

Village of South Glens Falls  
46 Saratoga Avenue, South Glens Falls, NY 12803  
April 8, 2026  
Public Hearing for the Budget @ 6:30 PM

**Public Hearing for the Budget**  
MAYOR JOSEPH ORLOW PRESIDING  
Minutes

**Attendance:**

Mayor Orlow	Deputy Clerk Treasurer Lorie Gollhofer
Trustee Baxter	Superintendent Alan Dubois
Trustee Carota	Xavier DeRush
Trustee Comstock	Chris Rich
Trustee Middleton	Harry Gutheil
Tom Wade	Alex Portal
Cheryl Lawyer	Nick
R2D2	spend \$

The Mayor opened the meeting at 6:30 PM.

Pledge of Allegiance

**Public Hearing**

**Harry Gutheil - 21 Spring St:** had the following questions regarding the Budget:

1. **Computer Services Budget Lines & Subscriptions:** The Board explained that increases and decreases are primarily due to reallocating expenses between accounts. The new subscriptions and dues line includes software subscriptions and technology services. A detailed breakdown can be provided upon request.
2. **Records Management (Digitization & Scanner Purchase):** Mr. Gutheil noted possible use of State Archives (SARA) grant funding for records management. Trustee Middleton clarified that Clerk Treasurer Berg indicated the increase is needed for expenses not covered by grants, including document digitization and scanner purchase.
3. **Village Building & Vehicle Maintenance (Including Former Police Vehicle):** Trustee Middleton stated that the Building & Codes vehicle was inspected and still has significant useful service life remaining.
4. **DPW Repairs & Maintenance Budget Increase:** The Board reviewed an increase from approximately \$3,600 actual spending to \$5,500 proposed to reflect anticipated maintenance and repair needs.
5. **DPW Small Tools Budget (Utility/Water Truck Equipment) Increase:** The budget increased from \$2,000 to \$4,000 to properly outfit a newly acquired utility/water truck. Superintendent Dubois explained the truck requires its own dedicated tools rather than relying on shared shop equipment.
6. **Tax Assessment – Cell Tower Easement Transaction:** Trustee Baxter explained the expense is associated with filing the easement transfer and deed documentation for the cell tower

property, which is treated as a real property interest transaction.

7. **Police Department Building Repairs Increase:** The Board stated that Chief Gifford indicated the increase includes a proposal to replace the garage door at the police facility.
8. **Celebration Contractual Budget Reduction:** Trustee Middleton explained that the Village did not expend previously budgeted funds, resulting in a reduction.
9. **Planning & Zoning Contractual Adjustments:** Trustee Middleton stated the Baker Avenue project is on hold, reducing anticipated workload and contractual expenses.
10. **Water Fund Interest Earnings & Reserve Allocation:** Trustee Baxter stated the funds would be placed into a reserve account. Mr. Gutheil questioned whether fund balances should instead offset water and sewer rates. He also noted concern that fund balances were not clearly reflected in the budget. Trustee Middleton stated that the Board still has time to make adjustments before adoption.
11. **Water & Sewer Revenue Projections (Metered Billing Impact) Accuracy:** The Board reviewed projections based on recent billing warrants. Concerns were raised that estimates may be low due to timing of data. The Board agreed that updated meter readings and seasonal usage trends should be reviewed before final budget adoption.
12. **Water Transmission & Rehabilitation Budget Increase:** The budget line increased from \$40,000 to \$90,000 to support future water infrastructure repair and rehabilitation needs.
13. **Creating Water Treatment & GAC Reserve Funds:** The Board discussed establishing reserves for water treatment plant improvements, including GAC filtration system costs and long-term infrastructure planning.
14. **Additional HRA Reserve Funding (Health Insurance) Needed:** The Board discussed adding approximately \$80,000 to cover known healthcare costs and an additional \$80,000 for unknown future expenses, bringing total reserve planning in line with potential exposure.
15. **Employee Health Insurance Reserve Planning Increase:** The Village is evaluating potential exposure under its health insurance plan, including contractual requirements and worst-case claim scenarios. Funds not used would remain in reserve.
16. **DPW Equipment, Vehicles & Asset Disposal Issues:** The Board discussed outfitting the new DPW truck, surplus equipment disposal, vehicle replacement planning (including police vehicles), and snow removal overtime due to staffing changes.
17. **Computer Services Budget Change:** Changes reflect internal reallocations. The subscriptions and dues line includes software and technology services. A full breakdown was requested by the Board.
18. **Engineering Grants & Project Planning:** The Village is pursuing grants for water infrastructure, records management, and parks. PER preparation costs (~\$5,000 per application) were discussed. Coordination with BNL Engineering and grant writers is ongoing.
19. **Grant Award – Fitness Facility (MVP):** The Village received an MVP grant for the fitness facility project, and coordination with grant representatives will continue.
20. **Tax Rate Increase or Decrease:** The projected tax rate is approximately \$3.925 per \$1,000 of assessed value, down from approximately \$3.99, due to increased assessed valuation despite a higher overall budget.
21. **Budget Timeline & Adoption Deadline:** The Board confirmed the budget must be adopted by the end of the month. Additional workshops may be held before final approval to allow further review and adjustments.

**Motion 040826-1 to end the Public Hearing for the Budget at 7:33 pm:** Trustee Baxter motioned, Trustee Middleton seconded. All in favor, motion passed.