

MEETING OF THE TOWN BOARD  
TOWN OF GLENVILLE  
MAY 15, 2019  
AT THE GLENVILLE MUNICIPAL CENTER  
18 GLENRIDGE ROAD, GLENVILLE, NEW YORK

Supervisor Koetzle called the meeting to order at 7:00 PM;

Supervisor Koetzle asked the Town Clerk, Linda C. Neals, to call the roll.

**Present:** Supervisor Christopher A. Koetzle, Councilmen Michael Aragosa, Michael R. Godlewski and Councilwoman Gina M. Wierzbowski

**Absent:** Councilman John C. Pytlovany

Also present were Jason Cuthbert, Comptroller, Vicki Hillis, Director of Human Services

Town Council Reports

Councilman Godlewski – “I offer my congratulations to one of our new County Legislatures, Sarah Pratt. I and Councilman Aragosa attended her swearing in ceremony last night. Very happy to see the county appointing somebody from the Town of Glenville, specifically from the Hamlet of Alplaus to represent our area.

With respect to parks, I attended the “Love Glenville Parks Day”. I was at Maalwyck Park along with the Supervisor and Councilwoman Wierzbowski was over at the dog park. We picked up a ton of stuff down at the riverfront. A good reminder to always pick up after yourself when you are at a park. We saw firsthand what happens when you don’t. I picked up a dozen or so plastic straws, we saw a door and the Supervisor’s truck was filled with stuff. Always be mindful of the parks, they are a community asset.

I, along with Supervisor Koetzle and Assemblywoman Walsh, attended the Schenectady County Office of Aging Awards Ceremony held at the Senior Center almost two weeks ago. It was a great event. We had local residents who were honored. Maryann Grimes was one of the honorees so that was wonderful to attend.

I attended the Zoning Revision Committee Meeting. We went over Article 3 of Chapter 270 of Zoning, which is yard regulations, height restrictions and accessory uses. We made headway at the last meeting. The material was pretty interesting, we found ourselves drawing some diagrams and kind of looking at things in more of a practical aspect. This is important work, we are taking it slow and I think it is important that we take it slow. We are looking to update our zoning regulations.

Reminder that next Tuesday is the school board elections. We have a fantastic school. Please remember to get out and vote on the school budget.

I am looking forward to walking in the Scotia Memorial Day Parade “

Councilwoman Wierzbowski – “I also attended “Love My Parks Day” with Girl Scout Troop 2637. We had several girls show up and we took on the dog park. We planted some flowers and we did a trash clean up and we pick up a lot of dog poop in the dog park which was not good. I was a little surprised at that so I would echo Councilman Godlewski’s comments to clean up after ourselves because we all have to do our best to keep things nice and clean. When we were all done I headed over to Vicki Hillis and her crew over at Indian Meadows and ended up planting more flowers over there. Looks like we had a great turnout and I’d like to thank everybody that came out. I think it is something that we should do again.”

Councilman Aragosa – “The bulk pick up is still going on. The piles don’t seem to be as picked over and scattered as usual.

I just came from an event at Mohawk Honda put on by the Chamber of Commerce. It was very well attended by members of the Chamber from all over the capital region. I just want to say that Mohawk Honda is really a jewel center of this town. They are doing great things over there. They have procured the bank next door and they are in the process of tearing that down to put up a wash facility for their operation.”

Supervisor Koetzle presented a proclamation to Jessica Young.

Councilwoman Wierzbowski – “I am the liaison the EMS/Fire Departments for the Town. I heard through the grapevine that Jess had done some pretty great things. There were several emergencies over the last year that, she is an aquatic instructor at the Y, she is also an emergency medical technician and she was the first person on the scene when there was a cardiac arrest and her efforts in two incidences and those two individuals ended up being what we call a reversal. Her efforts caused them to return to pulses. They both walked out of the hospital. The reason why it happened is because she was right there.”

Supervisor Koetzle – “We are here to honor you, Jessica, with a proclamation from the Town of Glenville.”

Supervisor Koetzle presented the proclamation.

The following people exercised the privilege of the floor

Peter Looker, 1965 Amsterdam Road – Mr. Looker reminded the board that the outside lights at Old Dominion Trucking Company are still in violation.

