

**Meeting of the Town Board
Town of Glenville
July 20, 2022
At The Glenville Municipal Center
18 Glenridge Road, Glenville, NY**

Supervisor Koetzle Calls the meeting to order at 7:00 PM

Invocation: Supervisor Koetzle read the Police Officers Prayers.

Pledge of Allegiance

Roll Call: Town Clerk Julie Davenport

Present: Supervisor Koetzle, Councilwoman Wierzbowski, Councilmen Godlewski, Martin and Ramotar.

Absent: None

Also present: Courtney Heinel- Attorney for the Town, Stephen Janik Police Chief, Jason Cuthbert- Comptroller, Vicki Hillis- director of Human Services.

Town Council Reports:

Councilman Godlewski: Just to say that I hope everyone's enjoying the summer, staying cool from the warm weather that doesn't seem to be breaking anytime soon. I've been just very briefly as I missed the last meeting, so just to update. I had the pleasure and privilege of marching in three of our parades here in town this summer. The Memorial Day Parade, Scotia, the Flag Day Parade up in Burnt Hills and the Alplaus Parade on 4th of July and all three experiences were very meaningful and, in many cases, wonderful. Just wanted to give a shout out to some things that are coming up. Obviously on the agenda tonight is some resolutions regarding Thursdays in the Park that starts in August at 7:00 PM and some live music over Indian Meadows. Capped off with kind of an end of summer, end of August, Movie Night on the I think that last Saturday, August down at Maalwyck Park, the movie is Willy Wonka the Chocolate Factory, it's a family movie night type deal. This Friday down in downtown Schenectady is summer nights, it starts at five and goes until 10. Obviously, the live music down at Freedom Park is also ongoing, with a fairly regular schedule. So, plenty of stuff to get your fill of live music and enjoy the sunshine and get out in the summer time.

I also just wanted to say to wanted to thank Miss Hillis and Mr. Cuthbert for some of their work that they put in on the personnel manual revisions. I know they sent me an e-mail and waiting for a response for some proposed suggestions and input from me. I'm going to just been very busy and I'll get that to you shortly. That's all.

Councilwoman Wierzbowski: I just want to offer a warm welcome to Officer Sakura. I'm looking forward to seeing you in and around Glenville and wish you all the best and all the success in your career here with us.

Councilman Martin: Just briefly. I'm in receipt of the monthly Treasury report for the Glenville LDC. The LDC currently has about \$210,000 in liquid assets, most of that's in a CD that they say they've created for future loan applications. They also have about \$208,000 in outstanding loans right now, so that's pretty standard fare. But I just wanted to report on that.

Councilman Ramotar: Yes, Mr. Supervisor. I was just speaking to the Highway Superintendent just a quick update. Paving is complete for the water breaks, it happened earlier. Crews are preparing for street paving; we are going to discuss some of that on the resolution tonight. Road side mowers are making their pass around town, drainage work and pipe replacement are in the process.

Privilege of the Floor: No one spoke. Open 7:07 Closed 7:08

Supervisors Comments to the Board: Thursdays in the Park was mentioned by Councilman Godlewski. Just want to take a moment to thank the Committee and to thank Julie Davenport for her work on it, along with Cassie Walker our chairperson. Also want to thank everyone and all of our sponsors. We have a great year lined up this year. And please, if you can make it would be a good time.

So, some quick updates. As I mentioned the Planned Development District for Glen Esk has come in, they are changing their commercial space for more, residential. We're also increasing their commercial and so that would be going through the process and they'll be coming to this board shortly for a change in PDD language.

We have an accepted purchase agreement as I mentioned to you, the Times Union, I don't know if you had a chance to see it tonight, did a story on the Mekeel property at Cyprus. It's a disaster, shambles. But we've been working very hard with the owners, Mekeel, on trying to find a buyer for redevelopment. We have that purchase offer in place now. What the actual redevelopment would be is a little too early talk about, we've been talking about a lot of different options. Obviously, we're going to try to center on residential, but there'll be some mix of that, I'm sure. There are some creative things that people are talking about. We really haven't gone out to the public much. You might see on Facebook or you're going to start to see on Facebook the article asking why they're not hearing anything about it because we don't have any topics to really talk about yet. But we're getting there and we'll bring that discussion to the community as we get a solid plan for the redevelopment of the property.

