

The public can "view only" virtually by registering on our website at [www.townofglenville.org](http://www.townofglenville.org)

**AGENDA**  
**TOWN BOARD MEETING**  
TOWN OF GLENVILLE  
18 GLENRIDGE ROAD  
**March 20, 2024**  
7:00 P.M.  
[www.townofglenville.org](http://www.townofglenville.org)

**Supervisor:**  
Christopher A. Koetzle  
**Council Members**  
Robert J. Kirkham Jr.  
Deputy Supervisor  
Sid Ramotar  
Brendan Gillooley  
Michael Aragosa

1. Invocation
2. Pledge of Allegiance to the Flag.
3. Roll Call
4. Town Council Reports
5. A continuation of the Public Hearing that started on March 6, 2024 previously titled and advertised as Local 3-2024 Law titled "2024 Extension of the 2022 Temporary Moratorium Law on Large Scale Solar Energy Systems" to the Town Code of the Town of Glenville.
6. Public Hearing at 7:00 PM or as soon thereafter to hear all persons interested in the proposed Local Law 3-2024 previously titled and advertised as Local Law 4-2024, "Amendments to Glenville Town Code Chapter 101 to Require Fire Safety Registration Statements", to the Town Code of the Town of Glenville.
7. Public Hearing at 7:00 PM or as soon thereafter to hear all persons interested in the proposed Local Law 4-2024 previously titled and advertised as Local Law 5-2024, "Amendment to Glenville Town Code Chapter 179 to Change the Definition of Mass Gathering to Reduce the Number of People Qualifying as a Mass Gathering Requiring a Permit" to the Town Code of the Town of Glenville.
8. Proclamation recognizing Liam Carlin on his State Wrestling Title.
9. Proclamation recognizing the BHBL Girl's 4x400 meter Relay team who won the State Championship, defending their title from last year's indoor State Championship.
10. Presentation on possible Town Hall Project.
11. Privilege of the Floor
12. Supervisors Comments
13. Resolution approving the promotion of Officer Matthew Glass to the position of Detective.
14. Resolution approving the appointment of Kyle Binkley to the position of Police Officer.

15. Resolution authorizing Opting into the NYS Paid Family Medical Leave Program for Members of the PBA.
16. Resolution adopting Local Law 3-2024 titled" Amendments to Glenville town Code Chapter 101 to Require Fire Safety Registration Statements", to the Town Code of the Town of Glenville.
17. Resolution adopting Local Law 4-2024 titled, "Amendment to Glenville Town Code Chapter 179 to Change the Definition of Mass Gathering to Reduce the Number of People Qualifying as a Mass Gathering Requiring a Permit" to the Town Code of the Town of Glenville.
18. Resolution approving the lateral transfer of Nicholas DeGraff from Highway MEO-light to Water and Sewer Maintenance Worker
19. Resolution approving the minutes of the Regular Town Board Meeting held on March 6, 2024.
20. Resolution approving the Monthly Reports for February 2024.
21. New Business

#### ADD ON

1. Resolution designating the Town of Glenville as lead SEQRA agency for the Freemans Bridge Road Sidewalk and Path Project.

Sponsored by: Brendan Gillooley, Town Councilman  
Submitted by: Stephen V. Janik, Police Chief

**RESOLUTION NO. 13**

**Moved by:**  
**Seconded by:**

**WHEREAS**, there is a vacancy in the Glenville police department for the position of Detective; and

**WHEREAS**, interviews were conducted by the Lieutenant and the Detectives with qualified candidates for the position, and the interview committee selected Officer Matthew Glass as their recommendation; and

**WHEREAS**, the Chief of Police hereby recommends that the promotion be approved by the Town Board;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board does hereby authorize the Chief of Police to appoint Officer Matthew Glass to the position of Detective with the Glenville Police Department, with an effective date of March 24, 2024; and

**BE IT FURTHER RESOLVED**, that the compensation for the said appointment will be set forth in the current collective bargaining agreement between the Glenville PBA and the Town as Detective-year one; and

**BE IT STILL FURTHER RESOLVED**, that the Town Clerk, on behalf of this Town Board, be and she hereby is authorized and directed to notify said Officer Glass of the aforementioned appointment.

