

DRAFT

Village of South Glens Falls
46 Saratoga Avenue, South Glens Falls, NY12803
January 18th,2023
7:00 PM

Regular and Executive Village Board Meeting

MAYOR NICHOLAS BODKIN PRESIDING

Minutes

Attendance:

Mayor Bodkin
Trustee Gutheil
Trustee Carota
Trustee Girard
Clerk Treasurer Berg
TJ Chagnon
Alan Dubois
Trustee Orlow

Nick
Nick
Nick
Bob
Dennis Davall
User
Wayne Palmer
John Hoey
Brandon Hayes
Ben Vaillancourt
John Winslow
Bruce Lant

Absent:

Trustee Orlow

1. **Moment of silence in recognition of Caroline Sweeney and her years of service on the Planning Board:** The Mayor would like to take a moment of silence for a long time board member and volunteer of the community. Our thoughts and condolences go out to her family.
2. **The Public forum is now opened:** No one from the public wishes to address the Board at this time. Public Forum is closed.
3. **Grant Projects Update:** These items have been tabled for next meeting or if the Engineer joins the call.
 - a. Carbon Filtration
 - b. GIGP Notice of Award
4. **The Fire Company would like to address the Board:** Wayne Palmer, President of the Fire Company, apologizes for missing the last meeting. He has a few concerns for the Board. Wayne Palmer does not believe it is allowed to give the Fire Department their 2022 money in 2023. He had this role for several years and another department for

many years and this has never happened. He would like to set up open communication to make sure this is rectified for the future. Wayne Palmer said they are 2 Million Dollars in debt for not being correctly funded. He is willing to sign what needs to be signed to receive the funds and have this taken care of tonight. Wayne Palmer also provided the Fire Department needs keys. The Mayor said the contract has been signed and the warrant is in the voucher tonight. The key issue was just brought to the Villages attention and is an agenda item on tonights meeting. Wayne Palmer would like to have meetings along with the Fire Department Board and Village Board to discuss the upcoming budget. Wayne Palmer provided inflation in the fire industry is very high and they are looking to purchase a new truck in the next few years so it would be beneficial to have a meeting with both Boards. Trustee Gutheil asked about the current contract with the Town, Wayne Palmer said it is approved and the have a public hearing/meeting on the 31st. Wayne Palmer provides they are lowest paid Fire Department in the County.

5. **Transfers: Motion #011823-1** to accept the transfers as presented. Trustee Carota motions, Trustee Orlow seconds. All in favor except for Trustee Gutheil who votes no. Motion passes.

Discussion: Trustee Gutheil does not believe we should be using contingency when we have money in other accounts so he will vote no. Clerk Treasurer Berg said the contingency transfer is for Planning Board expenses and believes no other department should pay for this. Trustee Gutheil said there is excess money in retirement funds and building repairs. Trustee Gutheil stated for the record he knows what he is doing and feels strongly about it. Trustee Gutheil also said before, regarding the Water Pump Station, He does not believe \$16,000 is enough to get us to year end.

A 1325.402	A 1325.403	\$137.17	Purchase stamps for office to EOY
A 1990.400	A 8020.400	\$1,000.00	Meetings thru EOY
G 8130.404	G 8130.403	\$1,000.00	Expenditures thru EOY
FX 8340.403	FX 8320.401	\$16,000.00	National Grid increase thru EOY
A 1640.407	A 1640.412	\$500.00	Expenditures thru EOY

6. **Motion #011823-2** to approve the bills as audited. Trustee Carota motions, Trustee Orlow seconds. All in favor except for Trustee Gutheil who votes no. Motion passes. Discussion: Trustee Gutheil said the Delaware invoice is dated May 19th 2022. He does not know how this happened, this invoice is for the previous budget year. Trustee Gutheil wants this bill pulled for evaluation. Trustee Gutheil said our electric bills are all different rates, he believes we should join a consortium. The Police Department classification has a demand meter and he does not know why. Trustee Gutheil could not find the bill for the upper Betar byway pump station. Trustee Gutheil said we have not gotten a bill for the Fire Department. Clerk Treasurer Berg provided we have been repeatedly calling for the Fire Department Bill and National Grid has not been putting time into helping us solve the issue. Trustee Girard asked about the Engineer bill and for clarification. Clerk Treasurer Berg said this is for grease trap design evaluation, water quality issues at 21 Ferry Blvd, and two Board Meetings.
7. **Motion #011823-3** to approve the purchase of new memorial benches. Trustee Carota motions, Trustee Orlow seconds. All in favor motion passes. **Discussion:** TJ said we have previously gotten quotes but it was not satisfactory. TJ discussed with the vendor after the quote and brought the price down to what it has been traditionally. We are looking to purchase three benches and the Applicants will



reimburse us of the amount of \$595.00 per bench.

