

**MEETING OF THE TOWN BOARD  
TOWN OF GLENVILLE  
January 17, 2024  
AT THE GLENVILLE MUNICIPAL CENTER  
18 GLENRIDGE ROAD, GLENVILLE, NEW YORK**

Supervisor Koetzle called the meeting to order at 7:00 PM;

Invocation

Pledge of Allegiance to the Flag

Supervisor Koetzle asked the Town Clerk, Julie Davenport, to call the roll.

**Present:** Supervisor Christopher A. Koetzle, Councilman Gillooley, Councilman Aragosa, Councilman Kirkham.

**Absent:** Councilman Ramotar

**Also Present:** Jeffrey A. Siegel - Attorney for the Town, Vicki Hillis - Director of Human Services, Craig D'Allaird- Commissioner of Public Works, Anthony Tozzi- Town Planner.

**Town Council Reports:**

**Councilman Aragosa** - Shared he is helping with the County of Schenectady program to help restock county food pantries. Also shared the program called Fresh Tables, is a once of month program that helps town residents get from one pay check to another.

**Councilman Kirkham** – Attended Cameron Breslin’s Eagle Scout ceremony. He created two flight simulators that will be used in schools around New York State to educate people about flying small aircraft. He said it was quite an accomplishment, nice ceremony and is pleased he is a member of our community. He shared he paid the Highway Department a visit and they’ve been busy lately. He’d just like to remind the residents to be patient during plow season as they work hard to clear the roads and make things safe for our residents.

**Councilman Ramotar- Absent**

**Councilman Gillooley** – No Report

**Public Hearing: Open 7:06 PM, Closed 7:06 PM No one spoke.**

**Public Hearing at 7:00 or as soon thereafter to hear all persons interested in the proposed Local Law titled “Amendment to Glenville Town Code Chapter LM (Landscape Manual), Appendix-Recommended Plant Material, To Remove Certain Species of Trees and Shrubs from the List of Recommended Plant Material” to the Town Code of the Town of Glenville.**

**Privilege of the Floor Open 7:07 PM, Closed 7:14**

**Jim Palmer of 167 Maple Ave:** Jim spoke about his concern regarding the trains, bridges being hit and the railroad issue in Town. His house is near the railroad tracks and it was very scary when the explosion happened on Dec. 21, 2024. He continued with his concern and said he would like the Town to pass a law stating that “trains carrying hazmat materials cannot stop in the Town of Glenville for any amount of time exceeding 20 minutes”. He also said a train carrying hazardous material is defined as any train with one or more railcars that displays a hazardous fire sign on it. He shared pictures of trains sitting on the railroad tracks all night with hazardous warning signs on them. He feels the explosion could have been so much worse if trains with LPG gas or other flammable material were sitting on the tracks when the bridge is hit. We are lucky the accident on 12/21 wasn’t on a greater scale and that one of the trains with flammable material wasn’t sitting on the tracks. He feels we need to talk to the railroad and try to find a solution before something else happens.

**David Bruhns of 173 Maple Ave:** David also shared his concern over what happened on Dec. 21, 2024 and the explosion at the railroad bridge. He is glad they didn't suffer any injury or damage however the firefighting efforts took 36 hours and all the water and petroleum flowed down onto his property. He runs a small maple syrup business and is very concerned about what the run off will do to his trees, the creek and surrounding land and its weighing on his mind. His background is, he went to the Merchant Marine Academy and he was trained on LNG Tankers and also had firefighter training. He agreed with the previous speaker if there had been a railroad car with hazardous material on the tracks when the truck hit the bridge it could have been much worse. We are lucky no one got hurt, the driver did get and we are lucky he survived.

"I would just like to go on record; that if there's something, there's some way that you can prevent trains from parking there and sitting there and being within the area we need to do that. Now we know that it can be hit, the bridge can be hit with something, nobody did it on purpose, it wasn't malicious, it just happened. If we can prevent something that's going to become even more catastrophic than it was, I don't know how far the blast like that would go. I don't know if it would reach this building, but I know my house wouldn't be there anymore and if we were there, we wouldn't be there either. So, I just want to register my concern it's something that we could prevent. We can't prevent somebody from hitting the bridge. But we could prevent something to become even more catastrophic than that by taking some action to prevent somebody from just choosing that place to park, as Jim said a hazardous railroad vehicle. So that's what I have to say and thank you."