**Ayes:**  
**Noes:**  
**Absent:**  
**Abstention:**

**Motion Carried / Defeated**

Town Board decision on March 20, 2024

Sponsored by: Brendan Gillooley, Town Councilman  
Submitted by: Stephen V. Janik, Police Chief

**RESOLUTION NO. 14**

**Moved by:**  
**Seconded by:**

**WHEREAS**, a vacancy exists in the Police Department for the position of police officer due to the resignation of one budgeted position as of December 31, 2023; and

**WHEREAS**, Kyle Binkley is a Schenectady Police Officer who holds the necessary qualifications mandated by the Schenectady County Civil Service Commission; and

**WHEREAS**, an interview was conducted on February 5, 2024, by the Chief of Police and Lieutenant which led to a complete background investigation and criminal history check of the candidate; and

**WHEREAS**, the Schenectady County Civil Service Commission has approved the lateral transfer application on Tuesday, March 19, 2024; and

**WHEREAS**, it is the recommendation of the Chief of Police to hire Kyle Binkley of Glenville NY, as a lateral transfer police officer;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board does hereby approve the appointment of Kyle Binkley of Glenville NY, to the position of Police Officer in the Glenville Police Department, with an effective date of Monday, April 1, 2024; and

**BE IT FURTHER RESOLVED**, that in recognition of Mr. Binkley's prior law enforcement experience, the compensation for said position will be set forth in the current collective bargaining agreement between the Glenville PBA and the Town as a second-year officer and the Town will use April 1, 2023 as the effective date for the purposes of calculating longevity payments, leave time accruals, and insurance benefits; and

**BE IT FURTHER RESOLVED**, that the Town Clerk, on behalf of this Town Board, be and she hereby is authorized and directed to notify said officer of the aforementioned appointment.

**Ayes:**  
**Noes:**  
**Absent:**  
**Abstentions:**

**Motion Carried / Defeated**

Town Board decision on March 20, 2024.

Sponsored by: Chris Koetzle, Town Supervisor  
Submitted by: Stephen V. Janik, Police Chief

**RESOLUTION NO. 15**

**Moved by:**  
**Seconded by:**

**WHEREAS**, the Glenville Police Benevolent Association (the "PBA") represents a bargaining unit consisting of all uniformed officer in the Glenville Police Department excluding the Lieutenants and the Chief of Police (the "bargaining unit"); and

**WHEREAS**, members of the bargaining unit have asked the Town and the PBA to implement NYS Paid family Leave for members of the bargaining unit; and

**WHEREAS**, the PBA has asked the Town to enroll the members of the bargaining unit in NYS Paid Family Leave with the costs being borne by the individual members of the bargaining agreement through payroll deduction;

**WHEREAS**, the Chief of Police hereby recommends that request to implement NYS Paid Family Leave be approved by the Town Board on a trial basis;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board does hereby authorize the Town Supervisor to procure a NYS Paid Family Leave policy through the Town's insurance broker to cover the members of the bargaining unit with the costs of such enrollment being borne by the individual members of the bargaining unit, on or after March 21, 2024; and

**BE IT FURTHER RESOLVED**, the Town's participation in the NYS Paid Family Leave program will, at this time, be on a trial basis, limited to the Police Department bargaining unit and shall expire on the first day of the effective date of the successor agreement to the current Collective Bargaining Agreement between the Town and the PBA unless expressly extended by that successor agreement; and

**BE IT STILL FURTHER RESOLVED**, that the Town Supervisor and Town special labor counsel are hereby authorized and directed to take such actions deemed necessary or desirable to implement this resolution..

