

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
APRIL 6, 2009**

The meeting was called to order at 6:30 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. 09-122**Approve Minutes**

Motion by:	Sheila A. Brockway	Seconded by:	Gerard A. Renadette
Carried by:	Ayes 5	Nays 0	

RESOLVED, that the minutes of March 16, and March 23, 2009 be approved and the reading of the minutes be dispensed with.

PUBLIC RECOGNITION

Present: Dan Heath, Steve Imhoff and Dave Comfort

Comments: None

MOTION TO GO INTO EXECUTIVE SESSION TO DISCUSS THE EMPLOYMENT HISTORY OF CERTAIN EMPLOYEES AT 6:32 PM.

Motion by:	Gerard A. Renadette	Seconded by:	Thomas E. Wood
Carried by:	Ayes 5	Nays 0	

MOTION TO COME OUT OF EXECUTIVE SESSION AT 6:48 PM.

Motion by:	Thomas E. Wood	Seconded by:	Martin D. Mannix
Carried by:	Ayes 5	Nays 0	

Committee Reports
See Attached

RESOLUTION NO. 09-123**Abstract 4A**

Motion by:	Gerard A. Renadette	Seconded by:	Sheila A. Brockway
Carried by:	Ayes 5	Nays 0	

RESOLVED, that the abstract of audited claims **No.4A-09 (90482-90676)** and in the **amount** of (\$ 1,153,097.56), be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

Discussion: Supervisor Bassett mentioned the difference in the reports using the new software.

RESOLUTION NO. 09-124

Codes and Zoning 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 Stephen Imhoff, Codes Enforcement Officer, for the month of April, 2009.

Discussion: Steve Imhoff spoke of the Tax Credits that are available for solar power.

RESOLUTION NO. 09-125

Planning Department Report

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

Seconded by: Thomas E. Wood
Nays 0

RESOLVED, to receive and place on file a report from Phil VonBargen, Planning and Engineering Department Head, for the month of April, 2009.

RESOLUTION NO. 09-126

Town Clerks' Report

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

Seconded by: Thomas E. Wood
Nays 0

RESOLVED, to receive a report from Amy Duquette, Town Clerk, for the month of March, 2009.

RESOLUTION NO. 09-127

Junk Yard License for 271 Rugar Street

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

Seconded by: Gerard A. Renadette
Nays 0

WHEREAS, the Town Clerk has received renewal application and fees for a license to operate a junk yard business from Edward Champagne at 271 Rugar St.; and

WHEREAS, Steve Imhoff, Code Enforcement Officer, has completed inspection of the junkyard and has recommended that the applicant is in compliance; now, therefore be it

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby receive and place on file said application and authorize the Town Clerk to issue a junkyard license to the aforementioned applicant.

Discussion: Steve Imhoff recommended that the fence repairs be made.

RESOLUTION NO. 09-128

Junk Yard Renewal 225 Rugar Street

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

Seconded by: Sheila A. Brockway
Nays 0

WHEREAS, the Town Clerk has received renewal application and fees for a license to operate a junk yard business from Richard Robbins/ Ed Champagne Jr. at 225 Rugar St.; and

WHEREAS, Steve Imhoff, Code Enforcement Officer, has completed inspection of the junkyard and has recommended that the applicant is in compliance; and now, therefore be it

RESOLVED, that the Town Board, of the Town of Plattsburgh, does hereby receive and place on file said application and authorize the Town Clerk to issue a junk yard license to the aforementioned applicant in compliance.

RESOLUTION NO. 09-129

To Set a Public Hearing for Round 3 Restore NYCommunities Initiative Municipal Grant Program

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

Seconded by: Thomas E. Wood
Nays 0

WHEREAS, after due consideration, the Town Board, has determined that it is desirable and in the public interest to submit an application to Empire State Development Corporation for a **Round 3** Restore NY Communities Initiative Municipal Grant Program; and

WHEREAS, the proposed project is in accordance with Town and Regional Planning objectives; and

WHEREAS, the proposed financing is appropriate for the specific project; and

WHEREAS, the proposed project facilitates effective and efficient use of existing and future public resources so as to promote both economic development and preservation of community resources; and

WHEREAS, and where applicable, the project develops and enhances infrastructure and/or other facilities in a manner that will attract, create, and sustain employment opportunities; and

WHEREAS, the Town Board has authorized and directed the Supervisor to submit an application for financial assistance under Round 3 Restore NY Communities Initiative Municipal Grant Program; and

WHEREAS, it is desirable to conduct and hold a public hearing pursuant to the project; now therefore be it

RESOLVED, that Members of the Town Board of the Town of Plattsburgh do find that the proposed project is consistent with the Town’s Master Plan, that the proposed financing is appropriate for the project; that the project facilitates effective and efficient use of existing and further public resources so as to promote both economic development and preservation of community resources and the project develops and enhances infrastructure and other facilities in a manner that will attract, create and sustain employment opportunities; and be it further

RESOLVED, That the Town Clerk is hereby authorized to publish a Notice of a Public Hearing to be held on **April 20, 2009** at 6:20 P.M. at the Town Hall to provide an opportunity to provide comment on the property listed on the Property Assessment Lists that are in need of demolition, deconstruction, rehabilitation or reconstruction.

