

TOWN OF PLATTSBURGH
TOWN BOARD ORGANIZATIONAL MEETING
January 7, 2013

The meeting was called to order at 7:00 p.m. by the presiding officer at the Town Hall on the Banker Road.

	<u>Present</u>	<u>Absent</u>
MEMBERS: Bernard C. Bassett, Supervisor	X	
Thomas E. Wood, Councilor	X	
Martin D. Mannix, Councilor	X	
Paul D. Lamoy, Councilor	X	
Gerard A. Renadette, Councilor	X	
Rickey J. Collins, Town Clerk		X
James J. Coffey, Town Attorney	X	
Danielle M. Scholl, Deputy Town Clerk	X	

Resolution No.013-01 **Approving the Minutes of the Previous Meeting**

RESOLVED, that the minutes of December 27, 2012 be approved and the reading of the minutes be dispensed with.

Motion by: Martin D. Mannix

Seconded by: Gerard A. Renadette

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
Thomas E. Wood	x			x	
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 013-02 **Town Board Meetings for 2013**

RESOLVED, that the Town Board "REGULAR" Monthly and Semi-Monthly meetings be held on the first and third Monday respectively of each month at 7:00 P.M. prevailing time at the Town Hall on 151 Banker Road, Plattsburgh, New York; and, it is further

RESOLVED, that on occasion the Town Board will meet fifteen minutes earlier to distribute material to councilors and prepare for the meeting; and, be it further

RESOLVED, that, as needed, Town Board "INFORMAL" Work-Session meetings shall be held on the second and fourth Monday of each month at 7:00 P.M. prevailing time at the Town Hall on 151 Banker Road, Plattsburgh, New York, pursuant to Section 62 of Town Law; and, it is further

RESOLVED, in the event that there is a fifth Monday in any month, meetings will be scheduled at the discretion of the Supervisor; and, be it further

RESOLVED, that, due to holidays and observances the Town Board does hereby change the dates of its respective scheduled meetings as follows:

Monday **January 21, 2013 canceled**, Monday **February 18, 2013 canceled**,
Monday **May 27, 2013 canceled**, Monday **September 2, 2013 Rescheduled** to Tuesday
September 3, 2013, Monday **October 7, 2013 Rescheduled** to Tuesday **October 8,**
2013, Monday **November 4, 2013 Rescheduled** to Thursday **November 7, 2013,**
Monday **November 11, 2013 cancelled**, Monday **December 23, 2013 canceled,**
December 30, 2013 Year End Meeting
And, be it further

RESOLVED, that a copy of the date changes be posted on the Town's website a copy of this Resolution be given to the Finance Manager.

Motion: Gerard A. Renadette

Seconded by: Paul D. Lamoy

Discussion: Yes

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 012-03

Addressing The Town Board During Public Meetings

WHEREAS, the Town Board supports open communication with the community, and wishes to hear from individuals who are interested in formally addressing the Board; and

WHEREAS, a process to conduct Town Business in a manner that supports the ability of elected officials to govern in an orderly and respectful environment is necessary to allow for the public to observe and be made aware of the decisions and actions of their Town Board during Board meetings; and

WHEREAS, the Town Board schedules regular meetings on the first and third Monday with Work Sessions on the second and fourth Monday each month when members of the community and others are welcomed to attend and observe said meetings and functions of the Board; therefore, be it

RESOLVED, that any person wishing to address the Town Board may do so at the beginning of scheduled work sessions on any given month; and, it is further

RESOLVED, that any person wishing to address the Board at that time will state their name, address and be given up to five (5) minutes to make comments that will be compliant with the Town’s “Conduct at Town Board Meetings” Guidelines that will be developed and attached to this Resolution that will be made available in the Town Clerk’s Office; and, be it further

RESOLVED, that this Resolution shall amend and supersede any previous Resolution(s) concerning the formal scheduling of opportunities to address the full Board during scheduled Town Board Meeting.

Motion: Gerard A. Renadette

Seconded by: Paul D. Lamoy

Discussion: Yes

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 013-04

**Supervisor To Retain The
Original Of All Correspondence**

RESOLVED, the Supervisor be authorized to retain the original of correspondence he receives and file photo copies with the Town Clerk.

