

Village of South Glens Falls  
46 Saratoga Avenue, South Glens Falls, NY 12803  
June 17, 2026  
Public Hearing @ 7:00 PM  
Regular Village Board Meeting @ 7:01 PM

**Public Hearing and Regular Village Board Meeting**

MAYOR JOSEPH ORLOW PRESIDING

Minutes

**Attendance:**

Mayor Orlow	Clerk Treasurer Samantha Berg
Trustee Carota	Superintendent Alan Dubois
Trustee Comstock	Xavier DeRush
Trustee Middleton	Chris Rich
TJ Wade	Reed Antis
Tim Pease	John R

Absent: Trustee Baxter

**Mayor Orlow opened the meeting at 7:00 pm.**

**Pledge of Allegiance**

**Public Hearing – Ferry Blvd progress**

**1. CDBG Grant requires a public hearing on the status of the Ferry Blvd project**

**Discussion:** Trustee Middleton reported that the project is approximately 60 days ahead of schedule. Completion is pending the Department of Health approval of water sample results. Contractor expected to return to the site upon approval and complete work by the following week. Mayor Orlow thanked the DPW for its hard work on the project.

**Motion 061726-1 to adjourn the Public Hearing at 7:02 pm:** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.

**Public Forum**

**1. Grant Projects Update**

**a. EPG Grant Submitted for I&I Study**

**Discussion:** The board received an update from Barton & Laguidice on the Engineering Planning Grant (EPG) application for an Inflow and Infiltration (I&I) Study. The study will evaluate sewer lines through cleaning and camera inspections to determine whether lining or replacement is needed. Trustee Middleton noted that lining may provide significant cost savings.

**b. CDBG Sewer I & I Baker Ave**

**Motion 061726-2 to appoint Superintendent Alan Dubois as Certifying Officer for the CDBG Sewer I & I Baker Avenue Grant:** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.

**Discussion:** None

**c. CDBG Water Line Replacement Baker Ave**

**Motion 061726-3 to appoint Superintendent Alan Dubois as Certifying Officer for the CDBG Waterline Grant:** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.

**Discussion:** None

**Mayor Orlow revoked the designation of Trustee Zach Baxter as Deputy Mayor and designated Trustee Tim Carota as Deputy Mayor.**

**2. Motion 061726-4 Transfers (25-26 FY):** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.

A -1990-0400-0000	A -1325-0100-0000	\$2,569.08	CLERK/TREAS.PERSONAL SERVICE
A -1325-0101-0000	A -1325-0100-0000	\$260.20	CLERK/TREAS.PERSONAL SERVICE
A -1325-0408-0000	A -1325-0421-0000	\$15.00	C/T BELL JAR LICENSES
A -1325-0408-0000	A -1325-0800-0000	\$221.13	C/T FICA/MEDICARE
A -1990-0400-0000	A -1430-0403-0000	\$1,810.94	CSEA ATTORNEY
A -1990-0400-0000	A -1430-0404-0000	\$917.20	PBA ATTORNEY
A -1621-0401-0000	A -1621-0400-0000	\$309.73	VILLAGE BLDG. REPAIRS/MISC.
A -1640-0406-0000	A -1640-0408-0000	\$36.20	DPW C.E.-OFFICE SUPPLIES
A -1640-0406-0000	A -1640-0409-0000	\$28.30	DPW C.E.-SMALL TOOLS
A -1640-0407-0000	A -1640-0419-0000	\$71.90	DPW C.E. COMPUTER SUPPORT
A -3120-0100-0000	A -3120-0103-0000	\$5,806.63	P.S.-PT.PD OFFICERS
A -3120-0419-0000	A -3120-0418-0000	\$91.06	PD CLEANING & SUPPLIES, C.E.
A -3120-0419-0000	A -3120-0420-0000	\$776.28	PD COMPUTER SUPPORT
A -5010-0800-0000	A -5010-0100-0000	\$46.79	ST. ADMIN PERSONAL SERVICES
A -5989-0100-0000	A -5110-0100-0000	\$4,838.10	ST. MAINT PERSONAL SERVICES
A -5989-0101-0000	A -5110-0100-0000	\$432.61	ST. MAINT PERSONAL SERVICES
A -5989-0800-0000	A -5110-0800-0000	\$209.05	ST. MAINT.FICA/MEDICARE
A -8170-0800-0000	A -5110-0800-0000	\$169.06	ST. MAINT.FICA/MEDICARE
A -5410-0402-0000	A -5182-0400-0000	\$923.39	ST.LIGHTINGCONTRACTUAL EXPEN
A -7110-0406-0000	A -7110-0401-0000	\$64.78	PARKS C.E.-O & M
A -9060-0800-0000	A -9060-0811-0000	\$1,761.39	HRA -EMPLOYEES
FX-8310-0410-0000	FX-8310-0409-0000	\$17.98	COMPUTER SUPPORT
FX-8320-0410-0000	FX-8320-0408-0000	\$20.00	WATER PLANT INTERNET
FX-8340-0100-0000	FX-8340-0101-0000	\$103.90	WATER TRANS.P.S. OVERTIME
FX-8340-0403-0000	FX-8340-0201-0000	\$5,685.44	WATER METERS
FX-9060-0800-0000	FX-9060-0811-0000	\$152.20	HRA -EMPLOYEES
G -8130-0100-0000	G -8130-0101-0000	\$156.36	SEWAGE DISPOSAL P.S.OVERTIME
G -8130-0404-0000	G -8130-0403-0000	\$120.94	SEWAGE DISPC.E.-PHONE
G -9060-0800-0000	G -9060-0811-0000	\$27.10	HRA -EMPLOYEES

