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AGENDA
TOWN BOARD MEETING
TOWN OF GLENVILLE
18 GLENRIDGE ROAD
November 16, 2022
7:00 P.M.
www.townofglenville.org

Supervisor:
Christopher A. Koetzle
Council Members
Gina M. Wierzbowski,
Deputy Supervisor
Michael Godlewski
James M. Martin

Sid Ramotar

- 1. Invocation
- 2. Pledge of Allegiance to the Flag
- 3. Roll Call
- 4. Town Council Reports
- 5. A Public Hearing at 7:00 PM or as soon thereafter as possible, at which time it will hear all persons interested in the proposed imposition of liens on the parcels of real property listed on Schedule "A" (attached) for cutting Grass, Brush and Weeds and administrative fees pursuant to Chapter 99 of the Code of the Town of Glenville.
- 6. A Public Hearing at 7:00 PM or as soon thereafter as possible, at which time it will all persons interested in the proposed 2023 Final Budget.
- 7. A Public Hearing at 7:00 PM or as soon thereafter as possible, at which time it will hear all persons interested in the proposed Local Law No. 7, amending Chapter 51, "Department of Public Works", of the Code of the Town of Glenville.
- 8. A Public Hearing at 7:00 PM or as soon thereafter as possible, at which time it will hear all persons interested in the proposed Local Law No. 8, amending Chapter 270, "Zoning", of the Code of the Town of Glenville.
- 9. Privilege of the Floor
- 10. Supervisor's Comments
- 11. Resolution scheduling a Public Hearing for Wednesday December 7, 2022 at 7:00 PM or as soon thereafter as possible, at the Glenville Municipal Center, 18 Glenridge Road, Glenville, NY at which time it will hear all persons interested in the proposed Local Law amending Chapter 139, "Fees" of the Code of the Town of Glenville.
- 12. Resolution adopting Local Law 7 for the proposed amendment to Chapter 51, "Department of Public Works" of the Code of the Town of Glenville.

- 13. Resolution adopting Local Law 8 for the proposed amendment to Chapter 270, "Zoning", of the Code of the Town of Glenville.
- 14. Resolution authorizing the proposed imposition of liens on the parcels of real property listed on Schedule "A" (attached) for cutting Grass, Brush and Weeds and administrative fees pursuant to Chapter 99 of the Code of the Town of Glenville.
- 15. Resolution appointing Daniel Nardini to the position of Heavy Equipment Mechanic.
- 16. Resolution authorizing the purchase of one FSH Heavy-Duty Salt/Sand Spreader.
- 17. Resolution adopting the 2023 Preliminary Budget as the 2023 Final Budget of the Town of Glenville for the fiscal year commencing January 1, 2023.
- 18. Resolution designating Christopher A. Koetzle as it's voting delegate for the Association of Towns' 2023 Annual Business Meeting.
- 19. Resolution authorizing the purchase of two vehicles for the Police Department.
- 20. Resolution approving the Monthly Department Reports for October 2023.
- 21. Resolution approving the minutes of the Regular Town Board Meeting held on November 2, 2023.
- 22. New Business

Jim Martin, Town Councilman

Submitted by:

Courtney Heinel, Attorney for the Town

RESOLUTION NO. 11

Moved by: Seconded by:

WHEREAS, the Town Board of the Town of Glenville is introducing a Local Law to amend Chapter 139, "Fees", with accompanying amendments to the Code of the Town of Glenville (a copy of which is attached hereto); and

WHEREAS, this proposed Code amendment is the product of much study and discussion by Town of Glenville staff; and

WHEREAS, the Local Law clarifies the existing regulations, and constitutes a Type II Action under the State Environmental Quality Review Act (SEQRA) which does not require further review; and

WHEREAS, a duly scheduled public hearing must be held in order to amend the existing code by Local Law;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Glenville will meet at the Glenville Municipal Center, 18 Glenridge Road, Glenville, New York on Wednesday, December 7, 2022 at 7:00 P.M., or as soon thereafter as possible, at which time it will hear all persons interested in the proposed amendments of Chapter 139, "Fees" of the Code of the Town of Glenville; and

BE IT FURTHER RESOLVED that the Town Clerk be, and she hereby is directed to prepare the proper notice of said hearing in accordance with law and to publish same at least ten days prior to the date of the public hearing and to provide same to the Village of Scotia and the City of Schenectady; and

BE IT STILL FURTHER RESOLVED that the Town Clerk is directed to place the public hearing on the December 7, 2022 Town Board meeting agenda.