Motion: Martin D. Mannix

Seconded by: Paul D. Lamoy

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				

Gerard A. Renadette x

Bernard C. Bassett x

Resolution No. 013-05 **Supervisor Shall be in Charge of all Special Districts**

RESOLVED, that the Supervisor, Bernard C. Bassett, and in his absence the Deputy Supervisor shall be in charge of all special districts which includes water, sewer, ambulance, storm water management districts, consolidated highway district and lighting district pursuant to Section 29 of Town Law.

Motion: Gerard A. Renadette

Seconded by: Thomas E. Wood

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 013-06 **Supervisor Shall Act As Chief Fiscal Officer for the Town of Plattsburgh**

RESOLVED, that Supervisor Bernard C. Bassett, as the Chief Fiscal Officer for the year 2013, be authorized and directed to deposit idle monies into interest bearing accounts or to purchase Certificates of Deposit from any Town funds, including special districts, in the Adirondack Bank, Key Bank of New York, TD Bank, Glens Falls National Bank and Trust Company, Champlain National Bank, NBT Bank, or Community Bank pursuant to Section 64, Subdivision 1 of Town Law; and be it further

RESOLVED, that General Highway and Special District Funds be deposited in checking accounts with the aforementioned banks with offices located in the Town of Plattsburgh, for the year 2013 or any other bank that provides the necessary collateral as required by Audit and Control; and be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager.

Motion: Thomas E. Wood

Seconded by: Paul D. Lamoy

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				

Gerard A. Renadette x

Bernard C. Bassett x

Resolution No. 013-07

**Authorization To Pay Public
Utility Services Claims**

RESOLVED, that pursuant to Section 118 of the Town Law the Supervisor be authorized to pay claims for public utility services (electric, gas, water, sewer, fuel oil and telephone), postage, freight and express charges before they are audited; and, be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager.

Motion: Gerard A. Renadette

Seconded by: Paul D. Lamoy

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 013-08 **Salaries & Payday For Elected And Appointed Officials**

RESOLVED, that pursuant to Section 27 of the Town Law all elected and appointed officials shall be paid biweekly on Wednesdays, beginning January 2, 2013, with the exception of the Town Attorneys, Councilors, Dog Control Officer, Historian, and Town Justices who will be paid on the last day of each month; and, be it further,

RESOLVED, that the salaries of all elected and appointed officials be fixed as indicated by the approved Budget for 2013 and a copy of this Resolution be given to the Finance Manager.

Motion: Martin D. Mannix

Seconded by: Gerard A. Renadette

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 013-09

Petty Cash for Town Officials

RESOLVED, that, pursuant to Section 64 of Town Law, Petty Cash Funds be established for Town Officials for 2013 as follows:

Finance Manager	\$100.00
Town Clerk	\$100.00
Receiver of Taxes and Assessments	\$400.00
Town Justices	\$100.00 each
Youth Services Director	\$60.00

; and, it is further

RESOLVED, a copy of this Resolution be given to the Finance Manager.

Motion: Gerard A. Renadette

Seconded by: Martin D. Mannix

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No.013-010

Purchase Procedures for Goods and Services

RESOLVED, that the Town of Plattsburgh adopted procedure policies, as indicated in the Town’s Official Policy Book, shall be the procedures to be followed by all elected and appointed officials and Town employees for the year 2013, for the purchase of Commodities, Equipment or Goods for Public Works Projects/Contracts (Schedule-B), for Professional Services and Consultants for Purchase Order Policy and Cash Disbursements Procedures; and it is further

RESOLVED, that the Town Board of the Town of Plattsburgh does authorize and order that the Purchase Order Policies and Cash Disbursement Procedures, as outlined in Schedules A, B, C and D, shall become the policy and procedures to be followed by Town of Plattsburgh personnel for purchase orders and cash disbursements for the year 2013 and; it is further

RESOLVED, that a copy of this Resolution be given to the Finance Manager.

Motion: Paul D. Lamoy

Seconded by: Gerard A. Renadette

Discussion: Yes

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No.013-11

Investment Policy

RESOLVED, that the attached Town of Plattsburgh 2013 Investment Policy be and the same hereby is approved effective this date and the Supervisor is authorized and directed to implement the same for the Town and to schedule an annual review of said policy by the Town Board Audit Committee for the purpose of reviewing and recommending to the Town Board any amendments thereto; and, be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager.

