

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
November 10, 2011**

The meeting was called to order at 6:35 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.011-346

Approve Minutes of the Previous Meeting

RESOLVED, that the minutes of October 17, 19, 24, and 28, 2011 are approved and the reading of the minutes be dispensed with.

Motion by: Gerard A. Renadette

Seconded by: Paul D. Lamoy

Discussion: Yes

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

Motion Carried:	<u>Yes</u>	<u>No</u>	<u>Tabled</u>
	x		

PUBLIC RECOGNITION

Present: Dan Heath, Debra Blake

Comments:

Resolution No. 011-347

Abstract 11A

RESOLVED, that the abstract of audited claims **No.11A-11 (-)** for \$, **Abstract 11A-11 (-)** prepays for the amount \$ and be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

Motion: Gerard A. Renadette

Seconded by: Paul D. Lamoy

Discussion: No

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

Motion Carried	<u>Yes</u>	<u>No</u>	<u>Tabled</u>
	x		

Resolution No. 011-348

**Building Maintenance and Safety
Committee Monthly Report**

RESOLVED, to receive and place on file a report from Art Brault, Building Maintenance Supervisor, for the month of October 2011.

Motion: Thomas E. Wood

Seconded by: Martin D. Mannix

Discussion: No

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

Motion Carried:	<u>Yes</u>	<u>No</u>	<u>Tabled</u>
	x		

Resolution No.011-349

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 October 2011.

Motion: Thomas E. Wood

Seconded by: Paul D. Lamoy

Discussion: No

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

Motion Carried:	<u>Yes</u>	<u>No</u>	<u>Tabled</u>
	x		

Resolution NO. 011-350

Highway Superintendent's Monthly Report

RESOLVED, to receive and place on file a report from Fred Lavene, Superintendent of Highways, for the month of October 2011.

Motion: Martin D. Mannix

Seconded by: Gerard A. Renadette

Discussion: Yes

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

Motion Carried:	<u>Yes</u>	<u>No</u>	<u>Tabled</u>
	x		

Resolution No.011-351

Historian’s Monthly Report

RESOLVED, to receive and place on file the Historian’s Monthly Report for the month of October 2011.

Motion: Thomas E. Wood

Seconded by: Paul D. Lamoy

Discussion: Yes

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

Motion Carried:	<u>Yes</u>	<u>No</u>	<u>Tabled</u>
	x		

Resolution No.011-352

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 October 2011.

Motion: Thomas E. Wood

Seconded by: Paul D. Lamoy

Discussion: Yes

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

Motion Carried:	<u>Yes</u>	<u>No</u>	<u>Tabled</u>
	x		

Resolution No. 011-353

Town Clerk’s Monthly Report

RESOLVED, to receive and place on file a report from Rickey J. Collins, Town Clerk, for the month of October 2011.

Motion: Thomas E. Wood

Seconded by: Gerard A. Renadette

Discussion: No

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

Motion Carried:	<u>Yes</u>	<u>No</u>	<u>Tabled</u>
	x		

Resolution No. 011-354 **Water Wastewater Department's Monthly Report**

RESOLVED, to receive and place on file a report from Scott Stoddard Water Wastewater Department, Director for October 2011.

Motion: Gerard A. Renadette

Seconded by: Thomas E. Wood

Discussion: No

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

Motion Carried:	<u>Yes</u>	<u>No</u>	<u>Tabled</u>
	x		

Resolution No. 011-355 **Benefit Protection For Employees Electing To Run For Public Office In The Town Of Plattsburgh**

WHEREAS, the Town Board wishes to promote participation in the democratic process and to encourage employees who may desire to serve the Town as an elected official; and

WHEREAS, elected officials do not have the benefits of Employee Contracts or the Teamster's Agreement, the Town of Plattsburgh Town Board has determined that it is important to protect the employee benefit earned from accrued sick time that might otherwise be lost when seeking an elected position with the Town that may discourage employees from seeking public office; therefore, be it

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby authorize the policy entitled, ***“Benefit Protection For Employees Electing To Run For Public Office In The Town Of Plattsburgh”*** to insure that employees who, without a break in service, have accrued sick time benefits with the Town of Plattsburgh and leave their employment to take an elected position in the Town will be held harmless and retain the sick leave benefit as of their last day of employment with the Town at the rate of pay in force at the time they resign or retire from their position of employment; and, be it further

RESOLVED, that a copy of this Resolution and Policy be placed in the Town’s official Policy Handbooks and a copy to be given to the Budget Officer.

