



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

Public Meeting 7:00 PM
December 17, 2025
MAYOR JOSEPH ORLOW PRESIDING
Agenda

Public Forum

1. Joint Fire Protection District discussion
2. Grant Projects Update
 - a. CDBG Grant - signed forms have been received. Pre Con meeting will happen in February or early March with the contractor
3. Motion to Approve the Bills and Payroll as Audited
 - a. General - \$37,825.99
 - b. Water - \$9,243.04
 - c. Sewer - \$4,030.26
 - d. Payroll -
 - i. 12/03/25 - \$25,757.96
 - ii. 12/10/25 - \$27,268.56
 - e. Special - \$7,215.00
4. Motion to Approve Medicare Reimbursement for Retirees \$7,215.00
5. Motion to Approve 11/19/25 and 12/03/25 Minutes
6. Utility Accounts Audit
7. FEMA Hazard Mitigation Plan Approval
8. Trees
9. Motion to approve Sept financial reports
10. Old Business
 - a. 48 Harrison Avenue
 - b. Water tank powerwashing and inspection
 - c. RISE project
 - d. Fire Dept and Museum Floors
11. New Business
 - a. Employee & Elected Official Travel & Training Policy
 - b. Annual Membership in the Saratoga County Highway Association for the DPW Supervisor
 - i. A 1640.410 - \$100.00



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

12. Trustee Reports

13. Mayor's Report

14. Executive Session: PBA Negotiations, Grievance, Fire Dept Contract, Possible litigation

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 show opposite their name.

WARRANT DATE: 12/17/25

General Fund (A) Total: \$37,825.99

Vouchers	26000428	26000486	26000529	26000565	26000566
	26000568	26000569	26000570	26000571	26000572
	26000573	26000575	26000576	26000578	26000579
	26000580	26000581	26000582	26000583	26000585
	26000587	26000588	26000590	26000591	26000592
	26000593	26000594	26000595	26000596	26000597
	26000598	26000600	26000601	26000602	26000604
	26000605	26000609	26000610	26000611	26000612
	26000613	26000614	26000615	26000616	26000617
	26000618	26000620	26000622	26000623	26000624
	26000625	26000629	26000630	26000631	26000632
	26000635	26000636	26000637	26000638	26000639
	26000640				

Water Fund (FX) Total: \$9,243.04

Vouchers	26000428	26000567	26000568	26000569	26000573
	26000574	26000576	26000577	26000580	26000588
	26000596	26000601	26000606	26000607	26000608
	26000621	26000632	26000633	26000634	

Sewer Fund (G) Total: \$4,030.26

Vouchers	26000428	26000568	26000569	26000573	26000580
	26000584	26000589	26000599	26000606	26000619
	26000627	26000628			

BOARD OF TRUSTEES

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 show opposite their name.

WARRANT DATE: 12/17/25

General Fund (A) Total: 7215.00.

Vouchers	26000641	26000642	26000643	26000644	26000645
	26000646	2600647			

Water Fund (FX) Total: _____

Vouchers					

Sewer Fund (G) Total: _____

Vouchers					

BOARD OF TRUSTEES

Joseph Orlow, Mayor _____

Timothy M. Carota, Trustee: _____

Claude Middleton, Trustee: _____

Keith Comstock, Trustee: _____

Zachary Baxter, Trustee: _____

Village of South Glens Falls
46 Saratoga Avenue, South Glens Falls, NY 12803
November 19, 2025
Regular Village Meeting @ 7:00 PM

Regular Village Board Meeting
MAYOR JOSEPH ORLOW PRESIDING
Minutes

Attendance:

Mayor Orlow

Trustee Baxter

Trustee Comstock

Trustee Middleton

Attorney Bill Nikas

Bill Ramsey

John Cox

CR

Hello

R2D2

Clerk Treasurer Samantha Berg

DPW Superintendent Alan Dubois

Tim Pease

Nick Havens

Xavier DeRush

Tyler Corlew

Charles

Eavesdropping

Jenn Rich

The Mayor opened the meeting at 7:00 PM.

Pledge of Allegiance

Public Forum

● **Bill Ramsey - Tree Lighting**

Motion 111925-1 to approve the Tree Lighting Parade Route and check on a Porta-Potty: Trustee Middleton motioned, Trustee Carota seconded. All in favor, motion passed.

Discussion: wanted to finalize the wagon route: Short Route: out at First Street onto Route 9 to Second Street, and down the Alley Way. The Long Route will include Fairview. If there is a lot of traffic and kids, they'll use the short route; otherwise, they'll plan on the longer route. Chief Gifford commented the route should be fine, but if there's a problem, will switch to the side streets. Mr. Ramsey then inquired about having a porta-potty since the Village Bathrooms are winterized and closed for the season. Trustee Middleton to follow up. Everything else is all set for the Tree Lighting Ceremony.

- **John Cox, President of South Glens Falls Fire Company,** reported the Village's Fire Engine 582 truck is currently serviced by Premiere. Premiere does not come to the Village, so their truck is out of service for at least a week when it goes there, and it has been returning with additional problems. This is the only truck the Village has. The Fire Company currently uses Bulldog to service their other trucks. Bulldog services in-house and comes within a day when called with no issues. The Fire Company would like the



Village to switch their service company. The Board asked for a comparison quote. The Village had a contract with Bulldog in the past, and had switched due to a lack of billing details, communication and documentation. He then advised the Village provided cleaning service at Station One is not doing a good job. Trustee Middleton to follow up with a walk-through. Trustee Middleton will also follow up with the Fire Department flooring schedule.

1. Grant Projects Update

- a. **CDBG Grant:** Notice of Award has been sent to TKC Construction for their signature.
- b. **GIGP:** No updates.

2. Motion 111925-2 to approve Transfers: Trustee Carota motioned, Mayor Orlow seconded. All in favor, motion passed.

Discussion: None.

- a. A 5010.100 A 5110.101 \$405.13 ST MAINT O/T TRANSFER PER A. DUBOIS

3. Motion 111925-3 to approve the Bills and Payroll as Audited: Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.

Discussion: None.

- a. **General** - \$112,364.68
- b. **Water** - \$6,299.56
- c. **Sewer** - \$1,313.11
- d. **Payroll** -
 - i. 11/05/25 - \$29,774.62
 - ii. 11/12/25 - \$24,786.78

4. Motion 111925-4 to approve 11/05/25 Minutes: Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

Discussion: None.

5. Motion 111925-5 to waive the Water Sewer Penalty for 1 Catherine Street: Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

Discussion: The Clerk's office received a letter of request to waive the penalty due to a printing error on the bill.

6. Motion 111925-6 to approve the Health Insurance Renewals: Trustee Baxter motioned, Trustee Carota seconded. Mayor Orlow - abstained, Trustee Baxter - yes, Trustee Carota - yes, Trustee Comstock - yes, Trustee Middleton - yes, motion passed.

Discussion: Information was provided before the meeting with details regarding CDPHP, Delta Dental, and Lifetime Benefit Solutions, which will administer the HRA. An open enrollment meeting will be scheduled.

7. **Motion 111925-7 to accept the RFP from i2000 for the Village Website Conversion and Revamp (\$7,900.00 appropriated from A 0878.0300 Technology Replacements and Upgrades and paid from A 1325.410 C/T Outside Services):** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.
Discussion: This is a mandated .GOV upgrade from NYS.
8. **Motion 111925-8 to approve a Diamond Maps System annual subscription (FX 8340.403 - \$720.00/year):** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.
Discussion: An informational video shown to the Board. This GIS map program, designed for municipalities, will assist with our upcoming infrastructure updates and recordkeeping for the future.
9. **Attend BOCES Municipal Services Info Session 11/20/25 - TABLED**
10. **Old Business**
- a. **Motion 111925-9 to approve and begin the Asbestos-In-Place Demolition Project of the 48 Harrison Avenue Zombie House:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.
Discussion: Trustee Baxter reached out to Ambient Environmental, a MWBE company the City of Amsterdam uses that specializes in asbestos, to provide a proposal variance to demo the house as an 'asbestos-in-place'. \$1,975.00 cost, a \$365 filing fee, \$200/hour, 3rd party air monitoring the asbestos during spray-down removal at \$680/day, and additional costs as needed. Trustee Baxter will contact and begin the paperwork for the bid process.
11. **New Business**
- a. **Tri-County United Way Banner 2026:** The Village does not have a good spot for it and would have to go through channels at National Grid to be able to display.
- b. **Motion 111925-10 to approve the request and waive the 10 Vendor Transient Permit Fees for the 2025 Tree Lighting Ceremony:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.
Discussion: The Village has a \$500 per day transient permit fee that can be waived if it is for the greater good of the Village.
- c. **Motion 111925-11 to approve DPW Tool Purchase for Water Truck (A 1640.409 - \$649.00):** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.
Discussion: None.
- d. **Motion 111925-12 to approve a paid one-time early dismissal of Non-Essential Employees (Department of Public Works and Clerk's Office) on Wednesday, November 26th at 12:00 pm, and Essential Employees (Police Department) to receive hours to be used at another time:** Trustee Baxter motioned, Trustee Carota seconded. All in favor, motion passed.



12. Trustee Reports

- a. **Trustee Middleton:** Update of the Traffic Study - the engineers have set up cameras on Harrison Avenue and Main Street, and want to send out QR codes that the Village can set up on its website to collect the Village residents' responses. A letter will be distributed to the Harrison Avenue and Jr. High Schools. They will later meet with the Transportation Director of the school and the Crossing Guard on or around the end of February or early March, and move forward with those results.
- b. **Trustee Carota:** asked about tree removal - Alan Dubois, DPW Supervisor, has the list and will follow up.

