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AGENDA
TOWN BOARD MEETING
TOWN OF GLENVILLE
18 GLENRIDGE ROAD
March 6, 2024
7:00 P.M.
www.townofglenville.org

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

1. Invocation
2. Pledge of Allegiance to the Flag.
3. Roll Call
4. Town Council Reports
5. Public Hearing at 7:00 PM or as soon thereafter to hear all persons interested in the proposed Local Law 3-2024 titled "2024 Extension of 2022 Temporary Moratorium Law on Large Scale Solar Energy Systems", to the Town Code of the Town of Glenville.
6. Privilege of the Floor
7. Supervisor's Comments
8. Resolution adopting Local Law 3-2024 titled, "2024 Extension of 2022 Temporary Moratorium Law on Large Scale Solar Energy Systems", to the Town Code of the Town of Glenville.
9. Resolution scheduling a Public Hearing to be held by the Town of Glenville on March 20, 2024 at 7:00 PM at the Glenville Municipal Center, 18 Glenridge Road, Glenville, New York to hear all persons interested in the proposed Local Law 4-2024 titled, "Amendments to Glenville Town Code Chapter 101 to Require Fire Safety Registration Statements", to the Town Code of the Town of Glenville.
10. Resolution scheduling a Public Hearing to be held by the Town of Glenville on March 20, 2024 at 7:00 PM at the Glenville Municipal Center, 18 Glenridge Road, Glenville, New York to hear all persons interested in the proposed Local Law 5-2024 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.
11. Resolution closing Capital Project HH61-Indian Meadows Park Second Entrance.
12. Resolution appointing Josh Kirby to the Position of Comptroller.

13. Resolution authorizing the Town Supervisor to enter into a contract with County Waste & Recycling Service, Inc., for 2024 Bulk Item Pick-Up Program.
14. Resolution authorizing a contract between the Town and Kristen Bode for consulting services.
15. Resolution authorizing the hire of Brandon Iler as a Heavy Equipment Mechanic.
16. Resolution authorizing the purchase of a vehicle for the Highway Department.
17. Resolution authorizing the hiring of seasonal workers.
18. Resolution approving the minutes of the Regular Town Board meeting held on February 7, 2024.
19. Resolution approving the minutes of the Regular Town Board meeting held on February 21, 2024.
20. Resolution authorizing an agreement between the Town and Dr. Kelly M. Tobin Pd. D, for clinical services related to the Police Departments Wellness Program.
21. New Business

ADD ON:

1. Resolution authorizing the Supervisor to sign a contract with W.M.J. Keller & Sons Construction Corp. for the construction of the site improvements at Legacy Park.
2. Resolution awarding the Glenville Senior Center roof replacement project Bid to Relyea & Sons and Daughter LLC.

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

RESOLUTION NO. 8

Moved by:
Seconded by:

WHEREAS, the Town of Glenville adopted Local Law 3 of 2022 that enacted a temporary, two (2) year moratorium with respect to "Large Scale Solar Installations" within the Solar Energy Farm Overlay District, as more particularly set forth in Local Law No. 3 of 2022; and

WHEREAS, during the temporary moratorium, the Town commenced research on the impacts of solar overdevelopment, construction of additional substations, energy use in the community, and solar development in agricultural districts; and

WHEREAS, the temporary moratorium expires on June 08, 2024; and

WHEREAS, the Town requires more time to conduct its studies, and desires to extend the temporary moratorium for eighteen (18) months, during which the Town will continue its research; and

WHEREAS, the Town Board has proposed Local Law No. 3 of 2024 titled "2024 Extension of the 2022 Temporary Moratorium on Large Scale Solar Energy Systems Established by Local Law No. 3 of 2022" to extend the temporary moratorium established by Local Law 3 of 2022 to December 8, 2025; and

WHEREAS, the Glenville Town Board has determined that the enactment of Local Law No. 3 of 2024 constitutes a "Type II Action" in accordance with 6 NYCRR Part 617.5(36) of the State Environmental Quality Review Act in that it involves an extension of a duly enacted moratorium; and

WHEREAS, proposed Local Law 3 of 2024 has been made available for public inspection; and

WHEREAS, the Town Board published notice of a public hearing in the Daily Gazette on February 25, 2024, and held a public hearing pursuant to the notice March 6, 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 Local Law No. 3 of 2024 is hereby adopted.

