



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

03/05/25 6:00 PM Auditors - Special Meeting with RBT 22/23 FY

- Clerk/Treasurer Q&A
- Board of Trustees Q&A
- RBT Recommendations moving forward.

Public Meeting 7:00 PM

March 05, 2025

MAYOR NICHOLAS BODKIN PRESIDING

## Agenda

### Public Forum

1. Grant Projects Update
  - a. Carbon Filtration
    - i. GAC media bid - Delaware Eng Proposal to create RFP
      1. The latest test on the GAC system at 100% was non detectable.
  - b. GIGP
    - i. Project Update
    - ii. Excess materials - TJ to explain
  - c. CDBG Grant update
    - i. Current Status - Engineering drawings have been reviewed and approved by OCR and we can proceed to bid once we receive the official release of funds from OCR/CDBG.
    - ii. RFQ for Engineering - Bill Nikas update
2. Motion to Approve the Bills and Payroll as Audited
  - a. General - \$44,480.34
  - b. Water - \$7,624.25
  - c. Sewer - \$1,308.56
  - d. Payroll:
    - i. 02/19/25 - \$27,878.59
    - ii. 02/26/25 - \$40,164.10
3. Approve meeting minutes 02/05/25, 02/19/25
4. Fire Protection Restructuring Discussion
5. Receive and File February Monthly Report: Animal Control, PD, DPW, Bldgs & Codes
6. AWWA Conference
  - a. TJ to attend - \$75.00
7. AIM sign on letter - NYCOM



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8. Old Business
  - a. Grant opportunities
9. New Business
  - a. AED renewal
10. Trustee Reports
11. Mayor's Report
  - a. SHMD Raised \$700,528.31!
12. Executive Session:

# PROFESSIONAL SERVICES AGREEMENT

## Multi-year Granular Activated Carbon (GAC) Media Writing of Request for Proposals (RFP)

This Agreement is by and between

Village of South Glens Falls  
46 Saratoga Ave  
NY 12803

and,

Delaware Engineering, D.P.C. ("ENGINEER")  
28 Madison Avenue Extension  
Albany, New York 12203

Who agree as follows:

The CLIENT hereby engages the ENGINEER to perform the services described in Part I ("Services") and the ENGINEER agrees to perform the Services for the compensation set forth in Part II. Work shall be conducted pursuant to the Standard Terms and Conditions provided in Part III. The ENGINEER shall be authorized to commence the Services upon execution of this Agreement. The CLIENT and the ENGINEER agree that this signature page, together with Parts I-III and any attachments referred to therein, constitute the entire agreement between them relating to continuing Project assignments (Agreement).

APPROVED FOR CLIENT

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

Printed Name: \_\_\_\_\_

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

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

APPROVED FOR ENGINEER

By: Roberto Flores

Printed Name: Roberto Flores, P.E.

Title: Senior Project Manager

Date: 02/25/2025

**PART I  
ENGINEER'S RESPONSIBILITIES**

The proposed engineering services will include all costs for labor, materials, equipment, overhead & profit, and supplies required to:

1. Write a request for proposals for a multi-year Granular Activated Carbon (GAC) media
2. Administer the bidding process up to providing a recommendation of award letter for the successful low bidder.

Unless otherwise indicated, all tasks described below will be completed by Delaware Engineering staff.

**PART II  
COMPENSATION**

The proposed not-to-exceed lump sum cost for this service is **\$3,500.00**.

**Estimate of Engineering Costs**

<b>Task</b>	<b>Personnel</b>	<b>Rate (\$/hr)</b>	<b>Time (hr)</b>	<b>Cost (\$)</b>
Communications	Engineer II	155	8	\$1,240
RFP	Engineer II	155	4	\$620
QA/QC	Project Manager	220	2	\$440
Bidding	Engineer II	155	8	\$1,240
Total				\$3,540

**DELAWARE ENGINEERING, D.P.C.**  
**2024**  
**HOURLY RATE SCHEDULE**

<b>Personnel</b>	<b>Rate</b>
Admin, Billing Clerk, Project Coordinator	\$85 - \$105
Communications	\$160 - \$180
Designer, Technician, Construction Inspector I	\$95 - \$120
Designer, Technician, Construction Inspector II	\$125 - \$150
Designer, Technician, Construction Inspector III	\$150 - \$170
Designer, Technician, Construction Inspector IV	\$170 - \$200
Engineer/Scientist/Planner I	\$110 - \$140
Engineer/Scientist/Planner II	\$140 - \$170
Engineer/Scientist/Planner III	\$170 - \$190
Engineer/Scientist/Planner IV	\$190 - \$230
Principal Engineer/Scientist/Planner	\$230 - \$260

**Reimbursable Expenses:**

1. FedEx, UPS, US Postal, Courier @ Cost

**1. STANDARD OF CARE.** Services shall be performed in accordance with the standard of professional practice ordinarily exercised by the applicable profession at the time and within the locality where the Services are performed. Professional services are not subject to, and ENGINEER can not provide, any warranty or guarantee, express or implied, including warranties or guarantees contained in any uniform commercial code. Any such warranties or guarantees contained in any purchase orders, requisitions or notices to proceed issued by CLIENT are specifically objected to.

**2. CHANGE OF SCOPE.** The scope of Services set forth in this Agreement is based on facts known at the time of execution of this Agreement, including, if applicable, information supplied by CLIENT. For some projects involving conceptual or process development services, scope may not be fully definable during initial phases. As the Project progresses, facts discovered may indicate that scope must be redefined.

**3. SAFETY.** ENGINEER has established and maintains corporate programs and procedures for the safety of its employees. Unless specifically included as a service to be provided under this Agreement, ENGINEER specifically disclaims any authority or responsibility for general job site safety and safety of persons other than ENGINEER employees.

**4. DELAYS.** If events beyond the control of CLIENT or ENGINEER, including, but not limited to, fire, flood, explosion, riot, strike, war, process shutdown, act of God or the public enemy, and act or regulation of any government agency, result in delay to any schedule established in this Agreement, such schedule shall be amended to the extent necessary to compensate for such delay. In the event such delay exceeds 60 days, ENGINEER shall be entitled to an equitable adjustment in compensation.

**5. TERMINATION/SUSPENSION.** Either party may terminate this Agreement upon 30 days written notice to the other party. CLIENT shall pay ENGINEER for all Services, including profit relating thereto, rendered prior to termination, plus any expenses of termination. In the event either party defaults in its obligations under this Agreement (including CLIENT'S obligation to make the payments required hereunder), the non-defaulting party may, after 7 days written notice stating its intention to suspend performance under the Agreement if cure of such default is not commenced and diligently continued, and failure of the defaulting party to commence cure within such time limit and diligently continue, suspend performance under this Agreement.

**6. OPINIONS OF CONSTRUCTION COST.** Any opinion of construction costs prepared by ENGINEER is supplied for the general guidance of the CLIENT only. Since ENGINEER has no control over competitive bidding or market conditions, ENGINEER cannot guarantee the accuracy of such opinions as compared to contract bids or actual costs to CLIENT.

**7. RELATIONSHIP WITH CONTRACTORS.** ENGINEER shall serve as CLIENT'S professional representative for the Services, and may make recommendations to CLIENT concerning actions relating to CLIENT'S contractors, but ENGINEER specifically disclaims any authority to direct or supervise the means, methods, techniques, sequences or procedures of construction selected by CLIENT'S contractors.

**8. CONSTRUCTION REVIEW.** For projects involving construction, CLIENT acknowledges that under generally accepted professional practice, interpretations of construction documents in the field are normally required, and that performance of construction-related services by the design professional for the project permits errors or omissions to be identified and corrected at comparatively low cost. CLIENT agrees to hold ENGINEER harmless from any claims resulting from performance of construction-related services by persons other than ENGINEER.

**9. INSURANCE.** ENGINEER will maintain insurance coverage for Professional, Comprehensive General, Automobile, Worker's Compensation, and Employer's Liability in amounts in accordance with applicable law and regulation and ENGINEER'S business requirements. Certificates evidencing such coverage will be provided to CLIENT upon request. For projects involving construction, CLIENT agrees to require its construction contractor, if any, to include ENGINEER as an additional insured on its policies relating to the Project. ENGINEER'S coverages referenced above shall, in such case, be excess over contractor's primary coverage.

