

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

Regular Village Board Meeting
MAYOR JOSEPH ORLOW PRESIDING
Minutes

Attendance:

Mayor Orlow
Trustee Baxter
Trustee Carota
Trustee Comstock
Trustee Middleton
Attorney Bill Nikas
Ben Wescott

Clerk Treasurer Samantha Berg
DPW Superintendent Alan Dubois
Reed Antis
John Cox
Tyler Corlew
TJ Wade
R2D2

The Mayor opened the meeting at 7:00 PM.

Pledge of Allegiance

Public Forum

1. **Grant Projects Update:** No new updates at this time.
2. **Motion 010726-1 to approve Transfers (A 1621.400 to A 1621.401 for 247.16 Village Vehicle Maintenance):** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.

Discussion: None

a.	A 1621.400	A 1621.401	247.16	VILLAGE VEHICLE MAINTENANCE
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3. **Motion 010726-2 to approve the Bills and Payroll as Audited:** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.

Discussion: None

- a. General - \$82,959.95
- b. Water - \$9,053.78
- c. Sewer - \$1,432.98
- d. Payroll -
 - i. \$25,787.60
 - ii. \$24,958.76
 - iii. \$31,120.34

4. **Motion 010726-3 to receive and file the 2025 December Animal Control, DPW, PD, and Bldg & Codes Reports:** Trustee Baxter motioned, Trustee Middleton seconded. All in favor, motion passed.

Discussion: None

5. **Motion 010726-4 to approve the 09/24/25 and 12/17/25 Minutes:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

Discussion: None

6. Old Business

a. **Motion 010726-5 to approve and adopt the Village of South Glens Falls Employee and Elected Official Travel Policy to the Employee Handbook:** Trustee Middleton motioned, Trustee Carota seconded. Trustee Baxter - yes, Trustee Carota - yes, Trustee Comstock - yes, Trustee Middleton - yes, Mayor Orlow - abstain. Motion passed.

Discussion: During the recent OSC audit, it was identified that there was no official travel policy.

b. **Motion 010726-6 to approve purchase of \$24,401.39 for Dehumidifiers to be paid from Water Treatment Plant Reserve (FX 0878.0100):** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

Discussion: Trustee Baxter updated the Board that Air Marketing Group submitted the lowest bid for all three of the dehumidifiers. The units are mobile and remove more water combined than a single larger unit. DPW Superintendent Dubois is researching quotes on the additional electrical outlets needed to accommodate the units. These are needed to mitigate the humidity issues in the plant during the warm months that will cause excess rusting of the equipment.

c. **Water Tank Cleaning and Inspection - TABLED:** The Water Sewer Committee will meet to discuss.

d. **Ambient Proposal for 48 Harrison Ave:** Trustee Baxter inquired about the status of the paperwork to DOL for the house mitigation. Clerk Treasurer Berg will get the Mayor to sign the paperwork to get the process moving.

7. New Business

a. **Motion 010726-7 to approve replacement of AEDs \$3,431.10 and AED Subscription Renewal \$414.00:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

Discussion: Clerk Treasurer Berg informed the Board that NYS requires all public buildings to have a functioning AED in their buildings. The Village AEDs are under recall, and replacements need to be purchased.

b. **BOCES Grant Writing Program:** Trustee Middleton, Trustee Comstock, and Clerk Treasurer Berg attended a meeting with Cap Region BOCES for grant opportunities and grant writing. A preliminary engineering report would be required for the grant to improve the barn. The Village could conduct an RFP for engineering and architectural, or engage Suozzo Doty as VDE. LWRP for funding waterfront revitalization, Historical building/playgrounds grant are possibilities. Reed Antis informed the Board of the barn's history of originally housing draft horses for moving lumber to the mill and predates 1900 construction. Trustee Middleton has been meeting with National Grid regarding giving the Village the landing area at the end of Fairview Street, which may tie into this. There will be a Water Sewer meeting with Suozzo Doty and will also inquire about upcoming grants as the CFA deadline will be the end of July.

8. Trustee Reports

- Trustee Baxter announced that this season has been a “real winter” and thanked the DPW for all their hard work with clearing and maintaining the roads. Mayor Orlow agreed they are one of the best, and Trustee Carota added the Village is lucky to have them.

9. Mayor’s Report - None

10. Motion 010726-8 to adjourn the Regular Village Board Meeting at 7:24 pm and enter into Executive Session for PBA Negotiations, CSEA Grievance, Fire Dept Contract, Performance of an Unnamed Person or Persons: Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

11. Motion 010726-9 to adjourn the executive session at 8:30 pm and enter the regular session with no action taken: Trustee Middleton motioned, Trustee Carota seconded. All in favor, motion passed.

12. Motion 010726-10 to resolve and execute the Fire Department Contract, subject to approval from the Fire Department to enter into the same terms of the original contract with changes to compensation totaling \$210,000.00. \$125,000.00 to cover the contract period of January 1, 2026, to June 30th, 2026, and the balance of \$85,000.00 to cover the period of July 1, 2026, to December 31, 2026. Funds to be transferred from the General Fund Fund Balance to the Fire Department budget line item to cover any deficiency of that \$210,000.00, subject to Fire Department approval. Payment of \$125,000 will be made at the time of signing, and the second payment will be made at the 6-month point: Trustee Middleton motioned, Trustee Carota seconded. All in favor, motion passed.

Discussion: None.

****Clerk Treasurer Berg wishes to note that the Village fiscal year ends 05/31 so this motion will need to be amended to reflect the correct dates. ****

13. Motion 010726-11 to adjourn the Regular Village Board Meeting at 8:33 pm: Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.