

Village of South Glens Falls
46 Saratoga Avenue, South Glens Falls, NY12803
January 15, 2025
Regular Village Meeting @ 7:00 PM

Village Board Meeting

MAYOR NICHOLAS BODKIN PRESIDING

Minutes

Attendance:

Mayor Bodkin	Clerk Treasurer Samantha Berg
Trustee Guthell	TJ Chagnon
Trustee Carota	Alan Dubois
Trustee Orlow	Cheryl Lawyer
Trustee Girard	Attorney Bill Nikas
Kevin Gallagher	Tim Pease
Jim Edwards- CT Male	Jim Thatcher-CT Male
Bill	Claude Middleton
Claude Middleton	CR
CR	Eavesdropping
Nick	U
U	Alex Portal- Post star
Chris Abrams, Highway Superintendent Town of Moreau	

The Mayor opened the meeting at 7:00 PM.

Pledge of Allegiance

Public Forum:

- Cheryl Lawyer thanked all who were involved in the Tree Lighting Ceremony.

1. Grant Project Update

- Carbon Filtration project update:** TJ provided the procedure for the replacement of the carbon media. The sample has to come from the top of the tank, so they have to look into the rental of a lift to get up to the top. Before the company will accept the carbon back they do need it tested. Mayor Bodkin asked TJ if there was a discussion on the different types of Carbon Media. TJ stated there are 2 different types but one is more expensive and would have to be accepted by the Department of Health



before making a change. Mayor Bodkin asked where it stood currently in the process. TJ stated it is a lengthy process and has worked out to 8 to 12 weeks with delivery. TJ stated where they would like to stand on bidding. There was one other company on the original bid and believe the Board should have this discussion on what they want done. Trustee Gutheil asked when the next testing would occur. TJ stated in February that could show that PFOA is at 100%. Mayor Bodkin asked if they can use the original RFP to go back out to bid. TJ thought so but the Board should look at the extended period in the bid because in this recycling you can get 8 to 10 exchanges before it has to be a new material again. Trustee Gutheil suggested talking with the engineer on how to structure this agreement.

b. GIGP:

- i. **Project update:** TJ stated that he and Samantha have been looking at the information. TJ believes the majority have tried to have the meter installed and had to do some type of repair. TJ believes that the Board should figure out how to handle each one. On the other side, some meters have been installed and aren't reading. TJ stated he would have to work with Ferguson on this issue. TJ stated that some residents have been flagged for leaks. TJ has made a generic letter to send to homeowners if they were flagged on a leak issue.
- ii. **Motion 011525-1 to approve Certificate of Substantial Completion:** Trustee Carota motioned, Trustee Orlow seconded. Trustee Gutheil-no, Trustee Orlow abstained, Trustee Girard-no, Trustee Carota-no, Mayor Bodkin-no, **motion failed.**
Discussion: Trustee Gutheil is not sure about signing this letter. He stated he has not seen a punch repair list and is concerned that the Village is on its own. Trustee Gutheil stated that he asked for the warranty information multiple times but a warranty list would be nice so that the Village will know what to expect in a year. Trustee Gutheil suggests a meeting to have an exit plan. TJ stated that there were a lot of questions and loose ends. Mayor Bodkin stated he would reach out to Anthony and get the date of the warranty and daily field reports to have it documented. Bill Nikas stated that three issues should be considered before signing the certificate.

c. CBGD Grant Update:

- i. **Motion 011525-2 to approve the Engineering Professional Services Agreement and add a completion of work within the time decided by CDBG:** Trustee Girard motioned, Trustee Orlow seconded. All in favor, motion passed.
Discussion: Mayor Bodkin stated there was an implementation call regarding the request of adding the additional 500 feet on Ferry

Blvd. The Office of Community Renewal was agreeable to adding the additional footage. The Village will need to do an update to the drawings and new tribal survey notice along with approval from the Department of Health on the new drawings. Delaware has prepared a professional service agreement to update the drawings and to go out to bid to not exceed ten thousand dollars.