We were successful in retaining the Climate Smart money for the Alplaus sidewalk. I think you all know we met with the county, the County is interested in helping with some money, so they offered money they have towards that sidewalk. We're able then to expand the footprint of it, but we had to retract some footprint because Saratoga County won't let us go into Saratoga County and get to the school. Shifting it now and we're

trying to get down to the bridge. So, from First to the bridge to Maritime Way and try to have a loop that way. I think the folks in Alplaus are very happy. We were able to get DEC to sign off on that change so we're working with the county to go forward on that project.

Our CFAs are being submitted by the end of July, next couple of weeks. Tonight, we have one on here as you saw, for the Complete Streets Freemans Bridge Rd. We also have CFAs for funding Yates Mansion, we've been meeting on that, it's for a scope for work on getting the expansion going again. Funding Legacy Park and funding the Route 50 corridor study.

We've opened the RFP's on Maalwyck Park boat launch. We have our RFP tonight for accepting it's the \$37,000 so it's the low responsible bid, the other was \$45,000.

I signed a purchase agreement for three lots on North Ballston, so we're currently doing the title search, but it appears that we are starting to get every one of those lots on North Ballston to add to Legacy Park. What has changed the scope of work there tremendously, because now we're looking at doing the cafe off from the house that we bought two months ago. So, that is starting to pick up but we do have now just about all the frontage along North Ballston except for two.

DASNY, good news and bad news, DASNY moved one of our two major grants. It wasn't the one for us here, but it was the one for the public safety training center. I signed the grant distribution agreement for \$127,000. Gina is going to have to do some heavy lifting with fire chiefs to get a project that everybody agrees on, that we can just get to spend the money. We do have some ARPA money now that we can maybe put into it, also for infrastructure for water down on Vley Rd, but we are now at a point where we're able to go forward with something. It's just getting everyone to agree on what we want to go for.

We funded our first microenterprise grant to Maureen Culver, The Speckled Hen. We have some more coming in, but that's the microenterprise loan, I'm sorry grant program that we did through the State of New York.

I met with our new Planner I today, Jason met with him as well. He came through, met with folks, we're excited and he seems very excited to be here. We still don't have any news on a Planner/Director of Planning. Jason and Vicki and I are looking at maybe tweaking some of the requirements maybe looking at a Senior Planner, or maybe another Planner I as opposed to a director. We have to get a little bit creative here because the job markets a little bit dry and we have to figure out how we want to go forward, but we're in the process of doing that. Nick came in today and he seems like a great guy and ready to get working with us.

The park projects are moving forward. As you know, in Indian Meadows we have the pavement of the interior road. We have the resurfacing of the roads that are ready paved. We have water going to the sports teams. We have the electrical in the sports

teams. We have the parking lots being paved. There's so much going on. I want to thank Tom and all the guys and all those involved at the Highway Department because every time we turn around, there's just more going on. Maalwyck, we have a ton going on redoing soccer, softball is still being looked at down there so we'll have more information on that as we go forward.

Jim, I wanted to talk to you. I did meet with PDP about the RFQ on the new town hall. We're in the process of getting a criterion together to measure against. So, we'll be meeting with you on that and we'll bring that to the board once you're comfortable with that. But I did have a meeting today with someone who has another great idea for redevelopment on a project on a property for the town and it would include Town Center. We've got to get the RFQ queue going so that we can start looking at these and assessing this as they come in.

Michael Godlewski already mentioned the personnel manual. We've got to get that going hopefully we can make the work session in August. Paving we have tonight. Glenridge Rd turn around is in play, we're very excited, we're glad they didn't impact our natural area and they finally gave us three parking spots. Although you have to learn to parallel park, if you don't know how to parallel park. We finally got the parking spot there, so we're excited about that.

