

MEETING OF THE TOWN BOARD  
TOWN OF GLENVILLE  
DECEMBER 2, 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 and Michael R. Godlewski Councilwoman Gina M. Wierzbowski

**Absent:** None

Also present were Earl T. Redding, Attorney for the Town; Melissa Cherubino, Director of Community Development and Vicki Hillis, Director of Human Services

Town Council Reports:

Councilman Aragosa – “Just a reminder that licenses can be renewed on line at the Department of Motor Vehicles. Try to keep out of places that you don’t have to go. The Town Municipal Center is doing things virtually and it is closed to the public unless you have an appointment. As you go forward try to be mindful of that and check the websites first and try to do what ever business you have to do in that manner.

I was on a zoom call on Tuesday with Schenectady Foundation talking about the programs that we are working on in the city with the youth and with the parents of those youths that are all working virtually with their school. In that webinar we talked about the idea that the county is probably a couple days behind Westchester and Albany and looking at probably going orange. That means there will be a further need for help with feeding people and making sure that they are getting the groceries they need as they are being quarantined. I’m thinking about the program that we have had going in the town for the seniors, I want to offer that if there is anything that I can do to help going forward with that. I am a semi-retired guy and have more time than I did before.”

No one wished to exercise the privilege of the floor.

Supervisor’s Comments:

Supervisor Koetzle shared the following information:

I just want to go over some revenue and budget things.

The town’s new presentation flag arrived; it is beautiful. I want to thank Rob for getting that all set up for us.

I want to update you on our court revenues. We are currently down about 26% of where we would normally be at this time and that is totally due to COVID-19. Court was shut down from April through August and in those five months our revenue fell \$93,000. That’s down from \$93,000 in 2019 to \$40,000 in 2020. We have reopened and we are seeing a bit of a rebound but all due because of COVID we expect to end the year down in revenues about \$60,000. We are seeing an uptick in activity now however and the problem now is really capacity through the court. So, we are seeing an uptick of activity with the enforcement and now they can’t get them in here because we can’t put as many people through the court. So, we are seeing a little bit of a clog. We will see an uptick in 2021 potentially as the lag starts to clear if they can get back to higher numbers of allowing people in. They are actually going in reverse right now, they have been limited even further from the court office on how many people they can have in so, we are going to see some revenue issues there in the short to mid-term anyway.

As far as Metroplex sales tax revenue is concerned the first three quarters we are down 10% from 2019 and that is really a mix bag we were expecting it to be down more. We are certainly down but we are not down as much as we thought we would be. It is particularly based on sales tax data the state released we expected a bigger drop. Maybe that is coming, maybe there is a lag in that as well. If we can maintain the sales tax revenue stream at this level until COVID is behind us I think we are going to be okay in that line, we will be down but not down to the level we thought. If the fourth quarter comes in the same as the last two quarters came in we will end about \$120,000 below where we were in 2019. So, we gave \$60,000 down in courts, \$120,000 in sales tax we are down a total of \$180,000 potentially by the end of the year.

On the bright side our mortgage rates have gone rock bottom and have led to a slew of refinancing. The residential market doesn't typically drive the mortgage tax revenue but in this case the Glenville housing market is very, very high. It is the second highest market in the entire capital district and our number of sales have been through the roof and we are seeing a lot of above asking price sales. So, we are seeing a bit of an increase in mortgage tax actually. For the first six months from April through September have increased by \$150,000 or up 46% over last year. This could be our best mortgage tax revenue year since 2013. Glenville as I mentioned has been a standout in this regard, our mortgage tax revenues are up 24% where all others areas in the county are only up 7%.

We are already looking at the 2022 budget and we have four months of our tax cap in for 2022 which currently stands at 1.12%. If the 2022 cap comes below 2% again that would be the 7<sup>th</sup> time of the eleven years that the tax cap has been in place that it has actually been below the 2%. It is early to tell right now but I think mid and long-term indicators, I think would suggest that our inflation isn't really going to increase that much over the next six to eight months. I am anticipating somewhere between 1 to 1½% is probable where our tax cap may end up for 2022.