- ii. **Motion 011525-3 to approve the Mayor to sign all the grant paperwork and the grant acceptance agreement:** Trustee Gutheil motioned, Trustee Girard seconded. All in favor, motion passed.
- iii. **Motion 011525-4 to approve Mayor and Deputy Mayor to be signers on the project:** Trustee Gutheil motioned, Trustee Orlow seconded. All in Favor, motion passed.
- iv. **Motion 011525-5 to approve the Mayor to sign additional documentation as part of the first step in CBGD grant submission:** Trustee Gutheil motioned, Trustee Orlow seconded. All in favor, motion passed.

2. **CT Male Updates:** Jim Thatcher and Jim Edwards from CT Male presented to the Board regarding grant opportunities for this upcoming year. Jim and TJ have been discussing a project for the humidity issue in the GAC building. Jim requested any documentation regarding this issue to look at over the winter. TJ also mentioned the hydraulic model as well. TJ stated this is just waiting for some favorable weather to do the hydrant flow. Jim stated that CT Male would pursue grants based on what is deemed a priority in the Village. Jim wants to make sure he knows what the Village needs are. Jim reminds the Board the way he gets paid for grant applications is for each contract and stops at submission. If you need help with submission, it's a separate contract and separate fee. Trustee Girard asked about the housing issues and if there was a rehabilitation grant. Jim stated that the state has a new rental property rehab program for vacant spaces. The housing grants are in late spring or early September. Trustee Gutheil asked how CT Male did their billing. Jim stated that he bills in a lump sum and the lump sum depends on the grant. Mayor Bodkin asked the Board if there are other spots that they would like to look into grants. Trustee Gutheil stated the water is at the top of his concerns. Trustee Gutheil suggested that they need to look at Baker Ave as well. Mayor Bodkin would like to look into the vacant Essity property and see what can be done with that.

3. **Motion 011525-6 to approve the transfers as presented:** Trustee Carota motioned, Trustee Orlow seconded. All in favor, motion passed.

A 1430.405	A 1430.403	\$1,925.00	CSEA Attorney
A 1621.400	A 1325.422	\$2,400.00	CT Alarms & Monitoring - End of Fiscal Year
NY-01-1334-0027	A 1320.400	\$24,000.00	Contractual Expenses - RBT Audit - Reserve NYCLASS



4. **Motion 011525-7 to approve the Bills and Payroll as Audited:** Trustee Carota motioned, Trustee Orlow seconded. Trustee Carota-yes, Trustee Orlow-yes, Trustee Girard-yes, Trustee Gutheil-no, Mayor Bodkin-yes, motion passed.
- a. General - \$293,777.72
 - b. Water - \$32,781.70
 - c. Sewer - \$7,642.64
 - d. Payroll:
 - i. 12/18/24 - \$24,371.47
 - ii. 12/24/24 - \$30,164.89
 - iii. 12/31/24 - \$25,739.30

Discussion: Trustee Gutheil was concerned about the bill for Lutz in the last meeting. He was concerned with the billing rate being at two hundred sixty dollars an hour. He had followed up with the Clerk's office and with an e-mail. Trustee Gutheil had concerns with the waste management Ace Hauling bill with how much the bill has increased. Mayor Bodkin stated that he and Samantha have already talked about the increases and the Clerk's Office is already working on getting some quotes. Trustee Gutheil stated he will not be supporting voucher 549 for CSEA vision due to the one account that he believes is not eligible for. Trustee Gutheil had concerns with vouchers 550 and 551 with CT Male for the Hydraulic Model and would have liked to know more about what they had completed. Trustee Gutheil is still concerned with the voucher 555 which is an interest charge on the Village credit card. The bill is paid promptly and believes the Village should not have to pay the interest charge. Trustee Gutheil brought up the voucher 560 for Google Vault with a high cost. Mayor Bodkin stated there are only select programs to pick from. The only other option would be the Microsoft 360 platform with a much higher price structure. Trustee Gutheil stated that there was a voucher from RBT for \$29,000.00. Trustee Gutheil hasn't seen any product and asked for a draft which was received in the mailbox before the meeting.

