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AGENDA
TOWN BOARD MEETING
TOWN OF GLENVILLE
18 GLENRIDGE ROAD
January 19, 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. Proclamation honoring the Burnt Hills-Ballston Lake Girl's Field Hockey Class "B" State Champions.
6. Privilege of the Floor
7. Supervisor's State of the Town
8. Resolution appointing Christopher Dunn to position of Police Officer.
9. Resolution authorizing the call for BIDs to install .3 mile of 5' wide asphalt multi-use path on Lake Hill Road from Goode St to O'Rourke Middle School.
10. Resolution Scheduling a Public Hearing to amend the Commercial Planned Development District approved for 66 Freemans Bridge Road, SBL #30.-1-3, formerly the location of Sarnowski's Greehouses.
11. Resolution authorizing a change order to the Underground Storage Tank Project at the Highway Garage.
12. Resolution authorizing the purchase and installation of a rooftop heating unit at Glenville Town Hall.
13. Resolution authorizing the purchase and installation of a fuel system management solutions program.
14. Resolution authorizing the Town Supervisor to enter into a contract with Twin Bridges Waste & Recycling Services LLC for the 2022 Residential Curbside Large Trash Collection.

15. Resolution authorizing the purchase of vehicles for Public Works.
16. Resolution approving the minutes of the Regular Town Board meeting held on January 5, 2022.
17. Resolution approving the Monthly Department Reports for December 2021.
18. Resolution authorizing the Assessor to automatically renew some exemptions to the 2022 assessment roll pursuant to 467 & 459-c of the NYS Real Property Tax Law in compliance with Executive Order 11.1.
19. Resolution authorizing the Supervisor to use American Recovery Program grant funding for Small Businesses in the Town of Glenville in increments up to \$10,000.
20. Resolution authorizing the Supervisor to use American Recovery Program grant funding for Sports Leagues in the Town of Glenville in increments up to \$15,000.
21. Resolution authorizing the Supervisor to use American Recovery Program grant funding for Non-Profits in the Town of Glenville in increments up to \$50,000.
22. New Business

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

RESOLUTION NO. 8

Moved by:
Seconded by:

WHEREAS, the 2022 Adopted Budget includes funding to hire two additional police officers in the Glenville Police Department; and

WHEREAS, Christopher Dunn is currently a City of Amsterdam Police Officer who holds the necessary qualifications mandated by the Schenectady County Civil Service Commission; and

WHEREAS, after an extensive background investigation, an interview was conducted with Mr. Dunn on November 24, 2021 by the Chief of Police and Lieutenant, each of whom now recommend the appointment of Mr. Dunn to fill one of the two new police officer positions; and

WHEREAS, Mr. Dunn was approved as a lateral transfer from the City of Amsterdam Police Department by the Schenectady County Civil Service Commission on December 21, 2021; and

WHEREAS, the compensation for said position will be set forth in the current collective bargaining agreement between the Glenville PBA and the Town for a second-year officer;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board does hereby approve the appointment of Christopher Dunn of Rotterdam NY, to the position of Police Officer in the Glenville Police Department effective January 20, 2022; and

BE IT FURTHER RESOLVED, that in recognition of his prior law enforcement experience, the Town will use January 20, 2021 as the effective date for the purposes of calculating longevity payments, leave time accruals, and insurance benefits; 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 of the aforementioned appointment.

Ayes:
Noes:
Absent:
Abstentions:

Motion Carried/Defeated

Town Board decision on January 19, 2022.

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

RESOLUTION NO. 9

Moved by:
Seconded by:

WHEREAS, NYSDEC awarded the Town of Glenville a Climate Smart Community grant, reimbursing the town at 50% the estimated total project cost of \$869,000 for three sidewalk projects, in this instance to design and install .3 mile of 5' wide asphalt multi-use path with concrete curbing and stormwater drainage within the County ROW on Lake Hill Road from Goode St to O'Rourke Middle School; and

WHEREAS, the Town's Economic Development and Planning Department prepared an RFP for the design project and through the town policy selected Prime Engineers to design the project; and

WHEREAS, after co-hosting two neighborhood meetings Prime Engineering prepared a final design and draft BID package submitted to and approved DEC; and

WHEREAS, the Town's Economic Development and Planning Department proposes posting the BID on January 21, 2022 with an opening date on February 10th, 2022 to issue Notice of Award at the February 16th 2022 meeting; and

NOW THEREFORE, BE IT RESOLVED that the Town Board of the Town of Glenville hereby authorizes the call for BIDs to install .3 mile of 5' wide asphalt multi-use path with concrete curbing and stormwater drainage within the County ROW on Lake Hill Road from Goode St to O'Rourke Middle School as designed by Prime Engineer as consultant and approved by NYSDEC as the granting agency.

