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AGENDA
TOWN BOARD MEETING
TOWN OF GLENVILLE
18 GLENRIDGE ROAD
December 15, 2021
7:00 P.M.
www.townofglenville.org

Supervisor:

Christopher A. Koetzle

Council Members

Gina M. Wierzbowski,

Deputy Supervisor

Michael Aragosa

Michael R. Godlewski

James M. Martin

1. Invocation
2. Pledge of Allegiance to the Flag.
3. Roll Call
4. Town Council Reports
5. Proclamation honoring the Burnt Hills-Ballston Lake Boy's Cross-Country Class "A" State Champions.
6. Privilege of the Floor
7. Supervisor's Comments
8. Resolution authorizing the purchase of computer equipment from Dell Computers.
9. Resolution approving budget amendments.
10. Resolution authorizing the Supervisor to sign the amended contract with CME for design of the Freemans Bridge Road Multi-Use Path with FOIT ALBERT as subconsultant.
11. Resolution approving the minutes of the Regular Town Board meeting held on December 1, 2021.
12. Resolution approving the Monthly Department Reports for November 2021.
13. New Business

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

RESOLUTION NO. 8-2021

Moved by:
Seconded by:

WHEREAS, the Town of Glenville requires appropriate computer equipment to perform governmental functions; and

WHEREAS, the Town attempts to replace approximately one-fourth of its desktop computers on an annual basis, in keeping with best practice recommendations; and

WHEREAS, the Town has been advised by Repeat Business Systems, the Town's technology vendor, that one of the Town's computer servers is approaching the end of useful life and should be replaced; and

WHEREAS, the Town has utilized New York State contract pricing to procure twenty Dell Optiplex 5090 Small Form Factor computers with requisite software and specifications as recommended by Repeat Business Systems, at a total cost of \$21,224.20, which is included within 2021 budgeted appropriations; and

WHEREAS, the Town has utilized New York State contract pricing to procure one Dell PowerEdge T640 computer server with specifications as recommended by Repeat Business Systems at a total cost of \$7,684.71, which is included within 2021 budgeted appropriations;

NOW, THEREFORE, BE IT RESOLVED that the Town Comptroller is authorized to purchase twenty Dell Optiplex 5090 Small Form Factor computers and one Dell PowerEdge T640 computer server from Dell Marketing LP, available at New York State contract pricing, at a total cost of \$28,908.91.

Ayes:
Noes:
Absent:
Abstentions:

Motion Carried/Defeated

Town Board decision on December 15, 2021.

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

RESOLUTION NO. 9-2021

Moved by:
Seconded by:

WHEREAS, there are accounts as described and funded in the 2021 Amended Budget which are anticipated to exceed budgeted appropriations; and

WHEREAS, there are sufficient funds within the 2021 Amended Budget to fund these accounts without appropriation of additional unassigned fund balance;

NOW, THEREFORE, BE IT RESOLVED, that the Glenville Town Board hereby authorizes the following 2021 budget amendments and interfund transfers:

TOWN GENERAL FUND

Decrease Appropriation Codes

AA-000-1110-2000 – Courts-Equipment, by \$2,000
AA-000-1330-1001 – Tax Collection-Wages Part-Time, by \$4,500
AA-000-1410-1001 – Town Clerk-Wages Part-Time, by \$7,000
AA-000-1620-2000 – Buildings & Grounds-Equipment, by \$4,500
AA-000-1930-4700 – Judgements & Claims, by \$7,000
AA-000-1990-4600 – Contingent-Miscellaneous, by \$20,000
AA-000-3510-1001 – Animal Control-Wages Part-Time, by \$6,500
AA-000-7110-4400 – Parks-Contracted Services, by \$5,000
AA-000-7110-4500 – Parks-Fees for Services, by \$12,000
AA-000-7550-4060 – Celebrations-Glenville 2020, by \$3,500
AA-000-7610-4500 – Senior Programs-Fees for Services, by \$8,500
Total Decreases to AA Appropriation Codes = \$80,500