8. **Motion #011823-4** to send items to auction from DPW. Trustee Carota motions, Trustee Orlow seconds. All in favor, motion passes.
Discussion: TJ provided we have received a grant for lights and they have been changed. He is looking to auction the old lights, they will hold a few incase of replacement. TJ also said we have an old oil furnace from the 80's that is not in use and the Village does not plan to in the future.
9. **Update from GFNB regarding Account Analysis:** Clerk Treasurer Berg said we have moved to an account analysis effective 12/10/2022. She provided the first bank statement which outlines our minimum balances. She also said we can invest any funds over this amount at a rate of 3.1 interest rate. Clerk treasurer Berg acknowledges NYCLASS has a slightly higher rate than ICS Money Market. The reasoning is more flexibility on transferring and more diversification. Trustee Gutheil asked how much funds will not be invested. Clerk Treasure Berg said they calculate per month so it fluctuates. The bank evaluates our average balance for the month and usage. Trustee Gutheil asked if we are better off investing all in NYCLASS. Clerk Treasurer Berg provided NYCLASS is currently at 4.9 percent. Trustee Gutheil stated for the record we are losing a lot of potentially earned money not investing in the higher rate.
10. **20-21 AUD:** Clerk Treasurer Berg has provided the completed AUD and provided it to the Board. Trustee Girard thanks Clerk Treasurer Berg for her hard work and completing it. Trustee Gutheil does not think it is ready to be filed and would like to have a meeting with Clerk Treasurer Berg to review some questions. Both Trustee Gutheil and Clerk Treasurer Berg believe previous staff could have incorrectly filed the previous AUDs. Clerk Treasurer Berg said there is some issue with a USDA loan payoff in the past. Clerk Treasurer Berg provided the numbers come directly from the balance sheet that has already been closed. The Mayor provided Clerk Treasurer is working on creating the 21-22 AUD that will reflect the corrections suggested by FAZ. Trustee Gutheil said he has requested these documents and has not received them. Clerk Treasurer Berg said the Office should have these documents and we will make copies.
11. **Pole Decorations:** **Motion #011823-5** to purchase 6 wreaths for pole decorations. Trustee Orlow motions, Trustee Carota seconds. All in favor, motion passes.
Discussion: TJ and Clerk Treasurer Berg put time into picking new decorations and has provided quotes to the Board. The Village is looking to purchase 6 new wreaths for pole decoration at a total of \$3,192.14. TJ provided we have a variety of decorations currently that are not functional, the wreaths we are looking to purchase should last longer under weather conditions. Trustee Gutheil believes we should focus on the Bridge Lights. TJ has been working with several companies and believes we should apply to Hill Electric asking to have our lights put back on the current list for a grant. TJ spoke with Hill Electric to reach out to National Grid and they believe we will receive the grant for new bridge lights. TJ said we can also work with National Grid on replacing every light with LED and we can receive a cost reduction. TJ provided if we do receive the grant for new bridge lights, we will still need a separate contractor to install them. The Board would like to purchase 8 new wreaths. The Mayor provided we are trying to take advantage of the current deal, after budget time the discount will decrease. Trustee Gutheil said we should have a plan of how many decorations we plan to replace each year, we keep buying more decorations and are ignoring our budget. Trustee Gutheil has not seen an administration that has ignored the budget like we currently do. The Mayor said there



has been \$3,500 budgeted each year for these lights, he is now asking the Board if they are comfortable with just slightly increasing the amount. Trustee Gutheil said the Fire Department is looking for a fire truck and our spending habit will prevent this. The Village has already approved a large expenditure for a new water truck and is looking for a new dump truck as well.

