

**TOWN OF PLATTSBURGH
TOWN BOARD END OF THE YEAR
WORK SESSION MEETING
DECEMBER 23, 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	

PUBLIC: Dan Heath, Gerry Menard

STAFF:

Resolution No.013-278

Approve Minutes of the Previous Meeting

RESOLVED, that the minutes of December 16, 2013 be approved and the reading of the minutes be dispensed with.

Motion by: 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. 013-279

Abstract 13D

RESOLVED, that the abstract of audited claims **No.13D-13(2751-2839)** for \$73,987.11 **Abstract 13D-13 (478-499)** prepays for the amount \$239,008.29 be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

Motion by: 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. 013-280

**Deputy Highway Superintendent
Appointment**

RESOLVED, to receive and place on file a letter dated December 12, 2013 from Highway Superintendent James Woods appointing Tim Dubrey as Deputy Highway Superintendent; and, be it further

RESOLVED, that, as has been past practice, Mr. Dubrey shall receive a stipend as Deputy Highway Superintendent in the amount of \$2,500.00; and, be it further

RESOLVED, that Mr. Dubrey take the oath of office within thirty days of this Resolution and a certified copy of this Resolution be given to the Finance Manager, Highway Department Superintendent and the Clinton County Department of Personnel for their final approval and filing and a copy be placed in Mr. Dubrey's personnel file.

Motion by: 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. 13-281

**Seasonal Temporary Help for Highway
Department for Snow Plowing**

WHEREAS, the Supervisor has received a letter dated December 17, 2013 from Highway Superintendent James Woods requesting help with snowplowing and general work around the shop; and,

WHEREAS, a vacancy does exist and Mr. Alex Provost has agreed to work on a temporary basis to fill the need with winter plowing and assorted jobs for the 2013-2014 season; therefore, be it

RESOLVED, that the Supervisor is hereby authorized to sign all necessary documents to hire Mr. Alex Provost as a seasonal/temporary employee in the Highway department and a certified copy of this Resolution be given to the Budget Officer, Highway Superintendent, Finance Manager, Cool Insurance and the Civil Service Clinton County Department of Personnel for their final approval and filing and a copy to Mr. Provost's file; and, it is further

RESOLVED, that the Town Board welcomes Mr. Provost back to the Town with appreciation for the work he has done in the passed.

Motion by: 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. 013-282

Appointment Of Court Clerks

RESOLVED, to receive and place on file a letter dated December 10, 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 2014; 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 by: 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. 013-283

Elaine Woods, Reappointment as Deputy Tax Receiver

RESOLVED, that Jackie Bellew, Tax Receiver, has submitted a letter to be received and place on file re-appointing Elaine Woods, Deputy Tax Receiver for the year 2014; and, be it further

RESOLVED, that Mrs. Woods take the oath of office within thirty days of this Resolution; and, a copy be given to the Finance Manager and also be put in her personnel file.

Motion by: 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. 013-284

Letter of Resignation from Ms. Fenwick ZBA Board Member

WHEREAS, Ms. Bonnie Fenwick was appointed to the Zoning Board of Appeals in January 2001; and

WHEREAS, Ms. Fenwick has submitted her letter of resignation from the Town of Plattsburgh Zoning Board of Appeals effective December 31st 2013;there be it

RESOLVED, that the Town Board does hereby wish to thank her for her years of service and wish Ms. Fenwick well with her future endeavors; and, it is further

RESOLVED, that a copy of this Resolution be given to the Zoning Office, Chairperson of the Zoning Board and Finance Manager.