Ayes: Noes: Absent: Abstentions:

Motion Carried/Defeated

Town Board Decision on November 16, 2022

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الترنية; etc fee	\$500	\$600
Theater fee	\$100/year	\$200/year
Amusement park	\$25	\$150
Amusement park	\$100/year	\$200/year
Public Improvement Permits	V 1001 J CL1	ψ2007yeai
Under \$10,000	6% of project cost	6% of project cost
Over \$10,000	\$600 + 5% of project cost over \$10,000	\$600 + 5% of project cost over \$10,000
Septic disposal system	σοσι σνει φτο,σοσ	φ τυ,υυυ
Residential (repair/new construction)	\$35/\$75	\$50/\$100
Commercial (repair/new construction)	\$100/\$150	\$150/\$200
Percolation test	\$30	\$50
Boring test	\$35	\$50
Sewers	,	γου
Inspection and Hook up fee Sidewalk Cleanup by Town	\$100/\$150	\$100/\$150
Cleanup charge	\$1/foot	\$1.50/foot
Garbage and rubbish collectors	\$ 17100t	φ1.30/100ξ
Fee	\$250/уг +	\$350/yr +
Truck fee	\$100/truck	\$150/truck
Street Standards	φ roora dek	φισολιτασκ
Spec copies	\$10/copy	\$45laami
Shoulder cut	\$100	\$15/copy \$150
One-half cut - 2'	\$200	\$250
One-half cut - 3'	\$300	
One-half cut - 4'	\$400 \$400	\$350
Full road cut - 2'	\$400 \$400	\$450
Full road cut — 3'	\$600	\$450
Full road cut – 4'	\$800	\$650
: Catch Basins	\$100/cut	\$850 0150/
Vehicle Impoundment	\$100/Cut	\$150/cut
Fee/day	\$15	625
Fee/month	\$150 \$150	\$25 *A55
Water Fees	φ150	\$250
Water Meter	\$190.00	Anna 2000 0141 1 2000 111
Double Check Valve	\$180.00	\$200 \$320 = 3/4" meter; \$600 = 1" meter
Service Permit - Residential/Commercial	\$35.00	\$50 \$160 = 3/4" double check; \$290 = 1" dbl check valve
MXU - Serial #	\$35 / \$60	\$100 / \$150 And Col Dr. in National permit
Outside User - Residential/Commercial	\$150.00	φι ο υ .
City of Schenectady - Residential/Commercial	\$1,250.00	\$1,250.00
● Tapping of Water Main Permit 3/4' - 1'	\$200 / \$500	\$200,/ \$500 \$270 residental/ \$660 commercial
Lawn/Irrigation Permit and Inspection	\$400/ \$500	\$600 / \$700
	\$35.00	\$100 / \$150
Sewer Lateral Service Permit and Inspection Water Main Installation	\$100 - \$800	\$100 - \$800
■ Water Main Installation Inspection – 2" Main or Larger Connection Fee	\$100 - \$1000	\$100-\$1000 inspections
Connection ree	\$2	
Re-Connection Fee	.	\$100
Supply to Contractors	\$2	\$100
Testing of Meter	\$6	\$200
	\$5	\$50
Zoning applications and administration fees	•	~
Zone Change to residential	\$275	\$350 per lot
Zone Change to non-residential	\$375	\$500 per lot
Development Plan (Site Plan) - Residential	\$150	\$275/5 units + \$50 ea. add'l unit

Christopher Koetzle, Town Supervisor Courtney Heinel, Attorney for the Town

RESOLUTION NO. 12

Moved	by:	
Second	beb	by:

WHEREAS, the Town Board of the Town of Glenville seeks to amend by Local Law # 7, Chapter 51, "Department of Public Works", of the Code of the Town of Glenville (a copy of which is hereto attached); and