12. **PT PD Application:** this item will be tabled for Executive Session.
13. **Accounting Proposal / Engagement Agreement:** Trustee Girard and Trustee Gutheil got a quote for accounting services for \$1,050 a month for 6 hours of work. If we do not use all the hours it is carried over. We can also reevaluate this time and reduce if needed. Trustee Girard believes this is very helpful for the Clerks Office and we should. He recommends to the Board we do this. The Mayor provided he also spoke with the representative from the accounting firm and they recommend we look at our internal controls and policies. Trustee Gutheil does not want this coming from contingency. **Motion #011823-6** to authorize the Mayor to sign the agreement with Lutz, Selig & Zeronda, CPA's, L.L.P. from A1990.400 at a monthly basis of \$1,050 for 6 months. If additional time is needed, the Village will pay a rate of \$140 and hour. Trustee Girard motions, Trustee Orlow seconds. All in favor except for Trustee Gutheil who votes no solely due to where the funds are coming from. Motion passes.
14. **Motion #011823-7** to approve 02/25/22, 03/02/22, 12/07/2022 minutes. Trustee Carota motions, Trustee Orlow seconds. All in favor except for Trustee Gutheil who votes no. Motion passes.
Discussion: Trustee Gutheil will vote no, he said some of these minutes are from a year ago. He sees some big reasons to not approve them, he is just going to vote no.
15. **Fire Department and Village Lock and Key Quotes:** **Motion #011823-8** to approve both quotes to rekey the Fire Department and the Village Office from Village Building account A1621.400. Trustee Orlow motions, Trustee Carota seconds. All in favor, motion passes.
Discussion: TJ is going to remove rekeying the backdoor due to lack of use. TJ also will try to only be charged once for service and gas charges. TJ said these keys can only be duplicated with the company we are purchasing them from. The only one who can request a new key is TJ. Trustee Girard is asking why the Fire Department requested a large amount of keys. TJ said about 6 of the keys are for the Village should it be needed, Clerk Treasurer Berg provided they do have a large amount of members. Trustee Gutheil asked about panic bars, TJ said this is something that the Village Office doors have. Trustee Gutheil thinks the service charge should be removed. TJ said he is trying to have at least one of these fees waived. Trustee Gutheil believes we did not follow our purchase practice. The Mayor said the Fire Department purchase is an emergency situation, the firefighters need access to the building.
16. **Motion #011823-9** to enter Executive Session at 8:00PM to discuss PBA negotiations, invite Chief Gifford in specifically for the part time patrol officer application, and the labor law question on the floor. Trustee Carota motions, Trustee Orlow seconds. All in favor, motion passes.
17. **Motion #011823-10** to adjourn Executive Session and reopen the Public Session with no action taken. Trustee Orlow motions, Trustee Gutheil seconds. All in favor, motion passes.



18. **Motion #011823-11** to hire an unnamed part time police officer, pending background and civil service check. Trustee Orlow motions, Trustee Carota seconds. All in favor, motion passes.
19. **Motion #011823-12** to amend Clerk Treasurer's salary effective December 31st 2022 to \$55,480. Trustee Orlow motions, Trustee Girard seconds. All in favor, motion passes.
20. **Motion #011823-13** to give the current law firm a 30 day notice and begin looking for other legal services. Trustee Gutheil motions, Trustee Girard seconds. Trustee Gutheil and Girard vote no. The Mayor, Trustee Orlow, and Trustee Carota vote no due to not knowing the current circumstances. Motion does not pass.
21. Trustee Gutheil said there will be a Parade Committee Meeting the 30th at 5PM. Trustee Gutheil also reports that the Planning Board did meet for the Retail Cannabis site plan review but did not make a decision. Trustee Gutheil said Anthony is working on ordering the carbon filtration but it is back logged. Trustee Gutheil said the amount is higher than our current bid, he believes we may have to rebid or piggyback with someone else's contract. The Mayor said we can look at recycled or new material. Trustee Girard said there is also a pre treated option. Trustee Gutheil said we have to rebid or piggyback another contract. The Mayor said we can do a mix of 80/20 of new to recycled material which can lower the cost. **Motion #011823-14** to accept the change orders as presented by Delaware Engineering from \$23,285.32 to \$26,007.10. Trustee Girard motions, Trustee Orlow seconds. All in favor except for Trustee Gutheil who votes no because of the subsurface conditions and soil borings should have been done. Motion passes.
22. **Motion #011823-15** to adjourn tonight's meeting at 9:12 PM. Trustee Carota motions, Trustee Orlow seconds. All in favor, motion passes.



