

**TOWN OF PLATTSBURGH  
TOWN BOARD SEMI ~ MONTHLY MEETING  
February 25, 2008**

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

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

**RESOLUTION NO. 08-89**

<b>Motion by:</b>	<b>Sheila A. Brockway</b>	<b>Seconded by:</b>	<b>Thomas E. Wood</b>
<b>Carried by:</b>	<b>Ayes 5</b>	<b>Nays</b>	<b>0</b>

**RESOLVED**, that the minutes of the previous meeting(s) be approved and the reading of the minutes be dispensed with.

**PUBLIC RECOGNITION**

**Present:** See Attached

**Comments:** None

**Committee Reports**  
**See Attached**

**RESOLUTION NO. 08-90**

**Abstract 2B**

<b>Motion by:</b>	<b>Gerard A. Renadette</b>	<b>Seconded by:</b>	<b>Sheila A. Brockway</b>
<b>Carried by:</b>	<b>Ayes 5</b>	<b>Nays</b>	<b>0</b>

**RESOLVED**, that the abstract of audited claims **No2B. (80229-80391)** in the amount of (\$735,566.37), be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

**RESOLUTION NO. 08-91**

**Monthly Report Codes /Zoning Dept.**

<b>Motion by:</b>	<b>Sheila A. Brockway</b>	<b>Seconded by:</b>	<b>Martin D. Mannix</b>
<b>Carried by:</b>	<b>Ayes 5</b>	<b>Nays</b>	<b>0</b>

**RESOLVED**, to receive and place on file a report from Don Lee, Codes Enforcement Officer, for January 2008.

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**Discussion:** Supervisor Bassett commented on the change in the format of the report, including the clarity and detail.

**RESOLUTION NO. 08-92**

**Monthly Reports Parks/Recreation Dept.**

**Motion by:** Gerard A. Renadette  
**Carried by:** Ayes 5

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

**RESOLVED**, to receive and place on file a report from Melanie Defayette, Recreation Director for January and February 2008.

**Discussion:** Supervisor Bassett and Councilor Wood spoke of the variety of activities that were available during the recent school break.

**RESOLUTION NO. 08-93**

**Dog Control Officer Report**

**Motion by:** Sheila A. Brockway  
**Carried by:** Ayes 5

**Seconded by:** Gerard A. Renadette  
**Nays** 0

**RESOLVED**, to receive and place on file a report from David Duquette, Dog Control Officer, for January 2008.

**Discussion:** It was mentioned that the incident on the Akey Road is a legal matter that is currently being handled by court.

**RESOLUTION NO. 08-94**

**Morrisonville VAS Contract Extension**

**Motion by:** Thomas E. Wood  
**Carried by:** Ayes 5

**Seconded by:** Martin D. Mannix  
**Nays** 0

**WHEREAS**, discussion to finalize an Agreement for Ambulance services involving the Town of Plattsburgh and Morrisonville VAS have not been achieved; and

**WHEREAS**, Resolution 08-87 extended the Agreement between Town of Plattsburgh and VAS to February 25, 2008 and a final Agreement has still not been achieved; therefore be it

**RESOLVED**, that the Supervisor be authorized to extend the current Agreement with the Morrisonville VAS to March 31, 2008.

**Discussion:** Councilor Renadette said he would get together with Councilor Mannix to set a date for a meeting. Supervisor Bassett clarified that the relationship with Morrisonville VAS is good. Supervisor Bassett said it is not about the service or providing of any services, it is about having an agreement that works for the community.

**RESOLUTION NO. 08-95**

**EMT of CVPH, INC. Ambulance Service Contract Extension**

**Motion by:** Gerard A. Renadette  
**Carried by:** Ayes 5

**Seconded by:** Martin D. Mannix  
**Nays** 0

**WHEREAS**, discussion to finalize an Agreement for Ambulance service between the Town of Plattsburgh and EMT of CVPH, Inc. has not been finalized; and

**WHEREAS**, the Town of Plattsburgh, on behalf of the Town of Beekmantown and the Town of Schuyler Falls, wishes to extend the existing Agreement while discussions continue; now therefore be it

**RESOLVED**, that the Supervisor be authorized to sign the attached Memorandum of Understanding with the **EMT of CVPH, Inc.** to provide services, as indicated, until March 31, 2008.

**Discussion:** Councilor Renadette stated he would like to meet with the Supervisor of Beekmantown to let them know where we are at with negotiations. Supervisor Bassett agreed and stated that Schuyler Falls should be notified as well.