a. \$30,642.74

**3. Motion 061726-5 to approve CHIPS Budget Amendment \$15,301.01 by amending Revenue A 3501.000 to \$238,949.39 and amending Expenditure A 5112.200 to \$238,919.39:** Trustee Middleton motioned, Trustee Carota seconded. All in favor, motion passed.

**Discussion:** Clerk Treasurer Berg explained that this will reconcile with the amount that NYS states we currently have with them. The amendment aligns the budget with current CHIPS funding balances.

4. **Motion 061726-6 to approve the Bills and Payroll as Audited:** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.
- a. General - \$138,423.57
  - b. Water - \$18,309.17
  - c. Sewer - \$6,706.66
  - d. Payroll -
    - i. 06/03/26 - \$25,044.99
    - ii. 06/10/26 - \$28,294.80

**Discussion:** None

5. **Motion 061726-7 to approve the minutes for 05/20/26 and 06/03/26:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

**Discussion:** None

6. **Motion 061726-8 to receive and file May monthly reports for Animal Control, DPW and PD:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

**Discussion:** None

7. **Motion 061726-9 to increase the Animal Control Officer Monthly Stipend to \$250.00 per month:** Trustee Middleton motioned, Trustee Carota seconded. All in favor, motion passed.

**Discussion:** There is currently enough in the budget to increase Cookie's monthly stipend to \$250.00 per month. This is a \$282.00 increase for the year.

8. **Code Enforcement and DPW fees - TABLED**

**Discussion:** Currently written into the code is the ability for DPW to make repairs on resident-owned utilities and charge the resident for the repair. Historically, residents were not being charged for repairs done on utilities that were their responsibility. Trustee Middleton reported that current Village code places responsibility for sewer repairs on property owners, including portions between the property line and sewer main. Superintendent Dubois asked for clarification regarding fairness, liability, and enforcement consistency. Village Attorney Nikas agreed to review the code language and provide recommendations. The matter was tabled for further research and discussion.

9. **Motion 061726-9 to approve PD Overhead Door Replacement (A 3120.412 - \$18,350.00):** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.

**Discussion:** None

10. **Motion 061726-10 to approve the Village / Fire Department Key Control and Issuance Policy:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

**Discussion:** The Board requested a Key Policy to review for the distribution of keys to the Fire Dept. This was included in the agenda packet.

#### 11. Old Business

- a. **Motion 061726-11 to award North Country Plumbing Heating and Cooling the RFP for Plumbing / HVAC Services Contract:** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.

