



Public Meeting 7:00 PM  
May 21, 2025  
MAYOR JOSEPH ORLOW PRESIDING

Agenda

**Mayor to address the residents  
Public Forum**

1. Andrea McMaster, AMP Energy
2. Grant Projects Update
  - a. Carbon Filtration
  - b. GIGP
    - i. Change Order #1 - \$65,061.25
    - ii. Punchlist
  - c. CDBG
    - i. Release of Funds
    - ii. RFP/RFQ

3. Baker and Jackson Ave Engineering Report/IUP

4. Transfers

a.	A 1990.400	A 1210.100	\$1,876.00	Mayor Personal Services
	A 1990.400	A 1210.403	\$144.00	Mayor FICA
	A 1010.402	A 1010.400	\$22.00	Trustee Contractual Expense
	A 1325.202	A 1325.404	\$125.00	C/T Office Supplies
	A 1325.202	A 1325.422	\$226.00	C/T Alarms & Monitoring
	A 1640.406	A 1640.401	\$165.00	DPW Safety Shoes
	A 1640.406	A 1640.414	\$215.00	DPW Shirts and Pants
	A 3120.404	A 3120.413	\$57.00	PD Miscellaneous
	A 3120.412	A 3120.418	\$300.00	PD Cleaning & Supplies
	FX 8320.405	FX 8310.409	\$180.00	Water Computer Support
	FX 8320.405	FX 8320.406	\$165.00	Water Pump Station Heat
	G 8130.411	G 8131.403	\$800.00	Sewer C. G.F. Treatment Facility

5. Motion to Approve the Bills and Payroll as Audited

- a. General - \$13,804.72
- b. Water - \$1,246.89
- c. Sewer - \$471.20
- d. Payroll -
  - i. 04/30/25 - \$31,680.54
  - ii. 05/07/25 - \$24,409.83
  - iii. 05/14/25 - \$24,218.37
- e. Special - \$475,273.00
- f. Parade - \$1,600.00

6. Receive and File monthly Buildings & Codes Report for April 2025
7. Receive and file the resignation of Linda Albert as a member of the Zoning Board
8. Receive and file April financial reports
9. Motion to Appoint Molly DeVaux as a Deputy Registrar
10. Motion to amend 25-26FY budget

General Fund

1. Amend A 1325.100 C/T Personal Services - \$151,937.00
2. Amend A 1325.800 C/T FICA - \$11,624.00
3. Amend A 599.0000 Appropriated Fund Balance - \$285,627.00

Water Fund

1. Amend FX 8310.100 Water Admin Payroll - \$89,768.00
2. Amend FX 8310.811 Water Admin FICA - \$6,867.00
3. Reduce FX 599.0000 Appropriated Fund Balance - \$182,175.00

a.

11. Recognize new Fire Dept Member John Ruthosky
12. Hydraulic Model results
13. RFP to conduct a water and sewer rate restructure analysis, Infrastructure Master Plan
14. DPW Summer Part-Time Help
15. Recognition of the the efforts of Boy Scout Troop 99
16. Replace Mower Deck
17. Time Clock Policy
18. Minutes 3/26/25, 04/02/25, 04/07/25, 04/09/25
19. Parking Lot Camera
20. Retirement Resolution
21. July Clerks School
22. Old Business
  - a. Speed Control Signs (4)
  - b. Town of Moreau/VSGF paving project
23. New Business
  - i. Veterans park use request
  - ii. Food trucks local law, permit & fee
  - iii. 4 Way stop Harrison Ave
24. Trustee Reports
25. Mayor's Report
26. Executive Session: Clerk's Office Accrual policy, Labor attorney, PBA negotiations

## CHANGE ORDER REQUEST

**CHANGE ORDER No:** #1

**PROJECT TITLE:** SGF WATER METER PROJECT

**PARTIES INVOLVED:**

- **CONTRACTOR** Ferguson Waterworks
- **COMPANY:** Delaware Engineering

**ORIGINAL AGREEMENT DATE:** 6/23/2023

**CHANGE ORDER DATE:** 4/25/2025

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### DESCRIPTION OF CHANGE

This change order accounts for installations that exceeded standard scope due to non-standard site conditions. Three levels of increased complexity were encountered: Tier 1 (Minor Modifications), Tier 2 (Moderate Structural Adjustments), and Tier 3 (Major Site Constraints or Rebuilds). These situations required additional labor, specialty parts, and longer install durations.

### REASON FOR CHANGE

These non-standard installations could not be completed within the base contract parameters. Unforeseen conditions—including corroded shutoffs, tight installation spaces, vertical piping, and code-related relocations—necessitated additional effort and materials, which must be accounted for separately.

### IMPACT ON SCHEDULE

Several of the non-standard installations required our crews to pause work and return later due to site-specific constraints. These instances impacted short-term productivity and required additional planning and labor coordination.

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## IMPACT ON COST

The increased cost is directly tied to additional labor hours, specialized materials, and return visits required to complete installations that exceeded the scope of the original contract due to unforeseen site conditions:

Item	Unit Price	Estimated Quantity	Total Cost
Tier 1 – Minor Modifications	\$86.25	131	\$11,298.75
Tier 2 – Moderate Adjustments	\$316.25	95	\$30,043.75
Tier 3 – Major Rebuilds	\$431.25	55	\$23,718.75
<b>Total</b>		<b>281</b>	<b>\$65,061.25</b>

## REVISED CONTRACT DETAILS

- **REVISED COMPLETION DATE:** 5/1/2025
- **ORIGINAL AMOUNT:** \$898,365.11
- **INVOICED TO DATE:** \$768,647.95
- **BALANCE TO FINISH:** \$129,717.16

## ACCEPTANCE OF CHANGE ORDER

This Change Order represents a mutually agreed upon alteration to the original Service Agreement dated 6/23/2023. All other terms and conditions of the original agreement remain unchanged and in full effect.

### Delaware Engineering Representative:

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

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

Signature: \_\_\_\_\_

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

### Ferguson Representative:

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

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

Signature: \_\_\_\_\_

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



“We want to ensure that through a consultative approach with our associates, we are guiding a customer’s project to make it certain it is more successful because they did business with Ferguson”

**KEVIN MURPHY**

GROUP CHIEF EXECUTIVE  
FERGUSON ENTERPRISES



## EXTRA PLUMBING SUMMARY

To support our request for additional labor and materials compensation, we have classified all non-standard installations into three distinct tiers based on site conditions, required modifications, and deviation from baseline expectations. All tiers described below fall outside the scope of a standard meter installation cut-in.

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### TIER 1: INSTALLATION WITH MINOR MODIFICATIONS

These installations required adjustments on-site due to existing infrastructure inconsistencies. Though completed efficiently, they involved more than a plug-and-play install.

#### WHY THIS WAS BEYOND STANDARD:

- Pipe alignment issues required additional fittings
- Minor access obstructions
- Required use of extra materials and time

#### COMMON ADDITIONAL MATERIALS:

- 3/4" female adapter press
- 3/4" press elbow or coupling

#### EXAMPLES:

- Meter in tight space or recessed wall section
  - Small realignment of plumbing to complete install
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### TIER 2: INSTALLATION WITH MODERATE STRUCTURAL ADJUSTMENTS

These installations required structural adjustments or workaround methods due to layout challenges, semi-functional shutoffs, or partially degraded infrastructure.

#### WHY THIS WAS BEYOND STANDARD:

- Plumbing modifications and rework needed

- Extended job duration due to spatial constraints
- Extra parts and hands-on troubleshooting required

#### COMMON ADDITIONAL MATERIALS:

- 3/4" female adapter press
- Press elbows, tee, or coupling
- Brackets, clamps, or dielectric unions

#### EXAMPLES:

- Meter set hidden in a finished basement
- Re-piping vertical or sloped plumbing lines

### TIER 3: INSTALLATION WITH MAJOR SITE CONSTRAINTS OR REBUILD

These installations involved significant complications and full adaptation in the field. They required the most labor time, highest material usage, and often coordination with City services.

#### WHY THIS WAS BEYOND STANDARD:

- Inoperable valves or inaccessible service lines
- Structural barriers preventing direct installation
- Multiple techs or extended on-site work

#### COMMON ADDITIONAL MATERIALS:

- Elbows, flanges, male adapters
- Support plates
- Ball valves, couplings, advanced plumbing hardware

#### EXAMPLES:

- Full rebuild of aged meter set
- Pipe cut-in requiring specialty materials
- Coordination with City shutoff for inoperable valves

A full binder with address-specific sheets is available for further details or supporting documentation.



“We want to ensure that through a consultative approach with our associates, we are guiding a customer’s project to make it certain it is more successful because they did business with Ferguson”

**KEVIN MURPHY**

GROUP CHIEF EXECUTIVE  
FERGUSON ENTERPRISES





Source Name	Additional plumbing work - Level of difficulty	Count
SGF - Billing 04-2024.xlsx	Tier 2	4
SGF - Billing 04-2024.xlsx	Tier 1	1
SGF - Billing 04-2024.xlsx	Tier 3	1
SGF - Billing 05-2024 - revised 8.19.24.xlsx	Tier 2	30
SGF - Billing 05-2024 - revised 8.19.24.xlsx	Tier 1	19
SGF - Billing 05-2024 - revised 8.19.24.xlsx	Tier 3	20
SGF - Billing 06-2024 revised 8.20.24.xlsx	Tier 3	10
SGF - Billing 06-2024 revised 8.20.24.xlsx	Tier 2	8
SGF - Billing 06-2024 revised 8.20.24.xlsx	Tier 1	5
SGF - Billing 07-2024 revised 8.20.24.xlsx	Tier 3	1
SGF - Billing 08-2024.xlsx	Tier 3	9
SGF - Billing 08-2024.xlsx	Tier 2	9
SGF - Billing 08-2024.xlsx	Tier 1	4
SGF - Billing 10-2024.xlsx	Tier 1	71
SGF - Billing 10-2024.xlsx	Tier 3	8
SGF - Billing 10-2024.xlsx	Tier 2	25
SGF - Billing 12-2024.xlsx	Tier 2	19
SGF - Billing 12-2024.xlsx	Tier 1	31
SGF - Billing 12-2024.xlsx	Tier 3	6
		281

### Punch List for Certificate of Final Completion

Project: Village of South Glens Falls - Water Meter Upgrades
Contractor: Ferguson Enterprises, LLC dba Ferguson Waterworks

Issued	2/6/2025
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Updated:	5/12/2025
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Item No.	Entry	Item	Description	Cost	Noted as Completed	Comments
1	2/6/2025	21 CHARLES ST	Send final letter return/receipt certified mailer. Install meter if an appointment is scheduled.		4/23/2025	Furnished
2	2/6/2025	34 FEEDER DAM RD	Provide meter pit and integrate meter into system		4/23/2025	Installed.
3	2/6/2025	15 GRAND BLVD	Furnish and integrate meter head. Village to install at later date.	\$ 122		
4	2/6/2025	14 GRAND BLVD	Furnish and integrate meter. Village to install at later date due to plumbing issues.	\$ 340		
5	2/6/2025	36 HUDSON ST	Send final letter return/receipt certified mailer. Install meter if an appointment is scheduled.		3/6/2025	
6	2/6/2025	138 HUDSON ST	Send final letter return/receipt certified mailer. Install meter if an appointment is scheduled.		3/6/2025	
7	2/6/2025	129 HUDSON ST	Send final letter return/receipt certified mailer. Install meter if an appointment is scheduled.	\$ 644		
8	2/6/2025	139 MAIN ST	Send final letter return/receipt certified mailer. Install meter if an appointment is scheduled.		4/23/2025	Installed.
9	2/6/2025	10 MICHUGH ST	Provide meter pit and integrate meter into system		4/23/2025	Installed.
10	2/6/2025	3 MOREAU DR	Send final letter return/receipt certified mailer. Install meter if an appointment is scheduled. Wall has been removed for access to pipe.		4/23/2025	Installed.
11	2/6/2025	62 SARATOGA AVE	Repair malfunctioning endpoint of Octave meter at Common Roots Phase 2.		4/23/2025	Repaired
12	2/6/2025	91 SARATOGA AVE	Send final letter return/receipt certified mailer. Install meter if an appointment is scheduled.		4/23/2025	Installed.
13	2/6/2025	25 SPRING ST	Furnish and Integrate meter. Village to install at later date due to plumbing Issues.	\$ 340		
14	2/6/2025	79 SPRING ST	Furnish and Integrate meter. Village to install at later date due to plumbing Issues.	\$ 340		
15	2/6/2025	34 STEWART AVE	Send final letter return/receipt certified mailer. Install meter if an appointment is scheduled.		4/23/2025	Installed.
16	2/6/2025	12 TERRACE AVE	Send final letter return/receipt certified mailer. Install meter if an appointment is scheduled.	\$ 644		
17	2/6/2025	10 THIRD ST	Send final letter return/receipt certified mailer. Install meter if an appointment is scheduled.	\$ 644		
18	2/6/2025	60 WILSON AVE	Send final letter return/receipt certified mailer. Install meter if an appointment is scheduled.	\$ 644		
19	2/6/2025	14 WOODCREST DR	Send final letter return/receipt certified mailer. Install meter if an appointment is scheduled.	\$ 644		
20	2/6/2025	GENERAL	Resolve all non-reading meters identified by village clerk and DPW.	\$ 1,500		
21	2/6/2025	GENERAL	Integration of installed meter pits.	\$ 1,000		
22	2/6/2025	GENERAL	Furnish, label, and integrate meters designated for future installations into the village system, ensuring they are ready for activation once plumbed in.	\$ 2,000		
Total				\$ 8,863		
Project Retainage				\$ 17,726		Twice the value of the purchase list.



**Homes and  
Community Renewal**  
Housing Trust Fund Corporation

KATHY HOCHUL  
Governor  
RUTHANNE VISNAUSKAS  
Commissioner/CEO

**SENT VIA ELECTRONIC MAIL, NO HARD COPY TO FOLLOW**

May 15, 2025

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

Re: Approval of Request for Release of Funds  
NYS CDBG Project # 1091PW122-24

The Village of South Glens Falls' Request for Release of Funds and Certification has been approved as of April 28, 2025. This approval authorizes the Village of South Glens Falls to request disbursements of its New York State Community Development Block Grant (CDBG) in accordance with the program schedule on file with the Office of Community Renewal (OCR).

The Village of South Glens Falls is advised that the Project Completion Date is January 26, 2027, and that this is the last date that costs can be incurred on this project.

Please refer to the [OCR Grant Administration Manual](#) for the forms required to request a disbursement of funds which may be downloaded from the OCR [website](#), under Forms and Documents.

If you have any questions concerning the disbursement of funds, please contact Justin Romeo at (518) 474-2057.

We look forward to working with you on this important project.

Sincerely,

Charles Phillion  
Program Director  
Office of Community Renewal

cc: Samantha Berg, Clerk, Village of South Glens Falls  
Justin Romeo, Project Manager, Office of Community Renewal

~~MARCH~~ 2025

REQUEST FOR PROPOSALS (RFP)

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  
CONSULTING SERVICES

INTRODUCTION

The Village of South Glens Falls (“the Village”) has just received a Community Development Block Grant (“the Grant”) from the New York State Housing Trust Fund Corporation’s Office of Community Renewal under the Community Development Block Grant Program (“OCR”), which will be administered by the Village. The purpose of the grant is to assist with replacement of ~~1900~~ feet of water mains on Ferry Boulevard (“the Project”). Therefore, the Village is issuing this Request for Proposals to select a Consultant to assist the Village.

This request for proposals (the “RFP”) describes a scope of work that will require the technical planning services of a consulting team - whether individual consultant, joint venture, or prime with sub-consultants. The Awardee will be selected based upon a thorough analysis of each proposer’s ability to provide the Village and its collaborative team with the prescribed scope of services at the most cost-effective fees.

All proposals, without exception, must be received at South Glens Falls Village Hall, 46 Saratoga Avenue, South Glens Falls, New York, 12803 before the submission deadline, either by hand delivery, courier or by certified mail to the above office to be date-time stamped when received by the Village. The Village is under no obligation to return proposals. It is requested that any and all contact with the authorized contact person be made by fax or email. No contact with any other Village personnel other than the authorized contact person (~~Mayer Nicholas Bodkin~~) is allowed until such time as an award has been made. Violation of this provision may be grounds for disqualification. Questions about the RFP, and the submission and content of the proposal must be directed to the authorized contact person.

The Request for Proposal is being used to satisfy Federal, State and local procurement requirements. The Project will be completed within 12 months but this RFP may be used for related work that starts within 36 months. However, no future work is guaranteed.

## PROJECT DESCRIPTION

This Project will focus on addressing the issues raised by the New York State Department of Environmental Conservation in issuing a Consent Order, directing that improvements be made to the Village water system. To address these problems, 1900 feet of water mains, are being replaced. The total cost of the project is \$1,000,000.00, and is to be funded by \$1,000,000.00 in CDBG funds.

### Project Budget

<b>Activity</b>	<b>CDBG Funds</b>
<b>Water Main Replacement</b>	<b>\$</b>
<b>Program Delivery</b>	<b>\$</b>
<b>Engineering</b>	<b>\$</b>
<b>Administration</b>	<b>\$</b>
<b>Total</b>	<b>\$ 1,000,000.00</b>

## SCOPE OF CONSULTANT WORK

1. Coordinate the work of this project for the Village with all outside parties on all aspects of this grant. This includes coordinating information and activities of all parties that are involved in the grant such as the Mayor, the Village Clerk, the Village Board, the New York State Housing Trust Fund Corporation, New York State Office of Community Renewal, project engineers and other interested State and Federal Agencies and local residents.
2. Complete the Environmental Review Record consisting of a State Environmental Quality Review and a National Environmental Protection Act review. The ERR has been prepared, but legal notices have not yet been published.
3. Prepare all resolutions and plans needed by the Village to ensure full compliance with CDBG regulations (Section 3, Drug Free Work Place Plan, Fair Housing, etc.).
4. Prepare a Request for Release of Funds.
5. Interface with the Village, OCR, and all parties involved in the completion of the Project to insure that the Project is undertaken in a manner consistent with HUD regulations, the regulations of HTFC and OCR, and that all required documentation is obtained and compiled to meet all the terms and conditions of the grant award and applicable State and Federal regulations.
6. Monitor the project, including construction, schedule, and budget to ensure that all work is on-time and on-budget. Take corrective action if necessary.

7. Assist the Village, the Mayor, the Village Attorney, and other interested parties in preparation of all necessary documents and procedures to carry out the Project, including hiring of engineers and contractors, bidding of Project, Project coordination, inspections and related activities to ensure that the Project is undertaken in full compliance with applicable regulations as required to establish program compliance.

8. Assist in compliance with Federal Labor Standards, including wage determinations, preconstruction activities, posting of signs and notices, inclusion of required information and documents in bidding and contract documents, payroll records, collection and monitoring of certified payrolls, job site interviews.

9. Assist in establishing record keeping, filing, and accounting systems to successfully administer the grant program.

10. Oversee the closeout process to ensure that all documents are complete and in place.

11. Prepare draw-down documents and compile supporting documentation to access CDBG funds on behalf of the Village.

12. Other work as necessary to complete the Project in a manner compliant with CDBG and OCR regulations.

13. Prepare an administrative plan and a Section 3 Plan pursuant to HUD and OCR requirements.

14. The Consultant must be available for both during the daytime and evening for meetings and other activities.

### **SELECTION OF CONSULTANT**

The Agency will select the most qualified Consultant, based on the selection system described in this section. Cost is not the only factor in selection of the Consultant.

1. Qualifications - 30 points  
Respondent must be a well-qualified individual or firm with extensive experience in Community Development Block Grants administered by the New York Office of Community Renewal.
2. Experience with Local Governments - 20 points  
Respondent must demonstrate extensive experience working with communities of similar size and character.



3. Public Works Program Experience - 15 points  
Respondent must demonstrate experience working with HUD funded public works projects, particularly the Community Development Block grant program.
4. Availability - 10 points  
Respondent must be available for both day and evening meetings.
5. Leadership and Team Building - 10 points  
Respondent must demonstrate the ability to foster group discussions and solicit information from group members.
6. Cost - 10 points  
The respondent's cost per hour for all positions will be considered.
7. Writing and Communication Skills - 5 points  
Respondent must be able to prepare written information in a clear and concise manner.

### **FORM OF SUBMISSION**

Respondents are requested to provide the following information so that we can evaluate all responses:

1. Cover letter containing any information the respondent wishes to include.
2. Listing of key personnel and their qualifications. Include the location of the office where the work will be performed and identify the person who will be responsible for each item.
3. Listing of community development project which the consultant has undertaken including grant preparation, grant administration, planning activities, and technical writing. Describe the consultant's role in each project.
4. Describe any items that might impede the Consultant from completing the project in a timely manner.
5. Detail a cost per hour or other pricing structure for the scope of work identified in the RFP.
6. Listing of references, including name, address, and telephone number.

7. Any other information which the Respondent wishes to include.

Responses must be received at Village Hall by ~~April~~, 2025, by ~~4:00~~ P.M. Responses are to be hand delivered, courier or certified mailed to:

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

Faxed or emailed submissions will not be accepted.

### **ORAL PRESENTATIONS**

Proposers may be required to provide oral presentations. Those proposers selected to make oral presentations will be notified to arrange for specific dates and times, likely during the week of ~~April 14-18, 2025~~.

### **LONGEVITY OF PROPOSALS**

A proposal may be withdrawn at any time prior to the submission deadline. However, a proposal may not be withdrawn, cancelled or modified for a period of 45 days following the submission deadline, except at the request of the Village or with the Village's written consent.

### **METHOD OF SELECTION OF AWARDEE**

The Village and its representatives will evaluate each proposal with an emphasis on the quality and completeness of the response, understanding of the proposed scope of work, cost-effectiveness of the proposal, qualifications and relevant experience with respect to the tasks to be performed, representation among previous clients, etc. The contract shall be awarded to the proposer that best meets the selection criteria, and according to the procurement policies and procedures of the Village, pursuant to Section 104-b of the General Municipal Law.

