

MEETING OF THE TOWN BOARD  
TOWN OF GLENVILLE  
MAY 20, 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 and Vicki Hillis, Director of Human Services

Town Council Reports:

Councilman Godlewski – “Next Tuesday, May 26<sup>th</sup>, is Grievance Day. There are three (3) options this year under our current state of affairs. You can do an in-person hearing, a teleconference hearing or a video conference hearing. The assessor is asking that you call ahead and schedule an appointment based on the protocols and the potential need to sync the technological equipment. That will run pretty much all day.”

Councilwoman Wierzbowski – “The COVID car, the EMS car that has been going on between some of the departments in the town. That program continues to be a success. They have responded to thirty-seven (37) incidents since the inception which was the beginning of April. By all reports it is working exactly as it was intended and the departments that are participating are very much appreciative of the efforts of the other departments. I would like to make a public thank you to Rick Conley. He has single handedly been managing the schedule and the different documentation things that need to happen per call so I would like to say thank you!

I would like to report on the Senior Assistance Program which continues. Vicki has really gone above and beyond; she has been wonderful. Thank you to all of the volunteers there are helping, the shoppers, the Senior Center drivers. The thing that has become apparent when you deliver the groceries to our seniors is that they really miss that contact. I think they are really missing our Senior Center. When my daughter and I do deliveries, they are very happy to see us, they are very pleasant and they want to chit chat a little bit. Thank you to Vicki and all of the volunteers.

Today is the last day of National Police Week. I would like to say thank you to our police officers publicly for all they do for our community. Law enforcement in general, it has been a very difficult time for them adapting to all of the different things that are going on with this pandemic and the courts being closed our department has stepped up and did an absolutely stellar job. I would like to thank Steve Janik for his leadership during this time as well.

This week is EMS week where we pause to remember our EMS providers (Emergency Medical Services) obviously something that is very near and dear to my heart. If you see someone who is working for a local ambulance service or if they are a firefighter and an EMT please thank them if you can especially during this pandemic. This is a very trying time. It has been very stressful for us to try to maintain our own personal safety as well as that of our patients.”

Councilman Martin – “There has been a final application or two to the small business emergency loan program. I know the Local Development Corporation had a meeting last week to consider a final application and they also received a note of thanks from one of the businesses in the Village of Scotia. This has been a really good program for both the businesses in the Town and the Village. We are still getting some active

applications above the amount that was actually budgeted.”

Councilman Aragosa – “I continue to spend my afternoons helping to deliver groceries in the County program that is part of the partnership with a lot of the not-for profits throughout the county. That program is going to start to whine down over the next two weeks. The groups in the City are going to continue to try and implement that in the city however they are not capable of getting out in the Town or the Village of Scotia so we may need to look into how we can help some of the lower income families in our Town moving forward. That is something I would be glad to try to work on myself. Thank you to the police department for what they have been doing through out this time. They are really doing a great job.”

No one wished to exercise the privilege of the floor.

Supervisor’s Comments:

Supervisor Koetzle shared the following information.

I am going to update the board on where we are with finances. Jason Cuthbert, Comptroller, filed the 2019-year end financials with the State Comptroller and I am pleased to report that we ended with surpluses in the town general, the town outside and the sewer funds. We ended with slight deficits in the highway and water funds, each of which was budgeted through the use of fund balance appropriations in the budget that we already provided. In 2019 we were able to, again, keep to our adopted fund balance policy and maintain the available fund balance levels between 15% and 25% appropriations meeting our target for the rainy-day funds, which by the way, as much as the sun is out today, it is starting to rain. Now that we are in the middle of an economic issue here this should allow us to weather that corona virus storm without laying off staff, reducing services or breaking the tax cap. Over the next year or two (2) we may have to use more of these rainy-day funds than what we are accustomed too but the current economic climate is exactly what we built up such strong reserves for over the past ten (10) years. If we had not prepared prior to the pandemic and not that we could have for seen the pandemic, but if we did not prepare for this we would not be in the position today to mitigate the potential harm to our residents. Solid financial planning matters and we are proving that right now. The Town is on solid ground and it is because this Board has stood steady to the policy of protecting our fund balance and saving for capital projects and for the rainy-day fund, which as I say is starting.

