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**AGENDA**  
**TOWN BOARD MEETING**  
**TOWN OF GLENVILLE**  
**18 GLENRIDGE ROAD**  
**July 20, 2022**  
7:00 P.M.  
[www.townofglenville.org](http://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. Privilege of the Floor
6. Supervisor's Comments
7. Swearing in of Police Officer Sarah Sikora.
8. Resolution approving the Town Board to waive Town Code Chapters 195-14 B 5 and 195-16 for the sale of alcohol for Thursdays in The Park and Family Movie Night on the requested dates and approves the permits for the events.
9. Resolution approving the Town Board to waive Town Code Chapter 195-14 B 5 and 84-1 to the extent the Town Board or the Chief of Police approvals are needed for the sale, use and consumption of alcoholic beverages and provides such authority to issue permits thereunder to the Town Supervisor or his/her designee only through December 31, 2022.
10. Resolution approving the minutes of the Town Board meeting held on June 15, 2022.
11. Resolution approving the Monthly Department Reports for June 2022.
12. Resolution stating that the records of the Town Justice Court for the Town of Glenville for the year January 1, 2021 through December 31, 2021 have been audited by the Town of Glenville pursuant to Section 2019-a of the Uniform Justice Court Act.
13. Resolution accepting the bids from New Castle Paving LLC for locations one and three of the 2022 street resurfacing program.
14. Resolution accepting the bid from Barton & Loguidice to provide professional services for the Maalwyck Park Boat Launch Project.

15. New Business

ADD ON

1. Resolution authorizing the Town as lead agency with regard to SEQRA for certain improvements to the Towns water system.
2. Resolution authorizing the Supervisor to act on its behalf in submittal of an application though the Consolidated Funding Application fir the Freemans Bridge Road Complete Streets Project.

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

**RESOLUTION NO. 8**

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

**WHEREAS**, Glenville Town Code Chapter 195-14 B (5) prohibits various activities pertaining to alcohol use or consumption in town parks, and

**WHEREAS**, Glenville Town Code Chapter 195-16 allows for concessions in the parks only in the event of permission from the Town Board; and

**WHEREAS**, the Town of Glenville hosts the Thursdays in the Park event at Indian Meadows Park every Thursday in August and Family Movie Night on Saturday August 27 at Maalwyck Park; and

**WHEREAS**, the Wolf Hollow Brewery has requested that it be permitted to have permits to sell alcoholic beverages at the Thursday in the Parks event at Indian Meadows Park on August 4 and 18 and September 1, 2022; and

**WHEREAS**, the Beverage Cart has requested that it be permitted to have permits to sell alcoholic beverages at the Thursday in the Parks event at Indian Meadows Park on August 11, 25 and Family Movie Night at Maalwyck Park in Saturday August 27, 2022; and

**WHEREAS**, the Town has permitted alcohol use and consumption and the sale of food in town parks for special events, and

**WHEREAS**, all of the beverage vendors will have to comply with the permit and insurance requirements set in the Town Code and the laws, rule and regulations of the NYS Liquor Authority, including fees and insurance requirements,

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Glenville hereby waives Town Code Chapters 195-14 B 5 and 195-16 for the sale of alcoholic beverages proposed for the Thursdays in the Park event at Indian Meadows Park and Family Movie Night at Maalwyck Park on the requested dates and approves the permits for the aforementioned events.

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

**Motion Carried/Defeated**

Town Board decision July 20, 2022

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

**RESOLUTION NO. 9**

Moved by:  
Seconded by:

**WHEREAS**, Glenville Town Code Chapter 195-14 B (5) prohibits various activities pertaining to alcohol use or consumption in town parks, and

**WHEREAS**, Glenville Town Code Chapter 84-1 prohibits possession, carrying or transporting of any liquor, wine, beer or other alcoholic beverage with the intent to consume while in or upon any public sidewalk, street, land, highway, building, parking lot, park or playground area or other public property or in any vehicle upon such public area or property or public place or in or upon any private property open to the public or in or upon any place of public congregation, except by permit issued by the Chief of Police or acting Chief; and

**WHEREAS**, the Town of Glenville hosts various events throughout the year on public property; and

**WHEREAS**, the events request to sell, consume or provide alcoholic beverages; and

**WHEREAS**, in order to permit the use and consumption of alcohol on such property, the application is required to request exceptions from the Town Board or the Chief of police; and

