

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI-MONTHLY MEETING
June 20, 2024**

The meeting was called to order at 6:00 p.m. by the presiding officer at the Town Hall on Banker Road. Pledge.

MEMBERS:	<u>PRESENT</u>	<u>ABSENT</u>
Michael S. Cashman, Supervisor	x	
Thomas E. Wood, Councilor	x	
Barbara E. Hebert, Councilor	x	
Charles A. Kostyk, Councilor	x	
Dana M. Isabella, Councilor	x	
Kathryn B. Kalluche, Town Clerk	x	
James J. Coffey, Town Attorney	x	

Resolution No. 024-144

Accepted Minutes of the Previous Meeting

RESOLVED, that the minutes of **May 2, 2024** and **May 9, 2024** be accepted, and the reading of the minutes be dispensed with.

Motion: Charles A. Kostyk
Seconded by: Thomas E. Wood
Discussion: None

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Dana M. Isabella	x				
Michael S. Cashman	x				

Public Comment - None

Resolution No. 024-145

Abstract 6B- 24

RESOLVED, that the abstract of audited claims **No. 6B-24** for \$534,398.10, **Abstract 6B-24** prepays for the amount \$351,840.77 be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

Motion: Barbara E. Hebert
Seconded by: Dana M. Isabella
Discussion: None

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Dana M. Isabella	x				
Michael S. Cashman	x				

Resolution No. 024-146

April 2024 Budget Amendment

WHEREAS, the Town may need to amend the 2024 budget to reflect changes in revenues and expenditures during the year; and

WHEREAS, the budget amendments will be offset from existing fund balance or additional revenues; therefore be it

RESOLVED, that the Town Board of the Town of Plattsburgh authorize the following budget amendment as attached:

and be it further

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

Motion: Charles A. Kostyk
Seconded by: Dana M. Isabella
Discussion: None

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Dana M. Isabella	x				
Michael S. Cashman	x				

Budget Adjustment Register

Adjustment Detail

Plattsburgh, NY

Packet: GLPKT11776 - Adjust budget for April Over spent line items

Adjustment Number	Budget Code	Description		Adjustment Date
BA0023026	Adopted 2024 Budget	Adjust budget for April Over spent line items		5/23/2024

