

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI- MONTHLY MEETING
JUNE 16, 2008**

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	
Martin D. Mannix, 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. 08-191

Approve Minutes

Motion by:	Sheila A. Brockway	Seconded by:	Martin D. Mannix
Carried by:	Ayes 4	Nays 0	

RESOLVED, that the minutes of June 2nd 2008 be approved and the reading of the minutes be dispensed with.

PUBLIC RECOGNITION

Present: See Attached

Comments: None

Committee Reports
See Attached

RESOLUTION NO. 08-192

Abstract 6B

Motion by:	Martin D. Mannix	Seconded by:	Thomas E. Wood
Carried by:	Ayes 4	Nays 0	

RESOLVED, that the abstract of audited claims **No6B. (81352 -81489)** in the amount of (\$702,803.21), be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

Discussion: Yes

RESOLUTION NO. 08-193

Dog Control Officer Report

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 Duquette, Dog Control Officer for May 2008.

Discussion: Supervisor Bassett spoke of the variety of issues David gets involved in. Supervisor Bassett stated that he feels David does a good job and appreciates the reports.

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

Seconded by: Thomas E. Wood
Nays 0

RESOLVED, to receive a report from Amy Duquette Town Clerk for the month of May 2008.

Discussion: Supervisor Bassett and the Councilors spoke of the volume of activity in the Clerk's Office.

RESOLUTION NO. 08-195

Supervisor's Financial Report

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

Seconded by: Sheila A. Brockway
Nays 0

RESOLVED, to receive and place on file the Supervisor's Financial Report for the month of May.

Discussion: Supervisor Bassett noted that he spent some time with Diane regarding the revenue and budget; Diane did not indicate any concerns.

RESOLUTION NO. 08-196

Monthly Report Highway Dept.

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

Seconded by: Thomas E. Wood
Nays 0

RESOLVED, to receive and place on file a report from Fred Lavene Superintendent of Highways for May 2008.

RESOLUTION NO. 08-197

Bookkeeper Salary Adjustment

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

Seconded by: Sheila A. Brockway
Nays 0

WHEREAS, it would be in the Town's best interest to 1) manage the Local Development Agency (LDC) for the purpose of expanding LDC resources and 2) become more responsible for the procurement and management of all Town grants; and

WHEREAS, the position of Bookkeeper may take on the responsibilities involved with grant management; and

WHEREAS, a portion of LDC funds may be used to support the administration of said funds; now therefore be it

RESOLVED, that effective July 1st the position of Bookkeeper be expanded to include grant procurement and management and that the Bookkeeper's salary be adjusted to add \$9.00 per hour to the bookkeeper's salary to reflect the change in duties and responsibilities with the salary differential taken from LDC funds as indicated by the existing CDBG Grant Agreements; and be it further

RESOLVED, that the elimination of grant management activity, by the Bookkeeper, will cause the Bookkeeper's salary to revert back to the previous rate of pay eliminating the additional compensation.

Discussion: Councilor Wood is glad to see that the LDC Fund will be used and the promoting Grant activity with the Town's Staff. Supervisor Bassett spoke of the re-authorizing of the LDC and the constituting of a new board.

RESOLUTION NO. 08-198**Beekmantown Bus Lease Agreement**

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

Seconded by: Martin D. Mannix
Nays 0

Whereas, the Town of Plattsburgh Town Board has received a school bus lease agreement dated June 9, 2008 between the Beekmantown Central School District and the Town of Plattsburgh Recreation Department, hereinafter called the Lessee, for leasing school bus(s) for recreation purposes commencing on the 30th day on June 2008 and ending the 31st day of August 2008 for the sum of one dollar and sixty five cents (\$1.65) per mile plus the cost of a driver, if provided, and subject to the terms and conditions set fourth in said lease agreement; therefore be it

RESOLVED, that upon approval of said lease agreement by the Town Attorney, the Supervisor be and he is hereby authorized to execute said lease agreement for the Town of Plattsburgh and he is directed to obtain and initiate compliance with all other terms and provisions of said lease agreement; and be it further

Resolved, that a certified copy of this resolution be forwarded to Cool Insurance.

Supervisor Bassett said the only change in this resolution from last years was the mileage.

RESOLUTION NO. 08-199**RFP For Auditing Services**

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

Seconded by: Martin D. Mannix
Nays 0

WHEREAS, in accordance with the requirements of the Single Audit Act of 1984 and the Single Audit Amendment of 1996 independent audits for the years ending December 31, 2007, 2008 and 2009 must performed; now therefore it is

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby authorize the Supervisor to solicit and receive proposals for the independent auditing of the Town of Plattsburgh for the years 2007, 2008, and 2009.

RESOLUTION NO. 08-200**Microsoft Excel Training Seminar**

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

Seconded by: Thomas E. Wood
Nays 0

WHEREAS, the Town of Plattsburgh recognizes the need to remain current with knowledge and skills necessary to manage Town business and that the business of the Town often requires Town Employees and Elected Officials to travel to other locations, and

WHEREAS, Phil Corell, Bookkeeper for the Town of Plattsburgh, needs appropriate computer skills to effectively perform his duties and the use of Microsoft Excel is a tool frequently required; and

WHEREAS, Mr. Corell has requested to attend a classes to further enhance his knowledge of said software; therefore be it,

RESOLVED, that Phil Corell be authorized to attend a two-day seminar to be held in Burlington, Vermont on July 8 and July 9, 2008;and be it further

RESOLVED, that expenses incurred in attending said Conference will be paid as indicated by the "Authorization To Travel" request form.

Discussion: Phil will not be staying overnight he will be traveling back and forth.

RESOLUTION NO. 08-201

Appointment To W/WW Department

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

Seconded by: Thomas E. Wood
Nays 0

WHEREAS, there is a need for a part time position within the Town of Plattsburgh Water Waste/Water Department to fill the vacancy of Charlotte Jock; and

WHEREAS, Candace Mallernee, has experience working in the Water Waste/Water Department and is available now, therefore be it

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby authorize the part time appointment of Candace Mallernee at a rate of \$10.50 per hour to fill the existing W/WW Department vacancy effective immediately.

Discussion: Supervisor Bassett said by eliminating the temp service fees there will be a significant savings.

MOTION TO GO INTO EXECUTIVE SESSION TO DISCUSS A CERTAIN INDIVIDUAL AT 6:24PM

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

Seconded by: Sheila A. Brockway
Nays 0

MOTION TO COME OUT OF EXECUTIVE SESSION AT 6:55PM.

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

Seconded by: Sheila A. Brockway
Nays 0

ADJOURNMENT

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

Seconded by: Martin D. Mannix
Nays 0

RESOLVED, that this Town Board Meeting be adjourned at 6:56 PM.

Respectfully Submitted,

Amy Duquette, Town Clerk