



46 Saratoga Avenue  
South Glens Falls, New York 12803-1210  
Telephone (518) 793-1455 Fax (518) 793-3063

**CDBG Public Hearing 7:00 PM**  
**Public Meeting 7:01 PM**  
**June 17, 2026**  
**Mayor Joseph Orlow, Presiding**

Public Hearing – Ferry Blvd progress

Pledge of Allegiance

Public Forum

1. Grant Projects Update
  - a. EPG Grant Submitted for I&I Study
  - b. CDBG Sewer I & I Baker Ave
    - i. Certifying Officer
  - c. CDBG Water Line Replacement Baker Ave
    - i. Certifying Officer

2. Transfers (25-26 FY)

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.-P.T.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	3923.39	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	



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3. CHIPS Budget Amendment \$15,301.01
4. Motion to Approve the Bills and Payroll as Audited
  - 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
5. Motion to approve the minutes for 05/20/26 and 06/03/26
6. Motion to receive and file May monthly reports for Animal Control, DPW and PD
7. Increase Animal Control Officer Monthly Stipend to \$250.00 per month
8. Code Enforcement and DPW fees
9. PD Overhead Door Replacement
10. Key Policy
11. Old Business
  - a. RFP for plumbing services
  - b. Spectrum Franchise Agreement
  - c. 48 Harrison Ave
  - d. City of Glens Falls RFP for Sewer I&I Study
12. New Business
  - a. Baker Avenue CCTV
  - b. Clerk's School July
  - c. No Parking Signs Wilson Avenue
13. Trustee Reports
14. Mayor's Report
15. Executive Session: PBA Negotiations

**RESOLUTION ESTABLISHING THE VILLAGE OF SOUTH GLENS FALLS  
SUPERINTENDENT OF PUBLIC WORKS AS THE CERTIFYING OFFICER FOR THE  
SOUTH GLENS FALLS BAKER AVENUE SEWER MAIN REPLACEMENT PROJECT'S  
ENVIRONMENTAL REVIEW RECORD**

**WHEREAS**, the Village of South Glens Falls (the "Village") is proposing the South Glens Falls Baker Avenue Sewer Main Replacement Project in the Village of South Glens Falls, Saratoga County, New York (the "Project"); and

**WHEREAS**, the Village must prepare an Environmental Review Record (ERR) in accordance with regulations governing the CDBG Small Cities, Towns and Villages Program; and

**WHEREAS**, the Village must appoint an Environmental Certifying Officer to be responsible for the activities associated with the preparation of the ERR;

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Superintendent of Public Works of the Village of South Glens Falls is hereby designated as the Certifying Officer for the Village's ERR; and be it further

**RESOLVED**, that the Superintendent of Public Works is authorized to sign all necessary certifications leading to the completion of the ERR.

The question of the adoption of the foregoing resolution was duly put to a vote, and upon roll call, the vote was as follows:

Joe Orlow, Mayor  
Claude Middleton, Trustee  
Tim Carota, Trustee  
Kieth Comstock, Trustee  
Zach Baxter, Trustee

The foregoing resolution was thereupon declared duly adopted.

Dated: \_\_\_\_\_

I hereby certify that this resolution was adopted on \_\_\_\_\_ and is recorded in the Meeting Minutes of the Village of South Glens Falls Village Board.

\_\_\_\_\_  
Village Clerk

**RESOLUTION ESTABLISHING THE VILLAGE OF SOUTH GLENS FALLS  
SUPERINTENDENT OF PUBLIC WORKS AS THE CERTIFYING OFFICER FOR THE  
SOUTH GLENS FALLS BAKER AVENUE WATER MAIN REPLACEMENT  
PROJECT'S ENVIRONMENTAL REVIEW RECORD**

**WHEREAS**, the Village of South Glens Falls (the "Village") is proposing the South Glens Falls Baker Avenue Water Main Replacement Project in the Village of South Glens Falls, Saratoga County, New York (the "Project"); and

**WHEREAS**, the Village must prepare an Environmental Review Record (ERR) in accordance with regulations governing the CDBG Small Cities, Towns and Villages Program; and

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\_\_\_\_\_  
Village Clerk

# Village of South Glens Falls AP Warrant

I certify that I have reviewed the warrant attached and you are hereby directed to pay each of the claimants in the amount shown.

**WARRANT DATE:** June 17, 2026

**GRAND TOTAL:** \$163,439.40

<b>BOARD OF TRUSTEES</b>	
Joseph Orlow, Mayor	
Timothy M. Carota, Trustee	
Claude Middleton, Trustee	
Keith Comstock, Trustee	
Zachary Baxter, Trustee	

# Village of South Glens Falls

## AP Warrant

I certify that I have reviewed the warrant attached and you are hereby directed to pay each of the claimants in the amount shown.

**WARRANT DATE:**                     JUNE 17, 2026                    

**GRAND TOTAL:**                     \$ 163,439.40                    

FUND	A
PO Number	PO Amount
26001300	977.17
26001301	1,114.51
26001304	105.61
26001305	480.00
26001306	252.20
26001307	287.13
26001310	471.57
26001311	154.79
26001312	2,728.14
26001313	99.00
26001315	127.60
26001316	124.32
26001317	284.58
26001319	34.99
26001320	67.69
26001321	39.76
26001322	143.94
26001325	107.07
27000001	229.50
27000002	180.00
27000003	834.57
27000004	73.50
27000005	351.14
27000006	468.00
27000007	149.02
27000008	68.29
27000009	54.99
27000010	717.53
27000011	5,523.70
27000012	13,234.26
27000013	61.92
27000014	200.00
27000015	650.15
27000016	11,292.22
27000017	144.40
27000018	82.98
27000019	225.00
27000020	213.30
27000021	146.75
27000022	224.94
27000023	160.00
27000025	2,541.99
27000026	1,700.00
27000027	2,123.00
<b>SUB TOTAL</b>	<b>49,251.22</b>

FUND	A
PO Number	PO Amount
27000029	3,630.54
27000030	305.00
27000031	85,000.00
27000032	145.14
27000033	61.63
27000034	30.04
<b>Grand Total</b>	<b>138,423.57</b>

FUND	G
PO Number	PO Amount
26001303	79.65
26001310	209.97
26001323	3,037.50
27000003	37.94
27000010	19.49
27000012	601.56
27000015	29.55
27000024	100.00
27000026	1,100.00
27000029	1,491.00
<b>Grand Total</b>	<b>6,706.66</b>

FUND	FX
PO Number	PO Amount
26001305	210.00
26001308	915.00
26001309	120.00
26001310	40.74
26001314	5,685.44
26001324	2,969.40
27000003	75.87
27000006	287.00
27000010	233.86
27000012	1,203.11
27000015	59.10
27000017	7.60
27000020	20.00
27000025	198.21
27000026	1,100.00
27000028	3,850.00
27000029	1,333.84
<b>Grand Total</b>	<b>18,309.17</b>



Village of South Glens Falls  
46 Saratoga Avenue, South Glens Falls, NY 12803  
May 20, 2026  
Regular Village Board Meeting @ 7:00 PM

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

**Attendance:**

Mayor Orlow	Clerk Treasurer Samantha Berg
Trustee Baxter	Superintendent Alan Dubois
Trustee Carota	Xavier DeRush
Trustee Comstock	Chris Rich
Trustee Middleton	Cheryl Lawyer
Tim Pease	Reed Antis
Jack Mance	Lenny
Kevin Gallagher	Bob Ulrich
John R	Sarah Bovair dba Frankly Delicious
+15187445040	

The Mayor opened the meeting at 7:00 PM.

Pledge of Allegiance

**Organizational Meeting**

Trustee Middleton discussed a proposed resolution establishing rules and time limits for public comment during Village Board meetings as part of the organizational meeting agenda. Mayor Orlow expressed opposition to the proposal, stating that the Board works for the public, and residents should be able to ask questions and receive answers during meetings. He emphasized that meetings under his administration had become shorter and more organized without restricting public participation and stated that he did not believe additional rules were necessary to control discussion. Trustee Middleton explained that the purpose of the resolution was to improve meeting efficiency, streamline discussions, and reduce repetitive back-and-forth exchanges between the Board and the public. He noted that similar procedures are commonly used by surrounding municipalities, including the Town and the City of Glens Falls. Trustee Baxter added that the proposal stemmed from difficulties reviewing prior meeting minutes, particularly during discussions related to water and sewer rates, where extensive public exchanges made the record difficult to follow. Several concerns were raised regarding Section 4 of the draft resolution, which stated that trustees would not engage in back-and-forth debate or answer questions during public comment. Board members and members of the public expressed concern that the language appeared overly restrictive and could discourage public participation. Trustee Carota questioned the wording and asked whether the draft accurately reflected the Board's intent. Attorney Nikas reviewed the language and clarified that the resolution was intended as a guideline or tool to help manage meetings when discussions become unproductive or



repetitive. He stated that the Mayor retains ultimate authority and discretion in conducting meetings and could allow additional discussion when appropriate. Attorney Nikas suggested revising the language from “trustees will not engage” to “trustees may not engage,” making the provision permissive rather than mandatory. Following the discussion, Board members generally agreed that the revised language was less restrictive and better reflected the intent of the policy. Additional revisions were proposed, including correcting the municipality’s name within the draft resolution. Mayor Orlow reiterated that he supports public participation and believes questions should be answered whenever possible, while acknowledging that the policy could serve as a guideline when meetings become disruptive or repetitive.