Increase Appropriation Codes

AA-000-1110-4001 – Courts-Contractual, Court Security, by \$25,000
AA-000-1315-4500 – Comptroller-Fees for Services, by \$1,900
AA-000-1320-4500 – Auditor-Fees for Services, by \$1,000
AA-000-1330-4500 – Tax Collection, Fees for Services, by \$2,500
AA-000-1410-1000 – Town Clerk-Wages Full-Time, by \$2,700
AA-000-1410-4433 – Town Clerk-Maintenance Contract, by \$2,500
AA-000-1420-4500 – Law-Fees for Services, by \$95,000
AA-000-1620-4000 – Buildings & Grounds-Contractual, by \$5,000
AA-000-1620-4100 – Buildings & Grounds-Supplies & Materials, by \$5,000
AA-000-1620-4109 – Buildings & Grounds-Renovations, by \$38,000

AA-000-1620-4433 – Buildings & Grounds-Maintenance Contract, by \$7,000
AA-000-1620-4477 – Buildings & Grounds-Rental Equipment, by \$4,000
AA-000-1680-2000 – Data Processing-Equipment, by \$15,000
AA-000-1680-4000 – Data Processing-Contractual, by \$15,000
AA-000-1910-4300 – Unallocated Insurance, by \$5,500
AA-000-5010-4001 – Highway Superintendent-Contractual, Interdepartmental, by \$1,500
AA-000-7110-4000 – Parks-Contractual, by \$21,000
AA-000-7110-4100 – Parks-Supplies & Materials, by \$4,500
AA-000-7110-4477 – Parks-Rental Equipment, by \$2,500
AA-000-7550-4100 – Celebrations-Supplies & Materials, by \$8,800
AA-000-7610-4637 – Senior Programs-Senior Assistance Program, by \$1,700
AA-000-9950-9000 – Transfer to Capital Projects-HH037 Senior Center, by \$2,261
Total Increases to AA Appropriation Codes = \$267,361

Increase Revenue Codes

AA-000-3005 – State Aid-Mortgage Tax, by \$140,000
AA-000-3789 – State Aid-Other Economic Opportunity, by \$46,861
Total Increases to AA Revenue Codes = \$186,861

TOWN OUTSIDE THE VILLAGE FUND

Decrease Appropriation Codes

BB-000-1990-4600 – Contingent-Miscellaneous, by \$62,000
BB-000-3620-1001 – Building Inspection-Wages-Part Time, by \$13,000
BB-000-8021-1000 – Planning-Wages-Full Time, by \$23,000
Total Decreases to BB Appropriation Codes = \$98,000

Increase Appropriation Codes

BB-000-1680-4433 – Data Processing-Maintenance Contract, by \$5,000
BB-000-3120-1012 – Police-Sick/Vacation Time Cash Out, by \$34,900
BB-000-3120-2000 – Police-Equipment, by \$70,000
BB-000-3120-4000 – Police-Contractual, by \$35,000
BB-000-3120-4412 – Police-Uniforms & Cleaning, by \$3,000
BB-000-3120-4500 – Police-Fees for Services, by \$5,000
BB-000-3620-1009 – Building Inspection-Health Insurance Waiver, by \$1,200
BB-000-3620-4100 – Building Inspection-Supplies & Materials, by \$3,000
BB-000-3650-4500 – Building Demolition-Fees for Services, by \$3,300
BB-000-8021-1012 – Planning-Sick/Vacation Time Cash Out, by \$39,200
BB-000-8021-4000 – Planning-Contractual, by \$40,000
BB-000-8160-4192 – Recycling-Bulk Item Pickup, by \$34,800
BB-000-9010-8918 – State Retirement, by \$16,100
BB-999-4010-4009 – ARPA, by \$130,000
Total Increases to BB Appropriation Codes = \$420,500

Increase Revenue Codes

- BB-000-1560 – Safety Inspection Fees, by \$40,000
- BB-000-1570 – Demolition Fees, by \$3,300
- BB-000-2115 – Planning Board Fees, by \$20,000
- BB-000-2665 – Sale of Equipment, by \$18,700
- BB-000-2680 – Insurance Recovery, by \$45,500
- BB-000-2802 – Interfund Revenues-Court Security, by \$25,000
- BB-000-3902 – State Aid-Planning, by \$40,000
- BB-999-4089 – Federal Aid-ARPA, by \$130,000
- Total Increases to BB Revenue Codes = \$322,500