### **RIGHT OF REJECTION BY THE VILLAGE**

Notwithstanding any other provisions of this RFP, the Village reserves the right to select the proposer that best meets the requirements of the RFP, and not necessarily award to the lowest bidder. Further, the Village reserves the right, for any or no reason, and in its sole and absolute discretion, to (1) amend, in whole or in part, this RFP, (2) withdraw or cancel this RFP, or (3) accept or reject any and all proposals prior to execution of the contract for any or no reason and with no penalty to the Village.

## **NOTICE OF AWARD**

The Village shall inform the Awardee that they have been selected by means of a "Notice of Award" issued pursuant to a resolution adopted by the Village Board. Neither the selection of a proposer as the Awardee nor the issuance of a Notice of Award shall constitute a binding commitment on behalf of the Village to enter into any contract with the Awardee, as any binding arrangement must be set forth in definitive documentation negotiated between and signed by the Awardee and the Village.

## **CONTRACTING WITH AWARDEE**

The Village shall enter into contract negotiations with the Awardee. Contract negotiations will include the scope of services as described herein. A fully-burdened hourly rate schedule shall be included in the proposal, in addition to the proposer's not-to-exceed lump sum total. The final contract may contain provisions not identified or described herein.

## **WRITTEN PROPOSAL SUBMISSION ELEMENTS**

A narrative response or cover letter should be included in the proposal document summarizing key elements of the proposal. Standard proposal elements shall include qualifications and background information including but not limited to a business overview, the age of the business, summary of relevant accomplishments involving services similar to those required herein, and other information that will permit the Village to determine the capability of the proposer to meet all contractual requirements. Provide references and any additional information that you believe pertinent to the Village's requirements. Disclose any material financial or family relationships that your firm or any firm employee has that may create a conflict of interest or the appearance of a conflict of interest in contracting with or representing the Village.

## **ADDITIONAL CONDITIONS AND INFORMATION**

- (a) All materials submitted in response to this RFP will become the property of the Village.
- (b) The Village reserves the right to conduct discussions with, and to request additional information from, one or more respondents. Not proposer shall have any rights against the Village as a result of such discussions.
- (c) The Village reserves the right to negotiate separately with any source whatsoever.
- (d) The Village reserves the right to waive any irregularity in any proposal received or any other aspect of this procurement.
- (e) Each proposal prepared in response to this RFP will be prepared solely at the cost and expense of the proposer with the express understanding that there will be no claim whatsoever for reimbursement from the Village.

- (f) Submission of a proposal in response to this RFP shall constitute an offer on the part of the successful proposer to become the Awardee and to enter into a contract to undertake or complete the work.
- (g) The Village and its respective officials and employees make no representation or warranty and assume no responsibility for the accuracy of the information set forth in this RFP.
- (h) Proposals submitted to the Village in response to this RFP may be disclosed in accordance with the standards specified in the Freedom of Information Law.

### **DURATION OF WORK**

This RFP solicits qualification packages for Consultants for work to be performed under the Scope of Work.

No other work has been identified at this point nor is any additional work guaranteed. However, it is possible that additional assistance (including the preparation of grant applications) will be needed in the future. Therefore, respondents have been requested to provide a pricing structure for any future work. If additional services are needed in the future, the scope of work and the cost will be subject to mutual agreement, at a future date.

### **W/MBE PARTICIPATION**

The contract with the Consultant will not contain any W/MBE set-aside or preference. However, woman-owned and minority-owned businesses are encouraged to submit responses to the RFP. Identified W/MBE firms will receive emails informing them of this opportunity.

### **SECTION 3 PARTICIPATION**

The Village of South Glens Falls has a Section 3 Participation Plan, to encourage Section 3 businesses to participate in CDBG funded projects.

### **CONTRACTOR STATUS**

The relationship between the Village and the Consultant will be a contract for professional services.

### **DISTRIBUTION LIST**

The following public notice is to be published in the Village's official newspaper and posted on the New York State Contract Reporter, to provide widespread exposure:

#### **REQUEST FOR PROPOSALS**

##### *Public Works*

*The Village of South Glens Falls has issued a Request for Proposals for a Community Development Block Grant consultant to assist with the administration of a public works project.*

*The deadline to submit a response is ~~April~~ 2025. A complete copy of the RFP can be obtained from the Village of South Glens Falls by contacting Samantha Berg, Clerk Treasurer, 46 Saratoga Avenue, South Glens Falls, New York 12804. The phone number is (518)-793-1455. The email address is [clerktreasurer@sgfnv.com](mailto:clerktreasurer@sgfnv.com). Women-owned and minority-owned businesses are encouraged to submit responses to the RFP. Section 3 businesses are also encouraged to respond to this RFP.*

~~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**



# ENGINEERING REPORT

## Baker & Jackson Ave Water Upgrades

VILLAGE OF SOUTH GLENS FALLS

MAY 2025

PWS ID#NY4500170



**DELAWARE ENGINEERING, D.P.C.**  
CIVIL & ENVIRONMENTAL ENGINEERING

ALBANY • ONEONTA • MONTICELLO • GOSHEN • RED HOOK • PORT CHESTER



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APPENDICES

Appendix A ..... Geological Conditions

Appendix B..... Environmental Resource Map

Appendix C.....National Wetlands Inventory Map

Appendix D .....FEMA Flood Map

Appendix E.....Water System Map

Appendix F ..... Existing Conditions Map

Appendix G .....Capacity Development Form

Appendix H ..... Alternatives 5 and 6 Map

Appendix I..... Preliminary Cost Estimate

Appendix J..... Engineering Report Certification

Appendix K ..... Smart Growth Assessment Form



# **1 EXECUTIVE SUMMARY**

## **1.1 NEED FOR THE PROJECT**

The Village of South Glens Falls (Village), located in Northern Saratoga County, owns and operates a Public Water System, PWS# NY4500170. The village's drinking water distribution system has been experiencing water quality issues along Baker Avenue and Jackson Avenue. The Village has received multiple complaints from users of the system about discolored water and low pressure believe to be the result of tuburculation in the nearly century-old 6-inch and 4" cast iron water mains.

## **1.2 EVALUATIONS CONDUCTED**

To address the previously mentioned issues, this report evaluated the following alternatives:

1. Alternative 1 – No Action
2. Alternative 2 – Regional Consolidation Opportunities
3. Alternative 3 – Shared Services or Partership Opportunities
4. Alternative 4 – Repair or Restoration of Water Mains
5. Alternative 5 - Full Length Replacement with Class 300 DIP
6. Alternative 6 - Full Length Replacement with PVC C-900

## **1.3 RECOMMENDED ALTERNATIVE**

This Report recommends that the Village proceed with Alternative 6 – Full Length Replacement with PVC C-900, the cost of which is estimated to be \$1,500,000.

## **1.4 PROPOSED COURSE OF ACTION**

To finance this capital improvement project, it is recommended that the Village prepare an application to pursue funding through the Drinking Water State Revolving Fund (DWSRF) program of the Environmental Facilities Corporation (EFC).

## 2 PROJECT BACKGROUND AND HISTORY

### 2.1 SITE INFORMATION

#### 2.1.1 Location

The Village of South Glens Falls is located in northeastern New York State, in Saratoga County, just south of the City of Glens Falls. The village is accessible via U.S. Route 9 and is approximately 45 miles north of Albany.

The Village has a population of 3,744 based on the 2020 Decennial Census and has approximately 1,710 water service connections.

The median household income is \$55,432 (2024 Estimate). The entire Village has a LMI population of 42.42% (HUD Web Map, Low- and Moderate-Income Area Data, based on 2011-2015 ACS). The targeted project area is in Block Group 2, Census Tract 602 which has a LMI population of 75.6% (HUD Web Map, Low- and Moderate-Income Area Data, based on 2011-2015 ACS).



*Figure 1 - Location Map*

### **2.1.2 Geologic Conditions**

South Glens Falls is located within the Hudson-Mohawk Lowlands physiographic province. Bedrock in this province is primarily of sedimental origin. Surficial deposits in the eastern portion of Saratoga County are considered to be the material deposited a long time ago by a glacial lake. Soils are generally sandy and derived from the Hudson River alluvial plain or glacial deposits. Windsor soil is the major type of soil found in central area of South Glens Falls. These soils are very deep and excessively drained and have moderately coarse textured subsoil. The depth of the bedrock for this type of soils is greater than 60 inches. The high-water table is at an average depth of more than 6 feet. This type of soil is highly permeable. The project area predominantly features Windsor loamy sand with slopes varying between 0-3%. For detailed information regarding the soil composition, please refer to Appendix A, which includes a soil map and description of the in-situ soil.

### **2.1.3 Surface Water Features**

The Village is bound by the Hudson River to the North and West. There are no other significant water features in or around the Village of South Glens Falls. According to the NYSDEC Environmental Resource Mapper, refer to Appendix B, there are no State Regulated Freshwater Wetlands. Additionally, according to the National Wetlands Inventory Mapper, refer to Appendix C, there are no NWI wetlands in the project area.

### **2.1.4 Environmental Resources**

No Significant Natural Communities exist within the project area, but rare plants and/or animals are present, as detailed in Appendix B, which includes a map of the project area. This project will not impact any water bodies, aquifers, endangered species, wetlands, archaeologically sensitive areas, or agricultural districts.

### **2.1.5 Environmental Justice Areas Potentially Impacted**

There are no Environmental Justice areas in the Village of South Glens Falls.

### **2.1.6 Floodplain Considerations**

The Village and project area are not located within a high-risk floodplain or flood-prone lands, as confirmed by FEMA Flood Map 36091C0195E (see Appendix D).



## **2.2 OWNERSHIP AND SERVICE AREA**

### **2.2.1 Publicly or Privately Owned**

The Village owns the service area and the service area includes the whole Village. The municipal water system is publicly owned (NY4500170). Appendix E shows a schematic of the entire service area along with locations of pertinent water treatment features.

The entirety of the Water System, including the source wells, treatment plant, distribution system, and treated water storage, is all owned by the Village of South Glens Falls.

### **2.2.2 Water System Management**

The water system is operated by a Certified Water Operator, Alan Dubois, who holds the following certifications: IIA, IIB, C, and D.

### **2.2.3 Water District Boundaries**

The Water District encompasses the entire Village and matches the Village boundary lines so that all businesses and residents within the Village are served. No modifications to the Water District will be necessary as a result of the proposed project. A map of the water district is included in Appendix E.

### **2.2.4 Outside Users and Interconnect**

The Village has two emergency use interconnects with the nearby Town of Moreau that can supply adequate flow and pressure for the whole Village in times of a water shortage or emergency.

### **2.2.5 Nearby Agricultural or Industrial Land Use Activities**

The following is a list of Industrial and Agricultural Users within the Village of South Glens Falls:

- SCA Tissue Company – Indefenately Closed
- Lehigh Cement Company – Indefenately Closed

This project does not have any impact on any agricultural or industrial land use activities.

### 2.2.6 Population Trend and Growth

The Village population is expected to see a marginal increase with no substantial change in the foreseeable future. The following population trends were obtained through census.gov data sets:

Year	2000	2010	2020	2030	2040	2050	2060
<b>Population</b>	3,368	3,518	3,744	3,831	3,921	4,012	4,105
<b>% Change</b>	- 3.9	4.5	6.4	2.33	2.33	2.33	2.33

There is currently no planned or anticipated development within the Village that would impact these numbers.

### 2.2.7 Historical and Projected Water Use Data

The table below presents a summary of the Village's water production data for the past three calendar years. Comprehensive full data tables can be found in Appendix X of this report.

*Table 1 - Historical Flow Data*

Year	2022	2023	2024	Overall
<b>Annual Average Day Flow (MGD)</b>	0.711	0.575	0.463	0.583
<b>Annual Max-Day Flow (MGD)</b>	1.074	1.068	0.852	1.074
<b>Annual Min.-Day Flow (MGD)</b>	0.517	0.361	0.282	0.282

Anticipated trends suggest a decline in village water production in the coming years due to the recently completed metering project. This initiative aims to promote water conservation among system users and assist the Water Department in identifying system leaks. Additionally, one of the Village's largest water users, SCA Tissue Company, has ceased operations, leading to a significant decrease in the Village's water production. A preliminary estimate indicates that water production may decrease by approximately 25% over the next five years.

### 2.2.8 Adjacent or nearest public water systems

The nearest public water system, with which the Village shares two emergency interconnections, is the Town of Moreau's system.

### **2.2.9 Community Involvement**

The Village has received numerous complaints over the last year from specific residents of Baker AND Jackson Avenues emphasizing the need for a solution to the ongoing issue of discolored water. There is no community opposition to this project.

## **2.3 EXISTING FACILITIES AND PRESENT CONDITION**

### **2.3.1 Location and Layout**

The project area focuses on a specific section of the village's treated water distribution system, extending along Baker Avenue from Saratoga Avenue (NYS Route 9) to Prospect Street, and along Jackson Avenue from Saratoga Avenue to Main Street. See Appendix F for details.

### **2.3.2 General Description and History**

The Village of South Glens Falls water system is sourced by an array of 20 spring wells located along the Hudson River, with a total estimated capacity of 800,000 gallons per day (gpd). Additional back up wells can provide an added 288,000 gpd of water to the system.

The Village's water treatment plant (WTP) utilizes cartridge filters and a gaseous chlorine disinfection process to meet the requirements for ground water under the direct influence of surface water (GWUDI). A recent expansion of the WTP added a Granular Activated Carbon (GAC) adsorption system to the treatment process to protect the water system from PFAS contaminants that have been detected in the source water. The capacity of the WTP is 850,000 gpd.

The Village also has two interconnects with the Town of Moreau that can supply adequate flow and pressure for the whole Village. A one-million-gallon storage tank located behind Village Hall provides the daily storage and fire flow for the Village. The water distribution system consists primarily of 4, 6, and 8-inch water mains. Most of the system is 80 to 100 years old.

Per Village of South Glens Falls Code, Village personnel have access to maintain and install water meters on residential and commercial properties. The village has recently completed the construction phase of a GIGP project to provide a complete AMR metering system.

### **2.3.3 Present Condition**

Baker Avenue and Jackson Avenue both have 6-inch cast iron water mains which are estimated to be almost a century old, as evidenced by record drawings dating back to the 1930s, with no subsequent documentation indicating replacement. The aging cast iron mains and galvanized water services have experienced multiple breaks over the past ten years, requiring frequent emergency spot repairs. Additionally, the village has received a growing number of complaints from water customers in the area about discolored water. Both issues indicate the deteriorated condition of the existing water mains.

### **2.3.4 Permit Conditions**

There are no permits associated with the existing water main.

### **2.3.5 History of Infrastructure Damage**

There is no history of damage to the existing water main aside from age-related deterioration.

## **2.4 NEED FOR THE PROJECT**

### **2.4.1 Health, Sanitation, Security and/or Cybersecurity**

#### *2.4.1.1 Water Quality*

The Village has received multiple complaints from users of the water system in the project area about discolored water which are believed to be the result of elevated concentrations of iron and manganese. As tubercles form, they can release iron particles into the flowing water. These iron particles can dissolve into the water, leading to increased iron concentrations.

Consuming water with elevated iron levels can affect its taste, odor, and appearance. Additionally, high iron levels in drinking water can have potential health implications. Therefore, it is crucial to monitor and address tuberculation in cast iron pipes to prevent elevated iron levels in drinking water and ensure water quality and safety.

#### *2.4.1.2 Capacity Restrictions*

The tuberculation of the water main restricts the cross-sectional area of flow and capacity within the main.

#### *2.4.1.3 Fire Flow Restrictions*

Flow measurement during the hydrant flushing operations have also indicated that the system capacity in the area is currently limited to below the recommended minimum fire flow recommended by the Insurance Services Office requirements. During hydrant flushing operations, the hydrant at Baker Avenue and Henry Street produced a flow of 330 GPM with a static pressure of 66 PSI and a residual pressure of 30 PSI, while the hydrant on Jackson Avenue reached a flow of 421 GPM.

#### *2.4.1.4 Water Losses*

The existing water system serves an approximate 1,710 service connections and a total population of 3,744 people. Water usage for new systems is around 50 gpd per person while reasonable water usage for an old water system with some leaks is 100 gpd per person. A 140 gpd per person water demand, as seen in the Village, indicates that there are excessive leaks in the 100-year-old water system – three times as much per person as is expected.

The water production in the Village is almost twice the wastewater flow that gets collected and pumped to the City of Glens Falls wastewater treatment plant (WWTP). The average water use is 583,000 gpd and the wastewater flow from the same service area averages 315,000 gpd.

A Village-wide leak detection program was recommended to identify other high priority areas for water main replacement.

### **2.4.2 Aging Infrastructure**

Tuberculation weakens the structural integrity of water mains. As tubercles form and accumulate, they can cause localized pitting and thinning of the pipe wall, making the nearly century old water main more susceptible to fractures and leaks. Additionally, the tuberculation of the cast iron mains causes flow and pressure restrictions.

### **2.4.3 Reasonable Growth**

There are no anticipated future growth needs for the replacement of the existing water main.

### **2.4.4 Water, Energy and/or Waste Considerations**

Suspensions of active leaks within the water main raise concerns about its integrity and efficiency. Additionally, the need for excessively frequent and lengthy flushing operations in the area contributes to wastage in the water supply and places additional strain on DPW labor resources.

### **2.4.5 Suitability for Continued Use**

While the existing water mains are currently suitable for short-term use, they are nearing the end of their useful life and cannot be relied upon to safely provide potable water to Village residents in the long term.

### **2.4.6 Storm and Flood Resiliency**

There is no potential for sea level rise, storm surge, flooding impacts, or other extreme weather events to affect the proposed upgrade of this project.

### **2.4.7 Compliance with Local, State and Federal Requirements**

There are no Notices of Violation, Consent Orders, Judicial Orders, EPA Orders, or Sanitary Survey findings associated with the water mains on Baker and Jackson Avenues.

### **2.4.8 Compliance with Current Design Standards**

The recommended alternative of this Report shall be in compliance with the latest edition of the Recommended Standards for Water Works.

### **2.4.9 Previous Applications for Funding**

The Village previously identified the replacement of water mains on Baker and Jackson Avenues as a priority in its 2021 CFA grant application to the Office of Community Renewal, citing persistent issues with poor water quality, including low pressure, discoloration, and high sediment levels.

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Additional Village wide leak detection programs are recommended in future years to identify other high priority areas for water main replacement.

## **2.5 CAPACITY DEVELOPMENT**

An executed Capacity Development Form has been included in this report as Appendix G.



### **3 ALTERNATIVES ANALYSIS**

#### **3.1.1 Alternative 1 – No Action**

While the existing water mains are currently suitable for short-term use, they are nearing the end of their useful life and cannot be relied upon to safely provide potable water to Village residents in the long term, making this alternative not recommended.

#### **3.1.2 Alternative 2 - Regional Consolidation Opportunities**

The Village's need to replace the aging water mains on Baker and Jackson Avenues does not present any opportunities for regional consolidation.

#### **3.1.3 Alternative 3 - Shared Services or Partnership Opportunities**

The Village's need to replace the aging water mains on Baker and Jackson Avenues does not present any opportunities for shared services or partnership.

#### **3.1.4 Alternative 4 - Repair or Restoration of Water Mains**

The alternative of rehabilitating the existing water main using an ice pigging technique was evaluated. However, this option was ultimately considered unfeasible. While it has the potential to restore pipe capacity and potentially improve the water quality issue, it does not address the significant age of the water main or its questionable structural integrity. Additionally, even if the existing 4" and 6" water mains were restored to their original interior diameters, they would still be undersized to deliver adequate fire flows. Moreover, mechanical cleaning of mains of this size is highly specialized and not cost-effective, particularly given the age and condition of the pipes.

#### **3.1.5 Alternatives 5 and 6 – Full Length Replacement**

##### **3.1.5.1 Description**

Alternatives 5 and 6 encompass replacement options for the current water mains. These alternatives are identified as follows:

**Alternative 5 – Replacement with C-900 Polyvinyl Chloride (PVC) Pipe**

**Alternative 6 – Replacement with Class 300 Ductile Iron Pipe (DIP)**

To ensure adequate fire flow capacity, the proposed replacement water mains will have a minimum interior diameter of 8 inches. Specifically, an 8-inch main is proposed for Jackson Avenue, while Baker Avenue—connecting to the existing 12-inch trunk main on Saratoga Avenue (NYS Route 9)—is proposed to receive a new 12-inch main.

#### *3.1.5.2 Location Map and Schematic Drawing*

Location maps and schematic drawings for each alternative are provided in Appendix H of this report. This area of the Village is comprised of modest single and two-family homes. There are approximately 81 residential service connections between the two streets.

#### *3.1.5.3 Land Requirements*

Neither alternative will necessitate lease agreements, access agreements, easements, or acquisitions. All proposed work will be located within the Village's right-of-way (R.O.W.).

#### *3.1.5.4 Environmental Impacts & Mitigation Measures*

This project does not foresee any environmental impacts. A State Environmental Quality Review (SEQR) assessment will be conducted, with the anticipated outcome being classified as a Type II Action.

#### *3.1.5.5 Construction and Site Considerations*

There are no subsurface rock, high water table, access limitations, or flood-prone concerns associated with the replacement of the existing water main. The soil in the area is predominantly Windsor loamy sand with a high percolation rate, and the project area is located outside of the 100-year flood zone.

#### *3.1.5.6 Permit Requirements*

There are no permit requirements associated with the existing water main or its replacement.

#### *3.1.5.7 Water and Energy Efficiency Measures*

By replacing the existing water main, the Village can conserve wasted water attributed to suspected active leaks and the need for excessively frequent and lengthy

flushing operations within the project area. Furthermore, the replacement of the existing water mains, which currently requires frequent attention, would alleviate strain on DPW labor resources.

#### *3.1.5.8 Storm and Flood Resiliency*

There are no concerns regarding sea level rise, storm surge, flooding, or other extreme weather events when evaluating the feasibility of replacing the existing water mains.

#### *3.1.5.9 Cost Estimate*

Detailed project cost and debt service estimates for Alternatives 5 and 6 are provided in Appendix I of this report.

There are no Annual Operation and Maintenance (O&M).