**Ayes:**  
**Noes:**  
**Absent:**  
**Abstention:**

**Motion Carried / Defeated**

Town Board decision on March 20, 2024



Sponsored by: Christopher A. Koetzle, Town Supervisor

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

**RESOLUTION NO. 16**

**Moved by:**

**Seconded by:**

**WHEREAS**, the Town regularly reviews Chapter 101 of the Town of Glenville Town Code ("Town Code") in order to confirm that the Town Code continues to address changing and evolving community needs, plans, and goals; and

**WHEREAS**, the Town has determined that it is in the best interests of the Town to add certain provisions to the Town Code relating to the submission fire registration statements for each building or structure subject to the fire safety and property maintenance inspections; and

**WHEREAS**, proposed Local Law No. 3 of 2024 titled "Amendment to Glenville Town Code Chapter 101 to Require Fire Safety Registration Statements" has been made available for public inspection; and

**WHEREAS**, the Town Board published notice of a public hearing in the Daily Gazette on March 10, 2024, and held a public hearing pursuant to the notice on March 20, 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. 3 of 2024 is hereby adopted.

**Ayes:**

**Noes:**

**Absent:**

**Abstention:**

**Motion Carried/Defeated**

Town Board Decision on March 20, 2024

TOWN OF GLENVILLE  
LOCAL LAW NO. 3 OF 2024

AMENDMENT TO GLENVILLE TOWN CODE  
CHAPTER 101 TO REQUIRE  
FIRE SAFETY REGISTRATION STATEMENTS

Section 1. The Town Board of the Town of Glenville finds that it is beneficial to the health and safety of the public to require the owners of each building and each structure in the Town that is subject to fire safety and property maintenance inspections to submit to the Town a Fire Safety Registration Statement. The information set forth in the Fire Safety Registration Statement will enable the Town to create and maintain a registry of such buildings and structures, containing information that may be required in emergencies or other situations. To accomplish these purposes, the Town Board hereby amends Chapter 101 of the Glenville Town Code.

Section 2. Chapter 101 of the Glenville Town Code, as adopted on March 7, 2007 by Local Law No. 2-2007, and amended in its entirety on May 4, 2022 by Local Law 4-2022, is hereby amended follows:

A. **§101-11E** is hereby deleted.

B. The following sections are added after **§101-11D**:

E. Fire Safety Registration Statement required. The owner of each building or structure subject to the fire safety and property maintenance inspections required by this chapter shall submit to the Town a Fire Safety Registration Statement in a form provided by the Town, as may be amended from time to time by resolution of the Town Board. The Code Enforcement Officers and inspectors, as set forth in Section 101-3 of this chapter, are responsible for the enforcement of all matters relating to Fire Safety Registration Statements.

F. Deadline for submission of and updates to Fire Safety Registration Statement. For each building or structure existing as of the effective date of Section 101-11E of this chapter for which a Fire Safety



Registration Statement is required, the owner shall submit a Fire Safety Registration Statement within 60 days after the effective date of Section 101-11E of this chapter. For each building or structure first subject to fire and safety maintenance inspections after the effective date of Section 101-11E of this chapter, the owner shall submit a Fire Safety Registration Statement prior to occupancy of the building or structure. Each Fire Safety Registration Statement shall be updated no later than fifteen (15) days after any change to any of the information set forth in the last filed Fire Safety Registration Statement, including a change in ownership or occupancy. The Town is entitled to rely upon the information set forth in the last filed Fire Registration Statement.

**G.** Registry and information required. The Town will compile and maintain a registry of all buildings and structures containing the information set forth on the most recently filed Fire Registration Statement for each property or structure. The Fire Registration Statement shall include, at a minimum, the following information:

1. Owner information, including the owner's name, legal address, and telephone number.
2. Occupant information, including each occupant's name, legal address, and telephone number.
3. Managing Agent information, including the name, legal address and telephone number of each managing agent or other person in control of the real property.
4. Property information, including building or structure legal address, tax map parcel number, number of residential buildings or structures, and number of non-residential buildings or structures.
5. 24-hour emergency contact information for the owner, managing agent, and any other person in control of the real property.