**Supervisors Comments:** Shared the State of the Town won't be tonight it will be at the February 7<sup>th</sup> Town Board Meeting. He also shared the DEC created new regulations on the MS4 and what our requirements are and will require more work in our stormwater management. He also pointed out about the article in the paper regarding our \$1.5 million, which we were promised but are having a hard time getting from the governor's office. The money would go to up grades in the police department, give our female police officers their own space to change, pay for much needed safety upgrades. The Chief and Police Department have been working on getting our Police Department accredited, which is a huge honor for our Police Department. We can't get that until our evidence room is refurbished and done correctly. It is holding up our accreditation and he urged any resident who feels as though they should be calling Senator Breslin's Office to say "Where is the \$1.5 million the State of New York promised the Town of Glenville seven years ago?" Lastly, he reported on his conversation with the train companies regarding the ongoing issue with the bridges being hit and the incident that occurred on Dec. 21, 2024. It is a frustrating matter for the Town of Glenville on a whole. The Town has no authority over anything there. New York State owns the road and three different entities own the tracks and bridges. He explained we've worked hard with DOT to install the laser detection system and the system is working. However, it is diverting more trucker trailers to Maple Ave. The County is trying to work on more signage for Maple Ave. They are not interested in raising the bridges as they say they were there before the roads were. So, the Town of Glenville is considering litigation to sue the rail companies and our attorneys are researching that.

Sponsored by: Christopher A. Koetzle, Town Supervisor

Submitted by: Jeffrey A. Siegle, Attorney for the Town

### **RESOLUTION NO. 50-2024**

**Moved by: Councilman Kirkham**

**Seconded by: Councilman Aragosa**

**WHEREAS**, the Town of Glenville Landscape Manual ("Landscape Manual") was first adopted by Town Board resolution 82-2004 on March 3, 2004, as a supplement to Article XIX of the Town Code of the Town of Glenville, and is set forth as Chapter LM of the Town Code ("Town Code"); and

**WHEREAS**, The Town desires to amend the appendix to the Landscape Manual that sets forth recommended plant material, in order to remove from the list of recommended plant material certain species of trees or shrubs that are, or may be considered to be, invasive species; and

**WHEREAS**, proposed Local Law No. 1 of 2024 titled “Amendment to Glenville Town Code Chapter LM, Appendix-Recommended Plant Material, to Remove Certain Species of Trees and Shrubs from the List of Recommended Plant Material” has been made available for public inspection; and

**WHEREAS**, the Town Board published notice of a public hearing in the Daily Gazette on Sunday, January 7, 2024, and held a public hearing pursuant to the notice on January 17, 2024 at 7:00 p.m. at the Town of Glenville Municipal Center, 18 Glenridge Road, Glenville, New York 12302, and accepted comments and input from the public; and

**NOW, THEREFORE BE IT RESOLVED** that, after due deliberation, Local Law No. 1 of 2024 is hereby adopted.

**Ayes: Councilmen Gillooley, Aragosa, Kirkham and Supervisor Koetzle**

**Noes: None**

**Absent: Councilman Ramotar**

**Abstentions: None**

**Motion Carried**

Town Board decision on January 17, 2024

Sponsored by: Christopher A. Koetzle, Town Supervisor

Submitted by: Jeffrey A. Siegel, Attorney to the Town

**RESOLUTION NO. 51.2024**

**Moved by: Councilman Kirkham**

**Seconded by: Councilman Aragosa**

**WHEREAS**, the Town of Glenville is required by the New York State Agriculture and Markets Law to provide shelter for dogs seized pursuant to Article 7 of that law; and

**WHEREAS**, the law permits the Town to contract with an incorporated humane society or dog protective association for such sheltering services; and

**WHEREAS**, the Montgomery County Society for the prevention of Cruelty to Animals (“MCSPCA”) is such a not-for-profit, incorporated humane society; and

**WHEREAS**, the Town Board desires to contract with MCSPCA for the period February 1, 2024 through December 31, 2024 for dog sheltering services and other services, and MCSPCA is willing to contract with the Town for such services at an annual rate of \$11,000.00 per year (\$1,000.00 per month), plus other fees for dangerous dogs, quarantined dogs, and other services, all as set forth in the proposed Dog Shelter Service Agreement;

**NOW THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Glenville hereby authorizes the Supervisor to execute the Dog Shelter Service Agreement with MSCPA for the period February 1, 2024 through December 31, 2024.

**Ayes: Councilmen Gillooley, Aragosa, Kirkham and Supervisor Koetzle**

**Noes: None**

**Absent: Councilman Ramotar**

**Abstentions: None**

**Motion Carried**

Town Board decision on January 17, 2024

Sponsored by: Christopher Koetzle, Town Supervisor  
Submitted by: Anthony Tozzi, Director of Planning

**RESOLUTION NO. 52-2024**

**Moved by: Councilman Kirkham**  
**Seconded by: Councilman Aragosa**

**WHEREAS**, the Town of Glenville Building Department and Department of Economic Development and Planning seek to improve automated software processes for code enforcement, planning and zoning; and

**WHEREAS**, these Town departments are particularly interested in cloud-based software for appointment management, code enforcement, customer database, work order creation, document management, workflow management, processes transparency and accountability, efficient reporting functionality, public portal, and other related improvements; and

**WHEREAS**, a proposal for professional software services was received on September 21, 2023 from ICC Community Development Solutions to provide Muncity 5 Integrated Parcel Management SaaS software, setup, training, and maintenance to the Town of Glenville at a cost not to exceed \$86,585; and

