

MEETING OF THE TOWN BOARD
TOWN OF GLENVILLE
FEBRUARY 19, 2020
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 James M. Martin

Also present were Earl T. Redding, Attorney for the Town; Jason Cuthbert, Comptroller and Melissa Cherubino, Director of Community Development

Town Council Reports:

Councilman Godlewski – “I joined the Trail Walk on Saturday along with the Supervisor, Deputy Supervisor. It was well attended and a fun event. It promotes the use of our trail system which I think is fantastic.”

Councilwoman Wierzbowski – “I would echo Councilman Godlewski’s comments. I had a really nice time at the Trail Walk. It was pretty frigid so we moved at a brisk clip.

I believe that all of the fire departments within the Town of Glenville have completed their installation banquets and I would like to offer congratulations and best wishes to the newly inducted Chief Officers. On the 27th I will be meeting most of them at the next Town Chief’s Meeting.”

Supervisor Koetzle – “Item No. 5 on the agenda is a public hearing regarding the proposed local law to add a new Section 270-XXX, “Freemans Bridge Zoning District” with accompanying guidelines and zoning map amendments to the Code of the Town of Glenville.”

Supervisor Koetzle opened the public at 7:04 PM

Melissa Cherubino, Director of Community Development – “The purpose of it was tri-fold. You have an area that has a number of zoning districts and they even overlapped. One parcel might have several districts on it. The second purpose was to streamline what the uses were for that area and third was to make it pedestrian friendly so when we put in the multi-use path along Freemans Bridge Road the buildings will match in scale and approachability for bikes and pedestrians.”

Supervisor Koetzle – “I think the point of the zoning change is to get more in line with the Comprehensive Plan, with the Freemans Bridge Road Master Plan and to try to encourage more of a mixed use. Less maybe retail and more onto entertainment/residential district.”

Sue Booth-Binczik, 391 Green Corners Road – “I thought that there would be a map for people to look at to see what you are doing with it. I don’t know but from my understanding from my previous position on the Glenville Environmental Conservation Commission was that part of what was done in the rezoning was that areas that had previously been zoned as conservation areas in and around wetlands that conservation status was being removed so they are effectively being treated as everything else and potentially being opened for development as part of this new zoning district. I object to that if that is what is going on. That bothers me and I don’t see any good reason or explanation for doing that.”

Supervisor Koetzle – “It is my understanding that yes, this zone will be placed over all of the different zones currently there, one of them being conservation but the ones on Freemans Bridge Road that are in the conservation zone are wetlands exclusively. It’s kind of a duplicative zoning where we can’t develop on the wetlands anyway so having that conservation zone is really irrelevant because you are already protected by the wetlands. We didn’t understand why it would make more sense to carve out more zones out of this new zone district because the goal was to make it one unified district. So they are protected by the wetlands anyway, that conservation zoned area that you saw previously. It’s still protected land.”

Ms. Booth-Binczik – “It’s protected by state law but no longer protected by the Town of Glenville. I guess I still don’t see...essentially it would be a few clicks of the GIS to clip out another layer and leave those designations as conservation areas intact.”

Supervisor Koetzle – “If it were that easy then at some point we could probably do it but it would require us to go back to square one to go through the public hearing again and another six (6) months down the road for no reason because it is already protected by wetland.”

No one else wished to speak; Supervisor Koetzle closed the public hearing at 7:08 PM

Supervisor Koetzle – “Item No. 6 on the agenda is a public hearing regarding a proposed local law to amend the Parking Section 170-73, “Parking” of the Code of the Town of Glenville.”

Supervisor Koetzle opened the public hearing at 7:09 PM.

Melissa Cherubino, Director of Community Development – “The parking amendment is to clarify the streamline we had broken out parking down to how many holes of golf you were actually playing so we just thought shrinking it down would make sense.”

No one else wished to speak; Supervisor Koetzle closed the public hearing at 7:10 PM.

No one wished to exercise the Privilege of the Floor.

Supervisor Koetzle shared the following information:

One of the things I talked about in January I’m going to do one meeting a

month is talk about our history. February's focus is the Police Department.

A lot of folks really think the police department started in 1968 and officially it did start in 1968 but the Glenville Police Department actually dates back to the 30's as volunteers. We had an auxiliary police force here in the town. The first Chief, who was not named chief until 1945, a part-time chief named William Groat. During the 40's our police department was known as the Glenville Civil Defense Department during WWII. After the war the Glenville Police Department evolved into what was called the Glenville Special Police Unit of Sheriff's Department in 1950. At that time that was the nucleus of the twenty-man department formed in 1968. We had twenty people serving this town in the 1950's. Today we have twenty-four. Now people say you haven't grown that much you had about thirty thousand because our population explosion was like most suburbs was after the war with the GI's coming home, GE growing so we grew in the 1940's and 1950's. We had roughly thirty thousand people back then and we have thirty thousand people today. Some people say well that makes sense but as we look through the history records at the History Center, in 1977 they reported 6,000 calls today we get our reports from the Chief we have over 18,000 calls, three times the amount of calls they received in 1977 and almost the same manpower. So Chief Groat served in the capacity of police chief until 1950. He was quickly dismissed by the Glenville Town Board at the time for what they said was health reasons. He did pass away shortly after that. After Groat's dismissal Chief Pritchard was hired as the first full-time police officer. He was on the police force since 1951 and by the time he was chief we only had two police cars we just started our twenty-four-hour continuous patrol in 1968. After Pritchard retired in 1975 William Przyblek was named chief after him was Chief Purdy. During Chief Purdy's time from 1978 to 2004, when Chief Purdy took over in 1978 our police department budget was \$296,000, today it is two million. So, we have seen growth in calls, we have seen growth in a lot of things. Chief Purdy retired in 2004, Dan Boyle was hired in 2005 and left by 2006. Mike Ranalli was hired in 2006 as the departments fifth chief and today as of 2016 we have Chief Steve Janik.