**Motion 052026-1 to adopt the Resolution regarding Board Meeting Rules and Time Limits:** Trustee Carota motioned, Trustee Middleton seconded. Trustee Baxter - yes, Trustee Carota - yes, Trustee Comstock - yes, Trustee Middleton - yes, Mayor Orlow - yes. All in favor, motion passed.

Mayor Orlow began the discussion on the organizational meeting packet and whether members had sufficient time to review the materials before taking action. Clerk Treasurer Berg noted that the Village had not held a formal organizational meeting earlier in the year due to the frequency of budget workshop meetings. The Board discussed that most of the items in the packet were carryovers from prior years with updates to committee assignments, appointments, schedules, and policies. The Board reviewed committee appointments and clarified several assignments that had become unclear due to prior discussions and committee changes. Trustee Middleton requested an appointment to the Parks, Buildings and Grounds Committee, replacing Trustee Carota on that committee. Other committee assignments, including Personnel, Insurance, Lighting, Police, Water and Sewer, Trees, Streets, and Safety, were reviewed and generally remained unchanged. Trustee Comstock remained the sole trustee assigned to the Parade Committee. Discussion also occurred regarding liaison appointments to the Fire Company, Planning Board, and Zoning Board. Mayor Orlow expressed a preference for Trustee Carota to stay as Fire Company Liaison. Trustee Carota stated that Trustee Middleton had been working with the department and would be better suited. Trustee Middleton agreed to continue serving in that role. The Board also discussed the need to appoint a liaison for the Planning and Zoning Boards, particularly in light of the proposed consolidation of those boards. Village Clerk Berg raised concerns regarding expired appointments for current Zoning Board members. It was clarified that, if the local law creating a combined Planning and Zoning Board is adopted, those appointments would be addressed through the reappointment process for the new combined board. The Board reviewed amendments to the Village procurement policy. Trustee Baxter proposed adding language allowing department heads to make purchases within approved budget appropriations, up to \$5,000 and not requiring formal bidding, without prior Board approval. The proposal was intended to improve efficiency and allow department heads to purchase routine supplies or parts without waiting for Board meetings. Board members expressed support for the change. Additional discussion occurred regarding updates to the Village investment policy, including the addition of new municipal investment options, and updates to the fee schedule reflecting revised sewer rates and corrected NSF fees. The Board also reviewed proposed changes related to ADA compliance for official Village social media and website postings. Discussion focused on limiting posting authority to the Clerk Treasurer and Deputy Clerk Treasurer to ensure compliance with required accessibility



training and state guidelines. The Board reviewed updates to the chain of command and travel and training policies and confirmed that the Deputy Mayor designation would remain unchanged.

**Motion 052026-2 to approve the Organizational Meeting as amended:** Trustee Baxter motioned, Trustee Middleton seconded. All in favor, motion passed.

## **Public Forum**

**Cheryl Lawyer - President of the Moreau Community Center:** complimented the DPW Department for installing the military banners and how much they are appreciated by the residents and families represented. Mayor Orlow echoed those sentiments and thanked the DPW for their work.

### **1. Employee Recognition**

Mayor Orlow recognized Village employee Edwin "Cookie" Robbins for his years of service to the community. He stated that Mr. Robbins has dedicated significant time and effort to the Village, has consistently been dependable, and has always been willing to put himself forward in service to the community. Edwin "Cookie" Robbins was presented with a plaque in recognition of 25 years of service to the Village of South Glens Falls as Animal Control Officer. The plaque read: "Recognition of 25 Years of Service to Edwin 'Cookie' Robbins for Dedicated Service to the Village of South Glens Falls Community as Animal Control Officer." Mayor Orlow thanked Mr. Robbins for his service on behalf of the Village and the Board of Trustees.

### **2. Presentation by AGFTC on the Harrison & Main Traffic Study**

The Board received a presentation from Jack Manson of the Adirondack/Glens Falls Transportation Council, along with Chris, an engineer from Barton & Loguidice, regarding the completed traffic study for the intersection of Harrison Avenue and Main Street. Mr. Manson explained that the study was initiated approximately one year earlier to evaluate traffic control options, including a four-way stop and a traffic signal. He stated that the study examined traffic volumes, vehicle speeds, crash history, pedestrian activity, sight distance, school crossing activity, and other engineering criteria. Mr. Manson reported that the engineering analysis determined that an all-way stop at the intersection meets the established warrants and is recommended. However, the study concluded that a traffic signal does not meet the required warrants and is therefore not recommended. He explained that additional improvements would be necessary if stop signs are installed, including modifications to the existing crosswalk layout. The current diagonal crosswalk configuration would need to be replaced with one crosswalk on each approach to the intersection in order to improve clarity and safety for both pedestrians and motorists. Additional recommendations included reviewing school bus turning movements to ensure adequate turning radius, adding a second streetlight to improve nighttime visibility, and considering selective vegetation removal to improve sight distance at the intersection. Mr. Manson also discussed the possibility of installing curb bump-outs or curb extensions to narrow the roadway, reduce pedestrian crossing distance, and calm traffic. He noted that the bump-outs would represent a more



significant capital improvement and suggested the Village could first implement stop signs and crosswalk modifications before considering additional traffic calming measures. The Board discussed the potential costs of the recommended improvements and whether grant funding would be appropriate. Mr. Mance advised that the project is likely too small to justify state or federal grant funding and stated that pursuing grants could increase costs due to additional administrative requirements. He suggested that the Village could potentially complete the work through the DPW or by budgeting for improvements locally. Board members also discussed the possibility of using solar-powered illuminated stop signs. Concerns were raised regarding maintenance costs, visibility to neighboring homes, and long-term reliability. Mr. Manson explained that the illuminated signs primarily outline the stop sign and are intended to improve driver awareness without producing significant glare. Attorney Nikas cautioned the Board that the report's findings regarding pedestrian safety, traffic speed, and roadway conditions could create potential liability concerns if no action is taken. Board members acknowledged the concerns and discussed whether the DPW could complete portions of the recommended work or whether outside contractors would be necessary. Mr. Manson stated that the draft report would be posted online for a public comment period through the Adirondack/Glens Falls Transportation Council before the study is finalized. He encouraged the Village to share the report link through the Village website and social media to increase public participation.

### 3. Grant Projects Update

- a. **Motion 052026-3 to approve payment of \$6,500.00 to TKC Construction for 54 linear feet of concrete on the Ferry Blvd. project (Sidewalks Contractual A 5410.0402):** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.  
**Discussion:** Trustee Middleton discussed progress on the Ferry Boulevard sidewalk project and noted that construction was moving ahead efficiently. The Foreman reported that approximately 54 linear feet of the sidewalk had been omitted from the original engineering plans near Chestnut Street and the former railroad tracks approaching Simone Court. Board members discussed concerns that the missing section would create a gap between the new five-foot sidewalk and the existing four-foot sidewalk, forcing pedestrians, wheelchair users, bicyclists, and individuals with strollers to travel through an unimproved dirt area before reconnecting with the sidewalk. Trustee Middleton explained that TKC Construction offered to complete the additional sidewalk section while concrete work was already underway on the project. Although the original bid price was approximately \$150 per linear foot, the contractor offered to complete the work at a reduced cost of approximately \$120.37 per linear foot, for a total estimated cost of \$6,500. Trustee Baxter asked about possible funding sources for the additional work, including whether the expense could qualify under CHIPS funding or be covered through remaining sidewalk project budget funds. It was noted that sufficient funds remained available within the project budget. Board members expressed support for completing the missing sidewalk section to provide a continuous and accessible pedestrian route and to improve the overall



appearance and functionality of the project area. Mayor Orlow also thanked the Department of Public Works for cleaning up the park area and removing construction equipment and trailers in preparation for the upcoming parade. Board members noted that residents and neighboring property owners had expressed appreciation for the improvements being made to the project area.

- 4. Motion 052026-4 to approve Transfers:** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.