Councilman Aragon and I attended a Glenville Environmental Conservation Commission (GECC) virtual meeting and introduced the solar law that went through the Codes Committee, it's now with GECC for a SEQRA determination, it will go to the Planning Board for recommendation to the Town Board but we will have it on our work session for next week to talk about the new proposed local law.

I just want to thank Vicki. I know each week we have the update on the pavilions. Things are moving forward; I think we are going to have it ready to go by the end of this week. At lease the Indian Meadows one and then hopefully the Maalwyck Park one will not be far behind.

The "Reverse Parade" is underway. We are very excited about it. People are working hard to try and pull this together. Mark your calendar, December 19<sup>th</sup> from 5:00 PM to 8:00 PM drive thru parade. The attorney for the town and I have been in conversation with county health and through county health with the State of New York. This event has caused some discussion as far as what is it, is it a mass gathering or is it an arts and entertainment venue? What ever it is classified as has two completely different guidelines attached to it and so we are seeking guidance now on that but the town's position is this is an arts and entertainment venue, not a mass gathering. Nobody is getting out of their car, the only people out of their cars are performers or people who are exhibiting in the parade. That is our position, we believe county health is agreeing with that and they are just checking with the state to see what kind of guidelines they have as well. We are taking great lengths to make sure people are distant from each other, no one is getting out of their cars and no contact between people exhibiting and the people coming through the parade."

Presentation on the Greenway Strategic Development Plan:

Supervisor Koetzle – "We started this process in early 2019. We had a lot of committee meetings and we went out and held public meetings at the Senior Center. I want to thank the team; you guys have been great to work with. This is an important project for us, an important project for the town. We have invested a lot of money and a lot

of effort. I will turn the presentation over to you guys at this time.”

Michael Allen, Behan Planning and Design gave the virtual presentation.  
Ethan Gatty and Brit Basinger, Chazen Company, were also virtual.

Michael Allen – We have been working on this coming up on a year now. We have been working with the study advisory committee which is made up of the Town of Glenville Supervisor, the Mayor of Scotia, several local town representatives as well as Schenectady Economic Development also the Capital District Transportation Committee and the Empire State Development who is the funding source for this project so we are very happy to have this support. Overall, the goals of this were to identify some of the long-term vision or a map for this project so, we are happy to have their support. Overall, the goals of this were to identify some of the long-term vision or a map of a network of pedestrian including multi-use paths and sidewalks throughout the Town of Glenville and Scotia. The intent here ideally is to really is to sort of connect all the different residential areas to points of interest, employment centers, shops and essential services to each other so that people can connect and improve the quality of life hopefully for the area, stimulate economic growth, provide some recreational activities as well as providing an alternate means of transportation, reducing traffic and parking demands and also promoting walking and bicycling.

So, these are the overall deals behind it. The final product of this when this is done, I should emphasize that we are just presenting a draft of the plan right now. We want to try and solicit some feedback from everybody. The final product for this is going to be a vision map of the future trails and sidewalks that we have identified. In particular identification of three short-term priority projects which we recommend be advanced as more short-term and with those come an assessment of the feasibility costs and what permitting requirements might be required to implement those connections.

We started this project out with putting together inventory of all of the known trails and sidewalks that we had in the area that were known including existing trails, sidewalks as well as planned future ones that we know of as well as future funded routes, things that hadn't been built yet but were funded. This included taking some ideas from some prior documents including the comprehensive plan, the Alplaus Hamlet Plan, and others, putting them all together in one map which we would then take to the public workshop and using that map as sort of a starting ground and try and get people to tell us what other connections they would like to make, what are the missing connections they would like to achieve and with that public workshop, it was pretty well attended, we got it in just before the whole COVID thing cracked down on everything. We had four different tables of people that were using maps and questionnaires to try and map out different ideas. From that workshop together with some of the ideas that our team developed as well as ideas from prior plans we started to map together some of the overall ideas.

