

TOWN OF PLATTSBURGH
TOWN BOARD SEMI-MONTHLY MEETING
April 15, 2013

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

MEMBERS:	Present	Absent
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	

Staff:

Resolution No.013-120 **Approve Minutes of the Previous Meeting**

RESOLVED, that the minutes of April 1, and April 8, 2013 be approved and the reading of the minutes be dispensed with.

Motion by: Martin D. Mannix

Seconded by: Gerard A. Renadette

Discussion:

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. 13-121 **Request to Attend New York Planning Federation Conference**

WHEREAS, the Town of Plattsburgh Planning Department and Planning Board Members are required to maintain professional training and development; and,

WHEREAS, it is in the best interest of the Town Planning Department to update

technical knowledge and new regulation information regarding comprehensive planning, complete streets, subdivision and site plan reviews; now therefore, be it

RESOLVED, that Phil Von Bargen and Trevor Cole, of the Planning Department, as well as Planning Board Members; Robert Pearl, Terry Besaw, Jeff Wagner and Anne Brandell, Complete Streets Committee Members; A. Paul Scott, and Marty Mannix be allowed to attend the NY Planning Federation Conference held on April 21-23 in Saratoga Springs, New York: and, it is further

RESOLVED, that \$825.00 for lodging and meals and \$936.00 for registration be charged to the Planning Department Budget, account number A-.8020.4410.000; and, it is further

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

Motion: Paul D. Lamoy

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. 013-122

**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 March 2013.

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.013-123

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 March 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.013-124

Historian's Monthly Report

RESOLVED, to receive and place on file the Historian's Monthly Report for the month of March 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. 13-125

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 March 2013.

Motion: Thomas E. Wood

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.013-126

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 April 2013.

Motion: Thomas E. Wood

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.013-127

Supervisor's Monthly Financial Report

RESOLVED, to receive and place on file the Supervisor's Financial Report for the month of March 2013.

Motion: Gerard A. Renadette

Seconded by: Thomas E. Wood

Discussion:

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				

Resolution No. 013-128

Town Clerk’s Monthly Report

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

Motion: Paul D. Lamoy

Seconded by: Martin D. Mannix

Discussion:

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. 013-129

Water Wastewater Department’s Monthly Report

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

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. 12-130

Temporary Seasonal Hire for Beautification Program in Recreation Department- Andy Hastings

WHEREAS, the Supervisor has received a letter dated April 1, 2013 from Melanie Defayette, Youth Services and Recreation Director, requesting to hire a mowing crew supervisor; and,

WHEREAS, Andy Hastings was in the position last year and is interested in the position and has agreed to work on a temporary full time at the rate of \$10.50 per hour to work from 6/24-8/09/2013 when needed; and

WHEREAS, all employment verification and eligibility has been satisfied and the Youth Services and Recreation Director recommends that Andy Hastings be appointed to said position; now, therefore be it

RESOLVED, that the Supervisor is authorized to sign all necessary documents to hire Mr. Hastings as a seasonal temporary help in the Parks and Recreation Department and a certified copy of this Resolution be given to the Budget Officer, Youth Director, Cool Insurance and the Clinton County Civil Service Department of Personnel for their final approval and filing and a copy be placed in Mr. Hasting's file.

Motion: Gerard A. Renadette

Seconded by: Thomas E. Wood

Discussion:

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. 13-131

**Temporary Seasonal Hire for Beautification
Program in Recreation Department-Elston
Racette**

WHEREAS, the Supervisor has received a letter dated April1, 2013 from Melanie Defayette, Youth Services and Recreation Director, requesting help with the Beautification program; and,

WHEREAS, Elston Racette is interested in the position for 2013 work on a temporary full time basis at the rate of \$10.25 per hour to work from 4/22/-9/27/2013 when needed; and

WHEREAS, all employment verification and eligibility has been satisfied and the Youth Services and Recreation Director recommends that Elston Racette be appointed to said position; now, therefore be it

RESOLVED, that the Supervisor is herby authorized to sign all necessary documents to hire Mr. Racette as a seasonal temporary in the Parks and Recreation Department and a certified copy of this Resolution be given to the Budget Officer, Youth Director, Cool Insurance and the Clinton County Civil Service Department of Personnel for their final approval and filing and a copy be placed in Mr. Racette's file.