Today our twenty-four-member force is responsible for over 18,000 calls, the Village has an additional thirteen members serving Scotia and as I said our department has about a two-million-dollar budget.

In March, we will be reporting on the fire services which we are researching now and will tell you why they have that tower over in the Glenville Hill Fire Department.

Bulk pick up is set, Tammy and I and Dana met with County Waste. Zone One is going to start on March 22nd. Each zone will be one week. Zone Two will start on March 29th and Zone Three on April 5th.

We did settle on the work session schedule, part of our celebrate 200 we are going to take our work sessions into the community. April 8th we will be at the Dutch Reform Church in Scotia; June 10th we will be at the West Glenville Church in the Hamlet of West Glenville; July 8th we will be at the Alplaus Fire Department in the Hamlet of Alplaus and October 14th we will be at Beukendaal Fire Department.

Vicki, Melissa and I also had an opportunity to meet with the History Committee. They are really pushing on the 200-tree initiative. We will be planting trees in all of our parks and on all of our properties as well. We will gift to each fire department and each school a bi-centennial tree. We will go to the Department of Environmental Conservation (DEC) and buy one to two footers for Anderson Park and Maalwyck Park and

then we will offer one-hundred trees to our residents to buy.

Just a quick update on my time at the Association of Towns Conference. The theme was "Keep Government Local" New York is a Home Rule State, let's keep it that way. There is a lot of attacks on Home Rule going on right now. There were some specific things that we took a lot of time talking about.

One is cannabis. If cannabis is going to be legalized, which it probably is, there are some best practices across the nation out of the fourteen states that did it and there are some worse practices and unfortunately our state is going down the worse practice road. Right now they are fighting over revenue amongst themselves. One of the things we want to make sure we are advocating for is if it does pass local rule should come into play and right now local government doesn't have the opportunity to opt out of the law if they wanted to. For example, in Colorado the local boards all had to approve cannabis in their community. There are some towns just like there are dry towns in NYS with alcohol, there are some towns opted not to get into it. NYS does not allow that right now. Secondly there is no provision for local governments to share the revenue. Many of the states allow for the local governments a portion of the revenue because a lot of the impact is on the local level so it's not just about a cash grab by the state government in some of these states it's about making sure the local government has some revenue too. Currently that's not in the proposal.

The second one is kind of a small matter you would think but again it is an erosion of Home Rule. E-scooter and e-bikes, they are looking at allowing e-scooter and e-bikes to be allowed in communities but they are giving all of the control to the counties not the local governments. So, a county can opt out wholly or they can allow it wholly but the local government can't have a say in it. The revenue from those e-scooters and e-bikes all go to the county. So, the state government is really starting to strangle local governments as far as revenue is concerned.

The third issue is small wireless 5G. 5G is being rolled out, they look like pizza boxes, they put them on top of telephone poles. The FCC issued an order that capped the revenue that the local government can get, they exempted it from zoning, everything is exempt from local control. They can come in and pretty much do whatever they please by the FCC order. The order is currently being litigated and it looks like it is going to get overturned but our great State of New York decided to put in a budget bill to exempt local governments from any control over the 5G implementation. Their rationale is that they are trying to solidify and state well what the state has already ordered. They know well enough that that could get overturned so, even if it gets overturned in the budget we will have no control over this and we will have no ability to get anymore revenue off of what the state says we can potentially get. We see that as an erosion of local control.

The fourth issue is very quiet but very troubling for local control but it's in the budget bill. One thing we are starting to see is the Governor is using the budget process to implement policy so, these things are not debated on the floor. Just like the so-called criminal justice reform, nothing is debated. It could not pass in the light of day in a debate on the floor but it gets put in the budget and that is how he is getting all of this through. There is a proposal in the budget that would allow for a county-wide municipal court system. If the county decided to suck up the local courts the county can so do that. It's in the budget bill and people are not familiar or not even aware, it is very silent right now. What you start to see is local control leaving your community and going to a higher government. Your case is

being judicated by people who are not from your community. That was not the intent of what local courts are.

Lastly revenue came up. AIM what we now call AIM the inceptor program remains where the state is no longer giving us AIM. AIM used to be called revenue share because that is what it is. Now they call it AIM and they make you think it's something other than your right to that revenue. The argument was sales tax is generated from a local level, it ought to stay largely on a local level. The state has sucked that up and now what they are doing they are making the counties share it through what they call the AIM Interceptor Program where the state takes the internet sales tax increases uses that to give to the municipalities for their AIM. What they are not doing is they are not telling us what they are collecting in internet sales tax. So, we don't know if the money is there or not there. Counties don't know if the money is there or not there. But argument is this, If you are going to use the internet sales tax dollars to provide AIM funding in municipalities then we ought to have our proportion our percentage of that increased as sales tax revenue increases. One thing we know about sales tax, unless you artificially keep it low it grows. There is no growth even though the model is now based on sales tax as revenue.

We had a lot of discussion about CHIPS, extreme weather money has been taken out of the budget so we are going to see a \$35,000 hit to our paving budget."

Councilwoman Wierzbowski – "Thank you very much for going to that meeting. You do a great job representing us and I know that over the years you have worked your way up through that organization and it is your voice that has often times been a leader on different issues. Thank you for going and for being such an advocate for all of the towns in NYS.