5. **Motion 011525-8 to approve Minutes 12/11/24:** Trustee Orlow motioned, Trustee Gutheil seconded. Trustee Girard abstained, Trustee Carota abstained, Trustee Orlow-yes, Trustee Gutheil-yes, Mayor Bodkin-yes, motion passed.

Motion 011525-9 to approve Minutes 12/18/24 and 12/27/24: Trustee Carota motioned, Trustee Girard seconded. Trustee Girard abstained, Mayor Bodkin-yes, Trustee Gutheil-yes, Trustee Carota-yes, Trustee Orlow-yes, motion passed.

Discussion: Trustee Gutheil inquired about the Fire Company contract if all parties have signed and if the check had been given. Samantha Berg verified that all has been completed.



6. **Motion 011525-10 to approve a monthly report from Animal Control, Building and Code Enforcement, PD, and DPW:** Trustee Orlow motioned, Trustee Gutheil seconded. All in favor, motion passed.
Discussion: Trustee Gutheil brought up the Buildings & Codes report that 297 Saratoga Ave plans to build apartments on the second floor and is concerned with it being a commercial zone. Mayor Bodkin stated that apartments are allowed as long as it is on the second floor and the ground floor being a business.
7. **Motion 011525-11 to approve Gazebo Rental for a wedding on June 14th, 2025:** Trustee Girard motioned, Trustee Orlow seconded. All in favor, motion passed.
Discussion: There was a correction to the application, the wrong date was written down and corrected to reflect the motion.
8. **Motion 011525-12 to abolish a village registration day:** Trustee Carota motioned, Trustee Orlow seconded. Trustee Gutheil-yes, Trustee Girard-yes, Trustee Carota-yes, Trustee Orlow-yes, Mayor Bodkin abstained, motion passed.
9. **Motion 011525-13 to confirm election date, time, and location being 03/18/25 at 12-9 PM at the Village Hall:** Trustee Orlow motioned, Trustee Girard seconded. All in favor, motion passed.
10. **Motion 011525-14 to approve the PD strip and wax of the tile floors from All Pro for \$ 750.00 and taken from account A 3120.0412:** Trustee Carota motioned, Trustee Orlow seconded. All in favor, motion passed.
11. **Motion 011525-15 to approve water plant repair of circulator pump #2 from C&L Mechanical at \$2,185.00 to come from FX 8320.403 and transfer remainder from FX 8320.405:** Trustee Girard motioned, Trustee Orlow seconded. Mayor Bodkin abstained, Trustee Girard-yes, Trustee Gutheil-yes, Trustee Orlow-yes, Trustee Carota-yes, motion passed.
Discussion: TJ stated some time ago he had mentioned that there was a part that was leaking on the boiler system. TJ finally got the third quote that was needed. TJ suggested that they rebuild the pump at C&L Mechanical at \$2,185.00 which comes from FX 8320.403 and transfer some money from FX 8320.405.
12. **RBT Audit Updates:** Samantha stated that she had not had a chance to review but had given the Board a draft copy. Trustee Gutheil asked if RBT would schedule any type of meeting or comment period with the Board. Samantha stated that she was not sure but believed at some point there would be a meeting scheduled. With this being a draft copy RBT is waiting for comments back on their audit.



13. **Motion 011525-16 to approve the Merkari renewal for PD for 1 year:** Trustee Carota motioned, Trustee Orlow seconded. All in favor, motion passed.

14. **Motion 011525-17 to pass a resolution to allow for a Town and Village IMA for submission of a salt shed grant application:** Trustee Gutheil motioned, Trustee Orlow seconded. All in favor, motion passed.