## 4 SUMMARY AND COMPARISON OF ALTERNATIVES

Alternatives 5 and 6 both propose new water main installations, but differ in the proposed pipe material. Alternatives 5 and 6 both propose new water main work but with different proposed materials of construction PVC vs DIP. Work on Baker Avenue includes the replacement of approximately 1,420 LF of 4-inch and 6-inch cast iron watermain, valves, hydrants and services. Work on Jackson Avenue includes the replacement of approximately 1,930 LF of 6-inch cast iron watermain, valves, hydrants and services. Site restoration activities, including pavement, sidewalk, and curb replacement within the public right-of-way, are also proposed to support the installation of new water mains and water services.

### FEASIBLE ALTERNATIVES SUMMARY

Alternative	PROS/CONS
<b>Alternative 5</b> <b>Full Length Replacement with</b> <b>Class 300 DIP</b> <b>(\$1,750,000)</b>	<u>Pros:</u> <ul style="list-style-type: none"> <li>- <b>DIP is generally more durable and can have a longer life span compared to PVC pipe.</b></li> </ul> <u>Cons:</u> <ul style="list-style-type: none"> <li>- Least cost-effective alternative.</li> <li>- <b>Not as corrosion resistant as PVC pipe.</b></li> </ul>
<b>Alternative 6</b> <b>Full Length Replacement with</b> <b>PVC C-900</b> <b>(\$1,500,000)</b>	<u>Pros:</u> <ul style="list-style-type: none"> <li>- Most cost-effective alternative.</li> <li>- <b>PVC pipe is resistant to corrosion from soil</b></li> <li>- <b>PVC is a durable lightweight alternative to DIP with a service life typically exceeding 50 years.</b></li> </ul> <u>Cons:</u> <ul style="list-style-type: none"> <li>- Most cost-effective alternative.</li> <li>- <b>DIP is generally more durable and can have a longer life span compared to PVC pipe.</b></li> </ul>

## 5 RECOMMENDED AND SELECTED ALTERNATIVES

The recommended alternative in this report is Alternative No. 6, entitled "Full Length Replacement with PVC C-900 ", corresponding to the Map/Schematic provided in Appendix H.

This alternative is certain to address the water quality concern by replacing the tuberculated aged water main, which is currently releasing iron particles into the water flow. Moreover, the larger pipe size will improve the system's water capacity in the area and ensure compliance with the minimum fire flow requirements recommended by the Insurance Services Office.

The estimated cost for this alternative is \$1,500,000. Assuming a market annual interest rate of 6%, 1,360 users, and a 30-year loan term, the estimated annual debt service payment is approximately \$108,973, or \$80 per user.

## 6 PROJECT SCHEDULE

The timeline below summarizes the action dates for this project:

*Table 2 - Project Schedule*

Submit CFA Application	May 2025
Award Announcements	October 2025
Design – Drawings and Specifications	November – December 2025
Complete SEQR as needed	December 2025
Regulatory Submission	January 2026
Regulatory Approval	March 2026
Bidding of Installation Contract	April 2026
Award of Installation Contract	May 2026
Installation Start	June 2026
Installation Complete	November 2026

## **7 ENGINEERING REPORT CERTIFICATION**

An executed Engineering Report Certification Form has been included in this report as Appendix J.

## **8 SMART GROWTH ASSESSMENT FORM**

An executed Smart Growth Assessment Form has been included in this report as Appendix K.

## **Appendix A**

### **Geological Conditions**



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# Soil Map—Saratoga County, New York



Natural Resources  
Conservation Service

Web Soil Survey  
National Cooperative Soil Survey


MAP LEGEND

MAP INFORMATION

- Area of Interest (AOI)

Area of Interest (AOI)
- Soils

Soil Map Unit Polygons

Soil Map Unit Lines

Soil Map Unit Points
- Special Point Features

Blowout

Borrow Pit

Clay Spot

Closed Depression

Gravel Pit

Gravelly Spot


Landfill


Lava Flow

Marsh or swamp

Mine or Quarry

Miscellaneous Water

Perennial Water

Rock Outcrop

Saline Spot

Sandy Spot

Severely Eroded Spot

Sinkhole

Slide or Slip

Sodic Spot
- Water Features


Streams and Canals
- Transportation

Ralls

Interstate Highways


US Routes


Major Roads


Local Roads
- Background


Aerial Photography


- Spill Area



- Stony Spot


- Very Stony Spot


- Wet Spot


- Other


- Special Line Features



The soil surveys that comprise your AOI were mapped at 1:24,000.

**Warning:** Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service  
Web Soil Survey URL:  
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Saratoga County, New York  
Survey Area Data: Version 24, Aug 29, 2024

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Sep 9, 2022—Oct 22, 2022

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

## Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
WnA	Windsor loamy sand, 0 to 3 percent slopes	3.3	100.0%
<b>Totals for Area of Interest</b>		<b>3.3</b>	<b>100.0%</b>

## Saratoga County, New York

### WnA—Windsor loamy sand, 0 to 3 percent slopes

#### Map Unit Setting

*National map unit symbol:* 2svkg

*Elevation:* 0 to 990 feet

*Mean annual precipitation:* 36 to 71 inches

*Mean annual air temperature:* 39 to 55 degrees F

*Frost-free period:* 140 to 240 days

*Farmland classification:* Farmland of statewide importance

#### Map Unit Composition

*Windsor, loamy sand, and similar soils:* 85 percent

*Minor components:* 15 percent

*Estimates are based on observations, descriptions, and transects of the mapunit.*

#### Description of Windsor, Loamy Sand

##### Setting

*Landform:* Outwash plains, outwash terraces, deltas, dunes

*Landform position (three-dimensional):* Tread, riser

*Down-slope shape:* Linear, convex

*Across-slope shape:* Linear, convex

*Parent material:* Loose sandy glaciofluvial deposits derived from granite and/or loose sandy glaciofluvial deposits derived from schist and/or loose sandy glaciofluvial deposits derived from gneiss

##### Typical profile

*O - 0 to 1 inches:* moderately decomposed plant material

*A - 1 to 3 inches:* loamy sand

*Bw - 3 to 25 inches:* loamy sand

*C - 25 to 65 inches:* sand

##### Properties and qualities

*Slope:* 0 to 3 percent

*Depth to restrictive feature:* More than 80 inches

*Drainage class:* Excessively drained

*Runoff class:* Low

*Capacity of the most limiting layer to transmit water*

*(Ksat):* Moderately high to very high (1.42 to 99.90 in/hr)

*Depth to water table:* More than 80 inches

*Frequency of flooding:* None

*Frequency of ponding:* None

*Maximum salinity:* Nonsaline (0.0 to 1.9 mmhos/cm)

*Available water supply, 0 to 60 inches:* Low (about 3.6 inches)

##### Interpretive groups

*Land capability classification (irrigated):* None specified

*Land capability classification (nonirrigated):* 2s

*Hydrologic Soil Group:* A  
*Ecological site:* F144AY022MA - Dry Outwash  
*Hydric soil rating:* No

#### **Minor Components**

##### **Deerfield, loamy sand**

*Percent of map unit:* 10 percent  
*Landform:* Deltas, terraces, outwash plains  
*Landform position (two-dimensional):* Footslope  
*Landform position (three-dimensional):* Tread, talf  
*Down-slope shape:* Linear  
*Across-slope shape:* Linear  
*Hydric soil rating:* No

##### **Hinckley, loamy sand**

*Percent of map unit:* 5 percent  
*Landform:* Deltas, kames, eskers, outwash plains  
*Landform position (two-dimensional):* Summit, shoulder, backslope  
*Landform position (three-dimensional):* Nose slope, side slope, crest, head slope, rise  
*Down-slope shape:* Convex  
*Across-slope shape:* Convex, linear  
*Hydric soil rating:* No

## **Data Source Information**

Soil Survey Area: Saratoga County, New York  
Survey Area Data: Version 24, Aug 29, 2024

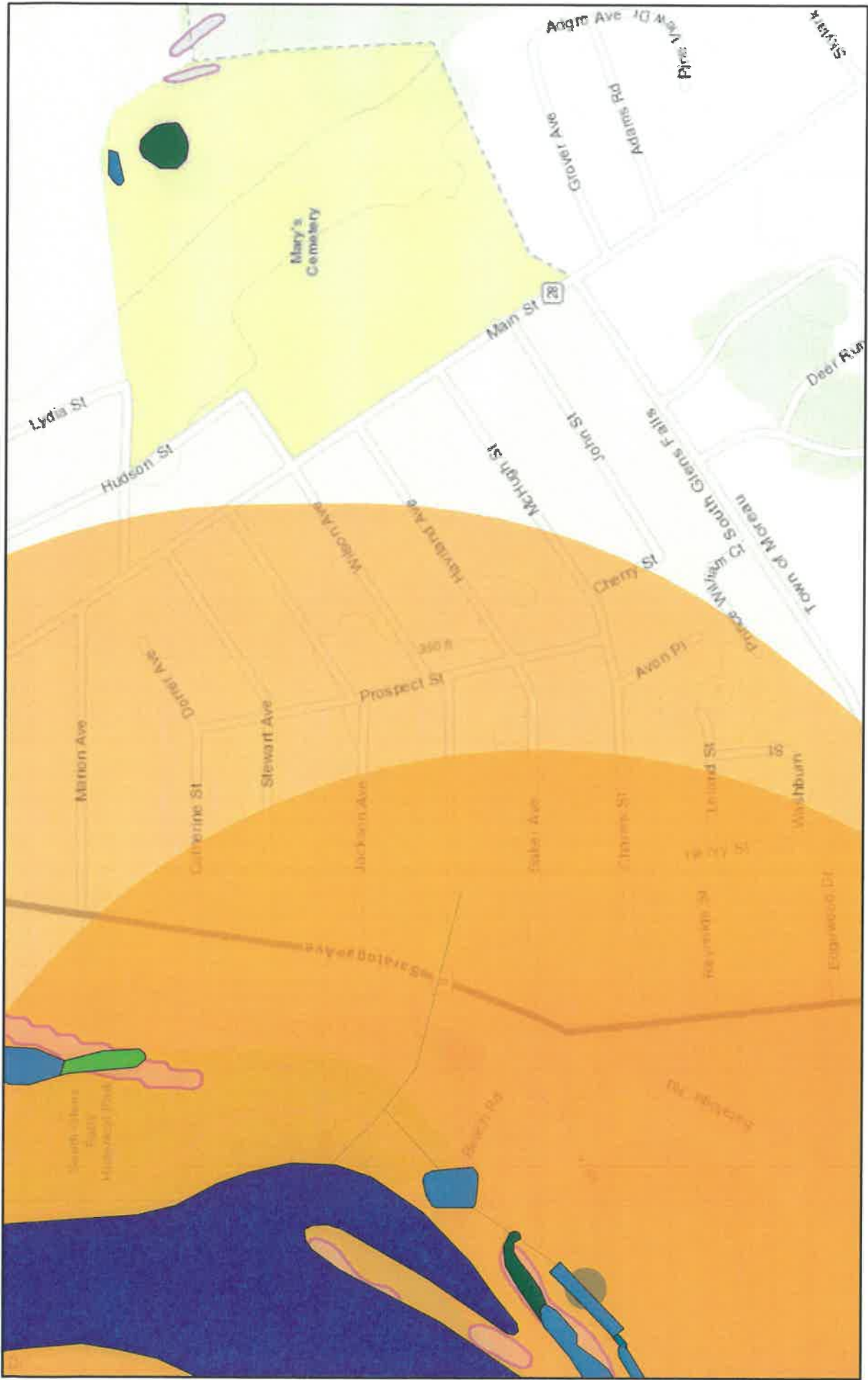




**Appendix B**  
**Environmental Resource Map**

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South Glens Falls



May 13, 2025






















1:9,028

Esri, Canada, Esri, HERE, INCREMENT P, Intermap, USGS, METI/  
NASA, EPA, USDA  
NYS Department of Environmental Conservation  
Not a legal document











# Environmental Resource Mapper

## Visible Layers [Legend]

### Map Layers

-  Unique Geological Features
-  Waterbody Classifications for Rivers/Streams
-  Waterbody Classifications for Lakes
- Waterbody Inventory/Priority Waterbodies List**
-  Lakes and Reservoirs
-  Estuaries
-  Rivers and Streams
-  Shorelines
- Imperiled Mussels**
-  Mussel Screening Ponded Waters
-  Mussel Screening Streams
-  Significant Natural Communities
-  Natural Communities Near This Location
-  Rare Plants or Animals
-  Ten Year Travel Time
-  Special Groundwater Protection Areas
-  Base Flood Elevation Plus 72/75 Inches Sea-level Rise
-  Base Flood Elevation Plus 72/75 Inches Sea-level Rise
-  Base Flood Elevation Plus 72/75 Inches Sea-level Rise
-  Base Flood Elevation Plus 72/75 Inches Sea-level Rise
-  Limit to Moderate Wave Action
-  Limit to Moderate Wave Action
-  Limit to Moderate Wave Action

### Wetland Layers

-  Previously Mapped Freshwater Wetlands
-  Informational Freshwater Wetland Mapping
- National Wetlands Inventory**
-  Estuarine and Marine Deepwater
-  Estuarine and Marine Wetland
-  Freshwater Emergent Wetland
-  Freshwater Forested/Shrub Wetland
-  Freshwater Pond
-  Lake
-  Other
-  Riverine

**Appendix C**  
**National Wetlands Inventory Map**

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U.S. Fish and Wildlife Service  
National Wetlands Inventory

Wetlands



May 13, 2025

This map is for general reference only. The US Fish and Wildlife Service is not responsible for the accuracy or currentness of the base data shown on this map. All wetlands related data should be used in accordance with the layer metadata found on the Wetlands Mapper web site.





**Appendix D**  
**FEMA Flood Map**

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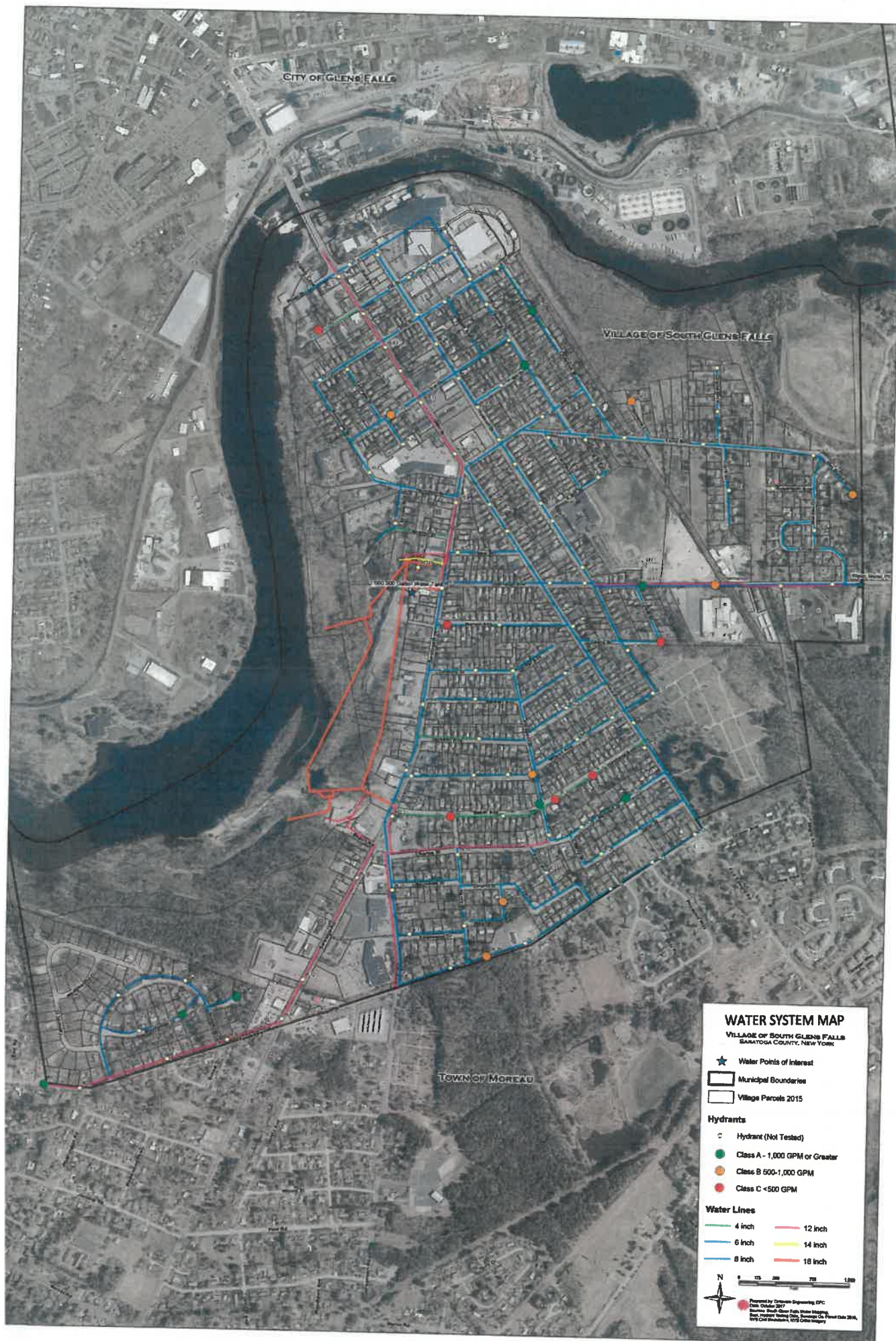




## **Appendix E**

### **Water System Map**

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**Appendix F**  
**Existing Conditions Map**

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FILE: K:\PROJECTS\2025\25-3868 - BAKER & JACKSON AVE WATER UPGRADES\1. ENGINEERING REPORT\1. APPENDICES\APPENDIX X - DELINEATING SHEET 5/15/2025 10:31:17 AM Plotted: 5/15/2025 10:32:59 AM User: Anthony Mantia LastSavedBy: mantia



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6 TOWNSEND STREET, WALTON, NY 13656 - 607.865.8235  
18 EAST MARKET ST., RED HOOK, NY 12571 - 518.452.1290  
548 BROADWAY, MONTICELLO, NY 12701 - 845.791.7777

VILLAGE OF SOUTH GLENS FALLS  
BAKER AND JACKSON AVE  
WATER UPGRADES  
SARATOGA COUNTY, NY

WATER MAP  
EXISTING

DATE: 5/2025  
DRAWN BY: APM  
SCALE: 1" = 300'  
REVIEWED BY: RF  
PROJECT NO.: 25-3868

SHEET:

APPENDIX  
F



**Appendix G**  
**Capacity Development Form**

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# **CAPACITY DEVELOPMENT PROGRAM**

## **TECHNICAL, MANAGERIAL, AND FINANCIAL EVALUATION CRITERIA FOR: COMMUNITY PUBLIC WATER SYSTEMS**

---

**SYSTEM NAME:**

Village of South Glens Falls

**COUNTY:** Saratoga**PWSID #:** NY4500170**COMPLETED BY:** Anthony Mantas, EIT,  
Delaware Engineering, DPC**DATE:** 05/14/2025

### **Technical Capacity**

**A. System Infrastructure**

1. Does the system have as-built plans, drawings, or maps of its facilities including source, treatment, storage, and distribution?

☒

Yes

☐

No

☐

Not Applicable

If the system lacks certain plans, please specify:

---

---

2. Does the system have exact location measurements of all main valves and service shut-offs?

☒

Yes

☐

No

☐

Not Applicable

3. Can the system's pumping, storage and distribution facilities meet current normal and peak demands and required distribution pressures?

☒

Yes

☐

No

☐

Not Applicable

4. Does the system have a water conservation plan?

☒

Yes

☐

No

☐

Not Applicable

5. Are all customers on the water system metered?

☒

Yes

☐

No

☐

Not Applicable

6. Is the system equipped with "master" meters that measure the amount of water the system produces or purchases for each source of water?

☒

Yes

☐

No

☐

Not Applicable

## B. Source Water Evaluation

1. Does the system have a copy of its Source Water Assessment?

☒

Yes

☐

No

☐

Not Applicable

2. Has a yield analysis been done for the system's source?

☒

Yes

☐

No

☐

Not Applicable

3. Does the system have a description of the existing source-pumping capacity and the system's raw and finished water storage capacity?

☒

Yes

☐

No

☐

Not Applicable

4. For groundwater systems, does your system have a wellhead protection program in place?

☒

Yes

☐

No

☐

Not Applicable

## C. Technical Knowledge

1. Has an evaluation of the water system facilities been conducted with respect to its ability to reliably meet current and proposed State and Federal drinking water regulations?

☒

Yes

☐

No

☐

Not Applicable

If system can't meet regulations, please specify:

---

---

2. Does the system have monthly water production records or treatment records that show daily and monthly water production for each source used by the system?

☒

Yes

☐

No

☐

Not Applicable

3. Has an evaluation been conducted to document the condition and remaining service life of existing facilities?

☒

Yes

☐

No

☐

Not Applicable

4. Has the system been cited within the past two years for failing to sample and report test results?

☐

Yes

☒

No

☐

Not Applicable

5. Has the system been cited within the past two years for operating deficiencies as a result of a sanitary survey or other inspection conducted by the DOH?

☐

Yes

☒

No

☐

Not Applicable



6. If you answered "Yes" to Questions 4 or 5, has corrective action been taken to correct all deficiencies?

☐

Yes

☐

No

☐

Not Applicable

#### D. Certified Operators

1. Does the water system have a certified water operator(s) and designated an operator in responsible charge?

☒

Yes

☐

No

2. If the water system does not have a state-certified water treatment operator, or lacks the necessary number of operators to safely and reliably operate the system, does the system have a plan to acquire the services of a (additional) state-certified operator?

☐

Yes

☐

No

☒

Not Applicable

### Managerial Capacity

#### A. Staffing and Organization

1. What type of training/continuing education did system personnel attend within the last two years (please specify)?

System personnel consistently take the required courses to renew their  
licenses and certifications every two years and prior to expiration.

2. Who is responsible for policy and operational decisions for the water system (*name and title*)?

TJ Chagnon, DPW Superintendent & Joe Orlow, Mayor

3. Who is responsible for ensuring compliance with state regulatory requirements (*name and title*)?

TJ Chagnon, DPW Superintendent & Joe Orlow, Mayor

4. Who is responsible for approving expenditures (*name and title*)?

TJ Chagnon, DPW Superintendent & Joe Orlow, Mayor

5. *For systems that contract for system operation or management:* Does the system have a valid (signed) contract that summarizes the duties and responsibilities the contractor must provide to the system?