He also pointed out that there are a couple of towns and cities looking into community choice energy. The towns get together and negotiate for all of the people in their town to get cleaner and cheaper energy on their utility bills. He stated that it looks like Niskayuna and the City of Schenectady are going to look into that. Basically as he understands it the towns/villages/cities get together and negotiate a price because they have so many people in their town they can negotiate a better price. There is too much paper work to figure out what to do, where to buy energy you just automatically get National Grid. With this you just automatically get the cleaner, cheaper energy if it is negotiated. It seems like a win, win situation for the people in Glenville. So he encouraged the board to get together with the other municipalities.

Supervisor Koetzle – “Mr. Looker, I am just wondering in perspective, so currently this is out there already, you get mailers, and you can get into a CCA if you do choose. Do you have a sense of how many people are opting into that already?

Mr. Looker – “Well I know people down in Westchester have done it. It’s a fairly new program for towns to do.”

Supervisor Koetzle – “Our residents are already eligible to opt in to a CCA if they choose. Do you have any idea how many have opted in?”

Mr. Looker – “No I don’t, in fact there is somebody that looks into this. Maybe you are talking about community solar.”

Supervisor Koetzle – “Which is basically this.”

Mr. Looker – “That one you have to go out and research it and do it. Whereas here the town has somebody go out and negotiate it automatically so that those of us with a lot of things to do don’t have to look on the bill and figure out which one of those things to do.”

Supervisor Koetzle – “I have been solicited many times and it’s not hard to figure out, they tell you what it is right there. I’m just wondering what the opt in rate is because I think that is an important piece of this discussion.”

No one else wished to exercise the privilege of the floor.

Supervisor Koetzle moved ahead with the agenda items.

**RESOLUTION NO. 98-2019**

**Moved by:** Councilwoman Wierzbowski

**Seconded by:** Councilman Aragosa

**WHEREAS**, the Town Board of the Town of Glenville authorized the solicitation of bids for the Glenridge Road Sidewalk Improvements – Phase II, and

**WHEREAS**, two bids were received for this work, and

**WHEREAS**, the lowest responsible bid and was submitted by BP Excavation, LLC, 36 Petrie Street, Little Falls, NY 13365 in the amount of \$192,000.00; and

**WHEREAS**, the Town Board desires to have the sidewalk installed during this construction season,

**NOW THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Glenville hereby authorizes the Supervisor to accept the lowest responsible bid as submitted by BP Excavation, LLC, 36 Petrie Street, Little Falls, NY 13365, in the amount of \$192,000.00, for the construction of Glenridge Road Sidewalk Improvements – Phase II.

**Ayes:** Councilmen Aragosa, Godlewski, Councilwoman Wierzbowski and Supervisor Koetzle

**Noes:** None

**Absent:** Councilman Pytlovany

**Abstentions:** None

**Motion Carried**

**Discussion...**

Supervisor Koetzle – “This was brought to our attention by the department. We are out of date with our redemption fees. This will begin the process of changing our local law to increase our fees. This increase will cover our costs that the Animal Protection Foundation (APF) charges the town when a stray dog is taken to their facility.”

**RESOLUTION NO. 99-2019**

**Moved by:** Councilwoman Wierzbowski

**Seconded by:** Councilman Godlewski

**WHEREAS**, a Member of the Town Board of the Town of Glenville is introducing a Local Law to amend Section 88-7, “Seizure of dogs; redemption of dogs; impound fees” of the Code of the Town of Glenville; and

**WHEREAS**, a duly scheduled public hearing must be held in order to amend the existing code by Local Law;

**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, June 19, 2019 at 7:00 P.M., or as soon thereafter as possible, at which time it will hear all persons interested in the proposed local law to amend Section 88-7, “Seizure of dogs; redemption of dogs; impound fees” chapter of the Code of the Town of Glenville; and

**BE IT FURTHER RESOLVED** that the Town Clerk be and she is hereby authorized and directed to prepare the proper public notice of said hearing in accordance with law, with respect to the attached proposed Local Law.

