

MEETING OF THE TOWN BOARD
TOWN OF GLENVILLE
APRIL 15, 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, James M. Martin, Michael Aragosa, Michael R. Godlewski and Councilwoman Gina M. Wierzbowski

Absent: None

Also present were Earl T. Redding, Attorney for the Town; Jason Cuthbert, Comptroller

Town Council Reports:

Councilwoman Wierzbowski – “I would like to report on our Senior Assistance Program. I had the distinct pleasure of being able to deliver to our one hundredth senior on Monday. The program is going strong and they are still averaging between 5 and 8 deliveries a day. If you would like to help out with shopping you can reach out to Vicki Hillis at vhillis@townofglenville.org . It is generally about an hour or so of shopping and the Town will reimburse you after you do the shopping.

The Glenville Fly Car started this week, the EMS fly car started this week. After a couple of issues had to be worked out with the Unified Communication System (UCC) everything is working well. Call volume through the town is down, people are staying home, which is a good thing. They are staffing it between 6 AM and 6 PM Monday through Friday right now.

I would like to extend a heartfelt thanks and gratitude to Diane and Julie Myers. They donated homemade face masks to our town hall staff. Making sure our staff is safe is very important to us so thank you very much.”

Councilman Aragosa – If anyone has some free time to help the county deliver food packages. They have delivered packages to over 144 homes in the Town of Glenville and over 5,000 packages throughout the towns. It is a good program. It not just for people who are quarantined but there are people who are elderly and there are also people that just don’t feel safe going out into the community.

I want to thank Dana Gilgore for the email today that we got with pictures of the wellheads going back in place. The wellheads were the originals from the 60’s. We rebuilt them and put them back in place. It is a good thing.”

Supervisor Koetzle – “Item No. 5 on the agenda is a public hearing on a proposed local law to amend Chapter 213, “Septic Disposal Systems”. This is just a technical change in nature to bring us up to date with the Department of Health current handbook.”

Supervisor Koetzle opened the public hearing at 7:17 PM.

Earl Redding, Attorney for the Town – “Mr. Bedore suggested the following: in the disposal field under 213.2 there was an addition to aggregate or porous native, which I feel is not a substantive change, it’s just a descriptive change so I don’t think there are any issues with regard to that. This was emailed to Melissa Cherubino, Director of Community Development by Kurt Bedore.”

No one else wished to speak; Supervisor Koetzle closed the public hearing at 7:20 PM.

Supervisor Koetzle – “Item No. 6 on the agenda is a public hearing on a proposed local to amend Chapter 108, “Vacant Building Registry”. This is to bring us in compliance with the State of New York.”

Supervisor Koetzle opened the public hearing at 7:21 PM

No one wished to speak; Supervisor Koetzle closed the public hearing at 7:22 PM

No one wished to exercise the privilege of the floor.

Supervisor Koetzle shared the following information:

“I get a lot of questions on when our municipality is going to open again. Municipalities are under necessary and can be opened at any time but have to remain at the 50% reduction, which we are. We have closed and we are taking steps to try and think about at some point reopening and will follow the states lead and the federal governments lead on that. We are installing glass at the counters, permanent not plexi-glass which will close the front counter. So, we will have a physical barrier permanently between the public and the staff which is good for a couple of reasons and one being germs. The parts are on order. In the mean-time our buildings remain closed including tennis courts, basketball courts, playgrounds, we continue to get folks using the playground and the state has really mandated that the playgrounds be closed. It is a huge breeding ground for viruses generally and certainly it is an issue now. Please stay off the playgrounds. Our May 2nd “Love your Parks Day” has been cancelled unfortunately but we are going to continue to plant our 200 trees for our 200th Anniversary. The highway department is going to start doing that effort. If you are a resident who ordered a tree you will have your tree delivered. If you are a fire department, the Village of Scotia, the County, any of the schools that we are donating trees to we will be delivering the trees to you shortly.

Just a reminder that we have a drop box available located in the police department vestibule.

The bulk pick up program has been completed. It went through all three sections of the town. They did a very good job and completed all three sections within their week. The resident complied with this and it went very well.

The Local Development Corporation has now loaned six loans out to our small businesses, \$85,000 in emergency assistance. There is still some money available, it is capitalized at \$150,000 so there is still some money available. If any one is interested and has a small business in the Town of Glenville including the Village of Scotia you are eligible apply for that loan. Half of the people that received loans are from the Village of Scotia and that is good news.

Our May 16th Glenville Talk Speaker Series on the town school districts has been cancelled. It will be rescheduled to later in the year.

We are still planning on having the Gala on July 18th. The tickets will be on sale soon.

We did celebrate the Town’s birthday yesterday the 14th as you all know is the actual birthday of the Town. We toasted the Town on Facebook Live. It was 1820 that the Town was actually formed with the active legislation.