**Discussion:** None

- a. A 878.0600 appropriate \$1,600.00 for parade**

A 1990.400	A 1430.403	\$1,762.82 CSEA Attorney
A 1990.400	A 1430.404	\$1,542.71 PBA Attorney
A 1325.416	A 1640.402	\$870.00 DPW Heat/Lights
A 1325.409	A 1640.419	\$142.71 DPW Computer Support
A 3120.100	A 3120.103	\$30,000.00 PD PT Officers
A 3120.406	A 3120.405	\$30.00 PD Telephone
A 3120.412	A 3120.420	\$2,000.00 PD Computer Support
A 7110.407	A 7110.406	\$4,000.00 Parks Repairs & Maintenance
A 7110.407	A 7110.401	\$100.00 Parks O & M
FX 8340.403	FX 8310.400	\$117.00 Water Admin Billing Expense
FX 8340.403	FX 8310.409	\$285.07 Computer Support
FX 8340.403	FX 8310.414	\$141.00 Water Admin Alarms & Monitoring
FX 8340.403	FX 8340.101	\$800.00 Water Trans Overtime
G 8130.401	G 8110.400	\$50.00 Admin Billing Expense
G 8130.404	G 8110.410	\$90.00 Sewer Computer Outside Services
G 8130.100	G 8130.101	\$900.00 Sewage Disposal Overtime
A 5989.100	A 5110.100	\$12,000.00 Street Maintenance Personal Services
<b>b. A 5989.800</b>	<b>A 5110.800</b>	<b>\$1,200.00 Street Maintenance FICA/Medicare</b>

- 5. Motion 052026-5 to Approve the Bills and Payroll as Audited:** Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.

**Discussion:** None.

- a. General - \$62,941.26
- b. Water - \$12,449.44
- c. Sewer - \$3,571.42
- d. Parade - \$1,600.00
- e. Sewer Cap. Proj. - \$22,797.26
- f. Special - \$229.50
- g. Payroll -
  - i. 05/06/26 - \$25,938.69
  - ii. 05/13/26 - \$24,472.33

- 6. Motion 052026-6 to approve 03/25/26 and 05/06/26 minutes:** Trustee Middleton motioned, Trustee Baxter seconded. Trustee Carota abstained. Majority in favor, motion passed.

**Discussion:** None

- 7. Motion 052026-7 to appropriate \$3,136.31 (Technology Reserve A 878.0300) for Camera System Improvements and the addition of a Parking Lot Camera:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

**Discussion:** Clerk Treasurer Berg presented improvements to the Village



camera system, including the installation of a camera covering the front parking lot area. During the discussion, it was explained that the additional camera is intended to monitor activity in the parking lot due to ongoing issues with illegal dumping and unauthorized activity. The system improvements are intended to assist in identifying vehicles and individuals entering the area and to improve overall security and surveillance capabilities at the Village property.

8. **Motion 052026-8 to hire John Rosati as the Temporary Part-Time Code Enforcement Officer at the rate of \$40.00/hour (Monday-Thursday after 3:00 pm and Friday-Sunday anytime up to 16 hours total, with the ability as needed):** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

**Discussion:** Mayor Orlow discussed the appointment of a temporary part-time Code Enforcement Officer to assist the Village while Code Enforcement Officer John Pagano remains unavailable following his heart transplant procedure. Mayor Orlow reported that Mr. Pagano's recovery is progressing well and noted that he has since relocated to New Jersey. John Rosati has submitted his credentials and expressed interest in serving in the temporary position. Board members discussed Mr. Rosati's qualifications and noted that, while he does not have the same fire inspection credentials as Mr. Pagano, he does hold the necessary certifications to perform code enforcement duties related to permits, property maintenance inspections, electrical inspections, and general code enforcement matters. Trustee Middleton had concerns regarding potential scheduling conflicts between the proposed code enforcement duties and Mr. Rosati's existing responsibilities as Water Superintendent. Mayor Orlow stated that the position would be limited to hours outside of Mr. Rosati's normal workday, specifically after 3:00 p.m. Monday through Thursday, and flexible hours on Fridays and weekends. The Board also discussed volunteer efforts related to opening and closing the Village trails. It was noted that Mr. Rosati had volunteered to unlock the trails during weekdays while he was at the DPW facility, while Reed Antis volunteered to assist with locking the trails in the evenings. Trustee Middleton and his wife also volunteered to assist with trail access on weekends. Board members expressed appreciation to the volunteers for helping reduce staffing demands and operational costs. An additional discussion occurred regarding the possibility of utilizing another individual, Ed Robbins, as a backup option for trail duties if volunteer coverage becomes insufficient.

9. **Local Law 1 of 2026**

**Motion 052026-9 to schedule a Public Hearing for Local Law 1 on 06/03/26 at 6:55 pm before the Regular Village Board Meeting:** Trustee Baxter motioned, Trustee Middleton seconded. All in favor, motion passed.

**Discussion:** The Board discussed Local Law No. 1 and the need to schedule a public hearing prior to its consideration and possible adoption. Discussion focused primarily on provisions establishing staggered terms for members of the proposed combined Planning and Zoning Board. Board members reviewed language stating that members would serve staggered five-year terms, with initial appointments structured to maintain continuity. Questions were raised regarding how the staggering of terms would be implemented. It was suggested that the



Board use the expiration dates of current Planning and Zoning Board appointments as a basis for establishing the staggered schedule, grouping members according to their existing expiration dates in order to maintain continuity on the newly combined board. Discussion also occurred regarding board membership requirements and training obligations. It was noted that the proposed combined board would consist of five regular members and two alternate members. Board members acknowledged that individuals currently serving on only one of the two existing boards may need to complete additional state-mandated training requirements if the boards are consolidated. It was further noted that annual county-sponsored training opportunities are available and recommended for board members. Mayor Orlow encouraged interested residents to volunteer to serve on the board, noting that the Village has experienced difficulty attracting applicants for Planning and Zoning Board positions. The Board then discussed scheduling a public hearing for Local Law No. 1. It was suggested that the hearing be held immediately prior to the next regular Board meeting to maximize attendance and efficiency. Clerk Treasurer Berg also acknowledged the need to publish the required legal notice in advance of the hearing.

#### **10. Old Business: None**

Cheryl Lawyer provided the Board with preparations for the upcoming Memorial Day Parade and received an update regarding parade organization and lineup details. Ms. Lawyer noted that she coordinates parade lineups and shared that this year's event continues as a long-standing tradition in the Village, with one participant noting the parade has been held for approximately 70 years. She reported that the overall lineup remains similar to prior years, with some new participating groups, including local clubs and community organizations. It was noted that the parade will include multiple divisions, beginning with veteran organizations and fire departments, followed by family groups, sports teams, and community participants. Candy distribution and vehicle participation at the end of the parade were also discussed. The Grand Marshal for the event will be Jim Maloney, and transportation arrangements were noted. She also highlighted the continued involvement of local community partners, including the community center, which will host a senior cookout in conjunction with the event. Support from the Village was acknowledged, including contributions from the pipe band and marching band. Additional coordination details were provided regarding staging locations, with officials and participants assembling in the designated area at Wilson and Main Streets. The Sheriff's Department will participate in the event, including a color guard presence, which has been well received in prior years. It was also noted that various community volunteers and organizers, including parade committee members and town representatives, will assist with managing staging, sound, and logistics. The Village's upgraded sound system was acknowledged as part of event preparations. Board members expressed appreciation for Ms. Lawyer's continued coordination efforts and thanked all volunteers and partners assisting with the parade organization.



## 11. New Business

- a. **Motion 052026-10 to approve new Fire Dept member, Kelijah Fink:**  
Trustee Baxter motioned, Trustee Middleton seconded. All in favor, motion passed.  
**Discussion:** None
- b. **Motion 052026-11 to approve payment for North Country Janitorial to strip and wax the 3 bathrooms along with carpet cleaning for Village Hall (\$835.00):** Trustee Baxter motioned, Trustee Carota seconded. All in favor, motion passed.  
**Discussion:** Clerk Treasurer Berg discussed facility maintenance needs for the Village Hall, specifically addressing the condition of bathroom floors and carpeting throughout the building. She reported issues with water intrusion in the rear bathroom, noting that moisture and general wear have contributed to the deterioration of the flooring. It was stated that the bathroom floors in all three restrooms are in need of stripping and waxing, and that the carpeting throughout the building has not been professionally cleaned in approximately seven years. A proposal was made to obtain approval for cleaning and restoration work, including stripping and waxing the bathroom floors and performing a full carpet cleaning of the building. It was noted that quotes had been requested from outside vendors, with only one company responding.
- c. **Motion 052026-12 to waive the fee for a transient merchant for the Memorial Day Parade:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.  
**Discussion:** None
- d. **Motion 052026-13 to approve the rebuilding at cost for Pump Repairs (\$3,728.65):** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.  
**Discussion:** Superintendent Dubois discussed pump repairs at the pumping station, which is equipped with two pumps, one of which has failed. It was reported that the failed pump was sent to Emerick (the pump service provider) for evaluation and disassembly. The vendor determined that the pump can be rebuilt at an estimated cost of approximately \$3,700. He also noted that a new replacement pump had already been ordered and approved at a prior meeting to serve as a backup unit, at a cost of approximately \$8,700, due to the lack of an existing spare pump. Trustee Baxter asked whether it would be more cost-effective to repair the existing pump or proceed with purchasing a new unit. It was noted that the vendor expressed confidence that the pump could be successfully rebuilt. Members discussed expected equipment lifespan, with estimates suggesting several years of service life depending on usage and conditions. The Board considered operational reliability, cost differences between repair and replacement, and the importance of maintaining a functioning backup system for the pumping station.
- e. **Motion 052026-14 to approve the purchase of a Village-owned smartphone for DPW Superintendent Dubois:** Trustee Middleton



motioned, Trustee Baxter seconded. All in favor, motion passed.