Below is a summary of the project:

## Glenville Greenway Strategic Development Plan EXECUTIVE SUMMARY PROJECT OVERVIEW

The Glenville Greenway Strategic Development Plan outlines the planning, feasibility and preliminary design work necessary to develop a town wide multi-use pedestrian and bicycle transit trail system—a greenway system-- within the Town of Glenville and Village of Scotia. The purpose of the greenway is to connect employment, cultural, residential and recreational points of interest within the Glenville/Scotia area to similar points of interest in surrounding municipalities. Continuing to expand on the town's trail system will improve the quality of life, provide recreational opportunities and help to stimulate economic development. The preparation of the plan was supported by a grant to the Town of Glenville from Empire State Development. The town hired Behan Planning and Design and the Chazen Companies to develop the plan, utilizing the support of town staff and input from the Study Advisory Committee.

**GREENWAY BENEFITS** A greenway is a linear recreational corridor of land that emphasizes non-motorized transportation. It can be a large regional corridor like the

Hudson River Valley Greenway or the Erie Canalway Trail, or a more focused open space and transportation corridor like the Glenridge Road path the town has recently developed. Greenways can serve a variety of needs within a community. If the trails are well planned and form a strong network, in addition to recreation benefits, greenways can offer an alternative means of commuting that is healthy and cost efficient. They can form local and regional connections between neighborhoods, parks, and urban centers, or from towns out to rural areas. Successful greenways result in decreased air pollution by forming an alternative means of transportation and decreasing the number of short, local automobile trips. The economic benefits of greenways are well documented in terms of contributing to community property values and the addition of valued recreation and transportation amenities. PLANNING PROCESS Analysis of existing town, village and county plans, along with public input and guidance from the study advisory committee, informed the early development of this Greenway Strategic Development Plan. Using information from a public workshop, study advisory committee meetings, the prior planning studies and guidance from town staff and the consultant team, a Greenway Trail System Map was created that identified an overall vision of potential trail connections. A set of priority trail segments from this larger system map was selected using guidance from the study advisory committee including use of a rating system. Each proposed trail segment was ranked on a scale of 1 (low) to 3 (high) for each of the following criteria:

- System Connectivity
- Prior Planning and Support
- Likely Number of Users
- Types of Different Land Uses Connected
- Safety and Comfort
- Regional Connectivity
- Relative Cost
- Ease of Implementation
- Maintenance
- Accessibility

#### **PRIORITY TRAIL ROUTES – RECOMMENDATIONS**

A series of 27 trail segments were considered for establishing priority routes for implementation. The top three priority trail segments were determined using the rating system described above:

##### **Trail Route Priority 1 - Van Buren Road**

This segment would potentially connect the new pedestrian path along Glenridge Road from Town Hall through Stoodley Corners to the Andersen Dog Park.

##### **Trail Route Priority 2 – Alplaus Avenue Area**

The Alplaus path would connect Alplaus Ave and the Bruce Drive area

##### **Trail Route Priority 3 - Freemans Bridge Road > Town Center**

This corridor would connect the Freemans Bridge Road area and the Town Center area along NYS Route 50.

Additional priority segments are described in the full report.

#### **ADDITIONAL CONSIDERATIONS**

The greenway report provided additional, more detailed information addressing:

- Potential funding sources and approvals.
- Land/right-of-way acquisition process.
- Trail construction.
- Trail maintenance and funding/support for trail maintenance

- Recommended local law changes to help advance the plan.
- Future considerations for the greenway system.

## CONCLUSION

This planning process has documented the feasibility for continuing on the path toward developing a town wide greenway network—a multi-use pedestrian and bicycle transit trail system within the Town of Glenville and Village of Scotia that will connect with local, and ultimately with regional destinations. Travelling on this system will improve the quality of life, enhance public health, provide recreational opportunities and transportation alternatives, and help to stimulate economic development as properties become increasingly accessible to this network. The benefits of the investments the town, village and other partners have made in this system will be expanded at an increasing rate as the network becomes increasingly interconnected.

