

**AGENDA**

**KEY:**

**A – Admin: 1-9**

**O – Operational: 10-14**

**CC – Committees/Commissions: 15-24**

**CA – Contracts/Agreements: 25-39**

**“ORGANIZATIONAL” TOWN BOARD MEETING**

TOWN OF GLENVILLE

18 GLENRIDGE ROAD

**JANUARY 3, 2024**

**7:00 P.M.**

Supervisor,

Christopher A. Koetzle

Council Members:

Sid Ramotar

Robert Kirkham Jr.

Michael Aragosa

Brendan Gillooley

Invocation – Christopher A. Koetzle, Supervisor

Pledge of Allegiance to the Flag

Roll Call

**Supervisor announces the following appointments:**

- a) Deputy Supervisor
- b) Liaisons

**Followed by resolutions:**

1. Resolution to **set dates and time** of Town Board Meetings and various Boards and Commissions and Committees.
2. Resolution to **set the 2024 Town Hall Holidays**.
3. Resolution **designating** banks as the **Official Depositories** for all Town Funds.
4. Resolution **designating Official Newspaper** for the Town of Glenville.
5. Resolution **designating** certain persons as **signatories** for any and all bank accounts held by the Town of Glenville.
6. Resolution to **set travel reimbursement** for employees
7. Resolution **ratifying** the Town of Glenville **Procurement Policy** and the **Authorization to Make Purchases, Obtain Services or Enter Public Works Contracts Procedure**.
8. Resolution **ratifying** the Town of Glenville’s **Investment Policy**.
9. Resolution **ratifying** the Town of Glenville **Fund Balance Policy**.

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10. Resolution **authorizing** the **Highway Superintendent to purchase equipment**, tools and implements **in accordance with the Town of Glenville Purchasing Policy and the Town of Glenville Procurement Policy & Procedures**.
11. Resolution **authorizing** the **Highway Superintendent to employ** a maximum of twenty (20) full-time employees for the year **2024**, within budgeted appropriations.

12. Resolution **authorizing** the **Receiver of Taxes** to **hire temporary employees** for the **collection of 2024 taxes**.
13. Resolution **appointing part-time employees** for one (1) year and establishing salaries.
14. Resolution **establishing salaries** for those employees who are **not** members of a recognized bargaining unit.

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15. Resolution **appointing** members to serve on the **Zoning Board of Appeals** for **2024**.
16. Resolution **appointing** members to serve on the **Planning and Zoning Commission** for **2024**.
17. Resolution **appointing** members to serve on the **Glenville Environmental Conservation Commission** for **2024**.
18. Resolution **appointing** members to serve on the **Traffic Safety Committee** for **2024**.
19. Resolution **appointing** members to serve on the **Ethics Committee** for **2024**.
20. Resolution **appointing** members to serve on the **Berkley Square Committee** for **2024**.
21. Resolution **appointing** members to serve on the **Glenville Park Planning Committee** for **2024**.
22. Resolution **appointing** members to serve on the **Small Business and Economic Development Committee** for **2024**.
23. Resolution **appointing** members to serve on the **Efficiency in Government Committee** for **2024**.
24. Resolution appointing members to serve on the **Events Committee for 2024**.

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25. Resolution **authorizing the Supervisor** to enter into an **Agreement** between the Town of Glenville and the Village of Scotia "**Freedom Park**" for their Wednesday night concerts, June through August and to **contribute the sum of \$2,000** for the support of the 2024 Summer Concert Series (AA-000-7550-4053).
26. Resolution **authorizing the Supervisor** to enter into an **Agreement** between the Town of Glenville and **Schenectady County** for the provision of nutrition program and senior meals at the Glenville Senior Center at no cost to the Town of Glenville.
27. Resolution **authorizing the Supervisor** to enter into an **Agreement** between the Town of Glenville and the **Burnt Hills Summer Recreation Commission** for the 2024 Summer Recreation Program and to **contribute the sum of \$5,000** to the program (AA-000-7310-4052).
28. Resolution **authorizing the Supervisor** to enter into an **Agreement** between the Town of Glenville and the **CAPTAIN Community Human Services, Inc.** to provide an Emergency Youth

Shelter and Counseling Services and to **contribute the sum of \$2,250** for services (AA-000-7320-4052).

