

**MEETING OF THE TOWN BOARD  
TOWN OF GLENVILLE  
September 20, 2023  
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, Julie Davenport, to call the roll.

**Present:** Supervisor Christopher A. Koetzle, Councilman James M Martin, Councilman Robert Kirkham Jr., Councilwoman Amanda Barone.

**Absent:** Councilman Ramotar

**Also Present:** Jeffrey A. Siegel - Attorney for the Town, Jason Cuthbert- Comptroller, Vicki Hillis - Director of Human Services, Anthony Tozzi- Director of Planning, Craig D'Allaird - Commissioner of Public Works.

**Town Council Reports:**

**Councilman Kirkham: No report**

**Councilwoman Barone: No report**

**Councilman Martin: No report**

**Public Hearing Open 7:02, Closed 7:05, No one spoke at the Public Hearing.**

**Public Hearing at 7:00 or as soon thereafter to hear all persons interested in the proposed Local Law to impose an Interim or Temporary Suspension on the Review, Approval, and/or Issuance of all Permits for or relating to Hotels or Motels to the Code of the Town of Glenville.**

**Privilege of the Floor: Open 7:03 PM Closed 7:08 PM**

**Privilege of the Floor:** Anthony Stone of 1345 Washout Road, Glenville New York. Anthony spoke about his concern regarding building permits and zoning regulations. He is working on a project, a building, and due to the strict rules, he cannot complete it the way he would like to. He feels the zoning rules need to be relooked at especially for rural homes.

**No Supervisors Comments to the Board**

Sponsored by: Christopher A. Koetzle, Town Supervisor

Submitted by: Jeffrey A. Siegel, Attorney for the Town

**RESOLUTION NO. 178-2023**

**Moved by: Councilman Martin**

**Seconded by: Councilwoman Barone**

**WHEREAS**, the Town has determined that it will be under pressure for the development of new hotels and motels because of the variety of community attractions within and close to the Town, as well as the potential for a sudden influx of asylum seekers and other migrant populations, as recently experienced by neighboring towns and cities; and

**WHEREAS**, the Town is concerned that a sudden, significant, and unplanned population increase would make it challenging for the Town to provide required services and education, resulting in hardships for both the new Town residents and current Town residents; and

**WHEREAS**, the Town desires to maintain the status quo on a temporary basis while the Town conducts studies to review and consider amendments to those parts of the Town of Glenville's zoning legislation and comprehensive plan pertaining to hotels and motels in the Town; and

**WHEREAS**, proposed Local Law No. 5 of 2023 titled "A Local Law to Impose an Interim or Temporary Suspension of the Review, Approval and/or Issuance of all Permits for or Relating to Hotels or Motels" has been made available for inspection by the public; and

**WHEREAS**, the Town Clerk, published notice of a public hearing in the Daily Gazette on September 10, 2023, and held a public hearing pursuant to the notice on September 20, 2023 at 7:00 p.m. at the Town of Glenville Municipal Center, 18 Glenridge Road, Glenville, New York 12302, and accepted comments and input from the public;

**NOW, THEREFORE, IT IS RESOLVED** that, after due deliberation, Local Law No. 5 of 2023 is hereby adopted, and the Town Clerk is directed to give due notice of the adoption of Local Law No. 5 to the Secretary of State, and to take all other actions necessary and required to confirm the enactment of Local Law No. 5 of 2023; and

**BE IT FURTHER RESOLVED** that Local Law No. 5 of 2023 be added to and inserted as Attachment 9 to Chapter 270 of the Town of Glenville Town Code.

**Ayes: Councilmen Martin, Kirkham, Councilwoman Barone and Supervisor Koetzle**

**Noes: None**

**Absent: Councilman Ramotar**

**Abstention: None**

**Motion Carried**

## **Town Board Decision on September 20, 2023**

Sponsored by: Christopher A. Koetzle, Town Supervisor

Submitted by: Jeffrey A. Siegel, Attorney for the Town

### **RESOLUTION NO. 179-2023**

**Moved by: Councilwoman Barone**

**Seconded by: Councilman Kirkham**

**WHEREAS**, the New York State Department of Transportation approved a project for the Scotia-Glenville Mohawk-Hudson Bike-Hike Trail Reconstruction, awarding \$445,489 grant funding allocated from the 2019 Environmental Protection Fund's Local Waterfront Redevelopment Program, contract number C1001643, and CFA number 93492, with a total project amount of \$593,986, which amount includes \$148,497 of matching funding from the Town of Glenville; and

**WHEREAS**, the original location and scope of this project was the design and construction of improvements to the Scotia-Glenville's Hudson-Mohawk Bike-Hike Trail approximately 1.3 miles along the north shore of the Mohawk River, primarily located between Schonowee Avenue (Village of Scotia) and Freemans Bridge Road (Town of Glenville), along an existing National Grid easement, to implement improvements to stormwater drainage, directional and interpretive signage, parking, trail-widening and repaving in order to meet ADA standards;; and