**10. HAZARDOUS MATERIAL.** Hazardous materials may exist at a site where there is no reason to believe they could or should be present. ENGINEER and CLIENT agree that the discovery of unanticipated hazardous materials constitutes a changed condition mandating a renegotiation of the scope of work. ENGINEER agrees to notify CLIENT as soon as practically possible should unanticipated hazardous materials or suspected hazardous materials be encountered. CLIENT acknowledges and agrees that it retains title to all hazardous material existing on the site and shall report to the appropriate federal, state or local public agencies, as required, any conditions at the site that may present a potential danger to the public health, safety or the environment. CLIENT shall execute any manifests or forms in connection with transportation, storage and disposal of hazardous materials resulting from the site or work on the site or shall authorize ENGINEER to execute such documents as CLIENT'S agent. CLIENT waives any claim against ENGINEER and agrees to defend, indemnify, and save ENGINEER harmless from any claim or liability for injury or loss arising from ENGINEER'S discovery of unanticipated hazardous materials or suspected hazardous materials.

**11. INDEMNITIES.** To the fullest extent permitted by law, ENGINEER shall indemnify and save harmless CLIENT from and against loss, liability, and damages sustained by CLIENT, its agents, employees, and representatives by reason of injury or death to persons or damage to tangible property to the extent caused directly by the willful misconduct or failure to adhere to the standard of care described in Paragraph 1 above of ENGINEER, its agents or employees.

To the fullest extent permitted by law, CLIENT shall defend, indemnify, and save harmless ENGINEER from and against loss, liability, and damages sustained by ENGINEER, its agents, employees, and representatives by reason of claims for injury or death to persons, damages to tangible property, to the extent caused directly by any of the following: (a) any substance, condition, element, or material or any combination of the foregoing (i) produced, emitted or released from the Project or tested by ENGINEER under this Agreement, or (b) operation or management of the Project. CLIENT also agrees to require its construction contractor, if any, to include ENGINEER as an indemnitee under any indemnification obligation to CLIENT.

**12. LIMITATIONS OF LIABILITY.** No employee or agent of ENGINEER shall have individual liability to CLIENT. CLIENT agrees that, to the fullest extent permitted by law, ENGINEER'S total liability to CLIENT for any and all injuries, claims, losses, expenses or damages whatsoever arising out of or in any way related to the Project or this Agreement from any causes including, but not limited to, ENGINEER'S negligence, errors, omissions, strict liability, or breach of contract and whether claimed directly or by way of contribution shall not exceed the limits of insurance under this Agreement. If CLIENT desires a limit of liability greater than that provided above, CLIENT and ENGINEER shall include in Part III of this Agreement the amount of such limit and the additional compensation to be paid to ENGINEER for assumption of such additional risk. IN NO EVENT AND UNDER NO CIRCUMSTANCES SHALL ENGINEER BE LIABLE TO CLIENT FOR CONSEQUENTIAL, INCIDENTAL, INDIRECT, SPECIAL, OR PUNITIVE DAMAGES.

**13. ACCESS.** CLIENT shall provide ENGINEER safe access to any premises necessary for ENGINEER to provide the Services.

**14. REUSE OF PROJECT DELIVERABLES.** Reuse of any documents or other deliverables, including electronic media, pertaining to the Project by CLIENT for any purpose other than that for which such documents or deliverables were originally prepared, or alteration of such documents or deliverables without written verification or adaptation by ENGINEER for the specific purpose intended, shall be at the CLIENT'S risk. Further, all title blocks and the engineer's seal, if applicable, shall be removed if and when CLIENT provides deliverables in electronic media to another entity. CLIENT agrees that relevant analyses, findings and reports provided in electronic media shall also be provided in "hard copy" and that the hard copy shall govern in the case of a discrepancy between the two versions, and shall be held as the official set of drawings, as signed and sealed. CLIENT shall be afforded a period of 30 days in which to check the hard copy against the electronic media. In the event that any error or inconsistency is found as a result of this process, ENGINEER shall be advised and the inconsistency shall be corrected at no additional cost to CLIENT. Following the expiration of this 30-day period, CLIENT shall bear all responsibility for the care, custody and control of the electronic media. In addition, CLIENT represents that it shall retain the necessary mechanisms to read the electronic media, which CLIENT acknowledges to be of only limited duration. CLIENT agrees to defend, indemnify, and hold harmless ENGINEER from all claims, damages, and expenses, (including reasonable litigation costs), arising out of such reuse or alteration by CLIENT or others acting through CLIENT.

**15. AMENDMENT.** This Agreement, upon execution by both parties hereto, can be amended only by a written instrument signed by both parties.

**16. ASSIGNMENT.** Except for assignments (a) to entities which control, or are controlled by, the parties hereto or (b) resulting from operation of law, the rights and obligations of this Agreement cannot be assigned by either party without written permission of the other party. This Agreement shall be binding upon and inure to the benefit of any permitted assigns.

**17. STATUTES OF LIMITATION.** To the fullest extent permitted by law, parties agree that, except for claims for indemnification, the time period for bringing claims under this Agreement shall expire one year after Project completion.

**18. DISPUTE RESOLUTION.** Parties shall attempt to settle disputes arising under this agreement by discussion between the parties' senior representatives of management. If any dispute can not be resolved in this manner, within a reasonable length of time, parties agree to attempt non-binding mediation or any other method of alternative dispute resolution prior to filing any legal proceedings. In the event any actions are brought to enforce this Agreement, the prevailing party shall be entitled to collect its litigation costs from the other party.

**19. NO WAIVER.** No waiver by either party of any default by the other party in the performance of any particular section of this Agreement shall invalidate any other section of this Agreement or operate as a waiver of any future default, whether like or different in character.

**20. NO THIRD-PARTY BENEFICIARY.** Nothing contained in this Agreement, nor the performance of the parties hereunder, is intended to benefit, nor shall inure to the benefit of, any third party, including CLIENT'S contractors, if any.

**21. SEVERABILITY.** The various terms, provisions and covenants herein contained shall be deemed to be separate and severable, and the invalidity or unenforceability of any of them shall not affect or impair the validity or enforceability of the remainder.

**22. AUTHORITY.** The persons signing this Agreement warrant that they have the authority to sign as, or on behalf of, the party for whom they are signing.

**23. OWNERSHIP.** The CLIENT shall retain complete ownership of the design provided by the Engineer upon full payment of all fees. However, the CLIENT is not permitted to modify, alter, or make derivative works from the design in any manner without the prior written consent of the Engineer. This restriction is intended to ensure the integrity and intended functionality of the design as envisioned by the Engineer.



Samantha Berg <clerktreasurer@sgfny.com>

## Fwd: SGF Meters and horns On site

1 message

TJ Chagnon <dpwchagnon@sgfny.com>

Mon, Mar 3, 2025 at 1:36 PM

To: Mayor Bodkin <mayor@sgfny.com>, Harry Gutheil <trusteegutheil@sgfny.com>, Tony Girard <trusteegirard@sgfny.com>, Tim Carota <trusteecarota@sgfny.com>, Joe Orlow <trusteeorlow@sgfny.com>, Samantha Berg <clerktreasurer@sgfny.com>

To All,

Here is the list of material that is left at the DPW garage. I do not believe that we need to keep all of the items on the list but I would like to keep 5 meter horns, 10- 5/8"x3/4" meters. This would be above the amount of supplies and meters that we need to complete the project. The meters I could use for irrigation purposes and the horns we would keep for future use. Can we make a decision at our Board meeting Wednesday so I can let Ferguson know our intentions.

Thank You

----- Forwarded message -----

From: <Thomas.Erickson@ferguson.com>

Date: Fri, Feb 28, 2025 at 2:29 PM

Subject: SGF Meters and horns On site

To: <dpwchagnon@sgfny.com>

Cc: <amantas@delawareengineering.com>, <jason.parker1@ferguson.com>, <Daniel.Arredondo@ferguson.com>, <joseph.redmond@ferguson.com>, <billy.kang@ferguson.com>

TJ,

The last inventory we did for the material on site is listed below. Please let us know what the Village is going to keep on hand. This list includes any meters that we will be leaving per the punch list.