Ayes:
Noes:
Absent:
Abstention:

Motion Carried/Defeated

Town Board decision on March 6, 2024

Sponsored by: Christopher A. Koetzle, Town Supervisor
Submitted by: Jeffrey A. Siegle, Attorney to the Town

RESOLUTION NO. 9

Moved by:
Seconded by:

WHEREAS, 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; and

WHEREAS, the Town has prepared a proposed Local Law No. 4 of 2024 titled "Amendment to Glenville Town Code Chapter 101 to Require Fire Safety Registration Statements" and has made that proposed local law available for inspection by the public; and

WHEREAS, the Town is required to hold a public hearing on the proposed adoption of Local Law 4 of 2024;

NOW, THEREFORE BE IT RESOLVED that the Town Board of the Town of Glenville will hold a public hearing on the adoption of proposed Local Law No. 4 of 2024 on March 20, 2024 at 7:00 PM or as soon thereafter as the matter can be heard, at the Glenville Municipal Center at 18 Glenridge Road, Glenville, New York to hear all persons interested in Local Law No.4 of 2024; and

BE IT FURTHER RESOLVED that a copy of this order certified by the Town Clerk shall be published at least once in the official newspaper of the Town and that said publication be not less than ten nor more than twenty days before the March 20, 2024 public hearing date.

Ayes:
Noes:
Absent:
Abstention:

Motion Carried/Defeated

Town Board decision on March 6, 2024

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

RESOLUTION NO. 10

Moved by:
Seconded by:

WHEREAS, 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 is 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; and

WHEREAS, the Town has prepared a proposed Local Law No. 5 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 a Permit" and has made that proposed local law available for inspection by the public; and

WHEREAS, the Town is required to hold a public hearing on the proposed adoption of Local Law 5 of 2024;

NOW, THEREFORE BE IT RESOLVED that the Town Board of the Town of Glenville will hold a public hearing on the adoption of proposed Local Law No. 5 of 2024 on March 20, 2024 at 7:00 PM or as soon thereafter as the matter can be heard, at the Glenville Municipal Center at 18 Glenridge Road, Glenville, New York to hear all persons interested in Local Law No.5 of 2024; and

BE IT FURTHER RESOLVED that a copy of this order certified by the Town Clerk shall be published at least once in the official newspaper of the Town and that said publication be not less than ten nor more than twenty days before the March 20, 2024 public hearing date.

Ayes:
Noes:
Absent:
Abstention:

Motion Carried/Defeated

Town Board Decision on March 6, 2024

Sponsored by: Christopher A. Koetzle, Town Supervisor
Submitted by: Jeffrey A. Siegel, Attorney to the Town

RESOLUTION NO. 11

Moved by:
Seconded by:

WHEREAS, pursuant to Resolution No 243-2023 duly adopted by the Town Board on December 20, 2023, the Town Board, among other things, made an interfund transfer of \$250,000.00 from AA878 Capital Reserve to Capital Projects - HH61 Indian Meadows Second Entrance, in order to establish a capital fund for that project; and

WHEREAS, the Indian Meadows Second entrance Project was never commenced, and the full amount of the designated funds remain in account HH61; and

WHEREAS, the Town Board desires to close the Indian Meadows Second Entrance Project and transfer the fund balance of \$250,000.00 back to AA878 Capital Reserve; and

WHEREAS, the Town Board desires to designate unused \$250,000.00 originally designated for the Indian Meadows Second Entrance Project to establish a new capital reserve project fund the development of and improvements to Town parks, and specifically anticipated improvements to Legacy Park, with the new capital fund to be known as the Parks Development and Improvement Capital Fund- HH66;

NOW, THEREFORE, BE IT RESOLVED, that the Glenville Town Board hereby closes the Indian Meadows Second Entrance Project (account HH61), and it is further

RESOLVED, that the unused fund balance of \$250,000.00 in the Indian Meadows Second entrance Project - HH61 be transferred to AA878 Capital Reserve by the following interfund budget transfer:

2024 INTERFUND TRANSFER

From HH61 Indian Meadows Second Entrance to AA878 Capital Reserve, \$250,000.00

AND BE IT FURTHER RESOLVED, that the Town Board hereby establishes a new capital reserve project for park improvements, to be known as Parks Development and Improvement Capital Fund- HH66, and hereby authorizes the following interfund budget transfer:

2024 INTERFUND TRANSFER

From AA878 Capital Reserve to HH66 - Parks Development and Improvement Capital Fund- HH66; \$250,000.00.

