

MEETING OF THE TOWN BOARD  
TOWN OF GLENVILLE  
JANUARY 20, 2021  
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 and Melissa Cherubino, Director of Community Services

Supervisor Koetzle – “We are removing Item #16 and Item #17 from the agenda. Both of these resolutions call on the Governor to deem some of our employees as essential employees but the entire municipal staff is already being deemed as essential so those are being removed from the agenda.”

Town Council Reports:

Councilman Godlewski – “I want to acknowledge the history of the fact that we saw inaugurated today our first female vice president. It is something that is frankly overdue in our society. In that respect that we are advancing in gender equality it’s a great thing in American history.”

Councilwoman Wierzbowski – “I have a couple of items. First I would like to offer my congratulations to all of the fire department officers who are now serving for the year 2021 in the town’s fire departments. All of our fire departments with the exception of Scotia Fire Department are volunteer and these members go over and above responding to calls. They make sure the members are trained, they make sure the equipment is in order and they make sure that leadership is there so everyone goes home safe at the end of the day. I wish them all a safe and successful 2021.

I would like to offer my sincere condolences to the Coppola family. Chief Andy Coppola and his wife lost their son Alex last week suddenly. Alex was a member of the Alplaus Fire Department for a number of years. He was an exceptionally kind, generous and funny young man. He will be greatly missed.”

Councilman Martin – “I have been doing drive-thru food pantries for quite a while now. The need is getting greater. The Schenectady Foundation reached out to Justin Cook from the Village. Justin and his group from the Beukendaal Mason’s Society will be doing a pantry Collins Park in February. He reached out to me and asked if the Town and the Village would be interested in doing a joint venture sometime in March. For us it means not much more than some help with logistics, some tables, maybe some police presence and getting some volunteers out.

Andy Coppola has been a friend of mine since we were young. I can’t say how sad I am for him. His children grew up with my brother’s children, they went to Glencliff together.”

Councilman Martin – “On the continuing advance with the Zoning Revision Committee we have several things coming through again this evening. We met January 7<sup>th</sup> virtually and we have some more things that we are bringing forth tonight.

I would like to express my condolences to the Coppola family. It was tragic news. They are certainly in our thoughts and prayers.”

Supervisor Koetzle – “I do join my colleagues in extending my condolences to the Coppola family. Andy and his wife, Tom and Cathy and the entire family. They know that we are here for them and to help them any way possible. We are praying for them.

Moving on to our “Employee Service Awards”. This is something that Councilwoman Wierzbowski had us start last year and we wanted to continue it going forward. Unfortunately, we can’t do it with the fanfare we did last year but we do want to recognize the service of our employees to this town. As I stated in my State of the Town, last night, I am extremely honored and privileged to be working with these people each and every day. They have worked particularly this last year under very difficult circumstances and they came to work every single day delivering the services to our residents. It’s right that we take a moment to honor them. I had the opportunity to pass out the awards to each employee personally today except for highway, which I will be doing later in the week. I just want to note a few things about the awards:

- seven of our eight-eight employees have thirty or more years to the Town of Glenville
- fifteen of them are going to have a special anniversary this year and I do want to note those
- three of them are retiring

Five years – Ben Ferretti, Adam Van Zandt, Arnold Briscoe, Nathan Geary, Nicholas Sweet, Jennifer Vullo, Joseph Mitchell and James Ba???????

Fifteen years – Justin Boulle and Matt Weise

Twenty years – Mike Petroski, Steve Garahan and Brenan Gillooley

Twenty-five years – Linda Neals

Thirty-one years – Jamie Galante

Thirty-two years – Anne Peltier

Thirty-years – Joelle Ventrice

Thirty-three years – Craig Myers

Thirty-seven years – Dana Gilgore

Thirty-nine years – Tom Melander and Jane Pennie

Thank you all for your service to this town!

We will move on to our presentation by the Chazen Companies. This is something that Melissa and I have been working on with the ADA Transition Plan.

Ethan Gaddy, Chazen Companies Planner – I have been working with Melissa and Carrie Ward, Traffic Planner with CDTC on an ADA Transition Plan for the past few months.