**Discussion:** North Country Plumbing Heating and Cooling was the only respondent.

- b. **Spectrum Franchise Agreement:** Spectrum response was emailed and the Board was provided a paper copy. Village Attorney Nikas reviewed Spectrum's proposed revisions regarding franchise fee calculations. Additional clarification regarding exclusions from gross revenue will be requested.
- c. **48 Harrison Ave:** The Board received an update that the structure has been demolished. Awaiting final project invoices.
- d. **Motion 061726-12 City of Glens Falls RFP for Sewer I&I Study:** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.  
**Discussion:** Trustee Middleton reported the City of Glens Falls has asked the Village to sign onto an RFP as part of the City's study due to sending waste to their plant. Board approved participation in a regional I&I engineering study with the City of Glens Falls and neighboring municipalities. Participation is intended to help reduce sewer inflow and infiltration and support future development capacity.
- e. **Planning and Zoning Board Members:** Trustee Middleton discussed the need to seat members for the newly combined Planning and Zoning Board. The lack of those board memberships will impact upcoming grant applications and development reviews. Residents were again encouraged to volunteer.
- f. **Motion 061726-13 to approve the purchase of 4 replacement Fire Hydrants from Ferguson Waterworks for \$15,717.28:** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.  
**Discussion:** The existing hydrants being replaced date to the late 1960s and are beyond repair.

## 12. New Business

- a. **Baker Avenue CCTV Inspection - TABLED**  
**Discussion:** Trustee Middleton explained that in preparation for the submission of a CDBG grant at the end of July, Barton & Laguidice has suggested obtaining CCTV footage of the sewer lines. Additional pricing information will be obtained.
- b. **Motion 061726-14 to approve NYS Clerk School July 12-16, 2026, including registration and lodging expenses (A 1325.402 - \$550.00 plus hotel per attendee):** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.  
**Discussion:** Annual Clerk's School in Latham, July 12-16
- c. **No Parking Signs Wilson Avenue - TABLED**  
**Discussion:** Trustee Middleton reported that there is double parking close to the corner on Wilson Avenue by Route 9, and placing 'No Parking From Here to Corner' signs to fix the issue. Possible restrictions, including no parking on one side of the street, were reviewed. Matter tabled pending additional discussion with residents and the Police Department.



### 1. The Corner Buffer Zone (Route 9 Intersection)

- **The Rule:** Under New York State VTL and local village code, you cannot park on either side of Wilson Avenue within 20 feet of the intersection or corner of Route 9. [ecode360.com](http://ecode360.com) #1
- **The Reason:** This ensures that vehicles turning off high-speed Route 9 onto Wilson Avenue have clear visibility and a wide enough path to clear the turn safely. "No Parking Here to Corner" signs visually pin this buffer zone down.

d. **Marion Avenue / Harrison Avenue Corridor Study:** Trustee Middleton discussed public feedback regarding the corridor study presentation. The Board reached a consensus to hold a public workshop to gather additional resident input before making decisions.

### 13. Trustee Reports

- a. **Route 9 Speed Limit Request:** Trustee Middleton and Trustee Baxter spoke with DOT and have formally requested a reduction of the speed limit from 40 mph to 30 mph entering the Village. NYSDOT has initiated a traffic and accident review.
- b. **Trustee Middleton: National Fitness Campaign Grant:** Provided an update on funding efforts for the proposed fitness court project. Significant grant and donor commitments have been secured - \$30,000 MVP and \$50,000 Glens Falls Hospital. A possibility exists to complete the project with little or no Village contribution. Engineering review of the site will be explored.

14. **Mayor's Report:** Contract discussions continue with the Police Benevolent Association. Also working on DPW request. Code Enforcement Officer John Pagano is recovering well and hopes to return by July. Positive community feedback has been received regarding recent Village projects, including the demolition of 48 Harrison Avenue. Mayor encouraged residents to support newly opened local businesses.

15. **Executive Session: PBA Negotiations – TABLED**

16. **Motion 061726-15 to adjourn the Regular Village Board Meeting with no Executive Session at 8:00 pm:** Trustee Middleton motioned, Trustee Carota seconded. All in favor, motion passed.