

MEETING OF THE TOWN BOARD  
TOWN OF GLENVILLE  
AUGUST 15, 2018  
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 John C. Pytlovany, Michael Aragosa, Michael R. Godlewski and Councilwoman Gina M. Wierzbowski

**Absent:** None

Also present were Michael Cuevas, Attorney for the Town; Jason Cuthbert, Comptroller

Town Council Reports:

Councilman Godlewski – “Just a reminder of Thursday in the Park that is ongoing, tomorrow night is a Dixieland band and next Thursday is “Date Night at the Park” and there is a resolution on tonight’s agenda regarding that. The last Thursday in the Park will be a kid’s movie. That’s exciting and it continues to grow.

I attended the recent Park Planning meeting. We continue to go over what our priorities are looking towards a park’s master plan. We left that meeting with the understanding that Ms. Hillis would be emailing all of us and we would be rating different ideas for the various parks around town to get a better understanding of what the top priorities are. Lastly I attended the Zoning Revision Committee meeting we met with Planning for Places who will be doing some consultant work with us. We all have an idea based on their model, the Complete Streets project that they put together for us as to what we want Freemans Bridge Road to look like. Now we are working the back end of that and trying to organize our zoning code to ensure that we reach that design result. We did have some discussion about the solar law that was adopted in December to see if there’s some room, there are some people in West Glenville advocating for a modification to that to essentially allow ground mounted solar in West Glenville. The strongest counter argument being that ground mounted solar kind of disrupts the beauty and scenery in West Glenville. We are still kind of in the early stages as a society on solar so we are going to look at other municipality’s codes and see if we can maybe find something as far as setbacks, some level of tree cover to insure that we protect the beauty out in West Glenville.”

Councilwoman Wierzbowski – “West Glenville is having their second annual Westfest on September 22<sup>nd</sup> from 2:00 to 9:00.”

Councilman Aragosa – “I met with the building and planning departments just to get a sense of their plans moving forward. The building department told me that there are a couple of projects that are getting started in terms of C2 Tile, which is on Airport Road and is a good project for the town. The Aldi project is moving along. There was a small issue with them working at hours that were undesirable and the building department was able to get that straightened out.”

No one wished to exercise the privilege of the floor

Supervisor Koetzle shared the following information:

Our CFA applications are in. We applied for five things, one is the Bike/Hike Trail from Freemans Bridge Road to Schonowee Avenue along the river. We feel that is a strong application. It has been in before, it’s come close before. We think we have got to the point where folks now see the value in that and how it connects to Maxon Road bike path. We are hoping that comes in for us. We also put in for the Maalwyck Park

expansion program which is the opportunity to purchase, what we call the Richard Lewis property. He has offered the purchase of his property which would add thirty-five acres or so to Maalwyck. If we can purchase it there is park expansion money in the CFA this year so we could apply for that money. We put into the CFA the Yates restoration program where we are looking for more funding. We have done well raising money so far but obviously we have a ways to go. The two smaller ones are the Micro-enterprise loan we talked about when we passed the resolution last week for our small businesses and then a vac-truck for our highway department to purchase. Those are all in and we will know something in November if we get approval for any of them it would come in 2019.

We are waiting on our permit from DOT to start the demolition of the back part of the Yates Mansion that was put on in the 1990's that has no value. SHIPPO has been through the building and has deemed it to be not protected and they actually say it should go to restore it back to where it was. After that we will have a bid out for stripping the bathrooms, the kitchens and basically bringing the structure back to the original walls. Those two things should be done this fall and that will put us in the position to start now coming back with the restoration.

The famous sidewalks on Glenridge Road, which has taken a long time, phase I was awarded. Phase I will take us to the History Center and Phase II is going out to bid, hopefully, to beat the season. We would like to get in to this construction season, it is a little tight but we do have still one property owner that we have a counter offer on.

I met with the Scotia-Glenville School District. You are probably all aware of the very dangerous situation where the kids have to walk between the Middle School and the High School. The problem is that has held that up for years is that we don't own that sidewalk, it really is not a sidewalk it is just a bunch of poles, and we only own the road. So the folks that own the building on one side of the road also own the property on the other side of the road. I was able to set up a meeting between Metroplex, the school district and the town and we have come to an agreement where Metroplex is going to try to purchase that piece of the property from the building owners. The Town is going to work on putting a black pathway not a sidewalk and then the school district is going to maintain it. So we are working on that right now but it is contingent on getting control of those little pieces of property on that side of the road.