**Ayes:** Councilmen Aragosa, Godlewski, Councilwoman Wierzbowski and Supervisor Koetzle  
**Noes:** None  
**Absent:** Councilman Pytlovany  
**Abstentions:** None

**Motion Carried**

**RESOLUTION NO. 100-2019**

**Moved by:** Councilman Godlewski  
**Seconded by:** Councilman Aragosa

**WHEREAS,** the Burnt Hills–Ballston Lake Business Professional Association (BH-BL BPA) will hold its 18<sup>th</sup> Annual Flag Day Parade on June 13, 2019 from approximately 6:30 P.M. to 8:50 P.M.; and

**WHEREAS,** the parade route will be generally along Route 50 and Kingsley Road, with a portion of the route in the Town of Glenville and another portion in the Town of Ballston; and

**WHEREAS,** the BH-BL BPA has submitted a map of the parade route, an event brochure, event application, insurance certificate and other required documents to the New York State Department of Transportation (NYSDOT); and

**WHEREAS,** the NYSDOT has granted the BH-BL BPA a special use permit for the parade, but requires the BH-BL BPA to comply will all municipal ordinances; and

**WHEREAS,** the Code of the Town of Glenville §§ 204-4 thru 204-9 requires a permit for Outdoor Public Exhibitions and Entertainments, and the amount therefore is established by Chapter 139 of said Code in the sum of \$150; and

**WHEREAS,** §139-16 of the Code of the Town of Glenville states, “No fee shall be charged if the applicant shall be a religious or charitable organization;” and

**WHEREAS,** the BH-BL BPA Flag Day Parade serves a generally educational and community purpose;

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Glenville hereby approves the application, authorizes the Town Clerk to issue the permit and waives the permit fee for the BH-BL PBA 18<sup>th</sup> Annual Flag Day Parade.

**Ayes:** Councilmen Aragosa, Godlewski, Councilwoman Wierzbowski and Supervisor Koetzle  
**Noes:** None  
**Absent:** Councilman Pytlovany  
**Abstention:** None

**Motion Carried**

**RESOLUTION NO. 101-2019**

**Moved by:** Councilman Godlewski  
**Seconded by:** Councilman Aragosa

**WHEREAS,** the Code of the Town of Glenville §§ 204-4 thru 204-9

requires a permit for Outdoor Public Exhibitions and Entertainments; and

**WHEREAS**, Thomas Corners Fire Department and Beukendaal Fire Department have applied for a permit to sponsor the, Gillette Shows Carnival, to be held at the Empire State Aerosciences Museum, 250 Rudy Chase Drive, June 4, 2019 thru Sunday, June 10, 2019; and

**WHEREAS**, said application did include permission of the owner of the property on which said Amusement/Entertainment will be conducted and the necessary insurance coverage,

**NOW, THEREFORE, BE IT RESOLVED** by the Town Board of the Town of Glenville that said application of the Thomas Corners Fire Department/Beukendaal Fire Department, be and it hereby is approved; and

**BE IT FURTHER RESOLVED** that the Town Clerk be and she hereby is authorized and directed to issue the required permit subject to all stipulations cited by the Chief of Police, the Schenectady County Health Department and the Thomas Corners Fire Chief.

**Ayes:** Councilmen Aragosa, Godlewski, Councilwoman Wierzbowski and Supervisor Koetzle  
**Noes:** None  
**Absent:** Councilman Pytlovany  
**Abstention:** None

**Motion Carried**

**RESOLUTION NO. 102-2019**

**Moved by:** Councilman Godlewski  
**Seconded by:** Councilman Aragosa

**NOW THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Glenville hereby authorizes the Supervisor to enter into the attached Payment Processing Agreement with CSG Forte Payments, Inc., 500 W. Bethany Drive, Suite #200, Allen, TX 75013 providing processing and related services including Credit and Debit Card processing in the Town Clerk's Office

**Ayes:** Councilmen Aragosa, Godlewski, Councilwoman Wierzbowski and Supervisor Koetzle  
**Noes:** None  
**Absent:** Councilman Pytlovany  
**Abstention:** None