I just want to mention a couple things, Work Session. Courtney did a very good memo, Jim has it on the abandoned shopping cart problem we have in Town Center all of a sudden. We are looking at a new code to deal with abandoned shopping carts and how to deal with that. So, we're bringing that forward to you folks.

Lastly, I just want to touch really quick on three projects. Mohawk Hudson Bike Hike Trail, where we've got National Grid for easements, still. Freemans Bridge Road and the multi-use path we're waiting on DOT and their right of ways. On the Freemans Bridge Rd sidewalks, we just got awarded, we're going to be looking to go to design for that very shortly. So those projects are still moving forward.

On budget, Jason and I are going to be meeting with staff and starting the budget process as we always do at the end of July. Every year we say it's a challenge and it is a challenge of course we wouldn't it be? But, there's three major things I just want to put in the in front of the board. So, if you go through this you understand we are facing three major challenges. Inflation, no question about it, Inflation is impacting the Town of Glenville, in our products and everything we provide. We have contractual raises this year that are structured to hit in 2023, which is going to be an issue for the budget. Lastly, we do have the health insurance. Our preliminary indication on health insurance is going to be double digit, which is going to be a significant hit to the budget as well. So those are three significant costs we are going to be dealing with as we go through and just keep those in your mind, if you don't mind as we talk budget. I wanted to go through that quickly. Anyone have any questions for me?

Chief Janik spoke briefly. Thank you, Mr. Supervisor. Sarah Sikora is here tonight with her husband Jim Sikora, her mother and father-in-law, Alicia and Jim Sikora. I just want to tell you a little bit about Sarah from the administration perspective of her when we first met her. Obviously, you know we had a position open. We were interviewing several lateral transfer candidates that we were in the process of looking at, starting background investigations and then all of a sudden came Sarah. We weren't planning to meet with Sarah, but she put a resume in, I opened up the resume and it was three pages long. So, Sarah was with the New York State Park Police for over 9 years. She has a whole ton of training experience from her days as an instructor with the Park Police, when she came in and met with Lieutenant Weiss and I, Matt gives his regards he's not here tonight he went away for his anniversary to Lake Placid, so we wish Matt well. But Sarah went to the top of the list. She was very impressive, great interview and not just the interview but the time that she took to talk about other things. About the fact that she moved into Glenville, why she wanted to work for a community-oriented Police Department from a state agency was very impressive to Matt and I and we got to know her as a person and found out that she just moved her husband and her just moved into the town and now she's a town resident. She is very happy to now look at a town resident as a potential lateral and I think that she's going to be a great fit here with the Police Department.

Swearing in of new Police Officer Sarah Sikora

Officer Sikora: Thank you so much and appreciates the opportunity to work for the Town of Glenville Police Department and to protect and serve the community that I live in. Thank you.

Sponsored by: Christopher A. Koetzle, Town Supervisor
Submitted by: Vicki Hillis, Director of Human Services

RESOLUTION NO. 143-2022

Moved by: Councilwoman Wierzbowski
Seconded by: Councilman Godlewski

WHEREAS, Glenville Town Code Chapter 195-14 B (5) prohibits various activities pertaining to alcohol use or consumption in town parks, and

WHEREAS, Glenville Town Code Chapter 195-16 allows for concessions in the parks only in the event of permission from the Town Board; and

WHEREAS, the Town of Glenville hosts the Thursdays in the Park event at Indian Meadows Park every Thursday in August and Family Movie Night on Saturday August 27 at Maalwyck Park; and

WHEREAS, the Wolf Hollow Brewery has requested that it be permitted to have permits to sell alcoholic beverages at the Thursday in the Parks event at Indian Meadows Park on August 4 and 18 and September 1, 2022; and

WHEREAS, the Beverage Cart has requested that it be permitted to have permits to sell alcoholic beverages at the Thursday in the Parks event at Indian Meadows Park on August 11, 25 and Family Movie Night at Maalwyck Park in Saturday August 27, 2022; and

WHEREAS, the Town has permitted alcohol use and consumption and the sale of food in town parks for special events, and

WHEREAS, all of the beverage vendors will have to comply with the permit and insurance requirements set in the Town Code and the laws, rule and regulations of the NYS Liquor Authority, including fees and insurance requirements,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Glenville hereby waives Town Code Chapters 195-14 B 5 and 195-16 for the sale of alcoholic beverages proposed for the Thursdays in the Park event at Indian Meadows Park and Family Movie Night at Maalwyck Park on the requested dates and approves the permits for the aforementioned events.