Motion: Gerard A. Renadette

Seconded by: Paul D. Lamoy

Discussion: Yes

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No.013-12

Mileage Reimbursement Rates For 2013

WHEREAS, there are times when a Town vehicle is not available to staff and elected officials when performing Town business requiring the use of privately owned vehicles; now, therefore be it

RESOLVED, that elected or appointed Town Officials and all Town employees, when performing Town business and a Town vehicle is not available or when the use of a private vehicle is authorized by a Department Head or the Town Supervisor, will be compensated at the most current IRS mileage rate for mileage incurred for the year 2013; and, be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager and Department Heads.

Motion: Thomas E. Wood

Seconded by: Martin D. Mannix

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No.013-13

Naming the Official Town Newspaper for 2013

RESOLVED, that pursuant to Section 64 of Town Law, the Press-Republican be named as the official newspaper for the Town of Plattsburgh for 2013.

Motion: Paul D. Lamoy

Seconded by: Martin D. Mannix

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 013-14

Appointment of the Budget Officer

WHEREAS, the recently appointed Finance Manager will continue to take on tasks of the Budget Officer but through this period of transition Diane Miller will continue to serve in that capacity, until amended, to enable the Finance Manager to have sufficient time to, among other duties, work to improve the management of our cash flow, develop investment strategies, monitor purchases and audit our internal accounts; therefore, be it

RESOLVED, to re-appoint Diane Miller as Budget Officer to serve at the pleasure of the Supervisor for the Town of Plattsburgh for 2013 pursuant to Section 20 of Town Law; and, be it further

RESOLVED, that Ms. Miller take the oath of office within thirty days of this Resolution; and, be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager, Ms. Miller, a copy placed in her personnel file and a copy be sent to the State Retirement Board.

Motion: Martin D. Mannix

Seconded by: Gerard A. Renadette

Discussion: Yes

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 013-15

Deputy Supervisor Appointment For 2013

RESOLVED, pursuant to Section 42 of the Town Law that Councilor Martin D. Mannix be appointed by the Supervisor to serve at his pleasure as Deputy Supervisor for the Town of Plattsburgh for 2013; and, be it further

RESOLVED, that Mr. Mannix take an oath of office within thirty days of this Resolution and, in the absence of the Supervisor, that he be given Signatory authority in the same capacity as the Town Supervisor currently is; and, be it further

RESOLVED, that copies of this Resolution be given to the Finance Manager, one be placed in Mr. Mannix's personnel file and one sent to the New York State Retirement Board.

Motion: Paul D. Lamoy

Seconded by: Gerard A. Renadette

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix		Abstain			
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 013-16

Appointment Of The Town Historian

RESOLVED, that pursuant to Section 148 of the Education Law, Jerry Bates is hereby re-appointed to serve at the pleasure of the Supervisor, as Town Historian for the Town of Plattsburgh; and, be it further

RESOLVED, that Mr. Bates take an oath of office within thirty days of this Resolution; and, be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager, a copy put in his personnel file and a copy, if required, be sent to the State Retirement Board.

Motion: Gerard A. Renadette

Seconded by: Thomas E. Wood

Discussion: No

Roll Call:

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 013-17

**Reappointment of Danielle Scholl
As Deputy Town Clerk**

WHEREAS, Town Clerk Rickey Collins has submitted a letter dated January -, 2013, appointing Danielle Scholl as Town of Plattsburgh Deputy Town Clerk to serve at the pleasure of the Town Clerk; therefore, be it

RESOLVED, that the Town Board does hereby accept the reappointment of Ms. Scholl as Deputy Town Clerk; and, be it further

RESOLVED, that Ms. Scholl take an oath of office within thirty days of this Resolution and that a copy also be put in her personnel file and a one be sent to the State Retirement Board.

Motion: Gerard A. Renadette

Seconded by: Paul D. Lamoy

Discussion: Yes

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No.013-18

Appointment Of A Dog Control Officer for 2013

RESOLVED, pursuant to Section 20 of Town Law that David Duquette be re-appoint as Town of Plattsburgh Dog Control Officer for 2013; and be it further

RESOLVED, that Mr. Duquette take an oath of office within thirty days of this Resolution; and, be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager, a copy put in his personnel file and a copy be sent to the State Retirement Board.