Supervisor Koetzle – “Thank you Mike, I think you did a great job. If you go back to the slide on estimated annual maintenance, what is included in that annual maintenance, the annual trail maintenance, \$7,000?”

Michael – As far as trail maintenance basically we looked at different trail maintenance costs for comparable trails in the north east and what they were doing. We then applied those costs per mile so, if we were looking at an average of \$2,500 per mile then apply that to each of the priority trails that’s how this number was provided.

Supervisor Koetzle asked if this amount included snow removal and was informed that snow removal was not included in this figure.

This opened up a discussion regarding the estimated annual maintenance cost. This discussion will continue at the work session on December 9, 2020.

Supervisor Koetzle moved ahead with the agenda items.

## **RESOLUTION NO. 214-2020**

**Moved by:** Councilman Godlewski

**Seconded by:** Councilman Aragosa

**WHEREAS**, a Petition and Notice to Review the Assessment for taxation for the tax roll years 2019 and 2020 of the real estate owned by KeyBank National Association, commonly known as 241 Saratoga Road, Glenville, New York (S/B/L # 22.11-3-13.1) was duly served upon the Assessor each 2019 and 2020 years respectively; and

**WHEREAS**, the Town, through its Assessor have thoroughly reviewed this matter and are prepared to enter into an agreement and stipulation of compromise and settlement of their differences as follows;

That the proceedings for tax roll years 2019 and 2020 in relation to the subject parcel of real property shall be discontinued and the proceedings for the tax roll years, 2019 and 2020 shall be settled on the following terms and conditions:

1. This settlement is made in resolution of all past and present claims or proceedings with respect to the subject property’s real property tax assessment;
2. Approval of this settlement and all required authorizations and enactments by the necessary parties shall be made in good faith and as expeditiously as possible;
3. Pursuant to Real Property Tax Law section 727, the proceedings for the

subject tax roll years shall be settled by establishing the assessment of the 241 Saratoga Road property at the revised assessed values as follows:

Year	Tax Map Number	Original Assessment	Revised Assessment	Reduction
2019	22.11-3-13.1	\$1,183,000	\$1,183,000	\$0
2020	22.11-3-13.1	\$1,183,000	\$951,988	\$231,011

- 4. That there is no refund for 2019 and 2020 Town, Highway and Special District taxes to be paid.
- 5. That refunds based on the sum equal to the difference between the real property taxes paid based upon the 2020/21 school tax bill and the taxes that would have been paid if the assessment had been based upon the Revised Assessment for such year(s), including all interest and costs, shall be waived in consideration for the above reduction.
- 6. All other provisions of the RPTL section 727, including RPTL 727 (2) shall apply to this settlement except Sections (a) and (b). That is, the property owner agrees not to bring another tax certiorari proceeding with respect to this property for the three years following the affected tax year unless the improvements on the property shall be destroyed, demolished or removed and the Assessor agrees to maintain the assessment based upon the revised assessed value for 2020 (as stated above) for those three years unless required by additions, alterations or capital improvements.
- 7. In consideration hereof, the tax certiorari proceedings brought by the taxpayer shall be discontinued on the merits with prejudice and without costs to either party or against the other.
- 8. The parties agree that the Consent Order is entered into for good and valuable consideration, that it is the entire agreement of the parties, that it is made to resolve this litigation and shall not be offered in any other proceeding by any party as competent evidence of any fact, that the Consent Order may be filed in the office of the Schenectady County Clerk and an Order may be entered, based upon the Stipulation by either party on notice to the other.

**WHEREAS**, it appears to be in the best interests of the Town to settle said matter as recommended by the Attorney for the Town and the Assessor without further attendant legal and appraisal costs; and

**WHEREAS**, the property is located in the Scotia-Glenville Central School District, and the District has intervened in the proceedings;

**NOW THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Glenville hereby authorizes the Assessor for the Town to enter into a Consent Order and Judgment with KeyBank National Association for the settlement of the tax certiorari proceedings brought relative to the property known as 241 Saratoga Road, Glenville, NY (S/B/L # 22.11-3-13.1) under the terms outlined above.

