

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI-MONTHLY MEETING
May 17, 2010**

The meeting was called to order at 6:30 p.m. by the presiding officer at the Town Hall on the Banker Road.

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

Resolution No.010-176

Approve Minutes of the Previous Meeting

RESOLVED, that the minutes of May 3, 2010 be approved and the reading of the minutes be dispensed with.

Motion by: Thomas E. Wood

Seconded by: Paul D. Lamoy

Discussion:

Roll Call:

YES

NO

Thomas E. Wood	x	
Gerard A. Renadette	x	
Martin D. Mannix	x	
Paul D. Lamoy	x	
Bernard C. Bassett	x	

Carried:

PUBLIC RECOGNITION

Present: Ryan Rock, Debbie Blake

Comments:

Resolution No. 010-177

Abstract – 5B

RESOLVED, that the abstract of audited claims **No.5B-10 (1056-1200)** for \$252,771.50 **Abstract 5B-10 (217-235)** prepays for the amount \$258,272.17 and be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

Motion: Paul D. Lamoy

Seconded by: Gerard A. Renadette

Discussion:

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

Carried:

Resolution No.010-178 **Codes and Zoning Department Monthly Report**

RESOLVED, to receive and place on file a report from Stephen Imhoff, Codes Enforcement Officer, for the month of April, 2010.

Motion: Thomas E. Wood
Seconded by: Paul D. Lamoy

Discussion: Supervisor Bassett noted that there is continued activity, even slight increases, in the Codes and Zoning Department. County mortgage tax is up from last year.

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

Carried:

Resolution NO. 010-179 **Highway Superintendent's Monthly Report**

RESOLVED, to receive and place on file a report from Fred Lavene, Superintendent of Highways, for the month of April, 2010.

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

Discussion:

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

Resolution No.010-180

Parks And Recreation Department Monthly Report

RESOLVED, to receive and place on file a report from Melanie Defayette, Recreation and Youth Services Director, for the month of April, 2010.

Motion: Paul D. Lamoy
Seconded by: Thomas E. Wood

Discussion:

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

Carried:

Resolution No.010-181

Planning Department Monthly Report

RESOLVED, to receive and place on file a report from Phil VonBargen, Planning and Engineering Department Head, for the month of April, 2010.

Motion: Gerard A. Renadette
Seconded by: Thomas E. Wood

Discussion:

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

Carried:

Resolution No.010-182

SUPERVISOR'S MONTHLY FINANCIAL REPORT

RESOLVED, to receive and place on file the Supervisor's Financial Report for the month of April, 2010.

Motion: Martin D. Mannix
Seconded by: Paul D. Lamoy

Discussion:

Roll Call: YES NO

Thomas E. Wood	x
Gerard A. Renadette	x
Martin D. Mannix	x
Paul D. Lamoy	x
Bernard C. Bassett	x

Carried:

Resolution No. 010-183 **Water Waste/Water Department's Monthly Report**

RESOLVED, to receive and place on file a report from David Comfort, Director of the Water and Wastewater Department, for April, 2010.

Motion: Gerard A. Renadette
Seconded by: Thomas E. Wood

Discussion:

Roll Call: Yes No

Thomas E. Wood	x
Gerard A. Renadette	x
Martin D. Mannix	x
Paul D. Lamoy	x
Bernard C. Bassett	x

Carried:

Resolution NO. 010-184 **2010 OGS Culvert Pipe Order**

WHEREAS, the necessity to continue maintenance and improvements of roadside drainage ditches and the storm water drainage systems within the Town requires the need for additional drainage pipe; and,

WHEREAS, Fred Lavene, Highway Superintendent, has submitted a letter dated May 6, 2010, requesting permission to place an order for culvert pipe through the NYS OGS contracts for the 2010 work season: and

WHEREAS, the total estimated cost of said pipe is \$12,640.12; therefore be it;

RESOLVED, that the Highway Superintendent is hereby authorized to make said purchase; and be it further

RESOLVED, that the Town Board hereby approves the purchase of said pipe from the Highway Accounts entitled Drainage Pipe; and be it further

RESOLVED, that payment for said purchase will be made payable from the 2010 Highway Budget Equipment & Capital Outlay Account #'s DA-5115-4400 and DA-5112-4300 and that a copy of this Resolution be given to the Budget Officer.