**WHEREAS**, upon completion, the trail will be a 4-mile recreation loop around the Mohawk River from Freemans Bridge to the Western Gateway Bridge, creating more connectivity to the New York State Empire Trail network and a new amenity for residents and visitors to the County; and

**WHEREAS**, the scope of this project has expanded to further widen the trail in order to provide National Grid maintenance vehicles access to transmission lines, which increased the total project cost to \$854,960; and

**WHEREAS**, the Town of Glenville has received competitive bids for the project, with the lowest qualified bid submitted by Carver Construction in the amount of \$802,145, and soft costs have been estimated at \$54,815, raising the project cost to \$854,960; and

**WHEREAS**, the Schenectady Metroplex Development Authority has awarded a \$225,000 grant to the Town in order to assist in the financing of this project and ensure its successful implementation; and

**WHEREAS**, a grant agreement between Schenectady Metroplex Development Authority and the Town has been presented by the Schenectady Metroplex Development Authority and reviewed by the Town ("Metroplex Grant Agreement");

**NOW, THEREFORE**, it is hereby:

**RESOLVED**, that the Town Board hereby accepts the grant financing awarded by Schenectady Metroplex Development Authority; and it is further

**RESOLVED**, that the Town Supervisor is authorized to execute the Metroplex Grant Agreement and the Town of Glenville is authorized to take any other actions necessary to complete and perform the Metroplex Grant Agreement; and it is further

**RESOLVED**, that the Town of Glenville shall contribute its required share of the cost of the project in the amount of \$191,960.

**Ayes: Councilmen Martin, Kirkham, Councilwoman Barone and Supervisor Koetzle**  
**Noes: None**  
**Absent: Councilman Ramotar**  
**Abstention: None**

**Motion Carried**

**Town Board Decision on September 20, 2023**

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

**RESOLUTION NO. 180-2023**

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

**WHEREAS**, Beth Kissinger's term on the Board of Assessment Review expires on September 30<sup>th</sup>, 2023 and has requested to be re-appointed,

**NOW, THEREFORE, BE IT RESOLVED** that Beth Kissinger, 2649 Ridge Road, Glenville, NY 12302 is hereby re-appointed to the Town of Glenville's Board of Assessment Review for a term of five years according to Chapter 193 of the Real Property Tax Law of 1986, commencing October 1, 2023 and expiring September 30, 2028; and

**BE IT FURTHER RESOLVED** that the Board of Assessment Review members be compensated as follows: \$100.00 per person per day for Grievance Day and \$25.00 per person per hour for sessions following Grievance Day.

**Ayes: Councilmen Martin, Kirkham, Councilwoman Barone and Supervisor Koetzle**  
**Noes: None**  
**Absent: Councilman Ramotar**  
**Abstention: None**

**Motion Carried**

**Town Board Decision on September 20, 2023**

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

**RESOLUTION NO. 181-2023**

**Moved by: Councilman Kirkham**  
**Seconded by: Councilwoman Barone**

**BE IT RESOLVED**, that the minutes of the Regular Town Board meeting held on September 6, 2023 are hereby approved and accepted as entered.

**Ayes: Councilmen Martin, Kirkham, Councilwoman Barone and Supervisor Koetzle**  
**Noes: None**  
**Absent: Councilman Ramotar**  
**Abstention: None**

**Motion Carried**

**Town Board Decision on September 20, 2023**

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

**RESOLUTION NO. 182-2023**

**Moved by: Councilman Kirkham**  
**Seconded by: Councilwoman Barone**

**BE IT RESOLVED** that the **Monthly Departmental Reports** for August, 2023 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: Councilmen Martin, Kirkham, Councilwoman Barone and Supervisor Koetzle**  
**Noes: None**  
**Absent: Councilman Ramotar**  
**Abstention: None**

**Motion Carried**

**Town Board Decision on September 20, 2023**

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

**RESOLUTION NO. 183-2023**

**Moved by: Councilman Kirkham**  
**Seconded by: Councilwoman Barone**

**WHEREAS**, Scotia-Glenville High School participates in a program titled the “Pre-Vocational Experience Program”, the goal of which is to provide students with educational opportunities in a community workplace setting, and

**WHEREAS**, the Glenville Senior Center affords students such an educational opportunity in the form of an unpaid internship experience, and

**WHEREAS**, in order to comply with Federal and State Labor Department and NYS Education Department laws and regulations a memorandum of agreement that satisfies such requirements has been developed by the Scotia Glenville School District.

**NOW, THEREFORE, BE IT RESOLVED**, that the Supervisor of the Town of Glenville is hereby authorized to sign a Memorandum of Agreement between the Scotia Glenville School District and the Town of Glenville (attached) to participate in the “Pre-Vocational Experience Program” thereby affording an unpaid internship experience to a specified high school student while satisfying all local, state and federal legal requirements.