Thursday in the Park, as Councilman Godlewski mentioned, and I feel it has been a very successful season so far this year. We had sixty-five at the first event and over eighty at the second. People are saying they appreciate it and it is growing.

On the parks, I had a meeting with the Scotia-Glenville Lacrosse team who is interested in taking the place where Burnt Hills Soccer was in Indian Meadows. So Burnt Hills Soccer has merged with Scotia-Glenville and they have moved to Maalwyck Park. We are trying to get more lacrosse teams to use the fields in Indian Meadows.

On budget, as you know, you got the memo. Just want to mention a few things in the memo for the public. Every year it is a challenge, it's never going to be without a challenge. Our tax cap will be 2% this year. That equates to about \$180,000. So \$180,000 in new allowable levy is the tax cap. We do have a slight carry over so we could go above the 2% and still stay within the tax cap with the present carry over but right now let's just say we are at the 2% so we will have a discussion on that whether we want to go over the cap or not. Some of the challenges, as you know, increased labor costs. The town is growing and so do our labor needs. We put on an additional police officer, we have a proposal coming in 2019 to put on a second officer starting in July just like we did in 2018. We also added a third staff member in the building department, we hired an additional employee in the water and sewer department and we created a new director of human services position which is fulltime. Each of these positions are needed and necessary. The cost to fill these positions exceeds \$250,000 and our tax cap is \$180,000 that challenge number 1. Additionally my 2019 budget will propose additional new staffing for parks in particular. The Board has for many years talked about starting to invest in our parks department. We have found that trying to keep up in the parks has over taxes the highway department and other things are not getting done. So with the new dog park and all the expansions in Maalwyck Park it makes sense that we dedicate labors to those

parks. That is going to provide another challenge. I also believe we need to look at additional resources in our planning department but the two folks there are overwhelmed with grant administration. This is something we need to contemplate in this budget. I believe we have to look at some increase for our town historian operations which is now \$1,500 a year. But we have to start making that investment, not all at once, but we have to start building towards a more professional historian's office. The increased benefit costs, as you know, compounds every year, based on what we are seeing in our health insurance premiums alone we estimate our health care to increase by, somewhere between \$120,000 and \$150,000 so that will really consume most of the cap. All of that other stuff I talked about, we have to figure that out. In 2019 we hit a milestone, town residents will pay over 4 million dollars to provide benefits to 130 town retirees. That should cause us all to kind of pause a moment, that's a lot of money. I think we have to figure out how we manage that going forward. Another challenge, it won't surprise the board, talk about flat revenue, I won't get into it too much but we have had virtually zero sales tax revenue from 2004 to 2020. We can't face all of these challenges that I just talked about without revenue that should be shared fairly with towns and other municipalities in the county.

Supervisor Koetzle moved ahead with the agenda items.

**RESOLUTION NO. 137-2018**

**RESOLUTION AUTHORIZING THE SUBMITTAL OF A NEW YORK STATE  
CONSOLIDATED FUNDING APPLICATION (CFA) TO THE NEW YORK STATE  
DEPARTMENT OF STATE (DOS) FOR FUNDING TO RECONSTRUCT THE SCOTIA-  
GLENVILLE PORTION OF THE MOHAWK-HUDSON BIKE-HIKE TRAIL**

**Moved by:** Councilwoman Wierzbowski

**Seconded by:** Councilman Pytlovany

**WHEREAS**, the Town of Glenville (herein after "the Town" or "Town") is planning to reconstruct the Scotia-Glenville portion of the Mohawk-Hudson Bike-Hike Trail in an effort to provide recreational opportunities, enhance the economy, provide alternative means of transportation, revitalize the Mohawk River waterfront, and promote human health community character, and quality of life for residents, businesses and visitors to Scotia-Glenville, Schenectady County and the Capital Region, and

**WHEREAS**, the New York State Department of State is providing funding under the 2018 Consolidated Funding Application (CFA) process through the Environmental Protection Fund -Local Waterfront Revitalization Program for qualified projects that focus on construction of land and water-based trails to create physical linkages between community centers, waterways, parks, open spaces, businesses, and historic, scenic and cultural sites, and