☐

Yes

☐

No

☒

Not Applicable

## B. Ownership

1. *If the system is under temporary ownership, has a future owner been found for the water system?*

☐ Yes      ☐ No      ☒ Not Applicable

If "Yes", who will the future owner be?

---

2. *For systems that use, but do not own, land or facilities that are essential to water system operation: Is there a valid long-term contract (i.e., lease) between the water system and the owner of the land or facilities essential to the operation of the system?*

☐ Yes      ☐ No      ☒ Not Applicable

3. *For systems with a single proprietor: Does the system have a contingency plan for continuing system operation in the event the owner becomes incapable of carrying out his/her responsibilities?*

☐ Yes      ☐ No      ☒ Not Applicable

## C. Consolidation/Restructuring

1. Has the system examined the feasibility of:  
a) Incorporating with an existing water system in the immediate proximity?

☐ Yes      ☐ No      ☒ Not Applicable

- b) Selling ownership to an existing water system?

☐ Yes      ☐ No      ☒ Not Applicable

- c) Contracting for the management or operation of the system with an existing system or satellite management/operations agency?

☐ Yes      ☐ No      ☒ Not Applicable

## D. Emergency/Disaster Response Plans

1. Has the system developed an Emergency Response Plan?

☒ Yes      ☐ No      ☐ Not Applicable

2. Does the Emergency Response Plan:

- a) Designate responsible personnel in the event of an emergency?

☒ Yes      ☐ No      ☐ Not Applicable

b) Provide for emergency phone and radio capabilities?

☒

Yes

☐

No

☐

Not Applicable

c) Describe public and health department notification procedures?

☒

Yes

☐

No

☐

Not Applicable

3. Does the system have any emergency contract agreements under which it operates (e.g., emergency water interconnections and alternative sources)?

☒

Yes

☐

No

☐

Not Applicable

#### **E. Water System Policies**

1. Does the system have a *written* System Operations Manual or Policy?

☒

Yes

☐

No

☐

Not Applicable

#### **F. Record Keeping**

1. Does the system keep water utility records including: financial, regulatory, facility, operations and maintenance, data quality, Annual Water Quality Reports, and correspondence with the NYS Department of Health and/or local Health Departments (and where appropriate, the NYSPSC)?

☒

Yes

☐

No

☐

Not Applicable

### **Financial Capacity**

#### **A. Budget Projection – Revenues and Expenses**

1. Does the system have a water budget?

☒

Yes

☐

No

☐

Not Applicable

2. Are the system's annual water revenues sufficient to cover the annual water expenses as well as anticipated capital improvements?

☒

Yes

☐

No

☐

Not Applicable

3. Are the system's water rates, when combined with other revenue sources, sufficient to cover all listed expenditures for the water system?

☒

Yes

☐

No

☐

Not Applicable

4. Does the system retain budget information for at least two years?

☒

Yes

☐

No

☐

Not Applicable

## B. Reserves

1. Does the system have a reserve account (or funds within a reserve account) dedicated to:

a) Financing the emergency replacement of critical facilities in the event of their failure?

☒

Yes

☐

No

☐

Not Applicable

b) The maintenance of cash flow in the event of an unexpected funding shortfall?

☒

Yes

☐

No

☐

Not Applicable

2. If the system has a reserve account, how does it determine the amount to put into the account?

  X   Fixed Amount        Percentage of Revenues        Percentage of Expenses

       Other (please specify) \_\_\_\_\_

3. If the system has a reserve account, what type(s) of reserve account(s) does it have?

  X   Operation and Maintenance   X   Capital Projects        Debt Service

       Other (please specify) \_\_\_\_\_

## C. Capital Improvement Plan

1. How do you finance operation and maintenance costs (Check all that apply)?

  X   Rates collected from ratepayers

       Rental fees

       Other business revenue

       Personal capital

       Surcharges

  X   Reserve account

       Other (Please specify) \_\_\_\_\_

2. How did you finance your LAST major repair or improvement?

       Commercial bank loan

       Bonds

  X   DWSRF

       Other State or federal loan/grant program

       Surcharge

       Personal Capital

       Reserve Account

       Revenue from other business

       Other (Please specify) \_\_\_\_\_

3. What options do you have for financing your NEXT major repair or improvement?

<input type="checkbox"/> Commercial bank loan	<input checked="" type="checkbox"/> Bonds
<input checked="" type="checkbox"/> DWSRF	<input checked="" type="checkbox"/> Other State or federal loan/grant program
<input type="checkbox"/> Surcharge	<input type="checkbox"/> Personal Capital
<input type="checkbox"/> Reserve Account	<input type="checkbox"/> Revenue from other business
<input type="checkbox"/> Other (Please specify) _____	

#### D. Water System Rates

1. Does the water system management review user fee, user charge, or rate system at least once every two years?

☒ Yes      ☐ No      ☐ Not Applicable

2. What is the frequency of billing (e.g., 12, 6, or 4 times per/year)? 2 times/year

3. Where applicable, what are the system's water rates?

The village is currently transitioning from a fixed rate billing system to a metered billing system as they complete their recent water meter upgrades project.

4. What are rates based on?

☒ Capital Improvement Plan and Annual Budget  
☐ Annual Budget Only  
☐ Cash on Hand  
☐ Last year's expenses  
☐ Not sure  
☐ Other (Please specify \_\_\_\_\_)

5. What was the date of the last rate increase? -

November 2022

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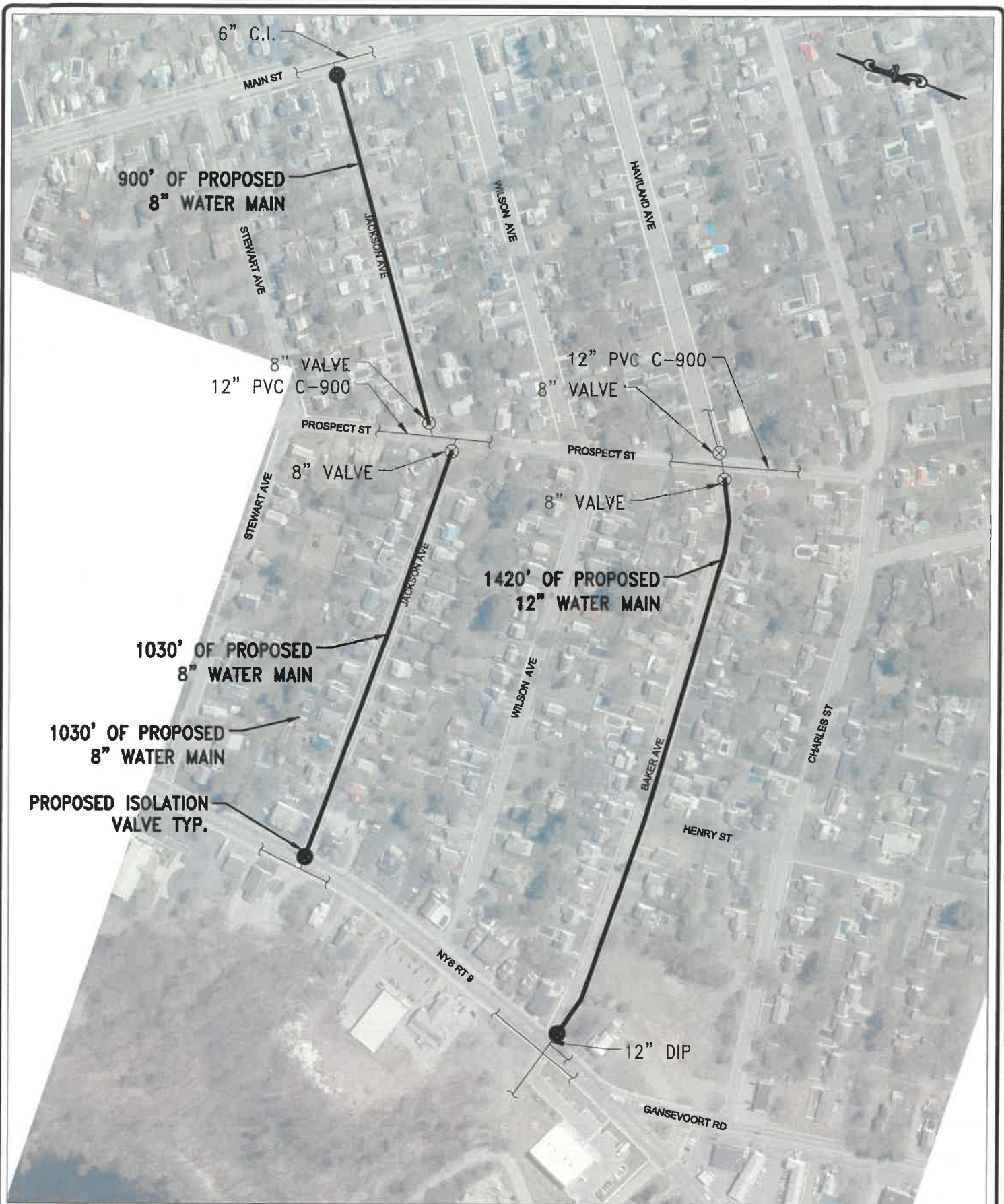


**Appendix H**  
**Alternatives 5 and 6 Map**

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File: R:\PROJECTS\SOUTH GLNS FALLS\WATER\25-3868 - BAKER & JACKSON AVE WATER UPGRADES\1. APPENDICES\APPENDIX X - FIGURE\DWG - 5/13/2025 10:31:17 AM Plotted: 5/13/2025 10:31:17 AM User: Anthony Kintis LastSavedBy: marlene



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16 EAST MARKET ST., RED HOOK, NY 12571 - 518.452.1290  
648 BROADWAY, MONTICELLO, NY 12701 - 845.781.7777

VILLAGE OF SOUTH GLNS FALLS  
BAKER AND JACKSON AVE  
WATER UPGRADES  
SARATOGA COUNTY, NY

WATER MAP  
PROPOSED

DATE: 5/2025  
DRAWN BY: APM  
SCALE: 1" = 300'  
REVIEWED BY: RF  
PROJECT NO.: 25-3868

SHEET:

APPENDIX  
H



**Appendix I**  
**Preliminary Cost Estimate**

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**Appendix J**  
**Engineering Report Certification**

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## **Engineering Report Certification**

**To Be Provided by the Professional Engineer Preparing the Report**

During the preparation of this Engineering Report, I have studied and evaluated the cost and effectiveness of the processes, materials, techniques, and technologies for carrying out the proposed project or activity for which assistance is being sought from the New York State Drinking Water State Revolving Fund. In my professional opinion, I have recommended for selection, to the maximum extent practicable, a project or activity that maximizes the potential for efficient water use, reuse, recapture, and conservation, and energy conservation, taking into account the cost of constructing the project or activity, the cost of operating and maintaining the project or activity over the life of the project or activity, and the cost of replacing the project and activity.

**Title of Engineering Report:** Village of South Glens Falls, Baker and Jackson Ave Water Upgrades

**Date of Report:** May 2025

**Professional Engineer's Name:** Robert Flores, PE

**Signature:** 

**Date:** May 14th, 2025



**Appendix K**  
**Smart Growth Assessment Form**

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## Smart Growth Assessment Form

This form should be completed by an authorized representative of the applicant, preferably the project engineer or other design professional.<sup>1</sup>

### Section 1 – General Applicant and Project Information

Applicant: Village of South Glens Falls

Project No.:

Project Name: Baker and Jackson Avenue Water Upgrades

Is project construction complete? ☐ Yes, date:

☒ No

Please provide a brief project summary in plain language including the location of the area the project serves:

The Village's drinking water distribution system, Public Water System NY4500170, has encountered water quality challenges, including discoloration and pressure loss, due to aged and undersized cast iron water mains on Baker and Jackson Avenue. This project is designed to address these issues by replacing approximately 3,350 linear feet of tuberculated aging water main, thereby improving water quality and enhancing fire flow capacity in the area.

### Section 2 – Screening Questions

#### A. Prior Approvals

1. Has the project been previously approved for Environmental Facilities Corporation (EFC) financial assistance? ☐ Yes ☒ No
2. If yes to A(1), what is the project number(s) for the prior approval(s)? Project No.:
3. If yes to A(1), is the scope of the previously-approved project substantially the same as the current project? ☐ Yes ☐ No

If your responses to A(1) and A(3) are both yes, please proceed to Section 5, Signature.

#### B. New or Expanded Infrastructure

1. Does the project involve the construction or reconstruction of new or expanded infrastructure? ☐ Yes ☒ No

Examples of new or expanded infrastructure include, but are not limited to:

- (i) The addition of new wastewater collection/new water mains or a new wastewater treatment system/water treatment plant where none existed previously;
- (ii) An increase of the State Pollutant Discharge Elimination System (SPDES) permitted flow capacity for an existing wastewater treatment system; and OR

<sup>1</sup> If project construction is complete and the project was not previously financed through EFC, an authorized municipal representative may complete and sign this assessment.

- (iii) An increase of the permitted water withdrawal or the permitted flow capacity for the water treatment system such that a Department of Environmental Conservation (DEC) water withdrawal permit will need to be obtained or modified, or result in the Department of Health (DOH) approving an increase in the capacity of the water treatment plant.

**If your response to B(1) is no, please proceed to Section 5, Signature.**

### **Section 3 –Smart Growth Criteria**

Your project must be consistent with all relevant Smart Growth criteria. For each question below please provide a response and explanation.

1. Does the project use, maintain, or improve existing infrastructure?

☒ Yes    ☐ No

Explain your response:

This project is designed to improve water quality and enhance fire flow capacity in the project area by replacing approximately 3,350 linear feet of tuberculated aging cast iron water main.

2. Is the project located in a (1) municipal center, (2) area adjacent to a municipal center, or (3) area designated as a future municipal center, as such terms are defined herein (please select one response)?

☒ Yes, my project is located in a municipal center, which is an area of concentrated and mixed land uses that serves as a center for various activities, including but not limited to: central business districts, main streets, downtown areas, brownfield opportunity areas (see [www.dos.ny.gov](http://www.dos.ny.gov) for more information), downtown areas of local waterfront revitalization program areas (see [www.dos.ny.gov](http://www.dos.ny.gov) for more information), areas of transit-oriented development, environmental justice areas (see [www.dec.ny.gov/public/899.html](http://www.dec.ny.gov/public/899.html) for more information), and hardship areas (projects that primarily serve census tracts or block numbering areas with a poverty rate of at least twenty percent according to the latest census data).

☐ Yes, my project is located in an area adjacent to a municipal center which has clearly defined borders, is designated for concentrated development in the future in a municipal or regional comprehensive plan, and exhibits strong land use, transportation, infrastructure, and economic connections to an existing municipal center.

☐ Yes, my project is located in an area designated as a future municipal center in a municipal or comprehensive plan and is appropriately zoned in a municipal zoning ordinance

☐ No, my project is not located in a (1) municipal center, (2) area adjacent to a municipal center, or (3) area designated as a future municipal center.

Explain your response and reference any applicable plans:

The existing water mains are proposed to be replaced along Baker Avenue, from Saratoga Avenue (NYS Route 9) to Prospect Street, and along Jackson Avenue, from Saratoga Avenue (NYS Route 9) to Main Street.

3. Is the project located in a developed area or an area designated for concentrated infill development in a municipally-approved comprehensive land use plan, local waterfront revitalization plan, and/or brownfield opportunity area plan?

☒Yes ☐No

Explain your response and reference any applicable plans:

Yes, the proposed project is located in the Village of South Glens Falls which is a developed area within the Town of Moreau.

4. Does the project protect, preserve, and enhance the State's resources, including surface and groundwater, agricultural land, forests, air quality, recreation and open space, scenic areas, and significant historic and archaeological resources?

☒Yes ☐No

Explain your response:

The proposed project will protect, preserve and enhance the State's resources. The replacement of the existing, leaking, aged water main will conserve water treated by the Village, reducing energy costs at the treatment plant.

5. Does the project foster mixed land uses and compact development, downtown revitalization, brownfield redevelopment, the enhancement of beauty in public spaces, the diversity and affordability of housing in proximity to places of employment, recreation and commercial development, and the integration of all income and age groups?

☒Yes ☐No

Explain your response:

The replacement of an existing old water main can catalyze various aspects of community development, including fostering mixed land uses and compact development by providing reliable infrastructure to support diverse activities in close proximity, thus encouraging the efficient use of land and resources. Improved water infrastructure can attract investment and facilitate the transformation of underutilized areas into vibrant, economically viable spaces. Moreover, easier access to essential utilities encourages diversity of income and age groups and affordability of housing options within the community.

6. Does the project provide mobility through transportation choices including improved public transportation and reduced automobile dependency?

☐Yes ☐No ☒N/A

Explain your response:

7. Does the project involve coordination between State and local government, intermunicipal planning, or regional planning?

☒Yes ☐No

Explain your response and reference any applicable plans:

The proposed project will involve coordination between state and local government and inter-municipal and regional planning. The Village of South Glens Falls intends to engage with the NYSDOH and NYSEFC to further protect the water supplies that are essential to the area. The Village will engage with other agencies as appropriate throughout the planning process and beyond.

8. Does the project involve community-based planning and collaboration?

☒ Yes ☐ No

Explain your response and reference any applicable plans:

As with all projects undertaken by the Village, pertinent project information will be available on the Village website and at Village Hall. All meetings are open to the public and are also posted on the Village website and at Village Hall. The Village will ensure that all affected community groups and organizations are involved in the planning and implementation process.

9. Does the project support predictability in building and land use codes?

☐ Yes ☐ No ☒ N/A

Explain your response:

The project will not directly impact building or land use codes.

10. Does the project promote sustainability by adopting measures such as green infrastructure techniques, decentralized infrastructure techniques, or energy efficiency measures?

☒ Yes ☐ No

Explain your response and reference any applicable plans:

The replacement of the existing, leaking, aged water main will conserve water treated by the Village, reducing energy costs at the treatment plant.

11. Does the project mitigate future physical climate risk due to sea-level rise, storm surges, and/or flooding, based on available data predicting the likelihood of future extreme weather events, including hazard risk analysis data, if applicable?

☐ Yes ☒ No

Explain your response and reference any applicable plans:

This section does not apply to the replacement of a water main.

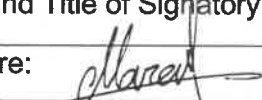
#### Section 4 – Miscellaneous

1. Is the project expressly required by a court or administrative consent order? ☐ Yes ☒ No

If yes, and you have not previously provided the applicable order to EFC/DOH, please submit it with this form.

#### Section 5 – Signature

By signing below, you agree that you are authorized to act on behalf of the applicant and that the information contained in this Smart Growth Assessment is true, correct and complete to the best of your knowledge and belief.

Applicant: <b>Village of South Glens Falls</b>	Phone Number: <b>(518) 452-1290</b>
Name and Title of Signatory: <b>Anthony Mantas, EIT, Design Engineer, Delaware Engineering D.P.C.</b>	
Signature: 	Date: <b>05/15/2025</b>



# Drinking Water State Revolving Fund (DWSRF) Intended Use Plan (IUP) Project Listing Form

Preliminary Project Schedule And Cost Estimate  
(Instructions on Back)

Date Prepared: 05 / 15 / 25

DOH Use Only

PWS I.D. No. \_\_\_\_\_  
Project Tracking No. \_\_\_\_\_  
Date Received: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## PROJECT INFORMATION

Name of Water System: South Glens Falls Public Water Supply

Municipality: Village of South Glens Falls County: Saratoga

Legislative Districts - Congressional: 20 NYS Senate: 44 NYS Assembly: 113

Project Description: Water main replacement along Baker and Jackson Avenue to address water quality issues and low pressure.

If an engineering report has not been provided with this form, please attach a narrative description including details with respect to the issues the project will be solving as related to the priority ranking system (see Attachment 1 in the IUP available at [www.health.ny.gov/environmental/water](http://www.health.ny.gov/environmental/water))

Population served by water system: 3,744 Population served by Project: 3,744

This is a (choose one): ☒ New project listing

☐ Update to a project currently listed in the DWSRF IUP

DWSRF project tracking number (if existing project):

Are there other funding sources anticipated for the project? Yes ☒ No ☐

If yes, attach details about the funding, including source, amount, and letter of confirmation

## CONTACT INFORMATION

Borrower: Village of South Glens Falls Consulting Engineer: Delaware Engineering DPC

Contact Name, Title: Joe Orlow, Mayor Contact Name: Robert Flores, PE

Address: 46 Saratoga Avenue Address: 28 Madison Avenue Ext.

South Glens Falls, NY 12803 Albany, NY 12203

Phone #: (518) 793-1455 x104 Phone #: (518) 452-1290

E-mail Address: mayor@sgfny.com E-mail Address: rflores@delawareengineering.com

If seeking funding under the Bipartisan Infrastructure Law (BIL), check appropriate box:

☒ General Supplemental ☐ Lead Service Line Replacement ☐ Emerging Contaminants

## PROJECT SCHEDULE

1. Submit Engineering Report

2. Submit Plans & Specifications for Regulatory Review

3. Start Construction (Notice to Proceed)

4. Construction Substantial Completion

## DATES

(T) TARGET OR (A) ACTUAL

(A) 05/30/25  
(Date)

(T) Jan 2026  
(Date)

(I) June 2026  
(Date)

(T) Nov 2026  
(Date)

## Project Cost Estimate

Construction Costs \$ 1,079,325

Engineering Fees \$ 161,899

Other Expenses \$ 53,966

Equipment Costs \$

Land Acquisition \$

Contingencies 20 % \$ 204,810

Subtotal Project Costs \$ 1,500,000

Deduct other funding sources (RD, CDBG, etc.) \$

Add Est. Issuance Costs \$ 45,000  
(approximately 3% of project costs)

Total Amount to Finance \$ 1,545,000

E-mail completed form to:

[design@health.ny.gov](mailto:design@health.ny.gov)

New York State Department of Health  
Bureau of Water Supply Protection

Form Revised June 2022

## INSTRUCTIONS

### LISTING FORM, DWSRF PROJECT SCHEDULE AND COST ESTIMATE

This form is used to gather preliminary schedule and cost information about your project. It will help us to determine project eligibility and a target date for providing your DWSRF financing. New York State Department of Health (DOH) staff may call you to verify this information and to develop a more detailed schedule for completion of all activities needed for a complete financing application. You should confer with your engineer and financial advisor regarding the schedule and cost estimate. Please contact DOH at (518) 402-7650 or [design@health.ny.gov](mailto:design@health.ny.gov) for assistance regarding this Listing Form.

