

**TOWN OF PLATTSBURGH  
TOWN BOARD SEMI-MONTHLY MEETING  
August 19, 2013**

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

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

**STAFF:**

**Patrick Bowen , Erin Pangborn**

**Resolution No.013-241**

**Approve Minutes of the Previous Meeting**

**RESOLVED**, that the minutes of August 5 and 12, 2013 be approved and the reading of the minutes be dispensed with.

**Motion by: Gerard A. Renadette**

**Seconded by: Paul D. Lamoy**

**Discussion:**

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

x

**Parks and Recreation Awards- Softball and Baseball**

**Resolution No. 013-242**

**Abstract 8B**

**RESOLVED**, that the abstract of audited claims **No.8B-13(1713-1846)** for \$334,678.52, **Abstract 8B-13 (302-319)** prepays for the amount \$766,270.96 be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

**Motion: Martin D. Mannix**

**Seconded by: Paul D. Lamoy**

**Discussion:**

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

**Resolution NO. 013-243**

**Highway Superintendent's Monthly Report**

**RESOLVED**, to receive and place on file a report from Jim Woods, Superintendent of Highways, for the month of July 2013.

**Motion: Thomas E. Wood**

**Seconded by: Martin D. Mannix**

**Discussion:**

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

**Resolution No.013-244**

**Historian's Monthly Report**

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

**Motion: Gerard A. Renadette**

**Seconded by: Thomas E. Wood**

**Discussion: Yes**

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

**Resolution No.013-245**

**Supervisor's Monthly Financial Report**

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

**Motion: Martin D. Mannix**

**Seconded by: Paul D. Lamoy**

**Discussion:**

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

**Resolution No. 013-246**

**Water Wastewater Department's  
Monthly Report**

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

**Motion: Gerard A. Renadette**

**Seconded by: Thomas E. Wood**

**Discussion: Yes**

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

**Resolution NO. 13-247**

**Twin State Maintenance Renewal Agreement**

**WHEREAS**, the Town of Plattsburgh ("Town" herein) maintains an annual Maintenance Renewal Agreement with Twin State to provide telephone hardware, software and system support; and

**WHEREAS**, Twin State has submitted a Renewal Agreement to the Town for Service from July 16, 2013 to July 15, 2014; and

**WHEREAS**, the Town Board has provided, within the General Fund of the Town of Plattsburgh 2013 Budget, for the renewal of a contract for Telephone Maintenance service; and

**WHEREAS**, the Town attorney has approved as to form the one-year contract submitted by Twin State in the amount of \$7,089.84; now, therefore be it

**RESOLVED**, that the one-year renewal contract submitted by Twin State be approved and the Supervisor is authorized to execute the same for the Town of Plattsburgh and a copy of this Resolution be given to the Finance Manager.

**Motion: Gerard A. Renadette**

**Seconded by: Martin D. Mannix**

**Discussion: Yes**

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

**Resolution No. 013-248**

**Complete Streets Policy for the Town of Plattsburgh**

**WHEREAS**, integration of land use and transportation is critical to the livability of a community and impacts the quality of life in the region; and

**WHEREAS**, such quality of life frequently includes interests in being able to walk, bike, make use of public transportation and drive on well-maintained, safe streets; and

**WHEREAS**, Complete Street designs are the contemporary approach to better accommodate the full range of travel modes, in a manner to accommodate one's age and physical abilities, thereby providing a more balanced transportation system which offers choices of where people can go and how they can get there; and

**WHEREAS**, such Complete Streets designs may include elements such as defined pedestrian and bicycles spaces, pedestrian scaled lighting and transit stop shelters that are elements allowing children and adults to more safely walk or bike, take the bus to the grocery store or travel to one of our Town parks or one of the local trails, these elements also advance the interests of senior citizens being able to "age in place"; therefore, be it

**RESOLVED**, that the Town Board of the Town of Plattsburgh does hereby authorize the attached policy entitled "**Complete Streets Policy for the Town of Plattsburgh**" to provide the Town, its Highway Department and Planning Department

managers, its employees and its volunteers with suitable policy guidance regarding planning and implementation of road-related renovations within our Town; and, be it further

**RESOLVED**, that a copy of this Resolution and Policy be placed in the Town's official Policy Handbooks and that a copy be given to Department Heads and the Book Keeper.

