

TOWN OF PLATTSBURGH TOWN BOARD
WORK SESSION AGENDA
February 27, 2012

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	
Martin D. Mannix, Councilor	x	
Paul D. Lamoy, Councilor	x	
Gerard A. Renadette, Councilor	x	
Rickey J. Collins, Town Clerk		x
James J. Coffey, Town Attorney	x	
Danielle Scholl, Deputy Town Clerk	x	

Supervisor's Report

1. Dog Control Officer Alternative Service Provider
2. Historian's Request to Travel
3. Lawn Mower for Parks and Recreation

Draft Resolutions

- 012-73 Meeting Minutes
- 012-74 Contract Award To Provide Microenterprise Program Administration and Implementation Services
- 012-75 Building and Grounds and Safety Monthly Report
- 012-76 Parks and Recreation's Monthly Report
- 012-77 Town Clerk's Monthly Report
- 012-78 Water Wastewater Monthly Report
- 012-79 Election Districts and Boundaries
- 012-80 Alternate for Zoning Board
- 012-81 Reappointment of Matt Rogers to the Zoning Board of Appeals
- 012-82 Reappointment of Sherm Rebideau to the Zoning Board of Appeals
- 012-83 Reappointment of Dr. Moran to the Board of Ethics
- 012-84 Ambulance Budget Amendments
- 012-85 FEMA Budget Amendments
- 012-86 Budget Amendments Salary
- 012-87 Appointment of Robert Miller to the Assessment Review Board
- 012-88 Canestota Road Easement

Committee Reports -

Executive Session – as needed
Resolution No. 012-73

Approval of Meeting Minutes

RESOLVED, that the minutes of February 6 & 13, 2012 be approved and the reading of the minutes be dispensed with.

Motion: Gerard A. Renadette

Seconded by: Paul D. Lamoy

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. 012-74

Award Administrative Services for 2011
Microenterprise Grant to the Laberge Group

WHEREAS, The Town of Plattsburgh has received a 2011 CDBG Microenterprise Grant from New York State Homes and Community Renewal that requires consultant services to administer and deliver the project; and

WHEREAS, the Town did request proposals for consultant services from a number of firms and has reviewed the proposals that were submitted; therefore, be it

RESOLVED, that the Laberge Group submitted a proposal that is within the project program budget and meets proposal requirements with the NYS CDBG programs and regulations relative to administration, financial management, environmental review and economic development; and, be it further

RESOLVED, that the Town of Plattsburgh Town Board does hereby award the contract for services to the Laberge Group to administer program delivery and provide technical assistance for the CDBG Grant as indicated in the RFP; and, be it further

RESOLVED, that the Town Board hereby determines that the Supervisor be authorized to execute an agreement with the Laberge Group for services as outlined in the RFP; and, be it further

RESOLVED, that a copy of this Resolution be given to the Budget Officer, Grants Manager and the Laberge Group.

Motion: Martin D. Mannix

Seconded by: Gerard A. Renadette

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. 012-75

**Building Maintenance and Safety Committee's
Monthly Report**

RESOLVED, to receive and place on file a report from Art Brault, Building Maintenance Supervisor, for the month of January 2012.

Motion: Gerard A. Renadette

Seconded by: Paul D. Lamoy

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. 12-76

Parks and Recreation Department's Monthly Report

RESOLVED, to receive and place on file a report from Melanie Defayette, Recreation and Youth Services Director, for the month of January 2012.

Motion: Thomas E. Wood

Seconded by: Paul D. Lamoy

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. 012-77

Town Clerk's Monthly Report

RESOLVED, to receive and place on file a report from Rickey J. Collins, Town Clerk, for the month of January 2012.

Motion: Paul Lamoy

Seconded by: Martin Mannix

Discussion: No

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				

RESOLVED, to receive and place on file a report from Scott Stoddard, Water Wastewater Department Director, for January 2012.