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<u>AAA.1010.2000.0000</u>	EQUIP. & CAP. OUTLAY	Adjust budget for April Over spent line items	1,500.00	-300.00	1,200.00
April:				-300.00	
<u>AAA.1010.4410.0000</u>	CONF., MTGS., ETC.	Adjust budget for April Over spent line items	3,750.00	300.00	4,050.00
April:				300.00	
<u>AAA.1330.1000.0000</u>	PERSONNEL SERVICES TAX REC	Adjust budget for April Over spent line items	68,900.00	-500.00	68,400.00
April:				-500.00	
<u>AAA.1330.4320.0000</u>	COPIER RENTAL AND SUPPLIES	Adjust budget for April Over spent line items	0.00	500.00	500.00
April:				500.00	
<u>AAA.1610.4102.0000</u>	MISCELLANEOUS EXPENDITUR	Adjust budget for April Over spent line items	1,250.00	1,000.00	2,250.00
April:				1,000.00	
<u>AAA.1610.4230.0000</u>	TELEPHONE	Adjust budget for April Over spent line items	26,000.00	-1,000.00	25,000.00
April:				-1,000.00	
<u>AAA.1610.4530.0000</u>	VEHICLE REPAIR AND SERVICE	Adjust budget for April Over spent line items	1,000.00	1,200.00	2,200.00
April:				1,200.00	
<u>AAA.1610.4700.0000</u>	CONTRACTUAL SERVICES	Adjust budget for April Over spent line items	15,000.00	-1,200.00	13,800.00
April:				-1,200.00	
<u>AAA.1620.4500.2000</u>	BEAUTIFICATION EQUIPMENT	Adjust budget for April Over spent line items	2,500.00	15,000.00	17,500.00
April:				15,000.00	
<u>AAA.1620.4510.0000</u>	BLDGS.REPAIRS&SERVICE	Adjust budget for April Over spent line items	50,000.00	1,000.00	51,000.00
April:				1,000.00	
<u>AAA.1990.4000.0000</u>	CONTINGENT ACCT.	Adjust budget for April Over spent line items	40,000.00	-1,000.00	39,000.00
April:				-1,000.00	
<u>AAA.1990.4000.0000</u>	CONTINGENT ACCT.	Adjust budget for April Over spent line items	40,000.00	-15,000.00	25,000.00
April:				-15,000.00	
<u>AAA.1990.4000.0000</u>	CONTINGENT ACCT.	Adjust budget for April Over spent line items	40,000.00	-8,300.00	31,700.00
April:				-8,300.00	
<u>AAA.7310.4115.0000</u>	SAFETY SUPPLIES	Adjust budget for April Over spent line items	500.00	8,300.00	8,800.00
April:				8,300.00	
<u>AAA.8010.4370.0000</u>	CELL PHONE	Adjust budget for April Over spent line items	0.00	1,200.00	1,200.00
April:				1,200.00	
<u>AAA.8010.4700.0000</u>	CONTRACTUAL SERVICES	Adjust budget for April Over spent line items	20,000.00	-1,300.00	18,700.00
April:				-1,300.00	
<u>AAA.8020.4717.0000</u>	BATTLEFIELD MEMORIAL IMPL	Adjust budget for April Over spent line items	205,450.00	-8,000.00	197,450.00
April:				-8,000.00	
<u>AAA.8020.4750.0000</u>	ENGINEERING SERV.	Adjust budget for April Over spent line items	0.00	8,000.00	8,000.00
April:				8,000.00	
<u>DAA.5110.4100.0000</u>	GAS FOR VEHICLES	Adjust budget for April Over spent line items	8,000.00	-900.00	7,100.00
April:				-900.00	
<u>DAA.5110.4700.0000</u>	SIGNS,POSTS,RAILS,ETC.	Adjust budget for April Over spent line items	0.00	900.00	900.00
April:				900.00	
<u>SSC.8120.2050.0000</u>	EQUIP. & CAP. OUTLAY	Adjust budget for April Over spent line items	15,000.00	4,000.00	19,000.00
April:				4,000.00	
<u>SSC.8120.4110.0000</u>	SUPPLIES	Adjust budget for April Over spent line items	12,758.00	-4,000.00	8,758.00

Budget Adjustment Register

Packet: GLPKT11776 - Adjust budget for April Over spent line items

April: -4,000.00

SWC.8320.4000.0000

April: 200.00

SWC.8320.4110.0000

April: -200.00

MISCELLANEOUS	Adjust budget for April Over spent line items	0.00	200.00	200.00
SUPPLIES AND MATERIALS	Adjust budget for April Over spent line items	2,000.00	-200.00	1,800.00