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

Noes: None

Absent: None

Abstention: None

Motion Carried

Town Board decision July 20, 2022

Sponsored by: Christopher A. Koetzle, Town Supervisor

Submitted by: Vicki Hillis, Director of Human Services

RESOLUTION NO. 144-2022

Moved by: Councilwoman Wierzbowski

Seconded by: Councilman Ramotar

WHEREAS, Glenville Town Code Chapter 195-14 B (5) prohibits various activities pertaining to alcohol use or consumption in town parks, and

WHEREAS, Glenville Town Code Chapter 84-1 prohibits possession, carrying or transporting of any liquor, wine, beer or other alcoholic beverage with the intent to consume while in or upon any public sidewalk, street, land, highway, building, parking lot, park or playground area or other public property or in any vehicle upon such public area or property or public place or in or upon any private property open to the public or in or upon any place of public congregation, except by permit issued by the Chief of Police or acting Chief; and

WHEREAS, the Town of Glenville hosts various events throughout the year on public property; and

WHEREAS, the events request to sell, consume or provide alcoholic beverages;

and

WHEREAS, in order to permit the use and consumption of alcohol on such property, the application is required to request exceptions from the Town Board or the Chief of police; and

WHEREAS, the Town has, in the past, permitted alcohol use and consumption and the sale of food in town parks for special events, and

WHEREAS, the Town Board seeks to maintain the efficiency in government by allowing the Town Supervisor or his/her designee to award the permit for the use and consumption of alcohol on public property; and

WHEREAS, this shall only remain in effect through December 31, 2022.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Glenville hereby waives Town Code Chapters 195-14 B 5 and 84-1 to the extent the Town Board or the Chief of Police approvals are needed for the sale, use and consumption of alcoholic beverages and provides such authority to issue permits thereunder to the Town Supervisor or his/her designee only through December 31, 2022.

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

Noes: None

Absent: None

Abstention: None

Motion Carried

Town Board decision July 20, 2022

Sponsored by: Christopher A. Koetzle, Town Supervisor

Submitted by: Julie Davenport, Town Clerk

RESOLUTION NO. 145-2022

Moved by: Councilman Ramotar

Seconded by: Councilman Martin

BE IT RESOLVED, that the minutes of the Town Board meeting held on June 15, 2022 are hereby approved and accepted as entered.

Ayes: Councilwoman Wierzbowski, Councilmen Martin, Ramotar and Supervisor Koetzle

Noes: None

Absent: None

Abstention: Councilman Godlewski

Motion Carried

Town Board decision on July 20, 2022

Sponsored by: Christopher A. Koetzle, Town Supervisor
Submitted by: Julie Davenport, Town Clerk

RESOLUTION NO. 146-2022

Moved by: Councilman Godlewski
Seconded by: Councilwoman Wierzbowski

BE IT RESOLVED that the **Monthly Departmental Reports** for June, 2022 as received from the following:

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

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

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

Motion Carried

Town Board decision on July 20, 2022

Sponsored by: Christopher Koetzle, Town Supervisor
Submitted by: Jason Cuthbert, Town Comptroller

RESOLUTION NO. 147-2022

Moved by: Councilwoman Wierzbowski
Seconded by: Councilman Godlewski

WHEREAS, pursuant to Section 2019-a of the Uniform Justice Act, the Town Board of the Town of Glenville is required to examine the records and docket of the Town Justice Court, or cause same to be examined and a report thereon submitted to the Board, and to enter in the minutes of its proceeding the fact that they have been duly

examined and that the fines therein collected have been turned over to the proper officials of the Town; and

