

**TOWN OF PLATTSBURGH TOWN BOARD
WORK SESSION AGENDA
February 24, 2014**

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

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

Public: Debbie Blake

Staff: Steve Imhoff

Supervisor's Report

1. Amend Local Law 2007 - Fee schedule changes – S. Imhoff
2. Historian - Conference Request
3. Base Slip Lining - Final Payment
4. JCEO Appointment of Martha Bachman
5. NY Planning Federation Conference Training

Draft Resolutions

014- 73 Minutes

014-074 Abstract

014- 75 Building and Grounds and Safety Committee Reports

014-76 Codes and Zoning Monthly Report

014-77 Highway Superintendents Monthly Report

- 014-78 Planning Department's Monthly Report
- 014-79 Town Clerks' Monthly Report
- 014-80 Water Wastewater Department's Monthly Report
- 014-81 Requests to Attend Annual 2014 State Conference for Historians
- 014-82 Amendment to 014-48 Attend Annual Code Enforcement Ed. Conference
- 014-83 Appointment of Vasso LaForest as Full Time Member of the ZBA
- 014-84 Payment Estimate No. 2 Final Base Sewer Slip Lining
- 014-85 Requests for 3% Site Plan 2012 Mousseau-Ford
- 014-XXX NYS Uniform Fire Prevention and Building Codes Fee Schedule Amendment
- 014-XXX Request to Attend NY Planning Federation Conference

Committee Reports -

Resolution No. 014-73

Approve Minutes of the Previous Meetings

RESOLVED, that the minutes of February 3 and February 10, 2014 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>
Thomas E. Wood	x				
Martin D. Mannix	x				
Michael S. Cashman	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

x

Resolution No. 014-74

Abstract 2C

RESOLVED, that the abstract of audited claims **No.2C-14(2979-2982)** for \$3,429.14 and **No.2C-14 (148-280)** \$148,939.34 and **Abstract 2B14 (69-88)** prepays for the amount \$506,961.55 and be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

Motion: Gerard A. Renadette

Seconded by: Michael S. Cashman

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				
Michael S. Cashman	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 014-75

**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 January 2014.

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				
Michael S. Cashman	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 014-76

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 2014.

Motion: Thomas E. Wood

Seconded by: Michael S. Cashman

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				
Michael S. Cashman	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 014-77

Highway Superintendent's Monthly Report

RESOLVED, to receive and place on file a report from Jim Woods, Superintendent of Highways, for the month of January 2014.

Motion: Martin D. Mannix

Seconded by: Michael S. Cashman

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				
Michael S. Cashman	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 014-78

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 2014.

Motion: Michael S. Cashman

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				
Michael S. Cashman	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 014-79

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 2014.

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				
Michael S. Cashman	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 014-80

Water Wastewater Department's Monthly Report

RESOLVED, to receive and place on file a report from Scott Stoddard Water Wastewater Department, Director for January 2014.

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				
Michael S. Cashman	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 014-81

Request to Attend Annual 2014 State Conference for Historians

WHEREAS, the Town Historian and Deputy Historian have participated in a number of regional and local events and meetings representing the Town and contributing to the development of the rich historical heritage of the Town of Plattsburgh and Champlain Valley; and

WHEREAS, by participating in the Annual State Conference for Historians Mr. Bates and Mr. Glidden will be able to represent the interest of the Town and continue to remain current and informed making them more effective Town Historians; therefore, it is

RESOLVED, that Jerry Bates, Town Historian, and William Glidden, Deputy Town Historian, are allowed to attend the New York State Annual Conference for Historians held from March 16– March 19, 2014 in Saratoga, New York at the Gideon Putnam Hotel; and, it is further

RESOLVED, that an amount not to exceed \$1066.00 be paid for the conference, annual dues, lodging, meals be charged to the Town Historian's Budget; and, be it further

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

Motion: Michael S. Cashman

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				
Michael S. Cashman	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 14-82

Amendment to 014-48 Attend Annual Code Enforcement Educational Conference

WHEREAS, Resolution 014-48 was passed with amendments and after further review the Town Board has decided that is in the best interest of the Town that Code Enforcement Officers remain at the Annual Code Conference in Lake Placid; therefore, be it

RESOLVED, that Stephen Imhoff and Allen Reece, Codes Enforcement Officers, be allowed to attend the Northern Adirondack Code Enforcement Officials Association's 18th Annual Educational Conference held from March 3 – March 6, 2014, in Lake Placid, New York at the Crown Plaza Resort and Golf Club; and, it is further

RESOLVED, and that \$618.00 for lodging and meals be charged to the Code/Zoning Budget; and, be it further

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

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				
Michael S. Cashman	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 014-83

**Appointment of Vasso LaForest as Full
Time Member of the Zoning Board of Appeals**

WHEREAS, Mr. Cashman has submitted his letter of resignation from the Town of Plattsburgh Zoning Board of Appeals effective January 30, 2014 leaving a vacancy; and,

WHEREAS, Vasso LaForest, is willing to serve as a member of the Zoning Board of Appeals (ZBA); therefore, be it

RESOLVED, that as per Local Law #1 of 1999 the Town Board does hereby appoint Mr. LaForest, 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. LaForest takes 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, Mr. LaForest and to Steve Imhoff, Department Head.

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				
Michael S. Cashman	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 014-84

**Contract #2 Base Sewer Slip Lining
District Periodic Estimate Payment #2 (Final)**

WHEREAS, the Town of Plattsburgh previously awarded, to Kenyon Pipeline Inspection , a bid to provide customer water meters for the Base Sewer Slip Lining; and,

WHEREAS, Laberge Engineering and Consulting Group and Scott Stoddard, Director of the Water Wastewater Department, have reviewed the Periodic Estimate for payment No. 2 (Final) and the request for the return of the retainage and recommend them as indicated; therefore, be it

RESOLVED, that the Supervisor is hereby authorized to make payment in the amount of \$5,437.67, the amount held for retainage, for Periodic Estimate No. 2, dated January 31, 2014, payable to Kenyon Pipeline Inspection 22 Helen Drive, Queensbury, New York 12804; and, it is further

RESOLVED, that a copy of this Resolution, and the executed Periodic Estimate No.2- Final , be given to the Finance Manager, the Laberge Engineering and Consulting Group, Kenyon Pipeline Inspection and the Director of the Water Wastewater Department.

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				
Michael S. Cashman	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Resolution No. 014-85

3% Site Plan Return Deposit for Mousseau-Ford Expansion Site Plan 2012 Phase II

WHEREAS, the Town of Plattsburgh Planning Board has reviewed and approved all requirements of the Mousseau-Ford Site Plan 2012 Phase II; and

WHEREAS, the Mousseau-Ford Site Plan 2012 is on file with the Town of Plattsburgh a 3% deposit for construction of their project in the original amount of \$628.17 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, Mousseau-Ford Site Plan 2012 has requested in a letter that the 3% deposit in the amount of \$628.17 plus accrued interest to date be returned; now, therefore be it

RESOLVED, that the Supervisor is hereby authorized and directed to release said deposit in the amount of \$628.17 plus accrued interest to date; and it is further

RESOLVED, that a certified copy of this Resolution be forwarded, by the Planning Department Secretary, with the return of deposit to Kim Mousseau.

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				
Michael S. Cashman	x				
Gerard A. Renadette	x				
Bernard C. Bassett	x				

Town Board meeting be adjourned at 8:04 PM.

Respectfully Submitted

Rickey J. Collins, Town Clerk