DRAFT

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

April 6, 2022

6:00 PM

Regular, Special, and Executive Village Board Meeting

MAYOR NICHOLAS BODKIN PRESIDING

Minutes

Attendance:

Mayor Bodkin

Trustee Gutheil

Trustee Girard

Trustee Carota

Senior Account Clerk Typist Samantha Berg

JM

Margaret Centerbar

Colleen Corcoran

Eric T.

Attorney Susan Bartkowski

TJ Chagnon

Jamie

Alan D

Jo Jo

Lawrence Paltrowitz

Donna Estabrook

Greg Eddy

Bill Hayes

Mike Norman

Absent: Trustee Orlow

Public Forum 7:00 PM

Margaret Centerbar wanted to know if there were to be concerts in the coming year. Mayor Bodkin stated the Chamber of Commerce was in charge of the concert series as well as Trustee Joe Orlow and they would reach out. Centerbar also inquired about the DPW being short staffed and if anyone was to be hired. The Mayor stated they have been looking to hire. Margaret Centerbar also asked about the bike trail maintenance; Mayor Bodkin stated money was to be in the budget for two men to take care of the trail and flowers there and at each planter. The Mayor also added that there was to be money in the budget for new signs for the Village. Bill Hayes expressed concern that Cooper's Cave was locked as well as the toilet facilities; the Mayor stated it was a Board decision due to Covid and things would be open this year. Bill Hayes believes the area should be open. The Mayor provided we intend to have it open this year. Last year, there was a State Proclamation that required us to close Village property that did not have daily testing for Covid.

Donna Estabrook asked what was to become of George Moss' barn and what could be done about trespassers and trash blowing into her yard. Mayor Bodkin stated there is ongoing litigation making him unable to discuss the matter. Donna stated her



surveillance camera and SD card had been taken by police and was now in possession of the fire authorities and they had it since November. The Mayor said he would try to get her a replacement SD card. Margaret Centerbar then asked if the DPW had a contract yet, she also provided they are the best; the Mayor stated negotiations were ongoing for two years. Due to ongoing negotiations, the Mayor cannot provide more information. Margaret Centerbar asked if the Board got a raise and the Mayor provided they received a 2 percent raise. The Mayor stated he cannot say there will or will not be, but in most cases the settlements result with people being made whole.

Margaret Centerbar asked if the streets were going to be swept; Mayor Bodkin stated there was to be money in the budget for sweeping and possibly a new sweeper.

A resident of 124 Saratoga Avenue brought up the abandoned houses around her which have drawn trespassers who accost her. The Mayor said the owner of the houses has been contacted and he will additionally contact Chief Gifford. The resident said they have not addressed the issue and one of the trespassers keeps making contact with her. A worker of Joe Orlow contacted the Chief, and the Police Department relayed they were going to Board the house. He also provided the Police Department is short staffed and something of this situation should of been done a long time ago. The resident does not feel comfortable and wishes more action can be taken.

Greg Eddy, South Glens Falls Fire Company President, believes there is a discrepancy with what they were paid. The Mayor stated they can talk about this at a later time due to it being related to contract negotiations.

Colleen Corcoran mentioned the poor condition of many properties in the village and wondered if anyone is taking care of Code Enforcement. Mayor Bodkin stated the position is currently vacant, but his intention is to hire a Code Enforcement Officer and part-time assistant. The Mayor provided they are working on new local laws limiting what can be placed on the roadside, and allowing the Village to charge a fee to the resident for removing the items. Corcoran further addressed the speeding traffic on Ferry Boulevard. The Mayor stated he would discuss it with Chief Gifford.

The resident of 124 Saratoga Avenue spoke once again about being approached by squatters but police are not responding. Mayor Bodkin asked for times and dates so he could talk to Chief Gifford. The Mayor provided there are normally two officers on shift.

No one else from the Public wishes to address the Board at this time. The Public Forum has been closed.

1. EFC Bond Resolution: Trustee Carota made motion #040622-1 to approve the bond resolution with Mayor Bodkin seconding. Trustee Carota and Mayor Bodkin voted yes, Trustees Gutheil and Girard voted no; the motion did not pass. Mayor Bodkin suggested going into Executive Session with Mr. Paltrowitz to discuss the ramifications. Trustee Gutheil stated he has made his comments known previously. Trustee Gutheil does not support borrowing that much money and it gives the authority to the Mayor and Deputy Clerk Treasurer to spend that much. Trustee Girard would reconsider if they would change the language to authorize the Trustees to authorize the spending.