WHEREAS, the records of the Town Justice Court for the Town of Glenville for the year January 1, 2021 through December 31, 2021 have been audited pursuant to Section 2019-a of the Uniform Justice Court Act;

NOW, THEREFORE, BE IT RESOLVED, that upon review of the aforesaid audit, the Town Board of the Town of Glenville hereby accepts said audit report and finds and determines that the fines collected by the Town Justice Court during calendar year 2021 have been turned over to the proper officials of the Town, as required by law; and

BE IT FURTHER RESOLVED, that said audit report, together with a copy of this Resolution, shall be filed with the New York State Office of Court Administration.

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

Noes: None

Absent: None

Abstentions: None

Motion Carried

Town Board decision on July 20, 2022.

Sponsored by: Christopher Koetzle, Town Supervisor

Submitted by: Thomas R. Coppola, Highway Superintendent

RESOLUTION NO. 148-2022

Moved by: Councilman Ramotar

Seconded by: Councilman Martin

WHEREAS, the Highway Superintendent of the Town of Glenville solicited sealed competitive bids for the resurfacing of three separate locations in the Town, said bids being returnable to the Town Clerk's Office by 10:00 AM on June 17, 2022 to be publicly opened and read at that time and date; and

WHEREAS, the first location is the Heckeler area: Heckeler Drive, Ellen Lane, Woodside Drive, Aleda Drive, Droms Road Extension, and Jesse Court; the second location is the upper Swaggertown Road area: Beverly Court, Country Fair Lane, Seth Lane, Oakridge Drive, Onderdonk Road, and Schlensker Drive; and the third location is the upper western Route 50 area: Woodruff Drive, Judy Drive, Englehart Drive, David Drive, Edmel Road, Edmel Road CDS, and Lee Road; and

WHEREAS, New Castle Paving LLC, 1 Madison Street – Suite 100, Troy, New York 12180 submitted the low bid of \$194,901.20 for the first location and met all bid specifications; and

WHEREAS, New Castle Paving LLC, 1 Madison Street – Suite 100, Troy, New York 12180 also submitted the low bid of \$137,566.00 for the third location and met all bid specifications; and

WHEREAS, it is recommended that the Town Board accept the bids of New Castle Paving LLC for the first and third locations at \$194,901.20 and \$137,566.00, respectively; and

WHEREAS, funding for these two paving locations is included in the 2022 Amended Budget;

NOW THEREFORE, BE IT RESOLVED that the Town Board of the Town of Glenville hereby accepts the bids of New Castle Paving, LLC for the first and third street resurfacing locations as stated above, and authorizes the Highway Superintendent to enter into agreements with New Castle Paving LLC in the sum of \$194,901.20 for the first location and \$137,566.00 for the third location.

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

Noes: None

Absent: None

Abstention: None

Motion Carried

Town Board decision on July 20, 2022.

Sponsored by: Christopher Koetzle, Town Supervisor

Submitted by: Jason Cuthbert, Town Comptroller

RESOLUTION NO. 149-2022

Moved by: Councilwoman Wierzbowski

Seconded by: Councilman Godlewski

WHEREAS, the Town of Glenville has been awarded a NYS Canalway grant to reconstruct a car top boat launch at Maalwyck Park; and

WHEREAS, the Town issued a Request for Proposals (RFP) seeking a licensed professional engineer, architect or landscape architect licensed to practice in New York State to provide survey, design, bidding, and construction oversight/inspection services for the project; and

WHEREAS, the Town received proposals from two firms interested in providing the

requested services; and

WHEREAS, the Town Comptroller and Director of Human Services recommend that the Town award the contract to Barton & Loguidice, P.C. as the low bidder;

NOW THEREFORE, BE IT RESOLVED that the Town Board of the Town of Glenville hereby accepts the proposal from Barton & Loguidice, P.C. in the amount of \$37,500 to provide survey, design, bidding, and construction oversight/inspection services for the Maalwyck Park Boat Launch project with said expense charged to capital project account HH-052 Maalwyck Park Boat Launch.