The Planning Board, on Monday, approved the Dutch Meadows project.

I want to thank all of our staff who have been working very hard. I know Gina talked about the Senior Program and she and some of our other volunteers have been doing a lot of great work. Vicki Hillis has really been a star. She is running around here all of the time with groceries, receipts and checks, just doing a great job taking the

calls. I want to thank Melissa for all of her hard work, she has been here diligently every day and Tammy is another one that has been here every day. The entire staff has been doing stellar work. I do want to thank them for that.

The Governor, again today issued an Executive Order, about wearing masks. Vicki and I got some really cool Glenville 2020 masks from a local business, it's a business called Caius Meets Creating Handmade Items. Just a shout out to them and thank you for the nice work you did on this. We do not have the manpower to enforce the wearing of face masks. The Governor needs to give the local governments proper funding when he puts mandates on us. Not just keeping CHIPS and AIM in this budget but expanding them.

The budget did pass but the State Budget is not a final budget because the Legislature did something historic, they gave the Governor complete and total unilateral ability to amend that budget anyway he sees fit three times over the coming year. That means that any of the stuff in that budget can be eliminated even though it is currently funded now but even in the best of circumstances they only gave us AIM and CHIPS at the same level they have in the past and that has been that way for the past thirteen or fourteen years. They also approved in this budget the removal of any STAR benefit to any tax payer who has past due taxes. If you are past due on your property taxes the State is going to take your STAR away. We don't know if that is permanent or temporary or how you get back into the program."

Supervisor Koetzle moved ahead with the agenda.

RESOLUTION NO. 96-2020

Moved by: Councilman Martin

Seconded by: Councilwoman Wierzbowski

WHEREAS, the Town of Glenville is proposing an amendment through a Local Law (a copy of which is attached) to section 213-3 through 213-5 of the Code of the Town of Glenville, titled "Septic Disposal Systems, Individual"; and

WHEREAS, the intent of this section is to update this section of the code to reflect changes in the NYS Department of Health 2012 Residential Onsite Wastewater Treatment Systems Design hand book, Appendix 75-A available at https://www.health.ny.gov/regulations/nycrr/title_10/part_75/appendix_75-a.htm, and clarify procedural requirements and responsibilities; and

WHEREAS, the proposed amendment was developed by the Town's departments which had been charged with the permitting, enforcement and inspecting of individual septic disposal systems, namely the Water & Sewer Department and Building Department; 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, April 15, 2020 at 7:00 PM, at which time and place all persons interested in an amendment that would amend section 213 of the Code of the Town of Glenville, "Septic Disposal Systems, Individual",

NOW, THEREFORE BE IT RESOLVED, that the proposed Local Law amending Chapter 213 – “Septic Disposal Systems, Individual” of the Code of the Town of Glenville be and hereby is adopted; and

BE IT FURTHER RESOLVED, that Local Law #5 of 2020 shall take effect twenty (20) days after filing with the Secretary of State of the State of New York.

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

Noes: None

Absents: None

Abstentions: None

Motion Carried

RESOLUTION NO. 97-2020

Moved by: Councilman Martin

Seconded by: Councilwoman Wierzbowski

WHEREAS, the Town of Glenville is proposing an amendment through a Local Law (a copy of which is attached) to Article II, General Legislation, section 108 of the Code of the Town of Glenville, titled “Vacant Building Registration”; and

WHEREAS, the intent of this section is to update this section of the code to reflect changes in the NYS Department of State Uniform Code and to clarify internal procedural requirements and responsibilities; and

WHEREAS, this proposed Town Code amendment is the product of much study and discussion by the Town of Glenville staff, amending 108 “Vacant Buildings” adding section 108-8 specifically authorizing the Commissioner of Public Works to remedy unsafe, unsecured or property maintenance violation conditions and assessing costs for the work as prescribed in Section 64 of Town Law; and

WHEREAS, the Local Law clarifies and updates references within the existing regulations allowing town officials to “remediate” such conditions without articulating the means for recouping costs, and therefore constitutes a Type II Action under the State Environmental Quality Review Act (SEQRA) which does not require further review; 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, April 15, 2020 at 7:00 PM, at which time and place all persons interested in an amendment that would amend section 108 of the Code of the Town of Glenville, “Vacant Building Registry”,

NOW, THEREFORE BE IT RESOLVED, that the proposed Local Law amending Chapter 108 – “Vacant Building Registry” of the Code of the Town of Glenville be and hereby is adopted; and

BE IT FURTHER RESOLVED, that Local Law #6 of 2020 shall take effect twenty (20) days after filing with the Secretary of State of the State of New York.