**H.** Fee. The fee specified in or determined in accordance with the provisions set forth in § **101-18** (Fees) of this chapter must be paid prior to or at the time each inspection is performed, or a Fire Safety

Registration Statement is submitted, pursuant to this chapter. This subsection 101-11H shall not apply to inspections performed by OFPC.

C. **§101-18** is hereby deleted and replaced with the following:

**§101-18 Fees.**

A fee schedule shall be established by resolution of the Town Board. Such fee schedule may thereafter be amended from time to time by like resolution. The fees set forth in, or determined in accordance with, such fee schedule or amended fee schedule shall be charged and collected for the submission of applications, the issuance of building permits, amended building permits, renewed building permits, certificates of occupancy, certificates of compliance, temporary certificates, operating permits, fire safety and property maintenance inspections, Fire Safety Registration Statements, and other actions of the Code Enforcement Officer described in or contemplated by this chapter.

Section 3. The provisions of this local law are declared to be severable, and if any section, subsection, sentence, clause or part thereof is, for any reason, held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of any remaining sections, subsections, clauses or part of this local law.

Section 4. This Local Law shall take effect immediately upon filing with the New York Secretary of State.

Sponsored by: Christopher A. Koetzle, Town Supervisor

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

**RESOLUTION NO. 17**

**Moved by:**

**Seconded by:**

**WHEREAS**, the Town regularly reviews Chapter 179 of the Town of Glenville Town Code (“Town Code”) in order to confirm that the Town Code continues to address changing and evolving community needs, plans, and goals; and

**WHEREAS**, the Town has determined that it is in the best interests of the Town to reduce the number of people qualifying as a mass gathering requiring a permit; and

**WHEREAS**, proposed Local Law No. 4 of 2024 titled “Amendment to Glenville Town Code Chapter 179 to Change the Definition of Mass Gathering to Reduce the Number of People Qualifying as a Mass Gathering Requiring” has been made available for public inspection; and

**WHEREAS**, the Town Board published notice of a public hearing in the Daily Gazette on March 10, 2024, and held a public hearing pursuant to the notice on March 20, 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. 4 of 2024 is hereby adopted.

**Ayes:**

**Noes:**

**Absent:**

**Abstention:**

**Motion Carried/Defeated**

Town Board decision on March 20, 2024

TOWN OF GLENVILLE  
LOCAL LAW NO. 4 OF 2024

AMENDMENT TO GLENVILLE TOWN CODE  
CHAPTER 179 TO CHANGE THE DEFINITION  
OF MASS GATHERING TO REDUCE THE NUMBER  
OF PEOPLE QUALIFYING AS A MASS GATHERING  
REQUIRING A PERMIT

Section 1. The Town Board of the Town of Glenville finds that it is beneficial to the health and safety of the public to amend the Glenville Town Code to change the definition of “Mass Gathering” so that a gathering likely to attract 500 people or more considered to be a “Mass Gathering.” The Town is concerned that the current threshold of 2,000 likely gatherers does not adequately protect the health, safety and welfare of the Town. Requiring an application and a permit for gatherings likely to attract 500 people or more will enable the Town to prepare for such significant gatherings. To accomplish these purposes, the Town Board hereby amends Chapter 179 of the Glenville Town Code.

Section 2. Chapter 179 of the Glenville Town Code, as adopted on August 20, 2003 by Local Law No. 3-2003, is hereby amended follows:

§179-2 is hereby amended to change the definition of Mass Gathering to:

**MASS GATHERING**

One which is likely to attract 500 people or more.

Section 3. The provisions of this local law are declared to be severable, and if any section, subsection, sentence, clause or part thereof is, for any reason, held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of any remaining sections, subsections, clauses or part of this local law.

Section 4. This Local Law shall take effect immediately upon filing with the New York Secretary of State.