**Discussion:** Trustee Middleton brought up the issue of providing a dedicated Village-issued phone for Superintendent Dubois due to the extensive use of his personal cell phone for Village business. It was added that his personal phone is being used extensively, approximately 18 hours per day, for operational and communication purposes. Concern was raised regarding the lack of a dedicated DPW Village-issued phone and the reliance on a personal device for Village-related work. Board members discussed options, including providing a Village-owned smartphone, offering a stipend for work-related phone usage, or continuing use of the existing arrangement. Cybersecurity considerations and the importance of keeping municipal communications and records separate from personal devices were also raised. The Superintendent indicated a preference for a Village-issued phone. It was further noted that the Village already utilizes tablets with SIM cards for mapping and field operations, and that integrating a modern smartphone could improve operational efficiency, including access to mapping and work-order systems.

- f. **Motion 052026-15 to approve payment of 4 unused vacation days for Clerk Treasurer Samantha Berg:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

**Discussion:** None

- g. **Motion 052026-16 to approve payment of 10 unused vacation days for DPW Superintendent Alan Dubois:** Trustee Baxter motioned, Trustee Middleton seconded. All in favor, motion passed.

**Discussion:** Trustee Carota asked whether there is a policy in the Village handbook regarding the buyback or “sell back” of vacation time for employees. It was noted that there does not appear to be a specific policy in the handbook addressing vacation buyback for non-union employees, and that such provisions typically exist only within union contracts. Board members acknowledged that the situation being discussed was considered an extenuating circumstance. It was further stated that while no formal written policy exists for this scenario, similar arrangements have been handled in the past and may be considered a matter of best practice depending on Board approval and circumstances.

## 12. Trustee Reports

- a. **Water Sewer Committee:** updated the Board on a summary and clarification of all the water sewer items to be ready for the next meeting.

13. **Mayor’s Report:** reported his attendance at the annual NYCOM multi-day training program held from Wednesday through Friday at the Sagamore Resort. He stated that the training emphasized the importance of ongoing education and retraining for municipal officials, referencing that continued training over the next 18 months was discussed as a key focus area. He thanked the Village for supporting his attendance at the training and stated that he found the sessions informative and beneficial. Mayor Orlow noted that prior discussions had been held with Trustee Baxter and legal counsel regarding ongoing matters, including



coordination with Attorney Goldberger and updates related to negotiations and pending appointments. Mayor Orlow and Trustee Baxter stated that communications with counsel had been ongoing and that there was no firm date currently scheduled for negotiations involving the PBA attorney and Village counsel. It was indicated that updates would be provided to the Board as they become available and that no immediate action or executive session was required.

**14. Motion 052026-17 to adjourn the Regular Village Board Meeting with no Executive Session at 8:30 pm:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

A small, handwritten mark in purple ink, consisting of the letters 'SB' enclosed within a circle.

Village of South Glens Falls  
46 Saratoga Avenue, South Glens Falls, NY 12803  
June 3, 2026  
Public Hearing @ 7:00 PM  
Regular Village Board Meeting @ 7:00 PM

**Public Hearing and Regular Village Board Meeting**

MAYOR JOSEPH ORLOW PRESIDING

Minutes

**Attendance:**

Mayor Orlow	Clerk Treasurer Samantha Berg
Trustee Baxter	Superintendent Alan Dubois
Trustee Carota	Xavier DeRush
Trustee Comstock	TJ Wade
Trustee Middleton	Reed Antis
Jack Mance	Dan Rourke
John Rosati	Jeremy Hughes
John Cox	Colleen Corcora
Donna Estabrook	Kevin Gallagher
+15183219711	Bob Ulrich
Marissa Tarallo (AKRF)	

Mayor Orlow opened the meeting at 7:00 PM.

Pledge of Allegiance

**Public Hearing**

Attorney Nikas explained the purpose of abolishing the existing Planning Board and Zoning Board of Appeals and creating a combined Planning Board/Zoning Board of Appeals. The change was proposed to address difficulties in maintaining sufficient membership and achieving a quorum for separate boards. TJ Wade inquired about the impact of the law on project reviews and permit referrals. Attorney Nikas explained that the combined board would assume the responsibilities currently handled by the separate boards and would help ensure sufficient membership to conduct business. Trustee Middleton and Trustee Baxter discussed the current board membership levels and the anticipated benefits of combining the boards.

**Motion 060326-1 to approve Local Law #1: Establishing a Combined Planning and Zoning Board of Appeals:** Trustee Carota motioned, Trustee Baxter seconded. Trustee Carota – yes, Trustee Comstock – yes, Trustee Baxter – yes and Trustee Middleton – yes. All in favor, motion passed.

**Public Hearing closed at 7:10 pm**

## Public Forum

1. **Route 9 Corridor Study Presentation by Jack Mance, Adirondack/Glens Falls Transportation Council (AGFTC):** The AGFTC presented the completed Route 9 Corridor Study. Mr. Mance explained that the study was conducted at no cost to the Village through AGFTC funding and that the final report would be posted on the AGFTC website for a 30-day public comment period before being finalized. Sanam Lakhwara and Marissa Tarallo from AKRF and Dan Rourke of Barton & Loguidice provided an overview of the study. The study evaluated existing traffic signal operations along the Route 9 corridor, assessed current traffic conditions, and identified potential improvements to traffic flow, signal coordination, pedestrian accommodations, and bicycle facilities. The consultants reviewed their findings and recommendations, including opportunities to improve signal coordination along the corridor. During the discussion, Trustee Middleton had questions regarding implementation of recommendations and coordination with neighboring jurisdictions. The consultants indicated that coordination of the traffic signals could be pursued through communication with the New York State Department of Transportation, and that AGFTC would continue to work with the Village on related signal improvements. The Board thanked the presenters for their work and presentation. The consultants advised that they would remain available following the meeting to answer additional questions from Board members and the public.
  
2. **Grant Projects Update**
  - a. **Ferry Blvd**
    - i. **Motion 060326-2 to approve Disbursement 1 - \$429,436.13 (Barton & Loguidice \$62,052.96 and Tom Kubricky Company \$367,333.17):** Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.  
**Discussion:** None
    - ii. **Motion 060326-3 set a Public Hearing for June 17, 2026, at 7:00pm for CDBG Project Progress:** Trustee Baxter motioned, Trustee Carota seconded. All in favor, motion passed.  
**Discussion:** Trustee Baxter explained that having a public hearing to give a progress update is a requirement for the CDBG project.
  - b. **Sewer Main**
    - i. **Motion 060326-4 to approve payment to Tom Kubricky Company \$280,048.07 (\$229,248.49 & \$50,799.58):** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.  
**Discussion:** TKC payment amount \$229,248.49 - Trustee Baxter updated that this payment is regarding the Emergency Sewer Repair. TKC payment amount \$50,799.58 - Clerk Treasurer Berg clarified this payment is for the DA Collins Crane & Barge, less the portion Suozzo Doty anticipates the City of GF will discuss. Colleen Corcora thanked Trustee Middleton for all of his work in constantly checking up with what was going on.



3. **Motion 060326-5 to approve Transfers:** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.  
**Discussion:** None
4. **Motion 060326-6 to approve the Bills and Payroll as Audited:** Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.
  - a. General - \$57,709.24
  - b. Water - \$26,088.10
  - c. Sewer - \$2,339.69
  - d. Sewer Main - \$3,641.15
  - e. Payroll -
    - i. 05/20/26 - \$44,932.02
    - ii. 05/27/26 - \$38,408.00**Discussion:** None
5. **Motion 060326-7 to approve the minutes for 04/01/26:** Trustee Middleton motioned, Trustee Baxter seconded. Trustee Carota abstained, majority in favor, motion passed.  
**Discussion:** None
6. **Motion 060326-8 to receive and file May monthly reports for Animal Control, DPW and PD:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.  
**Discussion:** None
7. **Motion 060326-9 to waive Transient Permit Fees for Summer Concert Series Vendors:** Trustee Carota motioned, Trustee Comstock seconded. All in favor, motion passed.  
**Discussion:** The Board discussed that it had to waive its Transient Permit Fees for Vendors for the upcoming Summer Concert Series.
8. **RFP for I&I study:** Trustee Baxter informed that the City of Glens Falls is putting together an RFP and including all the local communities that discharge into their system to create a 'warrior RFP' that will reduce administrative costs by making it one overall project. Trustee Middleton added that the Village has engaged its engineering firm for a grant and will be having a meeting on 06/04/26 at 12:00 pm. Trustee Baxter attended the NYWEA Conference where EFC announced a new program with flow monitoring for I&I. Clerk Treasurer Berg will follow up with the previous I&I study done at the Village.
9. **Fire Department**
  - a. **Key Policy:** Clerk Treasurer Berg asked John Cox about the 20 keys that were requested for the Fire Department and asked if they had a list of key holders. Tyler Corlew requested to be added as Fire Chief to the Village account at Center for Security to be authorized to pick up keys for the Fire Department. The Board did not approve that. Key policy to be drafted for Board approval.
  - b. **Truck Annual Maintenance:** Trustee Middleton presented to the Board that the Village pump truck doesn't work after the last fire call. Bulldog has been scheduled for the next day to look at the truck. Trustee Middleton



stated he is available and can call the Board if emergency repair is needed. The tire replacement has been scheduled, and the Fire Department contract check is due at the end of the month.