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

Noes: None
Absents: None
Abstentions: None

Motion Carried

RESOLUTION NO. 98-2020

Moved by: Councilwoman Wierzbowski
Seconded by: Councilman Martin

WHEREAS, in order to provide for summertime maintenance and security needs in the Parks, Highway, and Water/Sewer Departments it is necessary to hire seasonal employees; and

WHEREAS, the Town of Glenville has provided funding for these seasonal employees in the 2020 budget; and

WHEREAS, these seasonal positions have in the past typically been filled by high school or college students who in some instances were able to begin employment prior to the end of the spring semester; and

WHEREAS, seasonal employment is allowable for a maximum of thirteen weeks per individual;

NOW, THEREFORE, BE IT RESOLVED, that seasonal employees be appointed to the following positions within budgeted appropriations at the budgeted rate of \$13.00 per hour with no benefits within the time period beginning on May 4, 2020 and ending on September 14, 2020:

Park Laborers - four to be appointed

Park Security Worker – one to be appointed

Water Laborers – three to be appointed

Highway Laborers – four to be appointed; and

BE IT FURTHER RESOLVED, that the Commissioner of Public Works is hereby authorized to appoint qualified candidates to the vacant positions upon consultation with the Town Supervisor.

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

Motion Carried

Discussion...

Supervisor Koetzle – “I have worked with Shawn and he is a great worker but he is also one of our workers who just recently got deployed with the National Guard to deal with issues related to COVID-19. I thank him for his service. It was important to get this promotion on the agenda as he was starting his service with the National Guard so he knows we have his back here and we appreciate him.”

Councilwoman Wierzbowski – “Shawn is also a Lieutenant with the East Glenville Fire Department so he is very heavily involved in our community. I am

pleased to see this promotion coming about for him.”

RESOLUTION NO. 99-2020

Moved by: Councilwoman Wierzbowski

Seconded by: Councilman Martin

WHEREAS, there currently exists a vacant position of Water & Sewer Maintenance Worker in the Town of Glenville Public Works Department; and

WHEREAS, the 2020 Adopted Budget includes appropriations to fully fund this position in Water District #11; and

WHEREAS, the title of Water & Sewer Maintenance Worker requires a minimum of one year of experience in plumbing work or in the maintenance of a public or private water distribution and sewage collection system;

WHEREAS, Shawn Primett has served in the capacity of Maintenance Helper in the Town of Glenville Public Works Department since April 2019, performing his duties well; and

WHEREAS, in late April Mr. Primett will meet the minimum qualification of one year of experience required for the title of Water & Sewer Maintenance Worker; and

WHEREAS, the Commissioner of Public Works recommends that Mr. Primett be appointed to the position of Water & Sewer Maintenance Worker upon his meeting the minimum qualification; and

WHEREAS, Shawn Primett is willing to accept the appointment;

NOW THEREFORE, BE IT RESOLVED that the Town Board of the Town of Glenville hereby provisionally appoints Shawn Primett of 230 Hetcheltown Road, Glenville, New York to the position of Water & Sewer Maintenance Worker, effective April 27, 2020 at a salary for such title of \$47,933.17 and benefits as determined under the CSEA agreement with the Town.

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

Noes: None

Absent: None

Abstention: None

Motion Carried

RESOLUTION NO. 100-2020

Moved by: Councilman Godlewski

Seconded by: Councilman Aragosa

BE IT RESOLVED, that the minutes of the Regular Town Board Meeting held on March 4, 2020 and April 1, 2020 are hereby approved and accepted as entered.

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

Noes: None

Absent: None

Abstentions: None

Motion Carried

RESOLUTION NO. 101-2020

Moved by: Councilman Aragosa
Seconded by: Councilman Martin

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

Assessors Department
Justice Department
Police Department
Receiver of Taxes
Town Clerk's Office

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

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

Motion Carried

RESOLUTION NO. 102-2020

Moved by: Councilwoman Wierzbowski
Seconded by: Councilman Martin

WHEREAS, the Commissioner of Public Works advises the Town Board that the interconnection of clearwells at the Town of Glenville Water Treatment Plant would provide added redundancy and water security for all customers of Glenville Water District #11; and

WHEREAS, the Town of Glenville previously contracted with Delaware Engineering to develop project specifications and a request for proposals for the interconnection project; and

WHEREAS, the Commissioner of Public Works advises that the specifications and requests for proposals developed by Delaware Engineering meet the needs of the Town; and

WHEREAS, Delaware Engineering solicited proposals from four vendors and received proposals from three of these vendors; and

WHEREAS, Delaware Engineering and the Commissioner of Public Works recommend that the Town Board accept the lowest bid of \$28,797.58, received from Bellamy Construction, for the project;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Glenville hereby authorizes the Town Supervisor to enter into a contract with Bellamy Construction, 6684 Amsterdam Road, Glenville NY 12302, for the interconnection of clearwells at the Town of Glenville Water Treatment Plant for a total sum not to exceed twenty-eight thousand eight hundred dollars (\$28,800), with said expense charged to capital account HH-020-8320-2000.