**WHEREAS**, it is estimated that the total project cost to reconstruct the Scotia-Glenville portion of the Mohawk-Hudson Bike-Hike trail would be approximately \$625,908; and

**WHEREAS**, New York State Department of State requires that an applicant leverage additional resources, including a minimum of 25% of the total project cost in matching funds, and

**WHEREAS**, the Town of Glenville agrees to contribute 25% of the total project cost in the form of a 14.5% monetary contribution (\$90,795 local cash match) and in-kind services valued at \$65,682;

**NOW THEREFORE BE IT RESOLVED**, that the Glenville Town Board hereby authorizes the Town Supervisor to file a 2018 Consolidated Funding Application for funds from the New York State Department of State in the amount of \$469,431 to reconstruct the Scotia-Glenville portion of the Mohawk-Hudson Bike-Hike Trail, and upon approval of said funding request, to execute a project grant agreement with NYS for such financial assistance; and

**BE IT FURTHER RESOLVED**, that the Glenville Town Board hereby authorizes the Town Supervisor to undertake any and all necessary steps to accomplish the intent of this resolution.

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

**Noes:** None

**Absent:** None

**Abstention:** None

**Motion Carried**

**RESOLUTION NO. 138-2018**

**Moved by:** Councilwoman Wierzbowski

**Seconded by:** Councilman Pytlovany

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

**WHEREAS**, the 2018 adopted budget included appropriations to purchase two vehicles for the highway department, one of which, a 2019 Chevrolet Silverado Chevrolet 2500 HD Crew Cab 4x4 long box, was approved for purchase by Town Board Resolution #120-2018; and

**WHEREAS**, the Commissioner of Public Works now advises that departmental needs would be best served by purchasing a second 2019 Chevrolet Silverado Chevrolet 2500 HD Crew Cab 4x4 long box; and

**WHEREAS**, the vendor, Cappellino Chevrolet, 9000 Boston State Road, Boston, New York, which was the low bidder under NYS Office of General Services (OGS) mini bid #18050079, state contract #PC66898, that resulted in the purchase of the first vehicle will honor that same bid price of \$30,795.68, including delivery, for a second identical vehicle;

**NOW, THEREFORE, BE IT RESOLVED**, that the Commissioner of Public Works is hereby authorized to purchase a second 2019 Chevrolet Silverado Chevrolet 2500 HD Crew Cab 4x4 long box at a cost not to exceed \$30,800 with the expense for said vehicle charged to account DB-000-5130-2000 as included in the 2018 adopted budget.

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

**Noes:** None

**Absent:** None

**Abstentions:** None

**Motion Carried**

**RESOLUTION NO. 139-2018**

**Moved by:** Councilwoman Wierzbowski

**Seconded by:** Councilman Pytlovany

**WHEREAS**, the Commissioner of Public Works advises the Town Board that the Town is in need of a new snowplow system on a 2015 Chevrolet Silverado 3500 utilized for plowing parking lots, Town-owned facilities, and other similarly sized areas; and

**WHEREAS**, the Commissioner of Public Works further advises that the JJAG WING snowplow system manufactured and installed by sole source provider MDI

Truck, 50 Chase Street Ext, Auburn, New York, would best meet departmental needs; and

**WHEREAS**, the 2018 adopted budget includes the necessary appropriations of six thousand two hundred seventy dollars (\$6,270) for this purchase;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Glenville hereby authorizes the Commissioner of Public Works to contract with MDI Truck, 50 Chase Street Ext, Auburn, New York for the purchase and installation of one JJAG WING snowplow system for a total sum not to exceed six thousand two hundred seventy dollars (\$6,270) with the expense for said purchase charged to account DB-000-5130-2000 as included in the 2018 adopted budget.