**Ayes: Councilmen Martin, Kirkham, Councilwoman Barone and Supervisor Koetzle**

**Noes: None**

**Absent: Councilman Ramotar**

**Abstention: None**

**Motion Carried**

**Town Board Decision on September 20, 2023**

Sponsored by: Christopher A. Koetzle, Town Supervisor  
Submitted by: Jeffrey A. Siegel, Attorney for the Town

**RESOLUTION NO. 184-2023**

**Moved by: Councilwoman Barone**  
**Seconded by: Councilman Kirkham**

**WHEREAS**, the Town of Glenville was awarded a \$273,788, grant NBRC222GNY11, from the Northern Border Regional Council (NBRC) to assist with expenses for water main infrastructure improvements; and

**WHEREAS**, these funds may be used for water main improvements projected to be undertaken within the Glenville Business and Technology Park; and

**WHEREAS**, grant guidelines require that a Local Development District grant coordination consultant be engaged by the Town of Glenville to provide guidance to ensure grant monitoring and related actions are completed in compliance with the grant agreement, and

**WHEREAS**, the Capital District Regional Planning Commission (CDRPC) has submitted a proposal to provide these services at a cost not to exceed \$5,475; and

**WHEREAS**, the cost for this service is eligible for full reimbursement from the NBRC grant funding; and

**WHEREAS**, CDRPC has provided similar services to other local municipalities awarded funds from the NBRC; and

**NOW, THEREFORE**, it is hereby:

**RESOLVED**, that the Town Supervisor is authorized to sign and take any other actions necessary to execute the proposed agreement.

**Ayes: Councilmen Martin, Kirkham, Councilwoman Barone and Supervisor Koetzle**

**Noes: None**

**Absent: Councilman Ramotar**

**Abstention: None**

**Motion Carried**

**Town Board Decision on September 20, 2023**

**Sponsored by Christopher A. Koetzle, Town Supervisor**

**Submitted by Jeffrey A. Siegel, Attorney for the Town**

**RESOLUTION NO. 185-2023**

**Moved by: Councilwoman Barone**  
**Seconded by: Councilman Kirkham**

**WHEREAS**, the Town is committed to providing clean drinking water to its residents; and

**WHEREAS**, the Town is concerned that its water may contain levels of per- and polyfluoroalkyl substances (“PFAS”), even though those levels are currently below the standards requiring immediate remediation; and

**WHEREAS**, the Town desires to identify parties responsible for PFAS contamination and to take reasonable steps to recover from those parties the costs for the treatment and remediation of any such contamination; and

**WHEREAS**, LAW OFFICE OF ROBERT KING, PLLC and STAG LIUZZA, L.L.C. have assembled a team of qualified and experienced attorneys (the “Firms”) who have joined together to assist public entities like the Town that face the challenges posed by PFAS contamination; and

**WHEREAS**, the Town Board has determined it to be in the best interests of the Town and its residents to retain the Firms and to enter into a retainer agreement (“Retainer Agreement”) with the Firms in order to engage the Firms to pursue any claims the Town may have related to PFAS, including the commencement of or participation in litigation; and

**WHEREAS**, the Retainer Agreement provides that the Firms will be paid on a contingency fee basis of 25% if a trial is not scheduled, and one-third if a trial is scheduled, with additional fees for expenses and appeals if any, all as more particularly set forth in the Retainer Agreement; and

**WHEREAS**, the Town desires to authorize the execution of the Retainer Agreement with the Firms;

**NOW THEREFORE, BE IT RESOLVED**, that the Town Supervisor is hereby authorized to execute and deliver the Retainer Agreement, and to take all actions necessary or required in connection therewith, including but not limited to authorizing the commencement of litigation in name of the Town.

**Ayes: Councilmen Martin, Kirkham, Councilwoman Barone and Supervisor Koetzle**

**Noes: None**

**Absent: Councilman Ramotar**

**Abstention: None**

**Motion Carried**

### **Town Board Decision on September 20, 2023**

Discussion regarding the new Town Hall Proposals.

It was discussed at the work session last week the Town Board consensus is that the Board feels the New Town Hall should stay at its current site, 18 Glenridge Road. There are three ideas being presented;

1. Renovating the current Town Hall.
2. Building a new building on the property where the old historic center is and using the current building for the courts and police department.
3. Building a new Town Hall, Court and Police Department and use the old building for something else.



The Supervisor shared there is a study regarding the current Town Hall as well as a survey on the current property and should be complete in 30-60 days. All the Town Board members agreed there needs to be more detail going forward and all members want to see a cost comparison for all proposals.

**New Business:**

Councilman Kirkham: No new business

Councilwoman Barone: No new business

Councilman Martin: Reminded everyone that Oktoberfest is coming up on September 30, at Maalwyck Park and we need volunteers. He also shared the microenterprise program is going well.

Supervisor Koetzle: Thanked all the staff for their hard work on all the grants the town has received and also shared the Alplaus Sidewalk Project is moving forward.

Supervisor Koetzle made a motion to adjourn the meeting.

Motion: Councilman Martin

Second: Councilwoman Barone

Everyone being in favor, the meeting was adjourned at 7:36 PM

For a complete recording of the meeting use the link below;  
<https://www.youtube.com/watch?v=wkS1OmL5o24>

ATTEST:

*Julie Davenport*

Town Clerk