**10. Motion 060326-10 to approve the \$640.00 weekly stipend for Temporary Code Enforcement Officer, John Rosati:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

**Discussion:** Clerk Treasurer Berg presented that Mr. Rosati's position should also be paid by stipend, like the temporary Building Inspector.

**11. Water resolution clarification:** Trustee Baxter clarified the current fee schedule, for the record. The Village still remains on a flat fee structure for water until such time as all aspects of the fee structure can be addressed.

#### **Water - Metered**

- Residential (single, 2-family and multifamily): *\$125.00 minimum and \$2.25 per 1000 gallons over 25,000 gallons*
- Commercial/Industrial: *\$125.00 minimum and \$2.25 per 1000 gallons over 25,000 gallons*
- Outside Users (including Town of Moreau Dist. 1): *\$212.50 minimum and \$3.25 per 1000 gallons over 25,000 gallons*
- Pool and/or Sprinkler charge(s): *Removed*

#### **Water - Unmetered**

- Outside Users - *\$212.50 per user*
- Hydrant Use, Water Connection and Misc. Water fees: *unchanged*

#### **Sewer - Metered**

- Residential (single and 2-family): *\$215.00 minimum and \$3.00 per 1000 gallons over 20,000 gallons*
- Commercial (3 units or over – per unit): *\$215.00 minimum and \$3.00 per 1000 gallons over 20,000 gallons*
- Industrial: *\$215.00 minimum and \$4.00 per 1000 gallons over 20,000 gallons*
- Outside Users (including Town of Moreau Dist. 1): *\$367.45 minimum and \$5.10 per 1000 gallons over 20,000 gallons*

#### **Sewer - Unmetered**

- Outside Users: *\$215.00 per user*
- Sewer Connection fees: *unchanged*

Trustee Middleton added the Village only has 18 unmetered properties, down from the 39 found prior.

#### **12. Old Business**

- a. RFQ for plumbing services:** *Tabled*
- b. Spectrum Franchise Agreement:** *Tabled*
- c. 48 Harrison Ave:** *Tabled*



**13. New Business:** Tabled

**14. Trustee Reports**

a. **Fitness Court:** Tabled

**15. Mayor's Report:** None

**16. Motion 060326-11 to adjourn the Regular Village Board Meeting and enter into Executive Session to discuss DPW New Hire and PBA Negotiations at 8:40 pm:** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.

**17. Motion 060326-12 to adjourn Executive Session and enter into the Regular Village Board Meeting with no action taken at 9:20 pm:** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.

**18. Motion 060326-13 to approve Hayden Pliskofsky as the DPW new hire at the rate agreed upon:** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.  
**Discussion:** None

**19. Motion 060326-14 to adjourn the Regular Village Board at 9:25 pm:** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.





# QUOTES RECEIVED

Purchasing (Total Project)

Date: 06/04/2026

State Contract No. Name Found

Quotes received for: Replace 3 overhead doors and openers

Vendor	Price
<u>Winchip Overhead Door Co. Inc.</u>	<u>\$ 19665</u>
<u>O'Leary Overhead Door</u>	<u>\$ 18350</u>
<u>Overhead Door Co. of G.F.</u>	<u>\$ 23102</u>

Notes: O'Leary states there is no change from the original quote dated 01/28/2026. Winchip & Overhead provided updated quotes.

I recommend hiring the lowest bidder - O'Leary.

**For all items between \$500 and \$2999, please provide 3 verbal quotes. For all items between \$3000 and \$9999, please provide 3 written/faxed quotes. Anything over \$10,000 will need to go to bid.**

A-3120-0412 Bldg. Repairs.

WINCHIP OVERHEAD DOOR CO INC  
 9 SWEET ROAD  
 Glens Falls, NY 12804  
 518 7920777



To: South Glens Falls Police  
 5 W Marion Ave  
 South Glens Falls , Ny, 12803  
 David.gifford@sgfny.com

Project: South Glens Falls Police  
 5 W Marion Ave  
 South Glens Falls , Ny 12803  
 518-792-6336

Attn: David Gifford

Quoted by: Winchip Door  
 Email: winchip@capital.net  
 Creation Date: 06/04/2026  
 Quote#: 189426  
 Quote Name: 187651 Rev 1 Revised 6-4-2026

**Proposal**

Door Line	Description	Quantity	Unit Price	Total
1.1	<b>Energy Series with Intellicore® - 3720</b> Size:14' 0" x 9' 6" WindCode:W0 Jamb type:Wood Design:Stucco Embossed with Micro Groove Construction:2" R-Value 18.4, 27 Ga Steel Color:Standard White Glazing Option:24"x 8" SGGs (2 Lites) Glass Type:Double Pane Clear Glass (Insulated) No. of Glazed Sections:Section 3 Spring:Torsion (Std) 10,000 Cycles Track Size:2" Bracket Mount Mount Type:Bracket Track Radius:15 Track Type:Standard Lock:Inside Slide Lock Lock Options: No Lock Hole (Std on no lock and inside slide lock optional on #3C) Door Seal:WHITE	3		
2.1	<b>RECONNECT EXISTING OPENERS</b>	1		
3.1	<b>4-6 weeks delivery</b>	1		
4.1	<b>PREVAILING WAGES APPLIED</b>	1		
			<b>Total Amount:</b>	<b>\$13876.00</b>

Add: 5790.00  
 \$ 19665.00

Pg 1

**Terms & Conditions:**

- 50% deposit required prior to order
- Framing by others
- Electrical by others
- Site check required prior to ordering
- Quotes are good for 30 days
- Prices are installed unless otherwise noted
- Removal of existing doors included unless otherwise noted
- Reconnect existing openers included ,if applicable
- 4% Will be added if using credit card for deposit or balance

**Attachments:**

Brochure  
 3720/2...

Warranty  
 Energy...

**YOU ARE RESPONSIBLE FOR REVIEWING THE ACCURACY OF THIS ORDER ACKNOWLEDGEMENT. ALL ORDERS ARE SUBJECT TO CREDIT TERMS AND CONDITIONS AND NON-CANCELLABLE AND NON-CHARGABLE AFTER 48 HOURS. ADDITIONAL "POLICIES, TERMS AND PROCEDURES" APPLICABLE TO THIS ORDER ARE LOCATED AT POLICIES.CLOPAY.COM.**

WINCHIP OVERHEAD DOOR CO INC  
 9 SWEET ROAD  
 Glens Falls, NY 12804  
 518 7920777

To: South Glens Falls Police  
 5 W Marion Ave  
 South Glens Falls , Ny, 12803  
 David.gifford@sgfny.com

Project: South Glens Falls Police \_159507  
 5 W Marion Ave  
 South Glens Falls , Ny 12803  
 518-792-6336

Attn: David Gifford

Quoted by: Winchip Door  
 Email: winchip@capital.net  
 Creation Date: 06/04/2026  
 Quote#: 189425  
 Quote Name: 187721 Rev 1 Revised 6-4-26

**Proposal**

Door Line	Description	Quantity	Unit Price	Total
1.1	TDC 7 S1BMC, 1 Phase, 120/240V, 3 Phase, 240V BBU Industrial-Duty Trolley Operator 10' Rail	3		
1.1.1	Opener Accessories: 3-Button 813LMX (Open, Close, Stop) Remote Control (Works only on Logic 5.0 Operators)	3		
2.1	PREVAILING WAGES APPLIED	1		
<b>Total Amount:</b>				<b>\$5790.00</b>

**Terms & Conditions:**

- 50% deposit required prior to order
- Framing by others
- Electrical by others
- Site check required prior to ordering
- Quotes are good for 30 days
- Prices are installed unless otherwise noted
- Removal of existing doors included unless otherwise noted
- Reconnect existing openers included ,if applicable
- 4% Will be added if using credit card for deposit or balance

Pg 2

**YOU ARE RESPONSIBLE FOR REVIEWING THE ACCURACY OF THIS ORDER ACKNOWLEDGEMENT. ALL ORDERS ARE SUBJECT TO CREDIT TERMS AND CONDITIONS AND NON-CANCELLABLE AND NON-CHARGABLE AFTER 48 HOURS. ADDITIONAL "POLICIES, TERMS AND PROCEDURES" APPLICABLE TO THIS ORDER ARE LOCATED AT POLICIES.CLOPAY.COM.**

