

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

Village Board Meeting
MAYOR NICHOLAS BODKIN PRESIDING
Minutes

Attendance:

Mayor Bodkin	Clerk Treasurer Samantha Berg
Trustee Carota	DPW Superintendent TJ Chagnon
Trustee Girard	Claude Middleton - 34 Marion Ave.
Trustee Gutheil	Harold Taft
Trustee Orlow	Tim Pease
Attorney Bill Nikas	Alex Portal - Post Star
John LaPoint - 16 Baker Ave.	Carol LaPoint - 16 Baker Ave.
Alan Dubois	Hailey Dubois
Ty Wrobel	Karen Karnes
CR	+18566686794
JM	Tim Fuller

The Mayor opened the meeting at 7:00 PM.

Pledge of Allegiance

Public Forum:

Moment of Silence in remembrance of Wayne Bruce

Public Forum: None

1. Grant Project Updates

a. WIIA Long-Term Disbursement #6

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

b. GIGP

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

8. **Motion 020525-13 for radio installation new car:** Trustee Girard motioned and Trustee Orlow seconded. All in favor, motion passed.
9. **Motion 020525-14 for the contract with Auctions International:** Trustee Carota motioned and Trustee Orlow seconded. All in favor, motion passed.

10. Personnel Request

- a. **Motion 020525-15 to payout remaining PTO for Shawwna Clark:**
Trustee Orlow motioned and Trustee Girard seconded.
Discussion: Trustee Girard stated that PTO is accrued and has to be paid out; However, it is not noted in the Non-Union Employee Handbook.
All in favor, motion passed.
 - b. **Motion 020525-16 for the payout of retro pay from June 1 - November 2 for Alan DuBois:** Trustee Carota motioned and Trustee Gutheil seconded. Trustee Girard-abstained, Trustee Orlow-yes, Trustee Gutheil-yes, Trustee Carota-yes, Mayor Bodkin-yes, motion passed.
Discussion: Employee is on the payroll and has been employed throughout. There is another employee that this applies to and if a request is made, it will be addressed.
11. **Motion 020525-17 to approve Election Items: Election Inspectors and to sign the Machine Liability Agreement:** Trustee Gutheil motioned and Trustee Carota seconded. Trustee Girard-yes, Trustee Orlow-yes, Trustee Gutheil-yes, Trustee Carota-yes, Mayor Bodkin-abstained, motion passed.
Discussion: Election Inspectors will be Debbie Fitzgibbons, Margaret Centerbar, Donna Patricke, Vicky Sesselman.
 12. **Plow Painting Request:** Jennifer Rich has requested to paint the snowplow blade of Chris' truck in remembrance of the disease their family is battling. TJ Chagnon informed the Board that DPW trucks are painted annually and have filled such a request in the past; as long as there is no vulgarity, the request can be granted when it is time to repaint.

13. Old Business

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

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

14. New Business

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

15. Trustee Reports

- 16. Mayor's Report:** The Mayor attended the Saratoga County Planning & Zoning Conference. The Mayor met with Jim Edwards and Jim Thatcher and discussed engineering needs of the Village: Baker Avenue, reducing aquifer contamination, farmer's market idea, improvement and existing projects.
- 17. Motion 020525-21 to enter into executive session at 8:57 pm to discuss SLIC Fiber, PBA negotiations, PFAS litigation.** Trustee Orlow motioned, and Trustee Carota seconded. All in favor, motion passed.

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