**Motion Carried**

**RESOLUTION NO. 103-2019**

**Moved by:** Councilwoman Wierzbowski  
**Seconded by:** Councilman Aragosa

**WHEREAS**, the Town of Glenville Water Department requires reliable transportation to perform Town duties; 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 appropriate vehicle specifications and completed mini bid #19040014 to obtain the lowest bid for the vehicle desired by the department; and

**WHEREAS**, the Commissioner of Public Works and Town Comptroller recommend that the vehicle be purchased from the OGS mini bid low bidder, Eagle Auto Sales, 1320 Old Country Road, Riverhead, New York, state contract #PC67279, at a total cost of \$37,472.04, including delivery; and

**WHEREAS**, the purchase of said vehicle is provided for within the 2019 budget appropriations; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Commissioner of Public Works is hereby authorized to purchase one 2019 Chevrolet Silverado 3500HD at a cost not to exceed \$37,500 with the expense for said vehicle charged to account SW-011-8340-2000 as included in the 2019 adopted budget.

**Ayes:** Councilmen Aragosa, Godlewski, Councilwoman Wierzbowski and Supervisor Koetzle  
**Noes:** None  
**Absent:** Councilman Pytlovany  
**Abstentions:** None

**Motion Carried**

**RESOLUTION NO. 104-2019**

**Moved by:** Councilwoman Wierzbowski  
**Seconded by:** Councilman Godlewski

**WHEREAS**, the Town Board of the Town of Glenville is empowered by Town Law to, among other things adopt policies governing the behavior of town employees; and

**WHEREAS**, every employer in the New York State is required to adopt a sexual harassment prevention policy. An employer that does not adopt the model policy must ensure that the policy that they adopt meets or exceeds the following minimum standards; and

**WHEREAS**, the Attorney for the Town has reviewed the New York State model sexual harassment prevention policy and has modified it to fit the needs of the Town of Glenville; and

**WHEREAS**, the Town Board of the Town of Glenville has reviewed the proposed policy at a Work Session of the Town Board; and

**WHEREAS**, the Attorney for the Town provided the proposed policy to the representatives of the Town's three bargaining units for comment and has received no objections to the policy;

**NOW THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Glenville hereby adopts the Town of Glenville Sexual Harassment Prevention Policy and directs that it be added to the Town's Personnel Policy Manual, replacing the prior policy on this subject; and

**BE IT FURTHER RESOLVED** that pursuant to the Sexual Harassment Prevention Policy, all Town employees and volunteers receive Sexual Harassment Prevention training on or before October 19, 2019.

**Ayes:** Councilmen Aragosa, Godlewski, Councilwoman Wierzbowski and Supervisor Koetzle  
**Noes:** None  
**Absent:** Councilman Pytlovany  
**Abstention:** None

**Motion Carried**

**RESOLUTION NO. 105-2019**

**Moved by:** Councilman Godlewski

**Seconded by:** Councilman Aragosa

**BE IT RESOLVED** that the **Monthly Departmental Reports** for April, 2019 as received from the following:

Assessors Department  
Economic Development & Planning Department  
Justice Department  
Police Department  
Receiver of Taxes  
Town Clerk's Office

be, and they hereby are accepted, approved for payment and ordered placed on file.

**Ayes:** Councilmen Aragosa, Godlewski, Councilwoman Wierzbowski and Supervisor Koetzle

**Noes:** None

**Absent:** Councilman Pytlovany

**Abstentions:** None

**Motion Carried**

**RESOLUTION NO. 106-2019**

**Moved by:** Councilman Godlewski

**Seconded by:** Councilman Aragosa

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

**WHEREAS**, Lilananda Yoga, Ltd. Has submitted a Park Use Permit Application and the required evidence of insurance coverage in order to offer yoga classes in Indian Meadows Park on Sundays during June, July and August from 9:00 AM to 10:30 AM and family yoga classes and Community Yoga classes on such other dates as can be coordinated with the Director of Human Resources; and

**WHEREAS**, the Town has permitted recreational instruction in town parks on other occasions, and

**WHEREAS**, the Town Board would like to increase the variety of recreational activities available to residents in Town parks, especially those, like yoga, that can be enjoyed by residents of all ages; and

**WHEREAS**, Lilananda Yoga, Ltd. will contribute 30% of all instructional fees to the Town as and for a concession fee for Sunday classes and 20% for family yoga classes and will further offer Town residents evening, Community Yoga classes free of charge, once a month,

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Glenville hereby approves the Park Use Permit Application of, and concession payment agreement with Lilananda Yoga, Ltd pursuant to the provisions of Town Code section 195-16 for the activities proposed during the months of June, July and August in Indian Meadows Park.