**Motion: Thomas E. Wood**

**Seconded by: Gerard A. Renadette**

**Discussion: Yes**

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

**Resolution No. 013-249**

**Rescind Resolution 013-155 and Institute DEC Sporting License Sales**

**WHEREAS**, the Town Clerk had recommended the dissolution of the sale of Sporting Licenses from the New York State Department of Environmental Conservation (DEC); and

**WHEREAS**, Resolution 013-155 was passed to discontinue issuing sporting licenses; and,

**WHEREAS**, DEC now requires all Agents to supply their own computer and internet provider for selling sporting licenses which the Town Clerk's office is equipped with and able to comply with the new guidelines; and

**WHEREAS**, the Town Board would like to reinstitute the sale of sporting licenses and the Town Clerk has been in contact with the New York State Department of Environmental Conservation (DEC) to establish the sale of licenses from the Town Clerk's Office; now, therefore be it;

**RESOLVED**, that the Town Board recommend the continuance of sporting license sales and authorizes the Clerk to take appropriate actions to make said notice to the DEC as well as the general public; and, be it further

**RESOLVED**, that a copy of this Resolution be given to the Town Clerk and Finance Manager.

**Motion: Paul D. Lamoy**

**Seconded by: Martin D. Mannix**

**Discussion: Yes**

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

**Resolution No. 0-13-250**

**Bid Award for Base Sewer Slip Lining-  
Contract 2013**

**WHEREAS**, Resolution 013-221 authorized Advertisement for bids for Base Sewer Slip lining and all bids received were opened on August 15, 2013; and

**WHEREAS**, Scott Stoddard, Director of Water & Wastewater, Ron Laberge P.E. of Laberge Engineering and Consulting Group, Deputy Supervisor and the Town Clerk have reviewed all bids received; and

**WHEREAS**, bids were received from Insituform Technologies LLC, Arold Construction and Kenyon Properties; therefore, be it

**RESOLVED**, that the contract for Base Sewer Lining be awarded to the low bidder Kenyon Properties, Inc. 22 Helen Drive Queensbury, New York 12804 in the amount of \$119,640.01; and, be it further

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

**RESOLVED**, that payment be made payable from the 2013 Water & Wastewater Capital Project Budget Account #H5-8120-2000 and H5-8120-4000 and that a copy of this Resolution be given to the Director of the Water & Wastewater Department and Finance Manager.

**Motion: Martin D. Mannix**

**Seconded by: Thomas E. Wood**

**Discussion: Yes**

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

**Resolution No. 013-251**

**Permanent Appointment of Patrick Bowen as Finance Manager for the Town of Plattsburgh**

**WHEREAS**, the Civil Service examination for the position of Finance Manager was held and Patrick Bowen, provisional Finance Manager for the Town of Plattsburgh, has successfully completed said examination; now, therefore be it

**RESOLVED**, that Mr. Bowen's appointment as Finance Manager be made permanent and a copy of this Resolution be given to the Budget Officer and Civil Service and a copy in his personnel file.

**Motion: Paul D. Lamoy**  
**Seconded by: Thomas E. Wood**  
**Discussion: Yes**

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

**Resolution No. 013-252**

**NYSEG Special Use Permit SEQR**

**WHEREAS**, the Town Board of the Town of Plattsburgh has received an application from Ms. Jacqueline P. Murray of Murray Law Firm, PLLC on behalf New York State Electric and Gas ("NYSEG" herein) for a Special Use Permit to construct and operate a 130 foot monopole public utility communications tower and related equipment shelter, as shown and described on plans and materials prepared by NYSEG and their consultants in their Application for a Special Use Permit for Public Utility Communications Facility dated October 18, 2012, received by the Town Planning Department along with supplemental materials; and

**WHEREAS**, the Town Board has referred this request, with supporting data pursuant to Local Law No. 3 of the year 2003, to the Town Telecommunications Consultant, Comi Telecommunications Solutions, Inc. for review and recommendations; and