Trustee Girard made motion #040622-2 to go into Executive Session to discuss EFC Bond Resolution with attorney Paltrowitz, seconded by Trustee Carota. Motion passed unanimously; Trustee Gutheil believes this could have waited after a few agenda items.

Trustee Carota made motion #040622-3 to adjourn the Executive Session at 8:12PM and reopen the Public Session with no action taken, Trustee Girard seconded. All in favor, motion passed.

Attorney Paltrowitz presents the modifications to the Bond Resolution for consideration. Attorney Paltrowitz stated the Bond resolution is dealing with the authorization for construction, reconstruction, and additions to the Village's water treatment plant, existing water mains, acquisition of the original equipment, machinery, and apparatus related to it; or the replacement of that equipment, machinery, apparatus and all related site work; as well as the rehabilitation of the Village's existing water tank. The original resolution passed back in May 2018 authorized the maximum cost of the project to be 2.7 million dollars. As a result of additional cost occurring to the project and the ability to receive extra funds to be used towards this project, the maximum cost of the project is now being increased to 4.7 million dollars. The financing is going to be reduced by community development block grant in the amount of \$916,964, WIIA grant in the amount of \$1,620,000, and ARPA funds in the amount of \$372,717. As result of limiting the 4.7 million, the maximum amount that could be borrowed is \$1,790,319 pursuant the passing of this resolution. This resolution allows spending up to \$1,790,319. The resolution also allows the issuing of short term finance in the form of bond anticipation notes. The individual authorized to sign the final documents is the Mayor, or the Deputy Mayor in the Mayor's absence. The resolution also provides for an approving resolution by the Village Board when the final spending amount is determined. Motion #040622-4 to approve the Modified Bond Resolution previously stated by Attorney Paltrowitz. Trustee Carota motioned, the Mayor second. All in favor except for Trustee Gutheil. Motion passed. Trustee Gutheil voted no for not knowing the fund balances and for taking on more debt than he anticipated.

2. WIIA Water Project: Anthony Mantas had no updates on the water tank. A preconstruction meeting was held on water treatment plant upgrades. The contractor is working on their submittals. The Mayor said a few color samples were dropped off, we received blue when we should have had green. Mr. Mantas requested contractor TKC identify shutoffs on Wilson and Havilland. Tree planting would be discussed with TJ on upcoming visit regarding water treatment plant.

Sewer Update: Mr. Mantas requested an update for Kenyon Pipeline's inspections and on the scheduling of remaining CIDP work but has not heard back. A request was made by the Village regarding a grease trap installation to which he reviewed today and will respond tomorrow. Trustee Gutheil pressed for action from KPI and wants to provide a date of completion. Mr. Mantas suggested a date of May 6th or longer. The Trustees and the Mayor are okay with setting a date of mid May. Mr. Mantas will relay this to the contractor.

3. GIGP Project: A preliminary force account budget estimate was sent to the EFC which the Village was going to discuss. The EFC was requesting a follow up/final



decision regarding numbers discussed. Mayor Bodkin asked the Board if the \$333,000 from Force, Contingency, and General Contractor contingency accounts and \$1 million from grant proceeds from the 2022-2023 budget could be agreed upon.

Trustee Girard made motion #040622-5 to approve the proposed budget for GIGP Project with maximum Village contribution of \$333,000. Trustee Carota seconded; Trustees Girard and Carota voted yes, Trustee Gutheil voted no, Mayor Bodkin voted yes, motion passed.

Discussion: Mr. Mantas stated he has not advised the Village to approve or reject any budgets at any time. Mr. Mantas stated he has suggested going to bid to have more realistic numbers. He also brings up the Village Board previously being dissatisfied with the budget numbers provided by contractors at a previous luncheon. Trustee Girard supports option 1. Trustee Gutheil said his tentative budget said “not for public use, for internal use only”. Trustee Gutheil did not realize the capital budget was behind the budget he received. For these reasons he has not seen this information. The Mayor said the Board was deciding to use short or long form for the budget so this wording had to be included. The Board has since made a decision and this is irrelevant. Trustee Gutheil said he has done his fair share in meter counts and is not trying to delay the project, but we should not be off a million dollars from what the engineers provided us.