**PROJECT INFORMATION** This section of the form should include the **Name of the Water System**, **Name of the Municipality** serviced by the water system, and the **County** and **Legislative Districts** in which the project is located. A general **Project Description/Project Identification** and the **Location** of the project should also be included (e.g., Upgrade the Smith Road water treatment plant in the Village of Waterburgh). If an engineering report has not been provided with this form, please attach a narrative description including details with respect to the issues the project will be solving as related to the priority ranking system (see Attachment 1 in the IUP). The applicant should provide information regarding the **Population Served by the Water System** and the **Population Served by the Project**.

Indicate if this is a new project IUP listing or if it is an update to a project currently listed in the DWSRF Intended Use Plan (IUP). If the project is currently listed in the IUP, then **provide the current DWSRF project tracking number** and provide updated project information, contact information, project schedule, and project cost estimates on this Listing Form.

Indicate if **other funding sources** (i.e., Rural Development, Housing and Urban Development, etc.) are available for the project. If other sources of funding are available please attach a separate sheet with details about the funding source, funding amount, type of funding (i.e., grant, low interest loan), and date the funding was granted (letter of confirmation).

### CONTACT INFORMATION

DOH will be using the contact information provided on the Listing Form to identify the borrower, the consulting engineer, and other key project contacts (if applicable). Individuals listed on this portion of the Listing Form may be contacted directly by DOH staff to answer technical questions.

### PROJECT COST ESTIMATE

The accuracy of project costs will vary depending on the stage of project development. Please use the best available estimate when completing the form. Cost estimates should be provided for **Construction Costs**, **Engineering Fees** (planning, design, and construction phase), **Other Expenses** (legal expenses, bond counsel costs, force account costs, fiscal expenses, interest during construction, and miscellaneous expenses), **Equipment Costs**, **Land Acquisition Costs**, and **Contingencies** (up to 30% generally acceptable). **Financial assistance anticipated from other Funding Sources** (Rural Utilities, Housing and Urban Development, etc.) should be subtracted from the **Subtotal Project Costs** of the above listed cost estimates. The **Estimated Issuance Cost** (approximately 3% of project costs) should be added to the subtotal to determine **Total Amount to Finance**. If certain cost elements are unknown and cannot be reasonably estimated, please indicate on the form. Estimates for all expenses will eventually be needed so that sufficient monies for the project are included in the IUP.

### PROJECT SCHEDULE

1 & 2. Provide the date (targeted or actual) for submission of an approvable **Engineering Report** and **Plans & Specifications** for regulatory review.

3 & 4. Provide the date (targeted or actual) for **Start of Construction** (Notice to Proceed issuance) and **Construction Substantial Completion**.

Although the construction schedule may be very tentative when you complete the Listing Form, it is important to set target dates as they indicate when DWSRF financing will be needed.



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

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

**Date:** April 1st-30th 2025

### **Status Update:**

- I sent out fire safety letters to businesses. 110 Main Street plaza will have fire safety inspections.
- Inspection of 71 Saratoga Ave of accident involving vehicle into house request from DPW and State Police.
- Sent out subpoena for owner of 183 Main Street.
- Had a court date with 183 Main Street owner/Owner did not show will have another hearing on the 14th of May.
- Received new "Used" code dept Vehicle "Thank you"
- New Sign for 80 main Street Approved
- New Sign for 84 Main Street Approved
- Ongoing education webinar of Deck construction, High winds considerations, repairing concrete

### **Mileage Driven: 77.4**

- Miles For April

### **Certificate of Occupancy: (1)**

- 5 Riverview rear building

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

- 110 Main St Pretty Hot Mess Permit # 2501- Sign completion
- 131 Saratoga Ave Advance Auto # 2464- HVAC roof unit completion

### **New Permits: (7)**

- 26 Fairview Permit # 2507 Roof addition
- 11 Jackson Ave permit # 2508 Alteration
- 1 Lydia Street Permit # 2509 Fence
- 80 Main Street Permit # 2510 Sign
- 55-57 Main Street St George Church Permit # 2511 Tent
- 43 William Street Permit # 2512 Fence
- 84 main Street Permit # 2513

### **Site Inspections: (8)**

- 5 Riverview rear building/Final inspection
- 5 Riverview front house upstairs framing and plumbing inspection
- National Grid Gas Pipe project Behind River view Street
- 43 William Street /Fence permit
- 11 Jackson Ave/Plumbing inspection
- 26 Fairview Street/Roof addition
- 71 Saratoga Ave/Inspection of damaged area
- 8 Harrison Ave/Pre porch inspection

From: Linda Albert <[ldasunshine@yahoo.com](mailto:ldasunshine@yahoo.com)>

Date: May 3, 2025 at 1:51:05 PM EDT

To: [mayor@sginy.com](mailto:mayor@sginy.com)

Subject: Zoning Board

Dear Mayor Orlow and Zoning Board Members

After much thought I have decided to resign from the South Glens Falls Village zoning board. My life now places me in Florida for at least three months a year, making me unavailable to attend any meetings scheduled during that time. It also makes me unavailable to attend the annual conference which I believe provides informative and valuable knowledge through the presentations and the interaction with area zoning board and planning board members. For these reasons, I feel that I am no longer able to do the job that I personally want to do for the best interest of the Village. I have enjoyed being a part of this board for many years and feel that as a board we have done our best to make fair and good decisions. It has been my pleasure.

My Best to You All

Linda Albert

MAY 8 2025 PM 2:26

# South Glens Falls Fire Company Inc.



## RETURN COMPLETED APPLICATIONS TO:

7 West Marion Avenue  
South Glens Falls, NY 12803  
Station #1: (518) 792-1674 Station #2: (518) 798-4020  
Email: [Secretary@sgfire.org](mailto:Secretary@sgfire.org)  
(Applications can also be dropped off at either station)  
Application for Membership

A one time new applicant fee of 20\$ will be required if the membership accepts your application

1. Burthosky John JA [REDACTED]  
(Last Name) (First Name) (Middle Initial) (Date of Birth)

2. 17 B skylark Drive 17 B  
(Address) (Apt./Suite No.)

South Glens Falls NY 12803  
(City, Town, Village) (State) (Zip Code)

3. Telephone (518) 747-9140 ( ) (518) 681-7344  
(Home) (Work) (Cell)

E-Mail: [REDACTED]

4. How long have you resided at the above address? Years: 1 Months: 4
5. How long have you reside in New York State? Years: 61 Months:
6. Are you 18 years of age or older? Yes: ☒ No:        If "No", state your age:
- > Are you currently enrolled in High School? Yes:        No: ☒
7. Is additional information about a change in your name or your use of an assumed name or nickname necessary to enable a check on your eligibility for membership? Yes:        No: ☒ If "Yes" explain below

8. Are you currently Employed? Yes: ☒ No:        If "Yes" provide employer information below  
> May we contact your employer for a reference Yes:        No:
- Name of Employer:
- Address:        Phone: ( )

## 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



May 8, 2025

Mayor Joe Orlow  
Village of South Glens Falls  
46 Saratoga Avenue  
South Glens Falls, NY 12803

Re: *Water System Hydraulic Model Summary*  
*Village of South Glens Falls*  
*CTM Project No.: 24.5383*

Dear Mayor Orlow:

This letter is to summarize the findings of the hydraulic model of the Village of South Glens Falls water system. The focus of the hydraulic modeling is to determine if there are any water mains or segments of water mains in the system that are undersized or deteriorated to a point where the Village's ability to supply water during a peak summer day and/or fire scenario is compromised or are inconsistent with modern water system standards.

### Water System

The Village of South Glens Falls operates a public water system (PWS #NY4500170). The system serves a population of approximately 3,900 customers through 1,710 service connections. The water source is 20 underground springs that are located on a hillside above the floodplain of the Hudson River in the southwest corner of the Village. According to 2023 data, the average daily demand was approximately 575,000 gallons per day (gpd) with a highest daily peak of 1,068,000 gallons. The Village has an interconnection with the Town of Moreau which was not used in 2023.

The water distribution system consists of a water treatment plant, elevated water storage tank, and approximately 20.5 miles of piping. See Figure 1 for a map showing the water system piping which is color coded by pipe size. Modern water system standards require that a water main be 8-inches in diameter or larger, however, 6-inch diameter pipes are permitted in some cases for short runs of water main. Most of the piping within the Village is 6 inches or smaller and does not meet this modern standard, although this is common for similarly aged water systems in our area. The topography of the Village is generally flat with approximately 90 feet of elevation difference across the entire water system with higher elevations in the north and lower elevations to the south.

# C.T. MALE ASSOCIATES

*Date: May 8, 2025*

*To: Village of South Glens Falls*

*Re: Water System Hydraulic Model Summary*

*Page - 2*

## **WaterCAD Model**

C.T. Male prepared a hydraulic model of the Village's water system utilizing WaterCAD version 2022 by Bentley Systems. Pipe location and size were input into WaterCAD based upon existing mapping provided to C.T. Male by the Village. Water demand by users was allocated to junctions within the water model based on records provided by the Village for water use in 2024 that includes readings from newly installed water meters. Records indicate that during this time period, the water treatment plant produced an average of 541,000 gpd and the metered daily average water demand was 215,000 gpd. The difference between water produced and metered water demand is considered lost water within the system. To account for this lost water, the hydraulic model is adjusted such that the total from the meter data was increased by a factor of 2.5 in the water model to account for the total volume of water entering the system.

## **Modeling Results**

The WaterCAD model was calibrated based upon hydrant flow testing. 51 hydrant flow tests were performed across the Village from March 11, 2025, to March 13, 2025, by C.T. Male and Village DPW staff. The results of the hydrant flow tests are included in Appendix A. The calibration process includes adjusting the pipe roughness / Hazen-Williams "C values" and adjusting inside pipe diameters to match the observed conditions during the hydrant flow tests. The Hazen-Williams "C values" generally correlate to interior condition of the pipe. Higher "C-values" indicate newer pipe or older pipe that is in good condition and lower values indicate pipe with severe tuberculation. New water mains generally have a "C-value" of 120-140 depending on pipe material. For this exercise, we have included a range of "C-values" that would describe the general condition of the water mains:

- |   |                |
|---|----------------|
| • Good Pipe Condition: "C-Value" 80-120   | 50% of system  |
| • Fair Pipe Condition: "C-Value" 60-80    | 10% of system  |
| • Poor Pipe Condition: "C-Value" below 60 | 40% of system. |

See Figure 2 for a color-coded map of the Hazen Williams C values and corresponding pipe condition.

The results of the WaterCAD model indicate the hydraulic grade line of the Village is approximately 495 feet and floats off the system's elevated water storage tank. This corresponds to a pressure range of 57 to 96 psi across the system. Applicable standards governing public water systems recommend that water system pressures range from 40 psi to 120 psi. The Village's water system is within an acceptable pressure range. See Figure 3 for a pressure contour map of the Village water system.

The WaterCAD model provides a theoretical fire flow calculation where the available fire flow is determined by increasing the flow at one hydrant until a junction in the system drops to 20

## C.T. MALE ASSOCIATES

*Date: May 8, 2025*

*To: Village of South Glens Falls*

*Re: Water System Hydraulic Model Summary*

*Page - 3*

psi. At this point, the flow from that hydrant is considered maximized because the system pressure is becoming too low. The available fire flow throughout the system ranges from 300 gpm to over 1,500 gpm. See Figure 4 for a fire flow availability contour map. Industry standards state that a hydrant should be able to provide a minimum of 500 gpm with a residual system pressure of no less than 20 psi for residential areas, with a higher hydrant flow of >1,000 gpm at 20 psi for mixed use, multi-family or commercial/industrial uses. In some cases, designers of sprinkler systems will require a higher pressure than 20 psi for their site-specific needs. In those cases, the public water system is not required to provide a higher pressure for fire flow needs and the design of the sprinkler system must incorporate pressure boosting into its design.

### Conclusions

Based upon the results of the hydrant flow testing and WaterCAD model, the pressures across the Village are within acceptable industry standards but in some areas, the available fire flow is below the industry standard of 500 gpm for many of the Village's residential areas. This is due to the condition of piping and smaller diameter piping.

Based on the WaterCAD model, the hydrants that do not meet current industry standards and have an available fire flow less than 500 gpm:

- Middle of Marion Avenue - 303 gpm
- Baker Avenue and Henry Street - 330 gpm
- Lydia Street and Lewis Street - 339 gpm
- Route 32 and Reynolds Street - 357 gpm
- Hudson Street 90-degree bend - 362 gpm
- North end of Grand Boulevard - 367 gpm
- Saratoga Avenue and Baker Avenue - 370 gpm
- Jackson Avenue west of Prospect Street - 386 gpm
- Hudson Street between Lewis Street and Harrison Avenue - 408 gpm
- Hudson Street and Lewis Avenue - 413 gpm
- Jackson Avenue east of Prospect Street - 421 gpm
- Clark Street - 424 gpm
- Marion Avenue near Saratoga Avenue - 430 gpm
- East end of Van Buren Street - 447 gpm
- Middle of Wilson Avenue - 482 gpm
- Middle of Grand Boulevard - 485 gpm

The water system is well looped, and the water tank is set at an appropriate elevation to maintain adequate system pressures so the layout of the water system and the water storage tank are not the cause for reduced available fire flows within the system, rather it is water main size and pipe condition. The solution to mitigate the deficiencies identified by this hydraulic



## C.T. MALE ASSOCIATES

*Date: May 8, 2025*

*To: Village of South Glens Falls*

*Re: Water System Hydraulic Model Summary*

*Page - 4*

model would be for the Village to implement a water system replacement program that is summarized in a Water System Master Plan. This Master Plan would identify the water mains that need to be replaced, prioritize water main replacement and develop a budget for the necessary water main replacements over the next decades.

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

Sincerely,

C.T. MALE ASSOCIATES



Kathryn C. Serra, P.E.

Senior Civil Engineer/Project Manager

### LIST OF ATTACHMENTS

#### Appendices:

Appendix A – Hydrant Flow Test Results

#### Figures:

Figure 1 – Water System Pipe Sizes

Figure 2 – Water System Pipe Roughness

Figure 3 – Water System Pressure Contours

Figure 4 – Water System Available Fire Flow Contours

Test Number	Date	Time	Water Tank Level	Water Tank HGL (ft)	Flow Hydrant Location	Flow (gpm)	Residual Hydrant Location	Ground Elevation Residual Hydrant (ft)	Static Pressure (psi)	Static HGL (ft)	Diff. Tank Level to Static (ft)	Residual Pressure (psi)
1	3/11	8:15	34.7	489.7	10 Van Buren St	650	58 Ferry Blvd	325	75	498.25	-8.6	50
2	3/11	8:42	34.7	489.7	30 Grand Blvd	530	8 Grand Blvd	328	76	503.56	-13.9	6
3	3/11	9:45	35.4	490.4	9 Simlone Ct	530	20 Ferry Blvd	324	71	488.01	2.4	49
4	3/11	10:00	35.2	490.2	20 Ferry Blvd	675	Spring St & Ferry Blvd	328	73	496.63	-6.4	56
5	3/11	10:15	35.2	490.2	18 Chestnut St	950	37 Chestnut St	325	74	495.94	-5.7	49
6	3/11	10:30	35.2	490.2	7 4th St	840	44th St & Hudson St	344	70	505.7	-15.5	46
7	3/11	10:45	35.1	490.1	4 Maple Ave	840	7 3rd St	326	72	492.32	-2.2	49
8	3/11	11:15	34.7	489.7	NE End of 1st St	750	1st St & Hudson St	309	81	496.11	-6.4	65
9	3/11	11:35	34.6	489.6	33 1st St	1,060	2nd St & Main St	311	81	498.11	-8.5	40
10	3/11	11:45	34.5	489.5	55 2nd St	840	2nd St & Fairview St	296	85	492.35	-2.9	57
11	3/11	13:15	35.2	490.2	25 Fairview St	730	3rd St & Fairview St	327	74	497.94	-7.7	49
12	3/11	13:30	35.4	490.4	15 Professional Way	920	Riverview St & Professional Way	328	74	498.94	-8.5	32
13	3/11	13:45	35.3	490.3	59-61 Main St	1,000	75 Main St	325	75	498.25	-7.9	34
14	3/11	13:55	35.5	490.5	37 Chestnut St	1,060	8 5th St	330	71	494.01	-3.5	49
15	3/11	14:10	35.2	490.2	26 Spring St	730	3rd St & Spring St	325	74	495.94	-5.7	50
16	3/11	14:25	35.2	490.2	Hudson St & 2nd St	1,060	27 Hudson St	327	75	500.25	-10.1	40
17	3/11	14:41	35.2	490.2	7 Clark St	530	30 Ferry Blvd	325	71	489.01	1.2	35
18	3/12	8:05	34.7	489.7	Fairview St & Hamilton St	500	Newton St & Fairview St	322	76	497.56	-7.9	73
19	3/12	8:20	35.1	490.1	15 Saratoga Ave	1,250	33 Saratoga Ave	341	70	502.7	-12.6	69
20	3/12	8:35	35.4	490.4	140 Main St	900	147 Main St	345	70	506.7	-16.3	55
21	3/12	8:45	35.6	490.6	98 Hudson St	550	85 Hudson Ave	342	69	501.39	-10.8	36
22	3/12	9:35	35.7	490.7	13 Marion Ave	500	Saratoga Ave & Marion Ave	344	68	501.08	-10.4	44
23	3/12	9:55	35.9	490.9	12 Catherine St	530	Prospect St & Catherine St	347	65	497.15	-6.3	64
24	3/12	10:00	35.2	490.2	Stewart Ave & Saratoga Ave	~300	12 Stewart Ave	346	69	505.39	-15.2	67
25	3/12	10:15	35.2	490.2	11 Wilson Ave	500	25 Wilson Ave	353	65	503.15	-13.0	40
26	3/12	10:30	35.2	490.2	221 Main St	750	44 Jackson Ave	353	67	507.77	-17.6	59
27	3/12	10:45	34.9	489.9	193 Main St	600	179 Main St	342	70	503.7	-13.8	65
28	3/12	10:57	35.0	490.0	Harrison Ave & Hudson Ave	875	Harrison Ave & Hudson Ave	340	70	501.7	-11.7	60
29	3/12	11:00	35.0	490.0	123 Hudson Ave	675	123 Hudson Ave	343	69	502.39	-12.4	N/A
30	3/12	11:10	35.0	490.0	134 Hudson Ave	N/A	Lydia St & Harrison Ave	335	73	503.63	-13.6	62
31	3/12	11:20	35.0	490.0	2 Lewis St	530	2 Lewis St	340	70	501.7	-11.6	24
32	3/12	11:40	35.1	490.1	50 Harrison Ave	830	55 Harrison Ave	325	76	500.56	-10.6	46
33	3/12	11:50	35.0	490.0	67 Harrison Ave	900	55 Harrison Ave	325	76	500.56	-10.6	46
34	3/12	11:55	35.0	490.0	74-76 Harrison Ave	900	55 Harrison Ave	325	76	500.56	-10.6	48
35	3/12	13:15	35.0	490.0	9 Robertson Ave	750	15 Moreau Dr	324	71	488.01	2.0	31
36	3/13	8:05	35.1	490.1	31 Baker Ave	600	Baker Ave & Henry St	345	66	497.46	-7.4	30
37	3/13	8:25	35.3	490.3	14 Gansevoort Rd	650	Saratoga Ave & Gansevoort Rd	348	67	502.77	-12.5	29
38	3/13	8:35	35.4	490.4	12 Charles St	1,130	Saratoga Ave & Gansevoort Rd	348	67	502.77	-12.4	53
39	3/13	8:45	35.2	490.2	14 Haviland Ave	1,200	Prospect St & Haviland Ave	349	66	501.46	-11.3	57
40	3/13	9:30	35.7	490.7	7 McHugh St	1,060	21 McHugh St	346	65	496.15	-5.4	51
41	3/13	9:45	35.7	490.7	242 Main St	1,100	10 John St	346	63	491.53	-0.8	54
42	3/13	9:55	35.6	490.6	3 William St	1,060	13 William St	347	67	501.77	-11.2	45
43	3/13	10:10	35.3	490.3	Washburn St & Henry St	1,000	6 Edgewood Dr	348	65	498.15	-7.8	37
44	3/13	10:20	35.4	490.4	41 William St	900	51 William St	348	66	500.46	-10.1	35
45	3/13	10:30	35.0	490.0	14 Prince William Ct	1,000	6 Avon Pl	348	65	495.15	-5.1	45
46	3/13	10:50	35.0	490.0	146 Saratoga Ave	1,200	130 Saratoga Ave	352	65	502.15	-12.2	55
47	3/13	11:00	35.1	490.1	Sunset Dr & Woodcrest Dr	1,200	Saratoga Ave & Feeder Dam Rd	354	64	501.84	-11.7	56
48	3/13	11:15	35.4	490.4	12 Brentwood Dr	1,200	4 Brentwood Dr	345	66	497.46	-7.1	56
49	3/13	11:30	35.4	490.4	34 Feeder Dam Rd	1,200	20 Feeder Dam Rd	349	66	501.46	-11.1	55
50	3/13	11:45	35.4	490.4	8 Tamarac Dr	1,150	Tamarac Dr & Woodcrest Dr	351	66	503.46	-13.1	56
51	3/13	13:15	36.1	491.1	46 Tamarac Dr	1,200	15 Woodcrest Dr	352	62	495.22	-4.1	49
52	3/13	13:24	36.0	491.0	6 Wedgewood Dr	1,060	46 Tamarac Dr	350	63	495.53	-4.5	44
53	3/13	13:30	36.0	491.0	5 Larchwood Ln	N/A	24 Tamarac Dr	353	63	498.53	-7.5	5

Didn't Flow



LEGEND:  
WATER PIPE SIZES  
2"  
4"  
6"  
8"  
12"  
14"  
16"

**C.T. MALE ASSOCIATES**  
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**FIGURE 1**  
**WATER SYSTEM PIPE SIZES**  
**SOUTH GLENS FALLS**  
**WATER SYSTEM HYDRAULIC MODEL**

PROJ. NO.: 24.5383

DRAFTED: AJB

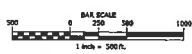
SCALE: 1" = 500'

DATE: MAY 8, 2025

VILLAGE OF SOUTH GLENS FALLS

WARREN COUNTY





LEGEND:  
HAZEN-WILLIAMS C VALUES  
GOOD: 80-150  
FAIR: 60-80  
POOR: <60

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**FIGURE 2**  
**WATER SYSTEM PIPE ROUGHNESS**  
**SOUTH GLENS FALLS**  
**WATER SYSTEM HYDRAULIC MODEL**

PROJ. NO.: 24.5383

DRAFTED: AJB

SCALE: 1" = 500'

DATE: MAY 8, 2025

VILLAGE OF SOUTH GLENS FALLS

WARREN COUNTY



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**FIGURE 3**  
**WATER SYSTEM PRESSURE CONTOURS**  
**SOUTH GLENS FALLS**  
**WATER SYSTEM HYDRAULIC MODEL**

PROJ. NO.: 24.5383

DRAFTED: AJB

SCALE: 1" = 500'

DATE: MAY 8, 2025

VILLAGE OF SOUTH GLENS FALLS

WARREN COUNTY





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**FIGURE 4**  
**WATER SYSTEM AVAILABLE FIRE FLOW CONTOURS**  
**SOUTH GLENS FALLS**  
**WATER SYSTEM HYDRAULIC MODEL**

PROJ. NO.: 24.5383

DRAFTED: AJB

SCALE: 1" = 500'

DATE: MAY 8, 2025

VILLAGE OF SOUTH GLENS FALLS

WARREN COUNTY

# Time Clock Policy and Procedure for the Time and Attendance System

## Policy

It is the policy of Village of South Glens Falls that each employee will be at his or her workstation and ready to commence the day's duties at the employee's starting time. The following procedure will govern the usage of time management tracking in order to provide a uniform procedure for timekeeping. These procedures must be followed consistently to ensure conformance to federal and state wage and hour laws and to ensure that employees are paid correctly.