Motion: Gerard A. Renadette

Seconded by: Paul D. Lamoy

Discussion: Yes

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

Motion Carried:	<u>Yes</u>	<u>No</u>	<u>Tabled</u>
	x		

RESOLUTION No. 011-356 **Authorizing the Supervisor to Enter Into An Agreement With Tabner, Ryan And Keniry, LLP For Lighting Districts Consolidation**

WHEREAS, the Town of Plattsburgh Town Board is concerned with the significant cost disparity that currently exists between the Lighting Districts in the Town of Plattsburgh; and

WHEREAS, the Town Board would like to provide quality service while controlling escalating costs of said service that is no longer equitable to all residents in the Town of Plattsburgh; and

WHEREAS the Town Board believes that Consolidation of its Lighting Districts into a single Town Wide District will better, serve the needs of all Town residents and provide a fixed rate equally shared by all residents and businesses located in the Town of Plattsburgh; therefore be it

RESOLVED that Supervisor Bernard C. Bassett, after full review and recommendation by the Town Attorney, is hereby authorized and directed to enter into an Agreement with the law firm of Tabner, Ryan And Keniry, LLP, a qualified and reputable firm located at 18 Corporate Woods Boulevard, Suite 8, Albany, New York 12211 to provide legal services to study, recommend and prepare the Town of Plattsburgh in the matter of the consolidation of nine Lighting Districts and a cross ways lighting account into a single Town Wide District to serve Town of Plattsburgh tax payers; and be it further

RESOLVED, that the consolidation process, if adopted, shall be complete with the new consolidated district adopted and in force by January 1, 2013; and be it further

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

Motion: Martin D. Mannix

Seconded by: Paul D. Lamoy

Discussion: Yes

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

Motion Carried:	<u>Yes</u>	<u>No</u>	<u>Tabled</u>
	x		

Resolution No. 011-357

**Champlain Park Manhole and Sewer
Rehabilitation Change Order #4 Final for Ed
Garrow and Sons Inc.**

WHEREAS, the Town of Plattsburgh has previously awarded the Champlain Park Manhole and Sewer Rehabilitation Contract to Ed Garrow and Sons, Inc.; and,

WHEREAS, the plans and specifications called for adjustments to the original contract, and certain documentation must be complied with as indicated in Change Order No. 4 Final; and

WHEREAS, Laberge Engineering and Consulting Group and Scott Stoddard, Director of Water Wastewater Department have reviewed the proposed changes and recommends their approval; therefore be it

RESOLVED, that the recommendation of said Engineer be hereby accepted, approved and adopted; and, be it further

RESOLVED, that the Supervisor is hereby authorized to make payment for Periodic Estimate No. 4 Final dated September 28, 2011 in the amount of \$18,869.83 as payment to Ed Garrow and Sons of 982 Military Turnpike Plattsburgh, New York, 12901; pending receipt of the release of lien and, it is further

RESOLVED, that a copy of this Resolution, and the executed Change Order No. 4 Final, be given to the Budget Officer and the Laberge Engineering and Consulting Group and the Director of the Water Wastewater Department.

Motion: Martin D. Mannix

Seconded by: Thomas E. Wood

Discussion: No

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

Motion Carried:	<u>Yes</u>	<u>No</u>	<u>Tabled</u>
	x		

Resolution No. 011-358

**Request to Advertise for New Rubber Tire
Backhoe Loader For the Water & Wastewater
Department**

WHEREAS, Scott Stoddard, Water & Wastewater Director has requested to solicit bids for a new Backhoe Loader; therefore, be it

RESOLVED, that the Town Clerk is hereby authorized and directed to have an advertisement published in the Press Republican for sealed bids with a non-collusive bid form entitled "New Backhoe Loader," returnable on or before December 5, 2011, at 3:00 PM, prevailing time, at the Town Hall, Office Complex, 151 Banker Road, Plattsburgh, NY 12901 at which time the Town Clerk will publicly open the bids; and, be it further

RESOLVED, Specification forms for this Contract may be obtained at the Town Clerk's Office during regular business hours; and it is further

RESOLVED, that the Town of Plattsburgh Town Board reserves the right to reject any or all bids offered; and, be it further

RESOLVED, that a copy of this Resolution to be given to the Budget Officer and the Director Water & Wastewater Department.

