

**TOWN OF PLATTSBURGH TOWN BOARD
WORK SESSION AGENDA
December 14, 2009**

The meeting was called to order at 6:30 PM by the presiding officer at the Town of Plattsburgh Town Hall, 151 Banker Road.

	<u>Present</u>	<u>Absent</u>
MEMBERS: Bernard C. Bassett, Supervisor	x	
Thomas E. Wood, Councilor	x	
Shelia A. Brockway, Councilor	x	
Gerard A. Renadette, Councilor	x	
Martin D. Mannix, Councilor	x	
Rickey J. Collins, Town Clerk	x	
James J. Coffey, Town Attorney	x	

Supervisor's Report

09-378 Water Wastewater Utilities Department Purchase Request For Two New Trucks

09-381 Home Grant Request No. 6

09-382 To Advertise For Bids and Purchase New Trucks For The Water & Wastewater Department

09-383 Advertisement For Bids To Purchase New Water Reading Meters

09-384 Fund Transfer To The Water Wastewater Department

09-385 Authorizing Public Hearings To Consider New York State Community Development Block Grant OCR Program Economic Development Open Round Grant Applications

09-386 HOME Grant Request #7

1. Draft Resolutions

09-XXX Codes and Zoning Monthly Report

09-XXX Water Wastewater Monthly Report

09-XXX Dog Control Officer's Monthly Report

09-XXX Sheriff - Justice Court Agreement

09-XXX Elmore SPCA Agreement

09-XXX Re-Appointment of Jim Coffey as Town Attorney

09-XXX Re-Appointment of CJ Madonna as Codes, Zoning & Planning Attorney

09-XXX Re-Appointment of Gerard Renadette to the Town of Plattsburgh Board of Ethics

09-XXX Re-Appointment of Sally Sears Mack Chairperson of the Town of Plattsburgh LDC

09-XXX Re-Appointment of Charlotte Mayhew to the Zoning Board of Appeals

09-XXX Re-Appointment of Diane Drollette as an Alternate to the Zoning Board of Appeals

09-XXX Appointment of Court Clerks

09-XXX Appointment of Meg Lefevre Deputy Town Clerk

09-XXX Appointment of Bonnie Fenwick Deputy Town Clerk

09-XXX Organizational Meeting For 2010
09-XXX Request for Payment No. 4 for Moffit Road
09-XXX Application of License for Cumberland 12 Cinemas

1. Wind Energy Local Law – CJ Madonna
2. Phil Vonbargen – CC Airport, Comp Board, Local Law Fees, Phil Green Turn Around
3. NYS Uniform Building Codes and Schedule Amendments pertaining to Planning
3. Use of Time – New Practice
4. Ambulance Service Update – Councilors Renadette & Mannix
5. Health Insurance Coverage – Eliminate the EPO Option
6. Human Resources Workshop – Burlington Vermont 2/17/10
7. Christmas Breakfast Update –
- 8 Negotiations
9. Board Appointments and Attendance Policy
10. New Board Photo for 2010 – Date??
11. Chamber Annual Dinner & Dance “Puttin On The Glitz” January 22, 2010

Committee Reports

1. Auditing – Brockway, Renadette
2. Building & Grounds – Mannix, Renadette
3. Community Service – Brockway, Mannix
4. Highway - Mannix, Renadette
5. Assessing, Planning & Zoning – Mannix, Wood
6. Personnel Committee – Brockway, Wood
7. Safety Committee – Brockway, Renadette
8. Water & Wastewater - Brockway, Wood
9. Youth Services & Recreation – Mannix, Wood

Town Board meeting be adjourned at 9:58 PM.

Motion by: Sheila A. Brockway

Seconded by: Thomas E. Wood

Discussion:

Roll Call:

YES

NO

Thomas E. Wood	x
Sheila A. Brockway	x
Gerard A. Renadette	x
Martin D. Mannix	x
Bernard C. Bassett	x

Motion to go into Executive Session: *to discuss the work history of a certain employees.*

Motion to come out of Executive Session

Motion by: Sheila A. Brockway
Seconded by: Martin D. Mannix
Time: 9:40

Motion by: Martin D. Mannix
Seconded by: Sheila A. Brockway
Time: 9:55

Roll Call: **YES** **NO**
NO

Roll Call: **YES**

Thomas E. Wood	x
Sheila A. Brockway	x
Gerard A. Renadette	x
Martin D. Mannix	x
Bernard C. Bassett	x

Thomas E. Wood	x
Sheila A. Brockway	x
Gerard A. Renadette	x
Martin D. Mannix	x
Bernard C. Bassett	x

Carried:

Carried:

Resolution No.09-378

Water & Wastewater Utilities Dept.
Purchase Request for Two New Trucks

RESOLVED, to receive a letter dated December 4, 2009, from David E. Comfort, Director Water & Wastewater Utilities, requesting permission to solicit for bids and purchase of two (2) new 2009/2010 Trucks, one pickup and one cab and chassis for use by the Town of Plattsburgh Water & Wastewater Department. At this time no options exist from New York State Office through the General Services Standards and Purchase Group.