Going back to the cannabis. NYS has a spending problem, we don't have a revenue problem and in my opinion when you are looking to drugs to close budget holes that is a problem and that is going to impact every single community in our state, I believe in a negative way on a number of different levels. For them to be passing bills like this in the budget is indicative of a much larger problem that our state government has. They hide behind these budget bills that are often called the big ugly because they are just so ugly they just include all of these different issues and things that should be talked about. Things like cannabis should be discussed, there should be much more public voice added to these types of issues. The AIM money, that is ridiculous. I don't know actually which version of the bill passed of the sales tax revenue, the original bill that was out there was based upon companies who had one hundred million dollars in sales every year and had an actual physical location in the state. So, that's where the money was supposed to come from but I'm not quite sure which one made it into the budget. It is literally a sentence in the budget and it doesn't define any of it and that is part of the problem that we have is that these bills are not well defined and they are just implemented in one big conglomeration of a budget and I agree with you it's not a good way to govern. I am glad that our board is very transparent and I am glad that we try to get issues out there to the residents and hear what people have to say. I think we have some good practices that we do on our own just because that's what we think is the right thing to do. It's very troubling to me to see this process unfold here year after year and essentially we are losing our voice, it's very troubling."

Supervisor Koetzle – "And to that point on cannabis, Lieutenant Hochul addressed the delegation and in her comments, I was actually stunned by this as well, her

rational for why we need to pass this legalize cannabis is “well we are being surrounded and so our people are going to Massachusetts and Canada so why don’t we keep that revenue here”, so it is clearly about revenue. This isn’t a health issue; this isn’t a safety issue this isn’t any other issue except they see those dollars leaving the state and they need them. That’s dangerous.”

Councilwoman Wierzbowski – “That’s a very slippery slope for our government to go down when you are doing things like that. It is astonishing to me when you really start to think about the impact that will have on every single local community and I don’t think it is going to be a good one either.”

Supervisor Koetzle moved ahead with the agenda.

RESOLUTION NO. 64-2020

Moved by: Councilwoman Wierzbowski

Seconded by: Councilman Godlewski

WHEREAS, a need exists in the Police Department for the position of police officer due to the retirement of one budgeted position as of January 11, 2020; and

WHEREAS, Tyler Paluba is a Schenectady Police Officer who graduated from the Zone 5 Law Enforcement Academy in January of this year and was hired off the certified list from Schenectady County Civil Service; and

WHEREAS, an Interview Committee consisting of elected, town and police officials met with potential candidates in May 2019, conducted interviews and made its recommendation; and

WHEREAS, Tyler Paluba was one of the two candidates recommended by the committee to fill one opening in the police department; and

WHEREAS, Tyler Paluba would be considered as a lateral transfer from the Schenectady Police Department contingent upon approval of the Schenectady County Civil Service Commission meeting on February 20, 2020; and

WHEREAS, the Chief of Police concurs with the recommendation of the interview committee; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board does hereby approve the appointment of Tyler Paluba, 11 Kile Drive, Glenville NY 12302 to the position of Police Officer in the Glenville Police Department, with an effective date of Thursday, March 5, 2020; and

BE IT FURTHER RESOLVED, that the compensation and benefits for Tyler Paluba be as set forth in the current P.B.A. Contract as a first-year officer upon his hire and as a second-year officer effective July 9, 2020; and

BE IT STILL FURTHER RESOLVED, that the Town Clerk, on behalf of this Town Board, be and she hereby is authorized and directed to notify said officer of the aforementioned appointment.

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

Motion Carried

RESOLUTION NO. 65-2020

Moved by: Councilwoman Wierzbowski
Seconded by: Councilman Aragosa

WHEREAS, there are 6 Fire Districts located within the Town of Glenville, which each constitute a separate governmental entity; and

WHEREAS, the Fire Districts are subject to Town of Glenville Zoning Laws; and

WHEREAS, the Fire Districts desire to construct and operate LED signs on Fire District property in contravention of applicable Town Zoning Laws; and

WHEREAS, the Town of Glenville may balance the public interests to allow these separate governmental Fire District entities to construct and operate LED signs without proceeding through the planning board process; and

WHEREAS, at a duly constituted work session of the Town Board of the Town of Glenville on January 15, 2020, the Board heard from three different Fire Districts requesting that the Town of Glenville allow for the construction and operation of LED signs on their property without proceeding through the planning board process; and

WHEREAS, a scheduled public hearing was held on February 5, 2020 in order to receive public comment on the Town balancing the public interests rather than requiring the Fire Districts to be subject to the unqualified application of the Town's Zoning Laws; and

WHEREAS, notice of the Public Hearing was provided to residents in accordance with New York State Law; and

WHEREAS, the Town Board did not receive any public comments made by residents at the Public Hearing; and

WHEREAS, the Town Board has evaluated, considered and discussed the comments made by residents at the Public Hearing; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Glenville met at the Glenville Municipal Center, 18 Glenridge Road, Glenville, New York on Wednesday, February 5, 2020 at 7:00 P.M., at which time it heard all persons

interested in the allowing of the Fire Districts to construct and operate LED signs without proceeding to the unqualified application of the planning board process; and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Glenville finds that allowing the Fire Districts to construct and operate LED signs on their property without the unqualified application of the Town's Zoning Laws to be in the public interest; and

BE IT FURTHER RESOLVED, , that the Town Board of the Town of Glenville hereby waives application of the Town Zoning Law prohibiting LED signs in the Fire Departments zoning district of the Town of Glenville; and

BE IT FURTHER RESOLVED, that the Fire District's must still apply for permits under Town Code §270-67; and

BE IT FURTHER RESOLVED, that the LED signs must be non-commercial in nature; and

BE IT FURTHER RESOLVED, that the LED signs must comply with the other requirements of Town Zoning law §270-70(D) including subsections 3-11.