Meter Horns	30
Allegro Wall Mount Radio	6
3" Octave meter	4
2" Octave meter	4
1" Master Meter	24
5/8"x3/4" Mater Meter	85
UTG Registers w/ Badger Plastics	15

Thank you, Tom

Tom Erickson

Area Sales Manager

New England, NY and New Jersey

**Meter & Automation Group**

(253) 375-3055

[thomas.erickson@ferguson.com](mailto:thomas.erickson@ferguson.com)

[ferguson.com/waterworks](http://ferguson.com/waterworks)



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***TJ Chagnon***

Superintendent of Public Works

Village of South Glens Falls, NY

46 Saratoga Ave.

South Glens Falls, NY 12803

office: (518)-792-4033

fax: (518)-792-0299

mobile: (518)-361-8161



**MARCH 2025**

**REQUEST FOR QUALIFICATIONS (RFQ)**

**SARATOGA COUNTY  
VILLAGE OF SOUTH GLENS FALLS  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
FY 2025 CDBG INFRASTRUCTURE GRANT AWARD**

**WATER MAIN REPLACEMENT PROJECT - FERRY BOULEVARD  
PROJECT # 1091 PW/122-24  
ENGINEERING SERVICES**

The Village of South Glens Falls is issuing a Request for Qualifications from engineering consultants/firms pursuant to federal procurement standards (24 CFR 85) and the New York State Office of Homes & Community Renewal (NYSHCR) procurement guide. The Village has received approval of an FY 2025 CDBG public infrastructure grant to replace aging water mains. The total grant award is \$1,000,000.00. The Village is utilizing a, qualifications-based procurement procedure per HUD to evaluate professional service firms or individuals that are proposing to provide engineering services to include, but are not limited to, preliminary and final designs, regulatory approvals, bidding and contract award and construction phase services.

The Current Program will be completed in 12 months. However, the Village intends to submit applications for additional CDBG infrastructure funds, and for other planning and specialized community development grant programs. As such, this RFQ may also cover engineering services required to implement other CDBG funded infrastructure projects and/or other community development projects in which the Village may undertake for a three-year period. It should be noted that future work is not guaranteed and will be subject to separate proposals and contracts which reflect mutually agreeable scopes of work and costs.

**PROJECT DESCRIPTION**

The project is situated along Ferry Boulevard in the Village. The scope includes replacement of approximately 1900 linear feet of existing 4" to 6" water mains with 8" PVC piping (along with associated hydrant, valves, fittings, etc.) as well as restoration of the disturbed roadways impacted by the project.

## **SCOPE OF SERVICES**

The individual or firm selected will undertake the following services:

1. Perform inspections of the project sites. Undertake any surveys, analysis, or studies as necessary to adequately design the project;
2. Develop a plan and documents for construction of the water lines and associated facilities, including all plans, specifications, bidding and contract documents;
3. Undertaking required permitting activities as required by State and Federal agencies, such as NYS Department of Health, NYS Department of Transportation, NYS Department of Environmental Conservation, US Army Corps of Engineers, etc.;
4. Oversee and coordinate bidding and the contract award process with the Village of South Glens Falls and State or Federal Agencies with oversight authority of the construction activities, and;
5. Perform construction phase administration and observation of the contractor to ensure that the project is built according to plans and specifications.

**Note:** This proposal does not include providing a “Clerk of the Works” or other similar full time on the job construction supervisor.

Professional Services contracts may be reviewed by the NYS Office of Community Renewal.

## **SELECTION PROCESS AND CRITERIA**

The Consultant for this project will be selected according to the “competitive negotiation” method detailed in Section 85.36 of the Uniform Administrative Requirements (24 CFR Part 85) which governs procurement standards applicable to Federally assisted projects. This Request for Qualifications does not include price as a selection factor. The Village intends to evaluate the qualifications of the service firm or individual proposing to provide the services identified in the RFQ Scope of Services. The Village further intends to select the firm or individual, which in the Village’s judgment, is the most qualified firm, and the firm that would best serve the Village’s interests, subject to negotiation of fair and reasonable compensation.

In evaluating proposals, the Village shall give the following evaluation factors the following weight or relative importance in the selection process

1.	The overall capacity of the consultant or firm and the range of services and experience with similar projects	40%
2.	The technical skills and experience of the designated project manager and other individual assigned to the project	35%
3.	Communication skills - the respondent must be able to prepare written information in a clear and concise manner and must also be willing to provide timely accurate information in response to inquiries from the Village of South Glens Falls	15%
4.	Cost	10%
		100%

Subsequent to reviewing and evaluating competitive proposals, the Village may, at its sole discretion, choose to interview some or all firms responding prior to final consultant or firm selection or may reject any or all proposals at its option.

The Village anticipates a fixed price contract that relates the level of payment to project completion milestones, or levels of achievement. The Village reserves the right to select, not to select, or to re-advertise for proposals.

### **SUBMISSION REQUIREMENTS**

Interested parties should submit a written proposal to include, but not be limited to:

- A. General company brochure (if any) or business informational material including a description of services that the firm renders for its clients;
- B. Resumes of staff who would be working on this project;
- C. A listing of projects undertaken of a similar size and scope to the proposed project, including location, project description, project cost, and other relevant information; and
- D. References, including names, addresses, and telephone numbers from at least three current or former clients.

All proposals must be received no later than 3:00 PM - Friday, April , 2025. Faxed and emailed proposals will not be accepted. All proposals must be submitted via mail as follows:

Samantha Berg, Clerk/Treasurer  
Village of South Glens Falls  
46 Saratoga Avenue  
South Glens Falls, New York 12803

Please submit an original and one (1) copy of your proposal.

**Professional service firms, individuals, or teams that are or include NYS Certified MBE or WBE firms or individuals are strongly encouraged to submit proposals in response to this RFQ. Consultants and firms are also encouraged to submit utilizing DBE sub-consultants where appropriate.**

**Questions regarding this RFQ may be directed to:**

**Samantha Berg, ClerkTreasurer**  
**[clerktreasurer@sgfny.com](mailto:clerktreasurer@sgfny.com)**  
**518-793-1455**

Village of South Glens Falls  
46 Saratoga Avenue, South Glens Falls, NY12803  
February 05, 2025  
Regular Village Meeting @ 7:00 PM

**Village Board Meeting**  
MAYOR NICHOLAS BODKIN PRESIDING  
Minutes

**Attendance:**

Mayor Bodkin  
Trustee Carota  
Trustee Girard  
Trustee Gutheil  
Trustee Orlow  
Attorney Bill Nikas  
John LaPoint - 16 Baker Ave.  
Alan Dubois  
Ty Wrobel  
CR  
JM

Clerk Treasurer Samantha Berg  
DPW Superintendent TJ Chagnon  
Claude Middleton - 34 Marion Ave.  
Harold Taft  
Tim Pease  
Alex Portal - Post Star  
Carol LaPoint - 16 Baker Ave.  
Hailey Dubois  
Karen Kames  
+18566686794  
Tim Fuller

The Mayor opened the meeting at 7:00 PM.

Pledge of Allegiance

**Public Forum:**

**Moment of Silence in remembrance of Wayne Bruce**

**Public Forum: None**

**1. Grant Project Updates**

**a. WIIA Long-Term Disbursement #6**

- i. **Motion 020525-1 to approve payment of \$2,200.00 to Delaware Engineering:** Trustee Carota motioned and Trustee Orlow seconded. All in favor, motion passed.

**b. GIGP**

- i. **Project Update: Motion 020525-2 to withdraw the past motion to include a \$100 penalty fine in GIGP Letter:** Trustee Girard motioned and Trustee Orlow seconded. All in favor, motion passed.

**Discussion:** Anthony is waiting for Board direction on how to proceed with the remaining accounts with language in a revised letter. Attorney Nikas requested board direction on updated language for redrafting a final certified letter. The remaining properties will be dealt with on a case-by-case basis.

