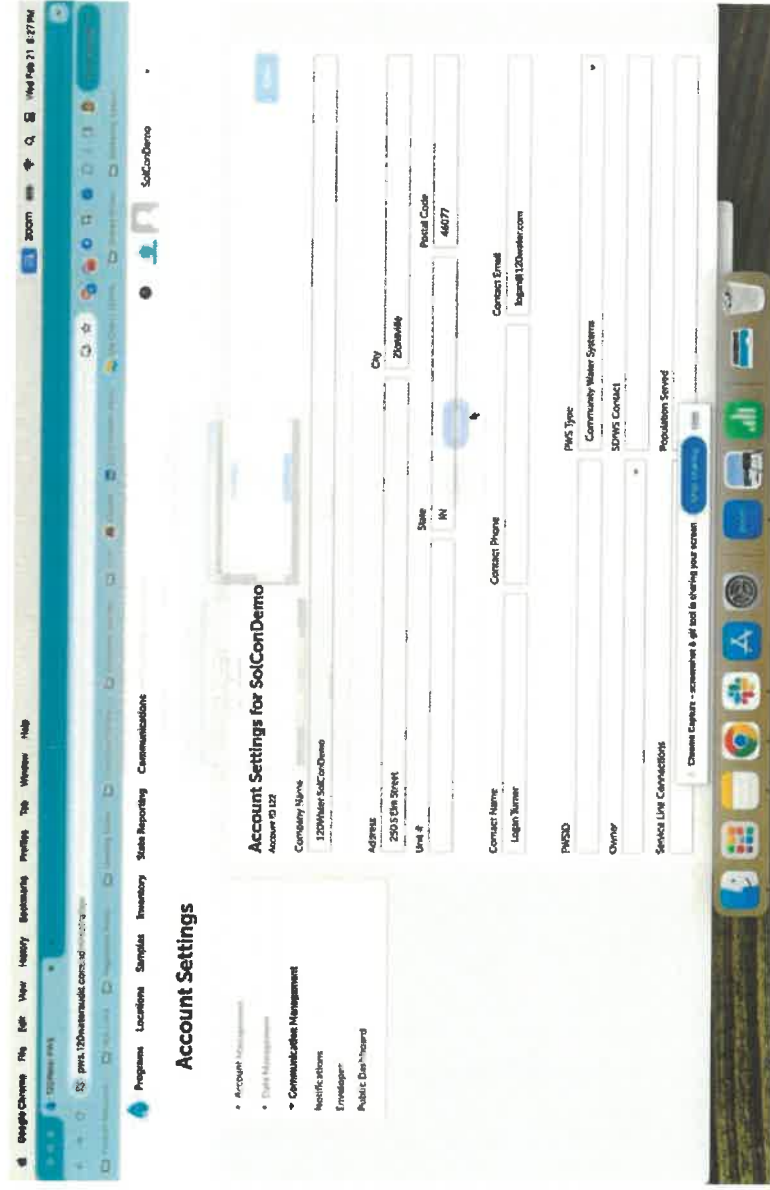
## With 120Water:

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- ✓ Postage Included
- ✓ Color Printing
- ✓ Use of Local Print Shop
- ✓ Audit Trail & Traceability
- ✓ Verification Support to Reduce Unknowns
- ✓ Admin Resources Can Focus on Other Priorities

# Public Transparency Dashboard

Post October 16, ALL water systems will be required to make their inventories available to the public.

120Water can help you setup a website for your customers to easily have visibility into your inventory in a matter of minutes.





# Online Verification Surveys & Postcards

- **Postcards and online surveys are the most cost effective way to verify an unknown service line.** 120Water can help you develop an effective strategy to reduce unknowns through public communications.

**TAKE THIS SHORT SURVEY TO HELP US PROTECT YOUR DRINKING WATER**

Patnot Water requests your help in completing this important survey to document the material of your water service line from the water meter to just outside of your house or business. Patnot Water is asking this information to determine if there are any lead service lines in the resident's service lines and for the completion of a lead service line inventory map.

