

**Meeting of the Town Board  
Town of Glenville  
November 2, 2022  
At The Glenville Municipal Center  
18 Glenridge Road, Glenville, NY**

**Supervisor Koetzle** Calls the meeting to order at 7:00 PM

**Invocation**

**Pledge of Allegiance**

**Roll Call:** Julie Davenport, Town Clerk

**Present:** Supervisor Koetzle, Councilwoman Wierzbowski, Councilmen Godlewski, Councilman Martin.

**Absent:** Councilman Ramotar

**Also present:** Jason Cuthbert- Comptroller, Vicki Hillis- Director of Human Services.

**Town Council Reports**

**Councilman Godlewski:** I attended the Berkley Square Halloween Parade and costume contest; we had a lot of fun my family attended. My family for the second year in a row won best family costume. I was incredibly proud and pleased with that. It was a fun event and always a good time it's a great neighborhood. I wanted to mention I know our Town Clerk, Ms. Davenport, has been highly involved in the Tree Lighting Ceremony on Dec. 3 from 6-8 PM and the new addition a Chowder Festival, ticket sales \$2 and the proceeds will benefit Toys for Tots. I shared a post on Facebook and it got a ton of hits and its spreading and I believe its going to have a great turn out.

**Councilwoman Wierzbowski:** I just wanted to take a moment and recognize the hard work and efforts of our Water & Sewer Department and DPW employees, Tom Coppola and all others who assisted on the huge water main break on Glenridge Road. I know that was an interruption and a great inconvenience to many, many people, they fixed things as quickly as possible and made the repairs as efficiently as they could. I just want to thank the residents for their patience and more importantly the employees for their work over the entire weekend.

**Councilman Martin:** I continue to read through our respondents to our Request for Qualifications regarding a potential new Town Hall project. I think its very exciting, we have four fine qualifications came in and I'm excited about the prospects of that. Going forward we will transition to Request for Proposals, we will get more detail and some further information, its going very well. I participated in the interview for our Planning Director, resulting in a resolution I'm pleased to see tonight and I welcome Tony. He has a lot of experience and I am very excited to see what he is going to bring that department.

**Privilege of the Floor:** Open 7:09 Close 7:09 No one spoke.

### **Supervisors Comments to the Board**

Just a few things to catch you up on, some of the things going on in the past week or two. First of all, on the budget, I just want to point out that we did get our third quarter Metroplex sales tax check, which as you probably already know sales tax is up everywhere. Counties are flush with money coming in on sales tax. This sales tax check came in earlier than most years and it was an increase, \$80,000, an increase over last year which makes it our highest ever third quarter amount. So, year to date, we're now tracking 8% above last year's total, so that's good news. Barring fourth quarter collapse, we should hit about 1.1 million Metroplex sales tax this year, setting new record for us. So that's the good.

The bad news our energy prices continue to climb, just like everybody else. We expect our electric bills to end roughly 30% above our 2021 totals. In dollar terms, this would be a price increase of about \$90,000, this year. Unfortunately, the short-term outlook into the start of 2023 doesn't look that great either, we expect energy prices to be high. Jason and I met with our energy consultant and we're taking the proper prudent steps to try to protect against spikes going into the winter. We're looking at a mix of locking in rates, some longer, so a base of say 25% locked long term. Another 50% locked short term through the winter and then 25 to ride. We think that's a reasonable approach. You know, if we lock in completely, we're doubling our energy costs. So, we want to let it ride a little bit and take some risk out of this winter and we're working on doing everything to mitigate those increases. But as you're going to see in your own home heating bill and everybody else it's going to be a painful winter. Some are saying now that it looks to be potentially a mild winter and that will be the best news for everybody but we'll see where it goes, we're expecting to see a spike in that line. Similarly, our gas and diesel bills also remain stubbornly high. In 2021, we spent \$230,000 on gas and diesel for the entire year. So far in 2022, were already at 265,000 and we still up two months ago. Potentially at least one of those is a snow plowing month. So that bill is getting up on us as well. So, we'll likely end 2022 with a \$100,000 increase in gas and diesel expense over point.

To just report last meeting, I told you that I'll be meeting with the county to talk about the Alplaus sidewalk trying to get that going forward. Unfortunately, there was a cancellation of that meeting last minute, we did not have that meeting. But on a similar note, I also did get the call from the Champlain Hudson Power Line that they did close on financing, so the money to do the rest of the sidewalk is now on its way, and we now have all the money we need to go forward. I think at this juncture we are just going to just engineer it and move forward, that's all we can do. We've done everything, talked to the county and it isn't working out. We have the grant we have set aside money; we now have this \$80,000 so it's just time to move forward and so that's our next item on our agenda we will be doing that.

I got a pleasant surprise from DEC the other day, we've been lobbying the past couple years, if you all remember, we started cleaning up the Kenco site. Then all of a sudden

Hoosick Falls happened and the State diverted all the resources to Hoosick Falls. We fell off the cleanup list, lost our money and they left us half done. Well, we've been lobbying hard and now I got confirmation that the Kenco site is back in the budget. So that's going to get started again, I don't have any details to when or what's going to happen but at least it's back on the DEC's radar. So that's very good.