It was requested of Mr. Mantas to put in a bid using older outdated technology as an alternate, but he said it was not a viable option since it would need grant modification. Mr. Mantas also provided this older system’s industry has stopped producing replacement parts. Attorney Bartkowski agreed. Trustee Gutheil is not interested in an expensive maintenance budget. Trustee Gutheil has repeatedly suggested using the mobile meter reading system. Trustee Gutheil believes we should research further into the different systems. The feasibility of the project would depend on bids. Bid specifications were contingent upon meter size and numbers, as well as shut off valve. Motion #040622-6 was made by Trustee Gutheil to stop all work on the GIGP meter project until we have further information on the different systems. Trustee Girard seconded. Trustees Gutheil, Girard, and Carota voted yes, the Mayor voted no, the motion passed.

Discussion: The Mayor believes this is a disservice to the Public. Trustee Girard stated we have to think about the taxpayers and if we are going to increase their taxes. Trustee Girard is not against the project but is against taking on debt we can’t afford at this time and further raise the taxes. The Mayor stated to achieve fair water rates is to have an updated system, funded by grants available to us to achieve this at a lower expense. Trustee Girard said we are taking on over \$300,000 in debt and this amount could increase. Trustee Gutheil wants to reach a point where we go to bid but we need more answers. The Mayor said the engineer work is a provision required for the grant. Trustee Gutheil believes the Village could complete some of the work.

Mr. Mantas left the meeting at this time.

4. New Business: New Member of South Glens Falls Fire Department Kerrick McKee was welcomed.



5. Old business:

- A. **Phone bills:** Samantha pulled this year's records and identified inconsistencies. The account was corrected in December. Trustee Gutheil appreciates Samantha Berg's hard work. Trustee Gutheil does not know where the purchase of the phone system will come from. Samantha Berg provided the funds come from .200 accounts which are for equipment. The cost of the hardware of the phone system was \$3,382. Implementation was an additional cost.

6. **Transfers-(see tables attached):** Various account transfers for warrant were read by the Mayor. Trustee Carota made Motion #040622-7 to accept the account transfers for warrant, Trustee Girard seconded. Trustees Girard and Carota voted yes, Trustee Gutheil abstained, Mayor Bodkin voted yes, the motion passed.

Trustee Carota made motion #040622-8 to accept account transfers for telephone expenditures, Trustee Girard seconded; Trustees Girard and Carota voted yes, Trustee Gutheil abstained, Mayor Bodkin voted yes, the motion passed.

Discussion: Trustee Gutheil asked if we got the funds put back into the telephone accounts, would we still need these transfers. Samantha Berg provided these transfers are needed to carry out business for the rest of the fiscal year. Trustee Gutheil asked why we have been off this much in our telephone accounts. The Mayor stated that record of the accounts have been given to the Board for review.

7. **Motion to approve bills as audited:** Trustee Carota made motion #040622-9 to approve the bills as audited, Trustee Girard seconded. Trustees Carota and Girard voted yes, Trustee Gutheil abstained, the Mayor voted yes, motion passed.

Discussion: Trustee Gutheil was not able to review the bills in time.

8. Motion #040622-10 to schedule a Public Hearing for the Village 2022-2023 fiscal year budget for April 13th at 6:30 PM. Trustee Carota motions, the Mayor seconds. All in favor, motion passed.

Discussion: Trustee Gutheil requested his 4 emails and 2 letters pertaining to the budget be entered into the records. No amendment to the motion was made to add Trustee Gutheils emails and letters. Trustee Gutheil stated our assessments are up 20 million dollars, the tentative budget had ARPA money that should not have been in there. There was no explanation for \$45,000 for safety equipment that was not requested by the department head. There was also \$80,000 in an equipment account with no explanation for what it was for. Trustee Gutheil stated if anyone in this administration approves this budget and does not change the rate, they wanted to raise taxes \$106,000. Attorney Bartkowski provided that the last budget workshop, the Board decided to hold this current meeting to eventually advertise the budget. Trustee Gutheil said he does not want to take the budget to a public hearing with a budget he received 1.5 hours before the meeting. Attorney Bartkowski provided that Board members that participated in the previous meeting have decided on a public hearing date for the 13th already. The Mayor provided the forum can be opened and left opened for any later date if needed. Trustee Gutheil believes the increase the general fund in the tentative budget is higher than inflation. Trustee Gutheil then asked if we budgeted for the



George Moss property. The Mayor stated no and if the Village follows through with the discussed items, this should be cash in, cash out. Attorney Bartkowski provided this is contingent upon the estate paying their taxes, and if they do not pay it is relieved to the County and they will collect this. Trustee Girard stated this should be reported as a revenue.

