

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI- MONTHLY MEETING
June 17, 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: Pat Bowen

Public Present: Deb Blake, Dan Heath

Resolution No.013-177

Approve Minutes of the Previous Meeting

RESOLVED, that the minutes of June 3, 2013 and June 10, 2013 be approved and the reading of the minutes be dispensed with.

Motion by: Gerard A. Renadette

Seconded by: Martin D. Mannix

Discussion:

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. 013-178

Abstract 6B

RESOLVED, that the abstract of audited claims **No.6B-13(1146-1295)** for \$625,434.34, **Abstract 6B-13 (223-237)** prepays for the amount \$371,732.37 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:

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.013-179

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 May 2013.

Motion: Gerard A. Renadette

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.013-180

Historian's Monthly Report

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

Motion: Martin D. Mannix

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. 13-181

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 May 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.013-182

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 June 2013.

Motion: 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.013-183

Supervisor's Monthly Financial Report

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

Motion: Paul D. Lamoy

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. 013-184

Town Clerk's Monthly Report

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

Motion: Gerard A. Renadette

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. 013-185

Water Wastewater Department's Monthly Report

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

Motion: Gerard A. Renadette

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. 013-186

Authorizing the Town of Plattsburgh to Enter Into Agreement with New York State Department of Transportation Pertaining to Route 22B Project

WHEREAS, New York State Department of Transportation has requested that the Town of Plattsburgh execute any and all agreements regarding the State’s construction project New York Route 22B over the Saranac River, County of Clinton, PIN 7024.06; therefore, be it

RESOLVED, that the Town of Plattsburgh Supervisor in collaboration with the Town’s Highway Superintendent be authorized and approved to sign any and all related documents required for the project; and, be it further

RESOLVED, that the Town Clerk is hereby directed to transmit four (4) certified copies of this Resolution to New York State Department of Transportation 317 Washington Street, Watertown, New York 13601; and, be it further

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

Motion: 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. 013-187

To Alter and Pave Intersecting Roads Rand Hill and Bushey Street

WHEREAS, in connection with the reconstruction of the Route 22B including the replacement of the structure over the Saranac River, Hamlet of Morrisonville, County of Clinton, PIN 7024,06, and under the provisions of Section 10, Subdivision 25, of the New York State Highway Law as amended, which provides in part that the Commissioner of the Department of Transportation shall have power to combine, connect, alter, relocate, terminate, and pave intersecting highways, roads or streets,” and also that “maintenance of any highway, road or street which is affected by the subdivision and which in the judgment of the Commissioner, is not deemed to be part of

the State Highway System shall be maintained by the municipality or the municipalities in which the streets or roads are located”; and,

WHEREAS, the Commissioner proposed to improve Route 22B, Hamlet of Morrisonville, Town of Plattsburgh, County of Clinton and in connection therewith to alter and pave the following roads or streets: Rand Hill Road Between Stations RH 1+000 to RH 1+00 centerline (KM) .100 Lane (km) .200(County Road) and Bushey Street Stations BU 1+000 to BU 1+015 centerline (KM) .015 lane (km) .030; and,

WHEREAS, said highway, roads, or streets are located within the Town of Plattsburgh and in the judgment of the Commissioner of the Department Of Transportation will not be deemed to be part of the State Highway system; now therefore, be it

RESOLVED, that the Town of Plattsburgh Town Board and the Highway Superintendent approves the above described paving and altering of the Town roads, and be it further,

RESOLVED, that upon completion of construction of the above described roads or streets, the Town of Plattsburgh will maintain Town roads or streets in accordance with the provisions of the Highway law; and, be it further

RESOLVED, that the Town Clerk of the Town of Plattsburgh is hereby directed to transmit four (4) certified copies of the foregoing Resolution to New York State Department of Transportation 317 Washington Street Watertown, New York 13601; and, be it further

RESOLVED, copy of this Resolution; be given to the Budget Officer and Finance Manager and Department Heads.

Motion: Gerard A. Renadette

Seconded by: Paul D. Lamoy

Discussion:

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. 013-188

**Pertaining to the Maintenance of Water
Mains for Route 22B Project**

WHEREAS, the New York State Department of Transportation proposes the reconstruction of Route 22B, Hamlet of Morrisonville, PIN 7024.06; and,

WHEREAS, the State will include as part of the construction, reconstruction or improvement of the above mentioned project the reconstruction of existing water mains, pursuant to Section 10, Subdivision 24, of the Highway Law and will provide for the reconstruction and/or construction of existing water mains pursuant to Section 10, Subdivision 24, of the Highway Law, as show on the contract plans relating to the project; and,

WHEREAS, the service life of the relocated and/or adjusted utilities has not been extended; and,

WHEREAS, the State will provide for the construction/reconstruction of the above mentioned work; as shown on the contract plans relating to the project; now therefore, be it

RESOLVED, that the **Town of Plattsburgh Town Board along with the Highway Superintendent and the Director of Water and Wastewater** approved the reconstruction and/or construction of existing water mains and the above mentioned work performed on the project and shown on the contract plans relating to the project and that the Town of Plattsburgh will maintain the reconstructed/constructed water mains as shown on the contract plans; and be it further

RESOLVED, that the Town Clerk of the Town of Plattsburgh is hereby directed to transmit four (4) certified copies of the foregoing Resolution to New York State Department of Transportation 317 Washington Street Watertown, New York 13601; and, be it further

RESOLVED, copy of this Resolution; be given to the Budget Officer and Finance Manager and Department Heads.