Motion: Martin D. Mannix

Seconded by: Paul D. Lamoy

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 013-19

Appointment Of Court Clerks

RESOLVED, to receive and place on file a letter dated January 1, 2013 from Town Justice Patnode and Town Justice Joyce re-appointing Pamela St. John and Pamela Esposito as full time Court Clerks for the Town of Plattsburgh Town Justices for 2013; and, be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager, one placed in each of their personnel files and one sent to the State Retirement Board; and, be it further

RESOLVED, that Ms. St. John and Ms. Esposito take an oath of office within

thirty days of this Resolution

Motion: Thomas E. Wood

Seconded by: Paul D. Lamoy

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 013-20

Committee Appointments For 2013

RESOLVED, that Councilors Thomas E. Wood and Martin D. Mannix be appointed to serve on the Assessing, Planning and Zoning Committee for the year 2013. This Committee shall assist with rezoning, updating zoning and matters concerning assessing; and, it is further

RESOLVED, that Councilors Paul D. Lamoy and Gerard A. Renadette be appointed to the Auditing Committee for the year 2013. This Committee shall examine all vouchers presented to the Town Board for payment; and, it is further

RESOLVED, that Councilors Paul D. Lamoy and Martin D. Mannix be appointed to serve on the Building and Grounds Committee for the year 2013. This Committee shall make reports and recommendations on all Town buildings and properties including special districts; and, it is further

RESOLVED, that Councilors Gerard A. Renadette and Martin D. Mannix be appointed to serve on the Community Services and Ambulance Committees for the year 2013. This Committee shall concern itself with liaison and cooperation with municipalities and Ambulance Service providers in the matters of joint service issues that may be presented to the Town Board; and, it is further

RESOLVED, that Councilors Thomas E. Wood and Martin D. Mannix be appointed to serve on the Highway Committee for the year 2013. This Committee is to observe the conditions of all highway equipment, road signs and Town highways and thereby report to the Town Superintendent of Highways and to the Town Board on said conditions and recommendations; and, it is further

RESOLVED, that Councilors Paul D. Lamoy and Gerard A. Renadette be appointed to serve on the Safety Committee for the year 2013. This Committee shall review all reported employee accidents, preside over employee safety meetings and make reports and recommendations to the Town Board; and, it is further

RESOLVED, that Councilors Gerard A. Renadette and Thomas E. Wood be appointed to serve on the Water and Sewer Committee for the year 2013. This

Committee shall inspect the water and sewer facilities and make a report of conditions and recommendations to the Water and Wastewater Director and the Town Board; and, it is further

RESOLVED, that Councilors Thomas E. Wood and Paul D. Lamoy be appointed to serve on the Youth Services and Recreation Committee for the year 2013. This Committee shall advise the Youth Services and Recreation Director and make a report of conditions and recommendations to the Town Board: and, it is further

RESOLVED, that Councilors Martin D. Mannix and Gerard A. Renadette be appointed to serve on the Personnel Committee for the year 2013. This Committee shall advise the office staff and make a report of conditions and recommendations to the Town Board and it is further

RESOLVED, that Councilors Paul D. Lamoy and Thomas E. Wood be appointed to serve on the Justice Court Committee for the year 2013 This Committee shall advise the office staff and make report of conditions and recommendations to the Town Board

Motion: Gerard A. Renadette

Seconded by: Paul D. Lamoy

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No.013-21

Fire District Liaison for 2013

WHEREAS, the Town Board of the Town of Plattsburgh desires to maintain effective communications with the various fire districts and volunteer fire departments situated within the Town of Plattsburgh and provide to each fire district and department a Town Board member as liaison; now, therefore be it

RESOLVED, that Councilor Thomas E. Wood be appointed to serve as a Town liaison with the District and District # 3 Fire Department; and, it is further

RESOLVED, that Councilor Martin D. Mannix be appointed to serve as a Town liaison with the District and Cadyville Fire Department; and, it is further

RESOLVED, that Supervisor Bernard C. Bassett be appointed to serve as a Town liaison with the District and Morrisonville Fire Department; and, it is further

RESOLVED, that Councilor Paul D. Lamoy be appointed to serve as a Town liaison with the District and South Plattsburgh Fire Department; and, it is further

RESOLVED, that Gerard A. Renadette, be appointed to serve as a Town liaison with the District and Cumberland Head Fire Department; and, it is further

RESOLVED, that the liaison write a letter to each District and Department advising each of their appointment and offering their assistance as Town Board member for the year 2013.