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

No one wished to exercise the privilege of the floor

Supervisor Koetzle shared the following information:

I received a call from the County Manager on Monday looking for a list of our employees prioritized by how we would want them to be vaccinated with contact information. So, all municipal employees are viewed as frontline or essential workers. Jason, Vicki and I worked on a list for the County and it was delivered to them yesterday. We are starting with any employees over 65 and then moving to any first

responders and then to support staff from there. Our employees will be getting a call from county health to set up an appointment within the next week or so for the vaccination.

Last night we had the State of the Town, it was a virtual event. Thank you to all who attended. We had over 120 who attended.

Chief Janik and I will be starting our Police Reform Commission meetings tomorrow. This is an executive order handed down from the Governor to take a look at policing policies within the community. It is a virtual meeting. Earl has been working with the Chief and I on an outline and an agenda and how we are going to proceed with that. That report will be due to the board and after that the board reviews it and there is public input then we will adopt it. It has to be to the Governor by April 1<sup>st</sup>.

The other thing that has to be to the Governor by April 1<sup>st</sup> that we are working on and Earl is working on it with be as well is our pandemic response plan that is going forward as well. I need to deliver the plan to the union heads by February 4<sup>th</sup> and that also has to be to the Governor by April 1<sup>st</sup>.

Supervisor Koetzle moved ahead with the agenda.

### **Discussion...**

Councilman Martin – “Essentially what we are doing is increasing some of the fees a little bit and detailing others. For example – demolition fees were always \$50.00 for residential building, now we are breaking that out to say a residential building of 10 to 1,000 sq. ft. at \$50.00, 1,001 to 2,500 sq. ft. at \$250.00, 2,501 to 5,000 sq. ft. at \$500.00.

We are increasing the inground pool fee from \$75.00 to \$100.00. There is a similar breakout detail for the demolition of non-residential commercial buildings and we are adding a re-inspection fee where there has been a two-time failure and if we have to come back a third time it is \$150.00, same way with a site-plan review for re-submission it is \$150.00. Zoning certification, checking to make sure that the project complies with zoning is \$25.00.

Those are some of the changes being made. It is something that I support because I believe these fees are a benefit of those who access these services and although they are not intended to pay for the entire cost of the service they are intended to try and offset the cost to the taxpayer in the community.”

Supervisor Koetzle – “This is an outgrowth of our budget process from the summer where I asked the department heads to look at their fee schedules and to compare them to other municipalities and they did that. They found that we were out of line, much lower. We looked at, talking to our staff, how much time was taken on these particular tasks and we found that they were just out dated. We haven’t addressed this in many, many years. So, this would really bring it in line and update the fees.”

### **RESOLUTION NO. 44-2021**

**Moved by:** Councilman Martin

**Seconded by:** Councilwoman Wierzbowski

**WHEREAS**, a Member of the Town Board of the Town of Glenville is introducing a Local Law to amend Chapter 130, “Fees”, with accompanying amendments to the Code of the Town of Glenville (a copy of which is attached hereto); and

**WHEREAS**, this proposed Code amendment is the product of much study and discussion by the Town of Glenville Code Revision Commission; and

**WHEREAS**, the Local Law clarifies the existing regulations, and

constitutes a Type II Action under the State Environmental Quality Review Act (SEQRA) which does not require further review; and

**WHEREAS**, a duly scheduled public hearing must be held in order to amend the existing code by Local Law;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Glenville will meet at the Glenville Municipal Center, 18 Glenridge Road, Glenville, New York on Wednesday, February 3, 2021 at 7:00 P.M., or as soon thereafter as possible, at which time it will hear all persons interested in the proposed amendments of Chapter 130, "Fees" of the Code of the Town of Glenville; and

**BE IT FURTHER RESOLVED** that the Town Clerk be, and she hereby is directed to prepare the proper notice of said hearing in accordance with law and to publish same at least ten days prior to the date of the public hearing and to provide same to the Village of Scotia and the City of Schenectady.

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

### **Motion Carried**

### **Discussion...**

Councilman Martin – "We are looking at taking some pro-active steps to begin to have the Code deal with the onset of what we are going to see as marijuana dispensaries. These are land uses that are coming forth and we need to have them defined before we can locate them in our actual zoning districts so we are defining them with these changes."