We did receive our first quarter sales tax check from Metroplex showing a 4% decrease or a \$7,000 drop from 2019. This is from the pre-corona virus period. The State has reported that the sales tax revenue in Schenectady County has fallen about 29% to 31% in April from last year. This April drop alone would roughly equate to about a \$30,000 hit to our Metroplex version of our sales tax. For 2019 we ended with \$972,000 in sales tax from Metroplex if the current estimates hold we will end this year 15% below last years revenue and we would suffer a revenue loss of nearly \$150,000 on the Metroplex version of the sales tax alone.

As you all saw we did have a rating with Moody’s. Jason received that call earlier this month. They reaffirmed our strong credit rating, that’s the good news. I did share with you some of the quotes they said about the Town. I want to read some of them because they are important to what I just said about our rainy-day fund. They wrote about the Town quote

- “The towns reserve and liquidity are healthy and have gradually strengthened in consecutive years.
- Strong multi-year operating performance underpinning approved cash and reserve positions.
- Financial operations and reserve multi-year trend of surpluses strengthens financial position.
- A history of conservative budgeting and strong demonstrated ability to generate operating surpluses.
- The Town’s debt burden will remain manageable given ample reserve

levels.

- Conservative budgetary management will continue to support healthy financial operations of the Town as reflected in its seven (7) consecutive years of operating surpluses.

That is something for you to be proud of, that is a great record of fiscal responsibility for the Town.

That said, they did take away our rating of positive outlook because, the sole reason, potential loss of sales tax revenue due to the corona virus.

So generally, a well-managed town with some threats to its revenue streams due to the pandemic.

Lastly on finance the tax cap for 2021 is nearly set with ten (10) months of the twelve (12) months calculated that is now complete. Right now, the 2021 tax cap would be about 1.8% and that would mean about \$170,000 in allowable new levy in 2021. Just one month ago the tax cap was projected to be about 1.97% so obviously the corona virus is taking a hit on that. If there is a similar drop to the consumer price index in May and June then the 2021 tax cap may fall to about 1.5% which would allow about \$140,000 in allowable new levy.

I also spent some time on a conference call with the Association of Towns, as you all know I am on the executive board and we have been doing a lot to lobby our State and Federal and also our representatives here from Glenville on giving direct aid to localities. One of the things the Comptroller was on a conference call with the Association of Town membership officials and the Comptroller is looking at a few things. Actually, I am a little concerned about them:

1. Looking at potentially allowing for a local government bond act. We have seen this with Mother Nature Bond Act, we have seen this with other things where the State goes out, this would be deficit financing to give money then to localities. It would be all borrowed money that would be coming to localities. It would be called the Local Government Bond Act which would allow them to bond aid to the local governments.

This has me a little concerned. I'm a little concerned also that the Comptroller is talking about potentially allowing communities to borrow against their reserve fund. That is not aid to the localities, that's borrowing money against your reserve funds. That is not going to be a good thing.

2. Equally troubling, the State Legislators are putting together what they call new revenues. You know what new revenues are, those are new taxes. New revenues to deal with this crisis. There is a possibility that they are going to come out with a whole bunch of new taxes on state residents to try to close some of this gap.

The Governor was to announce, last Friday, what his intentions were for local governments. The Governor did not announce anything on Friday related to local government finance and aid and so the prevailing thought there is that he is waiting to see what the Federal Government is going to do and then would make his decision on what he is doing with aid.

I will say, one of the things that I am concerned about that ties a little bit into this discussion tonight. We did come across a budget bulletin B1223 issued by the Division of Budget and it is intitled "Spending Controls". One of the spending controls issued on April 28<sup>th</sup> by the State Budget Department was to place a hold on all local aid and grants. Agencies should hold all discretionary aid, grants and awards until further notice. All essential or statutory payments are subject to DOB review and approval going forward. So, the State has put a hold on any aid or grant payments to localities. What is troubling about this is they were to give more guidance within a week, this was issued on April 28<sup>th</sup>, they haven't given anymore guidance since then. That's is a little concerning to us.

We are extending our hours of operation to the public. Every day of the week it will be 9 to 5. Mondays and Wednesdays will be the planning department, buildings and codes and engineering will be opened. Tuesdays and Thursdays will be the receiver of taxes, assessor, town clerk and finance. Fridays are reserved for appointments. This is the next phase of our reopening. We did cancel the "Gala" scheduled for July 18<sup>th</sup> but we are hoping to reschedule it for this fall.

Councilman Martin talked about the special loan program. I want to thank him for his leadership on that, fourteen (14) businesses across our town received grant money totaling \$176,000 and half of them were in the Village of Scotia. I think it was a very successful program and I want to thank you for your leadership.