Budget Adjustment Register

Packet: GLPKT11776 - Adjust budget for April Over spent line items

Budget Code Summary

Budget	Budget Description	Account	Account Description	Before	Adjustment	After
2024	Adopted 2024 Budget	<u>AAA.1010.2000.0000</u>	EQUIP. & CAP. OUTLAY	1,500.00	-300.00	1,200.00
		<u>AAA.1010.4410.0000</u>	CONF., MTGS., ETC.	3,750.00	300.00	4,050.00
		<u>AAA.1330.1000.0000</u>	PERSONNEL SERVICES TAX RECEIV	68,900.00	-500.00	68,400.00
		<u>AAA.1330.4320.0000</u>	COPIER RENTAL AND SUPPLIES	0.00	500.00	500.00
		<u>AAA.1610.4102.0000</u>	MISCELLANEOUS EXPENDITURES	1,250.00	1,000.00	2,250.00
		<u>AAA.1610.4230.0000</u>	TELEPHONE	26,000.00	-1,000.00	25,000.00
		<u>AAA.1610.4530.0000</u>	VEHICLE REPAIR AND SERVICE	1,000.00	1,200.00	2,200.00
		<u>AAA.1610.4700.0000</u>	CONTRACTUAL SERVICES	15,000.00	-1,200.00	13,800.00
		<u>AAA.1620.4500.2000</u>	BEAUTIFICATION EQUIPMENT REP	2,500.00	15,000.00	17,500.00
		<u>AAA.1620.4510.0000</u>	BLDGS.REPAIRS&SERVICE	50,000.00	1,000.00	51,000.00
		<u>AAA.1990.4000.0000</u>	CONTINGENT ACCT.	40,000.00	-24,300.00	15,700.00
		<u>AAA.7310.4115.0000</u>	SAFETY SUPPLIES	500.00	8,300.00	8,800.00
		<u>AAA.8010.4370.0000</u>	CELL PHONE	0.00	1,200.00	1,200.00
		<u>AAA.8010.4700.0000</u>	CONTRACTUAL SERVICES	20,000.00	-1,300.00	18,700.00
		<u>AAA.8020.4717.0000</u>	BATTLEFIELD MEMORIAL IMPLEM.	205,450.00	-8,000.00	197,450.00
		<u>AAA.8020.4750.0000</u>	ENGINEERING SERV.	0.00	8,000.00	8,000.00
		<u>DAA.5110.4100.0000</u>	GAS FOR VEHICLES	8,000.00	-900.00	7,100.00
		<u>DAA.5110.4700.0000</u>	SIGNS,POSTS,RAILS,ETC.	0.00	900.00	900.00
		<u>SSC.8120.2000.0000</u>	EQUIP. & CAP. OUTLAY	15,000.00	4,000.00	19,000.00
		<u>SSC.8120.4110.0000</u>	SUPPLIES	12,758.00	-4,000.00	8,758.00
		<u>SWC.8320.4000.0000</u>	MISCELLANEOUS	0.00	200.00	200.00
		<u>SWC.8320.4110.0000</u>	SUPPLIES AND MATERIALS	2,000.00	-200.00	1,800.00
			2024 Total:	473,608.00	-100.00	473,508.00
			Grand Total:	473,608.00	-100.00	473,508.00

Budget Adjustment Register

Packet: GLPKT11776 - Adjust budget for April Over spent line items

Fund Summary

Fund	Before	Adjustment	After
Budget Code:2024 - Adopted 2024 Budget Fiscal: 2024			
AAA	435,850.00	-100.00	435,750.00
DAA	8,000.00	0.00	8,000.00
SSC	27,758.00	0.00	27,758.00
SWC	2,000.00	0.00	2,000.00
Budget Code 2024 Total:	473,608.00	-100.00	473,508.00
Grand Total:	473,608.00	-100.00	473,508.00

Resolution No. 024-147

Return of Unused Escrow Funds

WHEREAS, Town of Plattsburgh has been notified by CMS (Richard Comi) that the following Telecommunication projects are complete, and CMS has provided its final invoice to the Town of Plattsburgh; and

- New York RSA 2 Cellular Partnership Cellco DBA Verizon Wireless
7 Northern Avenue, Plattsburgh

WHEREAS, the Town of Plattsburgh Business Office has reviewed the escrow accounts and has determined that all invoices have been paid in full; now, therefore be it

RESOLVED, that the Supervisor is hereby authorized and directed to release the said deposits plus accrued interest to date; and it is further

RESOLVED, that a certified copy of this Resolution be provided to the Business Office.

Motion: Dana M. Isabella

Seconded by: Barbara E. Hebert

Discussion: Thomas E. Wood, Michael S. Cashman, Barbara E. Hebert

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Dana M. Isabella	x				
Michael S. Cashman	x				

Resolution No. 024-148

The Agricultural and Industrial Fair of Clinton County, Inc.