Discussion: Supervisor Bassett explained that the difference with this grant is the payment for submittal. Councilor Mannix is excited about the potential for employment that will come from the grant.

RESOLUTION NO. 09-130

Assistant Water and Wastewater Superintendent Salary

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

Seconded by: Sheila A. Brockway
Nays 0

WHEREAS, the Town Board passed Resolution 09-118 to appoint Mr. Paul Wright to the position of Assistant Water and Wastewater Superintendent with a salary to be determined: therefore be it,

RESOLVED, that the Town Board of the Town of Plattsburgh temporarily appoint Mr. Paul Wright as Assistant Water and Wastewater Superintendent effective March 18, 2009, pending Civil Service approval, at an annual salary as per the negotiated Agreement for said position at step 9 for 2009 retroactive to the date of his appointment, for the probationary period of six month and that a copy of this resolution be given to the Budget Officer and Civil Service.

Discussion: Supervisor Bassett said the position will be on a temporary basis until April 30th, probation will begin after that date or per Civil service guidelines.

RESOLUTION NO. 09-131

Appointment of Shelby Wright as Senior Building Maintenance Worker

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

Seconded by: Martin D. Mannix
Nays 0

WHEREAS, the Town of Plattsburgh’s Parks and Recreation Department has continued to grow creating a need to review the Parks and Recreation Department’s organizational structure; and

WHEREAS, resolution 09-117 acknowledged the need for restructuring of the Department leaving the position of Senior Building Maintenance Worker vacant; and

WHEREAS, Melanie Defayette, Town Recreation and Youth Director, has submitted a letter recommending to the Town Board that Shelby Wright, Building Maintenance Worker, be promoted to Senior Building Maintenance Worker in the Parks and Recreation Department as permanent contingent on Mr. Brault’s completing Civil Service requirements ; now, therefore be it

RESOLVED, that the Town Board of the Town of Plattsburgh appoint Mr. Shelby Wright as Senior Building Maintenance Worker effective immediately, at step one of the 2009 Senior Building Maintenance Salary Schedule, as per negotiated Agreement and with a probationary period of six month; and be it further

RESOLVED, that said appointment be provisional pending Mr. Wright’s successfully passing the Civil Service test, when given, and a copy of this resolution be given to the Budget Office and Melanie Defayette, Town Recreation and Youth Director and Civil Service.

Discussion: Supervisor Bassett noted that this resolution is temporary pending Mr. Brault becoming permanent, probation will begin after that date or per Civil service.

RESOLUTION NO. 09-132

Planning Technician Position

Motion by:	Thomas E. Wood	Seconded by:	Gerard A. Renadette
Carried by:	Ayes 5	Nays 0	

WHEREAS, the Town of Plattsburgh has had a vacancy in the Planning Department for several months; and

WHEREAS, a search was conducted to identify interested candidates and interviews for the aforementioned position were held; and

WHEREAS, the interview committee has made recommendation for the selection of an appointee to aforementioned position as indicated by the attached letter of recommendation; and

WHEREAS, Mr. James Bosley has been recommended by the committee to fill the vacant position in the Planning Department as Planning Technician; now, therefore be it

RESOLVED, that the Town Board of the Town of Plattsburgh appoint Mr. James Bosley as Planning Technician, effective April 13, 2009, at step 1 of the 2009 Planning Technician pay scale with a salary of \$16.36 per hour, for a probationary period of six months from the appointment date; and, be it further

RESOLVED, that this appointment is provisional pending Mr. Bossley’s successful completion of the required Civil Service Exam, when offered; and it is further

RESOLVED, that the Supervisor is hereby authorized to sign all necessary documents to hire Mr. James Bosley and, that a certified copy of this resolution be given to the Budget Officer and the Clinton County Department of Personnel for Civil Service for their final approval and filing.

Discussion: Phil Von Barga said he shares James’s enthusiasm coming on board.

RESOLUTION NO. 09-133

Master Plan Consulting Firm

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

WHEREAS, The Town Board, of the Town of Plattsburgh, desires to stimulate local development and foster future economic growth within the Municipality; and

WHEREAS, the Town of Plattsburgh has been experiencing significant growth and development requiring careful planning and management with guidance that is best served by a comprehensive Master Plan as well as clearly defined Ordinances; and

WHEREAS, the Town’s existing Comprehensive Land Use Plan was authorized in 1999 and is now in need of review and revision; and

WHEREAS, a committee known as the “Comprehensive Land Use Planning Committee”, CLUP, composed of residents and Board members was instituted by the Supervisor to assist in the planning process; and

WHEREAS, a grant, that will be managed by the consulting firm, for Strategic Planning and Technical Assistance was successfully awarded to help meet CLUP needs; and

WHEREAS, the Comprehensive Land Use Planning Committee has conducted interviews to retain a consulting firm to further study and update the development of a new Master Plan for the Town

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of Plattsburgh and Mr. VonBargen, Planning Department Head, has submitted a letter in support of the selection of the Chazen Group; and