Motion by: 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. 013-285

**Appointment of Matt Rogers as Full Time
Member of the Zoning Board of Appeals**

WHEREAS, the resignation of Bonnie Fenwick has created a vacancy on the Town Zoning Board of Appeals; and

WHEREAS, Matt Rogers, a Alternate member of the Zoning Board of Appeals, is willing to continue serving; therefore, be it

RESOLVED, that as per Local Law #1 of 1999 the Town Board does hereby appoint Matt Rogers, a resident of the Town of Plattsburgh, to the Zoning Board of Appeals for a term to expire December 31, 2018; and be it further

RESOLVED, that Mr. Rogers 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 Board Chairperson, and Mr. Rogers and to Steve Imhoff, Department Head

Motion by: 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. 013-286

**Reappointment of Gerard Renadette to the
Town of Plattsburgh Board of Ethics**

WHEREAS, Councilor Renadette has served as representative Board member on the Town's Board of Ethics and his term that will expire on 12/31/2013; and

WHEREAS, Mr. Renadette is willing to continue serving as a member of the Board of Ethics; therefore, be it

RESOLVED, that the Town Board does hereby re-appoint Mr. Gerard Renadette to the Town of Plattsburgh Board of Ethics as liaison to the Town Board; and, be it further

RESOLVED, that Mr. Renadette take an oath of office with thirty days of this Resolution; and, is it further

RESOLVED, that a copy of this Resolution be placed in his personnel file and a copy be given to the Board of Ethics Chairperson.

Motion by: 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	Abstain				
Bernard C. Bassett	x				

Resolution No. 131-287

**Reappointment of John Hebert as a Alternate
to the Board of Ethics**

WHEREAS, the Town Board passed Local Law No.2 of 2009 reauthorizing the Town of Plattsburgh Board of Ethics; and

WHEREAS, Town of Plattsburgh Board of Ethics alternate member John Hebert's term will expire December 31, 2013; and

WHEREAS, Mr. Hebert is willing to continue serving as an alternate member; therefore, be it

RESOLVED, that the Town Board does hereby reappoint Mr. Hebert as an alternate member of the Board of Ethics for a term to expire December 31, 2015; and, be it further

RESOLVED, that Mr. Hebert take an oath of office within 30 days of this Resolution; and, it is further

RESOLVED, that a copy of this Resolution be given the Chair Person of the Board of Ethics, and a copy be given to Mr. Hebert .

Motion by: 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. 013-288

Reappointment of Sara Rowden Board of Ethics Member

WHEREAS, the Town Board passed Local Law No.2 of 2009 reauthorizing the Town of Plattsburgh Board of Ethics; and

WHEREAS, Town of Plattsburgh Board of Ethics member Sara Rowden’s term will expire December 31, 2013; and

WHEREAS, Ms. Rowden is willing to continue serving as a member of the Board; therefore, be it

RESOLVED, that the Town Board does hereby reappoint Ms. Rowden as a member of the Board of Ethics for a term to expire December 31, 2017; and, be it further

RESOLVED, that Ms. Rowden take an oath of office within 30 days of this Resolution; and, it is further

RESOLVED, that a copy of this Resolution be given to the Chair Person of the Board of Ethics, and a copy be given to Ms. Rowden.

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

Resolution No. 131-289

**Reappointment of Ann Marie Morgan as a
Alternate to the Board of Ethics**

WHEREAS, the Town Board passed Local Law No.2 of 2009 reauthorizing the Town of Plattsburgh Board of Ethics; and

WHEREAS, Town of Plattsburgh Board of Ethics alternate member Ann Marie Morgan’s term will expire December 31, 2013; and

WHEREAS, Ms. Morgan is willing to continue serving as an alternate member; therefore, be it

RESOLVED, that the Town Board does hereby reappoint Ms. Morgan as an alternate member of the Board of Ethics for a term to expire December 31, 2015; and, be it further

RESOLVED, that Ms. Morgan take an oath of office within 30 days of this Resolution; and, it is further

RESOLVED, that a copy of this Resolution be given to the Chair Person of the Board of Ethics, and a copy be given to Ms. Morgan.,

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. 13-290

**Planned Development District Overlay
Map and Zoning Ordinance Amendment**

WHEREAS, the Town Board has received from the Planning Board of the Town of Plattsburgh a recommendation in accordance with Zoning Ordinance Section 17.2, para. B., for the following proposed Zoning Ordinance amendments:

1. Amending the **Zoning Map** by rezoning R-2 Residential District tax map parcels, 220.-4-1 and 3 and 4 and 5 and 34 and 35.1 and 35.2 to “R-2 with a Planned Development District Overlay (PDD)” designation; and
2. Amending Article IX Section 9.2 para. D of the Zoning Ordinance to provide for the permitted use of single family residential development in an R-2 PDD overlay district designation; and

3. Amending the *Zoning Map* to include a portion of tax map parcel 220.-4-35.1, along the Saranac River front portion of the parcel, to be re-zoned from R-2 to LC Land Conservation District; and

WHEREAS, the Town Board duly called for a public hearing for the consideration of the aforesaid amendment and gave due notice thereof as required by law; and

WHEREAS, said public hearing was held by this Town Board at the Town Hall at 151 Banker Road, Plattsburgh, New York, on the 2nd day of December, 2013, at 7:00 P.M. of said day; at which time the proposed Zoning Map amendment, Zoning Ordinance amendment and proposed SEQR materials were available; and

WHEREAS, the Town of Schuyler Falls Town Clerk was provided a copy of the proposed Zoning Map and Ordinance amendment and no comments were received from the adjacent township prior to, during or following the public hearing; and

WHEREAS, the Clinton County Planning Board was provided a copy of the proposed Zoning Map and Ordinance amendment and did by a unanimous vote on December 4, 2013, approved the General Municipal Law Section 239-m referral action, and

WHEREAS, said Part 617 of the Environmental Conservation Law provides for an involved agency to review any action for the purpose of determining the effect of said action on the environment; 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 Laws for the purpose of assessing the effect of these zoning ordinance and map amendments 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 previously declared the zoning ordinance and map amendments to be a Type I action and conducted its review pursuant to the State Environmental Quality Review Act (SEQRA); and

WHEREAS, there are no other involved agencies in which to cause a coordinated review to be conducted; and

WHEREAS, the Town Board has identified the relevant areas of environmental concern, has taken a hard look at these areas, and has made a reasoned elaboration of the basis for its determination; and

WHEREAS, it is the opinion of the members of the Town Board that the best interests of the Town of Plattsburgh will be served by the adoption of said amendments;

NOW THEREFORE BE IT, RESOLVED, that the Town Board, in consideration of comments made at the public hearing on the zoning ordinance and Map amendments, the review of part 1 and the completion of parts 2 and 3 of the EAF long form, and the review of related materials, accordingly issues a negative declaration under SEQRA for the proposed zoning ordinance and map amendments, determining that said amendments will NOT have a significant effect on the environment, and the preparation of a DEIS is NOT required; and said declaration is hereby referenced and incorporated herein and shown as the attached Exhibit A; and, be it further

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby authorize and direct the Supervisor to complete and have prepared and to execute a “Notice of No Significant Environmental Impact” (NEGATIVE DECLARATION) for these zoning ordinance and map amendments and, be it further

RESOLVED, that the “Notice of No Significant Environmental Impact” (NEGATIVE DECLARATION), and all related material shall be maintained on file at the Town Offices of the Town Board and available for Public Inspection, and, the reasons for the decision are stated in the attached negative declaration, and be it further

RESOLVED, that the Zoning Ordinance and Map of the Town of Plattsburgh be amended as follows:

1. Amending the **Zoning Map** by rezoning R-2 Residential District tax map parcels, 220.-4-1 and 3 and 4 and 5 and 34 and 35.1 and 35.2 to “R-2 with a Planned Development District Overlay (PDD)” designation as shown on Attachment “B”; and
2. Amending Article IX Section 9.2 para. D of the Zoning Ordinance to provide for the permitted use of single family residential development in an R-2 PDD overlay district designation; and
3. Amending the **Zoning Map** to include a portion of tax map parcel 220.-4-35.1, along the Saranac River front portion of the parcel, to be re-zoned from R-2 to LC Land Conservation District as shown on Attachment “B”; and be it further

RESOLVED, that said amendments be entered in the minutes of the meeting of the Town Board of the Town of Plattsburgh, held on the 23rd day of December, 2013, and be it further

RESOLVED, in accordance with section 264 and 265 of Town Law, a copy, summary or abstract of the amendments (exclusive of any map) shall be published in the PRESS REPUBLICAN, a newspaper published in the town and that affidavits of publication thereof shall be later filed with the Town Clerk; and be it further

RESOLVED, that the amendments shall be effective as provided by and in accordance with section 265 of the Town Law; and be it further

RESOLVED, that a copy of this Resolution be given to the Town Clerk, Zoning Department and Planning Department.