Motion: Thomas E. Wood
Seconded by: Gerard A. Renadette

Discussion:

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

Resolution No.010-185 **Authorize Highway Superintendent to Start**
2010 Paving Program

WHEREAS, the Town of Plattsburgh has appropriated a total of \$346,000.00 in the 2010 Highway Budget for the 2010 Road Paving Program as follows:

\$160,000.00	CHIPS Program
60,000.00	Paving Material/Patching
84,000.00	Road Paving – Improvements
27,000.00	Road Materials – Improvements
15,000.00	Road Materials - Repair

and

WHEREAS, the Highway Superintendent and the Highway Committee have submitted the 2010 Highway Road Paving Program (see attached listing) in the amount of \$346,000.00; now, therefore it is

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby authorize the Highway Superintendent to spend the budgeted 2010 funds to perform the aforementioned 2010 Road Paving Program; and be it further

RESOLVED, that the Budget Officer receive a copy of this Resolution.

Motion by: Martin D. Mannix
Seconded by: Paul D. Lamoy

Discussion:

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

Resolution No. 010-186

Appointment of A Fair Housing Officer

WHEREAS, The Office of Fair Housing and Equal Opportunity administers federal laws and establishes national policies to assure that all Americans have equal access to the housing of their choice; and

WHEREAS, the Town of Plattsburgh wishes to have an officer who will implement and enforce the Fair Housing Act; and

WHEREAS, The Supervisor, on behalf of the Town Board, recommends the appointment of Steve Imhoff as the Fair Housing Officer for the Town of Plattsburgh to serve at the pleasure of the Supervisor and the Town Board; therefore be it

RESOLVED, that Steve Imhoff be assigned to oversee that fair housing regulations are followed and act as the primary point of contact for all fair housing relate issues; and be it further

RESOLVED, that Mr. Imhoff take an oath of office within thirty days of his appointment and a copy of this Resolution be given to the Budget Officer, the Bookkeeper, the LDC Board and a copy be placed in his personnel file.

Motion: Martin D. Mannix
Seconded by: Paul D. Lamoy

Discussion:

Executive Session to discuss Personnel Issue at 6:50 PM Motion by Gerard A. Renadette, 2nd by Paul D. Lamoy – all yea’s
Motion to come out of Executive Session was made by Thomas E. Wood, 2nd by Gerard A. Renadette- all yea’s.

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

Carried:

Resolution No. 010-187

Creating The Position of Typist For Town Courts

WHEREAS,Town of Plattsburgh Court activity continues to increase creating a work load that exceeds the ability of the existing staff to efficiently respond to clerical needs; and

WHEREAS, Town of Plattsburgh Town Justices have made request for additional help and budgeted funds, in their 2010 Budget, for a new part time position anticipating appointment on January first; and,

WHEREAS, the Town of Plattsburgh has not filled the budgeted part time position and said budgeted funds will be sufficient to hire a full time person for the balance of the year; and

WHEREAS a vacant position of Typist currently exist in the Town of Plattsburgh; therefore be it

RESOLVED, that the Town Board of the Town of Plattsburgh authorize the Supervisor and Budget Officer to fill the vacant position of Typist; and be it further

RESOLVED, that following a Civil Service canvassing of qualified individuals, a committee be formed to interview eligible candidates and make recommendation to the Town Board for appointment of a Typist to be assigned to the Town Courts; and it is further

RESOLVED,that the Budget Officer and Town Justices receive a copy of this Resolution.

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

Discussion: Counselor Mannix pointed out that the court system in the Town of Plattsburgh handles a far greater volume than that of the City of Plattsburgh, with half the staff. Supervisor Bassett said the court currently needs to get caught up with filing, data entry, vault filing, and front window management.

