

Village of South Glens Falls
46 Saratoga Avenue, South Glens Falls, NY 12803
November 5, 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
Harry Gutheil	TJ Wade
Cheryl Lawler	Jason Denno
John Cox	Bill Ramsey
Ryan Beaton	+17819603058
CR	Eavesdropping

The Mayor opened the meeting at 7:00 PM.

Pledge of Allegiance

Public Forum

- **Bill Ramsey** requested to block off Route 9 from River Street to Second Street southbound for free horse-drawn carriage rides during the Christmas Tree Lighting. He has already spoken to Chief Gifford. The Board and DPW Supervisor will follow up with NYS DOT, but did recommend planning an alternate route.
- **TJ Wade:** There are a lot of E-bikes in the Village. He wanted to know the rules and regulations of them. Attorney Nikas stated that it is a violation to ride E-bikes on sidewalks and advised that the police could take the bike as evidence.
- **Harry Gutheil, Jr.** inquired about the overtime and additional computer for the Clerk's Office. Clerk Treasurer Samantha Berg reported that the new employees have been attending training classes. The part-time clerk has been using an outdated computer that cannot be updated. Elizabeth is averaging 19 hours a week, which is extremely helpful in allowing the Clerk's Office to begin projects that could not be worked on previously. He also asked if the Clerk's Office completed the Water Sewer mailing in-house. Clerk Treasurer Berg responded that it was, and that in the future, it would continue to be done with an outside service due to the

amount of additional Clerk's Office hours the task required compared to regular daily operations. He then asked about the \$10,000 already spent on Attorney's fees, the PBA negotiation status, and an update on a year-to-date expenditure, to which Mayor Orlow replied that the PBA negotiations were ongoing and would prefer not to discuss in open forum but would be happy to schedule a meeting for discussion. Mr. Gutheil responded that he has been waiting for one. He then commented that the Village has a police officer retiring and asked how many were left on the police force. Mayor Orlow responded that there was more to understand, but he wasn't at liberty to discuss. Mr. Gutheil inquired if the water tower line conversion from copper to internet-based was just a one-time expense, Clerk Treasurer Berg confirmed. He also inquired about Agenda item #9, which Attorney Nikas explained was the transfer tax for the sale of the easement.

- Jen Rich would like to update the 'Letters to Santa' mailbox tradition to two outdoor mailboxes and have the second at the DPW building, where there is a security camera that could monitor in case of vandalism. The idea is to have the "Elves" pick up the letters to Santa and have them posted to Facebook. This could create a new Village tradition. TJ Wade offered to follow up with the Post Office. Clerk Treasurer Samantha Berg and Jen would like to start up a Holiday Happenings Committee. There is a "Santa's Mailbox" for around \$100 at Home Depot. Trustee Middleton added that it would be important to secure the mailboxes, and the Department of Public Works Supervisor, Alan Dubois, said the DPW Department would assist.

1. Grant Projects Update

a. CDBG Grant

- i. **Motion 110525-1 to authorize the Notice of Award of the Village of South Glens Falls Ferry Boulevard Upgrade CDBG Project Contact 1G to Tom Kubricky Company, Inc. (TKC) for \$817,661.00:** Trustee Baxter motioned, Trustee Middleton seconded. All in favor, motion passed.
Discussion: Jason Denno (Albany Office) and Ryan Beaton (remote from Rochester Office) of Barton & Luguidice presented the Bid Tabulations and their recommendation for the Notice of Award for the Ferry Boulevard project.

b. GIGP

- i. **Motion 110525-2 to approve the payment of the Final Disbursements and close out the GIGP Project:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.
 1. **Disb #10 - \$82,160.38**
 - a. **Delaware - \$36,520.00**
 - b. **Ferguson - \$33,254.92**
 - c. **VSGF Force Work - \$12,385.46**
 2. **Ferguson Retainage - \$28,469.47**
 3. **Delaware Retainage- \$3,626.51:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