**Ayes:** Councilmen Aragosa, Godlewski, Councilwoman Wierzbowski and

Supervisor Koetzle  
**Noes:** None  
**Absent:** Councilman Pytlovany  
**Abstention:** None

**Motion Carried**

**RESOLUTION NO. 107-2019**

**Moved by:** Councilwoman Wierzbowski  
**Seconded by:** Councilman Aragosa

**WHEREAS**, the Town of Glenville Police Department requires a high-performance photocopier due to its voluminous paper recordkeeping requirements; and

**WHEREAS**, the Police Department has been leasing a Sharp MX-M464N for its needs at a monthly cost of \$139.59 with said lease expiring in May 2019; and

**WHEREAS**, the Chief of Police has worked with Metroland Business Machines to secure a lease for a new Sharp MX4050N photocopier, with pricing based upon the NJPA/Sourcewell contract award #083116-SEC; and

**WHEREAS**, the monthly cost of the proposed lease is \$130.00 for a term of 48 months, plus a one-time documentation fee of \$75.00, which equals a total price of \$6,315.00; and

**WHEREAS**, the Town of Glenville purchasing policy requires the Town Board approve equipment purchases greater than \$6,000;

**NOW, THEREFORE, BE IT RESOLVED** that the Chief of Police is authorized to enter into a 48 month lease agreement with Metroland Business Machines, or its fiscal agent, for a Sharp MX4050N as detailed above at a total cost of \$6,315.00, with expenses charged to appropriation line BB-000-3120-4000 as included in the 2019 Adopted Budget.

**Ayes:** Councilmen Aragosa, Godlewski, Councilwoman Wierzbowski and Supervisor Koetzle  
**Noes:** None  
**Absent:** Councilman Pytlovany  
**Abstentions:** None

**Motion Carried**

**New Business:**

Councilwoman Wierzbowski – “Starting on Sunday, May 19<sup>th</sup> through Saturday, May 26<sup>th</sup> is EMS Week. This is a time for us to honor and thank our Emergency Medical Services (EMS) providers that serve our community like we just did with Jessica Young. If you didn’t know all of the fire departments in our town provide first response emergency services. So if you call 911 if you are having a medical emergency of some type the fire departments will come to assist you before the ambulance gets there. They work really hard, they volunteer many, many hours. We have, within our town, our EMS agency that provides transport services is Mohawk Ambulance and they do their best to give good, quick service to our residents as well. If you see any of our community members out and about, either the firefighters or the Mohawk Ambulance crews please take a moment to thank them for all that they do. A lot of what they do goes unnoticed. We couldn’t be safe without them.”

Councilman Aragosa – “This Friday is Prom for the Scotia-Glenville High School.



Last Saturday I attended the High School Music Awards at Proctors. It was a very good show and I was very proud to see what the kids and the families and everybody in the local area does with these programs. Scotia-Glenville was nominated for an award and they got to perform on stage along with the other nine schools there.”

Supervisor Koetzle – “Thursdays in the Park this August are coming along. There are five (5) Thursdays in August this year. We have three (3) great bands lined up for the first three (3) Thursdays and then we have a special date night on the fourth Thursday and that will be a showing of Elvis Presley’s “Viva Las Vegas”. We are bringing in a food truck. We are talking about having an Elvis impersonator and doing an Elvis trivia. On the fifth Thursday we will have the Lego II movie for families to enjoy and also some activities for the kids as well. Mark your calendars, August will be here before you know it. It is a great program and it is free.”

Supervisor Koetzle asked for a motion to adjourn; motion to adjourn; Moved by Councilwoman Wierzbowski, Seconded by Councilman Godlewski, everyone being in favor the meeting was adjourned at 7:40 PM.

ATTEST:

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Linda C. Neals  
Town Clerk