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

Resolution No. 010-188

**AUTHORIZING SUBMISSION OF 2010 NYS
CDBG OFFICE OF COMMUNITY RENEWAL
PROGRAM ECONOMIC DEVELOPMENT
OPEN ROUND GRANT APPLICATIONS- SSF**

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 has identified the new SSF Production, LLC manufacturing facility located on Pleasant Ridge Road as a way to bring quality employment opportunities to the Town; and

WHEREAS, SSF Production, LLC is currently in need of assistance with start-up costs for their new Plattsburgh facility; and

WHEREAS, the only affordable means to secure funding to assist SSF Production, LLC with the significant start-up costs they will face in opening their new Plattsburgh facility is through the New York State Community Development Block Grant Office of Community Renewal Program; 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 applications for said grant assistance require the submission of certifications along with and as part of said applications; now, therefore be it,

RESOLVED, by the Plattsburgh Town Board, being the governing body thereof, that Supervisor Bernard Bassett is hereby authorized and directed to:

1. Sign and submit an Economic Development Open Round grant application for \$195,000 to the New York State Office of Community Renewal to provide SSF Production, LLC with assistance with employee training and equipment purchase;
2. Act as authorized representative of the Town of Plattsburgh in connection with the submission of the application; and
3. Provide such additional information as may be requested.

Motion: Gerard A. Renadette

Seconded by: Paul D. Lamoy

Discussion:

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

Carried:

Resolution No. 010-189

**Champlain Park Manhole and Sewer Rehabilitation
Change Order No.1, Ed Garrow and Sons, Inc.**

WHEREAS, The Town Board, on behalf of the Consolidated Sewer District, has undertaken a project entitled Champlain Park Manhole and Sewer Rehabilitation; and

WHEREAS, the Champlain Park Manhole and Sewer Rehabilitation project was publicly bid and awarded to Ed Garrow and Sons, Inc and for which contract documents were prepared and submitted; and

WHEREAS, in order to maximize the effectiveness of project financing, provided through the Environmental Facilities Corporation (EFC), certain documentation must be complied with as indicated in Change Order No. 1; and

WHEREAS, Laberge Engineering and Consulting Group has reviewed the proposed changes and recommends their approval; therefore, be it

RESOLVED, that the Supervisor be authorized to incorporate the required additional documentation into the contract Agreement with Ed Garrow and Sons, Inc, executing contract Change Order Number 1 to complete requirements for EFC funding; and, be it further

RESOLVED, that a copy of this Resolution, and the executed Change Order No. 1, be given to the Budget Officer and the Laberge Engineering and Consulting Group.

Motion: Thomas E. Wood
Seconded by: Martin D. Mannix

Discussion:

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

Resolution No. 010-190 **Champlain Park Manhole and Sewer Rehabilitation**
Funding through EFC Financing

WHEREAS, the Board, on behalf of the Consolidated Sewer District, undertook a project entitled “Champlain Park Pump Station” that was completed considerably under budget; and

WHEREAS, to maximize the effectiveness of the project and financing provided through the Environmental Facilities Corporation (EFC) the Town, with permission of EFC, authorized an additional project entitled “Champlain Park Manhole and Sewer Rehabilitation” for which contract documents were prepared and subsequently publicly bid and awarded to Ed Garrow and Sons, Inc.; and

WHEREAS, the engineering expense associated with the extension of the project was not included in the initial “Champlain Park Pump Station” proposal contract with the project’s engineer, The Laberge Group; and

WHEREAS, additional engineering expense was associated with the aforementioned “Champlain Park Manhole and Sewer Rehabilitation” project and is identified as follows:

Construction Administration	\$ 1,838.68
Administration and Negotiation	\$ 549.95
Resident Representation	\$ 14,716.49
Reimbursable Expenses	\$ 2,240.63
Construction Phase	\$ 11,096.79
Record Drawings	\$ 597.04
Design and Contract Documents	\$ 257.23
Sewer/Water Systems Eval.	\$ 451.79
Project Specific Service	\$ 34.55

and,

WHEREAS, said additional engineering services were necessary to effect the ongoing work in Champlain Park and therefore may be reimbursed through EFC project financing; and,

WHEREAS, invoices for said services were reviewed, audited and approved by the Water and Sewer Department and Town Board; now therefore be it

RESOLVED, that the Town Board hereby determines that the Supervisor be authorized to execute a contract amendment with Laberge Group for the additional engineering expenses outlined above to allow the Environmental Facilities Corporation to include said fees in their project financing; and, be it further

RESOLVED, that a copy of this resolution be given to the Budget Officer and Nichlaus Adams, Financial Analyst with the NYS Environmental Facilities Corporation, 625 Broadway, Albany, NY 12207; and be it further

RESOLVED, that a copy of this Resolution also be given to the Budget Officer, David Comfort, Director of Water Wastewater and the Laberge Group , the Town’s Engineer for this project

Motion: Paul D. Lamoy

Seconded by: Gerard A. Renadette

Discussion: Nick Adams, financial analyst with EFC, has been in contact with the Town, indicating things that need to be done and expenses that can be covered.

