

TOWN OF PLATTSBURGH TOWN BOARD
WORK SESSION AGENDA
February 11, 2013

The meeting was called to order at 7:00 PM by the presiding officer at the Town of Plattsburgh Town Hall, 151 Banker Road.

MEMBERS:	<u>Present</u>	<u>Absent</u>
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	
Danielle M. Scholl, Deputy Town Clerk	x	
James J. Coffey, Town Attorney	x	

Public Comment

David Hinsman
 John Andrus
 A. Paul Scott
 Phil VonBargen

Public Present

Austin Latour
 Meaghan Cumm
 Jim Gray
 Amanda Prenoveau
 Pat Bowen

Supervisor's Report

1. Steering Committee /Complete Streets and Trails - Biannual Report
2. Dress Shirt with TOP Logo
3. Teamster Uniform Policy
4. Legislative Gazette
5. War of 1812 Museum Invitation – 2/22/13, 5:00 – 8:00 pm
6. Website Launch
7. League of Women Voters – Campaign Finance
8. St. Patrick's Day Breakfast – 3/18/13 8:00 am
9. Corner Stone Phone Contract
10. Teamsters Contract/Gene Guynup
11. Shared Services Private Recourses for NY's Future
12. NYSERDA Grant / Marty Appointment to Committee on Natural Gas

Resolutions

- 013-66 2012 Budget Amendments
- 013-67 Bookkeeper Salary Adjustment
- 013-68 Abstract
- 013-69 Historian Monthly Report
- 013-70 Parks and Recreation Monthly Report
- 013-71 Planning Departments Monthly Report
- 013-72 Supervisor’s Monthly Financial Report
- 013-73 Town Clerk’s Monthly Report
- 013-74 Water Wastewater Department Monthly Report
- 013-75 Standard Work Day and Reporting Resolution
- 013-76 Approve Minutes of January 7th, 2013
- 013-77 Codes and Zoning Monthly Report
- 013-78 Local Government Efficiency Grant Interim Funding

Resolution No. 13-66

2012 General Fund Budget Amendments

WHEREAS, the General Fund had over expenditures in fiscal year 2012 for increases in various Departments; and

WHEREAS, the various expenditures were not anticipated when the budget was developed (unemployment claims, extra work on the audit, court settlement); now, therefore be it,

RESOLVED, that the Town Board authorize the following Budget Amendments:

Increase appropriation A 8030.4100 research	\$ 16,000.00
Increase appropriation A 7110.8300 unemployment	\$ 700.00
Increase appropriation A 1320.4700 Contractual Serv.	\$10,000.00
Increase appropriation a 1930.4000 Fines/Penalties	\$4,800.00
Decrease appropriation A1990.4000 Contingency	\$21,500.00
Decrease appropriation A 1620.4700 Contr. Services	\$10,000.00

RESOLVED, that a copy of this Resolution be given to the Budget Officer and 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. 013-67

Bookkeeper Salary Adjustment

WHEREAS, on December 31, 2012 the portion of the Town of Plattsburgh Bookkeeper's salary compensated by the LDC ended but the duties and responsibilities of the position have become more extensive than they were in 2008; now, therefore be it

RESOLVED, that effective January 1, 2013 the Bookkeeper's salary of \$20.89 per hour shall be paid from the General Fund; and, be it further

RESOLVED, that this Resolution supersede any previous Resolution concerning the rate of pay for the Bookkeeper and a copy be given to the Finance Manager and Bookkeeper.

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. 013-68

Abstract 2B

RESOLVED, that the abstract of audited claims **No.2B-13(170-206)** for \$97,862.77, **Abstract 2B-13 (3032-3038)** for the amount \$2,771.05 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: 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.013-69

Historian's Monthly Report

RESOLVED, to receive and place on file the Historian's Monthly Report for the month of January 2013.

Motion: Thomas E. Wood

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. 13-70

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 January 2013.

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.013-71

Planning Department Monthly Report

RESOLVED, to receive and place on file a report from Phil VonBargen, Planning and Engineering Department Head, for the month of February 2013.

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.013-72

SUPERVISOR'S MONTHLY FINANCIL REPORT

RESOLVED, to receive and place on file the Supervisor's Financial Report for the month of December 2012.

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. 013-73

Town Clerk's Monthly Report

RESOLVED, to receive and place on file a report from Rickey J. Collins, Town Clerk, for the month of January 2013.

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. 013-74

Water Wastewater Department's Monthly Report

RESOLVED, to receive and place on file a report from Scott Stoddard Water Wastewater Department, Director for January 2013.

Motion: Thomas E. Wood

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. 013-75

**Standard Work Day and Reporting
Resolution**

WHEREAS, Regulation 315.4 from the Office of the New York State Comptroller was passed and became effective August 12, 2009, and as per regulation it is required that the Town Board adopt a Standard Work Day and Reporting Resolution to report the term and days worked per month for each office or position; and

WHEREAS, the Standard Work Day and Reporting Resolution should be updated periodically to reflected changes in work hours and for newly elected and appointed officials; therefore, be it

RESOLVED, that the Town Board does hereby set the standard work day and service credit, to be reported to the New York State and Local Employees' Retirement System as attached; and, be it further

RESOLVED, this Resolution shall be posted on the Town website and the official sign-board located near the Town Clerk's office for a minimum of thirty days; and, be it further

RESOLVED, that a certified copy of this Resolution, and an affidavit of posting, be filed with the Office of the State Comptroller within 45 days of the adoption of said Resolution, a copy be given to the Budget Officer and Finance Manager.

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.013-76

Approve Minutes of January 7th Meeting

RESOLVED, that the minutes of January 7, 2013 be approved and the reading of the minutes be dispensed with.

Motion by: 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.013-77

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 January 2013.

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. 13-78

Local Government Efficiency Grant Interim Funding

WHEREAS, on March 7, 2011 the Town of Plattsburgh entered into an agreement with the Town of Schuyler Fall to provide water and operation and maintenance services to the hamlet of Morrisonville; and

WHEREAS, the municipalities applied for and received funding for a Local Government Efficiency Grant (LEG) in the amount of \$412,223.00 that is funded by New York State to encourage and support inter-municipal agreements to eliminate duplication of services and save taxpayer dollars; and

WHEREAS, LEG funding is released as payment to the municipality following the completion of work and submittal for funds; now, therefore be it

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby authorize the transfer of funds from the Consolidated Water District in the amount of \$10,000.00 to the Morrisonville Consolidation Capital Project (H20); and, it is further

RESOLVED, that said funds be paid back to the Consolidated Water District from Morrisonville Consolidation Capital Project as funds become available from the Grant: and, be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager, Budget Officer and the Director of the Water Wastewater Department.

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				

Danielle M. Scholl, Deputy Town Clerk

Town Board meeting be adjourned at 8:45 PM.