# Oleary Overhead Door

1316 SARATOGA RD  
 GANSEVOORT NY 12831  
 518-321-2736  
 olearyohd@yahoo.com

## Estimate

Date	Estimate No.
1/28/2026	9350

Name / Address	
SOUTH GLENS FALLS POLICE 5 WEST MARION AVE SOUTH GLENS FALLS, NY 12803	
Customer Phone	518-792-6336
Customer Alt. Phone	
Customer E-mail	DAVID.GIFFORD@SGFNY.COM

WE PROPOSE TO DELIVER AND INSTALL ON CONTRACTOR PREPARED OPENINGS.  
 \*\*\* SERVICE FEE OF \$125 PLUS TAX TO BE APPLIED IF JAMBS ARE NOT READY FOR WEATHERSEAL AT THE TIME OF INSTALLATION \*\*\*

SHIP TO	SOUTH GLENS FALLS POLICE 5 WEST MARION AVE SOUTH GLENS FALLS, NY 12803
MAIN AREA OF GARAGE MUST BE CLEARED OUT FOR INSTALLATION	

**OLEARY OVERHEAD DOOR IS NOT RESPONSIBLE FOR SETTING UP MYQ APP. THIS INCLUDES PROGRAMMING VEHICLES AND SETTING UP DEVICES.**

TERMS:	Due on receipt
WE ACCEPT CASH, CHECK OR CREDIT CARD	

Description	Qty	Rate	Total
(3) 14X9'6" CLOPAY MODEL 3717 INTELLICORE INSULATION WHITE IN COLOR 1 ROW OF INSULATED 24X12 WINDOWS IN 3RD ROW TORSION SPRING 15" RADIUS TRACK BRACKET TO WOOD MOUNT 1 STRUT PER DOOR WEATHERGUARD	1	12,950.00	12,950.00
(3) OPENER COMM TDC7S1BMC-10' MAXUM 700LB 120/240V SINGLE 240V 3 PHASE	3	1,800.00	5,400.00
REMOVAL AND DISPOSAL OF EXISTING DOORS and OPENERS, INSTALLATION INCLUDED			
PREVAILING WAGE			
**TAX EXEMPT			

QUOTATION IS VALID FOR 7 DAYS & MAY CHANGE DUE TO TARIFF ADJUSTMENTS

OPENINGS ARE TO BE PREPARED BY OTHERS. JAMBS MUST BE PLUMB AND OPENINGS SQUARE. WE ASSUME NO OBLIGATION FOR THE PHYSICAL CONDITION OF YOUR MASONRY AND DISCLAIM ALL RESPONSIBILITY FOR FAILURE OF OUR MATERIALS OR INSTALLATION THROUGH SOFT BRICK, CRUMBLING MASONRY, ETC. WIRING FOR ELECTRIC OPERATOR IS NOT INCLUDED IN OUR QUOTATION.

ALL ORDERS MUST BE INSTALLED WITHIN 30 DAYS OF OUR RECEIVING THEM OR CUSTOMER WILL BE CHARGED A \$50/DAY STORAGE FEE.

TO CONFIRM THIS ORDER PLEASE SIGN AND RETURN

SALES TAX	
<b>Total</b>	\$18,350.00

THIS IS A CASH OR CHECK PRICE ONLY  
 CREDIT CARD FEES ARE A 3.25% CHARGE

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_



# Overhead Door Company of Glens Falls

PO Box 98  
Schuylerville, NY 12871-0098

Contact: Jon Hopkins  
Phone: +15186955000  
Email: jhopkins@ohdgf.com

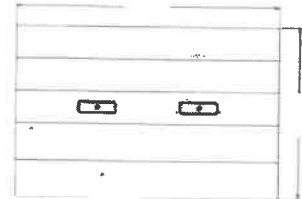
*This proposal is valid till Saturday, July 4, 2026*

Quote: SQSSG004445-1 | Created: 6/4/2026 12:22 PM

**Job:**

SGF Police Department

Line	Item	Qty
1	<b>592, 14' 2" x 9' 4", White, Ribbed Panel, Glazed, 15"R, Torsion</b>	3
	DOOR: 592, 14' 2" x 9' 4", Ribbed Panel, White, 5 Sect, SES, Std Btm Seal	
	LITES: Third Section Only, 24" x 7" Clear DSB Insulated, EVEN Spacing, Window Qty: 2, Full Row	
	STRUTS: Custom, S1: NONE, S2: NONE, S3: NONE, S4: NONE, S5: 2" STRUT x 1	
	LOCK: ISL, 1	
	TRK/HDW: Metal Step Plate/Lift Handle, Gray, 2", 15"R, Angle Out, Wood, 0.055 V.Trk, 0.055 H.Trk, 1" X 1.750" X .099" H.Ang, 123.125 FTSC	
	SPRING: Torsion, Qty: 2, Front, 10K, Tubular, 2" x 0.244 x 36.25, 10.02 Turns, D400-123, 1/8" x 131", Bal Wt: 295.05	
	OPERATION: Trolley, Single Plate, Heavy Duty	
	OPERATOR: RSX Trolley, D400-123, 1/2 HP, 115/208/230V 1Phase 60Hz, 10 Ft Rail, Brake	
	Last Changed: 6/4/2026 12:26 PM EST	



**Furnish and Install \$23,102.00**

\*Priced as tax exempt with prevailing wages.\*

Weatherguard: White

Scope of Work:

- Take down and haul away existing door(s)
- Furnish and install above mentioned item(s)

**\*ALL WIRING BY OTHERS\***

Tax applicable unless a formal tax-exempt certificate is provided. Applicable taxes not included in price above.

To place order, please provide: signed quote, capital improvement form, and 50% deposit (4% fee applies for

# Overhead Door Company of Glens Falls



PO Box 98  
Schuylerville, NY 12871-0098

Contact: Jon Hopkins  
Phone: +15186955000  
Email: jhopkins@ohdgm.com

credit cards).

## Important Information:

- Workspace must be cleared at least 12 feet back prior to installation.
- All electrical work and wiring must be completed by others, including low-voltage wiring for the operator, photo sensors, and wall button, unless otherwise noted.
- The owner is responsible for ensuring that jambs are plumb and square.

This quote includes one mobilization. Additional mobilizations required due to customer-related issues—such as an obstructed workspace or lack of access—will incur an additional charge based on the extra labor and/or travel time required, with a minimum fee of \$300.

## Terms and Conditions

This includes one mobilization. If additional mobilizations are required for complete installation, additional charges will apply. Garage must be cleared back 12' prior to technician's arrival on day of installation. If additional time is required to clear space, a charge of \$300 will apply.

### EXCLUSIONS:

- Jambs (all jambs to be plumb and square and by others). If work is required by Overhead Door to renovate jambs by others, there will be an additional charge.
- Electrical systems (conduit, wire pulls, etc.). This includes all wiring for photo eyes, push buttons and electric edges.
- Any labor or material not written in the above quote

**GENERAL:** Overhead Door to furnish and install the above items. The items indicated on this quotation shall conform to the specifications applicable to the quoted project unless otherwise noted. Prices quoted are based on a standard Monday through Friday, 40-hour workweek, one shift operation (prevailing vs. non prevailing)

**FRAMING:** Openings to be framed per frameup detail.

**PRICING:** Prices quoted are valid for 30 days from the date of the quote. Pricing will be held for all products ordered and released for manufacturing and delivery upon execution of a purchase order. If an order is placed but requested to be delivered and installed at a later date, price increase may occur due to the volatility of the raw material market. If Overhead Door Company receives a price increase from their supplier exceeding 5%, the customer will be notified and receive an increase on its future materials.

**TAXES:** The customer agrees to pay Sales or Use Tax unless a formal tax-exempt certificate is forwarded at the time of order placement. Currently, ALL taxes are excluded. The sales tax exemption certificate will alleviate any tax concerns; please submit promptly.

**CREDIT:** Manufacturer, shipment, delivery and installation of the product shall be subject to approval of Credit prior to starting the project. Notwithstanding any other remedies, Overhead Door Company may, at any time, decline to proceed with an order exempt upon receipt of payment or other security or upon terms and conditions satisfactory to the Credit Department.

**TERMS:** 50% deposit at the time of order and remainder due upon completion of the job and subject to approval by the credit department. In addition to the amounts on the reverse hereof, there will be a finance charge at the rate of one and one-half percent (1.5%) per month on all balances over thirty (30) days past due from the date of the invoice. The customer agrees to pay reasonable attorney fees if any balance due past thirty (30) days is referred to an attorney for collection. Overhead Door Company may withhold future projects due to lack of payment on past due invoices. The customer agrees to pay, within terms, for all products specified within the quotation contract once products are installed. We accept payment by check or ACH electronic payment. If you pay by credit card, we charge an additional 4% convenience fee.