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. 13-132 **Temporary Seasonal Hire for Beautification Program
in Recreation Department-Patrick Robare**

WHEREAS, the Supervisor has received a letter dated April 1, 2013 from Melanie Defayette, Youth Services and Recreation Director, requesting help with the Summer Beautification Program; and,

WHEREAS, Patrick Robare is interested in the position for 2013 and has agreed to work on a temporary full time basis at the rate of \$8.25 per hour from 5/20 to 8/16/2013, as needed; and

WHEREAS, all employment verification and eligibility has been satisfied and the Youth Services and Recreation Director recommends that Mr. Robare be appointed to said position; now, therefore be it

RESOLVED, that the Supervisor is hereby authorized to sign all necessary documents to hire Mr. Robare as a seasonal temporary worker in the Parks and Recreation Department and a certified copy of this Resolution be given to the Budget Officer, Youth Director, Cool Insurance and the Clinton County Civil Service Department of Personnel for their final approval and filing and a copy be placed in Mr. Robare's file.

Motion: Thomas E. Wood

Seconded by: Paul D. Lamoy

Discussion:

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. 13-133

Junkyard License Renewal for 24 Flanagan Drive

WHEREAS, the Town Clerk has received an application and fees for a license to operate a junkyard business from Ricky Lyman’s Auto, 24 Flanagan Drive; and

WHEREAS, Steve Imhoff, Code Enforcement Officer, has completed inspection of the junkyard, and the applicant is in compliance; now, therefore it is

RESOLVED, that the Town of Plattsburgh Town Board does hereby receive and place on file said application and authorize the Town Clerk to issue a junkyard license to the aforementioned applicant in compliance with the letter issued by Steve Imhoff, Code Enforcement Officer of the Town of Plattsburgh; and, be it further

RESOLVED, that a copy of this Resolution be given to the Budget Officer, Finance Manager, Town Clerk and the Codes Department.

Motion: Paul D. Lamoy

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. 13-134

Junk Yard License Renewal for 225 Rugar Street

WHEREAS, the Town Clerk has received a renewal application and fees for a license to operate a junk yard business from Ed Champagne Jr. at 225 Rugar St.; and

WHEREAS, Steve Imhoff, Code Enforcement Officer, has completed inspection of the junkyard, and the applicant is in compliance; now, therefore it is

RESOLVED, that the Town of Plattsburgh Town Board does hereby receive and place on file said application and authorize the Town Clerk to issue a junkyard license to the aforementioned applicant in compliance with the letter issued by Steve Imhoff, Code Enforcement Officer, of the Town of Plattsburgh; and be it further

RESOLVED, that a copy of this Resolution be given to the Budget Officer, Finance Manager, Town Clerk and the Codes Department.

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. 13-135

Junkyard License Renewal 271 Rugar Street

WHEREAS, the Town Clerk has received a renewal application and fees for a license to operate a junk yard business from Ed Champagne Jr. at 271 Rugar St.; and

WHEREAS, Steve Imhoff, Code Enforcement Officer, had completed inspection of the junkyard; and

WHEREAS, in response to the Code Enforcement Officer's previous inspection the applicant has created a barrier of used tires, as indicated by the attached photos, and would like the Town Board to make recommendation for the renewal of a Junk Yard License with consideration that the new barrier is sufficient and appropriate; therefore, be it

RESOLVED, that the Town of Plattsburgh Town Board, does approve said application and the Town Clerk is authorized to issue a junk yard license to the aforementioned applicant; and, be it further

RESOLVED, that a copy of this Resolution be given to the Budget Officer, Finance Manager Town Clerk and the Codes Department.

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>
				no	
Thomas E. Wood		x			
Martin D. Mannix		x			
Paul D. Lamoy		x			
Gerard A. Renadette		x			
Bernard C. Bassett	x				

Resolution No. 13-136

Junkyard License Renewal for 55 Hammond Lane

WHEREAS, the Town Clerk has received an application and fees for a license to operate a junkyard business from Phyllis Parmeter, 55 Hammond Lane; and

WHEREAS, Steve Imhoff, Code Enforcement Officer, has completed inspection of the junkyard, and the applicant is in compliance; now, therefore it is

RESOLVED, that the Town of Plattsburgh Town Board does hereby receive and place on file said application and authorize the Town Clerk to issue a junkyard license to the aforementioned applicant in compliance with the letter issued by Steve Imhoff, Code Enforcement Officer; and be it further

RESOLVED, that a copy of this Resolution be given to the Budget Officer, Finance Manager, Town Clerk, and the Codes Department.