Employees are separated into two (2) separate categories as follows:

1. Hourly employees, also called non-exempt employees, must record their actual time worked for payroll and benefit purposes. Non-exempt employees are those covered by collective bargaining agreements as well as non-unit employees not considered exempt. Non-exempt employees must record the time work begins and ends, as well as the beginning and ending time of any departure from work for any non-work related reason.

Non-exempt employees may not start work until their scheduled starting time. Non-exempt employees will not be allowed to clock in more than six (6) minutes before their shift starts and may not clock out more than six (6) minutes after their shift ends unless overtime is approved.

Break rules are set by the department and the applicable collective bargaining agreement. Employees are not required to record break times.

Non-exempt employees who work in the field or are out of the office on work related activities will not be required to clock in and out for lunch.

2. Exempt employees are classified in positions as administrative, executive, or professional in nature. Exempt employees include but are not limited to department heads, deputy dept. heads, attorneys, accountants and other high level employees whose work involves professional services at the Village. Exempt employees are not entitled to overtime. For a list of exempt titles see attached schedule A.

Exempt employees are required to clock in when arriving at their office. This one time entry indicates the employee will be working that day. If exempt employees will be working out of the office for any period of time they must contact the department payroll clerk to record the appropriate

entry signifying a day's work. These employees are required to log any hours when they are not working with applicable leave credits as prescribed by management. Exempt employees must certify hours weekly indicating they have met the standard applicable hours.

Employees must clock in and out using the Village provided time clock at their assigned location. Employees are responsible for their time reporting. Any errors in your time record should be reported immediately to your supervisor, who will attempt to correct legitimate errors.

All employees are expected to report to work on time, as scheduled, with no grace periods allowed. This includes arrival at work and returns from lunch and break periods. Exceptions must be approved by the appropriate department head.

Altering, falsifying or tampering with time records is prohibited and subjects the employee to possible discipline, up to and including discharge. This includes clocking in or out for a co-worker regardless of the time management system in use.

Elected officials are not required to utilize the Village's time management system.



***Schedule "A"***

**Administrative Fiscal Services**

Clerk Treasurer

**Board of Trustees**

Mayor

Deputy Mayor

Trustee

**Buildings & Codes**

Building Inspector and Code

Enforcement Officer (FT)

**DPW**

Superintendent of Public Works

**Police**

Chief of Police

Village of South Glens Falls  
46 Saratoga Avenue, South Glens Falls, NY 12803  
March 26, 2025  
Village Board Budget Meeting @ 7:00 PM

**Village Budget Board Meeting**  
Minutes

**Attendance:**

Trustee Carota  
Trustee Girard  
Trustee Gutheil  
Attorney Bill Nikas  
Nick

Clerk Treasurer Samantha Berg  
DPW Supervisor TJ Chagnon  
CR  
Eavesdropping

Absent: Mayor Bodkin and Mayor Elect Trustee Orlow

The next crucial date is the 15th for a notice of public hearing on the tentative budget. At least five days shall lapse between the first publication date and the date specified for the hearing, which is to be held no later than April 15th. With April 15th on a Tuesday, a public hearing can be held on April 9th at the Regular Village Board Meeting, giving the appropriate time to put in publication as The Post Star requires a full week, and copies will need to be made available to the public. This will also give the new administration time to make changes. After the public hearing, they still can make changes until the budget is adopted. The public hearing may be adjourned from day to day, but not beyond the 15th. The final revision and the adoption of the budget will occur on April 16th or at a special meeting.

**Motion 032625-1 to hold the Budget Public Hearing on April 9, 2025:** Trustee Girard motioned, and Trustee Gutheil seconded. All in favor, motion passed.

**Discussion:**

**General Fund Appropriations**

**General Gov't Support - Finance**

A-1325-401 C/T Service Equip. - \$2,000 due to copier rate increase  
A-1325-402 C/T Schools/Conferences - changing \$7,000 to \$6,000

**General Gov't. - Support Staff**

A-1430-401 Planning - have never used \$3,000, changing to \$1,500  
A-1430-403 CSEA - \$5,000 to \$3,000 - not expecting issues with Union  
A-1430-405 Labor Non-Union - \$5,000 to \$2,500 - not expecting issues with staff  
A-1440-100 Bldg Insp Personal Services - cap at \$39,000 due to retirement  
A-1440-404 Bldg Insp Postage - increase for codes mailing - \$1,500  
A-1440-800 Bldg Insp FICA/Medicare - will decrease to \$3,000  
A-1441-400 Engineer Contractual Expense - change to \$1,000



### Operation of Plant

A-1621-200 Village Bldg. Equipment - \$2,000 to \$1,500  
A-1621-400 Village Bldg. Repairs/Misc. - \$10,000 to \$9,000  
A-1621-401 Village Vehicle Maint. - keep at \$1,500

### Central Garage

A-1640-401 DPW C.E.-Safety Shoes - \$2,000 to \$1,600  
A-1640-415 DPW C.E. Background Checks - \$750 to \$500  
A-1640-419 DPW C.E. Computer Support - leave at \$3,000  
A-1640-420 DPW C.E. Safety Equipment - reduce to \$0

A-1720-400 Benefits & Awards Contractual - \$5,000 to \$2,000

### General Gov't. Support - Special Items

A-1990-400 Contingency Contractual-Tran - increase to \$120,000

### Public Safety - Law Enforcement

A-3120-214 PD Eq.-Police Car - amended to ZERO, \$ from reserve  
A-3120-400 PD C.E.-Misc. Supplies - \$700 to \$600  
A-3120-401 PD C.E.-Car Repair Maint. - \$5,500 to \$4,000  
A-3120-416 PD Heat/Electric - \$7,500 to \$6,800  
A-3120-418 PD Cleaning & Supplies, C.E. - \$4,000  
A-3120-420 PD Computer Support - leave at \$20,000

### Maintenance of Roads

A-5110-100 St. Maint Personal Services - increase to \$210,000  
A-5110-800 St. Maint. FICA/Medicare - increase to \$16,065

### Sidewalk Program

A-5410-402 Sidewalks Contractual - lower to \$10,000

### Public Transportation

A-5630-400 CDTA Contractual Expense - leave at ZERO

### Economic Development Publicity

A-6410-400 Publicity Contractual Expense - drop to \$1,500

### Recreation

A-7010-407 Parks Sara County Trails Grant - drop to \$10,000

### Museum

A-7550-400 Celebrations Contractual Expense - increase to \$5,500

### Home & Community Services - Community Environment

A-8560-401 Village Beautification - drop to \$5,000

### Employee Benefits

A-9060-811 HRA - Employees - change to \$61,600  
A-962-0000 Fire Apparatus Cap. Reserve - add back in \$40,000

## **General Fund Revenues**

### **Sales Tax Revenues**

A-1120 Saratoga County Sales Tax - budget \$925,000

### **Home & Community Services**

A-2401 Interest Earned - increase to \$130,000

**Motion 032625-2 to amend the Tentative Budget with changes made:** Trustee Gutheil motioned, and Trustee Girard seconded. All in favor, motion passed.

**Motion 032625-3 to enter Executive Session at 8:14 pm:** Trustee Girard motioned, and Trustee Gutheil seconded. All in favor, motion passed.

**Motion 032625-4 - to adjourn Executive Session at 8:17 pm and continue Village Budget Board Meeting:** Trustee Girard motioned, and Trustee Gutheil seconded. All in favor, motion passed.

### **General Gov't Support - Executive**

A-1210-100 Mayor Personal Services - down 3%, like the Trustees, to \$23,190

A-1210-800 Mayor FICA/Medicare - down to \$1,775

### **General Gov't Support - Finance**

A-1325-100 C/T Personal Services - increase \$6,200

A-1325-800 increase the FICA/Medicare appropriate percentage

### **Maintenance of Roads**

A-5010-100 St. Maint Personal Services - increase \$7,200 - also to include percentages in Water and Sewer and increase the FICA/Medicare for all 3 lines

## **Water Fund Appropriations**

### **Water Administration**

FX-8310-411 Water Admin C.E. Engineer - add \$10,000 for grant writing

### **Water Source of Supply, Power & Pumping**

FX-8320-406 Water Pump Station Heat - increase to \$7,000

### **Water Transportation & Distribution**

FX-8340-403 Water Trans-Rehab - take \$40,000 from FX-9901-0091 Infrastructure - Water and add, making \$90,000

### **Employee Benefits**

FX-9060-811 HRA Employee Benefits - add \$5,600

### **Bond Anticipation Notice**

FX-9790-600 Note Principal Payment - increase to \$50,000



**Sewer Fund Appropriations**

**Employee Benefits**

G-9060-811 HRA-Employees - add \$80

**Motion 032625-5 to adjourn the Village Budget Board Meeting at 8:53 pm:**  
Trustee Girard motioned, and Trustee Carota seconded. All in favor, motion passed.

DRAFT



Village of South Glens Falls  
46 Saratoga Avenue, South Glens Falls, NY 12803  
April 2, 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  
Patricia Girard  
Tim Pease  
Nick  
Alex Portal

Deputy Clerk Treasurer Lorie Gollhofer  
Deputy Treasurer Molly DeVaux  
DPW Superintendent TJ Chagnon  
Pam Friers  
Joe Friers  
Claude Middleton  
Hailey Dubois  
Ken Scherl  
Dennis Davall  
JM  
+18387220945

The Mayor opened the meeting at 7:00 PM.

**Pledge of Allegiance**

Mayor Elect/Trustee Orlow thanked Mayor Bodkin for his 4 years of service as Mayor. Mayor Bodkin recognized Trustee Gutheil's years of service - 4 years as Trustee and 4 years as Mayor, Trustee Girard's years of service - 12 years, Trustee Carota has had the longest service on the Village Board.

**Public Forum**

- Pam Friers - Leland Street: Mrs. Friers recognized Tony Girard's years of service and representation of the Village. She also recognized Harry Gutheil as a strong resource of Village information, and congratulated Joe Orlow as the new Mayor Elect. She is looking forward to the future of the Village. Also, an additional recognition to TJ Chagnon and the DPW crew for all they do for the Village.
- Dennis Duvall - Main Street: He has filed 5 complaints and wanted to make sure the Building & Codes Officer Report is included with the agenda.
- Ken Sherl, 46 Harrison Ave.: Mr. Sherl requested a follow up from the last meeting regarding the 48 Harrison Ave property issue. Trustee Orlow, after the swearing-in ceremony, will be meeting with Sherl and Nikas regarding further action.

**1. Grant Projects Update**

- a. **Carbon Filtration:** Carbon media is currently out to bid. An email was



sent to the Board regarding electrical service upgrade email. TJ advised he is currently still waiting on catwalk quotes for access to the top of the carbon vessels.

- b. **GIGP:** The project has narrowed down to the meters not reading and updating issues.
- c. **CDBG Grant update:** We are currently waiting for OCR to issue the release of funds.

2. **Motion 040225-1 to approve the transfers with the amendment of the transfer of \$7,549.79 from NYCLASS HRA Reserve account to A9060.811:** Trustee Orlow motioned, and Trustee Carota seconded. All in favor, motion passed.

a.	A 5142.100	A 5142.800	\$450.00	Snow Removal FICA
	FX 8320.405	FX 8320.403	\$81.98	Water Pump Repairs
	A 3120. 100	A 3120.103	\$20,000.00	P.S. Part Time P.D.
	A 1990.400	A 9060.811	\$7,549.79	HRA

3. **Motion 040225-2 to approve the Bills and Payroll as Audited:** Trustee Orlow motioned, and Trustee Carota seconded. Trustee Orlow - yes, Trustee Girard - yes, Trustee Carota - yes, Trustee Gutheil - abstain, Mayor Bodkin - yes, motion passed.

- a. General - \$16,201.73
- b. Water - \$9,901.10
- c. Sewer - \$1,198.95
- d. Payroll:
  - i. \$23,082.07
  - ii. \$28,316.41

4. **Motion 040225-3 to approve meeting minutes 03/19/25:** Trustee Girard motioned, and Trustee Orlow seconded. All in favor, motion passed.
5. **Motion 040225-4 to receive and File DPW, PD, Animal Control and Buildings & Codes March monthly reports:** Trustee Girard motioned, and Trustee Orlow seconded. All in favor, motion passed.
6. **Motion 040225-5 when funds are received, they go into the HRA Reserve Fund to be distributed to the 878 reserve account:** Trustee Girard motioned, and Trustee Orlow seconded. All in favor, motion passed.  
**Discussion:** Forensic auditors made the determination that the Village is due a refund by our prior TPA institution in the amount of \$65,225.
7. **Motion 040225-6 to approve the Common Roots Foundation Run 6/14/25:** Trustee Orlow motioned, Trustee Girard seconded. All in favor, motion passed  
**Discussion:** TJ Chagnon provided an alternate map due to the upcoming National Grid construction that may affect their route. Lorie Gollhofer to distribute to Common Roots, DPW, and Police Dept. upon Board approval.



## **8. Old Business**

- Trustee Gutheil reported that the NYCLASS Report shows the Village still has a bridge lighting reserve of \$42,774, and those bills have been paid. He suggests the Village put it into a tax stabilization reserve fund. TJ Chagnon replied that there are light bulbs that have not been changed out and it's been scheduled. If there is additional money, Attorney Nikas will look at the resolution wording.
- Trustee Gutheil reported in the PFAS Class Action Lawsuit Claim that the Village could ask for additional funds. If a claim can be put in, it could only be for future out-of-pocket costs.
- The 3-truck purchase order has been approved. TJ Chagnon asks if the Board could sign so he can move forward. There was a prior motion that approves the purchase of one truck that needs to be researched for encumbered monies. This has to be rescinded and then amended by the Board before moving forward.
- Trustee Gutheil had questions of monies in NYCLASS Reserve: \$61,600 budgeted in the A Fund, additional money appropriated for HRA Reserve, and another \$80,000 to put into that fund. Is the additional \$80,000 needed? Questions on raises in the new budget and addressing. Due to the budget being published for a public hearing, it could not be addressed.

## **9. New Business**

- DPW needs Office 360. Currently waiting on Storedtech for a quote for 3 licenses.

## **10. Trustee Reports**

- Trustee Girard thanked the public for being able to serve them for the last 12 years.
- Trustee Gutheil thanked the public for his years of service and the employees he had the opportunity to work with.

## **11. Mayor's Report**

- Mayor Bodkin thanked the Village for his years of service and thanked the new officials, Trustee Elect Middleton and Trustee Elect Comstock, coming into office. Congratulations to Mayor Orlow and thanks to the team of employees' commitment to the job.

**Motion 040225-7 to adjourn the Regular Village Board Meeting:** Mayor Bodkin motioned, Trustee Orlow seconded. All in favor, motion passed.





Village of South Glens Falls  
46 Saratoga Avenue, South Glens Falls, NY 12803  
April 07, 2025  
Swearing In Ceremony 12:00 PM  
Public Hearing 12:15 PM

### Minutes

**In Attendance:** Justice McCabe, Mayor elect Orlow, Trustee elect Comstock, Trustee elect Middleton, Chief Gifford, Superintendent of Public Works TJ Chagnon, Clerk Treasurer Samantha Berg, Deputy Clerk Treasurer Lorie Gollhofer, Deputy Treasurer Molly DeVaux .

1. Justice McCabe performed the swearing in of the new Mayor Joseph Orlow as well as the new trustees Claude Middleton and Keith Comstock.

Public Hearing 12:15 PM  
April 07, 2025  
MAYOR JOSEPH ORLOW PRESIDING

The CDBG Public Hearing was called to order at 12:10 pm by Mayor Orlow.

**Discussion:** The public hearing was called to inform the public of the Notice of Intent to Release Funds received from CDBG for \$1,000,000 (one million dollars) for the Ferry Boulevard upgrades. The floor was opened for comment and no comments were made from the public in attendance.

The mayor closed the Public Hearing at 12:15 pm.

**Motion 040725-1 to adjourn the Public Hearing:** Trustee Comstock motioned, Trustee Middleton seconded. All in favor, motion carried.

Public Hearing 7:00 PM  
April 09, 2025  
MAYOR JOSEPH ORLOW PRESIDING

Minutes

**Attendance:**

Mayor Orlow  
Trustee Carota  
Trustee Comstock  
Trustee Middleton  
Attorney Bill Nikas

Clerk Treasurer Samantha Berg  
DPW Superintendent TJ Chagnon  
Alan Dubois  
Eavesdropping

The Mayor opened the meeting at 7:00 PM.

Pledge of Allegiance

**Public Hearing:** no public comment

**Motion 040925-1 to close the Public Hearing:** Trustee Middleton motioned, and Trustee Comstock seconded. All in favor, motion passed.

Tentative Budget Meeting  
April 09, 2025  
MAYOR JOSEPH ORLOW PRESIDING

1. **Motion 040925-2 to amend A 3120.100 - add \$5,000.00 to \$394,772.00:** Trustee Middleton motioned, and Trustee Comstock seconded. All in favor, motion passed.
2. **Motion 040925-3 to amend the tentative 25-26 budget as below:**
  - a. **Amend tax rate to \$3.99 - \$1,531,594.00**
  - b. **Amend appropriated fund balance increase \$1,162.00 to \$208,532.00:** Trustee Middleton motioned, and Trustee Comstock seconded. All in favor, motion passed.

**Motion 040925-4 to adopt the 2025-2026 Village Budget:** Trustee Middleton motioned, and Trustee Comstock seconded. All in favor, motion passed.

**Motion 040925-5 to adjourn meeting at 7:03 pm:** Trustee Middleton motioned, and Trustee Comstock seconded. All in favor, motion passed.



Village of South Glens Falls  
46 Saratoga Avenue, South Glens Falls, NY 12803  
April 16, 2025  
Regular Village Meeting @ 7:00 PM

**Village Board Meeting**  
**MAYOR JOSEPH ORLOW PRESIDING**  
Minutes

**Attendance:**

Mayor Orlow  
Trustee Carota  
Trustee Comstock  
Trustee Middleton  
Attorney Bill Nikas  
Bill MacDuff  
+18387220945

Clerk Treasurer Samantha Berg  
DPW Superintendent TJ Chagnon  
Tim Pease  
Aaron Frankenfeld  
TJ Wade  
Alex Portal

The Mayor opened the meeting at 7:00 PM.

Pledge of Allegiance

**Organizational Meeting**

**Motion 041625-1 to approve and accept the Organizational Meeting as presented with one correction on page 22 :** Trustee Carota motioned, and Trustee Middleton seconded. All in favor, motion passed.

**Public Forum**

- Dennis Duvall addressed the need for Zoning and Code Enforcement of speeding on Main Street with suggestions of speed bumps, a 3-way stop at William Street and Main Street, a 4-way stop at Harrison Avenue and Main Street, a 25mph Village Speed Limit, and larger signs.
- Aaron Frankenfeld, Director of Adirondack-Glens Falls Transportation Council. The Council is a regional council of governments established by federal transportation law to handle and program planning activities and capital projects in support of regional transportation investments. Voting members include the chief elected officials of all of the municipalities around the urban area, including South Glens Falls and the Town of Moreau. He is looking for confirmation of interest for a federal traffic study, requested from former Mayor Bodkin, from the Village Board to hire professional transportation engineers and planners to assess the operating conditions of the series of traffic signals, primarily between the bridge and Stewarts. They will come in to collect data, such as counting cars and timing the signals, and assess what sort of vehicular delay is happening to see if those signals can be coordinated and how they can be coordinated, and then formulate recommendations. They will also look into addressing crosswalk safety based on the results of the car counts, etc,



**Motion 041625-2 to approve and continue the Adirondack-Glens Falls Transportation Council traffic study:** Trustee Carota motioned, and Trustee Middleton seconded. All in favor, motion passed.

**Discussion: None**

**1. Grant Projects Update**

- a. **Carbon Filtration:** Waiting for gauge due in May and paint before we can pay the retainage and final closeout.
- b. **GIGP:** Final installation date is 04/23/25
- c. **CDBG Grant update:** Waiting for NYS to advise that they have everything they need from the village

**2. Motion 041625-3 to approve Transfers:** Trustee Carota motioned, and Trustee Middleton seconded. All in favor, motion passed.

