

Village of South Glens Falls
46 Saratoga Avenue, South Glens Falls, NY12803
November 2nd,2022
7:00 PM

Village Board Meeting

MAYOR NICHOLAS BODKIN PRESIDING

Minutes

Attendance:

Mayor Bodkin
Trustee Gutheil
Trustee Carota
Trustee Girard
Trustee Orlow
Alan Dubois
Clerk Treasurer Samantha Berg
Chief Gifford

User
JM
Bob
Megan Bassler
Anthony Mantas
TJ Chagnon
John Hoey
Chris Bell

Public Forum 7:00 p.m: No one from the public wishes to address the Board at this time.

1. Delaware Engineering Report on Items:

- a. **Carbon Filtration Project Update:** Anthony Mantas stated the contractors are excavating the water treatment plant. No complications at this point.
- b. **Sewer I&I Update:** The current failed manhole lines were relined in February. Anthony stated there has been no complications since then. Legal counsel is going to draft a letter to request an annual inspection. This will be done when the secondary review is complete. On October 26th, Anthony did not permit the contractor do a straight forward pavement restoration. They instead installed a flowable fill. This extended the operation an extra day to the 27th. There will be an inspection of this project to confirm the void is not being recreated. Once the inspection is done, we can move forward with paving. Anthony does not have clear direction from DOT, he would like to prepare for possible investigation on the pipe between the two manholes.



c. **GIGP Update (Water Meters):** On October 26th the bids were opened and we received three. Anthony noticed several issues with these bids and notified the Board. Anthony was unable to compare bids due to these issues. There was a typo for a quantity on our bid invitation. One bidder added a line item to separate a cost for yoke and kornhorn. He stated we can not guarantee quantities on line items. Anthony requested these items to be included with the meters. The other two bidders did follow these guidelines. This makes the bids unequal and Anthony can not make a recommendation. Anthony can update the bid within a day. Trustee Gutheil asked if we can replace all the end points ourselves. TJ said it depends on the system. Trustee Gutheil asked about the cost after five years with the systems. Anthony stated there will be maintenance costs with either system, but it is difficult to predict the amount. Trustee Gutheil believes the previous counsel did not review the original invitation to bid. The Mayor stated she was given the documents to review but did not provide documentation for comments or feedback. Trustee Gutheil would like current counsel to review and provide documentation of their findings. For these reasons, Trustee Gutheil will abstain.

Motion #110222-1 to reject the bids as presented and to re-bid with the corrected terms on 11/11/2022 and open on 12/14/2022 at 2PM in Village Hall. Trustee Carota motions, Trustee Orlow seconds. Trustee Gutheil abstains. Rest in favor. Motion passes.

2. Transfers:

11/2/22			
A 3120.215	A 3120.418	\$1,000.00	Cleaning Services
A 1990.400	A 5410.402	\$1,104.83	Sidewalks
A 1430.403	A 1430.405	\$1,000.00	Labor Attorney

Motion #110222-2 to approve the transfers as presented. Trustee Carota motions, Trustee Orlow seconds. All in favor. Motion passes.

3. **Motion to Approve the Bills as Audited:** Motion #110222-3 to approve the bills as audited. Trustee Orlow motions, Trustee Carota seconds. Trustee Gutheil abstains. Rest in favor. Motion passes.

Discussion: Trustee Gutheil asked if PD time paid has been reviewed and corrected for any changes. Clerk Treasurer Berg stated all corrections have been made.

4. **FAZ Auditor Update:** Clerk Treasurer Berg stated all bank reconciliations have been balanced up to September and she notified Noah. Once Noah has responded to Clerk Treasurer Berg then she can void the checks that need to be.

5. **Minutes - 12/8/21, 12/27/21, 10/19/22:** Motion #110222-4 to approve the presented minutes with corrections made. Trustee Carota motions, Trustee Orlow seconds. All in favor. Motion passes.

Discussion: Trustee Gutheil stated he has no problems with the December minutes. Trustee Gutheil asked if we are going to number the pages. Trustee Gutheil would like his opinion on what money was not invested more detailed. Trustee Gutheil believes four million dollars was not invested. Clerk Treasurer Berg stated she believes the minutes



are accurate. Trustee Gutheil believes the October minutes distorts the actual situation we are in. Trustee Gutheil requested more time to look at the CD information he was given earlier. Trustee Gutheil believes item 17 and item 20 could be related and are missing the firm it is involving. Trustee Gutheil wants item 26 to state that no action was taken from the executive session.

- 6. Accept and File DPW, PD, and Animal Control Report:** Motion #110222-5 to accept and file the DPW, PD, and Animal Control Reports. Trustee Carota motions, Trustee Orlow seconds. All in favor, motion passes.

Discussion: TJ wants everyone to be aware of the issue of removing a line on Gansevoort Road. He believes the entire Village will need their water shut off for around 15-20 minutes. He proposes coming in on midnight to dig the line and cut the water off around 1 AM for 15 to 30 minutes. We will need to reach out to companies and the Fire Department. Trustee Gutheil wants to look into having a line stop. TJ stated we personally can not do one and it could cost the Village a lot of money. TJ will look into an accurate cost for a line stop. Trustee Carota believes TJ should fix it at midnight and shut the Village off, Trustee Orlow agrees.

Motion #110222-6 to have TJ move forward with fixing the problem ourselves if unable to find someone to do the line stop within the next 14 days. Trustee Orlow motions. Trustee Carota seconds. All in favor. Motion passes.