Councilwoman Wierzbowski you talked about the shopping program that Vicki is doing. What a tremendous job she is doing. I see her all day running back and forth with groceries. I want to thank you because you have been a consistent deliverer on Mondays since the beginning. Thank you for all your hard work on that.

I want to thank, although there have been so many people to thank, Carlos Textiera for his one hundred (100) lbs. of coffee he has given our seniors and our drivers as a thank you.

I did have a call with the County Manager. The first call and the only call that we have had from the county and any communication on May 15<sup>th</sup>. It was a seventeen (17) minute call and we were informed that the County Manager is physically in the control room as a participant and then it was turned over for any questions by the municipalities. That was the extent of the update from the County. Mayor Gifford asked a question, Duanesburg asked a question and then Duanesburg asked an important question "where are we on sales tax?". Duanesburg needs to know, we all need to know. The County Manager said that negotiations are this year. Quote "We had a good plan but the pandemic changes everything. More to come". I didn't hear about any plan. Nobody informed the towns if a plan was formulated. Nobody is talking to any of the towns. The call ended with Supervisor Tommasone thanking the County for all that they do and thanked the County Director for all they are doing as well. That is the extent that we have gotten from the County. I bring this up because it is important in the conversation that our sales tax is already being figured out, yet nobody has bothered to include the town during this very important pandemic time of planning. We have no idea what the plan is. That's unacceptable! I bring this up here because it is unacceptable, it should be unacceptable to every local leader across this County whether you are a Republican, a Democrat, a Conservative, an Independent whatever you are that should be unacceptable to everybody in this County! There is more to come on that. The County Manager is right, there is more to come on that.

Councilman Martin – "You know how I feel about the sales tax issue. I feel that a letter needs to be written to the County government. I think Glenville should be the leader on this and see how many other towns want to join in on that letter and if they can't or won't fine but a letter needs to be sent about this issue. It is more important now than ever. I have long advocated for that. In light of what has happened recently I think we should emphasize and request that a short-term sales tax agreement be reached and not another twenty (20) year agreement. It makes no sense to try and react in this current climate, in this current condition to sales tax revenue considerations for twenty (20) years when in the next year or eighteen months or two years or three years are going to be like nothing we have ever seen. To have an agreement structured for twenty (20) years in this current climate it's not going to be an accurate agreement, it's not going to reflect the condition, it's not going to reflect the conditions in several months or several years from now."

Supervisor Koetzle – "That is exactly why a fair share that floats with, you rise and fall with your collection and a fair share would make sense."

Councilman Martin – "I agree and I certainly would advocate for that. It's like I talk into a hollow shell. Even if we could get a meeting and have the towns at the table. I

know we are not legally part of it. I understand all of that but there is a legal side of this, a technical side of this and then there is a practical, fair and reasonable side to this. The practical, fair and reasonable approach would be to have the tax payers of this county, many of them are represented by towns, at that table rather than just one (1) municipality, the city and the county government. It makes absolutely no sense.”

Supervisor Koetzle – “I agree with you and I ask for your help in putting this letter together.”

Supervisor Koetzle – “The next item on the agenda is a presentation regarding the proposed new Town Hall. We have two (2) folks from CSARCH here, Ron and Scott. They are going to be doing a presentation.”

(The power point presentation is available on the town’s website at [www.townofglenville.org](http://www.townofglenville.org) )

Supervisor Koetzle moved ahead with the agenda items.

### **RESOLUTION NO. 111-2020**

**Moved by:** Councilman Martin

**Seconded by:** Councilwoman Wierzbowski

**WHEREAS**, the Highway Superintendent, Thomas Coppola, is the Town of Glenville Municipal Separate Storm Sewer System (MS4) Stormwater Officer; and

**WHEREAS**, Superintendent Coppola presented the 2019-2020 annual MS4 draft report to the Town Board at its May 6<sup>th</sup> meeting; and

**WHEREAS**, the draft report documents numbers and types of MS4 inspections, stormwater complaints, SWPPPs reviewed, active construction site inspections, public education efforts and staff training as well as captures goals to meet for next year’s annual report submission; and

**WHEREAS**, a final version of the draft report is to be submitted to both NYS Department of Conservation (NYSDEC) and US Environmental Protection Agency (EPA) by June 2020; and

**WHEREAS**, in addition to presenting the draft report at a Town Board public meeting, a written copy was available in Town Hall as well as on the town website for public review and comment with no public comments received; and

**WHEREAS**, the Town Board reviews and approves such reports for accuracy, thoroughness and planning of future town MS4 activities;