G 8131.402	G 8131.401	\$1,632.00	SEWER C. GF RECONSTRUCTION
G 8131.402	G 8131.403	\$3,936.00	GF TREATMENT FACILITY O&M
G 8130.402	G 8131.403	\$7,000.00	GF TREATMENT FACILITY O&M
G 8130.404	G 8131.403	\$25,000.00	GF TREATMENT FACILITY O&M
a. G 1990.400	G 8131.403	\$7,273.00	GF TREATMENT FACILITY O&M

**b. HRA transfer**

- i. A 878.0500 to A 9060.0811 - \$45,000.00

**3. Motion 041625-4 to Approve the Bills and Payroll as Audited with an amendment of tabling the Glens Falls sewer bill for further review:** Trustee Carota motioned, and Trustee Middleton seconded. All in favor, motion passed.

- a. **General** - \$42,625.29
- b. **Water** - \$8,554.40
- c. **Sewer** - \$4,341.99
- d. **Payroll:**
  - i. 04/02/25 - \$24,083.42
  - ii. 04/09/25 - \$24,974.88
- e. **Special:** \$475,273.00

**4. Motion 041625-5 to receive and file March financial reports:** Trustee Carota motioned, and Trustee Middleton seconded. All in favor, motion passed.

**5. Motion 041625-6 to Standardize Fire Hydrants to Kennedy 5¼ K-81D, red, opens to the left and dry barrel:** Trustee Carota motioned, and Trustee Middleton seconded. All in favor, motion passed.

**Discussion: None**

**6. Joint Paving Venture:** The Town of Moreau will be paving Harrison Avenue to the Town line. The Town line to the Pole line hasn't been paved since 1999. The Village has an opportunity to join this project and only have to pay a portion of the milling, saving the Village over \$7,000 to pave their section. The Board approved TJ Chagnon to go forward and submit the details for Board approval.



7. **Motion 041625-7 to approve Flag purchase:** Trustee Carota motioned, and Mayor Orlow seconded. All in favor, motion passed.  
**Discussion: None**
8. **Motion 041625-8 to approve Flower purchase:** Trustee Carota motioned, and Trustee Middleton seconded. All in favor, motion passed.  
**Discussion: None**
9. **Motion 041625-10 to rescind Resolution 080223-9, and approve the purchase of 3 Trucks from Tracey Road Equipment from Major Equipment reserve with balance paid by CHIPS, and allow the Mayor to sign the quote:** Trustee Carota motioned, and Trustee Middleton seconded. All in favor, motion passed.  
**Discussion: None**

**10. Mayor Orlow recognized the resignations received and thanked them for their service to the Village.**

- a. Claude Middleton as Crossing Guard, effective April 7, 2025
- b. Keith Comstock as a member of the Planning Board, effective April 7, 2025
- c. Bill Giorgianni as Zoning Board Chairman, effective April 8, 2025

**11. Old Business**

- a. **Motion 041625-11 to approve Electricity for Dehumidifiers from Hour Electric piggyback on Warren County Bid \$26,913.25 to be paid from Water Treatment Plant Reserve:** Trustee Carota motioned, and Trustee Middleton seconded. All in favor, motion passed.  
**Discussion: None**

**12. New Business**

- a. **Motion 041625-12 to approve the Administration Transition Team:** Trustee Carota motioned, and Trustee Middleton seconded. All in favor, motion passed.  
**Discussion: None**
- b. **Motion 041625-13 to approve the Remote Deposit:** Trustee Carota motioned, and Trustee Middleton seconded. All in favor, motion passed.  
**Discussion: None**
- c. **Motion 041625-14 to approve NYCOM conference:** - Clerk's Office, Mayor & Trustees: Trustee Carota motioned, and Trustee Middleton seconded. All in favor, motion passed.
- i. Clerk's Office - \$1,050.00
  - ii. Mayor - \$525.00
  - iii. Trustees - \$525.00
- Discussion: None**



- d. **Motion 041625-15 to approve the Building Inspector printer:** Trustee Carota motioned, and Trustee Middleton seconded. All in favor, motion passed.

**Discussion: None**

e. **Parade**

- i. **Motion 041625-16 to allow the Mayor to sign the contract for Galloway Gaelic Pipes & Drums:** Trustee Carota motioned, and Trustee Middleton seconded. All in favor, motion passed.

**Discussion: None**

- ii. Samantha asked who was interested in walking in the parade. Several members of the Board were interested.

- iii. **Motion 041625-17 to approve the purchase of \$350 for candy for the Parade:** Trustee Middleton motioned, and Mayor Orlow seconded. All in favor, motion passed.

**Discussion: None**

- f. Moreau Community Center has asked TJ Chagnon to speak to kids about Trades and the experience of job opportunities outside of going to college on Tuesday, May 13 @ 2:15pm.

### 13. Trustee Reports

14. **Mayor's Report:** Mayor Orlow met with all the Village Department heads and he would like communications and morale to improve. He has recently spoken with a real estate agent who has a potential buyer for Essity with a commercial property that could qualify for grants. Trustee Middleton will be the contact for residents interested in being on a committee.

**Motion 041625-18 to adjourn the Regular Village Meeting at 7:56pm:** Trustee Carota motioned, and Mayor Middleton seconded. All in favor, motion passed.







NEW YORK STATE  
**TOWN CLERKS  
ASSOCIATION**

## 2025 SUMMER IIMC MUNICIPAL CLERKS PROGRAM REGISTRATION



NYS Association of City and Village Clerks



IIMC

### Holiday Inn

400 Old Loudon Road  
Latham, NY 12110

[Click for Directions](#)

The cost of the Education Program, which includes 40 hours of classroom training, all meals, banquet, materials and completion certificates is \$500.00.

[Click for Holiday Inn Reservation Link](#)

### Instructions

Everything marked with an \* is required. Submit clerks institute registration form and check payable to NYSTCA or pay online by June 23, 2025. Only one registrant per form.

Name of Town, City or Village

Name of County

Are you a member of IIMC? \*

☐ Yes

☐ No

## Attendee Information

Name \*

First

Last

What is your role/title? \*

☐ Town Clerk

☐ Village Clerk

☐ City Clerk

☐ Deputy Town Clerk

☐ Deputy Village Clerk

☐ Deputy City Clerk

Is this your first time attending a program? \*

☐ Yes

☐ No

If no, what year are you in for CMC or MMC? \*

☐ First Year

☐ Second Year

☐ Third Year

Phone-Office \*

 -  - 

###

###

####

Phone-Cell \*

 -  - 

###

###

####

Email Address \*

## Registration Information

**Hotel-YOU MUST USE THE LINK ABOVE TO REGISTER WITH THE HOTEL!**

Which nights will you be staying at the Holiday Inn, Latham?



☐ Full Institute (Sunday-Thursday)

☐ Sunday Night, July 13, 2025

☐ Monday Night, July 14, 2025

☐ Tuesday Night, July 15, 2025

☐ Wednesday Night, July 16, 2025

Are you staying at the Holiday Inn, Latham?

☐ Hotel Guest

☐ Commuter

## Meals

### Special Dietary Needs & Restrictions

PLEASE NOTE ANY SPECIAL DIETARY REQUIREMENTS OR SPECIFIC ALLERGIES.

## Thank you

### Registration

\$500.00 500.00

### Payment Instructions

☐ Check here to pay online with a credit card or ACH

☐ Check here to pay later with a check

*The credit card form will open in another window.*

### Total Due

\$500.00 500.00

or mail check payable to NYSTCA to:

Sue Baldwin  
Town of Wilton  
22 Traver Road  
Wilton, NY 12831  
518-587-1939 X 210

Email questions to: [summerhilltown@gmail.com](mailto:summerhilltown@gmail.com) or [liz@sandspoint.gov](mailto:liz@sandspoint.gov)  
– a response will be returned to you within 72 hours.

**Registration Deadline is June 23, 2025.**

Subform



# QUOTES RECEIVED

Purchasing (Total Project)

Date: 05/08/2025  
Sourcewell 090122-ATS  
State Contract No. # 153920

Quotes received for: Speed Radar Sign 17" Permanent

Vendor

Price

All Traffic Solutions \$ 3791.90

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Notes: No other vendors found that provide this size sign or provide a 3yr warranty.

A-3120-0426

For all items between \$500 and \$2999, please provide 3 verbal quotes. For all items between \$3000 and \$9999, please provide 3 written/faxed quotes. Anything over \$10,000 will need to go to bid.



**Mail Purchase  
Orders to:**

3100 Research Dr.  
State College, PA  
16801

All Traffic Solutions Inc.  
PO Box 221410  
Chantilly, VA 20153  
Phone: 814-237-9005  
Fax: 814-237-9006  
DUNS #: 001225114  
Tax ID: 25-1887906  
CAGE Code: 34FQ5

Contract:  
**Sourcewell 090122-ATS**  
Sourcewell Account #:  
153920

**QUOTE Q-84167**

**DATE:** 03/06/2025

**PAGE  
NO: 1**

**Questions contact:  
MANUFACTURER:  
All Traffic Solutions**

Julie Styskin  
(866) 366-6602  
x 250  
jstyskin@alltrafficsolutions.com

**Independent Sales Rep:**

**BILL TO:**

South Glens Falls Police Department  
5 W Marion Ave  
South Glens Falls, NY 12803

Billing Contact:

**SHIP TO:**

South Glens Falls Police Department  
5 W Marion Ave  
South Glens Falls, NY 12803  
Attn: David Gifford

**PAYMENT  
TERMS:**  
Net 30

**CUSTOMER:** South  
Glens Falls Police  
Department

**CONTACT:**(518) 792-6336

ITEM NO:	DESCRIPTION:	QTY:	EACH:	EXT. PRICE:
4000872	Shield 15B Speed Display; base unit w/ mounting bracket, Can be Upgraded to TrafficCloud	1	\$2,623.44	\$2,623.44
4001818	Integrated Solar pole mount battery kit (Sh15) 28Ah batt, LFP charger & solar controller	1	\$617.10	\$617.10
4000659	Solar panel, 50W; includes bracket for pole and harness	1	\$496.74	\$496.74
4001299	3 Year Warranty	1	\$0.00	\$0.00
4001889	Shipping and Handling	1	\$271.00	\$271.00
4001155	YOUR SPEED wrap, 30" x 36" full size sign MUTCD, for Sh15, 5" char, YELLOW HIP	1	\$228.48	\$228.48
4001190	Discount - New Purchase	1	(\$444.86)	(\$444.86)

**Special Notes:**

**SALES  
AMOUNT:** \$3,791.90

**TOTAL  
USD:** \$3,791.90

**Duration:** This quote is good for 60 days from date of issue.

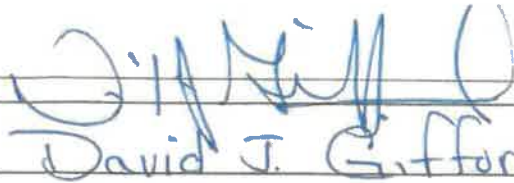
**Shipping Notes:** All shipments shall be FOB shipper. Shipping charges shall be additional unless listed on quote.

**Taxes:** Taxes are not included in quote. Please provide a tax-exempt certificate or sales tax will be applied.

**Warranty:** Unless otherwise indicated, all products have a one year warranty from date of sale. Warranty extensions are a component of some applications that are available at time of purchase. A Finance Charge of 1.5% per month will be applied to overdue balances. GSA GS-07F-6092R

I am authorized to commit my organization to this order. If your organization will be creating a purchase order for this order, please submit purchase order to either of the following: Email: sales@alltrafficsolutions.com or Physical Address: Listed at top of quote.

Signature:



Date:

Print Name:

David J. Gifford

Title:

Chief of Police

**All Traffic Solutions #090122-ATS**

Pricing for contract #090122-ATS for Sourcewell participating agencies a discount rate of 10.5% applied to all line-items after a freight charge has been added to the line-item price.



**SOURCEWELL  
STATE OF MINNESOTA**

Member Barrows moved the adoption of the following Resolution:

**RESOLUTION TO APPROVE SOLICITATION AND/OR RE-SOLICITATION OF CATEGORIES**

**3/15/2022**

**Resolution No. 2022-07**

**WHEREAS**, Sourcewell desires to issue a solicitation, and is seeking permission from the Board to issue a solicitation, for the categories listed on Appendix A, which is attached and incorporated.

**WHEREAS**, through the Sourcewell Procurement Policy, the Board designated the Chief Procurement Officer to administer Sourcewell's cooperative purchasing and contracting program; and

**WHEREAS**, the Chief Procurement Officer recommends approval of categories detailed above.

**NOW THEREFORE BE IT RESOLVED** that the Board of Directors hereby approves the solicitation of categories.

The motion for the adoption of the foregoing resolution was duly seconded by Member Kircher

and the following voted in favor: (list names here)

Zylka, Veronen, Thiel, Thomas, Barrows, Kircher

and the following voted against: (list names here or "NONE")

None

whereupon said resolution was declared duly passed and adopted.

ATTEST:

DocuSigned by:

*Sara Nagel*

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Clerk to the Board of Directors

## APPENDIX A

SOURCEWELL PROCUREMENT DEPARTMENT  
BOARD ITEMS - March 2022

## CONSENT AGENDA ITEMS

Requesting Board permission to Solicit the following categories:

Roadway Paving Equipment

Law Enforcement Equipment

Indefinite Delivery Indefinite Quantity Construction - New Mexico

Requesting Board permission to Re-Solicit the following categories:

## CONSENT AGENDA ITEMS

## NEW CONTRACTS

Supplier Name	Contract Number	Solicitation Title
Demers Ambulances Manufacturer	110921-DEM	"Ambulance and Emergency Medical Service Vehicles"
Firetrucks Unlimited, LLC	110921-FRU	"Ambulance and Emergency Medical Service Vehicles"
Halcore Group & Horton Emergency Vehicles	110921-HAL	"Ambulance and Emergency Medical Service Vehicles"
P.L. Custom Body and Equipment Co.	110921-PLC	"Ambulance and Emergency Medical Service Vehicles"
REV Group, Inc. dba Wheeled Coach Ambulance	110921-RVO	"Ambulance and Emergency Medical Service Vehicles"
Pitney Bowes Inc.	011322-PIT	"Mailing and Postage Equipment and Technology"
Quadiant, Inc.	011322-QDT	"Mailing and Postage Equipment and Technology"

## CONTRACT EXTENSIONS

Supplier Name	Contract Number	Solicitation Title
Gradall Industries, Inc.	122017-GRD	"Sewer Vacuum, Hydro-Excavation, and Street Sweeper Equipment with Related Accessories and Supplies"
Enterprise Fleet Management, Inc.	060618-EFM	"Fleet Management Services"

## NEW IDIQ CONTRACTS

Company Name	Contract Number	State - Region - Type of Work

## IDIQ RENEWALS

Company Name	Contract Number
Centennial Contractors Enterprises, Inc.	TX-RGV-GC-021920-CCE
F.H. Paschen, S.N. Nielsen & Associates, LLC	TX-GC-GC-021920-FHP
Amstar, Inc.	TX-RGV-GC-021920-AMS
RoofConnect Logistics, Inc.	TX-GC-RC-021920-RCI
Amstar, Inc.	TX-GC-GC-021920-AMS
Lee Construction and Maintenance Company	TX-GC-F-021920-LCM
CORE Construction Services of Texas, Inc.	TX-RGV-GC-021920-CCT
Lee Construction and Maintenance Company	TX-GC-GC-021920-LCM
Lee Construction and Maintenance Company	TX-GC-EC-021920-LCM
CORE Construction Services of Texas, Inc.	TX-GC-GC-021920-CCT
Dunhill Development and Construction	TX-GC-GC-021920-DUN
TSG Industries	TX-GC-GC-021920-TSG
TSG Industries	TX-GC-F-021920-TSG
AR Energy Services, LLC	TX-GC-GC-021920-ARE
RoofConnect Logistics, Inc.	TX-GC-W-021920-RCI
F.H. Paschen, S.N. Nielsen & Associates, LLC	TX-RGV-GC-021920-FHP
Lee Construction and Maintenance Company	TX-GC-P-021920-LCM
Alpha Building Corporation	TX-GC-GC-021920-ABC
Centennial Contractors Enterprises, Inc.	TX-GC-GC-021920-CCE
Polaris Electrical Construction Corp.	LI01-E-012920-PEC
Polaris Electrical Construction Corp.	NYC01-E-012920-PEC
Volmar Construction, Inc.	LI01-GC-012920-VOL
Pro Con Group, Inc.	NYC02-GC-012920-PCG
Wade Electric, Inc.	NYC02-E-012920-WEI

**SOURCEWELL  
STATE OF MINNESOTA**



Member BARROWS moved the adoption of the following Resolution:

**RESOLUTION TO RATIFY COOPERATIVE CONTRACTING AWARDS**

**11/15/2022**

**Resolution No. 2022-31**

**WHEREAS**, the Sourcewell Board of Directors previously authorized the solicitations for the cooperative categories listed on Appendix A, which is attached and incorporated; and

**WHEREAS**, Sourcewell issued the cooperative contracting solicitations for the authorized categories; and

**WHEREAS**, through the Sourcewell Procurement Policy, the Board designated the Chief Procurement Officer to administer Sourcewell's cooperative purchasing and contracting program and to award all competitively solicited contracts, without limitation; and

**WHEREAS**, the Chief Procurement Officer made the awards listed based on the results of the competitive solicitation process; and

**WHEREAS**, the Board acknowledges that the awards made by the Chief Procurement Officer are valid and binding; however, based upon some members' legal requirements the Chief Procurement Official is required to seek subsequent Board ratification of all cooperative purchasing awards.

**NOW THEREFORE BE IT RESOLVED** by the Board of Directors ratifies the cooperative contracting awards made by the Chief Procurement Officer listed on Appendix A.

The motion for the adoption of the foregoing resolution was duly seconded by Member Kircher and the following voted in favor: (list names here)  
**Zylka, Veronen, Nagel, Thiel, Thomas, Barrows, Arts, Kircher**  
and the following voted against: (list names here or "NONE")  
None

whereupon said resolution was declared duly passed and adopted.

ATTEST:

DocuSigned by:  
*Sara Nagel*  
9BEF5D6F88D140B...

Clerk to the Board of Directors



## APPENDIX A

SOURCEWELL PROCUREMENT DEPARTMENT  
BOARD ITEMS - November 2022

## CONSENT AGENDA ITEMS

Requesting Board permission to Solicit the following categories:

None

Requesting Board permission to Re-Solicit the following categories:

Medium Duty and Compact Construction Equipment with Related Attachments  
Laboratory and Science Equipment, Supplies, and Related Technology and Services  
Portable Construction Equipment

## CONSENT AGENDA ITEMS

## NEW CONTRACTS

Supplier Name	Contract Number	Solicitation Title
911 Supply & Adventure Gear, Inc.	090122-911	"Law Enforcement Equipment"
All Traffic Solutions, Inc.	090122-ATS	"Law Enforcement Equipment"
Atlantic Diving Supply, Inc.	090122-ADS	"Law Enforcement Equipment"
Getac, Inc.	090122-GET	"Law Enforcement Equipment"
L.N. Curtis & Sons	090122-LNC	"Law Enforcement Equipment"
Municipal Emergency Services, Inc.	090122-MES	"Law Enforcement Equipment"
Panasonic Corporation of North America	090122-PNA	"Law Enforcement Equipment"
W.W. Grainger, Inc.	090122-WWG	"Law Enforcement Equipment"
Whelen Engineering Company, Inc.	090122-WHL	"Law Enforcement Equipment"
Fastenal Company	091422-FAS	"Facility MRO, Industrial and Building Related Supplies and Equipment"
Motion Industries, Inc.	091422-MII	"Facility MRO, Industrial and Building Related Supplies and Equipment"
Sid Tool Co.	091422-MSI	"Facility MRO, Industrial and Building Related Supplies and Equipment"
W.W. Grainger, Inc.	091422-WWG	"Facility MRO, Industrial and Building Related Supplies and Equipment"
WESCO Distribution, Inc.	091422-WES	"Facility MRO, Industrial and Building Related Supplies and Equipment"
White Cap, LP	091422-WCP	"Facility MRO, Industrial and Building Related Supplies and Equipment"

## CONTRACT EXTENSIONS

Supplier Name	Contract Number	Solicitation Title
Caterpillar, Inc.	032119-CAT	"Heavy Construction Equipment with Related Accessories, Attachments and Supplies"
Axon Enterprise, Inc.	010720-AXN	"Public Safety Video Surveillance Solutions with Related Equipment, Software and Accessories"

## NEW IDIQ CONTRACTS

Company Name	Contract Number	State - Region - Type of Work

## IDIQ Contract Extensions

Company Name	Contract Number
Vigil Contracting, Inc.	WA-DC-GC04-100120-VGL
HITT Contracting, Inc.	WA-DC-GC05-100120-HCI
Adrian L. Merton, Inc.	WA-DC-M02-100120-ALM
Adrian L. Merton, Inc.	WA-DC-P02-100120-ALM
Vigil Contracting, Inc.	WA-DC-P01-100120-VGL
Paige Industrial Services, Inc.	WA-DC-E02-100120-PAI
F.H. Paschen, S.N. Nielsen & Associates, LLC	WA-DC-GC06-100120-FHP
Vigil Contracting, Inc.	WA-DC-M01-100120-VGL
The Matthews Group	WA-DC-GC01-100120-TMG
Paige Industrial Services, Inc.	WA-DC-M03-100120-PAI
Paige Industrial Services, Inc.	WA-DC-P03-100120-PAI
Centennial Contractors Enterprises, Inc.	WA-DC-GC02-100120-CCE
Vigil Contracting, Inc.	WA-DC-E01-100120-VGL

