

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
DECEMBER 3, 2007**

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

MEMBERS:	<u>Present</u>	<u>Absent</u>
Bernard C. Bassett, Supervisor	X	
John F. St.Germain, Councilperson		X
Thomas E. Wood, Councilperson	X	
Sheila A. Brockway, Councilperson	X	
Gerard A. Renadette, Councilperson	X	
Amy L. Duquette, Town Clerk	X	
James J. Coffey, Town Attorney	X	

RESOLUTION NO. 07-287

Approve Minutes of the Previous Meeting

Motion by:	Sheila A. Brockway	Seconded by:	Gerard A. Renadette
Carried by:	Ayes 4	Nays	0

RESOLVED, that the minutes of the previous meeting(s) 11/19/07 and 11/26/07 be approved and the reading of the minutes be dispensed with.

Discussion: Yes

PUBLIC RECOGNITION

Present: See Attached

Comments: None

Committee Reports
See Attached

RESOLUTION NO. 07-288

Abstract 12A

Motion by:	Gerard A. Renadette	Seconded by:	Sheila A. Brockway
Carried by:	Ayes 4	Nays	0

RESOLVED, that the abstract of audited claims **No12A. (72830-72935)** in the amount of (\$231,373.77), be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

RESOLUTION NO. 07-289

Monthly Report W/W

Motion by:	Sheila A. Brockway	Seconded by:	Thomas E. Wood
Carried by:	Ayes 4	Nays	0

RESOLVED, to receive and place on file a report from David Comfort of the Water and Wastewater Department for, November 2007.

Discussion: Councilor Wood asked what the road push is, Dave Comfort explained that it will push a rod across, and we will pull it back across with the service line. Councilor Wood wanted to clarify that the Main at PARC and Montana that was leaking was repaired, Dave Comfort confirmed and

gave an update on the DEC issue and the Cumberland Head forced main. Dave had a conversation with a Rep from DEC today and it appears that Laberge received a contact from State Office of Parks and Recreation, advising that the State would not give us the easement to cross the State Park property. More complicated is the regional office of Parks and Recreation supported that, it appears with other areas inside of the Adirondack Park it has now been determined, although not finalized in Court there is a case being held that was brought up by the Attorney General about seven of eight years ago that if a State Property is listed as forest preserved there can be no second party occupation of that land, unless it serves one of the state facilities. Apparently Real Property in Albany has made the determination that the Parks are also considered Forest Preserve. Dave explained we are back to the drawing board and that they will be contacting Parks and Recreation to see if there is any way to avoid that problem. Dave has had several interviews and meetings with folks for the electronic controllers that are necessary for at least three of the pumps. Dave has discussed looking now for a Data Acquisition System and Control System with RJ Laberge. Dave stated that they are awaiting a little more information but it looks promising. Councilor Brockway asked Dave how the JCEO Project is coming along, Dave said they are moving along, there is a vacuum testing scheduled for their manholes. Councilor Renadette asked Dave to comment on chemical feed pump problems in Morrisonville. Dave said discovered two weekends ago that the chlorine injection level had dropped to essentially zero, and it appears that one of the injection ports was changed sometime in the past. There had been no preventive maintenance program set up for it. Dave said they contacted a couple of manufacturers and Jason Covey and Paul Wright took a look at it. Discussion continued. Supervisor Bassett added that nearly all of the Town's employees have attended the defensive driving course that was offered; this will save on the Town's Insurance rates.