**RESOLUTION NO. 08-96**

**Bid for M'ville Well Control System**

Motion by: Thomas E. Wood  
Carried by: Ayes 5

Seconded by: Sheila A. Brockway  
Nays 0

**WHEREAS**, the Town Board previously authorized the improvements required for the Morrisonville Well; and

**WHEREAS**, the Deputy Town Clerk did open bids on February 15, 2008 for Morrisonville Well Control System, and the bid was awarded to General Control Systems of 60 Cohoes Avenue, Green Island, New York 12183 in the amount of \$67,510.00; and

**WHEREAS**, the consulting Engineers, Laberge Engineering & Consulting Group Ltd., have submitted their report and analysis of said bid; therefore be it,

**RESOLVED**, that the Supervisor is hereby authorized to enter into an agreement with General Control Systems for the required services in the amount of \$67,510.00 as recommended by the Town's consulting engineer.

**Discussion:** Supervisor Bassett shared that last week the Governor spoke at a breakfast along with Senator Schummer and acknowledged the aging infrastructure across the country and the need for improvement. The Governor commented on the need to reduce energy consumption by 15% by the year 2015. The Governor expressed concern how water is pumped within water systems and brought up variable speed pumps. Supervisor Bassett said he was pleased the town is going that direction. The Governor mentioned how NYS is looking at water as a resource for Economic Development. Supervisor Bassett feels the town is blessed to have a plentiful supply of high quality water. There was also discussion on the City's 2.9% increase in water/ sewer rates as well as an infrastructure investment charge, Supervisor Bassett mention how this will impact the residents of Cliff Haven. Supervisor Bassett spoke with Dave Comfort today and he is still waiting for the part to enable the switch to the town system. Supervisor Bassett mentioned that the town will be receiving a North Country Shared Service Award from Senator Little and the North Country Chamber of Commerce on Friday March 7, 2008 at 11:00 am.

**RESOLUTION NO. 08-97**

**Cadyville, Morrisonville Waterline Connection Extension**

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Motion by: **Martin D. Mannix**  
Carried by: **Ayes 5**

Seconded by:  
Nays **0**

**Sheila A. Brockway**

**WHEREAS**, bids for Cadyville-Morrisonville Waterline Connection were received and read aloud at the Town Hall on the Banker Road on Thursday March 15, 2007, at 10:00 A.M. prevailing time; and

**WHEREAS**, delays in project, permits beyond the contractor’s control have setback the work schedule; and

**WHEREAS**, in a letter dated January 24, 2008, Ron Garrow has noted that the project involves a brook crossing that may be troublesome and is asking to extend the completion date to August 31, 2008; therefore be it,

**RESOLVED**, that Mr. Ron Garrow of Ed Garrow and Sons Inc. be allowed Contract completion date extension to August 31, 2008.

**Discussion: Councilor Mannix expressed his appreciation to Mr. Garrow for notifying the town in advance.**

**RESOLUTION NO. 08-98**

**TOP Revised Alcohol and Drug Policy**

Motion by: **Thomas E. Wood**  
Carried by: **Ayes 5**

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

**WHEREAS**, it is necessary for the Town of Plattsburgh (“Town” herein) to make certain revisions to existing policies and to incorporate said revisions therein; and

**WHEREAS**, Phil Corell, in cooperation with Bonnie Black of EAS, has been updating and revising the Alcohol and Drug Policy; and

**WHEREAS**, the Town has caused to be prepared the attached Alcohol and Drug Policy for 2008, and the Town Board has reviewed and approved same; now, therefore it is

**RESOLVED**, said Policy be incorporated in the Town’s respective Policy Hand Book and is hereby approved and shall be strictly adhered to by the Town and enforced as stated therein; and it is further

**RESOLVED**, that said policy is to take effect upon adoption of this resolution and copies of said POLICY REVISIONS be distributed accordingly; and be it further

**RESOLVED**, that The Town of Plattsburgh schedule a date with Bonnie Black of EAS, to address all Town Employees on said policy and respond to any questions of concern.

**Discussion: Councilor Wood noted the amount of work that was put into the policy. Supervisor Bassett is pleased with all the work Phil has done and noted the 30+ tasks he has performed as Bookkeeper. Supervisor Bassett said there will be an Employee Handbook as agreed upon.**

**RESOLUTION NO. 08-99**

**Appointment of Richard Provost for Building Maintenance Worker**

Motion by: **Sheila A. Brockway**  
Carried by: **Ayes 5**

Seconded by: **Martin D. Mannix**  
Nays **0**

**WHEREAS**, a vacancy exists for the position of Building Maintenance Worker in the Parks and Recreation Department and,

**WHEREAS**, interviews have been conducted by Melanie Defayette, Recreation Director, Art Brault, Sr. Building Maintenance Worker and Shelby Wright Building Maintenance Worker and all employment verification and eligibility has been satisfied; and

**WHEREAS**, the Committee recommends that Richard Provost be appointed to said position; now, therefore be it,

**RESOLVED**, that the Town Board of the Town of Plattsburgh does hereby authorize the hiring and appointment of Richard Provost to the vacant position of Building Maintenance Worker at an hourly rate of \$15.34 step one of 2008 pay scale as recommended by the Parks and Recreation Department.

**Discussion: Councilor Mannix said there were 62 applications for the position received. Councilor Mannix added the amount of applicants is a good indicator of the amount of people looking for good jobs.**

**RESOLUTION NO. 08-100**

**Appointment of Richard Rascoe/ Laborer**

**Motion by: Martin D. Mannix**  
**Carried by: Ayes 5**

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

**WHEREAS**, a vacancy exists for the position of Laborer in the Parks and Recreation Department; and

**WHEREAS**, interviews have been conducted by Melanie Defayette, Recreation Director, Art Brault, Senior Building Maintenance Worker and Shelby Wright Building Maintenance Worker; and

**WHEREAS**, all employment verification and eligibility has been satisfied and the Committee recommends that Richard Rascoe be appointed to said position; now, therefore be it

**RESOLVED**, that the Town Board of the Town of Plattsburgh does hereby authorize the hiring and appointment of Richard Rascoe to the vacant position of Laborer at an hourly rate of \$13.33 step one of 2008 pay scale as recommended by the Parks and Recreation Department .

**RESOLUTION NO. 08- 101**

**Senior Account Clerk Position Promotion**

**Motion by: Gerard A. Renadette**  
**Carried by: Ayes 5**

**Seconded by: Thomas E. Wood**  
**Nays 0**

**WHEREAS**, Mr. Phil Corell was hired in 2007 as a Bookkeeper to perform the duties of monitoring employee attendance, worker’s compensation, and a variety of other personnel duties; and

**WHEREAS**, Mr. Corell will be transitioning from bookkeeper to a new position dealing with grants and other alternate funding programs creating a need to reassign his duties; and

**WHEREAS**, some personnel duties are considered confidential and Nikki Martin, the current account clerk/typist in the Accounting Office, has shown in the past her ability to handle the confidential personnel issues that are associated with the bookkeeper’s position; and

**WHEREAS**, duties and other responsibilities are more in line with a supervisory position and Mrs. Martin has passed the Senior Account Clerk/Typist Civil Service exam and is reachable from the current Civil Service listing; therefore be it

**RESOLVED**, that the Town Board does hereby promote Nikki Martin to the title of Senior Account Clerk/Typist effective March 1, 2008 at an hourly rate of \$20.05 step seven of the 2008 pay scale.

**Discussion:** Councilor Brockway said Nikki has done a wonderful job and she supports her promotion. Supervisor Bassett said it is a matter of putting people in the right place to get the job done efficiently.

**RESOLUTION NO. 08-102**

**Access To Personnel Files Amendment**

**Motion by:** Thomas E. Wood  
**Carried by:** Ayes 5

**Seconded by:** Gerard A. Renadette  
**Nays** 0

**WHEREAS**, the Town Board desires to maintain appropriate policy concerning access to personnel files, and

**WHEREAS**, the day to day work requirements and management of Town business often requires access to the files for information or to update file data, therefore be it

**RESOLVED**, that the "Employee Personnel Files Access Policy" be amended to include position of Senior Account Clerk that is assigned to the Budget Office.

**RESOLUTION NO. 08-103**

**Vacancy of Account Clerk-Typist Position**

**Motion by:** Martin D. Mannix  
**Carried by:** Ayes 5

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

**WHEREAS**, the promotion of Nikki Martin to the new Senior Account Clerk/Typist position has left a vacancy for an Account Clerk typist; and

**WHEREAS**, there is a need for more clerical help in the offices; therefore be it

**RESOLVED**, that the Town Board of the Town of Plattsburgh authorized the filling of the position of Account Clerk-Typist vacated by the promotion of Nikki Martin from the current Civil Service list.

**Discussion:** Supervisor Bassett feels there will be plenty of qualified individuals applying for the position.

**MOTION TO BRING BACK TABLED RESOLUTION 08-70**

**Motion by:** Thomas E. Wood

**Seconded by:** Gerard A. Renadette

**RESOLUTION NO. 08-70**

**DDS Worksite Sponsor Agency Agreement**

**Motion by:** Gerard A. Renadette  
**Carried by:** Ayes 5

**Seconded by:** Thomas E. Wood  
**Nays** 0