**WHEREAS**, the Director of Planning advises that the proposed software package best meets the Town's needs and recommends procuring the software and related services from ICC Community Development Solutions; and

**WHEREAS**, the Attorney for the Town advises that the Muncity 5 Integrated Parcel Management SaaS Software qualifies as exempt from competitive bidding under the sole source exception as the software uniquely serves the public interest and is available from only one source; and

**WHEREAS**, funding for this purchase was included in the 2024 Adopted Capital Budget;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Supervisor is hereby authorized to purchase Muncity 5 Integrated Parcel Management SaaS software, setup, training, and maintenance from ICC Community Development Solutions at a cost not to exceed \$86,585 with the expenditure charged to account BB-999-4010-4009.

**Ayes: Councilmen Gillooley, Aragosa, Kirkham and Supervisor Koetzle**  
**Noes: None**  
**Absent: Councilman Ramotar**  
**Abstentions: None**

**Motion Carried**

Town Board decision on January 17, 2024

Sponsored by: Christopher A. Koetzle, Town Supervisor  
Submitted by: Julie Davenport, Town Clerk

**RESOLUTION NO. 53-2024**

**Moved by: Councilman Aragosa**  
**Seconded by: Councilman Kirkham**

**BE IT RESOLVED**, that the minutes of the Organizational Town Board meeting held on January 3, 2024 are hereby approved and accepted as entered.

**Ayes: Councilmen Gillooley, Aragosa, Kirkham and Supervisor Koetzle**

**Noes: None**

**Absent: Councilman Ramotar**

**Abstentions: None**

**Motion Carried**

Town Board decision on January 17, 2024

Sponsored by: Christopher A. Koetzle, Town Supervisor

Submitted by: Julie Davenport, Town Clerk

**RESOLUTION NO. 54-2024**

**Moved by: Councilman Kirkham**

**Seconded by: Councilman Gillooley**

**BE IT RESOLVED** that the **Monthly Departmental Reports** for December, 2023 as received from the following:

Assessors Department

Justice Department

Receiver of Taxes

Town Clerk's Office

Police Department

be, and they hereby are accepted, approved for payment and ordered placed on file.

**Ayes: Councilmen Gillooley, Aragosa, Kirkham and Supervisor Koetzle**

**Noes: None**

**Absent: Councilman Ramotar**

**Abstentions: None**

**Motion Carried**

Town Board decision on January 17, 2024

Sponsored by: Christopher A. Koetzle, Town Supervisor

Submitted by: Jeffrey A. Siegel, Attorney for the Town

**RESOLUTION NO. 55-2024**

**Moved by: Councilman Kirkham**

**Seconded by: Councilman Aragosa**

**WHEREAS**, the Town desires to enhance the longevity, performance, and capacity of its water treatment plant located at 265 Pump House Drive ("WTP") in order to meet the increasing demand for water; and

**WHEREAS**, during August 2022, Delaware Engineering, D.P.C. ("Town Engineer") prepared a report evaluating various alternatives and recommending specific upgrades to the WTP as part of a comprehensive system improvement plan; and

**WHEREAS**, the Town Engineer recommended an upgrade to the original 1965 part of the WTP that will an increase in pump capacity, structural repairs,

upgrades to the electrical system, and other building improvements, all at an estimated cost of \$5.5 million ("Project"); and

**WHEREAS**, the Project, and the scope of services to be performed by the Town Engineer, are more particularly set forth in a proposed PROFESSIONAL SERVICE AGREEMENT/Water Treatment Plant Upgrades executed by the Town Engineer on January 10, 2024 ("WTP Upgrade Agreement"); and

**WHEREAS**, the WTP Upgrade Agreement contains a cost proposal for the Town Engineer's personal services in the amount of \$293,085.00 through the bidding phase of the Project (to include review of information, permitting, design, and bidding), and additional hourly rate charges for professional services and expense reimbursement for construction administration services and construction inspection services, all as set forth in the WTP Upgrade Agreement; and

**WHEREAS**, amounts payable to the Town Engineer pursuant to the WTP Upgrade Agreement are consistent with amount budgeted for such services;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Glenville hereby authorizes the Town Supervisor to execute the WTP Upgrade Agreement and any and all other documents or agreements necessary or required in connection therewith.

**Ayes: Councilmen Gillooley, Aragosa, Kirkham and Supervisor Koetzle**

**Noes: None**

**Absent: Councilman Ramotar**

**Abstentions: None**

#### **Motion Carried**

Town Board decision on January 17, 2024

New Business: No new business

Supervisor Koetzle made a motion to adjourn the meeting.

Motion by: Councilman Kirkham

Seconded by: Councilman Aragosa

Meeting adjourned 7:34 PM

For a complete recording on the meeting please use this link.

<https://www.youtube.com/watch?v=xy9xSXWU2rU>

ATTEST:

*Julie Davenport*

Town Clerk