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. 013-189

**Maintenance of Sidewalks to the Town of
Plattsburgh from Route 22B Project**

WHEREAS, the New York State Department of Transportation proposes to replace the Route 22B structure over the Saranac River, Hamlet of Morrisonville, PIN 7024.00; and,

WHEREAS, the State will include as part of the construction, reconstruction, or improvements of the above mentioned project the construction of sidewalks, pursuant to Subsection 18 (Town) of Highway Law; and,

WHEREAS, the State will provide for the construction of the above mentioned work, as shown on the contract plans relating to the project; now, there for be it

RESOLVED, that the Town of Plattsburgh Town Board **along with the Highway Superintendent** approves the construction of sidewalks and the above mentioned work performed on the project and shown on the contract plans relating to the project and that the Town of Plattsburgh will maintain or cause to be maintained the relocated, reconstructed and/or constructed sidewalks preformed as above stated and as showed on the contract plans, including the control of snow and ice; and, be it further

RESOLVED, that the Town Clerk of the Town of Plattsburgh is hereby directed to transmit four (4) certified copies of the foregoing Resolution to New York State Department of Transportation 317 Washington Street Watertown, New York 13601; and, be it further

RESOLVED, copy of this Resolution; be given to the Budget Officer and Finance Manager and Department Heads.

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. 013-190

**Pertaining to the Future Encroachment
upon the Right of Way for Route 22B Project**

WHEREAS, the New York State Department of Transportation has notified this Board of the preparations of plans and specifications for the reconstruction of the structure on NY 22B Over the Saranac River, Town of Schuyler Falls and Town of Plattsburgh; PIN 7024.06; Clinton County, beginning on NY Route 22B at a point approximately 60m (197') west of the intersection of Route 22B and Mason Street and proceeds easterly along Route 22B for a distance of 330m (1083') terminating at a point approximately 30m (190') east of the intersection of Route 22B and Bushey Street in the Hamlet of Morrisonville, and has made know it's intention of advertising a contract for the reconstruction and improvement of the same and has requested an agreement from the board to the effect that in the futher, authorities of this municipality (Town of Plattsburgh) will not permit an encroachment upon the right-of-way of said highway or street within the corporation limits of this municipality; and,

RESOLVED, that the Town of Plattsburgh Town Board of this municipality does agree with the New York State Department of Transportation that the authorities of this municipality will not in the future permit any encroachment upon the right-of-way of said highway or street; and ,be it further

RESOLVED, that the Town Clerk of the Town of Plattsburgh is hereby directed to transmit four (4) certified copies of the foregoing Resolution to New York State Department of Transportation 317 Washington Street Watertown, New York 13601; and, be it further

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

Motion: Paul D. Lamoy

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. 13-191

Amending Resolution 07-151
Access to Personnel Files

WHEREAS, the Town Board desires to maintain appropriate policy concerning access of personnel files; and

WHEREAS, Resolution 07-151 was passed authorizing the Bookkeeper access to personnel files; and

WHEREAS, the day-to-day work requirements of the Bookkeeper have changed and access to personnel files is no longer necessary; therefore, be it

RESOLVED, that the “Employee Personnel Files Access Policy” be amended from Resolution 07-151 to remove the position of Bookkeeper as an authorized position to access personnel files; and, be it further

RESOLVED, that a copy of this Resolution be provided to the Finance Manager and the Bookkeeper to update the Policy Books.

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. 13-192

2013 Historian Program Budget
Amendment

WHEREAS, the Town received a William G. Pomeroy Foundation Grant in the amount of \$2,100.00 to install two Historic Markers; and

WHEREAS, the revenue was received in the General Fund and the expenditures will be paid out of the General Fund 2013 Budget; and

WHEREAS, this is a new Grant and as a result, the revenue and applicable expenditure was not included in the 2013 Budget; therefore be it,

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

RESOLVED, that a copy of this Resolution be forwarded to the Finance Manager, Recreation Director, Beekmantown School District and COOL Insuring.

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. 013-194

Bid Awards for Surplus Equipment

WHEREAS, Resolution 013-165 authorized Advertisement for bids, to be opened June 14, 2013, for a Surplus Equipment that were received; and

WHEREAS, Town Clerk prepared a document of surplus items made them available to the public and has reviewed all bids received; therefore, be it

RESOLVED, that the purchase of Surplus Equipment be awarded to the highest approved bidders (as per attached report); and, be it further

RESOLVED, that payment be made and deposited in an account for Revenue Funds for Surplus Equipment to be disbursed to corresponding accounts; and, be it further

RESOLVED, that a copy of this Resolution be given to involved Department Heads, 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				

RESOLVED, that this Town Board meeting be adjourned at 7: 25 PM.

Motion by: Gerard A. Renadette

Seconded by: Paul D. Lamoy

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