Motion: Martin D. Mannix

Seconded by: Gerard A. Renadette

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 013-22

Adirondack Humane Society
Contract Agreement for 2013

RESOLVED that, after the Town Attorney's review, the Supervisor be authorized to sign the attached Contract Agreement between Adirondack Humane Society and the Town Of Plattsburgh to follow the provision of Article 7 of the Agriculture and Markets Law and any rules and regulation promulgated pursuant thereto in relation to the seizure, holding, care, redemption and disposition of seized dogs, in The Town of Plattsburgh; and be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager, Dog Control Officer and Adirondack Humane Society at 134 Idaho Avenue Plattsburgh New York .

Motion: Thomas E. Wood

Seconded by: Gerard A. Renadette

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 013-23

Appointment Of Deputy Town Historian

RESOLVED, that pursuant to Section 148 of the Education Law, William Glidden is hereby appointed to serve, at the pleasure of the Supervisor, as Deputy Town Historian for the Town of Plattsburgh; and be it further

RESOLVED, that Mr. Glidden take an oath of office within thirty days of this Resolution.

Motion: Gerard A. Renadette

Seconded by: Thomas E. Wood

Discussion: Yes

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 013-24

Deputy Dog Control Officer's Agreement

WHEREAS, the Town is desirous of entering into an Agreement to provide occasional, on call, dog control services to the Town of Plattsburgh; and

WHEREAS, Mr. Charles Grimshaw, is desirous of furnishing said services to the Town, effective immediately until December 31, 2013; therefore, be it

RESOLVED, that, after final review by the Town Attorney, the Supervisor be authorized to enter into an Agreement with Mr. Grimshaw to provide dog control services in the Town of Plattsburgh upon the terms and provisions set forth herein; and, be it further

RESOLVED, that, after execution of said Agreement, a copy of this Resolution be given to the Finance Manager, Town Clerk, Cool Insuring and the Dog Control Officer.

Motion: Gerard A. Renadette

Seconded by: Paul D. Lamoy

Discussion: Yes

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				

RESOLVED, that, after review by the Town Attorney, the Supervisor is duly authorized and empowered to execute the attached Agreement on behalf of the Town of Plattsburgh; and be it further

RESOLVED, a copy this Resolution and said Agreement be given to the Finance Manager, Mr. Kimmel and that this Resolution become effective immediately

Motion: Martin D. Mannix

Seconded by: Paul D. Lamoy

Discussion: Yes

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No.013-27

Innerworks Computer Services

WHEREAS, the consulting firm of Innerworks Computer Services, 98 Akey Road, Morrisonville, NY 12962, has prepared and submitted a proposal between the Town of Plattsburgh and Innerworks Computer Services dated January 1, 2013 for professional services to provide computer hardware and software support for the Town of Plattsburgh on a contractual basis for the calendar year 2013; now, therefore it is

RESOLVED, the Town Board does accept the proposal and does hereby award the professional consulting contract for services in accordance with the proposal for the period January 1, 2013 thru December 31, 2013, to Innerworks Computer Services to assist with computer hardware, software and technical support, maintenance and consulting services ;and be, it further

RESOLVED, that the Town Board does hereby authorize and direct the Supervisor to execute, on behalf of the Town of Plattsburgh, said contract at the rate of \$50.00 per hour in an amount not to exceed \$10,000.00; and, be it further

RESOLVED, that the Supervisor is hereby authorized to execute said Agreement upon review and approval of same by the Town Attorney and that a copy of this Resolution be given to the Finance Manager and Mr. Myers from Innerworks Computer Services.