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

**Noes:** None

**Absent:** None

**Abstentions:** None

**Motion Carried**

**RESOLUTION NO. 140-2018**

**Moved by:** Councilwoman Wierzbowski

**Seconded by:** Councilman Pytlovany

**WHEREAS**, a written petition has been presented to and filed with the Town Clerk of the Town of Glenville requesting an extension to Sewer District No.9 of the Town of Glenville be established to include real property described by section, block and lot number in the petition and consisting of one parcel located 3 Horstman Drive in the Town of Glenville; and

**WHEREAS**, a map, plan and report was previously filed in the office of the Town Clerk of the Town of Glenville with respect to the Extension to Sewer District No. 9 down Horstman Drive which anticipated lateral connections such as the one now proposed; and

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Glenville hereby adopts the following order:

**ORDER**

1. A petition to add an Extension to Sewer District No. 9 from an existing manhole in Horstman Drive has been filed with the Town Clerk on or about August 3, 2018.
2. The real property to be included in the extension is described by section, block and lot number as identified on the Schenectady County Real Property Tax Service Agency Tax Map as: 30.10. -1-16.
3. The improvements proposed are the installation of a lateral connection to the main of approximately 50 feet for one individual service connection at 3 Horstman Drive.
4. The amount proposed to be expended for the extension is approximately \$5,000.00 to be borne entirely by the property owner/developer.
5. No portion of the cost this extension will be attributable to Sewer District No.9.
6. The estimated annual cost to the typical property is:
  - a. District debt service: \$ 69.22
  - b. O & M: \$.453.24
7. The prior map, plan and report describing the extension of Sewer District No. 9 down Horstman Drive is on file in the Town Clerk's Office and may be inspected by members of the public.
8. The proposed financing method to be employed in the construction of this

connection in this sewer district extension is private financing by the developer.

**NOW, THEREFORE BE IT RESOLVED** that the Town Board of the Town of Glenville will hold a public hearing on the petition to establish this extension to Sewer District No. 9 on September 5, 2018 at 7:00 PM or as soon thereafter as the matter can be reached, at the Glenville Municipal Center at 18 Glenridge Road, Glenville, New York to hear all persons interested in the establishment of this extension to the sewer district; and

**BE IT FURTHER RESOLVED** that a copy of this order certified by the Town Clerk shall be published at least once in the official newspaper of the Town and that said publication be not less than ten nor more than twenty days before the September 5, 2018 public hearing date.

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

**Motion Carried**

**RESOLUTION NO. 141-2018**

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

**WHEREAS,** a written petition has been presented to and filed with the Town Clerk of the Town of Glenville requesting an extension to Water District No.11 of the Town of Glenville be established to include real property described by section, block and lot number in the petition and consisting of one parcel located at 12 Van Buren Lane in the Town of Glenville; and

**WHEREAS,** a map, plan and report by Nolan Engineering dated July 16, 2018 was filed with the petition and describes the extension as an addition of one service lateral to the water main in Pump House Road;

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Glenville hereby adopts the following order:

**ORDER**

1. A petition to add an Extension to Water District No. 11 from an existing water line in the right of way of Pump House Road to 12 Van Buren Lane has been filed with the Town Clerk on or about August 3, 2018.
2. The real property to be included in the extension is described by section, block and lot number as identified on the Schenectady County Real Property Tax Service Agency Tax Map as: 28.8-2-7.
3. The improvements proposed are the installation of a service lateral connection to the water main of approximately 100 feet for an individual service connection along the route described in "1" as indicated above.
4. The amount proposed to be expended for the extension is approximately \$2000.00 to be borne entirely by the developer.
5. No portion of the cost this extension will be attributable to Water District No.11.
6. The estimated annual cost to the typical property is:
  - a. District: \$53.73
  - b. O & M: \$84.90
7. The requirement for a map, plan and report describing the extension has been met by the filing of the report of Nolan Engineering PLLC dated July 16, 2018 which describes the additional lateral connections

8. The proposed financing method to be employed in the construction of this connection in this Water district extension is private financing by the developer.

**NOW, THEREFORE BE IT RESOLVED** that the Town Board of the Town of Glenville will hold a public hearing on the petition to establish this extension to Water District No. 11 on September 5, 2018 at 7:00 PM or as soon thereafter as the matter can be reached, at the Glenville Municipal Center at 18 Glenridge Road, Glenville, New York to hear all persons interested in the establishment of this extension to the Water district; and

**BE IT FURTHER RESOLVED** that a copy of this order certified by the Town Clerk shall be published at least once in the official newspaper of the Town and that said publication be not less than ten nor more than twenty days before the September 5, 2018 public hearing date.