**CANCELLATION:** If the Customer chooses to cancel the order, Overhead Door Company is to be paid for work performed, product ordered to be returned, and material purchased up until the cancellation. Any fees to restock materials will be passed along to the customer.

**FORCE MAJEURE:** Overhead Door Company is not liable for failure to fulfill its obligations for any accepted Order or for delays in delivery due to causes beyond Seller's reasonable control, including, but not limited to, acts of God, natural or artificial disaster, riot, war, strike, delay by carrier, shortage of Product, acts or omissions of other parties, acts or omissions of civil or military authority, Government priorities, changes in law, material shortages, fire, strikes, floods, epidemics, quarantine restrictions, acts of terrorism, delays in transportation, or inability to obtain labor through its regular sources, which shall be considered as an event of force majeure excusing Seller from performance and barring remedies for non-performance. In an event of force majeure condition, the Seller's time for performance shall be extended for a period equal to the time lost because of the force majeure condition without subjecting Seller to any liability or penalty. Seller may, at its opinion, cancel the remaining performance, without any liability or penalty, by giving notice of such cancellation to the Buyer.

**WARRANTY:** Overhead Door Company warrants its products against defects in materials (materials to be of consistent quality



# Overhead Door Company of Glens Falls

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Schuylerville, NY 12871-0098

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Phone: +15186955000  
Email: jhopkins@ohdgf.com

within manufacturing specifications) and workmanship and will perform as represented. Should any defect develop during the warranty period due to improper materials, workmanship or arrangement, the defect shall be made good by the undersigned at no expense to the Owner. Nothing in the above shall be deemed to apply to work which has been abused, neglected or modified.

## **Acceptance:**

Terms, price, and specifications on all pages of this proposal are hereby accepted.

Authorized By (Buyer): \_\_\_\_\_ Date: \_\_\_\_\_

Print Name (Buyer): \_\_\_\_\_

Purchase Order: \_\_\_\_\_

**The Genuine. The Original.**



**518-695-5000**

*Job:*

**SGF Police Department**

*By:*

**Overhead Door Company of Glens Falls**

Schuylerville, NY

*Contact:*

**Jon Hopkins**

Name: Jon Hopkins

Phone: +15186955000

Email: [jhopkins@ohdgf.com](mailto:jhopkins@ohdgf.com)

*This proposal is valid until **Saturday, July 4, 2026***

Overhead Door Company of Glens Falls  
PO Box 98  
Schuylerville, NY 12871-0098



6/4/2026 12:29 PM

Subject: Proposal for SGF Police Department

Location:  
5 W Marion Ave  
South Glens Falls, NY 12803

Contact: Chief David Gifford  
(518) 792-6336  
david.gifford@sgfny.com

Best Regards,

*Jon Hopkins*

Jon Hopkins | Phone: +15186955000

Reference: SQSSG004445-1 was modified Thursday, June 4, 2026 and is valid till This proposal is valid till Saturday, July 4, 2026.

**Village of South Glens Falls  
Fire Dept Key Control and Issuance Policy**

**Purpose**

The purpose of this policy is to establish procedures for the issuance, control, accountability, and return of keys belonging to the South Glens Falls Fire Department (SGFFD). Proper key management is necessary to ensure the security of department facilities, equipment, records, and apparatus.

**Policy**

All keys issued by the South Glens Falls Fire Department remain the property of the Department and the Village of South Glens Falls. Keys shall be issued only as necessary for official department duties and shall be used solely for authorized purposes.

**Authorized Recipients**

Keys may be issued to:

- Active firefighters in good standing.
- Fire officers.
- Department administrative personnel.
- Other individuals authorized by the Fire Chief.

**Key Issuance Procedures**

1. The Fire Chief or designee shall approve all key requests.
2. A Key Issuance Log shall be maintained by the Department Secretary or designated officer.
3. Individuals receiving keys must sign a Key Receipt Form acknowledging:
  - Receipt of the key(s).
  - Responsibility for safeguarding the key(s).
  - Understanding that duplication of keys is prohibited.
  - Agreement to return keys upon request or separation from service.

**Keyholder Responsibilities**

Individuals issued department keys shall:

- Maintain possession and control of assigned keys at all times.
- Not loan, transfer, or allow unauthorized persons access to issued keys.
- Not duplicate, alter, or reproduce keys without written authorization from the Fire Chief.
- Immediately report lost, stolen, or damaged keys to the Fire Chief or officer in charge.

**Lost or Stolen Keys**

1. Any lost or stolen key shall be reported immediately.
2. The Fire Chief shall determine whether locks, cylinders, or access systems require replacement or rekeying.
3. The individual responsible for the lost key may be subject to disciplinary action and may be held financially responsible for replacement costs if negligence is determined.

**Return of Keys**

All department-issued keys shall be returned:

- Upon resignation, retirement, termination, or leave of absence exceeding six (6) months.
- Upon request by the Fire Chief.
- When a change in assignment no longer requires key access.

A final review of issued keys shall be conducted before any member's separation from service is considered complete.

**Annual Inventory**

The Department shall conduct an annual inventory of all issued keys and maintain records of:

- Key numbers or descriptions.
- Individuals assigned keys.
- Dates of issuance and return.
- Missing or unaccounted-for keys.

**Violations**

Failure to comply with this policy may result in suspension of key privileges, disciplinary action, reimbursement of replacement costs, or other actions deemed appropriate by the Fire Chief and Department leadership.

**Effective Date**

This policy shall take effect immediately upon approval by the South Glens Falls Fire Department and shall remain in effect until amended or rescinded.

### Form of Bid Plumbing Services

Under penalty of perjury and other remedies available to the Village of South Glens Falls, the undersigned certifies this proposal is submitted without collusion and all responses are true and accurate. If awarded this proposal, it is agreed these forms a contractual obligation to provide services at fees specified in this Proposal Form, subject to and in accordance with all instructions, proposals and contract documents, including any addenda, which are all made part of this proposal.

DAY OF THE WEEK	HOURS OF OPERATION	BILLING RATE PER HOUR (\$)
Monday – Friday	8:00 AM – 5:00 PM	\$ 145
Monday – Friday	After 5:00 PM and Before 8:00 AM	\$ 225
Saturday	All Day	\$ 250
Sunday	All Day	\$ 250
Miscellaneous/ Additional	Service call Fee	\$ 129 / 99

\* Hourly rates shall include all hand tools and power tools.

  
 \_\_\_\_\_  
 Signature of Authorized Person

6-3-26  
 \_\_\_\_\_  
 Date

Matthew Gucker  
 \_\_\_\_\_  
 Printed Name of Authorized Person

owner  
 \_\_\_\_\_  
 Company Title of Authorized Person

North Country PBC  
 \_\_\_\_\_  
 Name of Company

40 Old Reynolds Rd Fort Ed  
 \_\_\_\_\_  
 Address of Company

40 Old Reynolds Rd  
 \_\_\_\_\_  
 Address of Company

Fort Ed NY 12828  
 \_\_\_\_\_  
 City, State, and Zip Code

518-409-8716  
 \_\_\_\_\_  
 Telephone Number

NorthcountryPBC@gmail.com

**REQUEST FOR PROPOSALS (RFP)**

**PROFESSIONAL ENGINEERING SERVICES**

**CITY OF GLENS FALLS  
WARREN COUNTY, NEW YORK**

**2026 REGIONAL INFLOW AND INFILTRATION  
REMEDATION REDUCTION STUDY & REPORT**

**Issued: May \_\_, 2026**

**Response Deadline: 3:00 PM on May \_\_, 2026**

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**ALL RESPONSES SHALL BE DELIVERED AS FOLLOWS:**

**BY EMAIL TO:**

Carrie Lambert, City of Glens Falls Purchasing Agent, [purchasing@cityofglensfallsnny.gov](mailto:purchasing@cityofglensfallsnny.gov)

**OR BY DELIVERY TO:**

Carrie Lambert, City of Glens Falls Purchasing Agent, City Hall, 42 Ridge Street, Glens Falls, New York 12801.

All responses to this RFP must be delivered on or before the response deadline set forth above. Late responses will not be considered. Those responding by email should contact Carrie Lambert, City Purchasing Agent, at 518-761-3817 to confirm receipt of any submission by email. The City is not responsible for emails not received at the above email address for any reason, including but not limited to SPAM filters, security filters, or any other reason, nor failure of any delivery to be made as directed above on or before the response deadline.

*Professional services firms, individuals, or teams that include NYS Certified MBE or WBE or individuals and Section 3 Businesses are strongly encouraged to submit proposals in response to the RFP. Consultants and firms are also encouraged to submit utilizing DBE sub-consultants where appropriate.*

Questions regarding this RFP may be directed to: Carrie Lambert, Purchasing Agent, 518-761-3817; [purchasing@cityofglensfallsnny.gov](mailto:purchasing@cityofglensfallsnny.gov).