- ii. **Certificate of Substantial Completion:** The engineer has revised the Certificate of Substantial Completion to state that it is not a waiver of any rights of the Village to claim delayed damages.
- c. **CDBG Grant Update:** Emails have been sent regarding contract specs and bid documents for Ferry Boulevard Upgrades and the additional 500 feet of water main for Ferry Boulevard with revised drawings for TJ Chagnon to review. OCR asked for revisions to make the contract eligible for payment and the engineers have sent that so they can confirm the procurement policy meets their requirements and with that approval, the bid can be advertised. THPO and SHPO letters have been sent. They are due back at the end of the month. The engineers have explained to OCR that the Village is adamant about going to bid ASAP. DOH layout looks good and should be able to go to bid before the end of February.

**Motion 020525-3 to establish CDBG checking account:** Trustee Carota motioned and Trustee Orlow seconded. All in favor, motion passed.

**Motion 020525-4 to appoint the Mayor as the following: Fair Housing Officer, Section 3 Coordinator, Labor Standards Compliance Officer:** Trustee Orlow motioned and Trustee Carota seconded. All in favor, motion passed.

**Discussion:** We are currently awaiting an update from NYS. OCR will issue a release of funds in a concurrence letter to the municipality and the project can begin to incur costs. The Village has items that need to be completed before funds can be released. Verbal deadlines are: February 13th and release of funds (with possible delays) February 27. The Mayor will send an email to CDBG to request deadlines.

**Motion 020525-5 to allow Trustee Carota and Trustee Orlow to sign for sign request for funds as authorized signers:** Mayor Bodkin motioned and Trustee Girard seconded. All in favor, motion passed.

TJ Chagnon requested the Board to waive the cost of a water meter frost plate for a particular resident who had a frozen meter over the past weekend. Residents will have to be notified that it's their responsibility to protect their water meter. A notification to property owners will be in their water sewer bill letter.



2. **Motion 020525-6 to approve the transfers as presented:** Trustee Orlow motioned and Trustee Carota seconded. All in favor, motion passed.

a.	A 1325.407	A 1325.418	\$14.50	Death Certificates - "Void" Paper
	A 1440.100	A 1440.402	\$43.98	Conferences & Training - Planning Board Conference

3. **Motion 020525-7 to approve the Bills and Payroll as Audited:** Trustee Carota motioned and Trustee Orlow seconded. All in favor, motion passed.

- a. General - \$58,024.47
- b. Water - \$52,848.71
- c. Sewer - \$4,110.23
- d. Special - \$119.00
- e. Payroll:
  - 01/08/25 - \$22,947.30
  - 01/15/25 - \$24,830.53
  - 01/22/25 - \$23,858.60

4. **Motion 020525-8 to approve Regular Village Board Meeting Minutes 01/15/25:** Trustee Gutheil motioned and Trustee Carota seconded. All in favor, motion passed.

5. **Motion 020525-9 to approve a new PC for Water Dept.:** Trustee Gutheil motioned and Trustee Girard seconded. All in favor, motion passed.

- a. FX 8310.0200 - \$1,174.32 (PC only)
- b. FX 8310.0410 - \$697.51 (setup and install MS Office)

6. **Motion 020525-10 to receive and file January Monthly Report: Animal Control, PD, DPW, and Bldg. Insp.:** Trustee Carota motioned, and Trustee Orlow seconded. All in favor, motion passed.

**Discussion:** Trustee Gutheil questioned where the physical file of an upcoming site plan review status was located and when the Planning or Zoning Board Meeting would be held as the Building Inspector could not produce it. The Planning Board Meeting is scheduled for February 12th at 5:00 pm at the Village Office, which was posted to the Village Website on January 15th. Clarification of Building Inspector Site Plan Review should be Pending Permits.

**Motion 020525-11 for Village Board Members to be notified of upcoming Village Planning or Zoning Board Meetings along with their documentation:** Trustee Gutheil motioned and Trustee Girard seconded. All in favor, motion passed.

7. **Motion 020525-12 to allow the Mayor to sign the RBT Management Representative Letter as requested by RBT and to engage RBT to audit 23-24 FY:** Trustee Gutheil motioned and Trustee Orlow seconded. Trustee Girard-yes, Trustee Orlow-yes, Trustee Gutheil-abstained, Trustee Carota-yes, Mayor Bodkin-yes, motion passed.





**Discussion:** Explanation of the contents of the draft and the Audit Letter with Board questions to be answered virtually with the auditors along with a final draft of Audit at a meeting requested by the Board on either 03/05/25 or 03/19/25 depending on their availability.

8. **Motion 020525-13 for radio installation new car:** Trustee Girard motioned and Trustee Orlow seconded. All in favor, motion passed.

9. **Motion 020525-14 for the contract with Auctions International:** Trustee Carota motioned and Trustee Orlow seconded. All in favor, motion passed.

#### **10. Personnel Request**

a. **Motion 020525-15 to payout remaining PTO for Shawna Clark:** Trustee Orlow motioned and Trustee Girard seconded.

**Discussion:** Trustee Girard stated that PTO is accrued and has to be paid out; However, it is not noted in the Non-Union Employee Handbook. All in favor, motion passed.

b. **Motion 020525-16 for the payout of retro pay from June 1 - November 2 for Alan DuBois:** Trustee Carota motioned and Trustee Gutheil seconded. Trustee Girard-abstained, Trustee Orlow-yes, Trustee Gutheil-yes, Trustee Carota-yes, Mayor Bodkin-yes, motion passed.

**Discussion:** Employee is on the payroll and has been employed throughout. There is another employee that this applies to and if a request is made, it will be addressed.

11. **Motion 020525-17 to approve Election Items: Election Inspectors and to sign the Machine Liability Agreement:** Trustee Gutheil motioned and Trustee Carota seconded. Trustee Girard-yes, Trustee Orlow-yes, Trustee Gutheil-yes, Trustee Carota-yes, Mayor Bodkin-abstained, motion passed.

**Discussion:** Election Inspectors will be Debbie Fitzgibbons, Margaret Centerbar, Donna Patricke, Vicky Sesselman.

12. **Plow Painting Request:** Jennifer Rich has requested to paint the snowplow blade of Chris' truck in remembrance of the disease their family is battling. TJ Chagnon informed the Board that DPW trucks are painted annually and have filled such a request in the past; as long as there is no vulgarity, the request can be granted when it is time to repaint.

#### **13. Old Business**

a. **Motion 020525-18 to make amendments to the previous bid for Carbon media specifications, update the dates, and put out to bid as an extended contract to include recycling for March 4, 2025:** Trustee Girard motioned and Trustee Gutheil seconded. All in favor, motion passed.

b. Trustee Gutheil requested an update on the following: Fire Department





Floors, Grant Writing, Water & Sewer Rates, Budget. He will be having 10:00 am Meeting with Jesse Fish Monday, February 10th re: Village Water. Trustee Gutheil asked if there was an update on the HRA and thanked the Clerk Treasurer for the updated utilization. The Board should have received an email regarding Solar Farm Credits. Trustee Gutheil believes health insurance contributions should be revisited. He also has questions on the dental insurance and the ACA requirements.

#### **14. New Business**

- a. **Motion 020525-20 to add Lorie Gollhofer as a signer on all bank accounts and to serve as Deputy Registrar of Vital Statistics for the remainder of Shawwna Clark's term (April 2025):** Trustee Orlow motioned, and Trustee Carota seconded. Trustee Orlow-yes, Trustee Gutheil-yes, Trustee Carota-yes, Mayor Bodkin-yes, motion passed.
- b. Trustee Girard has received a complaint on Henry Street for excessive speed. He also requested an update on street light replacement by National Grid. A report was provided by Chief Gifford. Trustee Gutheil requested an update on the vacant property on Ferry Blvd as well as the burnt property on Harrison Avenue. Counsel has filed a complaint with DFS on the mortgage holder on Ferry Blvd. The Code Enforcement Officer is supposed to be working with the parent of the homeowner on Ferry Blvd.