WHEREAS, the Local Law # 7, among other things, updates the term of office and qualification requirements for the Commissioner of Public Works and revises administrative staffing within the Department of Public Works to best meet the current and expected future needs of the Town of Glenville; and

WHEREAS, a duly scheduled public hearing must be held in order to enact the Code changes; and

WHEREAS, the Town Board of the Town of Glenville held a public hearing with respect to the Local Law # 7 to amend Chapter 51 of the Glenville Town Code on Wednesday, November 16, 2022 at 7:00 PM, at which time and place all persons interested in the Local Law to amend Chapter 51 of the Glenville Town Code were heard; and

NOW, THEREFORE, BE IT RESOLVED,, that the Town Board of the Town of Glenville met at the Glenville Municipal Center, 18 Glenridge Road, Glenville, New York on Wednesday, November 16, 2022 at 7:00 P.M., that the proposed Local Law # 7 amending Chapter 51, regarding the "Department of Public Works", of the Code of the Town of Glenville be and hereby is adopted

BE IT FURTHER RESOLVED that Local Law # 7 of 2022 shall take effect twenty (20) days after filing with the Secretary of State of the State of New York.

Ayes:
Noes:
Absent:
Abstentions:

Motion Carried/Defeated

James Martin, Town Councilman Nicholas Chiavini, Town Planner I

RESOLUTION NO. 13

Moved by: Seconded by:

WHEREAS, members of the Economic Development & Planning Department of the Town of Glenville are introducing Local Law No. 8 to amend Chapter 270, of the Town of Glenville Town Code (a copy of which is attached hereto); and

WHEREAS, members of the Economic Development & Planning Department and Building Department have identified errors and inconsistencies in the code since the last time the Glenville Code Committee has met; and

WHEREAS, a duly scheduled public hearing must be held in order to amend the existing code by Local Law; and

WHEREAS, the Town Board of the Town of Glenville held a public hearing with respect to Local Law No. 8 to amend Chapter 270 of the Glenville Town Code on Wednesday, November 16, 2022 at 7:00 PM, at which time and place all persons interested in the Local Law to amend Chapter 270 of the Glenville Town Code were heard;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Glenville met at the Glenville Municipal Center, 18 Glenridge Road, Glenville, New York on Wednesday, November 16, 2022 at 7:00 P.M., that the proposed Local Law amending Chapter 270, regarding Zoning, of the Code of the Town of Glenville be and hereby is adopted; and

BE IT FURTHER RESOLVED, that Local Law No. 8 of 2022 shall take effect twenty (20) days after filing with the Secretary of State of the State of New York.

Ayes: Noes: Absent: Abstention:

Motion Carried/Defeated

Gina Wierzbowski, Deputy Supervisor

Submitted by:

Craig D'Allaird, Commissioner of Public Works

RESOLUTION NO. 14

Moved by: Seconded by:

WHEREAS, the Commissioner of Public Works of the Town of Glenville has filed a report in writing with the Town Board of the Town of Glenville containing his actions regarding properties cited by the Building Inspector and/or Code Enforcement Officer for violations of Chapter 99 "Brush, Grass and Weeds" of the Code of the Town of Glenville during calendar year 2022; and

WHEREAS, the Commissioner of Public Works of the Town of Glenville has reported that the brush, grass and weeds at each of the cited properties exceeded 10 inches in height at each of the cited locations in violation of Chapter 99 of the Code of the Town of Glenville; and

WHEREAS, the Commissioner caused each of the Property Owners, to be notified in accordance with Section 99-2 of the Code of the Town of Glenville of the requirement to bring their property into compliance with Section 99-1 of the Code of the Town of Glenville; and

WHEREAS, the Property Owners listed on the attached Schedule "A" having taken no steps to cut the brush, grass and/or weeds at the listed premises within the time period provided in the notice served, requiring the Commissioner to cause the brush, grass and weeds to be cut and removed at town expense; and

WHEREAS, the Commissioner caused each of the Property Owners listed to be sent a bill for the removal of the brush, grass and weeds from the listed properties, plus the administrative fees provided for by Chapter 99 of the Code of the Town of Glenville and such charges and fees for the properties listed below remain wholly unpaid; and

WHEREAS, the Town Board of the Town of Glenville adopted a resolution calling for a public hearing on November 16, 2022 at 7:00 PM at the Glenville Municipal Center, 18 Glenridge Road, Glenville, New York to hear all persons interested regarding the proposed imposition of a lien upon the listed properties for the charges and fees stated; and

WHEREAS, having heard all persons at the public hearing held on this matter and after due deliberation thereon;

NOW, THEREFORE, THE TOWN BOARD OF THE TOWN OF GLENVILLE HEREBY FINDS AND DETERMINES THAT:

- 1. Brush, grass and weeds of a height in excess of 10 inches were found on the listed properties on the dates cited by the Building Inspector and/or Code Enforcement Officer.
- 2. That the Commissioner of Public Works of the Town of Glenville notified each property owner, in the manner provided by Town Code section 99-2, of the nature of the violations thereon and demanded that the brush, grass and weeds be cut and removed as required by Chapter 99 of the Code.
- 3. That the brush, grass and weeds were not cut or removed from the listed properties prior to the dates required by the notices given.
- **4.** The brush, grass and weeds on the listed properties were caused to be cut and removed by the Commissioner of Public Works at town expense.
- **5.** That the Town Board adopted a resolution calling for a public hearing regarding the proposed imposition of liens for the unpaid charges and fees associated with the cutting and removal of brush grass and weeds from the listed properties.
- **6.** That the Town Board held the aforementioned public hearing on November 16, 2022 and heard all persons interested in addressing the Board on this issue.

NOW THEREFORE, BE IT RESOLVED that inasmuch as the property owners listed on Schedule "A" attached hereto have failed to comply with the requirements of Chapter 99 of the Code of the Town of Glenville within the deadlines established therein, the Town was authorized and empowered (by virtue of the provisions of the Town Code, Town Law, the New York State Property Maintenance Code, and other applicable provisions of law), to enter upon the premises and to cause the brush, grass and weeds to be cut and removed. The total expense of such work and removal shall be assessed by the Town Board on the property, and the expense so assessed shall constitute a lien and charge on the property on which it is levied until paid or otherwise satisfied or discharged and shall be collected in the same manner and at the same time as other Town charges.

Ayes: Noes: Absent: Abstention:

Motion Carried/Denied

SCHEDULE A

A list of properties found in violation of the Code of the Town of Glenville, Chapter 99 "Brush, Grass and Weeds", whereby property owners failed to correct such violations, despite being notified in accordance with said Chapter to correct the violation within the time provided, causing the Commissioner of Public Works to cut and remove brush, grass and weeds from the listed premises at town expense and bill the property owners.

Tax Parcel ID	Address	Property Owner	Amount
42-28	324 West Glenville Rd	Mark Ernst	\$225.00
10.17-3-14	2 Velina Dr	Savana Rodegerdts	\$260.00
15.3-4-11	44 Onderdonk Rd	Fred L Mowers III	\$450.00
15.7-6-1	60 Charlton Rd	Paula Marrone	\$360.00
22.10-4-14	15 Jennifer Rd	Debra A Mayott	\$650.00
22.11-1-19	12 Mayfair Dr	Anthony M Mannato	\$950.00
22.12-1-5	41 Glenridge Rd	Thomas M Smith	\$600.00
22.14-5-27	254 Swaggertown Rd	M&V McCall Holding LLC	\$450.00
23.9-2-1	70 Glenridge Rd	Emily Humes	\$350.00
292-7.2	1648-1650 Vley Rd	David & Lisa Dolen	\$260.00
29.11-4-65	413 Vley Rd	Joseph H Cerrone	\$650.00
29.15-2-33	39 Virginia Blvd	Justin Shepherd	\$350.00
30.6-2-55	62 Swaggertown Rd	Northern Construction Contr. LLC	\$450.00
30.14-2-12	107 Freemans Bridge Rd	Ultimate LLC	\$850.00
38.7-2-24	816 Sanders Ave	David R Savage	\$450.00

Gina Wierzbowski, Deputy Supervisor

Submitted by:

Thomas Coppola, Highway Superintendent

RESOLUTION NO. 15

Moved by: Seconded by:

WHEREAS, there is a vacant Heavy Equipment Mechanic position in the Glenville Highway Department; and

WHEREAS, the Town of Glenville advertisement for the position on the Town website resulted in several applicants for the position; and

WHEREAS, the Highway Superintendent conducted interviews to fill the vacancy; and

WHEREAS, the Highway Superintendent recommends that Daniel Nardini be appointed to the position;

NOW THEREFORE, BE IT RESOLVED that the Town Board of the Town of Glenville hereby provisionally appoints Daniel Nardini, 697 West Glenville Road, Glenville, New York to the position of Heavy Equipment Mechanic, effective November 21, 2022, at a starting rate for such title of \$29.84 per hour and benefits as determined by the agreement between the Town and the CSEA Highway Employees Unit.

Ayes: Noes: Absent: Abstention:

Motion Carried/Defeated

Sid Ramotar, Town Councilman

Submitted by:

Thomas Coppola, Highway Superintendent

RESOLUTION NO. 16

Moved by: Seconded by:

WHEREAS, the Highway Superintendent has informed the Town Board that the Highway Department is in need of one new heavy-duty salt and sand spreader to replace equipment which is reaching the end of useful life; and

WHEREAS, the Highway Superintendent recommends purchase of one 13' foot long, stainless steel FSH Heavy Duty Salt and Sand Spreader from Henderson Products to best meet the needs of the department; and

WHEREAS, the Highway Superintendent advises that Henderson Products has an available FSH Heavy Duty Salt and Sand Spreader in stock, serial number ending in 177-1, which was built for a different purchaser but returned unused due to an error in the equipment specifications provided to Henderson Products by the purchaser; and

WHEREAS, the Highway Superintendent recommends purchase of the unused, like-new FSH Heavy Duty Salt and Sand Spreader from Henderson Products in the amount of \$16,600; and

WHEREAS, funding for the purchase of a heavy-duty salt and sand spreader is included in the 2022 Amended Budget;

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Glenville hereby authorizes the Highway Superintendent to purchase one 13' foot long, stainless steel FSH Heavy Duty Salt and Sand Spreader, serial number ending in 177-1, from Henderson Products, 22686 Fisher Road, Watertown NY 13601, in a sum not to exceed Sixteen Thousand Six Hundred Dollars (\$16,600), with the expense charged to account DB-000-5130-2000 as included in the 2022 Amended Budget.

Ayes: Noes: Absent: Abstentions:

Motion Carried/Defeated

Christopher Koetzle, Town Supervisor Jason Cuthbert, Town Comptroller

RESOLUTION NO. 17

Moved	by:	
Second	ded	by:

WHEREAS, the 2023 Preliminary Budget of the Town of Glenville was filed with the Town Clerk on October 19, 2022; and

WHEREAS, the Town Board of the Town of Glenville has met and considered the Preliminary Budget for the fiscal year beginning January 1, 2023 and conducted a public hearing thereon on November 16, 2022 as required by Town Law §108; and

WHEREAS, the Town Board has had the opportunity to discuss the Preliminary Budget and any changes, alterations and revisions thereto as the members considered advisable and consistent with law; and

NOW, THEREFORE, BE IT RESOLVED that the 2023 Preliminary Budget is hereby adopted and established as the 2023 Final Adopted Budget for the Town of Glenville for the fiscal year commencing January 1, 2023;

BE IT STILL FURTHER RESOLVED that the 2023 Final Adopted Budget shall be spread upon the minutes of this Town Board Meeting in its entirety and the Town Clerk shall prepare and certify as provided by law, duplicate copies of the said 2023 Final Adopted Budget hereby adopted and deliver one of such copies to the Supervisor of the Town and one copy to the County Legislature of the County of Schenectady as required by law.

Ayes: Noes: Absent: Abstentions:

Motion Carried/Defeated

Gina Wierzbowski, Deputy Supervisor Earl T. Redding, Attorney for the Town

RESOLUTION NO. 18

Moved	by:	
Second	bek	by

WHEREAS, the Town of Glenville is a member of the Association of Towns of the State of New York; and

WHEREAS, Town Supervisor Christopher A. Koetzle has represented the Town of Glenville at various Association meetings and conferences; and

WHEREAS, the Association requires that the Town Board adopt an official resolution by February 3, 2023 designating its' voting delegate for the Association's 2023 Annual Business meeting to be held Wednesday, February 22, 2023; and

WHEREAS, Supervisor Koetzle is willing to serve as the Town's voting delegate for the Association's Annual meeting;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Glenville hereby designates Christopher A. Koetzle as its' voting delegate for the Association of Towns' 2023 Annual Business meeting and authorizes and directs the Town Clerk to complete the Certificate of Designation and return same to the Association.

Ayes: Noes: Absent: Abstention:

Motion Carried/Defeated

Gina Wierzbowski, Deputy Supervisor

Submitted by:

Stephen V. Janik, Police Chief

RESOLUTION NO. 19

Moved by: Seconded by:

WHEREAS, in order to maintain a safe and efficient fleet of vehicles to meet the public safety needs of the Town of Glenville, the Police Chief recommends the purchase of two marked police vehicles to replace a 2018 Ford Interceptor and a 2019 Dodge Charger currently being utilized by the Patrol Division, as these existing vehicles are slated to be rotated to less demanding, non-patrol uses within the Police Department due to high mileage and increasing maintenance costs; and

WHEREAS, through the NYS Office of General Services, the Cattaraugus County Sheriff's Office recently awarded a contract for the purchase of a 2022 Dodge Durango from Main Motorcar, 221 W. Main Street, Johnstown NY in the amount of \$40,547.00 utilizing NYS OGS Vehicle Procurement Class 1-8 Statewide Award #10319, Contract #PC6680; and

WHEREAS, through the NYS Office of General Services, the NYS Department of Parks and Recreation recently awarded a contract for the purchase of a 2022 Dodge Charger from Main Motorcar, 221 W. Main Street, Johnstown NY in the amount of \$28,393.40 utilizing NYS OGS Vehicle Procurement Class 1-8 Statewide Award #8334, Contract #PC6680; and

WHEREAS, in order to achieve cost savings, the Chief of Police recommends the utilization of pricing available to the Town under the Cattaraugus County and NYS Department of Parks and Recreation contract awards to purchase one 2022 Dodge Durango and one 2022 Dodge Charger from Main Motorcar in accordance with authorization set forth in the General Municipal Law of the State of New York; and

WHEREAS, these purchases are not subject to the bidding requirements of General Municipal Law Section 103, as the purchase represents a piggybacking of the methods employed by Cattaraugus County and the NYS Department of Parks and Recreation for such equipment; and

WHEREAS, the purchases of said vehicles are provided for within the 2022 budget appropriations; and

NOW, THEREFORE, BE IT RESOLVED, that the Chief of Police is hereby authorized to purchase one 2022 Dodge Durango and one 2022 Dodge Charger from Main Motorcar, 221 W. Main Street, Johnstown NY at the prices of \$40,547.00 and

\$28,393.40, respectively, with the expenses for said vehicles charged to account BB-000-3120-2000 as included in the 2022 amended budget; and

BE IT FURTHER RESOLVED, that the Chief of Police is hereby authorized to expend up to a total of \$30,000 for the necessary equipment and outfitting for both vehicles, with this expense also charged to account BB-00-3120-2000.

Ayes:
Noes:
Absent:
Abstentions:

Motion Carried/Defeated

Christopher A. Koetzle, Town Supervisor

Submitted by:

Julie Davenport, Town Clerk

RESOLUTION NO. 20

Moved	by:	
Second	bek	by:

BE IT RESOLVED that the **Monthly Departmental Reports** for October, 2022 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: Noes: Absent:

Abstention:

Motion Carried/Defeated

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

RESOLUTION NO. 21

Moved	by:	
Second	ded	by

BE IT RESOLVED, that the minutes of the Town Board meeting held on November 2, 2022 are hereby approved and accepted as entered.

Ayes: Noes: Absent: Abstentions:

Motion Carried/Defeated