HIGHWAY FUND

Decrease Appropriation Codes

- DB-000-1990-4600 – Contingent-Miscellaneous, by \$50,000
- DB-000-5130-2000 – Machinery-Equipment, by \$13,000
- DB-000-5410-4000 – Sidewalks-Contractual, by \$125,000
- Total Decreases to DB Appropriation Codes = \$188,000

Increase Appropriation Codes

- DB-000-5110-4141 – General Repairs-Stone, Gravel, Etc., by \$15,000
- DB-000-5110-4145 – General Repairs-Gas, Grease, Etc., by \$20,000
- DB-000-5112-4000 – Permanent Improvements-Contractual, by \$7,000
- DB-000-5130-4125 – Machinery-Plow & Wing Shoes, by \$3,000
- DB-000-5130-4129 – Machinery-Welding, Bolts, Nuts, by \$5,000
- DB-000-5132-4500 – Highway Garage-Fees for Services, by \$6,000
- DB-000-5140-4477 – Brush & Trees-Equipment Rental, by \$4,000
- DB-000-5142-4100 – Snow Removal-Supplies & Materials, by \$3,000
- Total Increases to DB Appropriation Codes = \$63,000

Decrease Revenue Codes

- DB-000-3589 – State Aid-Other Transportation, by \$125,000

SEWER FUND

Decrease Appropriation Codes

- SS-001-8130-2000 – District 1-Equipment, by \$4,000

Increase Appropriation Codes

- SS-001-8130-4001 – District 1-Contractual, Interdepartmental, by \$1,500
- SS-001-8130-4500 – District 1-Fees for Services, by \$2,500
- Total Increases to SS-001 Appropriation Codes = \$4,000