13. Mayor's Report: Trustee Middleton, Samantha Berg, Clerk Treasurer, and the Mayor met with the OSC Auditors today for their closeout. They will be issuing their final report from their 7-month audit of the Village.

14. Motion 111925-13 to adjourn the Regular Village Board Meeting at 7:43 pm and enter into Executive Session for PBA Negotiations, Grievance, Fire Dept. Contract, and Possible Litigation: Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.
Discussion: None.

The Mayor left Executive Session at 7:47 pm.

15. Motion 111925-14 to adjourn Executive Session at 8:36 pm and enter the Regular Village Board Meeting with no action taken: Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.
Discussion: None.

16. Motion 111925-15 to adjourn the Regular Village Board Meeting at 8:38 pm: Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.



Village of South Glens Falls
46 Saratoga Avenue, South Glens Falls, NY 12803
December 03, 2025
Regular Village Meeting @ 7:00 PM

Regular Village Board Meeting
MAYOR JOSEPH ORLOW PRESIDING
Minutes

Attendance:

Mayor Orlow
Trustee Comstock
Trustee Middleton
Attorney Bill Nikas
Bill
Hello

Clerk Treasurer Samantha Berg
DPW Superintendent Alan Dubois
Xavier DeRush
John Cox
CR

The Mayor opened the meeting at 7:00 PM.

Pledge of Allegiance

Public Forum

1. **Grant Projects Update** : Clerk Treasurer Berg reported Barton and Lagudice received the signed Notice of Award from Tom Kubricky Company, Inc. (TKC) electronically today and will be delivering the originals to us. A meeting will be scheduled once the documents are completed.

2. **Motion 120325-1 to approve A 1910.400 to A 1430.403 - \$2,054.88 for CSEA Attorney Transfer:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.
Discussion: None.

a.	A.1910.400	A.1430.403	\$2,054.88 CSEA Attorney
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3. **Motion 120325-2 to approve the Bills and Payroll as Audited:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.
Discussion: None.
 - a. **General** - \$61,022.61
 - b. **Water** - \$16,672.93
 - c. **Sewer** - \$34,992.53
 - d. **Payroll** -
 - i. 11/19/25 - \$25,007.85
 - ii. 11/26/25 - \$30,088.19

4. **Motion 120325-3 to receive and file the monthly DPW, PD, Animal Control, and Buildings and Codes reports:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

Discussion: None.

5. **Motion 120325-4 to deny a Waiver of Penalties for 31 Wilson Avenue:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

Discussion: 31 Wilson was unaware that a bill was due. Attorney Nikas stated that at a closing, the buyers of the property are notified that taxes are due.

Motion 120325-5 to approve a Waiver of Penalties for 41 Fairview Street Extension: Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

Discussion: 41 Fairview Extension claims the bill was delivered on time to the outside drop box, but the office did not technically receive it before the due date. There is a notice on the outside drop box stating "*All payments will be postmarked the next business day*". A reprint of the bill was mailed with an error on the due date (11/15), which fell over the weekend.

6. Old Business

- a. **RISE Contract:** Trustee Middleton reported on a study done by RISE, a group that works with National Grid. This contract will provide the Village with new lighting for the Aquafor, DPW building, Police Department building, Fire Department building, Municipal Building, and the Museum for \$4,076.00 with an estimated savings of \$3,208.00. This could save the Village \$26,000 on electrical costs over the next 5 years.
- b. **Fire House Bathroom:** Trustee Middleton has scheduled a site visit with the plumbing vendor.

7. New Business

- a. **Motion 120325-6 to approve Jumping Jack Tamper purchase for DPW from FX 8340-200 - \$1,400.00 and G 8130-200 - \$1,400.00:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

Discussion: DPW Superintendent reported this is a previously approved budget item to replace the 23-year-old Tamper.

- b. **Motion 120325-7 to approve a purchase from Gaylord Archival for Records Maintenance A 1460-400 - \$723.14:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

Discussion: Clerk Treasurer Berg and Deputy Clerk Treasurer Gollhofer are beginning the process of revamping the records maintenance for the Village. We will be applying for a grant in the future. The Village has original ledgers that need to be archived.



c. **Motion 120325-8 to allow the Mayor to sign the sponsorship agreement for The Coffee Stable for the Tree Lighting Ceremony:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

Discussion: None.

d. **Motion 120325-9 from Auditor Reserve for payment of next invoice A 878-0220 to A 1320-400 - \$12,250.00:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

Discussion: None.

8. **Trustee Reports: None**

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

10. **Motion 120325-10 to end the Regular Village Board Meeting at 7:14 pm and enter into Executive Session for PBA Negotiations, Grievance and Fire Department Contract:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

11. **Motion 120325-11 to end Executive Session at 7:20 pm and enter the Regular Village Board Meeting:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

Trustee Middleton reported an update on the requested State Police presence: they will be assigning traffic controls along with the Sheriff's Department. The State Police will be reaching out with those dates soon.

12. **Motion 120325-12 to end the Regular Village Board Meeting at 7:22 pm:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.



VILLAGE OF SOUTH GLENS FALLS, NEW YORK
A RESOLUTION ADOPTING THE SARATOGA COUNTY
HAZARD MITIGATION ACTION PLAN UPDATE 2025

WHEREAS the Village of South Glens Falls recognizes the threat that natural hazards pose to people and property within the Village of South Glens Falls; and

WHEREAS the County of Saratoga has prepared a multi-hazard mitigation plan, hereby known as Saratoga County Hazard Mitigation Action Plan Update 2025, in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS Saratoga County Hazard Mitigation Action Plan Update 2025, identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in the Village of South Glens Falls from the impacts of future hazards and disasters; and

WHEREAS adoption by the Village Board demonstrates their commitment to hazard mitigation and achieving the goals outlined in the Saratoga County Hazard Mitigation Action Plan Update 2025.

NOW THEREFORE, BE IT RESOLVED that the Village of South Glens Falls does hereby adopt the Saratoga County Hazard Mitigation Action Plan Update 2025. This plan, approved by the community, may be edited or amended after submission for review, but will not require the community to re-adopt any further iterations. This only applies to this specific plan and does not absolve the community from updating the plan in 5 years.

WHEREFORE, the foregoing Resolution was put to a vote of the members of the Village Board of the Village of South Glens Falls by a motion from _____ and seconded by _____ on December 17, 2025, the result of which vote was as follows:

Mayor Orlow _____
Trustee Baxter _____
Trustee Carota _____
Trustee Comstock _____
Trustee Middleton _____

DATED: December 17, 2025

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 Treasurer



DEPARTMENT OF PUBLIC WORKS
46 Saratoga Avenue
South Glens Falls, New York
Telephone (518) 792-4033
Fax (518) 338-3243
publicworks@sgfny.com

December 12, 2025

Mayor and Board of Trustees,

I am requesting approval from the Board to have a contractor remove the following dead and potentially dangerous trees. Attached is a quote with the Saratoga County bid price for removal.

31 Marion Ave 2 trees
33 Third St
2 Washburn
14 Van Buren
2 trees out on our upper trail broken about 10' up or so
12 Fourth St
8 Prospect St
1 Jackson Ave
30 Marion Ave
176 Main St
181 Main St
16 Riverview

Thank You

Alan Dubois

Superintendent of Public Works



**DEPARTMENT OF
CENTRAL SERVICES**

JOHN WARMT, DIRECTOR

518.885.2210

SARATOGACOUNTYNY.GOV

50 WEST HIGH ST, BALLSTON SPA, NY 12020

October 17, 2025

Via Email

William Hafner, Vice President
Richard Sears Tree Experts
16 Harold Harris Road
Queensbury, NY 12804

Dear Mr. Hafner:

This is to inform you that the bid for Tree Removal Service, specification 25-PWRT-9R2, has been awarded to the lowest bidder, Richard Sears Tree Experts, with secondary awards as listed based on price and availability listed below:

Company	Contact	OPTION A Pricing	OPTION B Pricing
Richard Sears Tree Experts	William Hafner 518-793-3602	\$23.00	\$19.00
Adirondack Tree Surgeons	Philip J. Viger 518-792-2225	\$67.00	\$10.00
K. Hughes Expert Tree Service	Rachel Hughes 845-331-6782	\$75.00	\$65.00

Option A pricing indicates the Contractor is responsible for the entire job and Option B pricing indicates the contractor will work with Saratoga County staff during the tree removal. Pricing is per inch at dbh.

The contract period is from the date of this award letter through October 31, 2026, with the option to renew the contract on a yearly basis, up to an additional two (2) years, upon written agreement of both parties.

If you have any questions, please contact my office.

Very truly yours,

JOHN T. WARMT
Director of Purchasing

cc: C. Cooke, Comr. of Public Works
J. Bosley, County Auditor



Richard Sears Tree Experts Inc.

16 Harold Harris Road | Glens Falls North, New York 12804
518-793-3602 | sales@searstree.com | https://www.searstree.com/

RECIPIENT:

Village of SGF
various locations
SGF, 12803

SERVICE ADDRESS:

various locations
SGF, 12803

Quote #2679	
Sent on	Dec 04, 2025
Total	\$9,562.00

Product/Service	Description	Qty.	Unit Price	Total
Tree Removal	Cut and Remove several trees around the village \$23 Per inch 188 Inches - Round 1 156 Inches - Round 2 344 Total Inches	344	\$23.00	\$7,912.00
Stump Removal	Grind stumps \$150 Per stump	11	\$150.00	\$1,650.00

Optional

Subtotal	\$9,562.00
Exempt (0.0%)	\$0.00
Total	\$9,562.00

Reviews

Shelley Murphy



Stephen Martin



The crew was very personable and thorough. The job completed was very efficient and cleanup was meticulous

James Brockman



Our church had a very old, large and turns out almost completely rotten inside on our property that was of concern to our neighbors. Richard Sears tree service did a fantastic job removing that huge tree and cleaning up the mess. There was also power lines running very close to the tree and it was no problem for the crew. Will definitely use Richard Sears again for future work! Thanks to all.



Richard Sears Tree Experts Inc.

16 Harold Harris Road | Glens Falls North, New York 12804
518-793-3602 | sales@searstree.com | <https://www.searstree.com/>

This quote is valid for the next 5 days, after which values may be subject to change. The Client , hereby acknowledges and accepts the full responsibility for any damages caused to your lawn or property due to large equipment needed to complete. I understand that the damage to the lawn was unintentional and occurred due to the presence of equipment used for the tree services. Client also agrees to terms and conditions found at www.searstree.com/terms-and-conditions

Signature: _____ Date: _____

AGREEMENT

BETWEEN AQUEOUS INFRASTRUCTURE MANAGEMENT (AIM) AND VILLAGE OF SOUTH GLENS FALLS, NY FOR THE INSPECTION AND CLEANING (SEDIMENT REMOVAL) OF 1-MILLION GALLON ELEVATED WELDED STEEL SPHEROID WST WATER STORAGE TANK AS FOLLOWS:

Village of South Glens Falls agrees to have Aqueous Infrastructure Management, Co. (AIM) perform the above-mentioned work as per the conditions/terms and costs stated on the proposal dated December 4, 2025

PERSONNEL: Divers / Tenders
Complete Sterile Inspection/Cleaning Dive Station

SUBMITTALS: *Hard copies of your reports can be printed directly from our cloud platform.

PRICE: While mobilized in New York in 2025, during one mobilization:

In Service Inspection and Cleaning of One (1) Structure with ground assessment	\$5,700.00
End of 2025 15% Discount	\$ 855.00
Total:	\$4,845.00

THE FOLLOWING ADD-ON SERVICES CAN BE PROVIDED FOR THE ADDITIONAL PRICE LISTED BELOW:

<input type="checkbox"/> Ultrasonic Thickness Testing:	\$390.00	<input type="checkbox"/> Real-Time Video with DVD:	\$390.00
<input type="checkbox"/> Filter bag(s) & capturing of sediment:	\$450 / per bag	<input type="checkbox"/> Disposal Offsite:	Cost + 20% Markup

- Discounts are ONLY valid through Dec. 31st, 2025, and with limited spots for scheduling this is a first come first serve offer.
- Deliverable requirements included: All State and local requirements for divers and equipment will be followed.
- Price does include prevailing wages.
- This proposal is for inspection and sediment removal with ground assessment. Sediment levels and some sediment types may require additional time to remove. Should Aqueous Infrastructure Management (AIM) be required to spend additional time beyond the allocated time and scope for this project, the following hourly rate will be incurred: \$675/per hour. Any time approved by the customer beyond the initial scope will be billed accordingly.
- Please have this structure as full as possible for both safe entry and to allow for suction on pumps for sediment removal process. Typically, AIM requires the water to be no more than 10-15 feet below overflow level. However, according to OSHA guidelines if the structure to be inspected and cleaned is a standpipe exceeding 100' the water level within the structure will have to be lowered and maintained between 97'-99' at all times throughout the inspection and cleaning.
- If removing sediment, please have a discharge location available at project commencement. You will be required to sign off on the selected discharge location once our crew arrives. Should capturing or sediment, dechlorination of water or another means of discharge be required, we will need to know at this time. Additional discharge options may incur an additional fee.
- Please make sure access roads, gates and sites are suitable for a truck and trailer to navigate.
- This price does not include a lift. If one is required, it will be marked up 30%.

TERMS AND CONDITIONS: *All sites must be maintained to allow a truck and trailer to mobilize to within 25' of the tank, allowing access around the circumference of the tank, and have good, sound ladder access to the rooftop. *All entry hatches must function allowing internal access to each tank and personnel must be available to mobilize to site locations. If this structure or any structure to be inspected have only bolt-on entry hatches, these bolt-on entry hatches must be removed prior to our arrival and re-secured by the customers personnel at the completion of this project. The term "cleaning" refers to the removal of accumulated precipitate. Services beyond the removal of precipitate in terms of cleaning may incur an additional cost. It is the responsibility of the customer to provide AIM with a location for discharge for all cleaning projects (sediment removal) Note: The term "one mobilization" refers to allowing AIM access to all site(s) at all times throughout the project. Should operations not allow for complete access to all site(s) throughout the entire project, an additional charge shall be incurred. *I understand that in the event that the above-referenced terms and conditions are not met upon AIM arrival on-site, the above hourly rate shall be incurred until such time that the terms and conditions are met, and AIM is able to commence operations. Your signature indicates that unless a 48-hour written notice of cancellation on mutually agreed date is provided, the client agrees to AIM invoicing 50% of the project lump sum cost and payable within 30 days from the date of cancellation/invoice. Once paid and not until then, the project is eligible for re-scheduling. At the completion of the project on its re-scheduled date, client agrees to pay the remaining 50% of the project cost within 30 days from the date of project completion/final invoice.

BY SIGNING BELOW, I AM ACKNOWLEDGING THAT I HAVE READ AND UNDERSTAND THE ABOVE STATED TERMS AND CONDITIONS OF THIS AGREEMENT.

PAYMENT TERMS: NET 30 DAYS
ACH PAYMENTS PREFERRED (Please contact our office to make arrangements)
If paying by check, payment must be sent via Fed-Ex. (AIM will provide a prepaid label)

IN ACCEPTANCE OF AFOREMENTIONED AGREEMENT:



Aqueous Infrastructure Management (AIM)
Signature of Authorized Representative

President
Title

December 4, 2025
Date

Village of South Glens Falls, NY
Signature of Authorized Representative

Title
Date

Efficiency Energized.



Andrew Netto
Project Developer
315-955-5631
anetto@therisegroupinc.com

**Village of So Glens Falls - DPW
116 Saratoga Ave
South Glens Falls NY, 12803
(LED Lighting Retrofit)**

Financial Summary	
Total Project Cost	\$10,114.20
Estimated Utility Electric Incentive	\$ (6,037.62)
Customer Net Cost	\$4,076.58
Estimated Electric Cost Savings Annually	\$3,018.81
Estimated Maintenance Savings Annually	\$189.82
Total Estimated Savings Annually	\$3,208.63
Return on Investment (ROI)	N/A
Simple Payback in Years	1.3

Annual Energy Savings		Lifetime Pollution Savings	
kW Reduction	5.6	CO2 Reduction (lbs)	16,020
kWh Reduction	20,125.4	Nox Reduction (lbs)	17
		SO2 Reduction (lbs)	44

Choose from 6 convenient payment options.

On Bill Financing		3rd Party Financing Option			
Lump Sum Payment (w/Additional Discount)	12 Months (No Interest)	24 Months	36 Months	48 Months	60 Months
\$3,668.92	\$339.71	\$180.18	\$124.60	\$93.45	\$74.76

Estimated Monthly Savings of \$267.39

Within the next 10 years, it is anticipated that the electrical savings from this project will generate \$28,009.72 in net cash through avoided energy & maintenance costs.

Date Prepared: 11/26/2025



ROOM SCHEDULE

Village of So Glens Falls - DPW
 116 Saratoga Ave
 South Glens Falls, NY 12803
 Claude Middleton

Line Item	Location	EXISTING CONDITIONS						PROPOSED CONDITIONS						ENERGY SAVINGS	
		Fixture Type	Fixt. Qty	Existing Hours	Watts	kWh	Proposed Fixture Type	Proposed Qty	Proposed Hours	Watts	kWh	kWh Saved	kWh Saved		
1	GARAGE	H6	21	4,630	224	4,704	21,780	LED HIGHBAY (FOR REBATE ONLY - HAS ALREADY BEEN INSTALLED)	21	4,630	2.1	9,723	2.60	12,057	
2	GARAGE	W2	4	4,630	52	0.208	963	RELAMP 2L4 T8 LED 13W, 5K	4	4,630	0.104	482	0.10	482	
3	OFFICES	C3	9	3,013	86	0.584	1,780	RELAMP 3L4 T8 LED 13W, 5K	9	3,013	0.351	1,058	0.24	732	
4	BREAK ROOM	C2	4	3,013	44	0.178	530	RELAMP 2L4 T8 LED 13W, 5K	4	3,013	0.104	313	0.07	217	
5	GARAGE TASK	S4	10	3,013	86	0.86	2,591	RELAMP 4L4 T8 LED 13W, 5K	10	3,013	0.52	1,567	0.34	1,024	
6	UPSTAIRS STORAGE	S2	1	500	44	0.044	22	RELAMP 2L4 T8 LED 13W, 5K	1	500	0.028	13	0.02	9	
7	BACK STORAGE	S2	6	500	44	0.264	132	RELAMP 2L4 T8 LED 13W, 5K	6	500	0.188	78	0.11	54	
8	BACK STORAGE	H6	1	500	224	0.224	112	LED HIGHBAY 60/100/165W	1	500	0.1	50	0.12	62	
9	MENS BATHROOM	S1	2	500	44	0.088	44	RELAMP 2L4 T8 LED 13W, 5K	2	500	0.082	26	0.04	16	
10	MENS BATHROOM	D3	1	500	43	0.043	22	RELAMP 2L4 T8 LED 9W, 5K	1	500	0.027	14	0.02	8	
11	BLDG EXTERIOR	NC1	2					NO CHANGE / ALREADY LED	2	0				0	
12	BLDG EXTERIOR	M2	4	4,380	60	0.24	1,051	WALLPACK FORWARD THROW WIPE 30W/40W/50W/60W	4	4,380	0.12	528	0.12	528	
13	POLE BARN	M3	2	4,380	234	0.468	2,050	LED HIGHBAY 60/100/165W	2	4,380	0.2	876	0.27	1,174	
14	POLE BARN	NC2	1					NO CHANGE / ALREADY LED	1	0				0	
15	WATERSHED	S1	20	0	44	0.88	0	RELAMP 2L4 T8 LED 13W, 5K	20	0	0.52	0	0.36	0	
16	WATERSHED	X1	16	4,380	30	0.54	2,365	WALLPACK FORWARD THROW WIPE 30W/40W/50W/60W	16	4,380	0.54	2,365	0.00	0	
17	WATER TREATMENT PLANT EXTERIOR	X2	4	4,380	60	0.24	1,051	WALL PACK LED 30/25/20/15W (ON/OFF PE)	4	4,380	0.06	263	0.16	788	
18	WATER TREATMENT PLANT EXTERIOR SIGN LIGHTS	S5	2	4,380	23	0.046	201	RELAMP 1L4 T8 LED 13W, 5K	2	4,380	0.026	114	0.02	86	
19	WATER TREATMENT PLANT EXTERIOR	NC1	3					NO CHANGE / ALREADY LED	3	0				0	
20	WATER TREATMENT PLANT BATHROOM	W2	1	500	52	0.052	26	RELAMP 2L4 T8 LED 13W, 5K	1	500	0.026	13	0.03	13	
21	WATER TREATMENT PLANT INTERIOR	W4	6	3,013	112	0.672	2,925	RELAMP 4L4 T8 LED 13W, 5K	6	3,013	0.312	940	0.36	1,085	
22	WATER TREATMENT PLANT INTERIOR	V2	18	3,013	58	1.062	3,200	RELAMP 2L4 T8 LED 13W, 5K	18	3,013	0.468	1,410	0.59	1,790	
TOTALS			140			11.4	39,865		140		5.3	19,829	5.6	20,125	

NEW FIXTURE DESCRIPTION	FIXTURE KEY	MANUFACTURER'S MODEL NUMBER	QTY
RELAMP 2L4 T8 LED 13W, 5K	C2	N/A	4
RELAMP 3L4 T8 LED 13W, 5K	C3	N/A	9
RELAMP 3L2 T8 LED 9W, 5K	D3	N/A	1
LED HIGHBAY 60/100/165W	H6	LED-LHB-1FT-3P165-4CCT-UNV	1
WALLPACK FORWARD THROW W/PE 30W/40W/50W/60W	M2	W22-M-60	4
LED HIGHBAY 60/100/165W	M3	LED-LHB-1FT-3P165-4CCT-UNV	2
NO CHANGE / ALREADY LED	NC1	N/A	5
NO CHANGE / ALREADY LED	NC2	N/A	1
RELAMP 2L4 T8 LED 13W, 5K	S1	N/A	22
RELAMP 2L4 T8 LED 13W, 5K	S2	N/A	7
RELAMP 4L4 T8 LED 13W, 5K	S4	SEE LAMP DESCRIPTION	10
RELAMP 1L4 T8 LED 13W, 5K	S5	SEE LAMP DESCRIPTION	2
RELAMP 2L4 T8 LED 13W, 5K	V2	N/A	18
RELAMP 2L4 T8 LED 13W, 5K	W2	N/A	5
RELAMP 4L4 T8 LED 13W, 5K	W4	SEE LAMP DESCRIPTION	6
WALLPACK FORWARD THROW W/PE 30W/40W/50W/60W	X1	W22-M-60	18
WALL PACK LED 30/25/20/15W (ON/OFF PE)	X2	SLIM22-S-30	4
LAMP DESCRIPTION			
4FT T8 LED 13W, 5K (PLUG & PLAY)		PHI 13T8/MAS/48-850/IF21/P/DIM 10/1	205
2FT T8 LED 9W, 5K (PLUG & PLAY)		PHI 7T8/MAS/24-850/IF11/P 10/1	3



Division of Thielsch Engineering, Inc
 1341 Elmwood Avenue
 Cranston, Rhode Island 02910

CONTRACT

This contract is entered into between RISE Engineering and Customer for work as described below:

DATE	11/26/2025
CUSTOMER	Village of So Glens Falls - DPW
ATTENTION	Claude Middleton
TELEPHONE	518-307-4640 Ext. 0
STREET ADDRESS	116 Saratoga Ave
CITY, STATE AND ZIP CODE	South Glens Falls NY 12803

RISE Engineering agrees to furnish Energy Efficient equipment as described in the RISE Engineering Proposal dated 11/26/2025.

Location: Village of So Glens Falls - DPW
 116 Saratoga Ave
 South Glens Falls NY 12803

Project: Village of So Glens Falls - DPW

MATERIALS	\$	10,114.20
Sales Tax EXEMPT	\$	-
TOTAL DUE	\$	10,114.20
Less UTILITY Incentive	\$	(6,037.62)
Less 10% Lump Sum Discount	\$	(407.66)
Customer Net Cost	\$	\$3,668.92

*****INCENTIVES ARE ESTIMATED. PRIOR TO APPROVING INCENTIVES, NATIONAL GRID MUST CONDUCT AN INSPECTION OF EXISTING SYSTEMS TO DETERMINE ELIGIBILITY FOR THE PROPOSED INCENTIVES. AGAIN, ALL INCENTIVES ARE TO BE CONSIDERED ESTIMATES UNTIL APPROVED BY NATIONAL GRID.*****

*Sales tax will not be billed if a fully executed NYS ST-124 or ST-119.1 certificate is submitted at time of contract execution to RISE by the Customer.

The UTILITY Incentive payment will be assigned to RISE Engineering. The balance of \$3,669 will be payable to RISE Engineering Net 30 days upon completion.

1. Customer agrees to remit amount due in Full. Interest of 1% will be charged monthly on any unpaid balance after 30 days.
2. Any defect in materials will be remedied without charge and within a reasonable period of time.
3. In the absence of alternate arrangements, disposal of disabled materials is the responsibility of the Customer.
4. This contract is subject to Utility company approval of any Utility program incentives incorporated herein. All applicable Utility program incentives shall be assigned to RISE ENGINEERING.
5. Pricing is valid for 30 days from above date.

NOTE: THIS CONTRACT MAY BE WITHDRAWN BY US IF NOT EXECUTED WITHIN 30 DAYS.

AUTHORIZED SIGNATURE

DATE

11/26/2025

Acceptance of Contract - The above prices, specifications and conditions are satisfactory and are hereby accepted. Payments will be made as outlined above.

DATE OF ACCEPTANCE _____

SIGNATURE _____



Efficiency Energized.

Andrew Netto
 Project Developer
 315-955-5631
 anetto@therisegroupinc.com

**Village of So Glens Falls
 (Pump Stations)
 (Multiple Locations)
 South Glens Falls NY, 12803
 (LED Lighting Retrofit)**

Financial Summary	
Total Project Cost	\$1,466.09
Estimated Utility Electric Incentive	\$ (670.10)
Customer Net Cost	\$795.98
Estimated Electric Cost Savings Annually	\$335.05
Estimated Maintenance Savings Annually	\$189.82
Total Estimated Savings Annually	\$524.87
Return on Investment (ROI)	N/A
Simple Payback in Years	1.5

Annual Energy Savings		Lifetime Pollution Savings	
kW Reduction	0.8	CO2 Reduction (lbs)	1,778
kWh Reduction	2,233.7	Nox Reduction (lbs)	2
		SO2 Reduction (lbs)	5

Choose from 6 convenient payment options.

On Bill Financing		3rd Party Financing Option			
Lump Sum Payment (w/Additional Discount)	12 Months (No Interest)	24 Months	36 Months	48 Months	60 Months
\$716.39	\$66.33	\$35.18	\$24.33	\$18.25	\$14.60

Estimated Monthly Savings of \$43.74

Within the next 10 years, it is anticipated that the electrical savings from this project will generate \$04,452.74 in net cash through avoided energy & maintenance costs.

Date Prepared: 11/26/2025

NEW FIXTURE DESCRIPTION	FIXTURE KEY	MANUFACTURER'S MODEL NUMBER	QTY
LED FLOOD 60/50/30W (PE SELECTABLE) 1/2IN KNUCKLE	M2	RAB X17 XFU60 30-60W /30K-50K FLOOD W/PE W/NUCKLE	5
LED FLOOD 60/50/30W (PE SELECTABLE) 1/2IN KNUCKLE	M3	RAB X17 XFU60 30-60W /30K-50K FLOOD W/PE W/NUCKLE	1
NO CHANGE / PER CUSTOMER	NC6	N/A	1
4FT LED STRIP 20/30/40W	S2	RAB SR4	3
RELAMP 2L4 T8 LED 13W, 5K	W2	SEE LAMP DESCRIPTION	1
LAMP DESCRIPTION			
4FT T8 LED 13W, 5K (PLUG & PLAY)		PHI 13T8/MAS/48-850/IF21/P/DIM 10/1	8



Division of Thielsch Engineering, Inc
 1341 Elmwood Avenue
 Cranston, Rhode Island 02910

CONTRACT

This contract is entered into between RISE Engineering and Customer for work as described below:

DATE	11/26/2025	
CUSTOMER	Village of So Glens Falls	
ATTENTION	Claude Middleton	
TELEPHONE	518-307-4640	Ext. 0
STREET ADDRESS	(Multiple)	
CITY, STATE AND ZIP CODE	South Glens Falls NY 12803	

RISE Engineering agrees to furnish Energy Efficient equipment as described in the RISE Engineering Proposal dated 11/26/2025.

Location: Village of So Glens Falls
 (Multiple)
 South Glens Falls NY 12803

Project: Village of So Glens Falls

MATERIALS	\$	1,466.09
Sales Tax EXEMPT	\$	-
TOTAL DUE	\$	1,466.09
Less UTILITY Incentive	\$	(670.10)
Less 10% Lump Sum Discount	\$	(79.59)
Customer Net Cost	\$	\$716.39

*****INCENTIVES ARE ESTIMATED. PRIOR TO APPROVING INCENTIVES, NATIONAL GRID MUST CONDUCT AN INSPECTION OF EXISTING SYSTEMS TO DETERMINE ELIGIBILITY FOR THE PROPOSED INCENTIVES. AGAIN, ALL INCENTIVES ARE TO BE CONSIDERED ESTIMATES UNTIL APPROVED BY NATIONAL GRID.*****

**Sales tax will not be billed if a fully executed NYS ST-124 or ST-119.1 certificate is submitted at time of contract execution to RISE by the Customer.*

The UTILITY Incentive payment will be assigned to RISE Engineering. The balance of \$716 will be payable to RISE Engineering Net 30 days upon completion.

1. Customer agrees to remit amount due in Full. Interest of 1% will be charged monthly on any unpaid balance after 30 days.
2. Any defect in materials will be remedied without charge and within a reasonable period of time.
3. In the absence of alternate arrangements, disposal of disabled materials is the responsibility of the Customer.
4. This contract is subject to Utility company approval of any Utility program incentives incorporated herein. All applicable Utility program incentives shall be assigned to RISE ENGINEERING.
5. Pricing is valid for 30 days from above date.

NOTE: THIS CONTRACT MAY BE WITHDRAWN BY US IF NOT EXECUTED WITHIN 30 DAYS.

AUTHORIZED SIGNATURE

DATE

11/26/2025

Acceptance of Contract - The above prices, specifications and conditions are satisfactory and are hereby accepted. Payments will be made as outlined above.

DATE OF ACCEPTANCE _____

SIGNATURE _____

Efficiency Energized.



AN EMPLOYEE-OWNED COMPANY
A Division of Thielsch Engineering, Inc
1341 Elmwood Avenue
Cranston, Rhode Island 02910

Andrew Netto
Project Developer
315-955-5631
anetto@therisegroupinc.com

Village of So Glens Falls - Museum & Bathrooms
46 Saratoga Ave
South Glens Falls NY, 12803
(LED Lighting Retrofit)

Financial Summary	
Total Project Cost	\$1,035.20
Estimated Utility Electric Incentive	\$ (812.99)
Customer Net Cost	\$222.22
Estimated Electric Cost Savings Annually	\$406.49
Estimated Maintenance Savings Annually	\$189.82
Total Estimated Savings Annually	\$596.31
Return on Investment (ROI)	N/A
Simple Payback in Years	0.4

Annual Energy Savings		Lifetime Pollution Savings	
kW Reduction	1.2	CO2 Reduction (lbs)	2,157
kWh Reduction	2,710.0	Nox Reduction (lbs)	2
		SO2 Reduction (lbs)	6

Choose from 6 convenient payment options.

On Bill Financing		3rd Party Financing Option			
Lump Sum Payment (w/Additional Discount)	12 Months (No Interest)	24 Months	36 Months	48 Months	60 Months
\$199.99	\$18.52	\$9.82	\$6.79	\$5.09	\$4.08

Estimated Monthly Savings of \$49.69

Within the next 10 years, it is anticipated that the electrical savings from this project will generate \$05,740.91 in net cash through avoided energy & maintenance costs.

Date Prepared: 11/26/2025



ROOM SCHEDULE

Village of So. Glens Falls - Museum & Bathrooms
 48 Saratoga Ave
 South Glens Falls NY 12803
 Claudia Middleton

Line Item	LOCATION			EXISTING CONDITIONS						PROPOSED CONDITIONS						ENERGY SAVINGS		
	Room Name AND Floor	Fixture Type	Fixture Type	Qty	Ext. Hours	Watts	kWh	Watts	kWh	Watts	kWh	Watts	kWh	Watts	kWh	kWh Saved	kWh Saved	
1	MUSEUM EXTERIOR	R6	23W CFL S/ 6IN RECESSED CAN	8	4,380	29	0.232	1,016	0	0.000	0	0.000	0	0.000	0	0.000	0.000	0.000
2	VESTIBULE	F1	2L 36W PL SURFACE DRUM	1	1,000	54	0.054	54	1	1,000	13	0.013	13	1,000	13	0.013	0.04	41
3	EXTERIOR BATHROOMS	M1	200W TQ FLOOD	1	438	200	0.2	88	1	438	15	0.015	7	1,000	15	0.015	0.19	81
4	EXTERIOR BATHROOMS	M2	200W TQ FLOOD W 1/2IN KNUCKLE	2	4,380	200	0.4	1,762	2	4,380	30	0.06	263	1,000	30	0.06	0.34	1,489
5	WOMENS BATHROOM	R7	65W INC S/ 6IN RECESSED CAN	2	1,000	128	0.258	258	2	1,000	11	0.022	22	1,000	11	0.022	0.23	234
6	WOMENS BATHROOM	NC1	RECENTLY CHANGED LED WALLPACK	1					1	0				1	0			0
7	MENS BATHROOM	R7	65W INC S/ 6IN RECESSED CAN	2	1,000	128	0.258	258	2	1,000	11	0.022	22	1,000	11	0.022	0.23	234
8	MENS BATHROOM	NC1	RECENTLY CHANGED LED WALLPACK	1					1	0				1	0			0
TOTALS				18			1.4	3,422	18			0.2	712	1.2	2,710			

NEW FIXTURE DESCRIPTION	FIXTURE KEY	MANUFACTURER'S MODEL NUMBER	QTY
SURFACE DRUM LED 12.5W	F1	NUVO 62-795/ NUVO62-795R1 11" FLUSH DRUM 12.5W 30k	1
WALL PACK LED 30/25/20/15W (ON/OFF PE)	M1	SLIM22-S-30	1
WALLPACK FORWARD THROW W/PE 30W/40W/50W/60W	M2	W22-M-60	2
NO CHANGE / ALREADY LED	NC1	N/A	2
6IN LED RECESSED CAN LIGHT 6/9/11W (W/WHIP)	R6	SYL RT6S900UNVD9SC85ATAA 62807	8
6IN LED RECESSED CAN LIGHT 7.5/11/14W (SCREW BASE)	R7	SYL LEDRT561AS1300ST9SC3SM, 65736	4



Division of Thielsch Engineering, Inc
 1341 Elmwood Avenue
 Cranston, Rhode Island 02910

CONTRACT

This contract is entered into between RISE Engineering and Customer for work as described below:

DATE	11/26/2025
CUSTOMER	Village of So Glens Falls - Museum & Bathrooms
ATTENTION	Claude Middleton
TELEPHONE	518-307-4640 Ext. 0
STREET ADDRESS	46 Saratoga Ave
CITY, STATE AND ZIP CODE	South Glens Falls NY 12803

RISE Engineering agrees to furnish Energy Efficient equipment as described in the RISE Engineering Proposal dated 11/26/2025.

Location: Village of So Glens Falls - Museum & Bathrooms
 46 Saratoga Ave
 South Glens Falls NY 12803

Project: Village of So Glens Falls -
 MATERIALS \$ 1,035.20
 Sales Tax EXEMPT \$ -
TOTAL DUE \$ 1,035.20
 Less UTILITY Incentive \$ (812.99)
 Less 10% Lump Sum Discount \$ (22.23)
Customer Net Cost \$199.99

*****INCENTIVES ARE ESTIMATED. PRIOR TO APPROVING INCENTIVES, NATIONAL GRID MUST CONDUCT AN INSPECTION OF EXISTING SYSTEMS TO DETERMINE ELIGIBILITY FOR THE PROPOSED INCENTIVES. AGAIN, ALL INCENTIVES ARE TO BE CONSIDERED ESTIMATES UNTIL APPROVED BY NATIONAL GRID.*****

*Sales tax will not be billed if a fully executed NYS ST-124 or ST-119.1 certificate is submitted at time of contract execution to RISE by the Customer.

The UTILITY Incentive payment will be assigned to RISE Engineering. The balance of \$200 will be payable to RISE Engineering Net 30 days upon completion.

- Customer agrees to remit amount due in Full. Interest of 1% will be charged monthly on any unpaid balance after 30 days.
- Any defect in materials will be remedied without charge and within a reasonable period of time.
- In the absence of alternate arrangements, disposal of disabled materials is the responsibility of the Customer.
- This contract is subject to Utility company approval of any Utility program incentives incorporated herein. All applicable Utility program incentives shall be assigned to RISE ENGINEERING.
- Pricing is valid for 30 days from above date.

NOTE: THIS CONTRACT MAY BE WITHDRAWN BY US IF NOT EXECUTED WITHIN 30 DAYS.

AUTHORIZED SIGNATURE

DATE

11/26/2025

Acceptance of Contract - The above prices, specifications and conditions are satisfactory and are hereby accepted. Payments will be made as outlined above.

DATE OF ACCEPTANCE _____

SIGNATURE _____

Efficiency Energized.



RISE
 AN EMPLOYEE-OWNED COMPANY
 A Division of Thielsch Engineering, Inc
 1341 Elmwood Avenue
 Cranston, Rhode Island 02910

Andrew Netto
 Project Developer
 315-955-5631
 anetto@therisegroupinc.com

**Village of So Glens Falls
 W Marion Ave
 South Glens Falls NY, 12803
 (LED Lighting Retrofit)**

Financial Summary	
Total Project Cost	\$3,894.24
Estimated Utility Electric Incentive	\$ (3,894.24)
Customer Net Cost	(\$0.00)
Estimated Electric Cost Savings Annually	\$1,625.51
Estimated Maintenance Savings Annually	\$346.40
Total Estimated Savings Annually	\$1,971.91
Return on Investment (ROI)	N/A
Simple Payback in Years	0.0

Annual Energy Savings		Lifetime Pollution Savings	
kW Reduction	2.9	CO2 Reduction (lbs)	8,626
kWh Reduction	10,836.7	Nox Reduction (lbs)	9
		SO2 Reduction (lbs)	24

Choose from 6 convenient payment options.

On Bill Financing		3rd Party Financing Option			
Lump Sum Payment (w/Additional Discount)	12 Months (No Interest)	24 Months	36 Months	48 Months	60 Months
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Estimated Monthly Savings of \$164.33

Within the next 10 years, it is anticipated that the electrical savings from this project will generate \$19,719.05 in net cash through avoided energy & maintenance costs.

Date Prepared: 10//2025



Village of So. Glens Falls
 W. Marion Ave
 South Glens Falls NY 12003
 Claude Middleton

ROOM SCHEDULE

Line Item	LOCATION		EXISTING CONDITIONS										PROPOSED CONDITIONS						ENERGY SAVINGS	
	Room Name AND Floor	Fixture Type	Existing Fixture Type	Fixt. Qty	Existing Hours	Watts	kW	kWh	Proposed Fixture Type	Proposed Qty	Proposed Hours	Watts	kW	kWh	kWh Saved	kW Saved				
10	MENS BATHROOM	C2	2L4 T8 EL 1X4 TROFFER	2	1,000	59	0.116	116	RELAMP 2L4 T8 LED 13W, 5K	2	1,000	26	0.032	52	0.07	66				
7	BATHROOM HALLWAY	C2	2L4 T8 EL 1X4 TROFFER	1	3,013	59	0.059	176	RELAMP 2L4 T8 LED 13W, 5K	1	3,013	26	0.026	76	0.03	99				
4	BREAK ROOM / KITCHEN	C3	3L4 T8 EL 2X4 TROFFER	10	3,013	89	0.89	2,682	RELAMP 3L4 T8 LED 13W, 5K	10	3,013	39	0.39	1,175	0.50	1,507				
13	(4) OFFICES	C3	3L4 T8 EL 2X4 TROFFER	12	3,013	89	1.068	3,218	RELAMP 3L4 T8 LED 13W, 5K	12	3,013	39	0.468	1,410	0.60	1,808				
11	OFFICE HALLWAY	D1	2L4(U) T8 EL 2X2 TROFFER	4	3,013	59	0.236	711	RELAMP 2L4(U) T8 LED 16W, 5K	4	3,013	32	0.128	386	0.11	325				
12	MAIN ENTRANCE VESTIBULE	D1	2L4(U) T8 EL 2X2 TROFFER	1	3,013	59	0.059	176	RELAMP 2L4(U) T8 LED 16W, 5K	1	3,013	32	0.032	96	0.03	81				
16	RADIO ROOM	D1	2L4(U) T8 EL 2X2 TROFFER	1	3,013	59	0.059	176	RELAMP 2L4(U) T8 LED 16W, 5K	1	3,013	32	0.032	96	0.03	81				
5	BREAK ROOM / KITCHEN	E1	FL EXIT LIGHT	1	3,013	20	0.02	60	EXIT SIGN LED	1	3,013	2	0.002	6	0.02	54				
6	BATHROOM HALLWAY	E1	FL EXIT LIGHT	1	3,013	20	0.02	60	EXIT SIGN LED	1	3,013	2	0.002	6	0.02	54				
2	GARAGE	E1	FL EXIT LIGHT	1	8,760	20	0.02	175	EXIT SIGN LED	1	8,760	2	0.002	18	0.02	158				
15	EXTERIOR ENTRANCE DOORS	M1	70W HPS TAIL PACK	2	4,380	95	0.19	832	14W LED WALL PACK W/PE	2	4,380	14	0.028	123	0.16	710				
3	GARAGE	NC1	LED EXIT SIGN						NO CHANGE / ALREADY LED	0	0					0				
14	MECHANICAL CLOSET	NC2	A19 LED SI	1					NO CHANGE / ALREADY LED	1	0					0				
1	GARAGE	S4	4L4 T8 EL 8FT IND	21	3,013	112	2.352	7,087	RELAMP 4L4 T8 LED 13W, 5K	21	3,013	52	1.062	3,290	1.26	3,796				
8	WOMENS BATHROOM	W2	2L4 T8 EL 4FT WRAP	1	1,000	59	0.059	59	RELAMP 2L4 T8 LED 13W, 5K	1	1,000	26	0.026	26	0.03	33				
9	MENS BATHROOM	W2	2L4 T8 EL 4FT WRAP	1	1,000	59	0.059	59	RELAMP 2L4 T8 LED 13W, 5K	1	1,000	26	0.026	26	0.03	33				
TOTALS				60			5.2	16,594		60		2.3	6,788	2.9	6,806					

NEW FIXTURE DESCRIPTION	FIXTURE KEY	MANUFACTURER'S MODEL NUMBER	QTY
RELAMP 2L4 T8 LED 13W, 5K	C2	N/A	3
RELAMP 3L4 T8 LED 13W, 5K	C3	N/A	22
RELAMP 2L4(U) T8 LED 16W, 5K	D1	N/A	6
EXIT SIGN LED	E1	SEEXA2RGWEM	3
14W LED WALL PACK W/PE	M1	RAB BRISKS17L 740 /PCU 14W40K W/PE	2
NO CHANGE / ALREADY LED	NC2	N/A	1
RELAMP 4L4 T8 LED 13W, 5K	S4	N/A	21
RELAMP 2L4 T8 LED 13W, 5K	W2	N/A	2
LAMP DESCRIPTION			
4FT T8 LED 13W, 5K (PLUG & PLAY)		PHI 13T8/MAS/48-850/IF21/P/DIM 10/1	160
4FT(U) T8 LED 13W, 5K (PLUG & PLAY)		PHI 13T8/24-5000 IF-8U 10/1	12



Division of Thielsch Engineering, Inc
 1341 Elmwood Avenue
 Cranston, Rhode Island 02910

CONTRACT

This contract is entered into between RISE Engineering and Customer for work as described below:

DATE	10/7/2025	
CUSTOMER	Village of So Glens Falls	
ATTENTION	Claude Middleton	
TELEPHONE	518-307-4640	Ext. 0
STREET ADDRESS	W Marion Ave	
CITY, STATE AND ZIP CODE	South Glens Falls NY 12803	

RISE Engineering agrees to furnish Energy Efficient equipment as described in the RISE Engineering Proposal dated 10/7/2025.

Location: Village of So Glens Falls
 W Marion Ave
 South Glens Falls NY 12803

Project: Village of So Glens Falls

MATERIALS	\$	3,894.24
Sales Tax EXEMPT	\$	-
TOTAL DUE	\$	3,894.24
Less UTILITY Incentive	\$	(3,894.24)
Customer Net Cost	\$	-

*****INCENTIVES ARE ESTIMATED. PRIOR TO APPROVING INCENTIVES, NATIONAL GRID MUST CONDUCT AN INSPECTION OF EXISTING SYSTEMS TO DETERMINE ELIGIBILITY FOR THE PROPOSED INCENTIVES. AGAIN, ALL INCENTIVES ARE TO BE CONSIDERED ESTIMATES UNTIL APPROVED BY NATIONAL GRID.*****

*Sales tax will not be billed if a fully executed NYS ST-124 or ST-119.1 certificate is submitted at time of contract execution to RISE by the Customer.

The UTILITY Incentive payment will be assigned to RISE Engineering. The balance of \$0 will be payable to RISE Engineering Net 30 days upon completion.

1. Customer agrees to remit amount due in Full. Interest of 1% will be charged monthly on any unpaid balance after 30 days.
2. Any defect in materials will be remedied without charge and within a reasonable period of time.
3. In the absence of alternate arrangements, disposal of disabled materials is the responsibility of the Customer.
4. This contract is subject to Utility company approval of any Utility program incentives incorporated herein. All applicable Utility program incentives shall be assigned to RISE ENGINEERING.
5. Pricing is valid for 30 days from above date.

NOTE: THIS CONTRACT MAY BE WITHDRAWN BY US IF NOT EXECUTED WITHIN 30 DAYS.

AUTHORIZED SIGNATURE

DATE

10/7/2025

Acceptance of Contract - The above prices, specifications and conditions are satisfactory and are hereby accepted. Payments will be made as outlined above.

DATE OF ACCEPTANCE _____

SIGNATURE _____

SUMMARY

Application Number: 16295167

Date: 10/6/2025

Customer Name: VILLAGE OF SO GLENS FALLS

App # 16295167

Account # 94652-22109

Save money on your electric bill by using energy more efficiently. And, through the power of action, you reduce greenhouse gases (CO2) annually by 11,920 pounds.

	Estimated Annual Savings (Energy)
Electric (kWh)	10,836.71
Gas (Therms)	0

	Estimated Annual Savings (Dollars)
Electric	\$1,560.49
Gas	\$0.00
Total	\$1,560.49

Your cost is reduced by a substantial incentive from National Grid.

	Base Project Cost	National Grid Incentive	Customer Contribution
Electric	\$9,683.30	\$3,894.24	\$5,789.06
Gas	\$0.00		0

Small Business Services: Customer Directed Option -
 UNY
 Questions? Call us at 1-844-276-7898

Energy Savings Plan

DETAIL

Date: 10/6/2025

Application Number: 16295167



Customer Name:	VILLAGE OF SO GLENS FALLS	Application Number :	16295167
DBA Name:	VILLAGE OF S GLENS FALLS FIRE CO	Account Number:	94652-22109
Address :	W MARION AVE	Telephone :	518-307-4640
City :	SOUTH GLENS FALLS	Contact Name :	CLAUDE MIDDLETON
State and Zip :	NY 12803	Inspector Name :	DAN SHEFFER
Facility Square Footage :	--	Audit Date :	10/06/2025

ECM Id	Site Location	ECM Code	ECM Description	Kit Type	Quantity	KW Savings	KWH Savings
2938093	Mens Bathroom	LEDHWI	LED-HW Interior	Prescriptive Lighting	1	0.03	29.00
2938094	Bath Hall, Break Rm, Kitch, Offices	LEDHWI	LED-HW Interior	Prescriptive Lighting	23	1.01	3,049.16
2938095	Office Hall, Main Ent, Vestibule, Radio Room	LEDHWI	LED-HW Interior	Prescriptive Lighting	6	0.17	524.26
2938096	Break Rm, Kitchen, Bath Hall, Garage	LEDESI	LED Exit -HW Interior	Prescriptive Lighting	3	0.06	525.60
2938097	Ext Entrance Doors	LEDHWE	LED-HW Exterior	Prescriptive Lighting	2	0.15	665.76
2938098	Garage	LEDHWI	LED-HW Interior	Prescriptive Lighting	21	2.00	6,010.94
2938099	Womens Bath, Mens Bath	LEDHWI	LED-HW Interior	Prescriptive Lighting	2	0.03	32.00
Total						3.45	10,836.71

Terms & Conditions



Date: 10/6/2025

Application # 16295167

Customer Name: VILLAGE OF SO GLENS FALLS
Address: W MARION AVE
City, State, Zip: SOUTH GLENS FALLS, NY 12803
Electric Account: 94652-22109

CDO Vendor: Rise Engineering
Application Date: 10/06/2025
CDO RPA: TRC ENGINEERS INC
Application #: 16295167

SMALL BUSINESS PROGRAM CUSTOMER DIRECTED OPTION AGREEMENT

Niagara Mohawk Power Corporation d/b/a National Grid ("National Grid") is offering an energy efficiency program ("Program") to certain commercial and industrial customers ("Customer") with an average monthly demand less than or equal to 250 kW. Under the Program, National Grid is offering to pay a portion of the cost of installing certain energy efficiency upgrades ("Incentives") at the facilities of eligible Customers as described in Section 7 below. Customer shall hire and use its own installation contractor ("Contractor") to install the energy efficiency measures ("Measures") at the Customer's facility (referred to herein as the "Customer Directed Option"). Measure installations must be completed within the calendar year.

The terms and conditions set forth below shall govern the Program and installation of the Measures and shall apply to the Customers that select this Customer Directed Option under this agreement (the "Agreement").

1. Proposed Measures

National Grid has used its independent Regional Program Administrator ("RPA") to conduct a pre-retrofit inspection of the Customer's facility based on an initial proposal provided by Customer and its Contractor. Customer has been provided with an Energy Savings Plan developed by the RPA which includes Measures to be installed and the Incentive which shall be paid to the Customer by National Grid after the Measures are installed by the Customer's Contractor and verified by National Grid and/or the RPA.

2. Measures to be Installed/Standards for Equipment

The Customer shall install, or cause to be installed, at Customer's facility the Measures described in the Energy Savings Plan. The Customer agrees that all equipment to be installed will meet applicable National Grid standards, a copy of which is available upon request by the Customer and/or its Contractor. The Customer shall make a commercially reasonable good faith effort to have the Measures installed within sixty (60) days of Customer signing this Agreement.

3. Requirements for Equipment Removal and Disposal

The Customer is responsible for disconnecting and permanently disabling (i.e., making unfit for use) all lighting equipment, including lamps, which shall be replaced pursuant to this Agreement. The Customer understands and agrees that disposal of lighting equipment which is removed from service shall be the sole responsibility of the Customer. The Customer understands and agrees that the lighting equipment removed from service shall 1) not be sold, transferred, conveyed or assigned and 2) not be installed in other facilities.

INITIAL HERE _____

4. Indemnification and Limitation of National Grid's Liability

The Customer shall indemnify, defend and hold harmless National Grid, its affiliates and their respective contractors, officers, directors, employees, and agents from and against any and all claims, damages, losses and expenses (including reasonable attorneys' fees and costs incurred to enforce this indemnity)(collectively, "Loss") arising out of, resulting from, or related to the Customer's participation in the Program except to the extent such Loss is caused by the negligence of National Grid. The provisions of this section shall survive the termination, cancellation or completion of the Customer's participation in the Program under this Agreement.

To the fullest extent allowed by law, National Grid's aggregate liability, regardless of the number of claims, shall be limited to paying approved Incentives to the Customer in accordance with this Agreement and the program materials, and National Grid and its affiliates and their respective contractors, officers, directors, employees and agents, shall not be liable to the Customer or any other party for any other obligation. To the fullest extent allowed by law and as part of the consideration for participation in the Program, the Customer waives and releases National Grid and its affiliates from all obligations (other than payment of an Incentive), and for any liability or claim in connection with this Agreement or the Program.

5. No Warranties or Representations by National Grid

(a) NATIONAL GRID DOES NOT ENDORSE, GUARANTEE, OR WARRANT ANY CONTRACTOR, MANUFACTURER OR PRODUCT, AND NATIONAL GRID MAKES NO WARRANTIES OR GUARANTEES IN CONNECTION WITH ANY PROJECT, OR ANY SERVICES PERFORMED IN CONNECTION WITH THE PROGRAM. CUSTOMER ACKNOWLEDGES AND AGREES THAT ANY WARRANTIES PROVIDED BY ORIGINAL MANUFACTURERS', LICENSORS', OR PROVIDERS' OF MATERIAL, EQUIPMENT, OR OTHER ITEMS PROVIDED OR USED IN CONNECTION WITH THE PROGRAM UNDER THIS AGREEMENT, INCLUDING ITEMS INCORPORATED IN THE PROGRAM, ("THIRD PARTY WARRANTIES") ARE NOT TO BE CONSIDERED WARRANTIES OF NATIONAL GRID AND NATIONAL GRID MAKES NO REPRESENTATIONS, GUARANTEES, OR WARRANTIES AS TO THE APPLICABILITY OR ENFORCEABILITY OF ANY SUCH THIRD PARTY WARRANTIES.

Terms & Conditions



Date: 10/6/2025

Application # 16295167

(b) National Grid does not make any representations of any kind regarding the benefits or energy savings to be achieved by the Measures or the adequacy or safety of the Measures.

(c) Customer acknowledges and agrees that it is solely responsible (directly-based on its own judgment or indirectly-based on the advice of an independent expert (not National Grid)) for all aspects of the Measures and related work including, but not limited to: selecting the equipment; selecting contractors to perform the work; inspecting the work and the equipment; ensuring that the equipment is in good working order and condition; ensuring that the equipment is of the manufacture, design specifications, size and capacity selected by the Customer and that the same is properly installed and suitable for Customer's purposes; and determining if work was properly performed.

(d) INITIAL HERE _____

6. Access to Property

(a) Upon completion of the project, Customer will provide National Grid and/or RPA reasonable access to Customer's facility during normal business hours to perform a post-installation inspection of the installed Measures to determine whether Program conditions have been met.

(b) The Customer shall further allow National Grid and/or RPA to make a reasonable number of follow-up visits during the twenty-four months following installation, with advance written notice by National Grid and at a time mutually agreed to and convenient to the Customer.

7. Customer Incentive

National Grid agrees to provide an incentive to the Customer in the amount up to but no more than \$ 3,894.24 after the installation is complete and the following conditions are met:

a. Customer provides RPA with:

1. Certification of Installation program document signed by Customer or its representative;
2. Copies of all Invoices from its Contractor listing the total cost of the project;
3. Copies of all permits/permit applications that may be required by law for the installation

b. Upon receipt of documentation listed above, the RPA will conduct post inspection of the Customer's facility and verify that the installed measures match those Measures identified in the Energy Savings Plan referenced in Section 1 above. Any discrepancies between the installed measures and the Measures identified in the Energy Savings Plan will result in an adjustment to the payment by National Grid.

c. In the event that the amount above exceeds the amounts provided in the invoices, the Customer understands and agrees that National Grid reserves the right to pay up to but no greater than the amount provided in the invoices.