Ayes:
Noes:
Absent:
Abstention:

Motion Carried/Defeated

Town Board decision on January 19, 2022

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

RESOLUTION NO. 10

Moved by:
Seconded by:

WHEREAS, the applicant proposes amending the Commercial Planned Development District approved for 66 Freemans Bridge Road, SBL #30.-1-3, formerly the location of Sarnowski's Greenhouses, by Resolution 127-2021; and

WHEREAS, the proposed amendment alters the location of site access to a southwest corner of the commercial planned development district with direct egress off Freemans Bridge Road; and

WHEREAS, the amendment will not alter the negative declaration determination made during environmental consideration of the PDD as a Type I Action under the State Environmental Quality Review Act (SEQRA) which required a coordinated review; and

WHEREAS, the Planning Zoning Commission (PZC) reviewed the submitted materials to amend the site access and recommended approval of the proposed changes to the Town Board after its December meeting; and

WHEREAS, a duly scheduled public hearing must be held in order to amend the existing code and create the PDD;

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, February 2, 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 to the PDD for addition to 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 February 2, 2022 Town Board meeting agenda

Noes:
Absent:
Abstentions:

Motion Carried/Defeated

Town Board Decision on January 19, 2022

Sponsored by: Gina Wierzbowski, Deputy Supervisor
Submitted by: Thomas Coppola, Highway Superintendent

RESOLUTION NO. 11

Moved by:
Seconded by:

WHEREAS, through Resolution 217-2020 the Glenville Town Board accepted the low bid from American Petroleum Equipment Construction Company in the amount of \$174,900 to replace two 4,000 gallon underground fuel tanks at the Glenville Highway Garage which have reached the end of their useful life; and

WHEREAS, the Highway Superintendent now also recommends replacing the existing fuel tank dispenser, which has reached the end of useful life, with a new Gasboy Atlas Electronic Dispenser, including all necessary pumps, valves, and stabilizer bars, at a cost of \$14,580.99; and

WHEREAS, the desired equipment is available utilizing the New York State Contract list – Sourcewell contract pricing; and

WHEREAS, the Town Comptroller recommends moving forward with the purchase as the additional funding is available in the highway capital reserve account;

NOW THEREFORE, BE IT RESOLVED that the Town Board of the Town of Glenville hereby authorizes the Town Supervisor to enter into an amended agreement with American Petroleum Equipment and Construction Company 63 Orange Avenue, Walden, New York 12586 in the amount of \$14,580.99 for the purchase and installation of a new Gasboy Atlas Electronic Dispenser, including all necessary pumps, valves, and stabilizer bars; and

BE IT FURTHER RESOLVED, that payment for these improvements be charged to capital account #HH-042, Underground Storage Tank Project.

Ayes:
Noes:
Absent:
Abstentions:

Motion Carried/Defeated

Town Board decision on January 19, 2022.

Sponsored by: Sid Ramotar, Town Councilman
Submitted by: Thomas Coppola, Commissioner of Public Works

RESOLUTION NO. 12

Moved by:
Seconded by:

WHEREAS, the rooftop heating unit at Glenville Town Hall which services the police department has reached the end of useful life; and

WHEREAS, the Commissioner of Public Works prepared and released a written Request for Proposals to replace the current unit which resulted in four bids received for the project; and

WHEREAS, the Commissioner of Public Works recommends that the contract be awarded to the low bidder, McAuliffe & Son Inc., 1281 Sacandaga Road, West Charlton NY 12010, for the bid price of \$12,685; and

WHEREAS, the Town Comptroller advises that funding for this project was included in the 2022 Adopted Budget;

NOW THEREFORE, BE IT RESOLVED that the Town Board of the Town of Glenville hereby accepts the low bid from McAuliffe & Son Inc., 1281 Sacandaga Road, West Charlton NY 12010 in the amount of \$12,685 to replace the rooftop heating unit at Glenville Town Hall which services the police department with said expense charged to account BB-000-1620-4109 as included in the 2022 Adopted Budget.

Ayes:
Noes:
Absent:
Abstentions:

Motion Carried/Defeated

Town Board decision on January 19, 2022.

Sponsored by: Gina Wierzbowski, Deputy Supervisor
Submitted by: Thomas Coppola, Highway Superintendent

RESOLUTION NO. 13

Moved by:
Seconded by:

WHEREAS, through Resolution 217-2020 the Glenville Town Board authorized the replacement of two 4,000 gallon underground fuel tanks at the Glenville Highway Garage; and

WHEREAS, the Highway Superintendent now also recommends replacing the existing Fuel Master software system, which has reached the end of useful life, with a new FM Live fuel system management solutions program, including cellular connectivity, system setup, and data conversion from the existing system, at a cost of \$16,127; and

WHEREAS, the desired equipment is available utilizing the New York State Contract list – Sourcewell contract pricing; and

WHEREAS, the Town Comptroller recommends moving forward with the purchase as the additional funding is available in the highway capital reserve account;

NOW THEREFORE, BE IT RESOLVED that the Town Board of the Town of Glenville hereby authorizes the Town Supervisor to enter into an agreement with SynTech, 100 Four Points Way, Tallahassee, Florida 32305 in the amount of \$16,127 for the purchase and installation of a new FMLive fuel system management solutions program, including cellular connectivity, system setup, and data conversion from the existing system; and

BE IT FURTHER RESOLVED, that payment for these improvements be charged to capital account #HH-042, Underground Storage Tank Project.