As you notice, we're knocking down half a Freemans Bridge Rd. We're issuing permits for the solar farm to start shortly and will be a demolition of the whole Sarnowski Farm. From there we're talking to some others about future projects, but we are starting to get to the point where we're getting Freemans Bridge Rd shovel ready. When we talked to Tony on the interviews that is one of the priorities is to get Freemans Bridge Road up and off the ground. I think we're getting to that point where we have almost a blank slate.

The other good news we finally got was DOT and the rail companies are ready to meet with the Town on fixing the Freemans Bridge Rd rail crossing. I couldn't stay in the meeting it was a webinar but Commissioner Craig was on that meeting, so he'll fill me in tomorrow on what was, finally settled. It looks like potentially this year. We met with DOT a couple weeks ago and talked about a resurfacing improvement of Freemans Bridge Rd next year and doing the permanent crossing with the pedestrian arm there. But it looks like we're going to do a temporary fix, so a lot of good news going on in regards particularly on Freemans Bridge Road and we are excited about that.

Lastly, on the personnel front, Jim alluded to it a little bit. We're very excited to have three new hires on the agenda tonight. Which we'll get to very shortly and I know two of them are here and the 3rd is not. We are excited to bring them on board and it's going to be a great fit. All very impressive people. So welcome and congratulations. I do want to report, we do have a current long serving employee retiring, Craig Myers is retired and has been with our Highway Department for 34 years. His official retire day is November 15<sup>th</sup>, we wish him well. We expect to have a new mechanic already on the agenda for board approval next meeting which would put us at full staffing town wide for the first time in over a year.

Thank you.

Sponsored by: Christopher Koetzle, Town Supervisor  
Submitted by: Earl T. Redding, Attorney for the Town

### **RESOLUTION NO. 197-2022**

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

**WHEREAS**, the Town Board of the Town of Glenville seeks to amend by Local Law, Chapter 51, "Department of Public Works", of the Code of the Town of Glenville (a copy of which is hereto attached); and

**WHEREAS**, the Local Law, among other things, updates the term of office and qualification requirements for the Commissioner of Public Works and revises

administrative staffing within the Department of Public Works to best meet the current and expected future needs of the Town of Glenville; and

**WHEREAS**, a duly scheduled public hearing must be held in order to enact the Code changes;

**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, November 16, 2022 at 7:00 P.M., or as soon thereafter as possible, at which time it will hear all persons interested in the proposed changes to Chapter 51, "Department of Public Works", of 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 November 16, 2022 Town Board meeting agenda.

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

**Noes: None**

**Absent: Councilman Ramotar**

**Abstentions: None**

**Motion Carried**

Town Board decision on November 2, 2022.

Sponsored by: Sid Ramotar, Town Councilman

Submitted by: Craig D'Allaird, Commissioner of Public Works

**RESOLUTION NO. 198-2022**

**Moved by: Councilman Martin**

**Seconded by: Councilwoman Wierzbowski**

**WHEREAS**, by Local Law No. 6-2013, the Town Board of the Town of Glenville adopted Chapter 99, "Brush, Grass and Weeds" of the Town Code of the Town of Glenville; and

**WHEREAS**, the Commissioner of Public Works has submitted a report regarding enforcement of Chapter 99 which includes as Schedule "A" a list of properties found in violation of Chapter 99 where property owners failed to correct such violations,

despite being notified in accordance with said Chapter to correct the violation within the time provided, causing the Commissioner to cut and remove brush, grass and weeds from the listed premises at town expense and bill the property owners; and

**WHEREAS**, the property owners listed on Schedule “A” have failed to pay the charges and administrative fees billed as provided in Chapter 99 of the Code; and

**WHEREAS**, the Town’s legal remedy to enforce the non-payment is to establish a lien on the parcels of real property in accordance with Town Law section 64 (5-a); and

**WHEREAS**, the Town Board wishes to hold a public hearing with respect to the proposed imposition of liens on the parcels of real property listed on Schedule “A” attached hereto;

**NOW, THEREFORE, BE IT RESOLVED**, that a public hearing be held by the Town Board of the Town of Glenville with respect to the proposed imposition of liens on the parcels of real property listed on Schedule “A” (attached) at 7:00 PM on November 16, 2022, at the Glenville Municipal Center, 18 Glenridge Road, Glenville, New York, and it is further

**RESOLVED** that the Town Clerk is hereby authorized and directed to cause public notice of said hearing to be given as provided by law.

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

**Noes: None**

**Absent: Councilman Ramotar**

**Abstentions: None**

**Motion Carried**

Town Board decision on November 2, 2022.

### **SCHEDULE A**

A list of properties found in violation of the Code of the Town of Glenville, Chapter 99 “Brush, Grass and Weeds”, whereby property owners failed to correct such violations, despite being notified in accordance with said Chapter to correct the violation within the time provided, causing the Commissioner of Public Works to cut and remove brush, grass and weeds from the listed premises at town expense and bill the property owners.