29. Resolution **authorizing the Supervisor** to enter into an **Agreement** between the Town of Glenville and the **Scotia-Glenville Senior Citizens Recreation and Related Concerns, Inc.** for use and to contribute the **sum of \$6,500 for services** (AA-000-7610-4630).
30. Resolution **authorizing the Supervisor** to **enter into an Agreement** between the **Town of Glenville and the Chamber of Commerce of Schenectady County** to provide staff support for the purposes of providing increased tourism, economic development promotion and marketing in the amount not to exceed \$700.00 (AA-000-6989-4000).
31. Resolution **authorizing the Supervisor** to **enter into an Agreement** between the **V.F.W. Post 4660 - Mayfair/Glenville** and to contribute the sum of **\$1000.00** in support of the services they provide (AA-000-6510-4000).
32. Resolution **authorizing the Supervisor** to **enter into an Agreement** with the **Empire State Aerosciences Museum** in the amount of **\$1,000.00** (AA-000-7550-4000) to host a **"Glenville Day"** for residents of the Town of Glenville on which town residents would be provided free admission to the museum.
33. Resolution **regarding taxes to be "Levied"** upon **Real Property in the Town of Glenville** as the **Town's contribution** to the taxes of the **County of Schenectady** for the fiscal year beginning January 01, 2024.
34. Resolution **authorizing the Supervisor** to sign the **2024 STOP-DWI Program Agreement** with the County of Schenectady.
35. Resolution **authorizing** the Town Board of the Town of Glenville to **include its executive officers under the workers' compensation policy maintained by the Town.**
36. Resolution **authorizing the Glenville Rotary's** use of the Glenville Senior Center from January 1, 2024 through December 31, 2024 at the requested dates and times and as may be further requested from time to time.
37. Resolution **authorizing the Glenville YMCA's** use of the skating rinks at Indian Meadows Park from January 3, 2024 through March 31, 2024.
38. Resolution **adopting and approving the Cafeteria Plan under IRC section 125** for calendar year 2024.
39. Resolution **authorizing** the Supervisor to enter into a contract with Marshall & Sterling, for Administration of Employee Benefits and Related Professional Services for 2024.
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40. Resolution **appointing Janet Davignon** as Receiver of Taxes for the Town of Glenville for the period of January 1, 2024 through December 31, 2025.
41. Resolution **approving** the minutes if the Regular Town Board meeting held on December 20, 2023.

42. Resolution **authorizing** the Supervisor to enter into an agreement with O'Connell and Aronowitz for legal services pertaining to general counsel, land use, and town court.
43. Resolution **authorizing** the Supervisor to enter into an agreement with Whiteman, Osterman & Hanna LLP for legal services pertaining to labor relations.
44. Resolution **authorizing** the Supervisor to enter into an agreement with Vincelette Law Firm for legal services pertaining to assessment litigation.
45. Resolution **authorizing** the Supervisor to enter into an agreement with Garfunkel Wild, P.C. for legal services pertaining to Planning, Zoning, and Land use matters.
46. Resolution **scheduling** a Public Hearing for January 17, 2024 at 7:00 PM or as soon thereafter at the Glenville Municipal Center, 18 Glenridge Road, Glenville, NY to hear all persons interested in the proposed Local Law titled "Amendment to Glenville Town Code Chapter LM, Appendix-Recommended Plant Material, to Remove Certain Species of Trees and Shrubs from the List of Recommended Plant Material" of the Town Code of the Town of Glenville.
47. Resolution **appointing** Patrick Aragosa to position of Bookkeeper (Part-time).
48. Resolution **authorizing** the Supervisor to enter into a tax exemption agreement with the Village of Scotia with regards to the water supply and treatment facility located at 587 Vley Road in the Town of Glenville.