WHEREAS, the Town Clerk has received an application with the fee (a check, for the amount of five-hundred dollars) for a license to conduct and operate a place of public amusement within the Town of Plattsburgh, from the Agricultural & Industrial Fair of Clinton County, Inc., at the Clinton County Fairgrounds; and

WHEREAS, upon the applicant receiving the issuance of a New York State Certificate of Inspection by the Code Enforcement Officer indicating full compliance and it will be submitted to the Town Clerk’s office; therefore, be it

RESOLVED, that after review of the certificate of insurance naming the Town of Plattsburgh as additional insured, the Town Clerk is hereby authorized to issue said license for the period from Tuesday, July 9, 2024 through Saturday, July 13, 2024; and, be it further

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

Motion: Barbara E. Hebert
Seconded by: Thomas E. Wood
Discussion: None

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Dana M. Isabella	x				
Michael S. Cashman	x				

Resolution No. 024-149

Request to Purchase Three (3) A-Frame Recycled Plastic Picnic Tables for Cadyville Boat Launch

WHEREAS, the Town of Plattsburgh Building and Grounds Superintendent, Mike Drew, has requested to purchase three (3) A-frame recycled plastic picnic tables for Cadyville Boat Launch to replace three dilapidated steel/wooden tables; and

WHEREAS, three quotes have been obtained and reviewed by Mr. Drew and Ms. Pangborn and it is of the recommendation of both to purchase the three (3) A-frame recycled plastic picnic tables from Park Warehouse, LLC of Delray Beach, FL for \$3,766.51 with shipping; therefore, be it

RESOLVED, the Town of Plattsburgh Town Board does hereby authorize the purchase of said picnic tables for Cadyville Boat Launch; and, be it further

RESOLVED, that payment for said purchase be made payable from Account AAA.1620.2000.0000 and a copy of this Resolution be given to the Superintendent of Building and Grounds, the Parks and Recreation Youth Services Director, and the Finance Manager.

Motion: Dana M. Isabella
Seconded by: Thomas E. Wood
Discussion: None

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Dana M. Isabella	x				
Michael S. Cashman	x				

Resolution No. 024-150

**Request to Purchase 2023 Hamm RLR HD12VV
(compactor) for Highway Department**

WHEREAS, the Town of Plattsburgh Highway Department Superintendent, Greg Burnell, has submitted a s request to purchase a 2023 Hamm RLR HD12VV (compactor) with a trade in of our 2023 Case IH DV23E; and

WHEREAS, Mr. Burnell has received three quotes, with United Construction & Forestry giving us the best trade-in value; the total price for the compactor would be \$50,731.20 less a trade in of \$32,000.00 for our 2023 Case IH DV23E, which makes the final price for said 2023 Hamm RLR HD12VV (compactor) \$18,731.20; therefore, be it

RESOLVED, that the Town Board does hereby authorize Mr. Burnell to order said piece of equipment from United Construction & Forestry and that payment for said compactor be made payable from the 2024 Highway Budget Equipment & Capital Outlay Account #DAA.5130.2000.0000; and, be it further

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

Motion: Charles A. Kostyk
Seconded by: Barbara E. Hebert
Discussion: None

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Dana M. Isabella	x				
Michael S. Cashman	x				

Resolution No. 024-151

Kimberly Lane Water Tank Demolition Award

WHEREAS, sealed bids for the project entitled Kimberly Lane Water Tank Demolition (No. 024-044) were advertised and opened on May 3, 2024 at 11:00; and

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

WHEREAS, the Consulting Engineers, Laberge Engineering & Consulting Group have submitted their report relative to their analysis of bids; therefore, be it

RESOLVED, that the recommendation of said Engineers be hereby accepted, approved and adopted; and, be it further

RESOLVED that Kimberly Lane Water Tank Demolition Project be hereby awarded to D&S Excavation, LLC at 106 Putnam Estate Drive, Frankfort, New York 13340, in the amount of \$80,000.00; and it is further

RESOLVED, that the Supervisor is hereby authorized and directed to execute the Agreement for said services totaling \$80,000.00; and it is further

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

Motion: Charles A. Kostyk
Seconded by: Thomas E. Wood
Discussion: Charles A. Kostyk

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Dana M. Isabella	x				
Michael S. Cashman	x				

Resolution No. 024-152

Bid Award for Asphalt Concrete Materials and Delivery

WHEREAS, sealed bids for furnishing and delivering plant mixed Hot Mix Asphalt (HMA) produced at a New York State Department of Transportation (NYSDOT) approved production facility were advertised and opened on Monday, June 17, 2024 at 9:00 AM; and

WHEREAS, Greg Burnell, Highway Superintendent, and Jason Cook, Deputy Highway Superintendent, and the Deputy Town Clerk have reviewed all bids received; therefore, be it

RESOLVED, that it is of the Highway Superintendent's recommendation that the bid from Upstone Materials, Inc. be approved and adopted; and, be it further

RESOLVED, that the bid award for asphalt concrete materials and delivery be hereby awarded to Upstone Materials, Inc., 111 Quarry Road, Plattsburgh, New York, 12901; and it is further

RESOLVED, that the Supervisor is hereby authorized and directed to execute the Agreement for said services with Upstone Materials, Inc.; and, it is further

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

Motion: Dana M. Isabella
Seconded by: Thomas E. Wood
Discussion: None

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Dana M. Isabella	x				
Michael S. Cashman	x				

Resolution No. 024-153

Authorizing Highway Superintendent to Start the 2024 Paving Program

WHEREAS, Greg Burnell, Highway Superintendent has identified the Town Roads that are in greatest need of repair with a total estimated cost of \$389,394.00; and

WHEREAS, funding for the 2024 road paving, repair and improvement program is to be taken from the following accounts: DAA.5110.4200.0000, DAA.5112.2000.000 and DAA.5112.4200.0000; therefore, be it

RESOLVED, that the Town Board does hereby authorize the Highway Superintendent to spend the appropriated funds to implement the aforementioned 2024 Road Paving Program with paving to take place on roads as recommended by the Highway Superintendent; and, it is further

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

Motion: Charles A. Kostyk
Seconded by: Thomas E. Wood
Discussion: Michael S. Cashman

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Dana M. Isabella	x				
Michael S. Cashman	x				

Resolution No. 024-154

License to Conduct and Operate a Place of Public Amusement Within the Town of Plattsburgh – Oriental Shriners Circus

WHEREAS, the Town Clerk has received an application with the fee (a check, for the amount of three-hundred dollars) for a license to conduct and operate a place of public amusement within the Town of Plattsburgh, for the Oriental Shriners Circus; and

WHEREAS, upon the applicant receiving the issuance of a New York State Certificate of Inspection by the Code Enforcement Officer indicating full compliance and it will be submitted to the Town Clerk's office; therefore, be it

RESOLVED, that after review of the certificate of insurance naming the Town of Plattsburgh as additional insured, the Town Clerk is hereby authorized to issue said license for the period from Friday, June 21, 2024 through Saturday, June 22, 2024; and, be it further

RESOLVED, that a copy of this Resolution be given to the Codes Enforcement Officer.

Motion: Barbara E. Hebert

Seconded by: Charles A. Kostyk

Discussion: Michael S. Cashman, Barbara E. Hebert

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Dana M. Isabella	x				
Michael S. Cashman	x				

RESOLVED, that this Town Board meeting be adjourned at 6:12 PM.

Motion by: Barbara E. Hebert

Seconded by: Charles A. Kostyk

Discussion: None

	<u>Yes</u>	<u>No</u>	<u>Carried</u>
			x
Thomas E. Wood	x		
Barbara E. Hebert	x		
Charles A. Kostyk	x		
Dana M. Isabella	x		
Michael S. Cashman	x		

Minutes Respectfully Submitted by:

Katie Kalluche, Town Clerk