Discussion: Bill Nikas stated he would like to see a lot more go into the agreement based on worst-case scenarios. Who is responsible for what? Chris Abrams shared that it would be as early as April to hear if they get the grant and around June that the fund would be available.

15. Old Business:

- **Increased expenditure in A, FX, and G funds:** Trustee Gutheil stated that all three accounts are already 93% expended and only seven months into the year. Samantha stated that you are seeing significant price increases across the board. Trustee Gutheil clarified he was referring to the money currently spent in the HRA.
- **AED/ CPR Training:** Trustee Gutheil wondering if the office had gotten this taken care of and scheduled. Samantha stated she was unsure if Molly had time to reach out yet.
- **PFAS:** Trustee Gutheil stated that now they have gotten the estimates on the PFAS/ Carbon Media. The Board should look at an additional submission for funding on the class action lawsuit.

16. New Business:

- a. **Motion 011525-18 to accept a letter of resignation from Shawanna Clark:** Trustee Orlow motioned, Trustee Girard seconded. All in favor, motion passed.
Discussion: Trustee Gutheil wished her well and she was doing very well in her position.
- b. **Policies:** Mayor Bodkin has drafted policies and the mitigation hazmat program for the Board to review. He also has printed out a cyber policy from Orbital Fire and he added the village response claim. Trustee Gutheil and Trustee Carota stated they had not received the printout and requested a copy of the policy. Trustee Girard asked if Counsel had a copy and reviewed it. Bill stated that he didn't but what he heard was generic and believes everyone should receive a copy.
- c. **Arbor Day Grant:** Mayor Bodkin brought up the Arbor Day grant that has been posted and asked if the Village would be interested in pursuing this grant. The Board was in favor.



17. Trustee Reports:

- a. The parade committee met on Monday. Cheryl has done a fabulous job with the coordination of it all. Trustee Gutheil stated that they are always looking for more marching bands. Cheryl Lawyer stated she is going to start reaching out now but the problem with getting more school bands is that other schools have their parades that they have to be in as well and are often tough to recruit. TJ stated that the Village should start looking at flowers, etc things for the parade to get a more comparative bid. TJ stated that most of the places would like to know ahead of time to grow the flowers if the Village is looking for specific colors.
- b. Trustee Gutheil asked about the water meter project and the status of Ferguson. TJ stated that there is a need for a meeting with Ferguson over the last couple of meters. Trustee Gutheil also asked about the letter about penalties for the residents who have not installed their meters. Trustee Gutheil asked who was responsible for sending out the letter. TJ stated he believed that Saks was but it is unclear at this point. Mayor Bodkin stated that there would be a follow-up with Anthony to get this all wrapped up.

18. Mayor Reports: NONE

19. **Motion 011525-17 to enter executive session to discuss HRA and Clerk office application, Unnamed person or persons, and Audit:** Trustee Carota motioned, Trustee Orlow seconded. Mayor Bodkin-no, Trustee Girard-yes, Trustee Gutheil-yes, Trustee Orlow-yes, Trustee Carota-yes, motion passed. **Discussion:** The Board invited Clerk-Treasurer Samantha Berg into the executive session to discuss the HRA and Clerk office position.
20. **Motion 011525-18 to adjourn the Executive session and open to public session with no action taken:** Trustee Carota motioned, Trustee Girard seconded. All in favor, motion passed..
21. **Motion 011525-19 to approve an offer of employment to an unnamed person pending a background check for the position of Deputy Clerk-Treasurer at the amount of \$22.00 hr until June 1st in which salary will change to \$23.00:** Trustee Carota motioned, Trustee Girard seconded. All in favor, motion passed.
22. **Motion 011525-20 to adjourn the meeting:** Trustee Carota motioned, Trustee Girard seconded, All in favor, motion passed.