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

**Motion Carried**

**RESOLUTION NO. 142-2018**

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

**WHEREAS,** Glenville Town Code Chapter 195-14 B (5) prohibits various activities pertaining to alcohol use or consumption in town parks, and

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

**WHEREAS,** as part of the Town's "Thursday in the Park" series, the Town has requested that Wolf Hollow Brewing and food vendors apply for permits to sell beer and food at the August 23, 2018 event in order to attract greater attendance; and

**WHEREAS,** the Schenectady County GOP has applied for a Park Use Permit to conduct a Family Fun Day at Indian Meadows Park which includes sale of food (under the requirements of a Schenectady County Environmental Health permit) and sale of beer/ale by Wolf Hollow Brewing Company, and

**WHEREAS,** the Town of Glenville and the Glenville Business and Professional Association will co-host the Annual Glenville Oktoberfest in Maalwyck Park on September 29, 2018 which includes sale of food (under the requirements of a Schenectady County Environmental Health permit) and sale of beer/ale by outside vendors, and

**WHEREAS,** the Town has permitted alcohol use and consumption and the sale of food in town parks for special events, and

**WHEREAS,** Wolf Hollow Brewing and the food vendors will comply with the permit and insurance requirements set in the Town Code; the GPBA and the Oktoberfest vendors have otherwise satisfied the permit and insurance requirements for the Oktoberfest event and the Schenectady County GOP has otherwise satisfied all necessary provisions of the park permit process including fees and insurance requirements,

**NOW, THEREFORE, BE IT RESOLVED,** that the Town Board of the Town of Glenville hereby waives Town Code Chapters 195-14 B 5 and 195-16 for the

sale of food and alcoholic beverages proposed for Thursday in the Park on August 23, 2018, the Schenectady County GOP's Family Fun Day at Indian Meadows Park on September 16<sup>th</sup>, 2018 and for the Oktoberfest to be held in Maalwyck Park on September 29, 2018 and approves the permits for the aforementioned events.

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

**Motion Carried**

**RESOLUTION NO. 143-2018**

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

**WHEREAS**, two vacancies currently exist on the Town of Glenville Zoning Board of Appeals; 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 Resolution appointing Beth Kissinger, 2649 Ridge Road, Glenville, NY and Juliano Febo, 140 Horstman Drive, Glenville, NY to fill the vacancies on the Zoning Board of Appeals; and

**WHEREAS**, Ms. Kissinger and Mr. Febo have expressed their interest and willingness to serve as members of the Zoning Board of Appeals and are qualified by Ms. Kissinger's prior service to the Town and Mr. Febo's enrollment in law school;

**NOW THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Glenville hereby appoints Beth Kissinger, 2649 Ridge Road, Glenville, New York to the position of Member of the Town of Glenville Zoning Board of Appeals to a term of office commencing August 16, 2018 and ending December 31, 2020 and hereby appoints Juliano Febo, 140 Horstman Drive, Glenville, NY to the position of Member of the Town of Glenville Zoning Board of Appeals to a term of office commencing August 16, 2018 and ending December 31, 2019.

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

**Motion Carried**

**RESOLUTION NO. 144-2018**

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

**BE IT RESOLVED** that the **Monthly Departmental Reports** for July, 2018 as received from the following:

Assessors Department



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

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

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

### **Motion Carried**

### **New Business**

Supervisor Koetzle – “Just a reminder that we go back to our regular schedule in September. So our Town Board Meeting will be on September 5<sup>th</sup>, work session on the 12<sup>th</sup>, and the next meeting on the 19<sup>th</sup>.

Also on September 11<sup>th</sup> the ceremony will be held at the Lighthouse as it has for the past ten years at 5:00 PM.”

The Primary Election will be held on September 13<sup>th</sup> this year which is a Thursday due to September 11<sup>th</sup> falling on a Tuesday.”

Supervisor Koetzle asked for a motion to adjourn; motion to adjourn; Moved by Councilman Pytlovany; Seconded by Councilwoman Wierzbowski, everyone being in favor the meeting was adjourned at 7:35 PM.

ATTEST:

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Linda C. Neals  
Town Clerk