<u>Tax Parcel ID</u>	<u>Address</u>	<u>Property Owner</u>	<u>Amount</u>
4.-2-28	324 West Glenville Rd	Mark Ernst	\$225.00
10.17-3-14	2 Velina Dr	Savana Rodegerdts	\$260.00

15.3-4-11	44 Onderdonk Rd	Fred L Mowers III	\$450.00
15.7-6-1	60 Charlton Rd	Paula Marrone	\$360.00
22.10-4-14	15 Jennifer Rd	Debra A Mayott	\$650.00
22.11-1-19	12 Mayfair Dr	Anthony M Mannato	\$950.00
22.12-1-5	41 Glenridge Rd	Thomas M Smith	\$600.00
22.14-5-27	254 Swaggertown Rd	M&V McCall Holding LLC	\$450.00
23.9-2-1	70 Glenridge Rd	Emily Humes	\$350.00
29.-2-7.2	1648-1650 Vley Rd	David & Lisa Dolen	\$260.00
29.11-4-65	413 Vley Rd	Joseph H Cerrone	\$650.00
29.15-2-33	39 Virginia Blvd	Justin Shepherd	\$350.00
30.6-2-55	62 Swaggertown Rd	Northern Construction Contr. LLC	\$450.00
30.14-2-12	107 Freemans Bridge Rd	Ultimate LLC	\$850.00
38.7-2-24	816 Sanders Ave	David R Savage	\$450.00

Sponsored by: James Martin, Town Councilman  
Submitted by: Nicholas Chiavini, Town Planner I

### **RESOLUTION NO. 199-2022**

**Moved by: Councilman Martin**

**Seconded by: Councilwoman Wierzbowski**

**WHEREAS**, members of the Economic Development & Planning Department of the Town of Glenville are introducing a Local Law to amend Chapter 270, "Zoning" of the Town of Glenville Town Code (a copy of which is attached hereto); and

**WHEREAS**, members of the Economic Development & Planning Department and Building Department have identified errors and inconsistencies in the code since the last time the Glenville Code Committee has met; and

**WHEREAS**, the proposed Local Law clarifies the existing regulations regarding the Energy and Uniform code, and therefore constitutes a Type II Action under the State Environmental Quality Review Act (SEQRA) which does not require further review; 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, November 16, 2022 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 amending Chapter 270, "Zoning", of 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 November 16, 2022 Town Board meeting agenda.

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

**Noes: None**

**Absent: Councilman Ramotar**

**Abstentions: None**

**Motion Carried**

Town Board decision on November 2, 2022.

Sponsored by: Sid Ramotar, Town Councilman

Submitted by: Jason Cuthbert, Town Comptroller

**RESOLUTION NO. 200-2022**

**Moved by: Councilman Martin**

**Seconded by: Councilwoman Wierzbowski**

**A RESOLUTION** approving preliminary capital expense budgets of **Water District No. 11** of the Town of Glenville and **Extensions No. 10 through 51** for the year 2023.

**BE IT RESOLVED AS FOLLOWS BY THE TOWN BOARD OF THE TOWN OF GLENVILLE, NEW YORK:**

SECTION 1. The Town Board of the Town of Glenville as Commissioners of Water District No. 11 hereby adopts the following preliminary capital expense budget of Water District No. 11 and its extensions of the Town of Glenville for the calendar fiscal year 2023:

**Appropriations:**

Increase of Facilities for Water District No. 11 and

Extensions (Redemption of Bonded Debt)

Principal Due 6/15/23 & 12/1/23

\$ 700,500.00

Interest Due 6/1/23, 6/15/23, 12/1/23, 12/15/23

\$ 84,174.00

Bond Anticipation Note (BAN) / Principal

(Increase in facility for Water District 11)

\$ 79,000.00

Bond Anticipation Note (BAN) / Interest

(Increase in facility for Water District 11)

\$ 14,278.00

Charges of Paying Agents in connection with BAN

\$ 831.00

**\$ 878,783.00**

Estimated Revenue:

Income from temporary investment of assessment for benefit for debt service	\$ 225.00
Allocation of metered water sales	\$ 56,736.00
Appropriated fund balance	\$ 98,000.00
Appropriated debt reserve	<u>\$ 93,000.00</u>
	\$ 247,961.00

Equivalency Charges:

Charlton Water District	\$ 49,772.00
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Net amount to be raised by assessment for benefit (based  
on assessed value and on front footage) for capital expense  
budget for Water District No. 11 and Extensions \$ 581,050.00

Total Revenue \$ 878,783.00

SECTION 2. (a) A proposed assessment roll has been prepared for raising funds for the above preliminary capital expense budget of Water District No. 11 of the Town of Glenville and Extension Nos. 10 thru 51 thereof, including the apportionment to said Extension Nos. 10 thru 51 of their respective share of the water supply and transmission and distribution lines;

(b) Computation of assessments based on assessed value of real property:

Portion of debt service to be paid by assessments based on assessed value on real property:

Transmission lines, water supply and treatment:  
Gross expense facilities (Section 1 of Resolution).... \$ 247,961.00  
Total debt service for transmission lines,  
water supply and treatment..... \$ 630,822.00

Rate for Water District No. 11, Extension Nos.  
10 thru 51 and Charlton Water District based  
on aggregate full value of.....\$ 2,373,139,837.00

SECTION 3. The assessment roll for Water District No. 11 and Extension Nos. 10 thru 51 thereof, as mentioned above, shall be filed with the Clerk of the Town Board.