Sponsored by: Robert Kirkham, Jr., Deputy Supervisor  
Submitted by: Vicki Hillis, Director of Human Services

**RESOLUTION NO. 18**

**Moved by:**  
**Seconded by:**

**WHEREAS**, there currently exists a vacancy in the position of Water & Sewer Maintenance Worker; and

**WHEREAS**, this position was advertised widely and posted in compliance with New York State Civil Service requirements; and

**WHEREAS**, Nicholas DeGraff has been employed in the Town of Glenville Highway Department since 2018, and currently holds the title of Motor Equipment Operator (Light); and

**WHEREAS**, Mr. DeGraff has expressed a desire to transfer to the vacant Water & Sewer Maintenance Worker position and he meets the minimum requirements for the position; and

**WHEREAS**, the Superintendent of Water & Sewer and Highway Superintendent recommend the appointment of Mr. DeGraff to the vacant Water & Sewer Maintenance Worker position;

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Glenville hereby appoints Nicholas DeGraff of Galway, New York to the position of Water & Sewer Maintenance Worker effective March 25, 2024; and

**BE IT FURTHER RESOLVED**, that in recognition of Mr. DeGraff's service to the Town of Glenville, the compensation for said position will be set at the Over 3 Years rate of \$59,802.89 as listed in the current collective bargaining agreement with the CSEA Town Hall Unit and Mr. DeGraff will maintain his current date of November 13, 2018 for longevity payment, leave accrual, and seniority purposes.

**Ayes:**  
**Noes:**  
**Absent:**  
**Abstention:**

**Motion Carried/Defeated**

Town Board decision on March 20, 2024.

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

**RESOLUTION NO. 19**

**Moved by:**  
**Seconded by:**

**BE IT RESOLVED**, that the minutes of the Regular Town Board meeting held on March 6, 2024 are hereby approved and accepted as entered.

**Ayes:**  
**Noes:**  
**Absent:**  
**Abstention:**

**Motion Carried/Defeated**

Town Board decision on March 20, 2024.

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

**RESOLUTION NO. 20**

**Moved by:**  
**Seconded by:**

**BE IT RESOLVED** that the **Monthly Departmental Reports** for February, 2024 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**

Town Board decision on March 20, 2024



Sponsored by: Sid Ramotar, Town Councilman  
Submitted by: Anthony Tozzi, Director of Planning

**RESOLUTION ADD ON NO. 1**

**Moved by:**  
**Seconded by:**

**WHEREAS** the Town Board authorized and approved the Freemans Bridge Road Sidewalks and Path Project (P.I.N. 1762.49), Town of Glenville, Schenectady County, and

**WHEREAS** the Town's consulting engineer, Creighton Manning Engineering, has advised the Town Board that the proposed Project is an Unlisted Action in accordance with the rules and regulations of the State Environmental Quality Review Act (SEQRA), and

**WHEREAS**, the Town of Glenville is duly qualified to act as Lead Agency for compliance with SEQRA which requires environmental review of certain actions undertaken by local governments and in accordance with the coordinated review procedures of SEQRA, the Town of Glenville Town Board wishes to be designated as the SEQRA Lead Agency for the proposed Projects; now, therefore, be it

**RESOLVED** that the Town of Glenville hereby indicates its wish to be Lead Agency for SEQRA review of the proposed Freemans Bridge Road Sidewalks and Path Project (P.I.N. 1762.49); and be it further

**RESOLVED** that the Town Board of the Town of Glenville authorizes and directs the Town of Glenville's Supervisor to send a copy of the Short Environmental Assessment Form Part I presented at this meeting, along with a certified copy of this resolution stating the Town of Glenville's intention to be declared as Lead Agency, to any and all communities or agencies that it is necessary to give written notice to in accordance with New York State Town Law, including the New York State Department of Environmental Conservation, New York State Department of Transportation, and New York State Office of Parks, Recreation and Historic Preservation.

**Ayes:**  
**Noes:**  
**Absent:**  
**Abstention:**

**Motion Carried/Defeated**

Board decision on March 20, 2024