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

Motion Carried

RESOLUTION NO. 66-2020

Moved by: Councilwoman Wierzbowski

Seconded by: Councilman Aragosa

WHEREAS, the Town of Glenville received an application for a proposed Storage Facility from the applicant to construct a new facility on Amsterdam Road at SBL#12.2-2-18; and

WHEREAS, the Town of Glenville passed the Storage Overlay District zoning code update after several public hearings which permits storage facilities in the district subject to Town Board and Planning Zoning Commission review and approval; and

WHEREAS, the Economic Development and Planning Department submitted a Full Environmental Assessment Form (FEAF) Part I, Part II and Part III to determine whether the preservation activities could result in any significant environmental impacts under the State Environmental Quality Review Act (SEQRA); and

WHEREAS, the Town Board finds the project meets the Unlisted standard as it neither rises to Type I nor Type II criteria listed in 6 CRR-NY §617.4 and .5 which necessitates closer scrutiny; and

WHEREAS, the Glenville Town Board reviewed the documents as part of a coordinated review, with the PZC, County, NYSDOT and NYSDEC; and

WHEREAS, the Town Board declares itself lead agency for SEQR purposes since involved agencies either relinquished the role or failed to respond during the requisite 30 day wait; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Glenville met at the Glenville Municipal Center, 18 Glenridge Road, Glenville, New York on Wednesday, February 19, 2020 at 7:00 P.M., and made the following findings with regard to SEQRA under TITLE 6. DEPARTMENT OF ENVIRONMENTAL CONSERVATION, CHAPTER VI. GENERAL REGULATIONS:

1. The proposed Storage Facility fits the character and existing zoning within the Highway Commercial corridor;
2. NYSDOT access exists;
3. Construction will take place in three phases over the course of two years.
Although the total phased site work and construction will take place over the course of two years, and the impact is moderate, the issue can be mitigated by limiting hours of construction per local code. The first phase involves site work, grading, installing stormwater facilities and constructing the first three self-storage structures. Phases two and three would involve installation of two self-storage buildings each. All work is contained to the site. Amsterdam Rd traffic count tops 12-15,000 daily. The total duration of construction is two years, well within the norm for commercial construction projects. Finally, the site is along a highway commercial zoning district, across the street from Bennet Trailers. Other commercial properties line the street as well. As a result, the overall impact in the given fact pattern appear mitigated through limited hours of operation.
4. Regarding archaeological significance of the site Hartgen completed a Phase IB Reconnaissance - soil borings - and determined no resources are located at areas of disturbance.
5. Proximity to NYSDEC wetlands as the proposal is within the Checkzone of a NYSDEC wetland with some discrepancy regarding wetland boundary. A delineation or jurisdictional letter will clarify the boundaries and DEC has been scheduled to provide the same Spring 2020.
6. The project visual elements are in character with the zoning district. Glare from lighting and aesthetics can be mitigated through design, style and color choices. A brown roof and tan walls would blend into the landscape during all seasons. The one-story structures would preserve the view-shed of surrounding natural landscapes. Downcast lighting and landscaping will buffer neighbors from glare.
7. Traffic is not a concern due to the low number of vehicles entering and existing the site as well as the opposite hours of use from rush hour and work day traffic.

8. The originally planned 24-hour service has been amended to require scheduling visitors who want to use the facility after 10pm and before 6am.

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

Motion Carried

RESOLUTION NO. 67-2020

Moved by: Councilman Godlewski
Seconded by: Councilwoman Wierzbowski

WHEREAS, the Town Board amended section 270-24.1 of the Code of the Town of Glenville to add a new sub-section C, "Storage Overlay District" in the Highway Commercial zone; and

WHEREAS, the intent of this section is to accommodate storage of automobiles associated with automobile dealerships, automobile towing operations and automobile rental operations and provide for self-storage. However, in accommodating such activities, it is the intent that there be no appreciable degradation of the character of the surrounding neighborhoods in which these activities occur; and

WHEREAS, the overlay district is a floating zone in the HC District with additional permitted uses (Storage of automobiles for automobile dealerships, automobile towing operations, automobile rental operations, and self-storage) permitted so long as the enumerated conditions are met; and

WHEREAS, the applicant has submitted drawings, a SEQR full environmental assessment form (FEAF), project narrative and application for approval of a storage facility at SBL#12.2-2-18 on Amsterdam Road; and

WHEREAS, the application is an Unlisted Action for SEQR purposes as it neither rises to a Type I Action under 6 CRR-NY §615.4 nor is it listed as a Type II Action in §617.5. Moreover, the proposed construction of seven (7) storage buildings is within a NYSDEC wetland check-zone requiring a jurisdictional notice, has the potential to impact visual aesthetics, will be constructed in three phases, and may be a site of archaeological sensitivity, thereby requiring closer scrutiny; and

WHEREAS, the application, SEQR full environmental assessment form (FEAF), project narrative, site plan have all been forwarded to all interested and involved agencies, namely Schenectady County, NYSDEC, NYSDOT and SHPO, the 30 days tolling on February 14th with no other entity seeking lead agency nor disputing the Town Board's claim to lead agency status; and

WHEREAS, the Town Board reviews such applications with regard to whether:

- [a] The uses proposed will not be detrimental to surrounding uses, but will have a beneficial effect, which could not be achieved in another district.
- [b] Land surrounding the proposed development can be planned in coordination with the proposed development and that it be compatible in use.
- [c] The proposed zoning change is in conformance with the general intent of this chapter and the Town of Glenville Comprehensive Plan.
- [d] The proposed location does not create any adverse visual impacts to surrounding uses; and

WHEREAS, the Town's Economic Development and Planning Department, has reviewed the application and finds that it meets the intent of the Storage Overlay District; and

WHEREAS, the Town Board of the Town of Glenville has reviewed the application;

NOW THEREFORE, BE IT RESOLVED that the Town Board of the Town of Glenville hereby approves the storage application for property located at SBL# 12.2-2-18 on Amsterdam Road; and