Decrease Appropriation Codes

SS-002-8130-4417 – District 2-Maintenance & Repair, by \$2,000

Increase Appropriation Codes

SS-002-8130-4100 – District 2-Supplies & Materials, by \$2,000

Decrease Appropriation Codes

SS-009-8130-2000 – District 9-Equipment, by \$16,000

Increase Appropriation Codes

SS-009-8130-1002 – District 9-Straight Rate Overtime, by \$4,000

SS-009-8130-1003 – District 9-Overtime, by \$2,000

SS-009-8130-4500 – District 9-Fees for Services, by \$10,000

Total Increases to SS-009 Appropriation Codes = \$16,000

WATER FUND

Decrease Appropriation Codes

SW-011-1990-4600 – District 11-Miscellaneous, by \$1,000

SW-011-8310-4500 – District 11-Fees for Services, by \$3,000

SW-011-8330-1000 – District 11-Wages-Full Time, by \$35,000

SW-011-8330-4100 – District 11-Supplies & Materials, by \$4,000

SW-011-8330-4417 – District 11-Purification Maintenance & Repair, by \$20,000

SW-011-8340-1001 – District 11-Wages-Part Time, by \$6,800

SW-011-8340-2000 – District 11-Equipment, by \$15,000

SW-011-8340-4417 – District 11-Transmission Maintenance & Repair, by \$65,000

Total Decreases to SW-011 Appropriation Codes = \$149,800

Increase Appropriation Codes

SW-011-1930-4700 – District 11-Judgements & Claims, by \$1,000

SW-011-8330-2000 – District 11-Equipment, by \$7,500

SW-011-8330-4001 – District 11-Contractual, Interdepartmental, by \$3,000

SW-011-8330-4150 – District 11-Fuel, by \$1,800

SW-011-8330-4419 – District 11-Chemist, by \$9,000

SW-011-8340-1000 – District 11-Wages-Full Time, by \$26,000

SW-011-8340-1002 – District 11-Straight Rate Overtime, by \$2,000

SW-011-8340-4000 – District 11-Contractual, by \$35,000

SW-011-8340-4100 – District 11-Supplies & Materials, by \$40,000

SW-011-8340-4140 – District 11-Emergency Repairs, by \$60,000

Total Increases to SW-011 Appropriation Codes = \$185,300

Increase Revenue Codes

SW-011-2650 – District 11-Sale of Scrap, by \$27,500

SW-011-2665 – District 11-Sale of Equipment, by \$8,000

Total Increases to SW-011 Revenue Codes = \$35,500

INTERFUND TRANSFERS

From AA917 Unassigned Fund Balance to AA878 Capital Reserve \$140,000
From AA878 Capital Reserve to Capital Projects-HH036 Maalwyck Park \$136,345
From DB915 Unappropriated Fund Balance to DB878 Capital Reserve \$125,000
From DB878 Capital Reserve to Capital Projects-HH046 Freemans Bridge Road Multi-Use
Path \$125,000
From Capital Projects-HH023 Woodhaven Sewer to SS009-884 Debt Reserve \$93,049
From Capital Projects-HH038 Maalwyck Electrical to AA884 Debt Reserve \$7,955

Ayes:

Noes:

Absent:

Abstentions:

Motion Carried/Defeated

Town Board decision on December 15, 2021.

Sponsored by: Jim Martin, Councilman
Submitted by: Melissa Cherubino, Director of Community Development

RESOLUTION NO. 10-2021

Moved by:
Seconded by:

**AUTHORIZATION TO ENTER A CONTRACT FOR DESIGN AND CONSTRUCTION
INSPECTION OF FREEMANS BRIDGE RD MULTI-USE PATH**

WHEREAS the Capital District Transportation Committee (CDTC) and NYS Department of Transportation (NYSDOT) awarded the Town of Glenville State Transportation Improvement Program (STIP) funds for the design and construction of a 4800 LF multi-use path on Freemans Bridge Road between the bridge and Dutch Meadows Lane that includes three crosswalks and a pedestrian arm at the railroad (RR) crossing at Maple Ave (hereinafter the "Project"); and

WHEREAS the Town issued a Request for Qualifications (RFQ) for design and construction inspection; and

WHEREAS the Town of Glenville, Schenectady County, New York (hereinafter the "Town") has established that the proposed project is of significant public benefit to the Town residents; and

WHEREAS five consultant design professional firms with qualifications for locally administered federal aid projects (LAFAP) submitted qualifications and an interdepartmental committee in town hall selected Creighton Manning Engineers (CME) for the project design;

WHEREAS Glenville Town Board authorized entering two contracts with CME and FOIT ALBERT respectively in April 2021, but the granting agency NYSDOS has asked that CME merge the contracts for budget and MWBE reporting purposes; and

WHEREAS CME submitted its amended contract for a not-to-exceed cost of \$52,815 which includes FOIT ALBERT as subcontractor for construction inspections; and

WHEREAS Glenville's Town Attorney notified FOIT ALBERT in writing that the existing contract is null and void; and

NOW, THEREFORE, BE IT RESOLVED THAT,

The Glenville Town Board Authorizes the Supervisor to sign the amended contract with CME for design of the Freemans Bridge Road Multi-Use Path with FOIT ALBERT as subconsultant for construction inspections.

This resolution will take effect immediately.

Ayes:

Noes:

Absent:

Abstention:

Motion Carried/Defeated

Town Board decision on December 15, 2021

Sponsored by: Michael R. Godlewski, Town Councilman
Submitted by: Julie Davenport, Interim Town Clerk

RESOLUTION NO. 11-2021

Moved by:
Seconded by:

BE IT RESOLVED, that the minutes of the Regular Town Board meeting held on December 1, 2021 are hereby approved and accepted as entered.

Ayes:
Noes:
Absent:
Abstentions:

Motion Carried

Town Board decision on December 15, 2021

Sponsored by: Michael R. Godlewski, Town Councilman
Submitted by: Julie Davenport, Interim Town Clerk

RESOLUTION NO. 12-2021

Moved by:
Seconded by:

BE IT RESOLVED that the **Monthly Departmental Reports** for November, 2021 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:
Abstentions:

Motion Carried/Defeated

Town Board decision on December 15, 2021