RESOLVED, that the Town Board does hereby grant permission to Mr. Comfort to solicit bids and pending acceptability of said bid prices, to order said trucks and the Supervisor is hereby authorized to sign any related documents required for their purchase; and it is further

RESOLVED, that payment for said purchase will be made partially payable from the 2009 Water & Wastewater Department Budget Equipment & Capital Outlay Account # WS-1610-2000 with additional offset in cost via utilization of proceeds from the sale of one surplus Camel vac-truck (to the City of Plattsburgh) and that a copy of this Resolution be given to the Budget Officer.

Motion: Gerard A. Renadette
Seconded by: Martin D. Mannix

Discussion: Resolution needs to be rewritten and submitted. (Complete 09-382)

Roll Call:	<u>Yes</u>	<u>No</u>
Thomas E. Wood		x
Sheila A. Brockway		x
Gerard A. Renadette		x
Martin D. Mannix		x
Bernard C. Bassett		x

Resolution No.09-381

HOME Grant Request # 6

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby grant and approve 18 payments (see attached) in the estimated total amount of \$29,040.50 for work related to the project listed as part of the Town of Plattsburgh’s New York State HOME Program Grant Project No. 20083068 for the Home Rehabilitation upon receipt of funds from the New York State Housing Trust; and, it is further

RESOLVED, that all cost related to the said project work shall be approved by the designated Rehabilitation Specialist for the said work and the funds be allocated from the Housing Trust per the approved quotations provided to complete the said work; and, it is further

RESOLVED, that the Town Supervisor be hereby authorized to make said approved payments for the project in accordance with said agreement.

Motion by: Sheila A. Brockway
Seconded by: Martin D. Mannix

Discussion:

Roll Call:		<u>YES</u>	<u>NO</u>
Thomas E. Wood	Absent		
Sheila A. Brockway	X		
Gerard A. Renadette	X		
Martin D. Mannix	X		
Bernard C. Bassett	X		

Carried:

Resolution No.09-382

**To Advertise For Bids and Purchase New Trucks
For The Water & Wastewater Department**

WHEREAS, the Town Water & Wastewater Utilities Department has two pickup trucks, a 1997 Ranger and 1998 f150 with 126,228 and 124,511 miles respectively that have transmission and other maintenance needs which exceed their value and compromise the Department’s ability to safely operate said vehicles; and

WHEREAS, a letter dated December 4, 2009, received from David E. Comfort, Director Water & Wastewater Utilities, requesting permission to solicit for bids for purchase of two (2) new trucks, one pickup and one cab and chassis for use by the Town of Plattsburgh Water & Wastewater Department; and

WHEREAS, At this time, no options exist from New York State Office through the General Services Standard's and Purchase Group; therefore be it

RESOLVED, that the Town Clerk is hereby authorized and directed to advertise for sealed bids for One (1) mid size truck and One (1) cab and chassis, for which said bid specifications and required non-collusion documents will be available from the Town Clerk and said bids are returnable on or before December 23, 2009 at 10:00 AM prevailing time at the Town Hall, 151 Banker Road, at which time they will be publicly opened and read out loud; and it is further

RESOLVED, that a copy of this Resolution be given to the Town Clerk.

Motion: Sheila A. Brockway
Seconded by: Gerard A. Renadette

Discussion:

Roll Call:	<u>Yes</u>	<u>No</u>
Thomas E. Wood	x	
Sheila A. Brockway	x	
Gerard A. Renadette	x	
Martin D. Mannix	x	
Bernard C. Bassett	x	

Resolution No. 09-383

Advertisement for Bid and Purchase of Water Reading Meters

WHEREAS, Resolution #09-296 of the Town Board authorized the standardization of all water meters purchased by the Town of Plattsburgh and its water districts to be water meters manufactured by the Neptune Technology Group, Inc.; and

WHEREAS, the Water and Wastewater Department has a need to purchase a supply of said Neptune Water Meters; and

WHEREAS, the Water and Wastewater Department has remaining budgeted funds for the purchase of said meters; therefore be it