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

Motion Carried

RESOLUTION NO. 68-2020

Moved by: Councilwoman Wierzbowski
Seconded by: Councilman Godlewski

WHEREAS, the Town of Glenville received a proposed zoning code update from the Code Committee to create the Freemans Bridge Zoning District, the purpose of which is to create a walkable, mixed-use community in the interest of community and economic development; and

WHEREAS, Town conducted numerous studies of the Freeman's Bridge (FBR) Corridor, including an FBR Master Plan, FBR Complete Streets Plan and FBR Revitalization Plan that the proposed zoning code update will implement; and

WHEREAS, the Economic Development and Planning Department submitted a Full Environmental Assessment Form (FEAF) Part I and Part II to determine whether the preservation activities could result in any significant environmental impacts under the State Environmental Quality Review Act (SEQRA); and

WHEREAS, the Town Board finds the project meets Type I standards described in 6 CRR-NY §617.4(b)(2) which necessitates closer scrutiny for changes to

permitted uses that impact over 25 acres; and

WHEREAS, the Glenville Environmental Conservation Commission reviewed the documents as part of a coordinated review, making a provisional recommendation to declare a negative declaration to PZC and the Town Board; and

WHEREAS, the Town Board declares itself lead agency for SEQR purposes since involved agencies either relinquished the role or failed to respond during the requisite 30 day wait; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Glenville met at the Glenville Municipal Center, 18 Glenridge Road, Glenville, New York on Wednesday, February 19, 2020 at 7:00 P.M., and made a negative declaration for SEQR purposes based on the following findings with regard to SEQRA under TITLE 6. DEPARTMENT OF ENVIRONMENTAL CONSERVATION, CHAPTER VI. GENERAL REGULATIONS:

1. The proposed zoning code amendment fits the character and existing zoning within the Freemans' Bridge Road corridor;
2. The zone will not interfere with NYSDEC wetlands which will require review on a case by case basis;
3. NYSDOT access will be determined on a case by case basis; and
4. The proposed zoning code update will improve environmental considerations as it encourages alternative forms of transportation; compact redevelopment along already disturbed areas and pedestrian scale buildings which will improve the aesthetics of the corridor.

Ayes: Councilmen Aragona, Godlewski, Councilwoman Wierzbowski and Supervisor Koetzle

Noes: None

Absent: Councilman Martin

Abstentions: None

Motion Carried

RESOLUTION NO. 69-2020

Moved by: Councilman Godlewski

Seconded by: Councilwoman Wierzbowski

WHEREAS, the Town of Glenville is proposing an amendment through a local law that adds Freemans Bridge Zoning District to section 270-XXX of the Code of the Town of Glenville; and

WHEREAS, the intent of this section is to shape development consistent with the Comprehensive Plan, Freemans Bridge Master Plan and Freemans Bridge Complete Streets; and

WHEREAS, the Freemans Bridge Zoning District amendment was developed by the Town's Code Review Committee which had been charged with proposing amendments to the Town Code to effectuate the goals and objectives of the

Town's recently adopted Comprehensive Plan, FBR Master Plan and FBR Complete Streets Plan; and

WHEREAS, developing and approving the Comprehensive Plan, FBR Master Plan and FBR Complete Streets Plan was a long, thorough process, involving many meetings with town residents and other interested parties and subject to a thorough SEQR process; and

WHEREAS, the Town of Glenville Planning and Zoning Commission (PZC) has reviewed the amendment to the town's Zoning Law and has recommended that the Town Board approve such amendment; and

WHEREAS, the Glenville Town Board has determined that this zoning code amendment constitutes a "Type I Action" in accordance with 6 NYCRR Part 617.4(b)(2) of the State Environmental Quality Review Act in that it involves a change in permitted uses within the zoning code, across over 25 acres; and

WHEREAS, New York State Town Law and the Code of the Town of Glenville, require that the Town Board hold a public hearing, before a zoning code amendment or a local law may be adopted; and

WHEREAS, the Town Board of the Town of Glenville held a public hearing with respect to the zoning map amendment and adoption of said Local Law on Wednesday, February 19, 2020 at 7:00 PM, at which time and place all persons interested in an amendment that would amend section 270-XXX of the Code of the Town of Glenville to add a new section, Freemans Bridge Zoning District,

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Glenville does hereby establish Local Law No. 3 of 2020, amending Chapter 270 "Zoning" of the Code of the Town of Glenville, section 270-XXX – Freemans Bridge Zoning District, be and hereby is adopted; and

BE IT FURTHER RESOLVED, that this resolution shall take effect twenty days after it is filed with the Secretary of State of the State of New York.

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

Noes: None

Absent: Councilman Martin

Abstention: None

Motion Carried

RESOLUTION NO. 70-2020

Moved by: Councilman Godlewski

Seconded by: Councilwoman Wierzbowski

WHEREAS, the Town of Glenville is proposing an amendment through a local law to Article X, section 270-73 of the Code of the Town of Glenville, titled “Off-Street Parking and Loading” as well as Schedule A, “Off-Street Parking Standards”; and

WHEREAS, the intent of this section is to clarify and streamline parking requirements; and

WHEREAS, the “Parking” amendment was developed by the Town’s Code Review Committee which had been charged with proposing amendments to the Town Code to effectuate the goals and objectives of the Town’s recently adopted Comprehensive Plan; and

WHEREAS, the Comprehensive Plan was a long, thorough process, involving many meetings with town residents and other interested parties and subject to a thorough SEQR process; and

WHEREAS, the Town of Glenville Planning and Zoning Commission (PZC) has reviewed the amendment to the town’s Zoning Law and has recommended that the Town Board approve such amendment; and