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

Noes: None

Absent: None

Abstention: None

Motion Carried

Town Board decision on July 20, 2022.

Sponsored by: James Martin- Councilman

Submitted by: Thomas Coppola- Highway Superintendent

RESOLUTION NO. 150-2022

Moved by: Councilman Martin

Seconded by: Councilman Ramotar

WHEREAS, the Town of Glenville retained Delaware Engineering to prepare a preliminary engineering report for certain improvements to the Town's water system, including upgrades to the water treatment plan, rehabilitation of the two (2) Lolik Lane water tanks, a new elevated Church Rd water tank, and upgrades to the distribution system required to replace existing watermain and provide additional connections to loop the water system (the "Project"); and

WHEREAS, Delaware Engineering has prepared a preliminary engineering report and submitted the Long Environmental Assessment Form (LEAF) Part I to determine whether the proposed Project could result in any significant environmental impacts under SEQRA; and

WHEREAS, the Town Board wishes to declare itself lead agency for purposes of a SEQR coordinated review, and requests notice be sent to all involved agencies; and

WHEREAS, the Town of Glenville is duly qualified to act as Lead Agency for compliance with SEQRA, which requires environmental review of certain actions undertaken by local governments, and in accordance with the coordinated review procedures of SEQRA, the Town of Glenville Town Board wishes to be designated as

the SEQRA Lead Agency for the proposed Project;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Glenville met at the Glenville Municipal Center, 18 Glenridge Road, Glenville, New York on Wednesday July 20, 2022, and hereby classifies the proposed Project as an unlisted action under SEQR and declares its intent to act as lead agency with regard to SEQRA in connection with a coordinated review of the Project; and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Glenville authorizes and directs the Town of Glenville's Town Supervisor to send a copy of the LEAF Part I presented at this meeting, along with a certified copy of this resolution stating the Town of Glenville's intention to be declared as lead agency, to any and all communities and/or agencies that it is necessary to give written notice in accordance with New York State Law, including the NYS Department of Environmental Conservation, NYS Environmental Facilities Corporation, NYS Department of Health, NYS Department of Transportation, Schenectady County Department of Engineering and Public Works, Schenectady County Health Department, and US Army Corps of Engineers.

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

Noes: None

Absent: None

Abstention: None

Motion Carried

Town Board decision on July 20, 2022.

Sponsored by: Christopher Koetzle, Town Supervisor

Submitted by: Jason Cuthbert, Town Comptroller

RESOLUTION NO. 151-2022

Moved by: Councilman Martin

Seconded by: Councilman Ramotar

WHEREAS, the Town of Glenville hereby requests financial assistance from the New York State Climate Smart Communities Grant Program pursuant to Environmental Conservation Law Article 54, Title 15; and

WHEREAS, the Town of Glenville certifies that it has identified up to \$600,000 of matching funds from the Town general fund or in-kind services provided by Town staff pursuant to the requirements of Environmental Conservation Law Article 54 Title 15;

NOW THEREFORE, BE IT RESOLVED that the Town of Glenville hereby authorizes Supervisor Koetzle to act on its behalf in submittal of an application through the Consolidated Funding Application for the Freeman's Bridge Road Complete Streets Project with a total project cost of up to \$1,200,000 including up to \$600,000 in matching funds.

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

Noes: None

Absent: None

Abstention: None

Motion Carried

Town Board decision on July 20, 2022.

New Business:

Councilman Godlewski: Mentioned the shopping cart issue and Market 32 has new carts to stop people from taking them too far from the store.

Councilwoman Wierzbowski: None

Councilman Martin: None

Councilman Ramotar: None

Supervisor Koetzle: None

Supervisor Koetzle: I will take a motion to adjourn the Town Board Meeting

Moved: Councilman Martin

Seconded: Councilman Ramotar

All in favor

Meeting is adjourned at 7:35 PM.

ATTEST

Julie Davenport

Julie Davenport

Town Clerk