RESOLVED, that the Town Clerk is hereby authorized to advertise for bids for the project entitled Water Reading Meters, for which bid specifications and non-collusion documents will be available from the Town Clerk, and that said advertisement shall be placed in the Press Republican with bids to be opened on December 23, 2009 at 11:00 AM, at the Town of Plattsburgh Town Hall on 151 Banker Road, Plattsburgh, NY 12901; and be it further

RESOLVED, a copy of this Resolution be given to the Budget Officer

Motion by: Sheila Brockway
Seconded by: Thomas Wood

Discussion:

Roll Call:	<u>Yes</u>	<u>No</u>
Thomas E. Wood	x	
Sheila A. Brockway	x	
Gerard A. Renadette	x	
Martin D. Mannix	x	
Bernard C. Bassett	x	

Resolution No. 09-384

Fund Transfer to the Water Wastewater Department

WHEREAS, The Water and Wastewater Department disposed of one surplus Camel vac-truck via sale to the City of Plattsburgh and

WHEREAS, The proceeds from said sale reside in Water and Wastewater Department account #WS-0000-2650-0000 (Sale of Scrap and Excess Materials) and in order to be utilized in the purchase of two new work trucks for the Water and Wastewater Department must be transferred to Water and Wastewater Department account #WS-1610-2000-0000 (Equipment and Capital Outlay), therefore be it

RESOLVED, that the Town Board does hereby authorize the Supervisor to transfer said funds in the amount not to exceed a total of forty thousand dollars (\$40,000.00) to provide monies toward the purchase of two new work trucks for the Water and Wastewater Department; and be it further

RESOLVED, that a copy of the Resolution be given to Budget Officer.

Motion: Gerard A. Renadette
Seconded by: Martin D. Mannix

Discussion:

Roll Call:	<u>YES</u>	<u>NO</u>
Thomas E. Wood	x	
Sheila A. Brockway	x	
Gerard A. Renadette	x	
Martin D. Mannix	x	
Bernard C. Bassett	x	

Resolution No. 09-385

Authorizing Public Hearings To Consider New York State Community Development Block Grant OCR Program Economic Development Open Round Grant Applications

WHEREAS, the Town of Plattsburgh is determined to continue pursuing economic development initiatives that will enhance job opportunities for its citizens; and

WHEREAS, the Town of Plattsburgh is an eligible applicant under the New York State Community Development Block Grant Office of Community Renewal Program and is thus eligible for financial assistance; and

WHEREAS, the Town of Plattsburgh is eligible to receive up to \$740,000 in grant funds from Community Development Block Grant Codes Department; and

WHEREAS, the applications for said grant assistance require the holdings of two public hearings to consider potential projects, now therefore be it

RESOLVED, by the Town of Plattsburgh Town Board, being the governing body thereof, will hold a series of two public hearings, at the Town Hall at 151 Banker Road to consider submission of a New York State Community Development Block Grant Office of Community Renewal Economic Development Open Round Grant. Public Hearing 1 will be held on January 4th, 2010 at 6:35pm and Public Hearings 2 will be held at 7:00 pm on January 4, 2010

Motion: Martin D. Mannix

Seconded by: Sheila A. Brockway

Discussion:

Roll Call:	<u>Yes</u>	<u>NO</u>
Thomas E. Wood	x	
Sheila A. Brockway	x	
Gerard A. Renadette	x	
Martin D. Mannix	x	
Bernard C. Bassett	x	

Resolution No.09-386

HOME Grant Request #7

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby grant and approve 18 payments (see attached) in the estimated total amount of \$37,930.50. for work related to the project listed as part of the Town of Plattsburgh's New York State HOME Program Grant Project No. 20083068 for the Home Rehabilitation upon receipt of funds from the New York State Housing Trust; and, it is further

RESOLVED, that all cost related to the said project work shall be approved by the designated Rehabilitation Specialist for the said work and the funds be allocated from the Housing Trust per the approved quotations provided to complete the said work; and, it is further

RESOLVED, that the Town Supervisor be hereby authorized to make said approved payments for the project in accordance with said agreement; and be it further

RESOLVED, that a copy of this Resolution be given to the Budget Officer

Motion by: Sheila A. Brockway

Seconded by: Gerard A. Renadette

Discussion: Motion to Table from Martin D. Mannix 2nd Gerard A. Renadette because the Resolution was not clear and appeared to have elements of Resolution 09-381.

		<u>YES</u>	<u>NO</u>
Roll Call:	Gerard A. Renadette	X	
	Sheila A. Brockway	X	
	Martin D. Mannix	X	
	Thomas E. Wood	X	
	Bernard C. Bassett	X	

Carried: