

Village of South Glens Falls
46 Saratoga Avenue, South Glens Falls, NY 12803
March 4, 2026
Regular Village Meeting @ 7:00 PM

Regular Village Board Meeting
MAYOR JOSEPH ORLOW PRESIDING
Minutes

Attendance:

Mayor Orlow	Deputy Clerk Treasurer Lorie Gollhofer
Trustee Baxter	DPW Superintendent Alan Dubois
Trustee Carota	Xavier DeRush
Trustee Comstock	Chris Rich
Trustee Middleton	Rich Gamsey
Attorney Bill Nikas	Reed Antis
Harry Gutheil	Tim Pease
Tyler Corlew	Vinnie Crowley

The Mayor opened the meeting at 7:00 PM.

Pledge of Allegiance

Public Forum

- **Tim Corlew - SGF Fire Department** - has two applicants to announce and wanted a status regarding the Village Fire Truck 582 and the Town of Moreau. Attorney Nikas responded the Board will be voting on the Memorandum of Understanding tonight. Trustee Middleton replied he was waiting for the attorneys as to whether we could transfer funds to either repair or look at replacing the truck. Attorney Nikas added there was a question as to whether the title was going to the company or the Town and for the Fire Company to follow up on the Town's Tuesday Meeting. Mr. Corlew brought up the continuing issue with the parking at Common Roots that is creating a challenge with maneuvering the trucks out for a call and was looking for recommendations. Mayor Orlow said he would follow up with them.

Motion 030426-1 to accept applicants Ethan Jackson and William Hess, Jr. as members of the South Glens Falls Fire Department: Mayor Orlow motioned, Trustee Baxter seconded. All in favor, motion passed.

Discussion: Tyler Corlew asked why the Fire Department needs Village approval before allowing members to become active and Attorney Nikas answered it is in their current contract and to just contact the Clerk's Office for it to be placed on the Board Meeting Agenda.

- **Harry Gutheil - 21 Spring St:** He wanted to point out that the Google to Microsoft 360 agenda item looks like it's only being billed to the A fund and that FX and G accounts also use it. He then asked why the Water Sewer schedule is under new business. He added that multiple dwellings were going to have a minimum for each unit and, if that was the case, why meters were put in. He then inquired about the Village Attorney Payments under Executive Session. Attorney Nikas clarified it is a litigation matter that's over and above the customary retainer agreement we have for ERPO hearings (relating to gun control) in Ballston Spa. It's new and the municipal attorney is required to appear. Mr. Gutheil then referred to his recent FOIL for an engineering report that talked about inconsistencies with the water accounts, water sewer billings and accounts and zero readings. He wanted to know if the Village is ready to do the Spring Warrant and if the software was recognizing the new meters at this point. Trustee Middleton responded that the Edmunds and Harmony software is reading everything correctly and everything should be ready to go. On another item, Mr. Gutheil asked about Voucher 889 for \$493,875.00, Trustee Middleton replied it is for the DPW chassis to be delivered to Viking to be outfitted with the boxes. An addendum, signed by the Mayor, states that once they're delivered, the Village has 30 days to pay. He asked what the Village was doing with the trucks being replaced and Superintendent Dubois responded the plan was to keep the best one as a spare and auction the others. Mr. Gutheil wanted to point out and encouraged each Board member to drive down Second Street between Hudson and Spring. He wasn't sure if warning signs or cones were needed but the road is extremely rough. Superintendent Dubois stated that the road has a history of frost heaves and this winter has not been a good one.

- **Reed Antis - Village of South Glens Falls Historian:** Mr. Antis commented the One Way sign associated with the side street from the Village Office and the jeweler can easily be mistaken and could the Village consider, in next year's budget, updating the sign to clarify entrance / exit. Attorney Nikas said it's on the jeweler's property and maybe to work with DOT on it.

1. **Grant Projects Update:** Trees are marked on Ferry Boulevard and Kubricky is dropping off equipment and has a location for his trailer on Spring St.

2. **Motion 030426-2 to approve the Transfers:** Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.

Discussion: None

a.

A 5142.100	A 5142.101	\$5,000.00	Snow Removal Overtime
A 1990.400	A 5142.403	\$5,500.00	Sand/Salt

A 1990.400	A 1441.0400	\$2,640.00	Gen. Engineering
A 3120.0100	A 3120.0103	\$25,000.00	PS PT. PD Officers

3. **Motion 030426-3 to approve the Bills and Payroll as Audited, minus the Special Warrant:** Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.

Discussion: Trustee Baxter asked for clarification that the Special Warrant was to settle the grievance. Mayor Orlow replied that it was for the amount to be reimbursed but that there should have been a determination as to which insurance (there was an option of a secondary HRA) would be adequate to satisfy the contract and so the grievance is not yet settled. Trustee Middleton asked if the Village were to change the secondary insurance or add on that there would need to be Board approval and if there was a cost with it. Trustee Baxter confirmed it would be needed to sign the CSEA contract and there would be an additional cost. Mr. Gutheil asked if the grievance was settled and if the Village was done with the attorney and Mayor Orlow responded that there are still details to be worked out.

Motion 030426-4 to settle only the Employee Financial Reimbursement of the CSEA Grievance (Special Warrant) as Audited: Trustee Middleton motioned, Trustee Carota seconded. All in favor, motion passed.

- a. **General** - \$579,365.68
- b. **Water** - \$49,580.97
- c. **Sewer** - \$2,436.49
- d. **Special** - \$2,351.02 (CSEA Grievance)
- e. **Payroll:**
 - i. 02/18/26 - \$26,284.97
 - ii. 02/25/26 - \$30,933.50

4. **Motion 030426-5 to approve the February 2026 Animal Control, DPW, PD, and Bldg & Codes Reports:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

Discussion: None

5. **Motion 030426-6 to approve Meeting Minutes 01/21/26:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

Discussion: Meeting Minutes were presented at the last meeting but were tabled due to not having a quorum.

6. **Motion 030426-7 to allow the Mayor to sign the Contract for the Gaelic Bag Pipe Band for the Memorial Parade scheduled Friday, May 22, 2026 at 6:00 pm:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

Discussion: None



7. **Motion 030426-8 to allow the Mayor to approve and sign the Event Sponsorship Agreement Contract, waiving the Special Event Permit fee for the Adirondack Runners Charity Run scheduled at 7:00 am on June 7, 2026:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

Discussion: None

8. **Motion 030426-9 to approve the NYGFOA Membership for the Clerk's Office (A1325.0402 - \$570.00):** Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.

Discussion: None

9. Old Business

- a. **Grant Writer selection:** Trustee Baxter reported he and Trustee Middleton were still working on this with Trustee Baxter to do the scoring and Trustee Middleton to set up the interviews with the two firms and will report at the next meeting.

10. New Business

- a. **Google conversion to Microsoft 365 to be paid from A878.0300 - \$7,962.72 - TABLED**

Discussion: The Board had a question if this also encompassed other departments.

b. Water / Sewer Rate Schedule

- i. **Motion 030426-10 to update Motion 021826-1 to raise/change the Sewer Rate to a flat rate of \$215.00 for the first 20,000 gallons per unit per billing period with a standard usage rate of \$3.00 per thousand over 20,000 gallons and an industrial rate of \$4.00 per thousand over 20,000 gallons with the following Water and Sewer Items for the Fee Schedule:** Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.

1. *Redesignation of Residential (Single, 2-Family) and Commercial (Multi-Family)*
2. *Adding an Industrial category to Water - same as Water Commercial*
3. *Adjusting the fee for metered water customers outside the Village to have a minimum fee of \$212.50 per unit up to 25,000 gallons and unmetered water customers outside the Village to have a minimum of \$212.50 per unit*
4. *Updating Sewer Commercial to reflect Sewer Industrial*
5. *Updating the fee schedule for metered sewer customers outside the Village to have a minimum fee of \$367.45 up to 20,000 gallons per unit and \$5.10 per 1,000 gallons over 20,000 and unmetered sewer customers to have a minimum of \$367.45 per unit*
6. *Eliminate the \$30.00 charge for Lawn Sprinkler and/or Swimming*



Pools

- ii. **Additional rate item:** “where there are repeated, semi-annual issues related to the inability to read a meter, an electronic meter must be purchased from the Village Clerk’s Office and installed within 30 days. In all instances, the cost of the meter, including installation, will be the responsibility of the water customer. In instances where meter read issues continue, a semi-annual charge of \$340.00 will be assessed to the customer’s semi-annual bill. In instances where the meter read issues continue further, a charge of \$510.00 will be assessed to the customer’s bill and a 1.5x charge to be added with each additional billing cycle.” - **TABLED**

Discussion: The Board tabled the additional rate item for further discussion with counsel.

- c. **Motion 030426-11 to approve IT items to be destroyed (A1325.409 - not to exceed \$1,000.00):** Trustee Baxter motioned, Trustee Carota seconded. All in favor, motion passed.

Discussion: None

- d. **Motion 030426-12 to continue the process with National Fitness Campaign Association for the possibility of an outdoor fitness gym in the Village of South Glens Falls with the Parks, Buildings and Grounds Committee:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

Discussion: Trustee Middleton provided an informational video from Stephanie Cody of the National Fitness Campaign Assoc. This outdoor fitness gym is set up to create a walkable community with ADA compliance. Their grant application is free and they reach out to local and national organizations that could sponsor this fully. If it cannot be fully sponsored, there would be a cost to the Village. The original application process costs around \$35,000 which the association usually raises and then around \$200,000 which the association tries to raise. Trustee Middleton thought this might be a welcome addition to our Betar Byway and Bike trail.

- e. **Lead Lines Services discussion:** Trustee Baxter reported that DOT and EPA are still trying to work out the finalized rule on removing all lead services in public owned water systems with a deadline of October 2027. Superintendent Dubois is currently updating and working on the Village inventory. After October 2027, the municipality has to replace 10% of any lead or unknown lines every year for 10 years, which would equate to about \$10,000-\$15,000 per service. The Village currently has 564 unidentified. Even if DPW is successful this summer, grant monies won’t be available until next summer. Trustee Baxter felt it was too close to the deadline considering the \$5.8 - \$8 million liability. As of now, the Village does not seem to have records of water line construction or updating which the Clerk’s Office is working on with Superintendent Dubois.



Another possibility is to rent a Vac truck at \$13,000/month and hire two full-time temporary employees to work with a staffed employee to water jet each of them. Again, cost is an issue. Holes could be dug at one/day but the Village is behind schedule to attempt that. The Village has two summers to do it and hopefully the State will change the mandate. The Village does have to pay for the installation of those service lines. Trustee Baxter clarified that it's the whole service, not just the portion owned by the Village but to the resident. As of this point, DPW has not found any lead yet but is aware of a couple galvanized lines.

- f. **NYCOM Workshop - mandatory?:** Trustee Middleton wanted clarification on the email received for the upcoming NYCOM workshop being mandatory for all village employees and if that included full-time and part-time because they will have to be paid. The Mayor would like all staff to attend but will follow up with Clerk Treasurer Berg.
- g. **Motion 030426-13 to pay the Adirondack Water Works Conference Registration for Superintendent Dubois, John Rosati and Heather Runnalls (FX8320.410 - \$75/ea - \$225.00):** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.
Discussion: None

11. Trustee Reports - None

12. Mayor's Report - PBA Union Negotiation Meeting scheduled for March 18th.

Motion 030426-14 to approve the Memorandum of Understanding to the State of NY for the Joint Fire Protection District with the Town of Moreau: Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.
Discussion: Attorney Nikas asked if the Board had any revisions to the Memorandum of Understanding so the Town of Moreau can address it at their meeting coming up on Tuesday, March 10, 2026.

13. **Motion 030426-15 to adjourn the Regular Village Board Meeting at 8:01 pm with no Executive Session:** Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.