SECTION 4. This resolution takes effect immediately.

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

**Noes: None**

**Absent: Councilman Ramotar**

**Abstentions: None**

**Motion Carried**



Town Board decision on November 2, 2022.

Sponsored by: Sid Ramotar, Town Councilman  
Submitted by: Jason Cuthbert, Town Comptroller

**RESOLUTION NO. 201-2022**

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

**A RESOLUTION** approving preliminary Capital expense budget of **Sewer District No. 1** for the year 2023.

**BE IT RESOLVED AS FOLLOWS BY THE TOWN BOARD OF THE TOWN OF GLENVILLE, NEW YORK:**

SECTION 1. The Town Board of the Town of Glenville as Commissioners of Sewer District No. 1 hereby adopts the following capital expense budget of Sewer District No. 1 of the Town of Glenville for the calendar fiscal year 2023:

Appropriations:

Redemption of Bonded Debt	
on 06/01/23 of \$1,148,588	\$82,042.00
0% interest on \$1,148,588 in 2023	<u>0.00</u>
	\$82,042.00

Estimated Revenue:

Clifton Park equivalency charge	\$43,343.00
Appropriated Debt Reserve	<u>25,000.00</u>
	\$68,343.00

Amount to be raised on benefit plan	\$13,699.00
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SECTION 2. A proposed assessment roll shall be prepared for raising funds for the above preliminary capital expense budget of Sewer District No. 1 pursuant to the benefit unit basis set forth in the engineering plan for said sewer districts.

SECTION 3. Said benefit unit plan provides for the assignment of benefit units to each individual parcel of land based on engineering planning report.

Amount to be raised by benefit plan	\$13,699.00
Number of Benefit Units	228.00

Charge per Benefit Unit \$60.0833

Annual Charge Per Single  
Family Residence \$60.08

SECTION 4. The proposed assessment roll for Sewer District No. 1 shall be prepared and the appropriate extensions made thereon pursuant to this resolution and such proposed assessment roll and estimate of income and expenditures shall be filed with the Clerk of the Town Board.

SECTION 5. This resolution takes effect immediately.

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

**Noes: None**

**Absent: Councilman Ramotar**

**Abstentions: None**

**Motion Carried**

Town Board decision on November 2, 2022.

Sponsored by: Sid Ramotar, Town Councilman  
Submitted by: Jason Cuthbert, Town Comptroller

### **RESOLUTION NO. 202-2022**

**Moved by: Councilman Martin**

**Seconded by: Councilwoman Wierzbowski**

**A RESOLUTION** approving a preliminary Capital expense budget of the **Sewer District No. 2** for the year 2023.

**BE IT RESOLVED AS FOLLOWS BY THE TOWN BOARD OF THE TOWN OF GLENVILLE, NEW YORK:**

SECTION 1. The Town Board of the Town of Glenville as Commissioners of the Sewer District No. 2 hereby adopts the following capital expense budget of Sewer District No. 2 of the Town of Glenville for the calendar fiscal year 2023:

Appropriations:

Redemption of Bonded Debt

on 12/01/23 of \$177,000	\$43,200.00
Interest payments on \$177,000 in 2023	<u>3,878.00</u>
	\$47,078.00

<u>Estimated Revenue:</u>	
Appropriated Debt Reserve	<u>\$35,000.00</u>

Amount to be raised on benefit plan	\$12,078.00
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SECTION 2. A proposed assessment roll shall be prepared for raising funds for the above preliminary capital expense budget of Sewer District No. 2 pursuant to the benefit unit basis set forth in the engineering plan for said sewer districts.

SECTION 3. Said benefit unit plan provides for the assignment of one (1) benefit unit for each 1,000 gallons of water used.

Amount to be raised by benefit plan	\$12,078.00
Estimated Number of Benefit Units	153,752.63
Estimated Charge Per Benefit Unit	\$0.078555

Estimated Annual Charge Per Single Family Residence (40 benefit units)	\$3.14
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SECTION 4. The proposed assessment roll for Sewer District No. 2 shall be prepared and the appropriate extensions made thereon pursuant to this resolution and such proposed assessment roll and estimate of income and expenditures shall be filed with the Clerk of the Town Board.

SECTION 5. This resolution takes effect immediately.

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

**Noes: None**

**Absent: Councilman Ramotar**

**Abstentions: None**

**Motion Carried**

Town Board decision on November 2, 2022.

Sponsored by:	Sid Ramotar, Town Councilman
Submitted by:	Jason Cuthbert, Town Comptroller

## **RESOLUTION NO. 203-2022**

**Moved by: Councilman Martin**

**Seconded by: Councilman Godlewski**

**A RESOLUTION** approving a preliminary capital expense budget of **Sewer District No. 9** and **Extension No. 7** for the year 2023.

### **BE IT RESOLVED AS FOLLOWS BY THE TOWN BOARD OF THE TOWN OF GLENVILLE, NEW YORK:**

SECTION 1. The Town Board of the Town of Glenville as Commissioners of Sewer District No. 9 and Extension No. 7 hereby adopts the following preliminary capital expense budget of Sewer District No. 9 and Extension No. 7 of the Town of Glenville for the calendar fiscal year 2023.