Motion by: 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. 013-291

**MSFVA Ambulance Service Contract
Extension and MOU**

WHEREAS, discussion and negotiations, to finalize an Agreement to provide ambulance service in the Town of Plattsburgh, has taken place with Morrisonville Schuyler Falls Volunteer Ambulance Service (MSFVAS); and

WHEREAS, it is the recommendation of the Ambulance Committee that the Town of Plattsburgh Town Board continue to extend the existing Agreement and enter into a Memorandum of Understanding as a Supplemental Agreement to reflect the fee for service from January 1, 2014 to December 31, 2014, a payment schedule and required communication between the parties; now, therefore be it

RESOLVED, that the Supervisor be authorized to sign the attached Memorandum of Understanding with **MSFVAS** to provide services, as indicated; and, be it further

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

Motion by: 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. 013-292

**Highway Department Purchase Request For A
Used Street Sweeper**

WHEREAS, normal use requires that the Town must periodically update machines used to maintain the roads and sidewalks in the Town of Plattsburgh; and,

WHEREAS, Jim Woods, Highway Superintendent, has submitted a letter dated December 18, 2013 , requesting permission to purchase a used street sweeper; and

WHEREAS, the total estimated cost of said street sweeper is not to exceed \$10,000.00; and

WHEREAS, the Town Board, has considered said request and acknowledges the need to upgrade the Department's equipment and does hereby grant permission to order said vehicle for the Highway Department; now, therefore be it;

RESOLVED, that the Finance Manager and Budget Officer are hereby authorized to encumber an amount not to exceed \$10,000 from the Highway's 2013 Equipment & Capital Outlay Account Budget # DA-5130-2000 to be used for said purchase in 2014; and, be it further,

RESOLVED, that in 2014 the Superintendent of Highways shall submit a letter requesting the Town Board to authorize the purchase of a street sweeper with appropriate documentation as required by the Town's Purchase Policy; and it is further

RESOLVED, that a copy of this Resolution be given to the Highway Superintendent, Budget Officer and Finance Manager.

Motion by: 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. 013-293

**Highway Department Purchase Request For A
Brush Hog Mower**

WHEREAS, normal use requires that the Town must periodically update machines used to maintain the roads and sidewalks in the Town of Plattsburgh; and,

WHEREAS, Jim Woods, Highway Superintendent, has submitted a letter dated December 19, 2013 , requesting permission to purchase a brush hog mower; and

WHEREAS, the total estimated cost of said mower is not to exceed \$10,000.00; and

WHEREAS, the Town Board, has considered said request and acknowledges the need to upgrade the Department's equipment and does hereby grant permission to order said vehicle for the Highway Department; now, therefore be it;

RESOLVED, that the Finance Manager and Budget Officer are hereby authorized to encumber an amount not to exceed \$10,000 from the Highway's 2013 Equipment & Capital Outlay Account Budget # DA-5130-2000 to be used for said purchase in 2014; and, be it further,

RESOLVED, that in 2014 the Superintendent of Highways shall submit a letter requesting the Town Board to authorize the purchase of a brush hog mower with appropriate documentation as required by the Town's Purchase Policy; and it is further

RESOLVED, that a copy of this Resolution be given to the Highway Superintendent, Budget Officer and Finance Manager.

Motion by: 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. 013-294

Abstract 13E

RESOLVED, that the abstract of audited claims **No.13E-13(2840)** for \$75,000.00 be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

Motion by: 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				

**TOWN OF PLATTSBURGH
TOWN BOARD YEAR END MEETING
December 23, 2013**

RESOLVED, that this Town Board meeting be adjourned at 8:16 PM.

Motion by: 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				

ADJOURNMENT
Respectfully Submitted

Rickey J. Collins, Town Clerk