Motion: Martin D. Mannix

Seconded by: Thomas E. Wood

Discussion: Yes

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No.013-28

Employee Assistance Services (EAS)

WHEREAS, the Town of Plattsburgh ("Town" herein) has had an annual contract with the Clinton County Mental Health Association, Inc., doing business as Employee Assistance Services ("Agency" herein), whereby Agency provides informational services to the Town as an employer and, among other services, provides counseling to employees of the Town; and

WHEREAS, the Agency will submit to the Town its Town of Plattsburgh Employee Assistance Services Annual Report from January 1, 2012 to December 31, 2012 upon completion in January 2013; and

WHEREAS, the Town Board has provided, within the General Fund of the Town of Plattsburgh 2013 budget, sufficient funds to cover employees for the renewal of a one-year contract with Agency; and

WHEREAS, the Agency has submitted a proposed contract dated as of the first day of January 2013 for a one-year renewal of the annual contract between Agency and Town at the rate of \$25.00 per person to be paid by Town to Agency upon execution of said contract by the Town; and

WHEREAS, the Town attorney has approved as to form the one-year contract submitted by the Agency; now, therefore, it is

RESOLVED, that the one-year renewal contract submitted by the Agency is approved and the Supervisor is authorized to execute the same for the Town for the year 2013; and, be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager.

Motion: Martin D. Mannix

Seconded by: Gerard A. Renadette

Discussion: Yes

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution NO. 13-29

Drug and Alcohol Testing Program Agreement

WHEREAS, the Town of Plattsburgh desires to implement a drug and alcohol program according to the U.S. Department of Transportation Highway Administration for current and prospective employees of the Town who are required to have a Commercial Driver's License (CDL) and operate a commercial vehicle as stated in Federal Regulations and all others as per NYS Law and Town Policy; and

WHEREAS, Industrial Med Testing located at 220 Tom Miller Road, Plattsburgh New York, operates an occupational medicine service for the performance of Drug and Alcohol Testing services to employers and other organizations; and

WHEREAS, the Town of Plattsburgh desires to contract with Industrial Med Testing to provide such services to the employees of the Town of Plattsburgh; and

WHEREAS, the term of this Agreement shall be for one year, commencing on January 1, 2013, and Industrial Med Testing shall provide the services set forth in the contract attached hereto and made a part hereof by reference; therefore, be it

RESOLVED, that a copy of this Resolution be given to the Finance Manager, Designated Employer Representatives (DER), Industrial Med and Cool Insurance.

Motion: Gerard A. Renadette

Seconded by: Martin D. Mannix

Discussion: Yes

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 013-30

**Reappointment of Deputy Tax Receiver
Elaine Woods**

WHEREAS, Tax Receiver, Jacqueline A. Bellew, has submitted a letter dated December 17, 2012 Appointing Elaine Woods as Deputy Tax Receiver for the Town of Plattsburgh to serve at the pleasure of the Tax Receiver; therefore, be it

RESOLVED, that the Town Board does hereby accept the reappointment of Ms. Woods as Deputy Tax Receiver; and, be it further

RESOLVED, that Ms. Woods take an oath of office within thirty days of this Resolution and a copy be placed in her personnel file and one sent to the New York State Retirement Board.

Motion: Paul D. Lamoy

Seconded by: Gerard A. Renadette

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 013-31

**To Receive and Place On File A Letter From The
Supervisor Concerning LDC, Town of Plattsburgh
Relationship**

WHEREAS, the Town Board has met and discussed the evolving relationship between the Town of Plattsburgh and the Town of Plattsburgh Local Development Corporation (LDC) to determine compensation due to the Town for services rendered; therefore, be it

RESOLVED, that the Town Board receive and place on file a Memo from the Supervisor to the LDC Board President, and a letter from the LDC CEO, requesting compensation in the amount of \$7,650 as payment in full for administrative services; and, be it further

RESOLVED, that a copy of this Resolution be given to the Bookkeeper, Finance Manager and the LDC President.

Motion: Paul D. Lamoy

Seconded by: Martin D. Mannix

Discussion: Yes

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 013-32

Election Worker's Compensation for 2013

RESOLVED, that the 2013 compensation rates paid by the Town of Plattsburgh to election workers shall be as per the attached schedule from the Clinton County Board of Elections; and, be it further:

RESOLVED, that the Finance Manager receive a copy of this Resolution with attachments.