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

Resolution No. 010-191

**AUTHORIZING OF 2010 New York STATE
COMMUNITY DEVELOPMENT BLOCK
GRANT OFFICE OF COMMUNITY RENEWAL
PROGRAM ECONOMIC DEVELOPMENT PRE-
SUBMISSION APPLICATION FOR HALEY
LUMBER AND BUILDING SUPPLY**

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 has identified a new manufacturing and installation support company that would like to locate on the Military Turnpike, as a way to bring quality employment opportunities to the Town; and

WHEREAS, Soleil- Lumber Company now Haley Lumber and Building Supplies was established in 2008 has been a growing company in the Town; and continues to expand their project; and

WHEREAS, Haley Lumber and Building Supplies, a company that produces a variety of building materials for commercial, industrial and residential business in the North Country, is currently in need of assistance with start-up costs; and

WHEREAS, the only affordable means to secure funding to assist Haley Lumber Company with start-up costs for their new Plattsburgh facility, is through the New York State Community Development Block Grant Office of Community Renewal Program; 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 applications for said grant assistance require the pre-submission of certifications along with and as part of said applications; now therefore be it

RESOLVED, by the Town of Plattsburgh Town Board, being the governing body thereof, that Supervisor Bernard C. Bassett is hereby authorized and directed to:

1. Sign and submit an Economic Development Pre-Submission Forms application for \$100,000.00 to the New York State Office of Community Renewal to provide Haley Lumber and Building Supply with assistance to purchase production machinery and equipment;
2. Act as authorized representative of the Town of Plattsburgh in connection with the pre-submission of the application; and
3. Provide such additional information as may be requested.

Motion: Paul D. Lamoy

Seconded by: Thomas E. Wood

Discussion: Counselor Renedette questioned the number of jobs being created and the pay associated with them.

Roll Call:

YES

NO

Thomas E. Wood	x
Gerard A. Renadette	x
Martin D. Mannix	x
Paul D. Lamoy	x
Bernard C. Bassett	x

Carried:

Resolution No. 010-192

Request For Special Consultation

WHEREAS, from time to time issues arise in the negotiation of labor contracts between the Town of Plattsburgh and other parties which require specialized information; therefore be it

RESOLVED, that the Town Attorney, James J. Coffey, is hereby authorized to enter into an agreement with the National Legal Research Group, P.O. Box 7187, Charlottesville, VA 22906, for a sum not to exceed \$1,500.00 to request their consultation and research on a particular issue requiring their expertise and resources; and be it further

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

Motion: Martin D. Mannix

Seconded by: Thomas E. Wood

Discussion:

Roll Call:

Yes

No

Thomas E. Wood	x
Gerard A. Renadette	x
Martin D. Mannix	x
Paul D. Lamoy	x
Bernard C. Bassett	x

ADJOURNMENT

RESOLVED, that this Town Board meeting be adjourned at 7:38 PM.

Motion by: Gerard A. Renadette

Seconded by: Paul D. Lamoy

Discussion:

Roll Call:

YES

NO

Thomas E. Wood	x
Gerard A. Renadette	x
Martin D. Mannix	x
Paul D. Lamoy	x
Bernard C. Bassett	x

Motion to go into Executive Session
Motion to come out of Executive Session

Motion by:	Motion by:
Seconded by:	Seconded by:
Time: PM	Time:

Roll Call:

YES

NO

Roll Call:

YES

NO

Thomas E. Wood
Gerard A. Renadette
Martin D. Mannix
Paul D. Lamoy
Bernard C. Bassett

Thomas E. Wood
Gerard A. Renadette
Martin D. Mannix
Paul D. Lamoy
Bernard C. Bassett

Respectfully Submitted,

Rickey Collins, Town Clerk