WHEREAS, the CLUP supports said recommendation that Chazen Group of 110 Glen Street, Glens Falls New York, 12801 be authorized to prepare and manage the aforesaid project and all other plans and documents that are required to complete this project with a budget of \$75,000 and additional expenses, primarily printing, as needed and estimated at 10% of the project cost, for a total estimated fee of \$82,500.00 and additional Committee or public meetings, if required over those outlined in the Scope, at an additional fee of \$1,000.00 per meeting, inclusive of preparation and follow-up time; and be it further

RESOLVED, that after the Town Attorney has reviewed this Agreement and upon his approval, the Town Board hereby authorizes the Supervisor to enter into a contract for services as indicated; and it is further

RESOLVED, that Chazen Group will also be considered to support the Town’s rezoning process and, if awarded the project, will do so for the sum of no more than \$20,000; and it is further

RESOLVED, that a copy of this resolution be forwarded to the Chazen Group, the CLUPC and the Town Planning and Accounting Departments.

Discussion; Supervisor Bassett spoke of the presentation at the last meeting of the board with Chazen Group. Councilor Mannix said the members of the committee are excited about heading into the next phase.

RESOLUTION NO. 09-134

Site Plan 3% Deposit Return for Gerner Site

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

Seconded by: Sheila A. Brockway
Nays 0

WHEREAS, the Town of Plattsburgh Planning Board has reviewed and approved all requirements of Gerner Site Plan 2008; and

WHEREAS, Gerner Site Plan 2008, has on file with the Town of Plattsburgh, a deposit for construction to their project in the original amount of \$1,200.00, 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, the project has requested that the deposit in the amount of \$1,200.00, plus accrued interest, be returned; now, therefore be it

RESOLVED, that the Supervisor is hereby authorized and directed to release the said deposit in the amount of \$1,200.00 plus accrued interest to date be returned; 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 Tom Gerner, 91 Hammond Lane, Plattsburgh, NY 12901.

RESOLUTION NO. 09-135

Willow Drive Road Improvement Agreement With PARC

Motion by: Gerard A. Renadette

Seconded by: Martin D. Mannix

Carried by: Ayes 5 Nays 0

WHEREAS, Highway Superintendent Fred Lavene and Philip Von Bargaen, Planning Department head, have entered into discussion with Mr. Bruce Steadman, CEO from the Plattsburgh Airbase Redevelopment Corporation, PARC, concerning the condition of a Town Road, Willow Drive, and the need for improvements on said Road; and

WHEREAS, both parties agree that it is important to the continued development of PARC property adjacent to Willow Drive that improvements, as indicated by the attached Agreement, should be made and PARC has also indicated their intention to participate in said Road improvements as indicated in Section II sub paragraph 2, of the attached MOA; and

WHEREAS, the Town has required PARC to develop a mitigation plan to address the protection of the Pitch Pine Tree population on Parcel 93A and said concern has been resolved as indicated by the proposed MOA and by the participation of the Champlain Valley Educational Services CV-TEC Division that shall maintain the existing Pitch Pine population; now, therefore be it

RESOLVED, that after review by the Planning and Highway Departments and the Town Attorney, the Town of Plattsburgh Supervisor is authorized to enter into a Memorandum of Agreement with the Plattsburgh Airbase Redevelopment Corporation for improvements on Willow Drive, a road in the Town of Plattsburgh as indicated in the attached MOA.

Discussion: Councilor Mannix asked if the town could have right of first refusal? Phil Von Bargaen responded to Councilor Mannix question.

RESOLUTION NO. 09-136

**AUTHORIZING AGREEMENT TO
ACCEPT OWNERSHIP OF THE ARCHIE
BORDEAU ROAD FROM CLINTON
COUNTY**

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

Seconded by: Martin D. Mannix
Nays 0

WHEREAS, Fred Lavine, Highway Superintendent for the Town of Plattsburgh, has received a request from the Clinton County Highway Department in regards to turning over the Archie Bordeau Road to the Town of Plattsburgh; and

WHEREAS, Mr. Lavine has submitted to the Town Board a letter dated March 12, 2009 in support of the County's request; and

WHEREAS, a survey of the Archie Bordeau Road was conducted in March of 2009 by Mr. Lavene who has indicated that the road is in very good shape; therefore, be it

RESOLVED, that the Town Board hereby agrees to accept ownership of the Archie Bordeau Road adding .65 miles to the Town of Plattsburgh Road System; and, be it further

RESOLVED, that the Town Board hereby authorizes the Town Supervisor to execute all necessary documents to accept said road and that the Town Attorney is hereby authorized and directed to record said deed conveying the Archie Bordeau Road to the Town of Plattsburgh in the Clinton County Clerk's Office.

Discussion: Attorney Coffey was not certain if this is done by Deed or Resolution. He will check into it.

ADJOURNMENT

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

Seconded by: Sheila A. Brockway
Nays 0

RESOLVED, that this Town Board Meeting be adjourned at 7:47 PM.

Respectfully Submitted,

Amy Duquette, Town Clerk