Ayes:
Noes:
Absent:
Abstentions:

Motion Carried/Defeated

Town Board decision on January 19, 2022.

Sponsored by: Christopher A. Koetzle, Town Supervisor
Submitted by: Thomas Coppola, Commissioner of Public Works

RESOLUTION NO. 14

Moved by:
Seconded by:

WHEREAS, the Town Board of the Town of Glenville authorized bids for the 2022 Residential Curbside Large Trash Collection program in the town; and

WHEREAS, Twin Bridges Waste & Recycling of Clifton Park, NY submitted the lowest responsible bid to provide the residential curbside large trash collection and disposal services required by the bid documents; and

WHEREAS, the Town will conduct the 2022 Residential Curbside Large Trash Collection in spring 2022; and

WHEREAS, the Commissioner of Public Works recommends that the contract for residential curbside large trash collection and disposal service be awarded to Twin Bridges Waste & Recycling Service, LLC 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 2022 Residential Curbside Large Trash Collection contract to Twin Bridges Waste & Recycling Services LLC at the low bid price of \$74,250 for tonnage up to 450 tons, with additional tonnage priced at \$105 per ton, with said expense charged to account BB-000-8160-4192 as included in the 2022 Adopted Town Budget.

Ayes:
Noes:
Absent:
Abstentions:

Motion Carried/Defeated

Town Board decision on January 19, 2022.

Sponsored by: Gina Wierzbowski, Deputy Supervisor
Submitted by: Jason Cuthbert, Town Comptroller

RESOLUTION NO. 15

Moved by:
Seconded by:

WHEREAS, the Town of Glenville Public Works Department requires reliable transportation to perform Town duties; and

WHEREAS, the Commissioner of Public Works advises that the Public Works Department is in need of three vehicles appropriate for day-to-day use, one each in the Highway, Parks, and Water departments; and

WHEREAS, the Town Comptroller 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 Commissioner of Public Works prepared three appropriate vehicle specifications and completed three mini-bids to obtain the lowest bids for the vehicles required; and

WHEREAS, the low bidder for the Highway Department vehicle, a 2022 Chevrolet Silverado 3500HD DRW 4x4 with Rugby Dump Body, was DeNooyer Chevrolet, 127 Wolf Rd, Albany NY 12205, at a price of \$64,700; and

WHEREAS, the low bidder for the Water Department vehicle, a 2022 Chevrolet Silverado 2500HD 4x4 with Knapheide Service Body, was DeNooyer Chevrolet, 127 Wolf Rd, Albany NY 12205, at a price of \$50,690; and

WHEREAS, the low bidder for the Parks Department vehicle, a 2022 Chevrolet Silverado 2500HD 4x4, was Chevrolet of Smithtown, 920 Middle Country Rd, St James NY 11780, at a price of \$39,499.02; and

WHEREAS, the purchase of said vehicles are provided for within budgeted appropriations;

NOW, THEREFORE, BE IT RESOLVED, that the Commissioner of Public Works is hereby authorized to purchase one 2022 Chevrolet Silverado 3500HD DRW 4x4 with Rugby Dump Body, at a cost not to exceed \$64,700, and one 2022 Chevrolet Silverado 2500HD 4x4 with Knapheide Service Body, at a cost not to exceed \$50,690, both from DeNooyer Chevrolet, 127 Wolf Rd, Albany NY 12205; and

BE IT FURTHER RESOLVED, that the Commissioner of Public Works is hereby authorized to purchase one 2022 Chevrolet Silverado 2500HD 4x4 from Chevrolet of Smithtown, 920 Middle Country Rd, St James NY 11780, at a cost not to exceed \$39,499.02

Ayes:

Noes:

Absent:

Abstentions:

Motion Carried/Defeated

Town Board decision on January 19, 2022.

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

RESOLUTION NO. 16

Moved by:
Seconded by:

BE IT RESOLVED, that the minutes of the Regular Town Board meeting held on January 5, 2022 are hereby approved and accepted as entered.