**WHEREAS**, Part 617 of the Environmental Conservation Law - "State Environmental Quality Review Act", Section 8-0113 provides for the review of any "ACTION" to determine the effect of said Action on the environment, along with any related administrative procedures for the implementation, authorization or approval of said action; and

**WHEREAS**, said determination of the effect of said action on the environment will be necessary to determine whether a Draft Environmental Impact Statement (DEIS) is required; and

**WHEREAS**, the Town Board is considered an involved agency in accordance with State and Local Laws for the purpose of assessing the effect of this "Project" on the environment and whether or not said effect is significant enough to warrant the preparation of a Draft Environmental Impact Statement (DEIS); and

**WHEREAS**, the Town Board has determined that the project is an UNLISTED "ACTION" in accordance with said Environmental Review, Procedures and a Coordinated review will NOT be done; and

**WHEREAS**, the applicant has provided the Town with site plan maps and materials, a completed SEQRA Long Environmental Assessment Form ("EAF" herein) Part I, Visual EAF Addendum, Visual Analysis report, and that a EAF Part II and Part III Findings Statement has been prepared by the Town Planning Department; now, therefore be it

**RESOLVED**, that the Town Board does hereby receive and place on file the plans and materials prepared by NYSEG and their consultants in their Application for Special Use Permit for Public Utility Communications Facility dated October 18, 2012 and received by the Town of Plattsburgh Planning Department along with supplemental materials; and, be it further

**RESOLVED**, that the Town Board, after thorough review of the plans and materials prepared by NYSEG and their consultants in their Application for Special Use Permit for Public Utility Communications Facility dated October 18, 2012 and received by the Town of Plattsburgh Planning Department on along with supplemental materials, a completed SEQRA Long Environmental Assessment Form EAF Part I, Visual EAF Addendum, Visual Analysis Report, and EAF Part II and Part III Findings Statement prepared by the Town Planning Department, does hereby determine that the "Project" will NOT have a significant effect on the environment and therefore, the preparation of a DEIS is NOT required; and, be it further

**RESOLVED**, that the Town Board does hereby authorize and direct the Supervisor to have prepared and to execute a "Notice of No Significant Environmental Impact" (NEGATIVE DECLARATION) for this "Project"; and, be it further

**RESOLVED**, that the "Notice of No Significant Environmental Impact" (NEGATIVE DECLARATION) shall be disseminated to those involved Agencies and Governmental Units as required by Environmental Conservation and Local Law of the Town of Plattsburgh and all related material shall be maintained on file at the Town Hall Offices and available for Public Inspection; and, be it further

**RESOLVED**, that a copy of this Resolution be forwarded to the Finance Manager, Planning Department and Ms. Jacqueline P. Murray.

**Motion: Martin D. Mannix**

**Seconded by: Gerard A. Renadette**

**Discussion: Yes**

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

**Resolution No. 013-253**

**Deputy Town Clerk Appointment**

**WHEREAS**, Resolution 013-240 was passed accepting the resignation of Danielle Scholl as Deputy Clerk and Registrar of Vital Statistics creating a vacancy in that position; and

**WHEREAS**, The Town Board wishes to make available more hours for public access to the Clerk's Office and Receiver of Taxes Jackie Bellew is available to assist in that Office; and

**WHEREAS**, Town Clerk Rickey Collins has submitted a letter dated August 16, 2013 appointing Jackie Bellew as Deputy Town Clerk, and Deputy Registrar of Vital Statistics; therefore, be it

**RESOLVED**, that the Town of Plattsburgh Town Board does hereby accept the Appointment of Jackie Bellew as Deputy Town Clerk and Deputy Registrar of Vital Statistics; and, be it further

**RESOLVED**, that Ms. Bellew take an oath of office within thirty days and a copy of this Resolution be given to the Finance Manager, a copy be put in her personnel file and one sent to Civil Service for their review and final approval.

**Motion: Gerard A. Renadette**

**Seconded by: Thomas E. Wood**

**Discussion:**

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

**RESOLVED**, that this Town Board meeting be adjourned at 7:37 PM.

**Motion by: Gerard A. Renadette**

Seconded by: Thomas E. Wood

Discussion:

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

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**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,**

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**Rickey J. Collins, Town Clerk**