#### **Appropriations, Sewer District No. 9:**

Redemption of Bonded Debt	
on 04/01/2023 of \$1,860,000.....	\$ 155,000.00
Interest on Bond Note	
due 04/01/2023 and 10/01/2023.....	\$ 10,410.00
Administration fee on Bond Note due 05/15/2023.....	<u>\$ 3,100.00</u>
	\$ 168,510.00

#### **Estimated Revenue, Sewer District No. 9:**

Appropriated Debt Reserve .....	\$ <u>90,000.00</u>
Amount to be raised on benefit plan .....	\$ 78,510.00

#### **Appropriations, Extension No. 7:**

Redemption of bond anticipation note (BAN)	
on 03/17/2023 of \$142,500.....	\$ 13,000.00
BAN interest due on 03/17/2023 on \$142,500.....	\$ 1,393.00
Charges of Paying Agents and miscellaneous expenses in connection with payment of principal and interest	<u>\$ 677.00</u>
Amount to be raised on benefit plan .....	\$ 15,070.00

SECTION 2. A proposed assessment roll shall be prepared for raising funds for the above preliminary capital expense budget of Sewer No. 9 pursuant to the benefit unit basis

set forth in the engineering plan for said sewer district.

Amount to be raised by benefit plan	\$ 78,510.00
Number of Benefit Units	13,490.00
Charge Per Benefit Unit	\$ 5.819867

SECTION 3. A proposed assessment roll shall be prepared for raising funds for the above preliminary capital expense budget of Sewer District No. 9, Extension No. 7 pursuant to the benefit unit basis set forth in the engineering plan for said sewer extension, said benefit unit plan providing for the assignment of one (1) benefit unit to each individual parcel of land.

<u>Extension No. 7</u>	
Amount to be raised by benefit plan	\$ 15,070.00
Number of Benefit Units	19
Charge Per Benefit Unit	\$ 793.16

SECTION 4. The proposed assessment roll for Sewer District No. 9 and Extension No. 7 shall be prepared and the appropriate extensions made thereon pursuant to this resolution and such proposed assessment roll and the estimate of income and expenditures shall be filed with the Clerk of the Town Board.

SECTION 5. This resolution takes effect immediately.

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

**Noes: None**

**Absent: Councilman Ramotar**

**Abstentions: None**

**Motion Carried**

Town Board decision on November 2, 2022.

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

**RESOLUTION NO. 204-2022**

**Moved by: Councilman Martin**

**Seconded by: Councilman Godlewski**

**A RESOLUTION adopting the assessment rolls for Water District No. 11 and Extension Nos. 10 through 51 of the**

Town of Glenville, Schenectady County, New York for the year  
2023

**WHEREAS**, on November 2, 2022 the Town Board of the Town of Glenville adopted a preliminary capital expense budget for Water District No. 11 and Extension Nos. 10 through 51 of the Town of Glenville; and

**WHEREAS**, assessment rolls have been prepared by the Water Commissioners of Water District No. 11 and Extension Nos. 10 through 51, Town of Glenville, Schenectady County, New York based upon said preliminary capital expense budget for and in connection with said Water Districts; and

**WHEREAS**, said assessment rolls were completed and filed in the office of the Town Clerk of said Town on June 1, 2022; and

**WHEREAS**, due notice of the completion of said assessment rolls and of the time and place when and where this Town Board would meet to hear and to consider any objections that might be made to said rolls was duly given by the Town Clerk by the publication of due notice thereof in The Daily Gazette, a newspaper published in the County of Schenectady and circulated in the Town of Glenville, and this Town Board duly met at the time and place specified and a hearing was duly had upon said assessment rolls;

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS BY THE TOWN BOARD OF THE TOWN OF GLENVILLE, NEW YORK:**

SECTION 1. Said assessment rolls are hereby approved, affirmed and adopted by the Town Board.

SECTION 2. This resolution takes effect immediately.

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

**Noes: None**

**Absent: Councilman Ramotar**

**Abstentions: None**

**Motion Carried**

Town Board decision on November 2, 2022.

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

**RESOLUTION NO. 205-2022**

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

**A RESOLUTION** adopting the assessment roll for **Sewer District No. 1** of the Town of Glenville, Schenectady County, New York for the year 2023

**WHEREAS**, on November 2, 2022 the Town Board of the Town of Glenville adopted a preliminary capital expense budget for Sewer District No. 1 of the Town of Glenville; and

**WHEREAS**, assessment rolls have been prepared by the Sewer Commissioners of Sewer District No. 1, Town of Glenville, Schenectady County, New York based upon said preliminary capital expense budget for and in connection with said Sewer Districts; and

**WHEREAS**, said assessment rolls were completed and filed in the office of the Town Clerk of said Town on June 1, 2022; and

**WHEREAS**, due notice of the completion of said assessment rolls and of the time and place when and where this Town Board would meet to hear and to consider any objections that might be made to said rolls was duly given by the Town Clerk by the publication of due notice thereof in The Daily Gazette, a newspaper published in the County of Schenectady and circulated in the Town of Glenville, and this Town Board duly met at the time and place specified and a hearing was duly had upon said assessment rolls;

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS BY THE TOWN BOARD OF THE TOWN OF GLENVILLE, NEW YORK:**

SECTION 1. Said assessment rolls are hereby approved, affirmed and adopted by the Town Board.