8. Customer Contribution

The Customer shall pay their share of the project cost, a contribution not to exceed \$ 5,789.06 directly to the installation contractor designated by the customer. includes 10% lump sum discount

If the Customer is choosing not to finance their portion of the project cost, please check the appropriate option below:

- Customer will receive an incentive check (customer has paid contractor in full)
- Contractor will receive an incentive check (customer has paid their portion to contractor)

9. Participation In Other Energy Efficiency Programs

The Customer agrees that the Measures to be installed referenced in Section 2 above are not eligible for incentives from other Energy Efficiency programs, specifically including any incentives paid directly by National Grid to distributors and/or suppliers of any LED screw-in or linear fluorescent lamps to be installed.

Customer Consent: Customer of National Grid agrees and authorizes the utility's sharing of the participant-customer's information and/or project-level information with New York State Department of Public Service Staff and NYSERDA, including its agents or authorized representatives, consistent with NYSERDA's New York State Public Service Commission and statutorily authorized responsibilities, including, but not limited to supporting market development initiatives, and other evaluation and measurement activities. (For clarity, the term project level includes the information based on the scope of the project, including, but not limited to, aggregated and anonymized whole building, building or subsets of the project.)

Terms & Conditions



Date: 10/6/2025

Application # 16295167

10. General Provisions

This Agreement does not grant any rights to any third parties. This Agreement shall be interpreted and enforced according to the laws of the state of New York. In the event of any conflict or inconsistency between this Agreement and any program materials, this Agreement shall be controlling. There shall be no amendment to this Agreement or any program materials unless such is made by National Grid.

11. Authorized Signature of Customer

By signing below, the Customer agrees that the Customer has read, understands and agrees to the terms and conditions set forth above in this Agreement, and has the authority to commit to the obligations of this agreement.

Accepted and Agreed:

Customer:

Sign: _____

Print: _____

Date: _____

Incorporated _____

Not Incorporated _____

If Not Incorporated, Federal ID # _____



QUOTES RECEIVED

Purchasing (Total Project)

Date: 12.14

State Contract No. _____

Quotes received for: Fire House + Museum Floors

Vendor

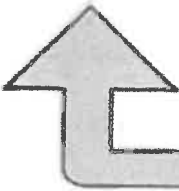
All-Pro Rest
No. Country Janitorial

Price

\$2580 -
\$1784.50

Notes:

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.



NORTH COUNTRY JANITORIAL INC.

188 Dix Avenue • Glens Falls, New York 12801
518-793-8750 • 518-798-5497 • Fax 518-745-7536
www.northcountryjanitorial.com

December 9, 2025

Village of South Glens Falls
Attn: Claude Middleton
46 Saratoga Ave
South Glens Falls, NY 12803
trusteemiddleton@sgfny.com

Dear Claude,

Thank you for giving us the opportunity to provide you a service quote at:

7 W. Marion Ave South Glens Falls, NY 12803

We are proposing the following services:

- **Strip & Wax of Tile Floor**
(Firehouse Hall, Officers Area, Hallway/Entrance Door, Gear Room)
- **Scrub Tile Floor**
(Bathrooms)
- **Clean Carpets**

Total for all services: \$1,386.50 plus applicable tax & fees.

Customer will be responsible for moving any items to ensure the workspace is accessible and free from obstruction.

**Energy & Environmental Fee of \$8.75 will be applied for this service.*

**Tile in the Entrance Foyer and Gear Room/Bathroom areas needs to be fixed prior to floor work being done.*

**NCJ is NOT responsible for the wick back of glue – additional charge will apply if the floors need to be redone.*

**Services requested on the weekend will be subject to additional charges.*

**Pricing is valid for 90-Days and work will be invoiced upon completion to be paid within 20 days.*

VILLAGE OF SOUTH GLENS FALLS

PRINT NAME

DATE: _____

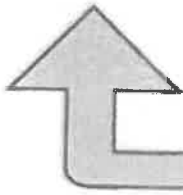
NORTH COUNTRY JANITORIAL, INC.

Claude Middleton

Claude Middleton

PRINT NAME

DATE: 12/9/2025



NORTH COUNTRY JANITORIAL INC.

188 Dix Avenue • Glens Falls, New York 12801
518-793-8750 • 518-798-5497 • Fax 518-745-7536
www.northcountryjanitorial.com

December 9, 2025

Village of South Glens Falls
Attn: Claude Middleton
46 Saratoga Ave
South Glens Falls, NY 12803
trusteemiddleton@sgfny.com

Dear Claude,

Thank you for giving us the opportunity to provide you a service quote at:

Gazebo Park

We are proposing the following services:

Cimex Carpets

(Showcase/Closet – Foyer)

\$398.00 each occurrence.

Customer will be responsible for moving any items to ensure the workspace is accessible and free from obstruction.

**Services requested on the weekend will be subject to additional charges.*

**Pricing is valid for 90-Days and work will be invoiced upon completion to be paid within 20 days.*

VILLAGE OF SOUTH GLENS FALLS

NORTH COUNTRY JANITORIAL, INC.

Amber Nieves

PRINT NAME

Amber Nieves
PRINT NAME

DATE: _____

DATE: *12/9/2025*

ALLPRO RESTORATION

1352 Saratoga Road
 Gansevoort, NY 12831
 518-793-5311
 AllproHELP.com

TO:

Estimate

DATE: December 5, 2025

Name Village of South Glens Falls
Address 46 Saratoga Avenue
 South Glens Falls, NY 12803
Email trusteemiddleton@sgfny.com
C/o: Claude Middleton

Phone Number 518-307-4640

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	Strip and Wax all VCT/Carpet cleaning in the Fire House	\$2,100.00	\$2,100.00
1	Carpet Cleaning at the Museum	\$480.00	\$480.00

SUBTOTAL \$2,580.00
 Tax Exempt \$0.00
TOTAL \$2,580.00

Print _____

Signature _____

Date _____

THANK YOU FOR YOUR BUSINESS!

We do require a 50% down payment prior to any work being done.

Village of South Glens Falls Employee & Elected Official Travel & Training Policy

Training and Conference Attendance Approval

All training, conferences, seminars, and professional development activities **must be pre-approved by the Board of Trustees** before any registration, travel arrangements, or expenses are incurred.

Travel Distance and Overnight Stays

Overnight accommodations will **not** be approved for travel related to conferences, training, or meetings located **within 35 miles** of the employee's official work location. Employees and elected officials attending events within this radius are expected to commute daily.

Spouse / Partner / Significant Other Attendance

If an employee wishes to bring a **spouse, partner, or significant other** to a conference or training event:

- The employee and/or elected official is solely responsible for arranging and paying for all reservations related to their guest.
- This includes **hotel charges above the Village-approved single-occupancy rate, all meal plans**, and any additional travel or incidental expenses.
- The Village of South Glens Falls will only cover costs directly associated with the employee's participation.

Mileage Reimbursement

The Village of South Glens Falls will reimburse the use of personal vehicles for approved travel at the **current IRS mileage reimbursement rate** in effect on the date of travel.

Cancellation of Travel or Training

If an employee and/or elected official must cancel their attendance due to an emergency, health issue, or any other reason:

- The employee and/or elected official is responsible for **reimbursing the Village of South Glens Falls** for any hotel, meal, or conference expenses **that are not refundable or excused** by the event organizers.
- Reimbursement must be made promptly upon notification of the unrefunded costs.

SARATOGA COUNTY HIGHWAY SUPERINTENDENTS ASSOCIATION ANNUAL MEMBERSHIP

The dues for 2026 will be as follows: There will be a yearly charge of \$500 per Associate Member (vendors) that covers the membership dues and sponsorship of meetings it also includes an ad in the booklet. This fee does not include the annual golf fundraiser or the annual fundraising banquet tickets. The yearly charge for Members (Superintendents) will be \$100 retired Superintendents will be \$50. **Memberships are due by March 31, 2026.**

There will be a cap of three people per vendor/company per meeting. Each Associate Member will be assigned a month that they will have time to present educational items on their products. 2026 MEMBERSHIP APPLICATION

****Only complete the attached form if your information has changed or you are a new vendor/member**

Make checks payable to SCTHS Assoc. and mail to:

Dave Costanzo
5443 Crane Road
Galway NY 12074

The method for contacting members with information regarding our monthly meetings and other announcements will be via e-mail.

It is your continued support and active participation that make this a strong and charitable organization. If you have any questions or concerns please feel free to call me at 518-265-0426 or Mike Monroe at 518-361-3347.

Respectfully,

Dave Costanzo
Treasurer/Secretary

DATE: 12/15/2025 _____

NAME OF COMPANY or SUPERINTENDENT : Alan Dubois Jr _____

ADDRESS: 46 _____ Saratoga _____ Ave _____

South _____ Glens _____ Falls, _____ NY _____ 12803 _____

COMPANY REPRESENTATIVE: Village of South Glens Falls _____

BUSINESS PHONE #: 518-792-4033 _____

CELL PHONE #: 518-321-2092 _____

E-MAIL: publicworks@sgfny.com _____

PLEASE MAKE CHECK PAYABLE TO SCTHS ASSOC.

RETURN FORM AND CHECK TO:

Dave Costanzo
5443 Crane Road
Galway NY 12074