## APPENDIX A Continued

Ohio Paving and Construction Company, Inc.	OH-R2-PA02-102021-OPC	
McDaniel's Construction Corp., Inc.	OH-MBE-R3-GC01-102021-MCC	
McDaniel's Construction Corp., Inc.	OH-MBE-R3-CC01-102021-MCC	
The Lusk Group	OH-R2-C01-102021-LUS	
McDaniel's Construction Corp., Inc.	OH-MBE-R4-GC01-102021-MCC	
Air Force One	OH-R4-HVAC02-102021-AFO	
Johnson-Laux Construction, LLC	OH-R4-GC06-102021-JLC	
F.H. Paschen, S.N. Nielsen & Associates, LLC	OH-R5-GC02-102021-FHP	
Foti Contracting, LLC	OH-R3-GC01-102021-FCL	
Air Force One	OH-R2-HVAC02-102021-AFO	
The Lusk Group	OH-R1-PA01-102021-LUS	
The Lusk Group	OH-R2-RW01-102021-LUS	
The Lusk Group	OH-R2-GC07-102021-LUS	
The Lusk Group	OH-R2-PA01-102021-LUS	
The Lusk Group	OH-R3-CC01-102021-LUS	
Hudawn Facility Solutions	OH-R4-GC07-102021-HFS	
Centennial Contractors Enterprises, Inc.	OH-R2-GC02-102021-CCE	
Centennial Contractors Enterprises, Inc.	OH-R4-GC02-102021-CCE	
The Lusk Group	OH-R1-RW01-102021-LUS	
McDaniel's Construction Corp., Inc.	OH-MBE-R4-CC01-102021-MCC	
Genesis 1 Construction	OH-R2-GC06-102021-GNS	
Centennial Contractors Enterprises, Inc.	OH-R1-GC04-102021-CCE	
The Lusk Group	OH-R1-CC01-102021-LUS	
The Lusk Group	OH-R3-GC05-102021-LUS	
The Lusk Group	OH-R3-RW01-102021-LUS	
The Lusk Group	OH-R4-E02-102021-LUS	
The Lusk Group	OH-R4-PA01-102021-LUS	
Place Services, Inc.	OH-R1-E01-102021-PLA	
F.H. Paschen, S.N. Nielsen & Associates, LLC	OH-R3-GC03-102021-FHP	
The Lusk Group	OH-R3-E02-102021-LUS	
Place Services, Inc.	OH-R4-E01-102021-PLA	
Triton Services, Inc.	OH-R4-GC08-102021-TRS	
The Lusk Group	OH-R4-RW01-102021-LUS	
The Lusk Group	OH-R5-C01-102021-LUS	
The Lusk Group	OH-R5-CC01-102021-LUS	
The Lusk Group	OH-R2-CC01-102021-LUS	
The Lusk Group	OH-R4-C01-102021-LUS	
The Lusk Group	OH-R5-RW01-102021-LUS	
Air Force One	OH-R1-HVAC02-102021-AFO	
Air Force One	OH-R5-HVAC02-102021-AFO	
The K Company, Inc.	OH-R2-HVAC01-102021-TKC	
Ohio Paving and Construction Company, Inc.	OH-R2-C02-102021-OPC	
Place Services, Inc.	OH-R1-GC03-102021-PLA	
Place Services, Inc.	OH-R2-E01-102021-PLA	
Foti Contracting, LLC	OH-R5-GC01-102021-FCL	
Place Services, Inc.	OH-R2-GC04-102021-PLA	
Place Services, Inc.	OH-R3-E01-102021-PLA	
Regency Construction Services, Inc.	OH-R2-GC08-102021-REG	
Foti Contracting, LLC	OH-R2-GC01-102021-FCL	
The K Company, Inc.	OH-R4-HVAC01-102021-TKC	
McDaniel's Construction Corp., Inc.	OH-MBE-R5-GC01-102021-MCC	
Universal Contracting Corporation	OH-R4-GC05-102021-UCC	
Foti Contracting, LLC	OH-R1-GC01-102021-FCL	
Foti Contracting, LLC	OH-R4-GC01-102021-FCL	
F.H. Paschen, S.N. Nielsen & Associates, LLC	OH-R4-GC03-102021-FHP	
Air Force One	OH-R3-HVAC02-102021-AFO	
The K Company, Inc.	OH-R3-HVAC01-102021-TKC	
Place Services, Inc.	OH-R3-GC04-102021-PLA	
Place Services, Inc.	OH-R4-GC04-102021-PLA	
Place Services, Inc.	OH-R5-GC03-102021-PLA	
Place Services, Inc.	OH-R5-E01-102021-PLA	
The K Company, Inc.	OH-R1-HVAC01-102021-TKC	
Centennial Contractors Enterprises, Inc.	OH-R3-GC02-102021-CCE	
The Lusk Group	OH-R4-CC01-102021-LUS	
The Lusk Group	OH-R5-GC05-102021-LUS	
The Lusk Group	OH-R5-PA01-102021-LUS	

## APPENDIX A Continued

Johnson-Laux Construction, LLC	OH-R3-GC06-102021-JLC	
McDaniel's Construction Corp., Inc.	OH-MBE-R5-CC01-102021-MCC	
Johnson-Laux Construction, LLC	OH-R1-GC05-102021-JLC	
The K Company, Inc.	OH-R5-HVAC01-102021-TKC	
The Lusk Group	OH-R1-C01-102021-LUS	
The Lusk Group	OH-R3-PA01-102021-LUS	
The Lusk Group	OH-R3-C01-102021-LUS	
F.H. Paschen, S.N. Nielsen & Associates, LLC	OH-R1-GC02-102021-FHP	
F.H. Paschen, S.N. Nielsen & Associates, LLC	OH-R2-GC03-102021-FHP	
Johnson-Laux Construction, LLC	OH-R2-GC05-102021-JLC	
The Lusk Group	OH-R5-E02-102021-LUS	
Johnson-Laux Construction, LLC	OH-R5-GC04-102021-JLC	
G & B Electric Co.	OH-R2-E02-102021-GBE	
The Lusk Group	OH-R1-GC06-102021-LUS	
The Lusk Group	OH-R1-E02-102021-LUS	



**DEPARTMENT OF PUBLIC WORKS**

46 Saratoga Avenue  
South Glens Falls, New York  
Telephone (518) 792-4033  
Fax (518) 338-3243  
dpwchagnon@sgfny.com

May 13, 2025

Mayor and Board of Trustees,

I am requesting approval from the Board to pave the section of Harrison Ave. from the pole line to the Town of Moreau line. We would be working with The Town of Moreau Highway Department to place the blacktop down. The Town has put out to bid the milling and Evolution Construction Services has been awarded the work. We would use them for our milling as well. They have agreed to split the mobilization and demobilization with the Town and that savings will make Evolution the lowest bidder for both The Village and The Town. The cost of the milling is \$2,806.52. The Town would supply the power paver and that will be an estimated savings of \$5,000.00. The blacktop estimate is \$25,000.00 and it will be purchased through the Saratoga County Contract that was awarded to Palette Stone Corp. This section of road has not been paved since 1999 and is eligible for CHIPs reimbursement. Total estimated project cost is \$27,806.52.

Thank You  
  
TJ Chagnon

**Superintendent of Public Works**

MAY 20 2025 4:51

\* joint venture with the Town -

		Evolution Construction Services					
		9 Industrial Park Drive					
		Mechanicville NY 12118					
Village of South Glens Falls-Harrison Ave (Partial) mill only- 4-14-2025							
490 Cold Planning		ST Hours	OT Hours	ST Rate	OT Rate	Total	
E	W200 I Cold Planner	4		\$350.00	\$350.00	\$1,400.00	
L	Cold Planer Operator	4		\$125.00	\$165.00	\$500.00	
L	Cold Planer Grouddman	4		\$121.00	\$150.00	\$484.00	
E	Paving Van	4		\$18.13	\$18.13	\$72.52	
E	Water Truck			\$31.25	\$31.25	\$0.00	
L	Laborer			\$105.00	\$145.00	\$0.00	
E	Excavator 0-3			\$61.50	\$61.50	\$0.00	
E	Skldsteer			\$65.63	\$65.63	\$0.00	
L	Skidsteer Operator			\$125.00	\$165.00	\$0.00	
E	Tractor Broom			\$37.50	\$37.50	\$0.00	
L	Broom Operator			\$121.00	\$150.00	\$0.00	
E	Pickup Sweeper			\$100.00	\$100.00	\$0.00	
L	Pickup Sweeper Operator			\$121.00	\$150.00	\$0.00	
E	Foremans Pickup			\$18.13	\$18.13	\$0.00	
L	Foreman			\$121.00	\$150.00	\$0.00	
Total						\$2,456.52	
403 Paving		ST Hours	OT Hours	ST Rate	OT Rate	Total	
E	Paver			\$187.50	\$187.50	\$0.00	
L	Paver Operator			\$125.00	\$165.00	\$0.00	
E	Roller (10-12 Ton)			\$80.63	\$80.63	\$0.00	
E	Roller (8-10 Ton)			\$73.75	\$73.75	\$0.00	
L	Roller Operator			\$125.00	\$165.00	\$0.00	
E	Roller (2 - 5 Ton)			\$46.88	\$46.88	\$0.00	
E	Skidsteer			\$65.63	\$65.63	\$0.00	
L	SkidSteer Operator			\$125.00	\$165.00	\$0.00	
E	Paving Van			\$18.13	\$18.13	\$0.00	
E	Water Truck			\$31.25	\$31.25	\$0.00	
L	Paving Foreman			\$121.00	\$150.00	\$0.00	
E	Pickup (Foreman's)			\$18.13	\$18.13	\$0.00	
L	Screedman			\$105.00	\$145.00	\$0.00	
L	Raker			\$105.00	\$145.00	\$0.00	
L	Flagger			\$97.50	\$120.00	\$0.00	
Total						\$0.00	
699 Mobilization		Each		Rate		Total	
	W200 I	0.5		\$700.00		\$350.00	
	Paver			\$700.00		\$0.00	
	Skidsteer			\$700.00		\$0.00	
	Loader			\$700.00		\$0.00	
	Tractor Broom			\$700.00		\$0.00	
	Roller			\$700.00		\$0.00	
Total						\$350.00	
402 Materials-Asphalt Concrete		Unit	ST Hours	OT Hours	ST Rate	OT Rate	Total
	Rap Credit	Ton					\$0.00
	Type 3 Binder	Ton					\$0.00
	Type 6 top	Ton					\$0.00
	Recycled 6 Top	Ton					\$0.00
	Tack Coat	Gal			\$3.00		\$0.00
	Distributer Rental	HR			\$150.00	\$150.00	\$0.00
	Tack Coat Driver	HR			\$99.50	\$120.00	\$0.00
	Trucking Driver	HR			\$99.50	\$120.00	\$0.00
	Tri-Axle Truck Rental	HR			\$84.00	\$84.00	\$0.00
Total						\$0.00	
Total						\$2,806.52	





## PALLETTE STONE CORP.

2025 Saratoga County  
Asphalt Concrete Bid  
25-PWAC-3R

May 2025

To assist with your project estimating, below are the asphalt concrete price adjustments effective for May 2025 purchases made under the 2025 Saratoga County Asphalt Concrete Bid award for **Marshall Mixes and Hot Mix Asphalt**.

Saratoga County bid base average price/ton of liquid asphalt = \$598.00

New average price/ton of liquid asphalt as determined by OGS for May 2025 = \$626.00

The difference is a \$28.00/ton increase for LIQUID asphalt

Asphalt Type	Bid Price	Bid Price Index	May 2025 Index	Difference	% Allowable A/C +Fuel	Adjusted Price
3 Binder	\$53.00	\$598.00	\$626.00	\$28.00	6.5%	\$54.82/ton
Recycled 3 Binder	\$50.25	\$598.00	\$626.00	\$28.00	6.5%	\$52.07/ton
6 Top	\$57.00	\$598.00	\$626.00	\$28.00	7.2%	\$59.02/ton
Recycled 6 Top	\$54.00	\$598.00	\$626.00	\$28.00	7.2%	\$56.02/ton
6F Top	\$58.00	\$598.00	\$626.00	\$28.00	7.2%	\$60.02/ton
7 Top and T&L	\$60.50	\$598.00	\$626.00	\$28.00	7.85%	\$62.70/ton
Superpave Mixes	Bid Price	Bid Price Index	May 2025 Index	Difference	% Allowable A/C	Adjusted Price
6.3 F2 Top Course HMA	\$74.75	\$598.00	\$626.00	\$28.00	6.0%	\$76.43/ton
9.5 F2 Top Course HMA	\$60.75	\$598.00	\$626.00	\$28.00	6.0%	\$62.43/ton
12.5 F2 Top Course HMA	\$55.75	\$598.00	\$626.00	\$28.00	5.4%	\$57.26/ton
19 F9 Binder Course HMA	\$51.75	\$598.00	\$626.00	\$28.00	4.7%	\$53.07/ton
25 F9 Binder Course HMA	\$50.75	\$598.00	\$626.00	\$28.00	4.4%	\$51.98/ton
37.5 F9 Base Course HMA	\$48.75	\$598.00	\$626.00	\$28.00	3.9%	\$49.84/ton

The adjusted bid prices reflect the per ton (English unit) increase for liquid asphalt.  
Please do not hesitate to call Walt Barss (518-410-7872) or myself if you have any questions.

Sincerely,

Yvonne Manso  
Director of Sales  
C: (518) 321-4512



## Department of Transportation

**KATHY HOCHUL**  
Governor

**MARIE THERESE DOMINGUEZ**  
Commissioner

May 15, 2025

**TIMOTHY CHAGNON**  
HWY MAINTENANCE SUPERVISOR  
VILLAGE OF SOUTH GLENS FALLS  
46 SARATOGA AVE  
SOUTH GLENS FALLS NY 12803

Dear Mr. CHAGNON:

The 2025-26 State Budget provides funding to support the repair, rehabilitation, and modernization of local roads and bridges. The Budget includes \$648.1 million in Consolidated Local Street and Highway Improvement Program (CHIPS) funding, \$150 million in PAVE-NY funding, and \$100 million in Extreme Winter Recovery (EWR) funding, \$140 million in State Touring Route (STR) funding and \$100 million in Pave Our Potholes (POP). Also included are reappropriations of rollover funds remaining from previous State fiscal year CHIPS, PAVE-NY, EWR, STR and POP appropriations. Please provide a copy of this letter to the chief financial officer for your municipality.

The next quarterly SFY 2025-26 CHIPS, PAVE-NY, EWR and POP reimbursements are scheduled to be made on July 03, 2025. Requests for the July payments must be for expenditures made on or after January 3, 2024 through May 29, 2025. Refer to the Program Guidelines on the CHIPS website ([www.dot.ny.gov/programs/chips](http://www.dot.ny.gov/programs/chips)) regarding eligible project activities and program requirements. The Village of South Glens Falls has the following funding amounts available for the July payments.

Program	Cumulative Rollover Balance	25-26 Apportionment Balance	Total Balance
CHIPS	\$126,606.48	\$114,632.29	\$241,238.77
PAVE NY	\$25,044.76	\$24,845.07	\$49,889.83
EWR	\$29,156.20	\$20,032.68	\$49,188.88
POP	\$28,420.15	\$16,563.38	\$44,983.53

The instructions for applying for the July 03, 2025 reimbursements are located on the back of this letter and on the CHIPS website. The New York State Department of Transportation (NYSDOT) Regional Office must receive all program payment submission items no later than **June 06, 2025**. Please sign the certification on each page of the reimbursement request forms and keep a copy of the completed forms for your files. Your NYSDOT municipal code for entry on the forms is 151473.

Municipalities may mail or e-mail their Documentation Checklists, reimbursement request forms, and supporting documentation to their NYSDOT Region. Guidance for e-mail submissions may be obtained on the CHIPS website. Contact information:

Valerie Deane  
NYSDOT Regional CHIPS Representative  
New York State Department of Transportation  
50 Wolf Road, Suite 150  
Albany, NY 12232  
[dot.sm.r01.CHIPS@dot.ny.gov](mailto:dot.sm.r01.CHIPS@dot.ny.gov)

If you have any questions, please contact Valerie Deane at 518-417-6589.

Respectfully yours,

**Matthew T. Haas**  
Director, Office of Integrated Modal Services

\*Please note: The balance columns now read, from left to right: Cumulative Rollover Balance, Current SFY Apportionment Balance, and Total Balance.

Town's  
Bid

Evolution Construction Services 9 Industrial Park Drive Mechanicville NY 12118						
Town of Moreau- Harrison Ave Milling and Sweeping						
490 Cold Planning						
	ST Hours	OT Hours	ST Rate	OT Rate	Total	
E W200 I Cold Planner	8		\$350.00	\$350.00	\$2,800.00	
L Cold Planer Operator	8		\$125.00	\$125.00	\$1,000.00	
L Cold Planer Grounder	8		\$121.00	\$121.00	\$968.00	
E Paving Van	8		\$18.13	\$18.13	\$145.04	
E Water Truck			\$31.25	\$31.25	\$0.00	
L Laborer			\$105.00	\$145.00	\$0.00	
E Excavator 0-3			\$61.50	\$61.50	\$0.00	
E Skidsteer			\$65.63	\$65.63	\$0.00	
L Skidsteer Operator			\$125.00	\$165.00	\$0.00	
L Tractor Broom			\$37.50	\$37.50	\$0.00	
L Broom Operator			\$121.00	\$150.00	\$0.00	
E Pickup Sweeper	8		\$100.00	\$100.00	\$800.00	
L Pickup Sweeper Operator	8		\$121.00	\$150.00	\$968.00	
E Foreman's Pickup			\$18.13	\$18.13	\$0.00	
L Foreman			\$121.00	\$150.00	\$0.00	
Total					\$6,681.04	
403 Paving						
	ST Hours	OT Hours	ST Rate	OT Rate	Total	
E Paver			\$187.50	\$187.50	\$0.00	
L Paver Operator			\$125.00	\$165.00	\$0.00	
E Roller (10-12 Ton)			\$80.63	\$80.63	\$0.00	
E Roller (8-10 Ton)			\$72.75	\$72.75	\$0.00	
L Roller Operator			\$125.00	\$165.00	\$0.00	
E Roller (2-5 Ton)			\$46.88	\$46.88	\$0.00	
E Skidsteer			\$65.63	\$65.63	\$0.00	
L Skidsteer Operator			\$125.00	\$165.00	\$0.00	
E Paving Van			\$18.13	\$18.13	\$0.00	
E Water Truck			\$31.25	\$31.25	\$0.00	
L Paving Foreman			\$121.00	\$150.00	\$0.00	
E Pickup (Foreman's)			\$18.13	\$18.13	\$0.00	
L Screedman			\$105.00	\$145.00	\$0.00	
L Raker			\$105.00	\$145.00	\$0.00	
L Flagger			\$97.50	\$120.00	\$0.00	
Total					\$0.00	
699 Mobilization						
	Each	Rate	Total			
E W200 I	1	\$700.00	\$700.00			
L Paver		\$700.00	\$0.00			
E Skidsteer		\$700.00	\$0.00			
L Loader		\$700.00	\$0.00			
E Tractor Broom		\$700.00	\$0.00			
L Roller		\$700.00	\$0.00			
Total			\$0.00			
402 Materials Asphalt Concrete						
	Unit	ST Hours	OT Hours	ST Rate	OT Rate	Total
Rap Credit	Ton					\$0.00
Type 3 Binder	Ton					\$0.00
Type 6 Top	Ton					\$0.00
Recycled 6 Top	Ton					\$0.00
Tack Coat	Gal			\$3.00		\$0.00
Distributor Rental	HR			\$150.00	\$150.00	\$0.00
Tack Coat Driver	HR			\$99.50	\$120.00	\$0.00
Trucking Driver	HR			\$99.50	\$120.00	\$0.00
Tri-Axle Truck Rental	HR			\$84.00	\$84.00	\$0.00
Total						\$0.00
TOTAL						\$7,381.04

1.05



Town's  
Bid



## JOINTA LIME COMPANY

280 Ballard Road, Wilton, NY 12831

Phone (518) 584-2421

<https://dicolinescompanies.com>

### Quotation

**Customer Information:**  
Attention: Chris Abrams  
Company: Town of Moreau  
Address: 351 Reynolds Road  
City, State: Moreau, NY  
Phone: 518-792-1030

**Project Information:**  
Bid Number: 25-226  
Location: Harrison Ave  
County: Saratoga  
Date: 3/17/25  
Email:

Item	Quantity	Unit	Description	Unit Price	Total Price
	7,000	SY	Harrison Ave. 3000 X 21 Cold Milling - repair cross slope, depth varies	\$1.03	\$7,210.00
	1	Each	Mobilization	\$925.00	\$925.00
Total:					\$8,135.00

<b>Exclusions:</b>
Water for Cold Planer
Traffic Control
Structure alterations
Temporary Striping
<b>Inclusions:</b>
W220 Wirgen or Cat PM622 half lane cold planer with operators, fuel and cutter bits
1-mobilization
Duration 1-8 Hr Day

**Terms:**

Quoted prices remain in effect for 30 days

Payment-30 days from date of invoice

Quotation does not include sales tax

Please contact me if you have any questions. Mobile: (518) 225-8593 Office: (518) 584-2421 Ext. 7760

Mark Petramale

Terms agreed to by:

Date:



Lorie Gollhofer &lt;deputyclerktreasurer@sgfny.com&gt;

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**Senior Ukulele Orchestra**

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**kathleen donna** <kdonna108@gmail.com>

Thu, May 8, 2025 at 3:53 PM

To: deputyclerktreasurer@sgfny.com

Cc: kathleen donna &lt;kdonna108@gmail.com&gt;

Hello Lorie,

In response to our recent conversation, I would like to attend the next Board meeting on May 21, to discuss a possible event at the Veterans Memorial Park for a performance of the Senior Ukulele Orchestra from the Kingsbury Fort Edward Senior Center in Hudson Falls. The proposed dates are July 17 or July 24 at 1:00.

The orchestra has approximately 15-20 ukulele musicians with a keyboard and snare drum musicians also.

John Max McDonnell is the director of the orchestra and the Senior Center. His contact info is 518-747-9352, maxmcdonnell@yahoo.com

My phone is 518-955-7509.

I will see if Max can join me at the Board meeting.

Please let me know if more info is needed before the Board meeting on May 21. Thank you very much!

Kathy Donna

"Know that you are made of power, and live with trust in your heart."

Lynn Andrews

"Take it for granted from the beginning that everything is possible on the piano, even when it seems impossible to you."

Ferruccio Busoni