SECTION 2. This resolution takes effect immediately.

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

**Noes: None**

**Absent: Councilman Ramotar**

**Abstentions: None**

## **Motion Carried**

Town Board decision on November 2, 2022.

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

### **RESOLUTION NO. 206-2022**

**Moved by: Councilman Godlewski**

**Seconded by: Councilwoman Wierzbowski**

**A RESOLUTION** adopting the assessment roll for **Sewer District No. 2** of the Town of Glenville, Schenectady County, New York for the year 2023

**WHEREAS**, on November 2, 2022 the Town Board of the Town of Glenville adopted a preliminary capital expense budget for Sewer District No. 2 of the Town of Glenville; and

**WHEREAS**, assessment rolls have been prepared by the Sewer Commissioners of Sewer District No. 2, Town of Glenville, Schenectady County, New York based upon said preliminary capital expense budget for and in connection with said Sewer Districts; and

**WHEREAS**, said assessment rolls were completed and filed in the office of the Town Clerk of said Town on June 1, 2022; and

**WHEREAS**, due notice of the completion of said assessment rolls and of the time and place when and where this Town Board would meet to hear and to consider any objections that might be made to said rolls was duly given by the Town Clerk by the publication of due notice thereof in The Daily Gazette, a newspaper published in the County of Schenectady and circulated in the Town of Glenville, and this Town Board duly met at the time and place specified and a hearing was duly had upon said assessment rolls;

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS BY THE TOWN BOARD OF THE TOWN OF GLENVILLE, NEW YORK:**

SECTION 1. Said assessment rolls are hereby approved, affirmed and adopted by the Town Board.

SECTION 2. This resolution takes effect immediately.



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

**Noes: None**

**Absent: Councilman Ramotar**

**Abstentions: None**

**Motion Carried**

Town Board decision on November 2, 2022.

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

**RESOLUTION NO. 207-2022**

**Moved by: Councilman Godlewski**

**Seconded by: Councilwoman Wierzbowski**

**A RESOLUTION** adopting the assessment rolls for **Sewer District No. 9 and Extension No. 7** of the Town of Glenville, Schenectady County, New York for the year 2023

**WHEREAS**, on November 2, 2022 the Town Board of the Town of Glenville adopted a preliminary capital expense budget for Sewer District No. 9 and Extension No. 7 of the Town of Glenville; and

**WHEREAS**, assessment rolls have been prepared by the Sewer Commissioners of Sewer District No. 9 and Extension No. 7, Town of Glenville, Schenectady County, New York based upon said preliminary capital expense budget for and in connection with said Sewer Districts; and

**WHEREAS**, said assessment rolls were completed and filed in the office of the Town Clerk of said Town on June 1, 2022; and

**WHEREAS**, due notice of the completion of said assessment rolls and of the time and place when and where this Town Board would meet to hear and to consider any objections that might be made to said rolls was duly given by the Town Clerk by the publication of due notice thereof in The Daily Gazette, a newspaper published in the County of Schenectady and circulated in the Town of Glenville, and this Town Board duly met at the time and place specified and a hearing was duly had upon said assessment rolls;

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS BY THE TOWN**

**BOARD OF THE TOWN OF GLENVILLE, NEW YORK:**

SECTION 1. Said assessment rolls are hereby approved, affirmed and adopted by the Town Board.

SECTION 2. This resolution takes effect immediately.

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

**Noes: None**

**Absent: Councilman Ramotar**

**Abstentions: None**

**Motion Carried**

Town Board decision on November 2, 2022.

Sponsored by: Christopher A. Koetzle, Town Supervisor

Submitted by: Julie Davenport, Town Clerk

**RESOLUTION NO. 208-2022**

**Moved by: Councilman Godlewski**

**Seconded by: Councilman Martin**

**BE IT RESOLVED**, that the minutes of the Town Board meeting held on October 19, 2022 are hereby approved and accepted as entered.

**Ayes: Councilmen Godlewski, Martin and Supervisor Koetzle**

**Noes: None**

**Absent: Councilman Ramotar**

**Abstentions: Councilwoman Wierzbowski**

**Motion Carried**

Town Board decision on November 2, 2022.

Sponsored by: James M. Martin, Councilmember

Submitted by: Christopher Koetzle, Town Supervisor

**RESOLUTION NO. 209-2022**

**Moved by: Councilman Martin**

**Seconded by: Councilwoman Wierzbowski**

**WHEREAS**, the Town of Glenville, New York, celebrates our local small businesses and the contributions they make to our local economy and community; and

**WHEREAS**, according to the United States Small Business Administration, there are 32.5 million small businesses in the United States, small businesses represent 99.7% of firms with paid employees, small businesses are responsible for 62% of net new jobs created since 1995, and small businesses employ 46.8% of the employees in the private sector in the United States; and

**WHEREAS**, 79% of consumers understand the importance of supporting the small businesses in their community on Small Business Saturday®, 70% report the day makes them want to encourage others to Shop Small®, independently owned retailers, and 66% report that the day makes them want to Shop Small all year long; and

**WHEREAS**, 58% of shoppers reported they shopped online with a small business and 54% reported they dined or ordered takeout from a small restaurant, bar, or café on Small Business Saturday in 2021; and

**WHEREAS**, the Town of Glenville, New York supports our local businesses that create jobs, boost our local economy, and preserve our communities; and

**WHEREAS**, advocacy groups, as well as public and private organizations, across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Glenville hereby proclaims November 26, 2022 as Small Business Saturday and urge the residents of our community, and communities across the country, to support small businesses and merchants on Small Business Saturday and throughout the year.