**WHEREAS**, the Town’s Economic Development and Planning Department, has prepared the report and finds that it meets the intent of the MS4 requirements; and

**WHEREAS**, the Town Board of the Town of Glenville has reviewed the report;

**NOW THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Glenville hereby approves the MS4 Annual Report for March 2019-March 2020; and

**BE IT FURTHER RESOLVED** that the Town of Glenville approves the report.

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

**Motion Carried**

**Discussion...**

Supervisor Koetzle – “I have been working with all department heads on all projects, purchases as well. We had approved three (3) vehicle purchases in the budget plus we had an accident which would have been a fourth vehicle. Chief Janik has agreed to drop one vehicle out of the approved budget and just get three (3) this year as one of the mitigating costs impacts we are having. I want to thank him for that. I know it is not easy to give money back but he recognizes the situation we are in. I think this is kind of a start of the conversations with all of our department heads.

**RESOLUTION NO. 112-2020**

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

**WHEREAS**, in order to maintain a safe and efficient fleet of vehicles to meet the public safety needs of the Town of Glenville, the Police Chief recommends the purchase of (3) three marked police vehicles that will replace one (1) 2019 Dodge Durango that was totaled in a motor vehicle accident and two (2) Ford Interceptor Sedans (one 2016 and one 2017); and

**WHEREAS**, the Police Chief, through the NYS Office of General Services, has completed a mini bid process to obtain the lowest bidder for the police vehicles desired by the department; and

**WHEREAS**, the Town of Glenville Chief of Police has determined that the Glenville Police Department will be best served by purchasing three (3) 2020 Dodge Durango PPV's utilizing the NYS OGS bid award; and

**WHEREAS**, the Chief of Police and Town Comptroller recommend that the vehicles be purchased from the lowest bidder, Main Motorcar, at a price of \$30,679.50 each; and

**WHEREAS**, the purchase of two vehicles is provided for within the 2020 adopted budget, with the purchase of the third vehicle offset by insurance proceeds;

**NOW, THEREFORE, BE IT RESOLVED**, that the Chief of Police is hereby authorized to purchase three (3) 2020 Dodge Durango PPV's at a total cost not to exceed ninety-two thousand one hundred dollars (\$92,100), from Main Motorcar, 224 West Main Street, Johnstown NY 12095, with the expense charged to account BB-00-3120-2000 as included in the 2020 adopted budget; and

**BE IT FURTHER RESOLVED**, that the Chief of Police is hereby authorized to expend up to thirty-six thousand dollars (\$36,000) for the necessary equipment and outfitting for the three vehicles, with this expense also charged to account BB-00-3120-2000 as included in the 2020 adopted budget; and

**BE IT STILL FURTHER RESOLVED**, that upon purchase and delivery of the new vehicles the 2016 Ford Sedan, VIN ending in 4632, the 2017 Ford Sedan, VIN ending in 0128, and the 2019 Dodge Durango, VIN ending in 9269, are deemed surplus property and are eligible for disposal in the most cost-effective manner as determined by the Town Comptroller.

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

**Motion Carried**

**Discussion...**

Supervisor Koetzle – “It says in one of the WHEREAS’ that Schenectady County will contribute \$40,350. That’s not accurate, it’s a federal grant that flows through the County. I think that ought to be mentioned in the resolution. It’s federal money that goes to local parks.

I am proposing an amendment, just for clarity and accuracy and everybody knows where the money is coming from. I would like to insert “federal funds administered through” be put in front of Schenectady County.”

Motion to amend:

Moved by: Councilwoman Wierzbowski

Seconded by: Councilman Martin

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

Noes: None

**Motion Carried**

Supervisor Koetzle – “Some of you may recall we went through some of the capital projects, we had about fifteen (15) total capital projects. Some are getting delayed and some are moving forward. This is one of them that we decided it made sense to move forward for a couple of reasons but mostly because of the grant component to it. It made sense to capture the grant funding in order to make this happen. We have been trying to do this for years and so this grant funding has made this possible.”

Councilman Godlewski – “For clarity, the tennis courts that are being refurbished, they are the ones when you first enter Indian Meadows.”

Supervisor Koetzle – “Both of them.”

Councilman Godlewski – “Fantastic, even better!”