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The City of Glens Falls, in collaboration with the Town of Queensbury, Town of Moreau, and Washington County Sewer District No. 1, is issuing this request for proposals from qualified engineering firms to assist the municipalities working through the City, to evaluate certain inflow and infiltration (known as "I&I") projects undertaken by all or some of the municipalities as set forth in this RFP. The intended produceable from the selected engineering firm is a report that sets forth with a reasonable degree of engineering certainty based on information provided by the

municipalities and in working with the municipalities, to provide a calculation of I&I removed from the collection systems of the above municipalities as more fully set forth in this RFP. Due to the importance of this topic, a short delivery term is intended.

## **BACKGROUND**

The City of Glens Falls owns, operates and maintains a municipal publicly owned treatment works ("POTW") and wastewater treatment plant ("WWTP"). Parts of the City's POTW operate as a combined sewer system whereby I&I including stormwater are combined with sanitary sewers. The City currently has one permitted combined sewer overflow ("CSO") at the City's wastewater treatment facility located at 2 Shermantown Road, Glens Falls, New York, which discharges to the Hudson River. The Town of Queensbury, Town of Moreau, Village of South Glens Falls, and Washington County Sewer District No. 1 operate publicly owned sewer systems ("POSS") that discharge to the City's POTW.

Pursuant to best management practice (BMP) 9 set forth in the City's SPDES permit (copy attached), any extensions to the POTW as set forth in the regulations of the NYS Department of Conservation ("NYS DEC") at 6 NYCRR 750-2.10(i) require review and approval by the NYS DEC. Any extensions to the City's POTW, including extensions within the municipalities discharging to the City's POTW, must show that such extension of the POTW will not exacerbate the City's existing CSO.

The City has completed phase 1 of its long term control plan ("LTCP") to address CSOs and has eliminated all but the one CSO identified above. In addition, the City, Town of Queensbury and Washington County Sewer District No. 1 have undertaken improvements within their respective sewer collection systems to separate I&I from the sanitary sewers in the case of the City, or to improve and reduce I&I within sanitary sewers in the case of the Town of Queensbury and Washington County Sewer District.

The successfully retained engineering firm will compile data obtained from and provided by, the City, Town of Queensbury, Town of Moreau, Village of South Glens Falls, and Washington County Sewer District No. 1, including flow data and also non-LTCP I&I reduction projects that any of the foregoing municipalities may have completed. The engineer will then use that data and such other information as it may compile and request, to provide a report quantifying reasonably calculated and supportable conclusions as to I&I reduction realized by such projects in a report format. It is understood that such conclusions will be based on the experience and expertise of the engineer with the limited information provided and able to be compiled. The intent is to utilize the produced report for discussions with NYS DEC for flow offset calculation purposes under the above referenced BMP.

## **SCOPE OF SERVICES**

The individual or firm selected will undertake the following services: compile data obtained from and provided by, the City, Town of Queensbury, Village of South Glens Falls, Town of Moreau, and Washington County Sewer District No. 1 on non-LTCP I&I reduction projects, flow data, and other data or information able to be collected and compiled in the engineer's professional judgment and experience, to provide a study and report quantifying reasonably calculated and supportable conclusions as to I&I reduction realized by such projects in a report format, with the intention that

such study and report will be utilized in discussions with the NYS DEC for flow offset calculation purposes under the above referenced BMP. The study and report shall be signed and sealed by a NYS licensed professional engineer. It is anticipated that the engineer shall meet with the participating municipalities as needed to obtain the necessary information and hold at least one (1) meeting to present the draft study and report and at least one (1) meeting to present the final study and report.

**The successful engineer shall produce the draft study and report within 6 weeks of commencement, with commencement to start within 1 week of award, and final study and report within 2 weeks of receipt of final comments from the participating municipalities as communicated through the City.**

### **SELECTION PROCESS AND CRITERIA**

The selection of an engineer/firm will be made by the City using a combined cost, experience and ability to produce basis. It is anticipated that the successful applicant will (a) possess experience in producing the expected report set forth above, (b) do so at a reasonable fixed price, and (c) possess the ability, staffing and current workload to undertake and produce the report within the time frames set forth above will also be included in consideration.

### **SUBMISSION REQUIREMENTS**

Interested parties should submit a written proposal to include, but not be limited to:

- A. General company brochure (if any) or business informational material including a description of services that the firm renders for its clients, no longer than 20 pages total;
- B. Resumes of staff who would be working on this project;
- C. A listing of reports similar to that requested in this RFP, including location, project description, project cost, and other relevant information;
- D. References, including names, addresses, and telephone numbers from at least three current or former clients;
- E. Proposal including contract with fixed not to exceed price and deliverable deadline.
- F. Non-collusive certification (attached).

**The City reserves the right to reject any or all responses for any reason or no reason at all, and to proceed or not proceed with this project at its sole and absolute discretion.**

NON-COLLUSIVE CERTIFICATION

(a) By submission of this Request For Proposal Response, each responder and each person signing on behalf of any responder certifies, and in the case of a joint response, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his/her/its knowledge and belief:

1. The prices in this response have been arrived at independently without collusion, consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other responder or with any competitor;

2. Unless otherwise required by law, the prices which have been quoted in this response have not been knowingly, disclosed by the responder and will not knowingly be disclosed by the responder prior to opening, directly or indirectly, to any other responder or to any competitor; and

3. No attempt has been made or will be made by the responder to induce any other person, partnership or corporation to submit or not to submit a response for the purpose of restricting competition.

(b) A response shall not be considered for award nor shall any award be made where (a) 1., 2., and 3., above have not been complied with; provided, however, that if in any case the responder cannot make the foregoing certification, the responder shall so state and shall furnish with the response a signed statement which sets forth in detail the reasons therefore. Where (a) 1., 2., and 3., above have not been complied with the response shall not be considered for award nor shall any award to be made unless the head of the purchasing unit of the political subdivision, public department, agency or official thereof to which the response is made, or his/her/its designee determines that such disclosure was not made for the purpose of restricting competition.

(c) The fact that a responder (a) has published price lists, rates, or tariffs covering items being procured, (b) has informed prospective customers of proposed or pending publication of new or revised price lists for such items, of (c) has sold the same items to other customers at the same prices being offered, does not constitute, without more, a disclosure within the meaning of paragraph (a) of this certification.

(d) Any response hereafter made to any political subdivision of the State or any public department, agency or official thereof by a corporate responder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding or procurement is required by statute, rule, regulation, or local law, and where such response contains the certification referred to in subdivision one of the section, shall be deemed to have been authorized by the board of directors of the responder, and such authorization shall be deemed to include the signing and submission of the response and the inclusion therein of the certificate as to non-collusion as the act and deed of the corporation.

DATE: \_\_\_\_\_

FIRM: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

(CORPORATE SEAL IF ANY)



## **JULY 2026 IIMC MUNICIPAL CLERKS PROGRAM**

### **Online Registration is Open! Limited Space – Sign Up Today!**

The Certified Municipal Clerks (CMC) and Master Municipal Clerks (MMC) Training programs are returning to New York. This institute is offered in affiliation with Central Connecticut State University - Office of Professional Education.

**When:** Sunday, July 12 – Thursday, July 16, 2026. All 40 hours of classes are held in person, **Sunday through Thursday.**

**Location:** Holiday Inn, 400 Old Loudon Road, Latham, NY

**Cost:** \$550. This includes 40 hours of classroom training, all materials, all meals, banquet, and a completion certificate.

### **Registration:**

Register online: <https://zfrmz.com/P5pyZE7LeJ2P9NrO6Tr>

### **Accommodation:**

A discounted group rate of \$149 per night is available at the Holiday Inn. Book your room directly using the link below (four nights at this rate total \$596).

### **Book your room today!**

<https://www.ihg.com/redirect?path=rates&brandCode=EX&regionCode=1&localeCode=en&checkInMonthYear=062026&checkInDate=12&checkOutDate=16&checkOutMonthYear=062026&hotelCode=ALBAN&GPC=AI0&numberOfAdults=1&numberOfRooms=1&adjustMonth=false&showApp=true&monthIndex=00>

**NOTE:** All Dietary/Allergies please send an email to Liz Gaynor - [Liz@sandspoint.gov](mailto:Liz@sandspoint.gov) upon registration to notify catering staff.

Scholarship opportunities are available!

### **Questions/Concerns:**

Carol Chase	<a href="mailto:summerhilltown@gmail.com">summerhilltown@gmail.com</a>
Liz Gaynor	<a href="mailto:liz@sandspoint.gov">liz@sandspoint.gov</a>
Sue Haag	<a href="mailto:shaag@austerlitzny.com">shaag@austerlitzny.com</a>
Megan Bay	<a href="mailto:megan@naplesny.us">megan@naplesny.us</a>
Amy Bellardo	<a href="mailto:abellardo@townofellicott.gov">abellardo@townofellicott.gov</a>
Kerri Harrington	<a href="mailto:kharrington@oneonta.ny.us">kharrington@oneonta.ny.us</a>

updated 4.7.26