9. 50/50 Sidewalk Applications: 19 Wilson Avenue and 26 Fairview Street. Trustee Gutheil made motion #040622-11 to approve the presented sidewalk applications, Trustee Girard seconded. All Trustees voted yes as well as Mayor Bodkin, motion passed.

10. Quote to renew AED Software (for defibrillators): Trustee Girard and Gutheil stated they did not receive the documents regarding the software and quote in time for the meeting. Trustee Gutheil made motion #040622-12 to approve the quote to renew AED Software for defibrillators for \$396.00, Trustee Girard seconded. All in favor. Motion passed.

11. Recognize formal resignation of James Woods as Building and Code Enforcement Officer: The Mayor recognizes the resignation of our current Code enforcement Officer. A retiree offered to assist the Village in this capacity at \$50/hour until a replacement could be found. The Board would like to table this item.

12. DPW Report, Police Report, Animal Control Report: Motion #040622-13 was made by Trustee Girard to receive and file the monthly department reports, Trustee Gutheil seconded. All in favor. Motion passed.

13. Quotes for Walker Mower: \$14,000 was budgeted, mower quotes at \$17,199.75. TJ advised using account A7110.401 in the amount of \$1,700, and A7450.402 in the amount of \$1,500. Trustee Girard made motion #040622-14 to approve the purchase with the referenced account transfers, Trustee Carota seconded. All in favor, motion passed. TJ provided our previous machine is a Walker and has lasted 20 years, he believes this brand is superior.

TJ Chagnon also mentioned a tree grant that allows for purchasing three trees from Bob's Trees. Trustee Gutheil made motion #040622-15 to approve the purchasing of three trees with utilization of the grant for a Village cost of \$801.35, Trustee Girard seconded. All in favor, motion passed. Trustee Gutheil stated this is a ball root trees, the bare root trees were not available.

TJ added the Memorial Day Parade flags had to be ordered due to supply chain shortages. \$1,863.90 split up between Glens Falls, municipal buildings, and grave markers. Trustee Girard made motion #040622-16 to approve the purchase for Memorial Day Parade flags, Trustee Carota seconded; Trustees Girard, Gutheil, and Carota voted yes as did the Mayor. Motion passed.

14. Alarm System update: TJ is working with Spectrum and Storedtech on updating the alarm system. The companies are working on calculating the installation and monthly fee cost.



16. RFP for Engineering: This item has been tabled.

15. Auditors update from FAZ: The Auditors identified issues that would be resolved to help in reconciliation. It was decided that their audit would be closed on 5/31/2022 (end of the fiscal year). Trustee Girard and Gutheil believes the Board should be receiving more information about the work being done. Trustee Gutheil would like to meet with the audit firms. EFGP engagement letter needed to be modified to ensure there was no duplication of services. Phase 1 and Phase 2 would be completed then the Board would decide if they were going to spend money on Phase 3 for training purposes.

16. Update of Local Laws: Plumbing would be addressed next meeting.

17. Update on COVID Policies: Susan stated the temporary policy should become the permanent policy. Trustee Gutheil asked to see the temporary policies.

18. Trustee Reports: Trustee Gutheil stated former Trustee Hayes requested the personal budget line item (Museum Personnel) be restored, the museum reopened, the concerts restored, and Cooper's Cave reopened with bathrooms maintained. Trustee Gutheil added that planting of trees for Arbor Day is scheduled for one at each school, and the Parade Committee had met and would be meeting again. The Mayor will look at possibly appropriating this line item. The Board supports contingent on receiving more information.

19. Mayor Bodkin made motion **#040622-17** to go into Executive Session at 9:49PM for CSA, PBA Negotiations, Moss Estate, Glen Gate Plaza, COVID Policy, Accounting/Audit, Performance of an unnamed person or persons, World Wide Update, potential hire of Building Code Enforcement Officer, and RFP for engineering services. Trustee Gutheil added the Clerk/Treasurer position for discussion. Trustee Gutheil motioned, Trustee Girard seconded; all Trustees voted yes as did Mayor Bodkin, motion passed.