Motion: Paul D. Lamoy

Seconded by: Gerard A. Renadette

Discussion: Yes

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 13- 33

Annual Audit Report

WHEREAS, the Town engaged the firm of Abbott, Frenyea & Russell, CPA's, PC to perform an audit of the Town's financial statements for the year ended December 31, 2011; and

WHEREAS, Abbott, Frenyea and Russell, CPA's, PC performed the audit and have provided the Town with Independent Auditor's Report, Financial Statements and Required Supplementary Information; therefore, be it

RESOLVED, that the Town Board accepts the audit report as prepared by Abbott, Frenyea & Russell, CPA's, PC for the year ended December 31, 2011; and, be it further

RESOLVED, that a copy of this Resolution be given to Finance Manager.

Motion: Martin D. Mannix

Seconded by: Thomas E. Wood

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 13-34

**3% Site Plan Deposit Return for
Butcher Block Site Plan 2011**

WHEREAS, the Town of Plattsburgh Planning Board has reviewed and approved all requirements of the Butcher Block Site Plan 2011 and Special Use Permits; and,

WHEREAS, the Butcher Block Site Plan 2011 and Special Use permit has on file with the Town of Plattsburgh, a 3% deposit for construction of their project in the original amount of \$3,808.72 plus accrued interest; and

WHEREAS, the Planning Department has coordinated inspection of said project and reports all requirements have been met and completed; and

WHEREAS, Butcher Block Site Plan 2011 and Special Use permit has requested, in a letter dated December 27, 2012, that the 3% deposit in the amount of \$3,808.72 plus accrued interest to date be returned; now, therefore be it

RESOLVED, that the Supervisor is hereby authorized and directed to release said deposit in the amount of \$3,808.72 plus accrued interest to date; and, it is further

RESOLVED, that a certified copy of this Resolution be forwarded, by the Planning Department Secretary with the return of deposit to Norpco Restaurant Inc., /Butcher Block PO Box 364 Clinton, New York 13323-0364 and a copy also be given to the Finance Manager.

Motion: Paul D. Lamoy

Seconded by: Gerard A. Renadette

Discussion: Yes

Roll Call:

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 013-35

**Naming New Private Right of
Ways in Plattsburgh RV Park**

WHEREAS, Highway Superintendent Jim Woods has been working with the Clinton County Emergency Preparedness Office in naming new roads located at 7182 Rt. 9 Plattsburgh RV Park; and

WHEREAS, Kelly Donoghue, Assistant Director of Clinton County Emergency Services, has submitted a list of names for several private right-of-ways to Mr. Woods in regard to the request of the Property Manager for Fessette Property's; and

WHEREAS, Resolution 08-157 and 010-217 caused certain Road names to be established but in doing so the Director for the Office of Emergency Services has determined that the established list contained duplicate names for the private right-of-ways; and

WHEREAS, the new private road names must be approved by the Town Board; therefore, be it

RESOLVED, that the Town of Plattsburgh Town Board hereby accepts the recommendation of Jim Woods and Kelly Donoghue as noted in the attached letter in naming the new private roads in Plattsburgh RV Park and that the Town of Plattsburgh, by acceptance of this request, assumes no obligation for maintenance or signage; and, be it further

RESOLVED, that the Town of Plattsburgh Planning Office, Emergency Preparedness Office, Clinton County Planning Board, the Highway Department and Financial Manager shall receive a certified copy of this Resolution.

Motion: Gerard A. Renadette

Seconded by: Martin D. Mannix

Discussion: Yes

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood			x		
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 13-36

**Mehoopany Wind Energy LLC/BP Wind Energy
Return of Deposit for Road Use To Transport Equipment**

WHEREAS, the Town of Plattsburgh and Mehoopany Wind Energy LLC and BP Wind Energy North America Inc. had entered into negotiations concerning the use of Town Roads to transport loads destined for a BP Wind Energy project in Pennsylvania; and,

WHEREAS, in place of a formal Municipal Road Use Agreement, or Host Community Agreement, and to acknowledge any and all impacts that may have exceeded the capacity of Town Roads or may have caused road damages due to increased traffic and/or oversize or overweight loads, and to compensate for any increase depreciation to Town roads, on January 13, 2012 Mehoopany Wind Energy LLC provided a security deposit in the amount of One Hundred Thousand Dollars (\$100,000.00) to the Town to hold in escrow pending the completion of their project; and