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

**Noes: None**

**Absent: Councilman Ramotar**

**Abstentions: None**

### **Motion Carried**

Town Board decision on November 2, 2022.

Supervisor took time to acknowledge Pat Aragosa, Receiver of Taxes, for his 11 years of service to the Town.

Councilwoman Wierzbowski also took time to recognize Pat and his work here at the Town. Stating Pat fundamentally improved the office of Receiver of Taxes. He automated much of the collection process and devised efficient ways for our residents to pay their taxes through COVID. He and his staff really stepped up and they ensured that our Tax Rolls were complete, ensured that the revenue was collected properly,

accounted for properly with the challenges that we faced. Pat and I spoke the other day and he did comment to me that although this is bittersweet for him to be leaving, sad to be leaving, he leaves with a real sense of accomplishment and I'm very happy that he was with us all this time and that his work here is able to afford him that sense of satisfaction in his job, that you don't hear that a lot. I just wanted to publicly acknowledge that.

Councilman Martin also shared what a good job Pat has done and he thanked him for his service.

Councilman Godlewski also said he's known Pat for a long time and he learned a lot from him. He also wishes him well and thanks him for everything he's done for him and the Town. He congratulates him on his retirement and wishes him well.

Sponsored by: Christopher Koetzle, Town Supervisor  
Submitted by: Patrick Aragosa, Receiver of Taxes

### **RESOLUTION NO. 210-2022**

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

**WHEREAS**, there currently exists a vacancy in the position of Deputy Receiver of Taxes; and

**WHEREAS**, the Town of Glenville advertisement for the position resulted in several applicants for the position; and

**WHEREAS**, the Town Supervisor and Receiver of Taxes comprised the Town committee which conducted interviews to fill the vacancy; and

**WHEREAS**, the interview committee recommends that Janet Davignon be appointed to the position based upon her extensive experience with the New York State Department of Financial Services;

**NOW THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Glenville hereby appoints Janet Davignon of Summit, New York to the position of Deputy Receiver of Taxes effective November 14, 2022, at a starting rate for such title of \$28.00 per hour.

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

**Noes: None**  
**Absent: Councilman Ramotar**  
**Abstentions: None**

**Motion Carried**

Town Board decision on November 2, 2022.

All Town Board members welcomed Tony to the Town.

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

**RESOLUTION NO. 211-2022**

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

**WHEREAS**, there currently exists a vacancy in the position of Director of Planning; and

**WHEREAS**, this management position will supervise the Economic Development & Planning Department and the Building Department, and may also serve as Stormwater Management Officer and Zoning Administrator for the Town of Glenville; and

**WHEREAS**, widespread advertisements for the position yielded numerous applicants; and

**WHEREAS**, the Town Supervisor and Director of Human Services served as an interview committee for selected candidates; and

**WHEREAS**, the interview committee determined that Anthony Tozzi, with a municipal government career which includes 10 years of service as the Building and Planning Director of the Town of Malta and multiple years in planning positions for the cities of Troy, Schenectady, and Saratoga Springs, possesses the necessary experience, education, demeanor, and tact to best fill the vacant position;

**NOW THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Glenville hereby provisionally appoints Anthony Tozzi, 13 Berkshire Drive, Albany, New York to the position of Director of Planning, effective November 14, 2022, at a salary of \$85,000; and

**BE IT FURTHER RESOLVED**, that Mr. Tozzi shall receive two days of vacation leave upon appointment and, every January 1 thereafter, 15 days of vacation leave and four days of personal leave, with all other management benefits as determined by the Town of Glenville Employee Personnel Manual.

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

**Noes: None**

**Absent: Councilman Ramotar**

**Abstentions: None**

**Motion Carried**

Town Board decision on November 2, 2022.

All Town Board members welcomed Cassidy to the Town.

Councilwoman Wierzbowski: I just want to say one thing Chris. I think it's important to thank Julie (Davenport) for all of her work over the past year. She has really stepped into and blossomed in her role as Town Clerk. She works extremely hard and it's not unusual for us to get emails on a Sunday evening, when she's home sending out resolutions and agendas and all manner of communication. I just feel like Julie, you just really embrace the role and I just want to take a moment to recognize the fact that you were the Deputy Town Clerk for six years and I had no doubt that she would be a fantastic Town Clerk. I think that your department the way it's grown and changed over the last year in a positive way. I just want to make sure everybody knows that.

Councilman Godlewski: I would echo the sentiments. We've done a great job and thank you for all your work. Welcome Cassidy.

Councilman Martin: Especially because you've been doing both roles for a while this will give you some added help.