WHEREAS, the Glenville Town Board has determined that this zoning code amendment constitutes a “Type II Action” in accordance with 6 NYCRR Part 617.5(b)(2) of the State Environmental Quality Review Act in that it involves a clarification of the zoning code, not in connection with any action on the Type I list; and

WHEREAS, New York State Town Law and the Code of the Town of Glenville, require that the Town Board hold a public hearing, before a zoning code amendment or a local law may be adopted; and

WHEREAS, the Town Board of the Town of Glenville held a public hearing with respect to the zoning code amendment and adoption of said local law on Wednesday, February 19, 2020 at 7:00 PM, at which time and place all persons interested in the amendment of section 270-165 of the Code of the Town of Glenville amending section 270-73 – “Off-Street Parking and Loading”,

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Glenville hereby approves Local Law No. 4 of 2020, amending Chapter 270 “Zoning” of the Code of the Town of Glenville, Article X, section 270-73 “Off-Street Parking and Loading”, as well as Schedule A “Off-Street Parking Guidelines” ; and

BE IT FURTHER RESOLVED that this resolution shall take effect twenty days after it is filed with the Secretary of State of the State of New York.

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

Noes: None

Absent: Councilman Martin

Abstention: None

Motion Carried

RESOLUTION NO. 71-2020

Moved by: Councilwoman Wierzbowski

Seconded by: Councilman Aragosa

WHEREAS, the Highway Superintendent has informed the Town Board that the Highway Department is in need of purchasing two new dump/plow trucks for the highway department to replace 1995 and 2004 dump/plow trucks which have reached the end of useful life; and

WHEREAS, the Highway Superintendent recommends purchase of a 2021 Volvo VHD64F300 model and a 2021 Volvo VHD42F300 model to best meet the needs of the Town; and

WHEREAS, in order to achieve cost savings, the Highway Superintendent recommends the utilization of pricing available to the Town under the New York State Contract list - Onondaga County Heavy Truck Class #8 Statewide Contract #8996, pursuant to Section 104 of the General Municipal Law of the State of New York; and

WHEREAS, pursuant to General Municipal Law Section 103(3), the purchase is not subject to the bidding requirements as the Town utilizes the methods employed by Onondaga County for such equipment, which results in cost savings for service, material, delivery and other factors; and

WHEREAS, funding for these two dump truck purchases in the amount of \$455,000 was included in the 2020 Adopted Capital Budget;

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Glenville hereby authorizes the Highway Superintendent to purchase one 2021 Volvo VHD64F300 model dump truck with specifications and additional options as included in the quote provided by the Highway Superintendent on February 10, 2020, at New York State Contract pricing from Beam Mack Sales Service Inc., 6260 E Molloy Rd, East Syracuse NY 13057, in a sum not to exceed Two Hundred Thirty-Seven Thousand Dollars (\$237,000.00); and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Glenville hereby authorizes the Highway Superintendent to purchase one 2021 Volvo VHD42F300 model dump truck with specifications and additional options as included in the quote provided by the Highway Superintendent on February 10, 2020, at New York State Contract pricing from Beam Mack Sales Service Inc., 6260 E Molloy Rd, East Syracuse NY 13057, in a sum not to exceed Two Hundred Eighteen Thousand Dollars (\$218,000.00); and

BE IT STILL FURTHER RESOLVED that payment for said equipment shall be made through the sale of issuance of Bond Anticipation Notes in the amounts of Two Hundred Thirty-Seven Thousand Dollars (\$237,000.00) for the 2021 Volvo VHD64F300 model and Two Hundred Eighteen Thousand Dollars (\$218,000.00) for the 2021 Volvo VHD42F300 model; and

BE IT STILL FURTHER RESOLVED, that upon delivery of the new Volvo dump trucks the following town vehicles are declared surplus property eligible for disposal

in the most cost-effective manner as determined by the Town Comptroller: a 1995 International truck with VIN ending in 7225 and a 2004 Volvo truck with VIN ending in 3971.

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

Motion Carried

RESOLUTION NO. 72-2020

Moved by: Councilman Godlewski
Seconded by: Councilwoman Wierzbowski

WHEREAS, in recent years the Town of Glenville has made it a priority to improve its park system for the benefit of residents and visitors; and

WHEREAS, these improvements have included the creation of Andersen Park; construction of a second entrance, new playing fields, a permanent pavilion with restrooms and concession stand, the installation of water and sewer services, and electrical system upgrades at Maalwyck Park; and replacement of the entrance road and the paving of parking areas at Indian Meadows Park; and

WHEREAS, the Town of Glenville Park Planning Commission has identified a second entrance at Indian Meadows Park as a priority among its list of recommended Town park system improvements; and

WHEREAS, the Town Board concurs with the recommendation of the Park Planning Commission and is committed to adding a second entrance at Indian Meadows Park to benefit town residents and emergency responders alike; and

WHEREAS, the Commissioner of Public Works recommends that construction of the second entrance be done in phases to minimize disruption to park activities; and

WHEREAS, the Commissioner of Public Works further recommends that the first phase of the project should consist of the construction of a paved roadway linking the parking lot immediately west of the softball field to the southernmost section of Jason Morris Way, just east of the football field, thereby eliminating the need to maintain the easternmost section of Jason Morris Way, this section being the winding, gravel roadbed; and

WHEREAS, preliminary cost estimates for this phase of the recommended roadway construction at Indian Meadows Park total \$250,000; and

WHEREAS, funding for this project in the amount of \$250,000 was included in the 2020 Adopted Capital Budget;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Glenville hereby authorizes the expenditure of up to \$250,000 for the aforementioned roadway construction at Indian Meadows Park; and

BE IT FURTHER RESOLVED, that payment for said Indian Meadows Park roadway construction shall be made through issuance of a Bond Anticipation Note in the amount of \$250,000.