### **RESOLUTION NO. 45-2021**

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

**WHEREAS**, a Member of the Town Board of the Town of Glenville is introducing a Local Law to amend Article II, "Terminology", with accompanying amendments to the Code of the Town of Glenville (a copy of which is attached hereto); and

**WHEREAS**, this proposed Code amendment is the product of much study and discussion by the Town of Glenville Code Revision Commission; and

**WHEREAS**, the Local Law clarifies the existing regulations, and constitutes a Type II Action under the State Environmental Quality Review Act (SEQRA) which does not require further review; and

**WHEREAS**, a duly scheduled public hearing must be held in order to amend the existing code by Local Law;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Glenville will meet at the Glenville Municipal Center, 18 Glenridge Road, Glenville, New York on Wednesday, February 3, 2021 at 7:00 P.M., or as soon thereafter as possible, at which time it will hear all persons interested in the proposed amendments of Article II, "Terminology" of the Code of the Town of Glenville; and

**BE IT FURTHER RESOLVED** that the Town Clerk be, and she hereby is directed to prepare the proper notice of said hearing in accordance with law and to

publish same at least ten days prior to the date of the public hearing and to provide same to the Village of Scotia and the City of Schenectady.

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

**Noes:** None

**Absent:** None

**Abstentions:** None

**Motion Carried**

**Discussion...**

Supervisor Koetzle – “We have had this discussion for a couple of months, we are looking to site a solar farm overlay district for commercial use. This locates it very specifically on 30-acre parcels or more within a half-mile existing sub-station. The proposal constitutes, according to the Code a type I action under SEQRA. This is calling for a public hearing to move that law forward.”

**RESOLUTION NO. 46-2021**

**Moved by:** Councilman Martin

**Seconded by:** Councilwoman Wierzbowski

**WHEREAS**, a Member of the Town Board of the Town of Glenville is introducing a Local Law to propose Section 270-24.1D, “Solar Farm Overlay District” with accompanying amendments to the Code of the Town of Glenville (a copy of which is attached hereto); and

**WHEREAS**, this proposed Code amendment is the product of much study and discussion by the Town of Glenville Code Revision Commission; and

**WHEREAS**, the proposed Overlay District provides an opportunity to develop parcels 30 acres or more, located within ½ mile of an existing substation, as a solar farm. The proposal constitutes a Type I Action under the State Environmental Quality Review Act (SEQRA) which required Glenville Environmental Conservation Commission review; and

**WHEREAS**, a duly scheduled public hearing must be held in order to amend the existing code by Local Law;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Glenville will meet at the Glenville Municipal Center, 18 Glenridge Road, Glenville, New York on Wednesday, February 3, 2021 at 7:00 P.M., or as soon thereafter as possible, at which time it will hear all persons interested in the proposed amendments of Section 270-24.1D, “Solar Farm Overlay District” of the Code of the Town of Glenville; and

**BE IT FURTHER RESOLVED** that the Town Clerk be, and she hereby is directed to prepare the proper notice of said hearing in accordance with law and to publish same at least ten days prior to the date of the public hearing and to provide same to the Village of Scotia and the City of Schenectady.

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

**Noes:** None

**Absent:** None

**Abstentions:** None

**Motion Carried**

## Discussion...

Supervisor Koetzle – “This is the important piece of the solar overlay district. It is going to allow us to be able charge what we call a public benefit greenspace fee for the solar farm, itself. It is in the site plan section of the law, so it is separate from the one we just did. This is based on the sub-division recreation fee that we currently charge for single family homes, which was a thousand dollars for lots. One of the things that I talked about in the State of the Town yesterday was the reality is 50% of our neighborhoods were built prior to 1979 and only 3% since 2010 so this is a good opportunity for us to find a way to augment that as we continue to hopefully direct more single-family homes but in the interim this will help make sure that our parks continue to be fully funded.”