WHEREAS, the project was completed during the spring of 2012 and the Planning Department, Highway Superintendent and Supervisor coordinated visual inspection of said roads and reported that there were no visual measurable impacts or damage to roads as a result of the transport by Mehoopany and in lieu of conducting further testing and expenses parties agreed to negotiate a fee: and

WHEREAS, in a letter dated December 28, 2012, Mehoopany has agreed to a payment of \$150/load as final payment for the use of Town roads during that period resulting in a total payment to the Town of \$37,200.00; therefore, be it

RESOLVED, that the Supervisor is hereby authorized and directed to accept payment, from Mehoopany, in the amount of \$37,200.00 as payment in full with the escrow account balance of \$62,800.00 to be released to Mehoopany Wind energy LL, C/O BP Wind Energy North America Inc. at 700 Louisiana, 33rd Floor, Houston, Texas 77002; and, it is further

RESOLVED, that a certified copy of this Resolution be forwarded to the Finance Manager, Highway Superintendent and Planning Department.

Motion: Martin D. Mannix

Seconded by: Thomas E. Wood

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 013-37

**Building Maintenance and Safety Committee
Monthly Report**

RESOLVED, to receive and place on file a report from Art Brault, Building Maintenance Supervisor, for the month of December 2012.

Motion: Thomas E. Wood

Seconded by: Gerard A. Renadette

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 013-38

Town Clerk's Monthly Report

RESOLVED, to receive and place on file a report from Danielle M. Scholl, Deputy Town Clerk, for the month of December 2012.

Motion: Thomas E. Wood

Seconded by: Gerard A. Renadette

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 12-39

**Parks and Recreation Department
Monthly Report**

RESOLVED, to receive and place on file a report from Melanie Defayette, Recreation and Youth Services Director, for the month of December, 2012.

Motion: Thomas E. Wood

Seconded by: Paul D. Lamoy

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No.013-040

Codes and Zoning Department Monthly Report

RESOLVED, to receive and place on file a report from Stephen Imhoff, Codes Enforcement Officer, for the month of December 2012.

Motion: Thomas E. Wood

Seconded by: Gerard A. Renadette

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No.013-041

Codes and Zoning Department Year End Report

RESOLVED, to receive and place on file a report from Stephen Imhoff, Codes Enforcement Officer, for the Year End 2012.

Motion: Thomas E. Wood

Seconded by: Paul D. Lamoy

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 013-42

Abstract 12D and Abstract 13-1A

RESOLVED, that the abstract of audited claims **No.12D (2906-2915)** for \$11,427.01 **Abstract 12D (535-548)** prepays for the amount \$703,458.78, and 2013 audited claims for **13 1-A (1-16)** for \$99,826.01 and be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

Motion: Paul D. Lamoy

Seconded by: Gerard A. Renadette

Discussion: Yes

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 013-43

Highway Superintendent's Monthly Report

RESOLVED, to receive and place on file a report from Jim Woods, Superintendent of Highways, for the months of November and December 2012.

Motion: Thomas E. Wood

Seconded by: Paul D. Lamoy

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 013-44

Water Wastewater Department's Monthly Report

RESOLVED, to receive and place on file a report from Scott Stoddard Water Wastewater Department, Director for December 2012.

Motion: Thomas E. Wood

Seconded by: Gerard A. Renadette

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Martin D. Mannix	x				
Paul D. Lamoy	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

RESOLVED, that this Town Board meeting be adjourned at 8:15 PM.

Motion by: Martin D. Mannix

Seconded by: Thomas E. Wood

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Carried</u>
			x
Thomas E. Wood	x		
Martin D. Mannix	x		
Paul D. Lamoy	x		
Gerard A. Renadette	x		
Bernard C. Bassett	x		

Motion to go into Executive Session to

Motion to come out of Executive Session

Motion by:

Motion by:

Seconded by:

Seconded by:

Time:

Time:

Roll Call: **YES** **NO**

Roll Call: **YES** **NO**

Thomas E. Wood
Martin D. Mannix
Paul D. Lamoy
Gerard A. Renadette
Bernard C. Bassett

Thomas E. Wood
Martin D. Mannix
Paul D. Lamoy
Gerard A. Renadette
Bernard C. Bassett

ADJOURNMENT

Respectfully Submitted,

Danielle Scholl, Deputy Town Clerk