RESOLUTION NO. 07-290

Employee Recognition

Motion by: Thomas E. Wood
Carried by: Ayes 4

Seconded by: Sheila A. Brockway
Nays 0

WHEREAS, the Town Board of the Town of Plattsburgh acknowledges that it is beneficial to Town residents that the cost of operations and management of the Town be controlled and employees seek effective and efficient strategies to achieve those goals, and

WHEREAS, the Town Board of the Town of Plattsburgh periodically acknowledges and recognizes employees who work to achieve best practices, cost containment strategies and new and innovative procedures that achieve Town goals, and

WHEREAS, it is the Board's intent to acknowledge cost saving ideas that when implemented will result in financial savings or create more efficient procedures and improved services, therefore, be it

RESOLVED, to receive and place on file a letter dated November 19, 2007 from Budget Officer, Diane Miller acknowledging extra efforts by Nikki Martin that have saved the Town of Plattsburgh significant funds as well as improving services for employees, and be it further

RESOLVED, that after full consideration of the request, and with recognition of the efforts taken, the supervisor authorize the Budget Officer to issue a one time bonus payment of \$1,000.00 (one thousand dollars) from the General Office Budget in recognition of the savings to the Town and progressive measures taken to improve services as a result of Nikki Martin's efforts.

Discussion: Supervisor Bassett stated as a result of Nikki's efforts, with the end result being a better plan for the employees with over a \$5,000.00 saving to the Town. Supervisor Bassett is pleased with Nikki's efforts. Councilor Brockway said Nikki has done an excellent job Councilor Renadette noted the savings of over \$50,000.00 is not a one-time savings, this is an annual savings. Councilor Renadette said Nikki is still looking at the policies the town has and there may be more cost savings along the way .In Councilor Renadette's opinion this is a small recognition one that she has earned.

RESOLUTION NO.07-291**P/ T and Appointed Employees Wage Increase Amendment**

Motion by: Sheila A. Brockway
Carried by: Ayes 4

Seconded by: Gerard A. Renadette
Nays 0

WHEREAS, following the process of negotiations with other Town employees and bargaining unites, the Town of Plattsburgh has in the past adjusted salaries for part time employees, and

WHEREAS, the Town is nearing completion of the negotiations process and contract settlements, and desires to acknowledge the salaries of the Dog Control Officer, Town Historian, Deputy Tax Receiver, Deputy Clerk, Town and Zoning Attorneys, Bingo Inspector, WWW Clerk and Bookkeeper, and

WHEREAS, resolution 07-274 failed to recognize the omission of a salary adjustment for said employees in 2007, now therefore be it

RESOLVED, that the supervisor authorize the Budget Officer to transfer funds from the contingency account to allow for sufficient monies to enable said employees, who are eligible, to receive salary increases of 3% for 2007 to be paid retroactive and salary increases of 3% for 2008 to be calculated on the new hourly wage for 2007.

Discussion: Supervisor Bassett stated as discussed prior the contracts had not been settled this year and this group is not a bargaining unit, we were looking ahead to 2008.

RESOLUTION NO. 07-292**Organizational Meeting 2008**

Motion by: Gerard A. Renadette
Carried by: Ayes 4

Seconded by: Sheila A. Brockway
Nays 0

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby schedule the Organizational Meeting for the year 2008 on Wednesday, January 2, 2008 at 5:30 PM; and it is further

RESOLVED, that the Town Clerk is hereby authorized and directed to have a notice of said meeting published in the Press Republican in accordance to Town Law.

RESOLUTION NO. 07-293**General Office Staff Agreement**

Motion by: Sheila A. Brockway
Carried by: Ayes 4

Seconded by: Gerard A. Renadette
Nays 0

WHEREAS, on August 28, 2006 the Town of Plattsburgh and its General Office Employees entered into an Agreement regarding salary of the General Office Employees' for 2006; and

WHEREAS, said Agreement expired December 31, 2006, and

WHEREAS, parties to the said Agreement are desirous of entering into a new Agreement, and

WHEREAS, a new Agreement has been agreed upon by the Town of Plattsburgh and the General Office Employees as indicated by the **AGREEMENT** attached and dated **EFFECTIVE 1/1/2007** with an **EXPIRATION DATE of 12/31/2010**, now therefore be it

RESOLVED that the Supervisor be and hereby is authorized to execute said Agreement with the General Office Employees and the Town of Plattsburgh on behalf of the Town of Plattsburgh.

Discussion: Councilor Wood asked about the anniversary date on page two. Councilor Renadette explained that the language was questioned with Steve Imhoff and Nikki Martin, if an employee comes to work in July than January first they will not be eligible for vacation, July of the next year they would be eligible. Discussion continued.

RESOLUTION NO.07-294

Contract With Philip B. Corell To Develop A Town Employee Handbook

**Motion by: Thomas E. Wood
Carried by: Ayes 4**

**Seconded by: Sheila A. Brockway
Nays 0**

WHEREAS, the Town of Plattsburgh recognizes the need to provide accurate information, to all its employees, concerning employment with the Town, and

WHEREAS, currently there is no document that communicates the Town’s personnel policies and practices to employees and elected officials, and

WHEREAS, it is extremely important that each employee of the Town understand the policies that relate to rules, regulations, procedures, practices, work standards, employment classifications, compensation and benefits, therefore be it

RESOLVED, that the Town of Plattsburgh Town Board hereby authorize the Supervisor to enter into a contract with Philip B. Corell, P.O. Box 36, Cadyville, NY 12918, to produce a draft handbook for review by the Town Board that will be reviewed with comment and finalized into a final copy, and be it further

RESOLVED, that the Supervisor authorize the Budget Officer to make payment at the rate of \$19.00 per hour not to exceed \$3,000.00, from the General Fund, as total compensation for the development of a Town Handbook as outlined in the attached agreement with Philip B. Corell.

Discussion: Councilor Brockway commented that she likes having the timeline on the contact.

RESOLUTION NO. 07-295

Petition of Property Owners Mr. and Mrs. Banker From the Development Corporation

**Motion by: Gerard A. Renadette
Carried by: Ayes 4**

**Seconded by: Sheila A. Brockway
Nays 0**

WHEREAS, the Town Board of the Town of Plattsburgh at its regularly scheduled meeting held December 3, 2007 has received a Petition, dated October 17, 2007, from the Development Corporation as Agent for Walter J. Banker and Edith B. Banker, property owners of a 9.416 acre parcel located on the east side of Banker Road adjacent to the Banker Road Industrial Park Zoning District, requesting an amendment to the existing Town of Plattsburgh Zoning Ordinance; and

WHEREAS, pursuant to Article XIII Section 13.3, all proposed amendments originating by Petition or by Motion shall be referred to the Planning Board for the Town of Plattsburgh for a report and recommendation thereon, now therefore be it

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby refer the Petition for a proposed amendment to the Town of Plattsburgh Zoning Ordinance dated October 17, 2007 for a report

and recommendation in accordance with Article XIII, Section 13.3 of the Town of Plattsburgh Zoning Ordinance; and be it further

RESOLVED, that the Planning Board of the Town of Plattsburgh shall submit its report to the Town Board within forty five (45) days of receipt of such referral in accordance with the provisions of said Zoning Ordinance.

Discussion: Yes

RESOLUTION NO. 07-296

Naming A New Private Road Nightengale Drive

Motion by: Sheila A. Brockway
Carried by: Ayes 4

Seconded by: Thomas E. Wood
Nays 0

WHEREAS, Fred Lavene, Deputy Highway Superintendent, has been working with the Clinton County Emergency Preparedness Office and JCEO in naming a new road at White Pines Common; and

WHEREAS, the new road name must be accepted; therefore be it

RESOLVED, that the Town Board of the Town of Plattsburgh hereby accepts the recommendation of JCEO and the Clinton County Emergency Preparedness Office naming the new road Nightengale Drive; and be it further

RESOLVED, that the Town of Plattsburgh Planning Office and Emergency Preparedness Office shall receive a certified copy of this resolution indicating acceptance of their recommendation.