**WHEREAS**, the Town has, in the past, permitted alcohol use and consumption and the sale of food in town parks for special events, and

**WHEREAS**, the Town Board seeks to maintain the efficiency in government by allowing the Town Supervisor or his/her designee to award the permit for the use and consumption of alcohol on public property; and

**WHEREAS**, this shall only remain in effect through December 31, 2022.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Glenville hereby waives Town Code Chapters 195-14 B 5 and 84-1 to the extent the Town Board or the Chief of Police approvals are needed for the sale, use and consumption of alcoholic beverages and provides such authority to issue permits thereunder to the Town Supervisor or his/her designee only through December 31, 2022.

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

**Motion Carried/Defeated**

Town Board decision July 20, 2022

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

**RESOLUTION NO. 10**

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

**BE IT RESOLVED**, that the minutes of the Town Board meeting held on June 15, 2022 are hereby approved and accepted as entered.

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

**Motion Carried/Defeated**

**Town Board decision on July 20, 2022**

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

**RESOLUTION NO. 11**

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

**BE IT RESOLVED** that the **Monthly Departmental Reports** for June, 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**

Town Board decision on July 20, 2022



Sponsored by: Christopher Koetzle, Town Supervisor  
Submitted by: Jason Cuthbert, Town Comptroller

**RESOLUTION NO. 12**

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

**WHEREAS**, pursuant to Section 2019-a of the Uniform Justice Act, the Town Board of the Town of Glenville is required to examine the records and docket of the Town Justice Court, or cause same to be examined and a report thereon submitted to the Board, and to enter in the minutes of its proceeding the fact that they have been duly examined and that the fines therein collected have been turned over to the proper officials of the Town; and

**WHEREAS**, the records of the Town Justice Court for the Town of Glenville for the year January 1, 2021 through December 31, 2021 have been audited pursuant to Section 2019-a of the Uniform Justice Court Act;

**NOW, THEREFORE, BE IT RESOLVED**, that upon review of the aforesaid audit, the Town Board of the Town of Glenville hereby accepts said audit report and finds and determines that the fines collected by the Town Justice Court during calendar year 2021 have been turned over to the proper officials of the Town, as required by law; and

**BE IT FURTHER RESOLVED**, that said audit report, together with a copy of this Resolution, shall be filed with the New York State Office of Court Administration.

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

**Motion Carried/Defeated**

Town Board decision on July 20, 2022.

Sponsored by: Christopher Koetzle, Town Supervisor  
Submitted by: Thomas R. Coppola, Highway Superintendent

**RESOLUTION NO. 13**

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

**WHEREAS**, the Highway Superintendent of the Town of Glenville solicited sealed competitive bids for the resurfacing of three separate locations in the Town, said bids being returnable to the Town Clerk's Office by 10:00 AM on June 17, 2022 to be publicly opened and read at that time and date; and

**WHEREAS**, the first location is the Heckeler area: Heckeler Drive, Ellen Lane, Woodside Drive, Aleda Drive, Droms Road Extension, and Jesse Court; the second location is the upper Swaggertown Road area: Beverly Court, Country Fair Lane, Seth Lane, Oakridge Drive, Onderdonk Road, and Schlensker Drive; and the third location is the upper western Route 50 area: Woodruff Drive, Judy Drive, Englehart Drive, David Drive, Edmel Road, Edmel Road CDS, and Lee Road; and

**WHEREAS**, New Castle Paving LLC, 1 Madison Street – Suite 100, Troy, New York 12180 submitted the low bid of \$194,901.20 for the first location and met all bid specifications; and

**WHEREAS**, New Castle Paving LLC, 1 Madison Street – Suite 100, Troy, New York 12180 also submitted the low bid of \$137,566.00 for the third location and met all bid specifications; and

**WHEREAS**, it is recommended that the Town Board accept the bids of New Castle Paving LLC for the first and third locations at \$194,901.20 and \$137,566.00, respectively; and

**WHEREAS**, funding for these two paving locations is included in the 2022 Amended Budget;

**NOW THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Glenville hereby accepts the bids of New Castle Paving, LLC for the first and third street resurfacing locations as stated above, and authorizes the Highway Superintendent to enter into agreements with New Castle Paving LLC in the sum of \$194,901.20 for the first location and \$137,566.00 for the third location.