Ayes:

Noes:
Absent:
Abstentions:

Motion Carried/Defeated

Town Board Decision on March 6, 2024

Sponsored by: Christopher Koetzle, Town Supervisor
Submitted by: Jeffrey A. Siegel, Attorney to the Town

RESOLUTION NO. 12

Moved by:
Seconded by:

WHEREAS, there currently exists a vacancy in the position of Town Comptroller; and

WHEREAS, Patrick Aragosa has been the acting Town Comptroller since January 4, 2024, serving on an interim basis; and

WHEREAS, the Town interviewed Josh Kirby and found him to be an experienced and a suitable candidate for the position of Town Comptroller; and

WHEREAS, the Town has offered Mr. Kirby an annual salary of \$98,500.00 to serve as Town Comptroller on a full-time basis, which salary is within the budgeted amount for that position; and

WHEREAS, Mr. Kirby is available to start employment as Town Comptroller on March 25, 2024;

NOW THEREFORE, BE IT RESOLVED that the Town Board of the Town of Glenville hereby appoints Josh Kirby to the position of Town Comptroller effective March 25, 2024, at an annual salary of \$98,500.00, plus benefits.

Ayes:
Noes:
Absent:
Abstentions:

Motion Carried/Defeated

Town Board decision March 6, 2024

Sponsored by: Christopher A. Koetzle, Town Supervisor
Submitted by: Tammy Stocker, Department of Works

RESOLUTION NO. 13

Moved by:
Seconded by:

WHEREAS, the Town Board of the Town of Glenville authorized bids for the 2024 Residential Curbside Bulk Item Collection Program in the town; and

WHEREAS, County Waste & Recycling Service, Inc. of Clifton Park, NY submitted the lowest responsible bid to provide the residential refuse collection and disposal services required by the bid documents; and

WHEREAS, the Town will conduct the 2024 Residential Curbside Bulk Items Collection Program in 2024; and

WHEREAS, the Town Supervisor recommends that the contract for residential curbside bulk items collection and disposal service be awarded to County Waste & Recycling Service, Inc. and the Town Supervisor concurred in such recommendation;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Glenville hereby awards the 2024 Residential Curbside Bulk Item Collection Program contract to County Waste & Recycling Service, Inc. at the low bid price of \$150,382.92 for the first 500 tons and \$105 per ton thereafter, with said expense charged to account BB-000-8160-4192 as included in the 2024 Adopted Town Budget.

Ayes:
Noes:
Absent:
Abstentions:

Motion Carried/Defeated

Town Board decision on March 6, 2024

Sponsored by: Christopher Koetzle, Town Supervisor
Submitted by: Jeffrey A. Siegel, Attorney to the Town

RESOLUTION NO. 14

Moved by:
Seconded by:

WHEREAS, by resolution of 246-2023, Kristen Bode, former Town of Glenville Clerk to the Town Justice, was engaged to assist the new Town of Glenville Clerk to the Town Justice and to provide training, at a billable rate of \$25 per hour, up to a maximum of 80 hours through March 1, 2024; and

WHEREAS, the Town desires to extend Ms. Bode's engagement so that it expires on the first to occur of May 31, 2024 or Ms. Bode reaching 80 hours of billable time; and

WHEREAS, Ms. Bode is agreeable to the extension and the terms offered;

NOW THEREFORE, BE IT RESOLVED that the Town Board of the Town of Glenville hereby authorizes the Town Supervisor to extend the consulting agreement with Kristen Bode of Scotia, New York to provide assistance and training to the new Town of Glenville Clerk to the Town Justice at the billable rate of \$25 per hour, up to a maximum of 80 hours through May 31, 2024, with the expense charged to budget code AA-000-1110-4000.