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

Noes: None

Absent: Councilman Martin

Abstention: None

Motion Carried

RESOLUTION NO. 73-2020

BOND RESOLUTION OF THE TOWN OF GLENVILLE, NEW YORK (THE “TOWN”), DATED FEBRUARY 19, 2020, AUTHORIZING: THE PURCHASE OF NEW TRUCKS FOR THE TOWN HIGHWAY DEPARTMENT; ELECTRICAL IMPROVEMENTS TO MAALWYCK PARK; AND THE INSTALLATION OF A ROADWAY AT INDIAN MEADOWS PARK, ESTIMATING THE AGGREGATE COST THEREOF TO BE \$805,000.00, APPROPRIATING SAID AMOUNT THEREFOR AND AUTHORIZING THE ISSUANCE OF \$805,000.00 BONDS OF THE TOWN TO FINANCE SAID COST.

Moved by: Councilwoman Wierzbowski

Seconded by: Councilman Aragosa

WHEREAS, on or prior to the date hereof, the Town Board of the Town of Glenville (the “Board”), in response to a stated need for new equipment for the Town Highway Department, electrical improvements to Maalwyck Park, and the installation of a roadway at Indian Meadows Park, adopted a resolution pursuant to which it authorized (i) the Highway Superintendent to purchase one (1) 10-wheel dump truck (the “10-Wheel Truck”) in an amount not to exceed \$237,000.00 and one (1) 6-wheel dump truck (the “6-Wheel Truck”) in an amount not to exceed \$218,000.00, (ii) electrical improvements to Maalwyck Park (“Electrical Improvements”) in an amount not to exceed \$100,000.00, and (iii) the installation of a roadway at Indian Meadows Park (the “Park Roadway”) in an amount not to exceed \$250,000.00, the cost of said acquisitions and improvements to be paid from the proceeds of bonds to be issued by the Town for said purposes; and

WHEREAS, the Board of the Town now seeks to authorize the issuance of serial bonds of the Town (the “Bonds”) in order to finance the cost of the 10-Wheel Truck, the 6-Wheel Truck, the Electrical Improvements and the installation of the Park Roadway;

NOW, THEREFORE, IT IS HEREBY RESOLVED, by the Board as follows:

SECTION 1. Pursuant to Sections 31.00 and 32.00 of the Local Finance Law, constituting Chapter 33-A of the Consolidated Laws of the State of New York (the “Law”),

the Town hereby authorizes the issuance of up to \$805,000.00 serial bonds or bond anticipation notes to finance the acquisition of the 10-Wheel Truck and the 6-Wheel Truck, the Electrical Improvements, and the installation of the Park Roadway, the maximum cost thereof being hereby estimated to be \$805,000.00, appropriating said amount therefor.

SECTION 2. It is hereby determined that the periods of probable usefulness with respect to the purposes of the Bonds are as follows:

- (a) fifteen (15) years, pursuant to Sections 11(a)(28) of the Law, for the 10-Wheeler Truck and 6-Wheeler Truck;
- (b) thirty (30) years, pursuant to Section 11(a)(5) of the Law, for the Electrical Improvements; and
- (c) fifteen (15) years, pursuant to Sections 11(a)(20)(d) of the Law, for the installation of the Park Roadway.

SECTION 3. The plan of financing includes the issuance of \$805,000.00 serial bonds and the levy of a tax upon all of the real property in the Town to pay the principal of and interest on the Bonds as the same shall become due and owing.

SECTION 4. The temporary use of available funds of the Town, not immediately required for the purpose or purposes for which the same were borrowed, raised or otherwise created, is hereby authorized to be expended pursuant to Section 165.10 of the Local Finance Law for the specific objects or purposes described in Section 1 of this resolution. If such temporary funds are used for any expenditure authorized in this resolution, the Town intends to reimburse such funds with the proceeds of the tax-exempt borrowing authorized and identified pursuant to Section 1 above.

SECTION 5. The proposed average maturity date of the Bonds authorized pursuant to this resolution is expected to exceed five (5) years.

SECTION 6. The serial bonds issued to finance the cost of each object or purpose described in Section 1 above shall mature no later than the date of the expiration of the period of probable usefulness for each such object or purpose.

SECTION 7. The Town hereby covenants and agrees with the holders from time to time of the Bonds of the Town issued pursuant to this resolution, and any bond anticipation notes of the Town issued in anticipation of the sale of said Bonds, that the Town will duly and faithfully observe and comply with all provisions of the United States Internal Revenue Code of 1986, as amended (the "Code"), and any proposed or final regulations of the Internal Revenue Service issued pursuant thereto (the "Regulations") unless, in the opinion of bond counsel to the Town, such compliance is not required by the Code and Regulations to maintain the exemption of interest on said obligations from Federal income taxation.

SECTION 8. Pursuant to Section 617.5(a) of the regulations of the New York State Department of Environmental Conservation, in the event that certain components of any of the Projects set forth in Section 1 of this resolution are subject to the procedures required by the State Environmental Quality Review Act ("SEQRA"), no "action" (as the same is referred to in Article 9 of SEQRA and SEQRA regulations) shall be taken and no serial bonds shall be issued until all of the procedures and requirements set forth therein have been completed with respect to such Project.

SECTION 9. Each of the Bonds authorized by this resolution and any bond anticipation notes issued in anticipation of said Bonds shall contain the recital of validity prescribed by Section 52.00 of the Law and said Bonds and any notes issued in anticipation of said Bonds shall be general obligations of the Town, payable as to both principal and interest by a general tax upon all the real property within the Town without legal or constitutional limitation as to rate or amount. The faith and credit of the Town are hereby irrevocably pledged to the punctual payment of the principal of and interest on said Bonds and any bond anticipation notes issued in anticipation of said Bonds and provision shall be made annually in the budget of the Town by appropriation for (a) the amortization and redemption of the Bonds and notes to mature in such year, and (b) the payment of interest to be due and payable in such year.