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

**RESOLUTION NO. 212-2022**

**Moved by: Councilwoman Wierzbowski**

**Seconded by: Councilman Godlewski**

**WHEREAS**, there currently exists a vacancy in the position of Deputy Town Clerk; and

**WHEREAS**, the Town of Glenville advertisement for the position resulted in several applicants for the position; and

**WHEREAS**, the Town Supervisor and Town Clerk comprised the Town committee which conducted interviews to fill the vacancy; and

**WHEREAS**, the interview team recommends that Cassidy Monfils be appointed to the position based upon her previous municipal government experience; and

**WHEREAS**, during collection periods for the Receiver of Taxes, the Deputy Town Clerk is sometimes assigned to assist in collections as a Deputy Receiver of Taxes;

**NOW THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Glenville hereby appoints Cassidy Monfils, 20 Surrey Road, Glenville, New York to the positions of Deputy Town Clerk and Deputy Receiver of Taxes effective November 14, 2022, at an annual salary of \$45,913 and management benefits as determined by the Town of Glenville Employee Personnel Manual.

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

**Noes: None**

**Absent: Councilman Ramotar**

**Abstentions: None**

**Motion Carried**

Town Board decision on November 2, 2022.

All Town Board members thank and welcome Charlie for stepping forward to serve on the committee.

Sponsored by: James Martin, Town Councilman

Submitted by: Courtney Heinel, Attorney

**RESOLUTION NO. 213-2022**

**Moved by: Councilman Martin**

**Seconded by: Councilwoman Wierzbowski**

**WHEREAS**, a vacancy currently exists on the Town of Glenville Zoning Board of Appeals due to a resignation; and

**WHEREAS**, Town Law provides that in the event of such vacancies, the Town Board is empowered to appoint town residents to serve for the remainder of the unexpired terms; and

**WHEREAS**, the Town Board has maintained a list of candidates qualified to serve the Town well in different capacities; and

**WHEREAS**, members of the Town Board and staff have recommended

Charlie Beers to fill the vacancy on the Zoning Board of Appeals; and

**WHEREAS**, Mr. Beers has expressed his interest and willingness to serve as a member of the Zoning Board of Appeals and is qualified by employment and experience as an engineer and firefighter;

**NOW THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Glenville hereby appoints Charlie Beers of Glenville, New York to the position of Member of the Town of Glenville Zoning Board of Appeals to a term of office commencing November 2, 2022 and ending December 31, 2027.

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

**Noes: None**

**Absent: Councilman Ramotar**

**Abstentions: None**

**Motion Carried**

Town Board decision on November 2, 2022.

**New Business:**

**Councilman Godlewski:** No new business.

**Councilwoman Wierzbowski:** I wanted to mention one thing, the Fire Training Center subcommittee of the Town of Chiefs of Glenville, we have been meeting regularly. We've had three meetings so far will be having one next week. We think we're just about to the point where we're ready to start talking about site plans and things like that. They were trying to get a consensus out of town chiefs last week, so hopefully after next week's meeting we'll be able to tentatively start talking about site plan. They have a good idea of what they think they want to do and hopefully move that project forward.

**Supervisor Koetzle:** Good, we will be looping Tony and Craig into that. Administering the grant for that through DASNI it's a DASNI grant, and that's in your department right now. Thank you, Councilwoman.

**Councilman Martin:** Just something really quick. Since they shifted their meeting night, it used to be the same night as our town board meeting nights. I'm going to attend the meeting of the Veterans Group that's planning the park tomorrow night. They shifted to the first Thursday, so I'm looking forward to helping out in any way that I can.

**Supervisor Koetzle:** I just want to set the Agenda for the Work Session for you folks. We'll have a work session next week. We actually have a couple items on it. First and



foremost, I want to thank Vicki for her hard work on writing that Park Master Plan.

We'll be discussing that master planning at the work session.

Councilman Godlewski is interested in bringing forward a proposed code, changes that ready for work session on Wednesday?

Councilman Godlewski replies yes, we can discuss it and the Supervisor asked him to briefly explain the proposal.

"It fills an existing gap in State Law that deals with commercial child care providers and their ability to administer child care in a commercial setting when they have had their own children removed from their custody through Family Court. I can give you more specifics and kind of move cause behind it. There isn't, I don't think we have, the text of a law to formulate the general discussion about how people feel".

**Earl Redding Attorney for the Town:** Mike and I have discussed it. Mike has provided me some materials and we started looking at it in terms of local law where we fit in within the current code, if it would be an amendment or would be a new addition to it.

**Supervisor Koetzle** continues: The third item potentially, if it's ready and we're not sure. is the possible the personnel manual rewrite. If it's not ready it could go into December. It's not, but we're just not sure if it's there. Yet it's just in review right now.

**Councilman Martin:** Just one final thing, with all the hiring going on, I want to thank Vicki (Hillis). I know it's very hard and there are so many positions, applications and resumes, they all go to her first. I participated at the very end for the finalists and that's a lot of work to go through that with so many openings and bringing forces to find candidates. Just thanks for all that.

**Supervisor Koetzle** makes motion to adjourn,

Moved: Councilman Martin

Seconded: Councilman Godlewski

All in favor

Meeting is adjourned at 7:46 PM.

ATTEST:

Julie Davenport

Julie Davenport

Town Clerk