**Ayes:**

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

**Motion Carried/Defeated**

Town Board decision on July 20, 2022.

Sponsored by: Christopher Koetzle, Town Supervisor  
Submitted by: Jason Cuthbert, Town Comptroller

**RESOLUTION NO. 14**

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

**WHEREAS**, the Town of Glenville has been awarded a NYS Canalway grant to reconstruct a car top boat launch at Maalwyck Park; and

**WHEREAS**, the Town issued a Request for Proposals (RFP) seeking a licensed professional engineer, architect or landscape architect licensed to practice in New York State to provide survey, design, bidding, and construction oversight/inspection services for the project; and

**WHEREAS**, the Town received proposals from two firms interested in providing the requested services; and

**WHEREAS**, the Town Comptroller and Director of Human Services recommend that the Town award the contract to Barton & Loguidice, P.C. as the low bidder;

**NOW THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Glenville hereby accepts the proposal from Barton & Loguidice, P.C. in the amount of \$37,500 to provide survey, design, bidding, and construction oversight/inspection services for the Maalwyck Park Boat Launch project with said expense charged to capital project account HH-052. Maalwyck Park Boat Launch.

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

**Motion Carried/Defeated**

Town Board decision on July 20, 2022.

Sponsored by: James Martin- Councilman  
Submitted by: Thomas Coppola- Highway Superintendent

**RESOLUTION ADD ON No. 1**

Moved by:  
Seconded by:

**WHEREAS**, the Town of Glenville retained Delaware Engineering to prepare a preliminary engineering report for certain improvements to the Town's water system, including upgrades to the water treatment plan, rehabilitation of the two (2) Lolik Lane water tanks, a new elevated Church Rd water tank, and upgrades to the distribution system required to replace existing watermains and provide additional connections to loop the water system (the "Project"); and

**WHEREAS**, Delaware Engineering has prepared a preliminary engineering report and submitted the Long Environmental Assessment Form (LEAF) Part I to determine whether the proposed Project could result in any significant environmental impacts under SEQRA; and

**WHEREAS**, the Town Board wishes to declare itself lead agency for purposes of a SEQR coordinated review, and requests notice be sent to all involved agencies; 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 Project;

**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 July 20, 2022, and hereby classifies the proposed Project as an unlisted action under SEQR and declares its intent to act as lead agency with regard to SEQRA in connection with a coordinated review of the Project; and

**BE IT FURTHER RESOLVED**, that the Town Board of the Town of Glenville authorizes and directs the Town of Glenville's Town Supervisor to send a copy of the LEAF 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 and/or agencies that it is necessary to give written notice in accordance with New York State Law, including the NYS Department of Environmental Conservation, NYS Environmental Facilities Corporation, NYS Department of Health, NYS Department of Transportation, Schenectady County Department of Engineering

and Public Works, Schenectady County Health Department, and US Army Corps of Engineers.

**Ayes:**

**Noes:**

**Absent:**

**Abstention:**

**Motion Carried/Defeated**

Town Board decision on July 20, 2022.

Sponsored by: Christopher Koetzle, Town Supervisor  
Submitted by: Jason Cuthbert, Town Comptroller

**RESOLUTION ADD ON No. 2**

Moved by:  
Seconded by:

**WHEREAS**, the Town of Glenville hereby requests financial assistance from the New York State Climate Smart Communities Grant Program pursuant to Environmental Conservation Law Article 54, Title 15; and

**WHEREAS**, the Town of Glenville certifies that it has identified up to \$600,000 of matching funds from the Town general fund or in-kind services provided by Town staff pursuant to the requirements of Environmental Conservation Law Article 54 Title 15;

**NOW THEREFORE, BE IT RESOLVED** that the Town of Glenville hereby authorizes Supervisor Koetzle to act on its behalf in submittal of an application through the Consolidated Funding Application for the Freeman's Bridge Road Complete Streets Project with a total project cost of up to \$1,200,000 including up to \$600,000 in matching funds.

Ayes:  
Noes:  
Absent:  
Abstention:

**Motion Carried/Defeated**

Town Board decision on July 20, 2022.