- 7. Building Inspector Discussion & Fee Schedule:** Currently we are one of the highest charging municipalities for a commercial business permit. Majority of businesses in our Village do not have certificates of occupancy. Building Inspector Ostrander requested we change our fee schedule to be per square footage. Trustee Girard would like the 2019 fee schedule to be updated. Trustee Gutheil would like these changes and costs in writing before the meeting.

Motion #110222-7 to change the commercial business permit and certificate of occupancy rates and fees. Trustee Girard motions, Trustee Orlow seconds. All in favor. Motion passes.

Motion #110222-8 to update Zoning and Planning Board fees by \$100 to cover for any administrative fees. Trustee Carota motions. Trustee Orlow seconds. Trustee Gutheil no. Rest in favor. Motion passes.

Trustee Girard would like the 2019 fee schedule to be updated. The Office noticed Zoning and Planning Board fees are low compared to the expenses incurred. The Mayor would like to add a administrative fee to cover postage and advertisement.

- 8. Village Signs:** TJ stated the material is aluminum with vinyl wrapping. DPW will be responsible for installing the sign. TJ recommends going with West Signs regardless of their price. They are a more reputable business and TJ has seen their work before.

Motion #110222-9 to purchase the signs from West signs for \$1,550.00 from account A6410-0406. Trustee Orlow motions, Trustee Carota seconds. All in favor. Motions passes.



Discussion: We budgeted \$6,000 for this line item. Trustee Gutheil asked if this qualifies for CHIPS, TJ stated it does not.

9. Motion to Approve and Sign Auctions International Contract: This item has been tabled. Counsel reviewed and modified the contract. Pending Auctions International response to the amended contract, we will take action. Trustee Gutheil asked if counsel has spoken with Auctions International. They have not.

10. Replacement Filters for Water Plant: TJ stated we had a spike in pressure which was unseen and unfortunate. Anthony was able to find an alternative to our current filters which is less expensive.

Motion #110222-10 to purchase new filters for \$12,079.80 from Filtersource. From account FX8320-0412 that has \$17,273.01 currently. Trustee Girard motions, Trustee Orlow seconds. All in favor. Motion passes.

Motion #110222-11 to pause tonight's meeting at 8:13 PM and enter executive session, inviting counsel and Chief Gifford to discuss a potential new PD employee.

Motion #110222-12 to end executive session and re-open the public session at 8:39 PM with no action taken. Trustee Orlow motions, Trustee Girard seconds. All in favor. Motion passes.

Trustee Carota had to leave executive session.

11. Father Tony's Request to Pay for Cleaning of Storm Sewer: The Mayor brought this to counsel's attention and they are concerned with some issues that can happen. TJ would like Father Tony to reach out to him and he can recommend a good company to take care of this instead.

12. RFP- Legal Bid Results: There was a bid opening at 2 PM on 11/02/2022. There were two respondents with bids. Towne Law Firm and Fitzgerald Morris Baker Firth. The Board would like to speak about this at a later time.

13. RFP - Audit Bid Results New*: Received one bid from RBT CPAs and consultants. The Mayor would like to reach out about certain terms and to get more clarification.

14. Old Business: Trustee Gutheil asked what happened with the new payroll contract. Clerk Treasurer Berg stated we approved this in the last meeting.

15. New Business: Clerk Treasurer Berg would like to be involved in the Holiday Parade on 11/20/2022. The cost would be shouldered by the Clerk Treasurer and Deputy Treasurer personally. Clerk Treasurer Berg would like the Board's support and welcomes any employee's and their families to walk in the parade. The Board supports.

16. PD New Hire: This will be tabled for a later date.

17. Trustee Reports: Trustee Girard would like next meeting to discuss the increase in health benefits and insurance.



Trustee Gutheil received an email from Alan regarding the contract with the Town of Moreau regarding water and sewer. Alan will respond and work on this. Trustee Gutheil is waiting a response from the Town on how they want to proceed.

The Mayor received a thumbdrive with Delaware's inspection with additional information requested by the Board. Trustee Gutheil would like the company to look at it and tell us what they think, then have a meeting with them.

- 18. Mayor's Report:** We were approved the Saratoga County Trail Grant of \$10,000 matched. We will be using it to improve the Betar Byway.

Trustee Girard would like to send a letter to the County asking for funds for our filtration plant update.

The Mayor met with Senator Daphne Jordan today at Village Hall. He would like to thank her for all her services. The Village was awarded the Purple Heart Proclamation.

Proposal From Respondent With Interest In Completing Outstanding Minutes: An individual responded they can transcribe minutes, one per day, at a rate of \$30 an hour. Motion #110222-13 to hire the individual at \$30 an hour, not to exceed a \$100 a meeting, pending counsel to draft an agreement for the Mayor to sign. Trustee Girard motions. Trustee Orlow seconds. All in favor. Motion passes.

- 19.** Motion #110222-14 to enter executive session to discuss, potential employee, George Moss Property, and Legal RFP. Trustee Girard motions, Trustee Gutheil seconds. All in favor. Motion passes. Trustee Orlow and Carota have excused themselves from the rest of the meeting.
- 20.** Motion #110222-15 to re-enter the public session and end the executive session at 9:13 PM with no action taken. Trustee Girard motions. Trustee Gutheil seconds. All in favor. Motion passes.
- 21.** Motion #110222-16 to end the public session. Trustee Girard motions. Trustee Gutheil seconds. All in favor. Motion passes.