Ayes:
Noes:
Absent:
Abstentions:

Motion Carried/Defeated

Town Board decision on January 19, 2022

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

RESOLUTION NO. 17

Moved by:
Seconded by:

BE IT RESOLVED that the **Monthly Departmental Reports** for December, 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 January 19, 2022

Sponsored by: Christopher A. Koetzle
Submitted by: William S Purtell, Town Assessor

RESOLUTION NO.18

Moved by:
Seconded by:

WHEREAS, on December 26, 2021, New York State Governor Kathy Hochul issued Executive Order 11.1 Declaring a Disaster Emergency in the State of New York ("Executive Order 11.1"); and

WHEREAS, Executive Order 11.1 permits the governing body of an assessing unit to adopt a resolution directing the Assessor to automatically extend to the 2022 assessment roll, the renewal of the exemptions received on the 2021 assessment roll pursuant to Sections 467 and 459-c of the Real Property Tax Law relating to persons age sixty-five and older and for certain persons with disabilities and limited income; and

WHEREAS, under Executive Order 11.1 the exemption in 2022 shall be the same as received on the 2021 assessment roll and the Town Assessor shall make available renewal applications through regular mail or electronic means in order for eligible recipients to file renewal applications in the event their income would provide a greater exemption; and

WHEREAS, Executive Order 11.1 permits the Town to include procedures by which renewal applications may be filed when there is reason to believe that an owner qualified for the 2021 assessment roll exemption may have changed their primary residence, added another owner to the deed, transferred the property to a new owner or died.

NOW, THEREFORE, BE IT RESOLVED, that pursuant to Executive Order 11.1, the Town's Assessor is directed to renew exemptions for the 2022 Assessment Roll, pursuant to sections 467 & 459-c of NYS Real Property Tax Law, however may require a renewal application if he or she believes that an owner that qualified for the 2021 exemption has since changed their primary residence, added another owner to the deed, transferred the property to a new owner, or died, and such renewal application shall not be required to be filed in person.

Ayes:
Noes:
Absent:
Abstentions:

Motion Carried/Defeated

Town Board Decision on January 19, 2022

Sponsored by:
Submitted by: Jim Martin, Councilman

RESOLUTION NO. 19

Moved by:
Seconded by:

WHEREAS, the Town Supervisor proposes use of one hundred fifty thousand dollars (\$150,000) in American Recovery Program funds for small business grants awarded by the Town Board in increments of up to \$10,000; and

WHEREAS, the purpose of the Small Business grant funding will be to offset pandemic-related expenses such as loss of income, additional expenses from social distancing, costs of converting to online sales and marketing, or similarly measurable impacts; and

WHEREAS, the grants must be used for COVID-19 related losses or expenses incurred between March 1, 2020 and April 1, 2021; and

WHEREAS, completed applications along with proof of pandemic related expenses or loss should be submitted to the Town Clerk; 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, January 19, 2022 at 7:00 P.M., that the proposed Small Business program for the Town of Glenville hereby is authorized.

Noes:
Absent:
Abstentions:

Motion Carried/Defeated

Town Board Decision on January 19, 2022

Sponsored by:
Submitted by:

RESOLUTION NO. 20

Moved by:
Seconded by:

WHEREAS, the Town Supervisor proposes use of one hundred fifty thousand dollars (\$150,000) in American Recovery Program funds for Sports Leagues grants awarded by the Town Board in increments of up to \$15,000; and

WHEREAS, the purpose of the Sports League grant funding will be to offset pandemic-related expenses such as loss of income, or deferred capital investments; and

WHEREAS, the grants must be used for COVID-19 related losses or expenses incurred between March 1, 2020 and April 1, 2021; and

WHEREAS, completed applications along with proof of pandemic related expenses or loss should be submitted to the Town Clerk; 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, January 19, 2022 at 7:00 P.M., that the proposed Sports League program for the Town of Glenville hereby is authorized.

Noes:
Absent:
Abstentions:

Motion Carried/Defeated

Town Board Decision on January 19, 2022

Sponsored by: Christopher A. Koetzle, Supervisor
Submitted by: Melissa Cherubino, Director of Community Development

RESOLUTION NO. 21

Moved by:
Seconded by:

WHEREAS, the Town Supervisor proposes use of one hundred fifty thousand dollars (\$150,000) in American Recovery Program funds for Non-profits through grants awarded by the Town Board in increments of up to \$50,000; and

WHEREAS, the purpose of the non-profits grant funding will be to offset pandemic-related expenses such as loss of income, additional expenses from social distancing, costs of converting to online sales and marketing, or similarly measurable impacts; and

WHEREAS, the grants must be used for COVID-19 related losses or expenses incurred between March 1, 2020 and April 1, 2021; and

WHEREAS, completed applications along with proof of pandemic related expenses or loss should be submitted to the Town Clerk; 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, January 19, 2022 at 7:00 P.M., that the proposed Non-profit program for the Town of Glenville hereby is authorized.

Noes:
Absent:
Abstentions:

Motion Carried/Defeated

Town Board Decision on January 19, 2022