2. **Motion 110525-3 to approve the following Transfers:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

A 1990.400	A 1325.101	\$1,000.00	C/T Overtime
A 1990.400	A 1430.404	\$5,000.00	PBA Attorney
FX 8340.403	FX 8320.403	\$7,172.00	Water Tower Communications Line Conversion
a. A 1990.400	A 1325.201	\$2,000.00	PC for part time clerk's office employee

3. **Motion 110525-4 to approve the Bills and Payroll as Audited, holding Voucher No. 26000434 for executive session:** Trustee Middleton motioned, Trustee Baxter seconded. Trustee Baxter, Trustee Carota, Trustee Comstock, Trustee Middleton - yes, and Mayor Orlow will abstain regarding the voucher about him. Motion passed.

- a. **General** - \$57,778.64
- b. **Water** - \$37,951.96
- c. **Sewer** - \$4,144.54
- d. **Payroll** -
 - i. 10/22/25 - \$24,833.31
 - ii. 10/29/25 - \$32,895.34

Discussion: Mayor Orlow asked which invoice Trustee Middleton wanted to hold, and Trustee Middleton responded that it was the NYCOM Conference invoice, which he felt should be discussed with the Board in executive session. The Mayor stated that the invoice applied to him, specifically the monies Trustee Middleton thought he should be paying, and wanted to address it in open forum. Trustee Middleton agreed that part of the invoice involved this and would prefer to address it later in executive session. Mr. Gutheil asked Attorney Nikas if it qualified for executive session. Attorney Nikas responded that it did due to potential litigation and personnel, to which Trustee Middleton again stated that it should wait for executive session.

4. **Motion 110525-5 to receive and file the monthly DPW, PD, Animal Control, and Buildings and Codes Reports:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

Discussion: None.

5. **Motion 110525-6 to approve the Minutes 10/1/25, 10/15/25, 10/23/25:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

Discussion: None.

6. **Motion 110525-7 to allow the Mayor to sign the MS4 Certification:** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

Discussion: None.

7. **Health Insurance Renewals: TABLED**

8. Motion 110525-8 to approve the 120 Water Renewal (FX 8340.403 - \$31,950.84 - \$17,158.84/year, includes 20% discount) for Maintenance of the Lead Service Line Website, as required by NYS: Trustee Baxter motioned, Trustee Middleton seconded. All in favor, motion passed.

Discussion: None.

9. Motion 110525-9 to create Expenditure Account Code A 1950.0400 Taxes & Assessment on Municipal Property funded by A 1990.400 - \$5,902.00:

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

Discussion: None.

Motion 110525-10 to ratify and approve the Cell Tower Easement Agreement as presented for \$1,346,820.56 received: Trustee Baxter motioned, Trustee Middleton seconded. All in favor, motion passed.

Discussion: None.

10. Motion 110525-11 to approve the Backup Replacement Gas Chlorine Control Valve Quote - FX 8320.200 - \$2,540.00: Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.

Discussion: None.

11. Motion 110525-12 to approve Blue Spruce Trees for Gazebo Park Christmas Tree Lighting Quote - A 8560.400 - \$701.85: Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.

Discussion: None.

12. Motion 110525-13 to approve the Village Election Date to Wednesday, March 18, 2026: Trustee Middleton motioned, Trustee Carota seconded. All in favor, motion passed.

Discussion: Pursuant to the Elections Law, when an election falls on March 17th, the municipality is required to pass a resolution designating Wednesday, March 18, 2026, as Village Election Day for its special election to be held next year.

13. Old Business

- a. **Motion 110525-14 to approve all Committee Appointments:** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.

