

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	Clerk Treasurer Samantha Berg
Trustee Baxter	DPW Superintendent Alan Dubois
Trustee Comstock	Tim Pease
Trustee Middleton	Nick Havens
Attorney Bill Nikas	Xavier DeRush
Bill Ramsey	Tyler Corlew
John Cox	Charles
CR	Eavesdropping
Hello	Jenn Rich
R2D2	

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
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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.