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

**Motion Carried**

**RESOLUTION NO. 215-2020**

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

**WHEREAS**, in order to provide for maintenance and supervision of Indian Meadows Park and its skating rinks during the winter months, seasonal recreation attendants are annually employed by the Town of Glenville;

**NOW, THEREFORE, BE IT RESOLVED** that the Director of Human Services of the Town of Glenville is hereby authorized to employ up to two (2) seasonal Recreation Attendants for the time period of December 19, 2020 through March 28, 2021, with a workload between the two positions of not more than forty hours per week in total, at the budgeted rate of \$13.00 per hour with no benefits.

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

**Motion Carried**

**RESOLUTION NO. 216-2020**

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

**BE IT RESOLVED**, that the minutes of the Regular Town Board Meeting held on November 18, 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. 217-2020**

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

**WHEREAS**, the Town of Glenville publicly solicited bids for an Underground Storage Tank Project at the Town of Glenville Highway Garage, 375 Vley Road; and

**WHEREAS**, the project consists of removing two 4,000-gallon underground fuel tanks which have reached the end of useful life and replacing them with one 10,000-gallon underground double-wall fiberglass tank split with 5,000/5,000-gallon capacity; and

**WHEREAS**, the project also includes the furnishment of the new tank, procurement and installation of ancillary equipment, site preparation, removal of debris, required permits and inspections, and various other deliverables as specified in the bid specification, as well as contingency items in the event that contaminated soils are discovered; and

**WHEREAS**, upgrade of the tanks is required to meet New York State Department of Environmental Conservation cathodic testing requirements; and

**WHEREAS**, said bids were publicly opened on November 16, 2020, with only one timely bid being received; and

**WHEREAS**, the bid has been reviewed by the Commissioner and Deputy Commissioner of Public Works, both of whom recommend acceptance of the low bid in the amount of \$174,900 from American Petroleum Equipment and Construction Company, 63 Orange Avenue, Walden, New York 12586; and

**WHEREAS**, the Commissioner and Deputy Commissioner of Public Works also recommend acceptance of the contingency item pricing bid in an amount not to exceed \$7,825 should contaminated soils be discovered; and

**WHEREAS**, planning for this project originally included only a like-for-like replacement of one 4,000-gallon tank at a cost of \$100,000, which was included in the 2020 Adopted Capital Budget; and

**WHEREAS**, the Commissioner and Deputy Commissioner of Public Works now advise that replacement of both tanks would provide operational efficiencies and cost savings; and

**WHEREAS**, the Town Comptroller advises that the additional funding needed to replace both tanks is available in the highway capital reserve account and can be transferred as part of the year-end budget amendment to be considered at the Town Board meeting scheduled for December 16, 2020;

**NOW THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Glenville hereby accepts the low bid from American Petroleum Equipment and Construction Company, 63 Orange Avenue, Walden, New York 12586 in the amount of \$174,900 for the Underground Storage Tank Project and also accepts the contingency item pricing bid in an amount not to exceed \$7,825, and authorizes the Town Supervisor to enter into an agreement with American Petroleum Equipment and Construction Company for said project; and

**BE IT FURTHER RESOLVED**, that payment for these improvements be charged to capital account #HH-042, Underground Storage Tank Project.

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

**Motion Carried**

**RESOLUTION NO. 218-2020**

**Moved by:** Councilman Aragosa  
**Seconded by:** Councilman Martin

**BE IT RESOLVED**, that the Town Board of the Town of Glenville hereby adjourns into Executive Session to discuss negotiations for a potential purchase of a property.

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

**Motion Carried**



Supervisor Koetzle adjourned this portion of the meeting at 8:00 PM and entered into Executive Session.

Time being 8:29 PM; Supervisor Koetzle reconvened the meeting, no action was taken.

Supervisor Koetzle asked for a motion to adjourn; Moved by Councilman Martin, Seconded by Councilwoman Wierzbowski, everyone being in favor the meeting was adjourned at 8:30 PM.

ATTEST:

---

Linda C. Neals  
Town Clerk