#### **15. Trustee Reports**

**16. Mayor's Report:** The Mayor attended the Saratoga County Planning & Zoning Conference. The Mayor met with Jim Edwards and Jim Thatcher and discussed engineering needs of the Village: Baker Avenue, reducing aquifer decontamination, farmer's market idea, improvement and existing projects.

**17. Motion 020525-21 to enter into executive session at 8:57 pm to discuss SLIC Fiber, PBA negotiations, PFAS litigation.** Trustee Orlow motioned, and Trustee Carota seconded. All in favor, motion passed.

**Unable to record when executive session was adjourned and meeting was adjourned due to the microphone not being turned on when coming out of executive session.**



Village of South Glens Falls  
46 Saratoga Avenue, South Glens Falls, NY12803  
February 19, 2025  
Regular Village Meeting @ 7:00 PM

**Village Board Meeting**  
MAYOR NICHOLAS BODKIN PRESIDING  
Minutes

**Attendance:**

Mayor Bodkin  
Trustee Carota  
Trustee Girard  
Trustee Gutheil  
Trustee Orlow  
Attorney Bill Nikas  
Alan Dubois  
Claude Middleton  
Bruce Lant  
CR  
Maintenance Man  
R2D2

Clerk Treasurer Samantha Berg  
Deputy Clerk Treasurer Lorie Gollhofer  
DPW Superintendent TJ Chagnon  
Fire Company representatives  
Tim Pease  
Alex Portal - Post Star  
Hailey Dubois  
TJ Wade  
CL  
JM  
Nick

The Mayor opened the meeting at 7:00 PM.

Pledge of Allegiance

Public Forum: None

**1. Grant Project Updates**

**a. GIGP**

- i. Project Update:** Attorney Nikas recommends the 20 certified letters come from the Village.
- ii. Certificate of Substantial Completion:** Requested language has been added to the certificate and punch list attached and emailed to the Board. It was confirmed that warranties begin from the logged installation date.

- b. CDBG Grant Update:** All paperwork has been submitted to OCR and we await response. Anthony updated drawings as DOH specified and resubmitted to CDBG for approval. OCR discouraged RFP until funds are received by the Village. Everything to our knowledge up to date.

- 2. Motion 021925-1 to approve the transfers as presented:** Trustee Orlow motioned and Trustee Girard seconded. All in favor, motion passed.



	A 1325.0410	A 1325.0420	\$799.19 CT Background Checks - Gollhofer
	A 1430.0405	A 1430.0403	\$475.00 CSEA Attorney
a.	FX 8320.0405	FX 8320.0200	\$5.76 W.P. Equipment - New PC

3. **Motion 021925-2 to approve the Bills and Payroll as Audited with the Inclusion of the Special Warrant for Retropay for the CSEA Contract:** Trustee Orlow motioned and Trustee Girard seconded. Trustee Orlow-yes, Trustee Carota-yes, Trustee Gutheil-abstained, Trustee Girard-yes, Mayor Bodkin-abstained with a notation of the mechanics of the \$.35 not added to how the payout was calculated but signed and approved by the CSEA, motion passed.
  - a. General - \$25,484.20
  - b. Water - \$810.66
  - c. Sewer - \$540.99
  - d. Special (Retro) - \$6,525.68
  - e. Payroll:
    - i. 01/29/25 - \$29,506.47
    - ii. 02/05/25 - \$24,830.05
    - iii. 02/12/25 - \$26,893.63
4. **CT Male Humidity Proposal:** There is a problem with the power not being able to handle both the pumps and the dehumidifiers. The Board would like a quote to upgrade to a 30amp breaker. There is no interest to engage CT Male to evaluate the dehumidifier situation as Delaware has already provided that information.
5. **Motion 021925-3 to put the Carbon Media out for bid with an opening date of Monday, March 17, 2025 at 12:00pm:** Trustee Orlow motioned and Trustee Carota seconded. All in favor, motion passed.
6. **Motion 021925-4 proclamation for February 28th through March 1st to be South High Marathon Dance Weekend:** Trustee Orlow motioned and Trustee Girard seconded. All in favor, motion passed.
7. **Motion 021925-5 RFP for Water Main Replacement on Baker Ave and/or Jackson Ave:** Trustee Carota motioned and Trustee Orlow seconded. **No vote.**
8. **Motion 021925-6 to move \$300,000 from Unappropriated Funds Balance to DPW Major Equipment:** Trustee Girard motioned and Trustee Orlow seconded. Trustee Orlow-yes, Trustee Carota-yes, Trustee Girard-yes, Trustee Gutheil-abstaining due to not knowing fund balance amount, Mayor Bodkin-yes, motion passed.  
**Motion 021925-7 permission for Mayor Bodkin to sign EV Mandate Letter with year model 2025/2026 update:** Trustee Girard motioned and Trustee Orlow seconded. All in favor, motion passed.



**9. Personnel Request**

- a. **Motion 021925-8 for the payout of retro pay from June 1 - November 2 for John Rosati:** Trustee Orlow motioned and Trustee Gutheil seconded. Trustee Orlow-yes, Trustee Carota-yes, Trustee Girard-abstained, Trustee Gutheil-yes, Mayor Bodkin-yes, motion passed  
**Discussion:** Employee has same circumstance as previously approved employee.

**10. Motion 021925-9 to establish a Fee of \$1,000 to be associated with Village Code 153:37 Parks & Rec for site plan approvals:** Trustee Girard motioned and Trustee Orlow seconded. All in favor, motion passed.

**Discussion:** Trustee Gutheil raised concern that Counsel was not present at the last Planning Board Meeting. It was explained that Counsel was unable to attend due to a less than 24-hour notice and will be present for future meetings. The Mayor will put in a request to consider a 7:00 pm time for future Planning/Zoning Board Meetings.

**11. Old Business:** Trustee Gutheil requests adding Monthly Financials with Balance Sheets to the Regular Village Board Meeting Agenda. Trustee Gutheil questioned where 2 of the laptops and the additional microphones purchased for the Board were: one of the laptops is not working, the other is on the Mayor's desk and the additional microphones are not being utilized and are in storage. Trustee Girard and Trustee Gutheil have requested a management meeting with the auditors. Mayor to request a virtual meeting with the auditors to discuss the final audit for March 5th at 6:00 pm before the Regular Village Board Meeting with an alternate date of March 19th before the Regular Village Board Meeting.

**12. New Business**

- a. Trustee Gutheil requested a Board Budget Meeting for March 26th at 7:00 pm.
- b. **Motion 021925-10 to approve HRA Transfers from Contingency:** Trustee Girard motioned and Trustee Orlow seconded. Trustee Orlow-yes, Trustee Carota-yes, Trustee Girard-yes, Trustee Gutheil-abstained, Mayor Bodkin-yes, motion passed.
- i. A 878.0500 to A 9060.0811 - \$20,000
  - ii. FX 1990.0400 to FX 9060.0811 - \$7,500.00
  - iii. G 1990.0400 to G 9060.0811 - \$4,000.00

**13. Trustee Reports:** Trustee Orlow reached out to Hank's Flooring on the Fire Department floors.

**14. Mayor's Report:** The Mayor would like to remind the Board that Cyber Security training should be kept up to date in addition to the annual trainings. The Fire Department discussion will be on the next agenda.



- 15. Motion 021925-11 to enter into executive session at 8:17pm to discuss SLIC Fiber and PBA Negotiations:** Mayor Bodkin motioned and Trustee Orlow seconded. Mayor Bodkin-no, Trustee Carota-yes, Trustee Orlow-yes, Trustee Girard-yes, Trustee Gutheil-yes. Motion passed.
- 16. Motion 021925-12 to adjourn executive session with no action taken at 9:02 pm:** Mayor Bodkin motioned and Trustee Carota seconded. All in favor, motion passed.
- 17. Motion 021925-13 to adjourn the meeting at 9:02 pm:** Trustee Gutheil motioned and Trustee Carota seconded. All in favor, motion passed.