Motion to Table: Paul D. Lamoy

Seconded by: Thomas E. Wood

Discussion: yes

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

Resolution No. 011-359 **JCEO Services And Financial Assistance Agreement – 2011-2012**

WHEREAS, the Town Board of the Town of Plattsburgh is in receipt of the 2011-2012 annual agreement between the Town of Plattsburgh and the Joint Council for Economic Opportunity of Plattsburgh and Clinton County, Inc., which states the services and financial assistance rendered by both parties for the operation of the Community Outreach Program in the Town of Plattsburgh for the period commencing December 1, 2011 and ending November 30, 2012;

WHEREAS, an request in of \$24,115.00 increase amount in the agreement for this year from \$23,405.00 for 2011; and

WHEREAS, the Town Board has give consideration to the request but with the economic environment and given budget constraints has decided to keep the contribution toward the Outreach program at its previous amount; therefore be it

RESOLVED that the Supervisor is hereby authorized to make payment in the net amount of twenty three thousand four hundred and five dollars (\$23,405) to JCEO; and, it is further

RESOLVED that payment be made payable from the Town of Plattsburgh General Fund and that the Town Board does hereby authorize the Supervisor to sign and execute said Agreement upon approval to form by the Town Attorney; and it is further

RESOLVED, that an executed copy of this Agreement is returned to J.C.E.O for their files and that the Budget Officer also is given a copy.

Motion: Gerard A. Renadette

Seconded by: Paul D. Lamoy

Discussion: Yes

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

Motion Carried: **Yes** **No** **Tabled**
x

Resolution No. 011-360

**Resignation of Margaret (Meg) LeFevre as Typist
For the Town of Plattsburgh**

WHEREAS, interviews were held for the position of Typist for the Town of Plattsburgh and Resolution 011-345 was passed with Ms. LeFevre accepting the position; and

WHEREAS, Ms. LeFevre has rescinded her acceptance and now has submitted a letter of resignation from the position of Typist effective November 3, 2011; therefore, be it

RESOLVED, that the Town of Plattsburgh Town Board, accept Ms. LeFevre’s letter of resignation; and be it further

RESOLVED, that the Town Board wish her well with her further endeavors, and that a copy of this Resolution be given to the Budget Officer and one be placed in her personnel file.

Motion: Gerard A. Renadette

Seconded by: Martin D. Mannix

Discussion: Yes

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

Motion Carried:	<u>Yes</u>	<u>No</u>	<u>Tabled</u>
	x		

Resolution No. 011-361

**Appointment of Michele Buchminster to the
Position of Typist for the Town of Plattsburgh**

WHEREAS, the Town continues to experience growth and development that has added responsibilities to many Departments and created additional general office work, data entry, records management and other duties for Town Departments challenging their ability to maintain current levels of service and accountability; and

WHEREAS, it has been determined that current needs can be best managed with an additional staff member that would be shared between Departments with existing funds that have been budgeted for additional help during the year; and

WHEREAS, Civil Service was notified of the duties needing to be addressed and classified the new position as that of Typist that was then canvassed for a Town Wide list of eligible candidates who were contacted and interviewed by members of the Town Board and Administration; therefore, be it

RESOLVED, that the interview committee recommends to the Town Board that Michele Buchminster, be appointed to the position of Typist at an hourly rate of \$13.00 per hour in accordance with the terms and conditions of the Clerical Agreement currently in force for a probationary period of 12 months effective immediately upon her availability to start in her new position with the Town of Plattsburgh and final Civil Service approval; and, be it further

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

Motion: Martin D. Mannix

Seconded by: Paul D. Lamoy

Discussion:

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

RESOLVED, that this Town Board meeting be adjourned at 7:53 PM.

Motion by: Martin D. Mannix

Seconded by: Paul D. Lamoy

Discussion:

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

Motion to go into Executive Session to **Motion to come out** of Executive Session
Discuss the work history of a certain employees.

Motion by:
Seconded by:
Time:

Motion by:
Seconded by:
Time:

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

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

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

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

ADJOURNMENT

Respectfully Submitted,

Rickey J. Collins, Town Clerk