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

Motion Carried

Discussion...

Supervisor Koetzle – “The Yates Mansion has two components to this project. Resolutions add on 1 and add on 2, 1 is to purchase the windows and the 2nd one is for the installation of the windows and for destruction of a portion of the west wing which is not historic. These are grant monies from SAM the DASNY Grant from the State of New York, which is state aid to municipalities. We are in grant contract mode with these so we are under contract with the State of New York. The money can’t be taken back. The total project is \$210,000, \$150,000 is covered by the grant and \$60,000 will come from either capital reserve and/or the fund raising that has been going on over the years for Yates Mansion. I also want to thank Senator Tedisco for his support and Assembly member Walsh. Those are the two folks that got us the grant money, they are very supportive and we do appreciate that.”

RESOLUTION NO. 103-2020

Moved by: Councilman Martin

Seconded by: Councilwoman Wierzbowski

WHEREAS, the Town of Glenville owns a building commonly known as the Yates Mansion at 133 Maple Avenue, Glenville, NY, which is a structure over 5,000 square feet on two acres, and

WHEREAS, the Town of Glenville is in the process of refurbishing Yates Mansion including the replacement of 44 existing windows;

WHEREAS, the Town of Glenville solicited sealed competitive bids for the purchase of 44 windows to be installed at the Yates Mansion; and

WHEREAS, Curtis Lumber, 885 Route 67, Ballston Spa NY 12020 was the successful bidder with a proposal totaling \$49,555; and

WHEREAS, sufficient funds for the project are available in the Town’s Yates Mansion capital project account;

WHEREAS, it is recommended that the Town Board accept the bid of Curtis Lumber to provide 44 new windows for the Yates Mansion; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Glenville hereby accepts the bid of Curtis Lumber as the lowest qualified bidder and authorizes the Town Supervisor to enter into an agreement with Curtis Lumber for the purchase and delivery of windows for Yates Mansion for an amount not to exceed fifty thousand dollars (\$50,000) with the expense charged to capital account HH-032 Yates Mansion.

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

Noes: None

Absent: None

Abstention: None

Motion Carried

RESOLUTION NO. 104-2020

Moved by: Councilman Martin

Seconded by: Councilwoman Wierzbowski

WHEREAS, the Town of Glenville owns a building commonly known as the Yates Mansion at 133 Maple Avenue, Glenville, NY, which is a structure over 5,000 square feet on two acres; and

WHEREAS, the Town requested bids for the installation of windows throughout the building and the removal of the dilapidated west wing of the Yates Mansion, said wing having no historical value as a later addition to the original construction of the building; and

WHEREAS, MR2 Construction Services, LLC at 939 Route 146 - Suite 220, Clifton Park NY was the successful bidder with a proposal totaling \$160,000; and

WHEREAS, State and Municipal Facilities Program (SAM) Grants secured by Senator Jim Tedisco and Assemblywoman Mary Beth Walsh will provide \$150,000 of the project funding, with the balance to be provided by the Town's existing Yates Mansion capital project account;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Glenville hereby ratifies the Supervisor's actions in entering into an agreement with MR2 Construction Services, LLC for the installation of windows and removal of the west wing at Yates Mansion for an amount not to exceed one hundred sixty thousand dollars (\$160,000) with the expense charged to capital account HH-032 Yates Mansion.

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

Motion Carried

New Business:

Councilwoman Wierzbowski – “I would just like to say to our residents who are listening, stay safe, stay healthy. I think we are probably on the downward slide of this. The thinks that our residents have been doing to help each other is really wonderful and hearting to see. To our employees, thank you for being flexible, thank you for keeping up with everything and following them to the best of your abilities. Our police officers are out there on the front line and I would like to thank them for keeping us all safe and doing their jobs. You never know who you are in contact with and if you have been exposed. They are doing their jobs and it is very stressful. I worked a few jobs at my regular job and it is very stressful to go and deal with people who are having issues, who are sick, who are not doing well at all. It is hard to mentally try and sustain that. So, to everybody who is doing what they can and following the rules and staying home and all of that I really appreciate it and hopefully in a month or so things will be a little bit back to normal.”

Councilman Martin – “I also want to commend the work of our front line, police and fire and then the residents of our community that are nurses, doctors. They are even excepting patients from down state. Everybody is working hard and it seems like everyone is pulling together. It will show in our results forthcoming. It is going to be a better day here real soon. I'm just happy to see us all working together.”

Councilman Godlewski – “I wish everyone well, stay safe. Continue to support local business.”

Councilman Aragosa – “Just a reminder the census is still going on. The more people that do it remotely the less people have to go out and knock on doors. Please continue to support our local restaurants.”

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

ATTEST:

Linda C. Neals
Town Clerk