Discussion: Yes

RESOLUTION NO. 07-297

Health Insurance Amendment

Motion by: Gerard A. Renadette
Carried by: Ayes 4

Seconded by: Sheila A. Brockway
Nays 0

WHEREAS, the Town Board of the Town of Plattsburgh is interested in reviewing its policy with regard to providing health insurance coverage to elected officers and employees who are not subject to collective bargaining agreements or other contractual provisions; and

WHEREAS, the Town Board desires to control the cost of health insurance for all employees employed or elected after January 1, 2007.

NOW, THEREFORE, BE IT RESOLVED, that medical insurance coverage for all Town of Plattsburgh elected officers and employees not covered by any existing collective bargaining agreement or other contractual agreements shall remain at present status and shall be grand fathered as to eligibility status and method of payment; and be it further

RESOLVED, that medical insurance coverage for all Town of Plattsburgh elected officers and employees not covered by any existing collective bargaining or other contractual agreements, effective January 1, 2007, shall be as follows:

1. Elected officers eligible for health insurance are:
 - a. Town Supervisor;
 - b. Town Highway Superintendent;

- 2. Part – time Elected Officials (As classified per New York State Retirement)
 - a. Town Clerk; and
 - b. Town Receiver of Taxes.
 - c. Town Justice

Positions that are to be excluded from eligibility for insurance include: Councilors elected after January 1, 2007 and appointed positions of Town and Zoning Board Attorney, Town Historian, Dog Control Officer, Bookkeeper, Bingo Inspector, Deputy Town Clerk, Deputy Tax Receiver, and all part-time, temporary or seasonal personnel.

Elected full time officials who are eligible for health insurance shall receive coverage consisting of the Town paying 86% of the total cost of a family plan or a 2-person plan and 80.5% of the total cost of an individual plan. All Part-time employees' (elected or appointed) coverage shall consist of the Town paying 72% of the total cost of a family or a two-person plan and 61% of the total cost of individual coverage.

- 3. Said elected or appointed officials and employees shall not be eligible to participate in the health insurance coverage programs offered by the Town of Plattsburgh unless otherwise authorized by Town Board Resolution; and be it further

RESOLVED, that this Resolution shall supercede all prior Resolutions to the extent that some are inconsistent herewith; and be it further

RESOLVED, that notwithstanding the foregoing, this Resolution shall be of no force and effect upon retired personnel of the Town of Plattsburgh who are presently receiving health insurance benefits; and be it further

RESOLVED, that officials elected after January 1, 2007 who chose to retire must have twenty (20) years employment with the Town of Plattsburgh and have reached the age of fifty-five (55) before being eligible for the health insurance benefits. For eligible retirees, upon retiring from the Town of Plattsburgh, the premium portion that the Town pays is 50% of the total premium.

Discussion: Councilor Renadette explained that the way the resolution was written prior, an employee could not receive health insurance until they were age 62. If someone were to retire at age 55 they would have to wait seven years before they could take the health insurance plan, or work seven more years to coincide with the policy. This will make the policy consistent with the state retirement age.

MOTION TO GO INTO EXECUTIVE SESSION AT 7:45 PM TO DISCUSS EMPLOYMENT HISTORY OF A CERTAIN INDIVIDUAL AND NEGOTIATIONS.

Motion by:	Thomas E. Wood	Seconded by:	Sheila A. Brockway
Carried by:	Ayes 4	Nays 0	

MOTION TO COME OUT OF EXECUTIVE SESSION AT 8:50 PM.

Motion by:	Gerard A. Renadette	Seconded by:	Sheila A. Brockway
Carried by:	Ayes 4	Nays 0	

ADJOURNMENT

Motion by: Thomas E. Wood
Carried by: Ayes 4

Seconded by: Gerard A. Renadette
Nays 0

RESOLVED, that this Town Board Meeting be adjourned at 8:53 PM.

Respectfully Submitted,

Amy Duquette, Town Clerk