**RESOLUTION NO. 113-2020**

**Moved by:** Councilwoman Wierzbowski

**Seconded by:** Councilman Martin

**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, replacement of the entrance road and the paving of parking areas at Indian Meadows Park, construction of a second entrance and new playing fields at Maalwyck Park, and ongoing major infrastructure improvements at Maalwyck Park; and

**WHEREAS**, the Town of Glenville Park Planning Commission has identified the refurbishment of the basketball and tennis courts at Indian Meadows Park as a priority among its list of recommended Town park system improvements; and

**WHEREAS**, the Town Board concurs with this recommendation of the

Park Planning Commission; and

**WHEREAS**, the Director of Human Services developed a request for proposals and solicited bids for the renovation and resurfacing of two tennis courts and one basketball court at Indian Meadows Park; and

**WHEREAS**, the low bidder for the project was Luizzi Asphalt Services, 70 Tivoli Street, Albany NY 12207, with a quote of sixty-five thousand nine hundred twenty-seven dollars and fifteen cents (\$65,927.15); and

**WHEREAS**, federal funds administered through Schenectady County will contribute \$40,350 in grant funding toward this project, leaving a net Town expense of \$25,577.15, which is available in the 2020 adopted budget;

**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 Luizzi Asphalt Services for court resurfacing at Indian Meadows Park at a total cost not to exceed \$65,927.15.

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

**Motion Carried**

**RESOLUTION NO. 114-2020**

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

**BE IT RESOLVED**, that the minutes of the Regular Town Board Meeting held on May 6, 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. 115-2020**

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

**BE IT RESOLVED** that the **Monthly Departmental Reports** for April, 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 Martin, Aragosa, Godlewski, Councilwoman Wierzbowski and Supervisor Koetzle  
**Noes:** None  
**Absent:** None



**Abstentions:** None

### **Motion Carried**

### **New Business:**

Councilman Godlewski – “I just want to remind people to remain vigilant, to keep doing what you need to do during these very difficult times. I think some of the comments here tonight about how the corona virus and the current pandemic is really changing everything. It’s reshaping the way we live life that we use to know as normal. Remember that the mask is not a cure all. When you are out in public have a mask on and try to practice social distancing. You miss the sense of normalcy. We are all in this together and we will get through it. I wish everybody here and everybody listening safe travels.”

Councilman Martin – “It was very gratifying to hear the Moody’s report. Some of those comments were really gratifying to hear. That’s no small feat. That’s quite a record that has been established. Steve, (Gazette Reporter) in attendance, I enjoy the articles in the Gazette about the COVID outbreak regionally. I would urge you to also in doing so site the populations of the respective counties and the relative impact. I think that would be very informative for people and very revealing.”

Councilman Aragosa – “Just to echo Mike’s comments about the mask. Please continue to support your local businesses but respect the rules when you go there. They have to maintain those rules in order to remain open. Try to remember that. It’s complicated I know. Respect the rules.”

Supervisor Koetzle – “We did get a question that came in late, it says 8:09 but it just came in so I apologize Bill. Will the proposed plan allow expansion of the library? The library is county owned, Schenectady County and so it is not part of the project. I will say and Councilman Godlewski was part of this effort, we did reach out on a number of occasions to the County asking if they wanted to be part of the program. Our time tables did not line up.”

Councilman Godlewski – “They have a number of libraries. One of the things that Chris and I discussed during the meeting was that there is grant funding. The County has been fortunate to receive grant funding for some of the libraries that have recently been done. It is something that I, based on the way I gaged the meeting there seemed to be some level of openness there but the time tables just aren’t lining up. I know from my perspective and I’m sure from Chris’ perspective as well, they will still make it an advocacy as well to get us improvements to our library.”

Supervisor Koetzle – “If you look at the site plan it is being designed in proximity to the library to allow for future connection. One of the things I would like to see is the library and the town share space, a community room for example would make a ton of sense. We would both save a lot of cost we would both be able to use the facility. We would connect the buildings. So, it is being designed with a potential connection someday but it is going to have to be on the Counties capital project time table.

Thank you to the folks who took the time to join us on the webinar. I know it’s awkward, it’s goofy, it’s difficult. We have to do something with our sound system. We really want to hear you input on this. It is an important project probably the most important project as far as the money we are going to spend. It is probably the biggest project of my career here so far and I have been here twelve (12) years. We want to hear from you so please don’t be shy. Please engage us and continue the conversation. We will continue to bring all of the information to you as it happens.”

Supervisor Koetzle asked for a motion to adjourn; Moved by Councilwoman Wierzbowski, Seconded by Councilman Martini, everyone being in favor the meeting was adjourned at 8:25 PM.

ATTEST:

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Linda C. Neals  
Town Clerk