**Thank you for your response**

**This survey may be completed through one of the following methods:**

- MAIL:** Back of this postcard
- PHONE:** (800) 674-7961
- EMAIL:** [support@120water.com](mailto:support@120water.com)
- ONLINE:**
- IN PERSON:** Patnot Water Company Office  
352 3rd St. Patnot, IN 47038

**FOR HELP OR TO LEARN MORE GO TO: [bit.ly/EPAledcheck](http://bit.ly/EPAledcheck)**

**YOUR WATER SERVICE LINE**

**HOME OR BUSINESS PRIVATELY OWNED UTILITY-OWNED**

**By water service line—from the water meter to just outside of my home or business—is best described as one of the following:**

Lead  Other: \_\_\_\_\_

Galvanized steel  Unknown

Copper  I am unsure and would like someone from Patnot Water to check me in identifying the material.

Plastic

**I have determined my service line material as follows:**

I have observed the material and know what it is.

I have been provided some form of documentation of the water service line material.

It is my best guess.

Other: \_\_\_\_\_

**My home or business was built in one of the following time periods:**

Prior to 1960  April 1986

1960 to 1985  In unknown

Account ID: \_\_\_\_\_  
Location ID: \_\_\_\_\_

**PLEASE CALL 1-800-674-7961**

**Patnot Water requests your assistance in completing this survey. At your convenience, please answer all questions and detach the survey along the perforated edge. Once completed, simply place the detached survey in your mailbox or drop it off in your nearest postal drop box or Patnot Water!**

**Complete This Mail**

# 120Water's Solutions are the Winning Combination

## Software

On-going data and compliance requires technology to ensure accessibility, repeatability, redundancy, and scalability. Highlights of our comms module:

- Create communication events
- Create customized letter templates
- Triggered and automated notifications
  - Results letters, annual notifications, exceedance letters
- Audit trail & document management
- Bulk downloads
- Public Transparency Dashboard



## Services

Dedicated CSM to highlights action areas, help implement best practices, and helps connect the silos.

Examples of Comms related services:

- Survey & letter design
- Configuration of any electronic forms
- Managed support - five points of contact
- Tracking and transcribing survey results back into the software
- Communications plan consultation & strategy review

**TOWN OF MOREAU**  
**Highway Department**  
**1543 Route 9**  
**FORT EDWARD, NY 12828**  
**Chris Abrams: Highway Superintendent**

**TO:** T.J. Chagnon

**FROM:** Chris Abrams

**SUBJECT:** Salt Shed-Shared services between the Town of Moreau &  
the Village of South Glens Falls

**DATE:** October 15, 2024

As per our previous discussions with T. J., the Town of Moreau is looking to double the size of our salt shed. Joshua Westfall, our head of engineer for the Town, is looking at a NYS grant that should become available in the near term. It is a 90/10 grant, meaning two or more municipalities apply together and New York State would pay 90 percent of the total cost. The municipalities pay 10 percent (split by the 2 municipalities making it 5 percent each). It has been brought to my attention that New York State would like to see the Village reduce its salt storage on DPW'S footprint. This shows that both entities would benefit from this grant. Josh and I have been in discussion with our supervisor Jesse Fish, and he has asked us to take the next step and bring it to the Village's attention.

The cost of this shed expansion is \$151,437 which includes a 10% premium added towards 2025 pricing. This would put a cost to each entity of \$7,571.85.

The roof has a twenty-five-year warranty, and the metal is hot dipped galvanized after any welding is done for protection. I'm sure we can work out a lease term that will suffice both entities' concerns. It should be easy to keep track of material that goes out to the Village.

Obviously, we have some logistics to work out, but in discussions with Josh we don't feel that these are insurmountable. If you would like to talk further about this, Josh, Jesse, and I would be happy to meet with you before we go any further.

This is just preliminary talk, as this grant would not be awarded until early 2025. If we proceed and don't come to terms, we can always cancel it.

Chris Abrams  
Highway Superintendent