Motion: Thomas E. Wood

Seconded by: Martin D. Mannix

Discussion:

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. 013-137

Lead Agent Determination for Consumer Square Phase II Project Site Plan Amendment 2013

WHEREAS, Part 617 “State Environmental Quality Review”, section 8-0113 of the Environmental Conservation Law provides for the review of projects which constitute an “action” with respect to the effect of such projects on the environment; and

WHEREAS, the Town Board of the Town of Plattsburgh (the “Town Board” and the “Town”, respectively) has adopted the provisions of Part 617 “State Environmental Quality Review”; and

WHEREAS, a determination of the effect of said project or action on the environment is necessary to determine whether a draft “Environmental Impact Statement” is required; and

WHEREAS, the Town Board has before it the project or action known as Consumer Square Phase Site Plan Amendment 2013 in the Town of Plattsburgh; and

WHEREAS, the Project has been determined to be a type I action requiring an assessment of its potential effect upon the environment; and

WHEREAS, the Town Board has concluded that it is in the best interest of the Town to defer action to the Town of Plattsburgh Planning Board to be the “lead agency” for this project;” in accordance with Part 617 “State Environmental Quality Review” (SEQR) for purposes of assessing the potential effects of the Project on the environment and determining whether said effect is sufficiently significant to require the preparation of a draft “Environmental Impact Statement”; now, therefore be it

RESOLVED, that the Town of Plattsburgh Planning Board be lead agent for the aforementioned project and a copy of this Resolution be given to the Chairperson of the Planning Board and Planning Department Head.

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. 013-138

Request for Refund of 3% Site Plan Construction Deposit Texas Roadhouse

WHEREAS, the Town of Plattsburgh Planning Board has reviewed and approved all requirement of the Texas Roadhouse Site Plan 2011; and

WHEREAS, the Texas Roadhouse Site Plan 2011 has on file with the Town a 3% deposit for construction in the original amount of \$10,486.44 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, Texas Roadhouse Site Plan 2011 has requested that the 3% deposit in the original amount of \$10,486.44 plus accrued interest be returned; now therefore be

RESOLVED, that the Supervisor is hereby authorized and directed to release said deposit in the amount of \$10,486.44 plus accrued interest to date; and be it further

RESOLVED, that a certified copy of this Resolution be forwarded, by the Planning Department Secretary, with the return of deposit to Texas Roadhouse Holdings LLC, 6040 Dutchmans Lane Louisville, KY 40205; and, be it further

RESOLVED, copy of this Resolution; be given to the Budget Officer and 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. 013-139

Bid Award for Fittings

WHEREAS, Resolution 013-102 authorized Advertisement for bids to purchase Installation Fittings to facilitate meter installation and all bids received were opened on April 5, 2013, and

WHEREAS, Scott Stoddard, Director of Water & Wastewater, has reviewed all bids received; therefore, be it

RESOLVED, the Town Board approve the purchase as recommended and that the Water & Wastewater Director is hereby authorized to make said purchase; and be it further

RESOLVED, that the purchase of Installation Fittings be awarded to the low bidder Blair Supply Corp., of 785 Beahan Road, Rochester, NY 14624 in an amount not to exceed \$28,236.10; and, be it further

RESOLVED, that payment be made payable from the 2013 Water & Wastewater Budget Account #SW6.8340.4170 and #WS.1610.4110 and that a copy of this Resolution be given to the Director of Water & Wastewater Department, 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. 13-140

**CDBG Grant Application Award
To Camoin Associates**

WHEREAS, Resolution 013-107 authorized the Supervisor to solicit proposals and qualifications from qualified community planning and economic development consultants to provide grant writing, program administration assistance and program delivery assistance for a 2013 CDBG Economic Development Grant; and,

WHEREAS, the Town Clerk made copies of the Request For Proposals available and caused to be published a public notice; and

WHEREAS, the Deputy Town Supervisor and the Town Clerk opened and reviewed all proposals; therefore, be it

RESOVED, that on behalf of the Town of Plattsburgh, the Supervisor be authorized to enter into contract Agreement with Camoin Associates, 120 West Avenue, Suite 303, Saratoga Springs, New York 12866 for a fee not to exceed \$ 5,500.00 to prepare and submit a CDBG Grant as well as administration and program delivery as indicated by the Agreement; and, be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager, Camoin Associates and the North Country Chamber of Commerce.

Motion: Paul D. Lamoy

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. 013-141

Abstract 4B

RESOLVED, that the abstract of audited claims **No.4B-13(652-807)** for \$631,632.65, **Abstract 4B-13 (137-159)** prepays for the amount \$937,275.31 be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

Motion: Gerard A. Renadette

Seconded by: Thomas E. Wood

Discussion:

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 7:50PM.

Motion by: Paul D. Lamoy

Seconded by: Gerard A. Renadette

Discussion:

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:
Seconded by:
Time:

Motion by:
Seconded by:
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,

Rickey J. Collins, Town Clerk