

Village of South Glens Falls  
46 Saratoga Avenue, South Glens Falls, NY 12803  
August 6, 2025  
Regular Village Meeting @ 7:00 PM

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

**Attendance:**

Mayor Orlow	Clerk Treasurer Samantha Berg
Trustee Carota	DPW Superintendent TJ Chagnon
Trustee Comstock	Dennis Davall
Trustee Middleton	Alan Dubois
Attorney Bill Nikas	Hailey Dubois
Sean Doty	TJ Wade
Harry Gutheil, Jr.	+15187916948
+15187916948	Bill
CR	JM
Nick	Nick
R2D2	User

The Mayor opened the meeting at 7:00 PM.

Pledge of Allegiance

**Public Hearing - Site Plan Review**

**Motion 080625-1 to close the Public Hearing at 7:03 pm with no public comments:** Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.

**Motion 080625-2 to approve Local Law #1 Amending Section 119-10 of Chapter 119 of the Village Code of South Glens Falls titled "Site Plan Review"**  
Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.

**Public Forum**

- **Thomas Wade - Second St:** Inquired on the status on the water sewer billing from a flat rate to a metered rate. The Water Sewer Committee is meeting this week to discuss the meter reading issues. The meters need to be running properly before the Board changes the billing. There will be a public hearing, and mailings will be sent out when the Board is ready to make those changes.

## 1. Grant Projects Update

### a. Carbon Filtration

- i. **Motion 080625-3 to approve Final Retainage Disbursement - HE 8340.0200 \$11,610.00 for Carbon Filtration Project:** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.

**Discussion:** None.

### b. GIGP

- i. **Project Update:** Compound Meters remain the last issue for completing the punch list. Final meeting on Thursday to go over the last items and get things squared away. Force work will also need to be submitted, but the project is under budget at this time.

- ii. **Motion 080625-4 to adopt an updated resolution allowing the Mayor to sign all documents:** Trustee Baxter motioned, Trustee Cartoa seconded. All in favor, motion passed.

**Discussion:** EFC is requiring an updated resolution in order to allow the Mayor to sign any documents, as the last resolution was too specific.

### c. CDBG Grant update

- i. **Motion 080625-5 to accept the selected engineering proposals from Barton and Laguidice for the CDBG project and Suozzo Doty & Associates for the Village Designated Engineer, subject to the terms of the contract:** Trustee Baxter motioned, Trustee Middleton seconded. All in favor, motion passed.

**Discussion:** Interviews were conducted by the Water Sewer Committee on Monday and Tuesday this week to propose to the Board. The Committee would like to split the offer: the CDBG project to Barton and Laguidice, and engage Suozzo Doty & Associates as the Village Designated Engineer for the site plan review and the 10-year asset management plan.

## 2. Motion 080625-6 to approve Transfers: Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.

05/31/25 EOY Final Transfer			
A 3120.0100	A 3120.0103	\$4,943.75	EOY Payroll Transfer after accruals
A 3120.0100	A 3120.0104	\$465.00	EOY Payroll Transfer after accruals
FX8340.0100	FX 8340.0101	\$958.25	EOY Payroll Transfer after accruals

a.

## 3. Motion 080625-7 to approve the 25-26 Background Checks A 1990.0400 to A 1325.0420 (\$326.67) Transfer: Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.

a.	A 1990.400	A 1325.420	\$326.67	Background Checks - Holcomb
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4. **Motion 080625-8 to approve the Bills and Payroll as Audited:** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.

- a. General - \$69,052.07
- b. Water - \$8,080.76
- c. Sewer - \$1,489.80
- d. Special - \$500.00
- e. Payroll -
  - i. 07/16/25 - \$24,083.97
  - ii. 07/23/25 - \$28,809.97
  - iii. 07/30/25 - \$32,050.21

5. **Motion 080625-9 to receive and file the monthly Animal Control, DPW, Bldg & Codes, and PD report:** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.

**Discussion:** None.

6. **Motion 080625-10 to receive and file the May financials report:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

7. **Motion 080625-11 to approve a water sewer refund for 29 and 31 First Street:** Trustee Baxter motioned, Trustee Carota seconded. All in favor, motion passed.

**Discussion:** The resident reached out regarding a change in the amount of his water and sewer relevies from prior years. It was identified that he was indeed overcharged due to an error in the import of his meter reading, which has been rectified. He should have only been charged 29 First St - \$880.57 plus penalties, 31 First St - \$766.69 plus penalties.

## 8. Old Business

- a. Upper trail bathrooms are complete and open.
- b. Trustee Middleton has 2 of the 3 quotes to replace the bathroom doors on the lower trail bathrooms by the museum.

## 9. New Business

- a. **Motion 080625-12 to waive the penalty on the 25 Baxter Ave Tax Bill:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

**Discussion:** The Board has a copy of the letter from the resident regarding the waiver of penalties on a property tax bill. Real Property Tax Law states a Village Treasurer cannot waive penalties on real estate taxes received after the due date for ANY REASON as a tax collector.

- b. **Motion 082625-13 to allow the Mayor to sign the contract for a 50/50 Sidewalk for 43 Second Street for \$840.00:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

**Discussion:** None.

- c. **Motion 080625-14 to accept the Adirondack Runners donation for the**

**Betar Bikeway restricted funds:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

**Discussion:** The Clerk Treasurer advised that this is restricted funds and can only be used for the purpose stated by the donor.

- d. **Motion 080625-15 to allow the Mayor to sign the contract for 38 Hudson Street 50/50 Curb / Sidewalk Agreement, \$875.00:** Trustee Baxter motioned, Trustee Middleton seconded. All in favor, motion passed.

**Discussion:** None.

- e. **Motion 080625-16 to approve the purchase of a credit card machine, \$750.00 for the Village to accept credit card payments:** Trustee Baxter motioned, Trustee Middleton seconded. All in favor, motion passed.

**Discussion:** None.

## **10. Trustee Reports**

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

- 12. **Motion 080625-17 end the Regular Village Board Meeting at 7:20 pm and enter into Executive Session: Work Performance of Unnamed Person/Persons and PBA Negotiations:** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.

- 13. **Motion 080625-18 to end Executive Session and enter the Regular Village Board Meeting:** Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.

- 14. **Motion 080625-19 to end the Regular Village Board Meeting at 8:15 pm:** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.