### **RESOLUTION NO. 47-2021**

**Moved by:** Councilman Martin

**Seconded by:** Councilman Aragosa

**WHEREAS**, a Member of the Town Board of the Town of Glenville is introducing a Local Law to amend Article XVI Site Plan Review adding Chapter 270-111, regarding a public benefit fee for projects in the solar district overlay, with accompanying amendments to the Code of the Town of Glenville (a copy of which is attached hereto); and

**WHEREAS**, this proposed Code amendment is the product of much study and discussion by the Town of Glenville Code Revision Commission; and

**WHEREAS**, the Local Law clarifies the existing regulations, and constitutes a Type II Action under the State Environmental Quality Review Act (SEQRA) which does not require further review; and

**WHEREAS**, a duly scheduled public hearing must be held in order to amend the existing code by Local Law;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Glenville will meet at the Glenville Municipal Center, 18 Glenridge Road, Glenville, New York on Wednesday, February 3, 2021 at 7:00 P.M., or as soon thereafter as possible, at which time it will hear all persons interested in the proposed amendments of Article XVI Site Plan Review adding Chapter 270-111, regarding a public benefit fee for projects in the solar district overlay in the Code of the Town of Glenville; and

**BE IT FURTHER RESOLVED** that the Town Clerk be, and she hereby is directed to prepare the proper notice of said hearing in accordance with law and to publish same at least ten days prior to the date of the public hearing and to provide same to the Village of Scotia and the City of Schenectady.

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

**Noes:** None

**Absent:** None

**Abstentions:** None

### **Motion Carried**

## Discussion...

Councilman Martin – “We are trying to bring our fees and penalties in line. This is a slight revision to the penalties for offenses. In other words, the fines that can be imposed. We are setting up here a little bit of a range, we are establishing a lower end to the range it had been. A fixed fee at \$350.00 and not exceeding \$700.00 and we are now allowing for as little as \$150.00.”

Supervisor Koetzle – “This puts a minimum, a \$150.00 minimum. There was no minimum prior so this actually gives the judge direction that there must be a fine of at least \$150.00 where before there could be nothing for zoning violations.”

**RESOLUTION NO. 48-2021**

**Moved by:** Councilman Martin

**Seconded by:** Councilwoman Wierzbowski

**WHEREAS**, a Member of the Town Board of the Town of Glenville is introducing a Local Law to amend Chapter 270-157A, “Penalties for Offenses”, with accompanying amendments to the Code of the Town of Glenville (a copy of which is attached hereto); and

**WHEREAS**, this proposed Code amendment is the product of much study and discussion by the Town of Glenville Code Revision Commission; and

**WHEREAS**, the Local Law clarifies the existing regulations, and constitutes a Type II Action under the State Environmental Quality Review Act (SEQRA) which does not require further review; and

**WHEREAS**, a duly scheduled public hearing must be held in order to amend the existing code by Local Law;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Glenville will meet at the Glenville Municipal Center, 18 Glenridge Road, Glenville, New York on Wednesday, February 3, 2021 at 7:00 P.M., or as soon thereafter as possible, at which time it will hear all persons interested in the proposed amendments of Chapter 270-157A, “Penalties for Offenses” of the Code of the Town of Glenville; and

**BE IT FURTHER RESOLVED** that the Town Clerk be, and she hereby is directed to prepare the proper notice of said hearing in accordance with law and to publish same at least ten days prior to the date of the public hearing and to provide same to the Village of Scotia and the City of Schenectady.

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

**Noes:** None

**Absent:** None

**Abstentions:** None

**Motion Carried**

**Discussion...**

Supervisor Koetzle – “This is the site of Well Now and Chipotle. We are very excited; we have worked very hard on this.”

**RESOLUTION NO. 49-2021**

**Moved by:** Councilmen Martin

**Seconded by:** Councilwoman Wierzbowski

**WHEREAS**, a Member of the Town Board of the Town of Glenville is introducing a Zoning Map amendment to designate parcels 231 Saratoga Rd SBL#22.11-3-18, and 233 Saratoga Rd SBL#22.11-3-17.1 as a General Business Zoning District in accordance with section 270-152 of the Zoning Code of the Town of Glenville; and

**WHEREAS**, the proposal has been reviewed and recommended for

approval by the Planning Zoning Commission; and

**WHEREAS**, a scheduled public hearing must be held in order to consider the proposed zoning change and;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Glenville will meet at the Glenville Municipal Center, 18 Glenridge Road, Glenville, New York on Wednesday, February 3, 2021 at 7:00 P.M., or as soon thereafter as possible, at which time it will hear all persons interested in the proposed zoning amendment.

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

**Noes:** None

**Absent:** None

**Abstentions:** None

**Motion Carried**

**RESOLUTION NO. 50-2021**

**Moved by:** Councilman Martin

**Seconded by:** Councilwoman Wierzbowski

**WHEREAS**, a Member of the Town Board of the Town of Glenville is introducing a Local Law to amend Section 270-24.1B4, "Adult Uses Overlay District, Uses Allowed" with accompanying amendments to the Code of the Town of Glenville (a copy of which is attached hereto); and

**WHEREAS**, this proposed Code amendment is the product of much study and discussion by the Town of Glenville Code Revision Commission; and

**WHEREAS**, the proposed amendment, taken in combination with updated definitions, clarifies the intent of Vapor Shops as an exception to retail. Therefore, the proposal constitutes a Type II Action under the State Environmental Quality Review Act (SEQRA) which required Glenville Environmental Conservation Commission review; and

**WHEREAS**, a duly scheduled public hearing must be held in order to amend the existing code by Local Law;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Glenville will meet at the Glenville Municipal Center, 18 Glenridge Road, Glenville, New York on Wednesday, February 3, 2021 at 7:00 P.M., or as soon thereafter as possible, at which time it will hear all persons interested in the proposed amendments of Section 270-24.1B4, "Adult Uses Overlay District, Uses Allowed" of the Code of the Town of Glenville; and

**BE IT FURTHER RESOLVED** that the Town Clerk be, and she hereby is directed to prepare the proper notice of said hearing in accordance with law and to publish same at least ten days prior to the date of the public hearing and to provide same to the Village of Scotia and the City of Schenectady.

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

**Noes:** None

**Absent:** None

**Abstentions:** None

**Motion Carried**



**RESOLUTION NO. 51-2021**

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

**WHEREAS**, the Town of Glenville is a member of the Association of Towns of the State of New York; and

**WHEREAS**, Town Supervisor Christopher A. Koetzle has represented the Town of Glenville at various Association meetings and conferences; and

**WHEREAS**, the Association requires that the Town Board adopt an official resolution by February 5, 2021 designating its' voting delegate for the Association's 2020 Annual Business meeting to be held Wednesday, February 17, 2021; and

**WHEREAS**, Supervisor Koetzle is willing to serve as the Town's voting delegate for the Association's Annual meeting,

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Glenville hereby designates Christopher A. Koetzle as its' voting delegate for the Association of Towns' 2021 Annual Business meeting and authorizes and directs the Town Clerk to complete the Certificate of Designation and return same to the Association.

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

**Motion Carried**

**RESOLUTION NO. 52-2021**

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

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

Assessors Department  
Justice Department  
Police Department  
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. 53-2021**

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

**BE IT RESOLVED**, that the minutes of regular Town Board meeting held on

December 16, 2020 and the minutes of the Town Board Organizational meeting held on January 6, 2021 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**

### **New Business**

Councilman Aragosa – “At our last meeting we talked a little bit about student representation to town board advisory committees. The past couple of weeks Councilman Godlewski and I put together a resolution we would like to be considered at the next meeting. I think it is something we should consider. I know in the past we have had some students attend our meetings and I believe that some of those kids would be very helpful, have a good voice on our committees. Hopefully we can bring it out to our next agenda.”

Councilman Martin – “Thanks to Melissa. She has done a lot of fine work on these Code amendments. She has done a tremendous job and it is a pleasure to work with her and very hard working.”

Councilman Godlewski – “Just to encourage everyone to stay safe and healthy and continue to support local small businesses.”

Supervisor Koetzle asked for a motion to adjourn; motion to adjourn; Moved by Councilman Martin; Seconded by Councilman Aragosa, everyone being in favor the meeting was adjourned at 7:50 PM.

ATTEST:

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Linda C. Neals  
Town Clerk