SECTION 10. Subject to the provisions of this Bond Resolution and the Law, pursuant to the provisions of Section 30.00 relative to the authorization of the issuance of serial bonds and bond anticipation notes, or the renewals of said obligations and of Section 50.00 and Section 60.00 of the Law, the powers and duties of the Board relative to authorizing serial Bonds and bond anticipation notes and prescribing the terms, form and content as to sale and issuance of the Bonds herein authorized and of any bond anticipation notes issued in anticipation of said Bonds, and the renewals of said notes, are hereby delegated to the Supervisor of the Town, the chief fiscal officer of the Town. Pursuant to the provisions of paragraph a of Section 56.00 of the Local Finance Law, the power to determine whether to issue bonds and bond anticipation notes having substantially level or declining annual debt service, as provided in paragraph d of Section 21.00 of the Local Finance Law, is hereby delegated to the Supervisor of the Town, the chief fiscal officer of said Town. In addition to the delegation of powers described above, the powers and duties of advertising such bonds for sale, conducting the sale and awarding the bonds, are hereby delegated to the Town Supervisor, who shall advertise such bonds for sale, conduct the sale and award the bonds in such manner as he shall deem best for the interests of the Town; provided, however, that in the exercise of these delegated powers, he shall comply fully with the provisions of the Local Finance Law and any other order or rule of the State Comptroller applicable to the sale of municipal bonds.

SECTION 11. All costs and expenses in connection with the acquisition and development of the objects and purposes set forth in Section 1 above, and the financing thereof by the sale of Bonds, including but not limited to, the fees and expenses of bond counsel, financial advisors, underwriters

, feasibility consultants, counsel for the Town and other professionals, shall be paid to the extent permitted by law from the proceeds of the sale of such Bonds.

SECTION 12. The validity of the Bonds authorized by this bond resolution and of any notes issued in anticipation of said Bonds may be contested only if:

- (a) Such obligations are authorized for any object or purpose for which the Town is not authorized to expend money; or
- (b) The provisions of law which should be complied with at the date of the publication of such resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication; or
- (c) Such obligations are authorized in violation of the provisions of the constitution.

SECTION 13. This resolution shall be published in full in the designated official newspapers of the Town for such purpose, together with a notice of the Town Clerk in substantially the form provided in Section 81.00 of the Law.

SECTION 14. This bond resolution shall take effect immediately upon its adoption by the required votes of the Town Board.

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

Noes: None

Absent: Councilman Martin

Abstention: None

Motion Carried

RESOLUTION NO. 74-2020

Moved by: Councilman Godlewski

Seconded by: Councilwoman Wierzbowski

WHEREAS, the Town Board of the Town of Glenville, New York, retained The Bonadio Group, Certified Public Accountants, to complete an independent audit of the Town's financial statements for the fiscal year ending December 31, 2018; and

WHEREAS, the audit of the Town's financial statements for the fiscal year ending December 31, 2018 was completed on February 7, 2020 and was presented to the Town Board on February 14, 2020;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Glenville hereby approves and formally accepts the Town of Glenville independently audited financial statements for the fiscal year ending December 31, 2018, prepared by The Bonadio Group, Certified Public Accountants, 6 Wembley Court, Albany NY.

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

Motion Carried

RESOLUTION NO. 75-2020

Moved by: Councilwoman Wierzbowski
Seconded by: Councilman Aragosa

WHEREAS, the Town of Glenville regularly replaces outdated equipment and vehicles for which it has no current use or expected future use; and

WHEREAS, the Town Comptroller has completed an inventory of Town vehicles and equipment and has identified several pieces which no longer serve any useful purpose for the Town;

NOW, THEREFORE, BE IT RESOLVED, that the equipment and vehicles listed below are hereby declared surplus, and the Town Comptroller is authorized to dispose of said vehicles and equipment in the most cost-effective manner possible:

- Twenty Dell computers (replaced by new machines)
- Miscellaneous obsolete computer printers, monitors, and telephone network equipment
- 2014 Chevrolet Caprice, VIN ending in 0090
- 2015 Chevrolet Caprice, VIN ending in 8135
- 2008 Ford Ranger, VIN ending in 3374
- 2004 Ford F350, VIN ending in 5213
- Coats Rim Clamp 5060E tire machine
- Snap On WB250 Tire Balancer

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

Motion Carried

RESOLUTION NO. 76-2020

Moved by: Councilwoman Wierzbowski

Seconded by: Councilman Aragosa

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 at 19 Maple Avenue 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 Maple Avenue 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 Maple Avenue has been filed with the Town Clerk on or about January 16, 2020.
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.-1-16.1.
3. The improvements proposed are the installation of a lateral connection to the main of approximately 65 feet for one individual service connection at 19 Maple Avenue.
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: \$168.37
 - b. O&M: \$211.62
7. The prior map, plan and report describing the extension of Sewer District No. 9 down Maple Avenue 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 March 4, 2020 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 March 4, 2020 public hearing date.

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

Motion Carried

RESOLUTION NO. 77-2020

Moved by: Councilman Godlewski
Seconded by: Councilman Aragosa

BE IT RESOLVED that the **Monthly Departmental Reports** for January, 2020 as received from the following:

Assessors 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 Aragosa, Godlewski, Councilwoman Wierzbowski and Supervisor Koetzle
Noes: None
Absent: Councilwoman Wierzbowski
Abstentions: None

Motion Carried

Supervisor Koetzle asked for a motion to adjourn; Moved by Councilwoman Wierzbowski, Seconded by Councilman Godlewski, everyone being in favor the meeting was adjourned at 8:00 PM.

ATTEST:

Linda C. Neals
Town Clerk