Ayes:
Noes:
Absent:
Abstention:

Motion Carried/Defeated

Town Board Decision on March 6, 2024

Sponsored by: Christopher A. Koetzle, Town 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 Brandon Iler be appointed to the position;

NOW THEREFORE, BE IT RESOLVED that the Town Board of the Town of Glenville hereby provisionally appoints Brandon Iler, 233 Woods Hollow Road, Gloversville, New York to the position of Heavy Equipment Mechanic, effective March 18, 2024, at a pay rate for such title of \$31.27 per hour and benefits as determined by the agreement between the Town and the CSEA Highway Employees Unit.

Ayes:
Noes:
Absent:
Abstentions:

Motion Carried/Defeated

Town Board decision on March 6, 2024

Sponsored by: Sid Ramotar, Town Board Member
Submitted by: Thomas Coppola, Highway Superintendent

RESOLUTION NO. 16

Moved by:
Seconded by:

WHEREAS, the Town of Glenville Highway Department requires reliable equipment to maintain Town roadways; and

WHEREAS, the Highway Superintendent advises that the Highway Department is in need of a one-ton pickup truck with plowing and spreading capabilities appropriate for use during snow season; and

WHEREAS, the Highway Superintendent recommends purchase of one 2024 GMC Sierra one-ton pickup truck with a dump body and truck side plow mount to best meet the needs of the Town; and

WHEREAS, the Bookkeeper (PT) advises that the Town may utilize the mini-bid process available through the NYS Office of General Services (OGS) to purchase vehicles; and

WHEREAS, the Highway Superintendent prepared appropriate vehicle specifications and completed mini-bid #DB20240221 to obtain the lowest bid for the vehicle required; and

WHEREAS, the low bidder for the vehicle was Goldstein Buick-GMC, 1671 Central Avenue, Albany NY 12205, at a price of \$69,719.50; and

WHEREAS, the purchase of this vehicle is provided for within the 2024 capital budget appropriations;

NOW, THEREFORE, BE IT RESOLVED, that the Highway Superintendent is hereby authorized to purchase one 2024 GMC Sierra one-ton pickup truck with a dump body and truck side plow mount plus other specifications as included in OGS mini-bid #DB20240221 from Goldstein Buick-GMC, 1671 Central Avenue, Albany NY 12205, at a price not to exceed \$69,719.50 with said expense charged to account BB-999-4010-4009 ARPA Funding.

Ayes:
Noes:
Absent:
Abstentions:

Motion Carried/Defeated

Town Board decision on March 6, 2024.

Sponsored by: Sid Ramotar, Town Board Member
Submitted by: Vicki Hillis, Director of Human Services

RESOLUTION NO. 17

Moved by:
Seconded by:

WHEREAS, in order to provide for summertime maintenance and security needs in the Parks, Highway, and Water/Sewer Departments it is necessary to hire seasonal employees; and

WHEREAS, the Town of Glenville has provided funding for these seasonal employees in the 2024 budget; and

WHEREAS, these seasonal positions have in the past typically been filled by high school or college students who in some instances were able to begin employment prior to the end of the spring semester; and

WHEREAS, seasonal employment is allowable for a maximum of thirteen weeks per individual;

NOW, THEREFORE, BE IT RESOLVED, that seasonal employees be appointed to the following positions within budgeted appropriations at the budgeted rate of \$16.00 per hour with no benefits within the time period beginning on May 6, 2024 and ending on September 15, 2024:

- Park Laborers - four to be appointed;
- Park Security Worker – one to be appointed;
- Water Laborers – four to be appointed;
- Highway Laborers – two to be appointed; and

BE IT FURTHER RESOLVED, that the Director of Human Services and Highway Commissioner are hereby authorized to appoint qualified candidates to the vacant positions upon consultation with the Town Supervisor.

Ayes:
Noes:
Absent:
Abstention:

Motion Carried/Defeated

Town Board decision on March 6, 2024.

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

RESOLUTION NO. 18

Moved by:
Seconded by:

BE IT RESOLVED, that the minutes of the Regular Town Board meeting held on February 7, 2024 are hereby approved and accepted as entered.

Ayes:
Noes:
Absent:
Abstentions:

Motion Carried/Defeated

Town Board decision on March 6, 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 February 21, 2024 are hereby approved and accepted as entered.