Personnel	Trustee Baxter	Trustee Carota
Insurance	Trustee Baxter	Mayor Orlow
Lighting	Trustee Middleton	Trustee Comstock
Parade	Trustee Comstock	Vacant
Parks/Bldg. & Grounds	Trustee Carota	Trustee Middleton
Police	Trustee Baxter	Trustee Carota
Water/Sewer	Trustee Baxter	Trustee Middleton
Trees	Trustee Carota	Trustee Middleton
Streets	Trustee Carota	Trustee Comstock
Safety	Trustee Carota	Trustee Comstock

***Attorney Goldberger also advises the Insurance Committee. ***

- b. **Motion 110525-15 to approve the Fire Department Floor Repairs from Kellogg Karpet Quote of \$8,831.40 to be appropriated from the Fire Company Building Reserve:** Trustee Middleton motioned, Trustee Carota seconded. All in favor, motion passed.

Discussion: None.

14. New Business

- a. **Motion 110525-16 to approve the purchase of a new PC for Clerk's Office Employee (A 1325.201 - not to exceed \$2,000.00):** Trustee Middleton motioned, Trustee Baxter seconded. All in favor, motion passed.
Discussion: None.
- b. **Motion 110525-17 to approve a Holiday Happenings Committee (A 7550.400 - \$1,000.00) for the Parade:** Trustee Middleton motioned, Trustee Comstock seconded. All in favor, motion passed.
Discussion: None.
- c. **Website Upgrades:** Clerk Treasurer Samantha Berg reported the Village has to comply with NYS Law stating all municipalities need to have a **'GOV'** to their website name by December 2025. She has received 8 proposals to be presented to the next Village Board Meeting.

15. Trustee Reports

- a. **Trustee Middleton** has spoken to the Building & Codes Officer, John Pagano, who has an interest in being a liaison to the Planning Board Committee, and wanted the Board to consider. The Village has received results from a meeting attended by himself, Mayor Orlow, and Clerk Treasurer regarding the Traffic Study from the Route 9 Corridor of Main Street to Feeder Dam Road. The traffic study engineer for AGFTC has recommended flashing lights, push-button lights, crosswalks, a no-parking zone in front of Massie's, possibly redirecting, request to lower the speed

limit from 40 mph to 30 mph entering the Village on Feeder Dam Road, plan some work on the corner of 32 and Route 9 across from Beach Road, and DOT to decide. Proposal available from the Clerk's Office. Barton & Luguidice and Glens Falls Greater Transit are hosting an initial consultation about the traffic study online on November 12th at 2:00 pm. Clerk Treasurer Samantha Berg brought up that Governor Hochel is promoting walkability, and another point was to add a sidewalk on Route 9 after Beach Road. The Village would need another grant application. Cheryl Lawler appreciated the work and initiative of Trustee Middleton and shared her background in assisting the blind and visually impaired community. She commented that in front of the Community Center were areas that needed improvement. Trustee Middleton to follow up with Cheryl Lawler and walk the Village. SAM grants could provide \$200,000 to be used toward curb cuts.

- b. **Trustee Baxter** met with DPW Superintendent Alan Dubois and would like the Board to consider appropriating monies for DPW tools, as some employees have been bringing in their own. Trustee Carota and Trustee Baxter to follow up.

16. Mayor's Report: None

- 17. Motion 110525-18 to adjourn the Regular Village Board Meeting at 7:59 pm and enter into executive session for PBA Negotiations and Grievance:** Trustee Carota motioned, Trustee Middleton seconded. All in favor, motion passed.
Discussion: None.

The Mayor left the meeting at 7:59 pm.

- 18. Motion 110525-19 to adjourn executive session at 8:46 pm and enter the Public Session with no action taken:** Trustee Carota motioned, Trustee Baxter seconded. All in favor, motion passed.
Discussion: None.
- 19. Motion 110525-20: The Village Board deems 48 Harrison Avenue a Public Safety Concern and to move forward with obtaining a Department of Labor bearing for asbestos in place removal and go to bid for demolition of said property:** Trustee Baxter motioned, Trustee Carota seconded. All in favor, motion passed.
Discussion: None.

- 20. Motion 110525-21 to adjourn the Regular Village Board Meeting at 8:47 pm:** Trustee Baxter motioned, Trustee Middleton seconded. All in favor, motion passed.