**RESOLUTION OF THE VILLAGE OF SOUTH GLENS FALLS**

Whereas, in the interest of consolidation of government resources, the village approves and requests that the town of Moreau extend the town of Moreau’s Fire Protection District into the village of South Glens Falls;

Whereas, the town of Moreau and the village of South Glens Falls require specific legislation authorizing the town of Moreau to extend the town of Moreau’s Fire Protection District into the village of South Glens Falls;

Whereas, introduction of such legislation is requested in the 2025 session;

NOW THEREFORE:

This Board hereby resolves to request the assembly and senate to introduce and pass legislation in the 2025 session which shall permit the town of Moreau to extend the town of Moreau’s Fire Protection District into the village of South Glens Falls, and to place the South Glens Falls Fire Company, Inc. under the sole control of the town of Moreau for all reasons under the law.

Said motion made by: \_\_\_\_\_                      Seconded by: \_\_\_\_\_

Voting:

_____	Yes	/	No
_____	Yes	/	No
_____	Yes	/	No
_____	Yes	/	No
_____	Yes	/	No

AN ACT in relation to authorizing the town of Moreau to extend the town of Moreau's only Fire Protection District into the village of South Glens Falls

The People of the State of New York, represented in Senate and Assembly, do enact as follows:

Section 1. Notwithstanding any contrary provisions of article 11 of the town law, commencing with the effective date of a resolution adopted pursuant to section 10-1020 of the village law abolishing the fire department in the village of South Glens Falls, Saratoga County, the town board of the town of Moreau, Saratoga County, in accordance with the procedures set forth in subdivision 2 of section 170 of the town law, shall have the power to extend the town of Moreau's Fire Protection District, located in the town of Moreau to include and encompass the entire corporate limits of the village of South Glens Falls in such town.

Section 2. Upon the completion by the town of Moreau of the proceedings authorized by section one of this act, the fire protection district in the town as extended shall be a fire protection district governed by the provisions of section 184 of the town law, and the town board of the town shall have all of the powers and duties vested in and imposed on town boards by section 184 of the town law, and shall be subject to all of the limitations, procedures and restrictions set forth in such section.

Section 3. On and after the completion of the proceedings authorized by section one of this act, the not-for-profit fire corporation incorporated as the "South Glens Falls Fire Company, Inc." shall maintain its corporate existence and may continue to maintain apparatus, appliances and facilities within the village of South Glens Falls for the furnishing of fire protection. Such continued presence in the village of South Glens Falls shall not render the fire corporation the fire department of the village, nor shall it render the fire corporation under the control of the village authorities pursuant to paragraph (e) of section 1402 of the not-for-profit corporation law, provided, however, that for purposes of paragraph (e) of section 1402 of the not-for-profit corporation law, the fire corporation shall be under the control of the town of Moreau.

Section 4. The completion by the town of Moreau of the proceedings authorized by section one of this act shall be deemed to occur when the town adopts a resolution extending a fire protection district as required by subdivision 2 of section 170 of the town law, provided, however, that nothing herein shall be construed as relieving the town from complying with the provisions of subdivision 1 of section 173 of the town law.

Section 5. This act shall take effect immediately.

**RESOLUTION OF THE TOWN OF MOREAU**

Whereas, in the interest of consolidation of government resources, the town of Moreau approves the town of Moreau to extend the town of Moreau's Fire Protection District into the village of South Glens Falls;

Whereas, the town of Moreau and the village of South Glens Falls require specific legislation authorizing the town of Moreau to extend the town of Moreau's Fire Protection District into the village of South Glens Falls;

Whereas, introduction of such legislation is requested in the 2025 session;

NOW THEREFORE:

This Town Board hereby resolves to request the assembly and senate to introduce and pass legislation in the 2025 session which shall permit the town of Moreau to extend the town of Moreau's Fire Protection District into the village of South Glens Falls, and to place the South Glens Falls Fire Company, Inc. under the sole control of the town of Moreau for all reasons under the law.

Said motion made by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Voting:

\_\_\_\_\_ Yes / No

\_\_\_\_\_ Yes / No

\_\_\_\_\_ Yes / No

\_\_\_\_\_ Yes / No

\_\_\_\_\_ Yes / No



## **SOUTH GLENS FALLS ANIMAL CONTROL REPORT**

### **JANUARY REPORT**

8 calls on felines and 7 calls on canines. Several calls on foxes (red and grey), 1 feline hit by a vehicle(deceased), 3 on raccoons and 1 injured deer. 2 calls on squirrels, 1 raccoon in dumpster (released on Spier Falls Road).

9 calls on incidents in the town (referred to ENCON or DCO).

Several calls for information.

E.G. Robbins, ACO

February 28th, 2025



## Department of Public Safety

### Division of Police

5 West Marlon Avenue

South Glens Falls, NY 12803

Phone: (518) 792-6336 (518) 792-4173

Fax: (518) 792-6481

David J. Gifford, Chief of Police

MAR 3 2025 PM 1:15

### MONTHLY REPORT FOR FEBRUARY 2025

<b>Calls / Services Total</b>	<b>243</b>	
Investigations	0	
Alarms	8	
Funeral Escorts	0	
Personal Injury Accidents	3	
Property Damage Accidents	10	
Open Doors & Windows	0	
House Checks	0	
Assist Other Agencies (Police, Fire, or EMS)	3	
Uniform Traffic Tickets	28	
Parking Tickets	20	
D.W.I. Arrests	1	
Penal Law Arrests		
		Violations 0
		Misdemeanors 3
		Felonies 1
		Warrant 2
<b>Traffic Details</b>	<b>13</b>	
Larcenies Reported	3	
Criminal Mischief Reported	1	
Burglaries Reported	0	
Mileage 7G275	1682	
Mileage 7G276 new	916	
Mileage 7G276 old	<u>107</u>	
Total	2705	

Respectfully submitted,

David J. Gifford  
Chief of Police

cc: Mayor & Trustees



DEPARTMENT OF PUBLIC WORKS  
46 Saratoga Avenue

South Glens Falls, New York 12803-1210  
Telephone (518) 792-4033  
Fax (518) 792-0299

## **BOARD MEETING March 5, 2025**

### **WATER/WASTE WATER TOTALS:**

<b>WATER: 10,019,000</b>	<b>WASTEWATER: 7,490,000</b>
<b>Avg. day: 358,000</b>	<b>Avg. day: 267,000</b>
<b>Max. day: 399,000 2/27</b>	<b>Max. day: 400,000 2/27</b>
<b>Min. day: 318,000 2/16</b>	<b>Min. day: 170,000 2/19</b>
<b>Town Water: 000</b>	

- 1) Emergency Water Shut Offs: 2/2 50 Spring St, 2/4 10 Prince William Ct,**
- 2) Emergency Sewer Calls:**
- 3) 2/27 Water Main Break Wilson Ave.**
- 4) 2/28 Repaired pot holes throughout the Village.**
- 5) Winter snow & Ice management is our priority throughout the month.  
Plowed, sand/salt streets, and removed snow from streets and parking lots.**
- 6) Property, building, equipment, and infrastructure maintenance continues.**

  
\_\_\_\_\_  
**T.J. Chagnon**  
**Public Works Superintendent**

# Water System Operation Report

Public Water System Name	Reporting Month/Year	Date Report Submitted	Source Water (Type)
Village of South Glens Falls	February-25		
Public Water Supply ID#	County	Town, Village, or City	
4500170	Saratoga	Village of South Glens Falls	
Treatment Plant(s) Identification #1	Beach Road WTP		