Ayes:

Noes:

Absent:

Abstentions:

Motion Carried/Defeated

Town Board decision on March 6, 2024

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

RESOLUTION NO. 20

Moved by:
Seconded by:

WHEREAS, the Town of Glenville Police Department is committed to providing its members with appropriate and timely access to peer support and clinical professionals, in the event of a critical incident, post-traumatic stress or any other on or off-duty situation that may lead to an adverse effect on the members wellness; and

WHEREAS, the Town of Glenville Police Department, through the Employee Wellness program and policy, has dedicated a Wellness Coordinator and peer support members who have volunteered for the program and have attended peer support training; and

WHEREAS, the Chief of Police met with Dr. Kelly M. Tobin, PhD, a clinical psychologist of Charlton NY. Dr. Tobin, who also serves as the retained clinical psychologist for the Schenectady Police Department, was recommended by the Chief to the Town Board to serve as our retained clinical psychologist; and

WHEREAS, the Town of Glenville and Dr. Tobin have agreed to the terms, services and fees as described in the Memorandum of Understanding; and

WHEREAS, the Chief of Police recommends that Dr. Kelly M. Tobin PhD, be approved as the Glenville Police Department Clinical Psychologist for a term of one-year (March 6, 2024 through March 5, 2025) with a compensation of twenty-four thousand dollars (\$24,000.00);

NOW, THEREFORE BE IT RESOLVED, That the Chief of Police is authorized to enter into the agreement with Dr. Kelly M. Tobin Ph.D., and the compensation not exceed twenty-four thousand dollars (\$24,000.00) and that expenditure be charged to account BB-000-3120-4000.

Ayes:
Noes:
Absent:
Abstention:

Motion Carried/Defeated

Town Board decision on March 6, 2024.

Sponsored by: Christopher A. Koetzle, Town Supervisor
Submitted by: Jeffrey A. Siegel, Attorney for the Town

RESOLUTION ADD ON NO. 1

Moved by:
Seconded by:

**RESOLUTION ACCEPTING BID AND AUTHORIZING THE AWARD OF CONTRACT
FOR LEGACY PARK PERFORMANCE AREA PROJECT**

WHEREAS, the Town of Glenville authorized M.J. Engineering and Land Surveying, P.C. to solicit sealed bids for the construction of a Veteran's Memorial Park, known as Legacy Park, which includes a pavilion, seating, walkways, site lighting and landscaping improvements at the corner of Dutch Meadows Lane and Ballston Road (NYS Route 50), which were advertised in accordance with General Municipal Law 103, and were opened publicly on February 15, 2024; and

WHEREAS, W.M.J. Keller & Sons Construction Corp. of Castleton, New York submitted its bid to complete the work in an amount not to exceed \$375,000; and

WHEREAS, M.J. Engineering and Land Surveying, P.C. has prepared a post-bid analysis and recommends accepting the bid of W.M.J. Keller & Sons Construction Corp. as low bidder, and recommends awarding the contract for the Legacy Park Performance Area project; and

NOW, THEREFORE BE IT RESOLVED, that the Supervisor is authorized to sign a contract with W.M.J. Keller & Sons Construction Corp. for the construction of the site improvements at Legacy Park at a cost not to exceed \$375,000.

Ayes:
Noes:
Absent:
Abstentions:

Motion Carried/Defeated

Town Board decision on March 6, 2024

Sponsored by: Christopher A. Koetzle, Town Supervisor
Submitted by: Vicki Hillis, Director of Human Services

RESOLUTION ADD ON NO. 2

Moved by:
Seconded by:

WHEREAS, the Town of Glenville owns a building commonly known as the Glenville Senior Center at 34 Worden Rd., Glenville, NY, and

WHEREAS, the Senior Center Coordinator advised the town that a portion of the roof must be replaced; and

WHEREAS, the Senior Center Coordinator solicited sealed competitive bids with two bids received; and

WHEREAS, Relyea & Sons and Daughters LLC providing the lowest responsible bid at \$48,500; and

WHEREAS, funding for this purchase is included in the 2024 Adopted Budget;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Glenville hereby awards the roof replacement project bid to Relyea & Sons and Daughters LLC, 381 Stage Rd., Ballston Lake, NY 12019, as lowest responsible bidder in the sum not to exceed \$48,500.00 as included in the 2024 Adopted Budget.

Ayes:
Noes:
Absent:
Abstentions:

Motion Carried/Defeated

Town Board decision on March 6, 2024