20. Motion **#040622-18** to adjourn Executive Session and reconvene the Public Session at 10:41PM with no action taken. Trustee Girard motioned, Trustee Carota seconded. All in favor, motion passed. Please note Trustee Gutheil was not present for this vote.

21. Motion **#040622-19** to hire Mr. Richard Colozza as our part time Building Inspector at a rate of \$50 an hour, not to exceed 10 hours a week and subject to a background check until a replacement is found. Trustee Girard motioned, Trustee Carota seconded. All in favor, motion passed.

22. Motion **#040622-20** to go approve the RFP for engineering and IT Services. Trustee Gutheil motioned, Trustee Girard seconded. All in favor except for the Mayor who votes no. Motion passed.

23. Motion **#040622-21** to adjourn tonight's meeting at 10:46PM. Trustee Girard motioned, Trustee Carota seconded. All in favor, motion passed.



Tables of Transfers

Table 1- Transfers for warrant

	Fund	From	To	Amount
A.	A	1325.402	1325.404	\$ 378.65
B.	A	1325.402	1325.405	\$ 387.51
C.	A	1640.407	1640.404	\$ 228.20
D.	A	1640.407	1640.405	\$ 236.66
E.	A	3120.412	3120.405	\$ 410.22
F.	A	1990.400	3410.409	\$4,307.81
G.	FX	8340.403	8320.402	\$ 84.12
H.	FX	8340.403	8320.407	\$ 314.31
I.	G	8130.404	8130.403	\$ 161.70

Table 2- Transfers for Telephone Expenditures Thru EOY

A.	A	1325.200	1325.405	\$ 121.99
B.	A	1325.402	1325.405	\$ 250.00
C.	A	1325.402	1325.405	\$ 200.00
D.	A	1640.407	1640.404	\$ 142.00
E.	A	1640.407	1640.404	\$ 120.00
F.	A	3120.412	3120.405	\$ 260.00
G.	A	3120.412	3120.405	\$ 200.00
H.	FX	8340.403	8320.402	\$ 102.00
I.	FX	8340.403	8320.402	\$ 280.00
J.	G	8130.404	8130.403	\$ 285.00
K.	G	8130.404	8130.403	\$ 70.00



Village of South Glens Falls

46 Saratoga Avenue, South Glens Falls, NY 12803

April 12, 2022

MAYOR NICHOLAS BODKIN PRESIDING
Special Emergency Meeting

Attendance:

Mayor Bodkin

Trustee Gutheil

Trustee Girard

Senior Account Clerk Typist Samantha Berg

Attorney Susan Bartkowski

Ron

Run

William N

Absent:

Trustee Carota

Trustee Orlow

Meeting was called in order at 2:18PM to conduct essential daily business and recognize the resignation of Deputy Clerk Treasurer Jamie Johnson as well as appoint an unnamed person as Deputy Clerk Treasurer and Signatory on all Village bank accounts at a rate of \$18.75/hour with term ending 4-01-2023, subject to a favorable background check. Due to there being only three board members present Trustee Gutheil felt a proper discussion could not be held and made **motion #041222-1** to go into Executive Session, seconded by Trustee Girard. All in favor, motion passed.

Trustee Gutheil made **motion #041222-2** to end Executive Session at 2:41PM with no action taken and reopen the Public Session. Trustee Girard seconded. Both Trustees and Mayor Bodkin voted yes, motion passed.

The naming of the replacement was tabled until there was a full Board present. **Motion #041222-3** to hire a temp to assist in office administration at \$18.75/hour subject to a background check. Trustee Girard made the motion, Trustee Gutheil seconded. Trustee Gutheil and Trustee Girard voted yes as did the Mayor, motion passed.

Chief Gifford made an emergency request to transfer funds in the amount of \$3,500 from A3120.103 to A3120.101 to cover shifts. **Motion #041222-4** to transfer funds in the amount of \$3,500 from A3120.103 to A3120.101 to cover shifts. Trustee Girard made the motion, Trustee Gutheil seconded. Both Trustees voted yes, as did Mayor Bodkin, motion passed.

Motion #041222-5 was made by Trustee Girard to end Special Emergency Meeting and seconded by Trustee Gutheil. Both Trustees voted yes, Mayor Bodkin voted yes. Motion passed, meeting was adjourned.