Date	Treated water volume (1,000 gallons/day)	Gas Cl <sub>2</sub>		Chlorination								PH	Water Temp.	Phosphat e
		Cylinder weight remaining (lbs.)	Chlorine used per day (lbs.)	Free Chlorine Residual at Entry Point (mg/l)										
				0000	0400	0800	1200	1600	2000	Max.	SU	°C		
1	382.1	150.7	13.4		1.16	1.19	1.24	1.24	1.14	1.14	1.24	7.16	11	1.2
2	336.5	147.1	12.4	4.6	1.19	1.19	1.30	1.23	1.11	1.09	1.30	7.19	10.9	1.16
3	356.3	145.8	152.4	1.4	1.06	1.15	1.28	1.18	1.13	1.11	1.28	7.2	10.7	1.18
4	397.2	142.5	152.8	3.2	1.08	1.11	1.24	1.20	1.13	1.11	1.24	7.13	11.2	1.52
5	342.8	138.1	152.0	5.2	1.14	1.15	1.28	1.19	1.17	1.15	1.28	7.17	10.9	1.61
6	365.6	134.8	152.2	3.3	1.10	1.21	1.30	1.24	1.18	1.18	1.30	7.22	10.8	1.25
7	354.4	132.0	152.8	2.8	1.15	1.22	1.23	1.23	1.17	1.15	1.23	7.14	10.8	1.17
8	363.8	128.7	152.8	3.3	1.15	1.24	1.24	1.24	1.21	1.16	1.24	7.15	10.9	1.21
9	362.2	125.5	153.0	3.2	1.16	1.13	1.24	1.23	1.11	1.12	1.24	7.16	11.2	1.01
10	332.8	121.9	152.8	3.8	1.16	1.16	1.29	1.20	1.16	1.19	1.29	7.17	11	1.17
11	369.6	118.2	152.6	4.0	1.14	1.21	1.25	1.24	1.18	1.19	1.25	7.18	11	1.24
12	363.1	114.3	152.4	4.0	1.15	1.24	1.23	1.24	1.19	1.15	1.24	7.16	10.9	1.39
13	348.4	111.6	153.0	2.8	1.18	1.19	1.25	1.25	1.19	1.14	1.25	7.17	10.9	1.41
14	348.5	108.0	152.6	4.0	1.15	1.13	1.27	1.24	1.23	1.19	1.27	7.12	11.1	1.22
15	349.7	104.3	152.4	3.9	1.20	1.15	1.31	1.26	1.18	1.17	1.31	7.16	11	1.28
16	318.2	101.8	152.8	2.6	1.19	1.19	1.32	1.29	1.18	1.09	1.32	7.17	11	1.27
17	341.0	98.0	152.6	4.0	1.07	1.14	1.24	1.22	1.15	1.15	1.24	7.12	10.9	1.24
18	348.5	94.3	152.2	4.1	1.10	1.21	1.20	1.21	1.19	1.16	1.21	7.13	10.9	1.21
19	369.1	90.6	151.8	4.2	1.14	1.21	1.23	1.19	1.19	1.13	1.23	7.14	10.7	1.24
20	350.6	87.2	152.0	3.4	1.14	1.10	1.28	1.22	1.19	1.10	1.28	7.18	10.8	1.28
21	355.1	84.1	152.4	3.0	1.13	1.11	1.23	1.19	1.19	1.12	1.23	7.14	10.9	1.11
22	369.8	80.7	152.4	3.4	1.15	1.13	1.26	1.23	1.14	1.13	1.26	7.14	10.9	1.28
23	327.5	78.1	153.0	2.6	1.16	1.14	1.28	1.27	1.14	1.10	1.28	7.15	11	1.28
24	396.5	74.7	153.4	3.4	1.06	1.15	1.27	1.19	1.04	1.08	1.27	7.19	11.4	1.14
25	349.8	71.8	153.8	3.0	1.07	1.15	1.18	1.21	1.14	1.11	1.21	7.15	11.1	1.13
26	374.1	68.4	153.8	3.4	1.11	1.19	1.19	1.16	1.11	1.07	1.19	7.1	11.3	1.08
27	398.6	64.5	153.6	4.0	1.09	1.18	1.18	1.08	0.96	1.02	1.18	7.15	11.4	1.09
28	347.5	61.4	153.6	3.2	0.99	1.12	1.21	1.19	1.15	1.13	1.21	7.11	11.2	1.04
29														
30											N/A			
31											N/A			
Total	10,019			93.62								208.35	307.8	34.23
AVG.	358			3.467407407								7.15536	10.9929	1.2225
MAX.	399			5.21								7.22	11.4	1.52
MIN.	318			1.36								7.1	10.7	1.01

Reported by: Alan Dubois Jr Title: Operator in Charge NYS DOH Operator Number: NY0041732

Signature: [Signature] Date: 3/3/25 Operator Grade Lev: HA, JB, C, D

## South Glens Falls Sewer Totals 2025

<b>Saturday, February 01, 2025</b>	<b>AD</b>	<b>290</b>	<b>X 1000 Gallons</b>
<b>Sunday, February 02, 2025</b>	<b>AD</b>	<b>280</b>	<b>X 1000 Gallons</b>
<b>Monday, February 03, 2025</b>	<b>JR</b>	<b>380</b>	<b>X 1000 Gallons</b>
<b>Tuesday, February 04, 2025</b>	<b>JR</b>	<b>250</b>	<b>X 1000 Gallons</b>
<b>Wednesday, February 05, 2025</b>	<b>JR</b>	<b>200</b>	<b>X 1000 Gallons</b>
<b>Thursday, February 06, 2025</b>	<b>AD</b>	<b>270</b>	<b>X 1000 Gallons</b>
<b>Friday, February 07, 2025</b>	<b>AD</b>	<b>240</b>	<b>X 1000 Gallons</b>
<b>Saturday, February 08, 2025</b>	<b>AD</b>	<b>270</b>	<b>X 1000 Gallons</b>
<b>Sunday, February 09, 2025</b>	<b>AD</b>	<b>270</b>	<b>X 1000 Gallons</b>
<b>Monday, February 10, 2025</b>	<b>AD</b>	<b>260</b>	<b>X 1000 Gallons</b>
<b>Tuesday, February 11, 2025</b>	<b>JR</b>	<b>340</b>	<b>X 1000 Gallons</b>
<b>Wednesday, February 12, 2025</b>	<b>JR</b>	<b>250</b>	<b>X 1000 Gallons</b>
<b>Thursday, February 13, 2025</b>	<b>JR</b>	<b>220</b>	<b>X 1000 Gallons</b>
<b>Friday, February 14, 2025</b>	<b>AD</b>	<b>260</b>	<b>X 1000 Gallons</b>
<b>Saturday, February 15, 2025</b>	<b>AD</b>	<b>250</b>	<b>X 1000 Gallons</b>
<b>Sunday, February 16, 2025</b>	<b>AD</b>	<b>290</b>	<b>X 1000 Gallons</b>
<b>Monday, February 17, 2025</b>	<b>AD</b>	<b>260</b>	<b>X 1000 Gallons</b>
<b>Tuesday, February 18, 2025</b>	<b>JR</b>	<b>240</b>	<b>X 1000 Gallons</b>
<b>Wednesday, February 19, 2025</b>	<b>AD</b>	<b>170</b>	<b>X 1000 Gallons</b>
<b>Thursday, February 20, 2025</b>	<b>JR</b>	<b>270</b>	<b>X 1000 Gallons</b>
<b>Friday, February 21, 2025</b>	<b>AD</b>	<b>190</b>	<b>X 1000 Gallons</b>
<b>Saturday, February 22, 2025</b>	<b>AD</b>	<b>270</b>	<b>X 1000 Gallons</b>
<b>Sunday, February 23, 2025</b>	<b>AD</b>	<b>270</b>	<b>X 1000 Gallons</b>
<b>Monday, February 24, 2025</b>	<b>AD</b>	<b>280</b>	<b>X 1000 Gallons</b>
<b>Tuesday, February 25, 2025</b>	<b>JR</b>	<b>290</b>	<b>X 1000 Gallons</b>
<b>Wednesday, February 26, 2025</b>	<b>JR</b>	<b>300</b>	<b>X 1000 Gallons</b>
<b>Thursday, February 27, 2025</b>	<b>JR</b>	<b>400</b>	<b>X 1000 Gallons</b>
<b>Friday, February 28, 2025</b>	<b>AD</b>	<b>230</b>	<b>X 1000 Gallons</b>
			<b>X 1000 Gallons</b>
	<b>TOTAL:</b>	<b>7490</b>	<b>X 1000 Gallons</b>
	<b>TOTAL:</b>	<b>7490000</b>	
	<b>AVERAGE:</b>	<b>267.5</b>	
	<b>MIN:</b>	<b>170</b>	
	<b>MAX:</b>	<b>400</b>	

Date:	Total Gallons:	Clear Well Gallons:	Pumped Gallons:	Returned Gallons:
February 1, 2025	809,350	370,135	382,125	439,215
February 2, 2025	780,116	320,089	336,492	460,027
February 3, 2025	792,628	346,668	356,330	445,960
February 4, 2025	805,995	382,435	397,216	423,560
February 5, 2025	765,869	338,564	342,831	427,305
February 6, 2025	777,503	353,456	365,600	424,047
February 7, 2025	782,354	342,851	354,402	439,503
February 8, 2025	787,721	351,973	363,840	435,748
February 9, 2025	788,755	345,121	362,164	443,634
February 10, 2025	779,426	327,694	332,773	451,732
February 11, 2025	785,297	358,513	369,643	426,784
February 12, 2025	777,162	351,401	363,077	425,761
February 13, 2025	778,662	336,608	348,400	442,054
February 14, 2025	779,364	337,087	348,540	442,277
February 15, 2025	774,725	337,931	349,683	436,794
February 16, 2025	770,611	300,350	318,232	470,261
February 17, 2025	777,394	336,509	340,985	440,885
February 18, 2025	759,223	336,678	348,503	422,545
February 19, 2025	745,331	356,630	369,059	388,701
February 20, 2025	736,693	338,695	350,633	397,998
February 21, 2025	736,542	343,086	355,079	393,456
February 22, 2025	743,294	356,972	369,758	386,322
February 23, 2025	739,722	310,643	327,502	429,079
February 24, 2025	763,205	391,571	396,458	371,634
February 25, 2025	759,411	337,892	349,767	421,519
February 26, 2025	752,470	337,892	349,767	414,578
February 27, 2025	757,439	387,762	398,590	369,677
February 28, 2025	740,474	335,891	347,455	404,583
				0
				0
				0
Totals:	21,546,736	9,671,097	9,994,904	11,875,639



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

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## **BUILDING INSPECTOR AND CODE ENFORCEMENT MONTHLY REPORT**

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

**Date:** February 1st-28th 2025

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### **Status Update:**

- The 115 Saratoga Ave project moving ahead with a zoning and planning board meeting, will need a traffic study done to address concerns of the public.
- Attended Saratoga city center for training on planning and zoning courses.
- More MS4 Training with Blue Neils
- More on going NYSBOC training.
- NGRID Pipeline E 12 Hudson river. I have received a letter of continued coverage by DEC and all requirements have been met where required under GP-0-25-001 construction activities.

### **Mileage Driven:**

- 91.4 Miles For February

### **Certificate of Occupancy: (0)**

### **Certificate of Completion: (2)**

- 204 Main Street Demo Permit #2405
- 204 Main Street Porch & Roof permit #2404

### **Permits: (3)**

- 4 Washburn Street Permit # 2502 Solar Permit
- 67 Main Street Permit # 2503 Sign Permit
- 6 Professional Way Permit #2504 Shed permit

### **Site Inspections: (6)**

- 115 Saratoga Ave
- 295 Saratoga Ave
- National Grid Gas Pipe project Behind River view Street
- 204 Main Street Demo permit #2405
- 204 Main Street Porch & Roof completion permit #2404
- 6 Professional Way Shed location Permit #2504

### **Fire Safety Inspections: (0)**

### **Site Plan Review: (1)**

- 115 Saratoga Ave



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

**Zoning Compliance: (0)**

**Municipal Search Letters: (0)**

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

- **New Violations Issued** – 4 Brentwood Drive, Large hedge is blocking visibility.
- **New Violation letter Sent**-4 Brentwood first notice was sent out 1/15/25 working with the owner to resolve the issue. Meeting with the owner to resolve the issue.
- **Violations Resolved** – NONE
- **Violations Outstanding:**
  - 183 Main Street - Appearance Ticket served, Court Date was withdrawn, property was sold, village attorney will contact new owner.
  - 48 Harrison Ave - Working with Village Attorney
  - 29 Spring Street - 2nd Notice sent (Will send appearance ticket soon)
  - 11 Jackson Ave - Tall grass, Final Notice sent/Owner who lives out of state has not responded to our notice, House may be sold.
  - 18 Hudson Ave - Tall grass, 2nd Notice sent/ unable to contact the owner

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

- 14 Hudson Ave- two recliners out by curb, Final notice sent was returned to sender, unable to contact owner. Will work with the village attorney to resolve the issue.
- 14 Woodcrest Drive- in foreclosure, two recliners out by curb. House in foreclosure working with the bank to resolve the issue. The bank has an upcoming court date and will evict tenants.





# New York State Conference of Mayors and Municipal Officials

119 Washington Avenue, Albany, New York 12210  
Ph (518) 463-1185 • info@nycom.org • www.nycom.org

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Mayor, Hamilton

### First Vice President

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Mayor, Hancock Falls

2025 • 2026 • 2027 • 2028 • 2029 • 2030

### Executive Director

Barbara J. Van Epps

Hon. Kathy Hochul   Hon. Andrea Stewart-Cousins   Hon. Carl Heastie  
Governor   Senate Majority Leader   Assembly Speaker  
State of New York   332 State Capitol   LOB – Room 932  
State Capitol Albany, NY 12247   Albany, NY 12248  
Albany, NY 12224

Dear Governor Hochul, Leader Stewart-Cousins, and Speaker Heastie,  
On behalf of our cities and villages, we sincerely thank you for the first increase in unrestricted municipal aid in 15 years that was included as part of the 2024-25 State Budget. The additional \$50 million in funding is a welcome and much-needed step toward addressing the fiscal challenges our local governments face. We appreciate this recognition of the critical role municipalities play in improving the quality of life across New York State. Unfortunately, local governments continue to grapple with the impacts of inflation, the end of federal ARPA funds, the flattening of sales tax revenue – and now the threat of losing federal aid. These factors, coupled with 15 years of level funding and a two percent tax cap, have placed significant financial strain on many municipalities. To ensure that local governments are better positioned to weather the economic challenges they face, we urge you as part of the 2025-26 State Budget to build upon your recent investment by committing to consistent and predictable annual increases in AIM funding.

Our cities and villages are on the frontlines of ensuring property tax affordability and public safety, so like yours, these are our priorities too. However, our ability to address these critical issues is directly tied to the level of support we receive from the State. We are truly stronger together so we ask that you help us to achieve these shared goals – goals that unite local officials, state leaders, legislators, and most importantly, every resident of New York.

We greatly appreciate your partnership and look forward to working with you to make our communities and our State the best they can be.

**[A list of mayors that agree to sign-on will be attached]**

850 Saint Paul St, Suite 44  
Rochester, NY 14605  
Phone: 585-267-7775  
Fax: 585-267-5218



**Bill To:**  
Village of South Glens Falls  
Accounts Payable  
46 Saratoga Avenue  
South Glens Falls, NY 12803

**Ship To:**  
Village of South Glens Falls  
46 Saratoga Avenue  
South Glens Falls, NY 12803  
Phone: (518) 793-1455

**Quote # 208620**  
**VALID FOR 30 DAYS**

Prepared By	Sales Rep	Date	Total
ER	SD	03/03/2025	\$414.00

SKU	Product	Quantity	Price
M-COY1	AED Program Management Choice Package 1	2	\$207.00
AED Program Management Choice Package 1 yr Medical Direction and AEDSafetrack.			

Payment Method	Amount	Details	Date
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Subtotal:	\$414.00
Tax:	\$0.00
Processing and Handling:	\$0.00
Processing and Handling Tax:	\$0.00
<b>Order Total:</b>	<b>\$414.00</b>
Paid:	\$0.00
Balance:	\$414.00

<b>Notes:</b>
Service Period: 4/1/25-3/31/26

There is a 2% Service Charge for Credit Card transactions

MAR 3 2025 AM 10:01



MAR 3 2025 AM 10:01

**March 3, 2025**

**This letter is to certify that Cardiac Life Products, Inc is the distributor for AED products for the Village of South Glen Falls. Due to that, we are the only distributor able to provide inventory data and serial numbers for their AED units as they purchase the product from us.**

**If you have any questions, please contact me directly at 585-203-8980.**

**Thank you,**

**Elizabeth Richardson  
Service Manager**