Motion: Gerard A. Renadette

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. 012-79

Election Districts and Boundaries

WHEAREAS, at the request of the Town of Plattsburgh Town Board, to reduce the expense of elections, the Clinton County Board of Elections Commissioners have reviewed Town Voting Districts and procedures; and

WHEREAS, the Help America Vote Act required new voting machines that have the ability to handle a greater voter turn out; and

WHEREAS, The Clinton County Board of Elections has worked to reduced the voting districts in the Town from 9 to 7 that will reduce the cost of Town elections by approximately \$6,500.00 each year; and

WHEREAS, the Town Board has been provided a map, plan and description of the voting districts within the Town of Plattsburgh to identify recommended changes; now, therefore it is

RESOLVED, that the Town Board does hereby agree and concur with the designation on said map and does officially accept the voting districts as designated thereon and descriptions as attached hereto; and, it is further

RESOLVED, that all Resolutions previously enacted, which are inconsistent with the provisions of this Resolution, are hereby repealed; and, it is further

RESOLVED, that the Town Clerk be directed to post for public inspection copies of the election district maps on the signboard at the Town Hall; and, be it further

RESOLVED, the said maps and voting sites shall be retained on file with the Office of the Town Clerk for any other utilization and voting matters relative to voting districts within the Town of Plattsburgh; and, be it further

RESOLVED, that a copy of this Resolution be given to the Budget Officer, the Town Clerk and the Clinton County Elections Commissioners.

Motion: Martin D. Mannix

Seconded by: Paul D. Lamoy

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. 012-80

Appointment of Claire Bainbridge as an Alternate to the Zoning Board of Appeals

WHEREAS, a vacancy exist for an alternate member on the Zoning Board of Appeals; and,

WHEREAS, Claire (Charlie) Bainbridge is willing to serve as an Alternate member of the Zoning Board of Appeals; therefore, be it

RESOLVED, that as per Local Law #1 of 1999 the Town Board, does hereby appoint Claire Bainbridge, a resident of the Town of Plattsburgh, as an alternate to the Zoning Board of Appeals for a term to expire December 31, 2014; and, be it further

RESOLVED, that Ms. Bainbridge takes an oath of office within thirty days of this Resolution; and, be it further

RESOLVED, that a copy of this Resolution be given to Board Chairperson, and Code Enforcement Officers.

Motion: Thomas E. Wood

Seconded by: Paul D. Lamoy

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. 012-81 **Re-Appointment of Matt Rogers as an Alternate**
To The Zoning Board Of Appeals

WHEREAS, Matt Rogers, an alternate member of the Zoning Board of Appeals, is willing to continue serving in that capacity, and his term has expired 12/31/2011; therefore, be it

RESOLVED, that as per Local Law #1 of 1999 the Town Board, of the Town of Plattsburgh does hereby re-appoint Matt Rogers, a resident of the Town of Plattsburgh, to the Zoning Board of Appeals as an alternate for a term to expire December 31, 2014; and, be it further

RESOLVED, that Mr. Rogers take an oath of office within thirty days of this Resolution; and, be it further

RESOLVED, that a copy of this Resolution be given to Board Chairperson, Henry Hale and Mr. Rogers and Steve Imhoff, Department Head

Motion: Gerard A. Renadette

Seconded by: Paul D. Lamoy

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. 012-82

Re-Appointment of Sherm Rebideau

To the Zoning Board of Appeals

WHEREAS, Sherm Rebideau, a member of the Zoning Board of Appeals, is willing to continue serving in that capacity, and his term expired 12/31/2011; therefore be it

RESOLVED, that as per Local Law #1 of 1999 the Town Board, does hereby re-appoint Sherm Rebideau, a resident of the Town of Plattsburgh, to the Zoning Board of Appeals for a term to expire December 31, 2016; and, be it further

RESOLVED, that Mr. Rebideau takes an oath of office within thirty days of this Resolution; and be it further

RESOLVED, that a copy of this Resolution be given to Board Chairperson, Henry Hale, Mr. Rebideau and Steve Imhoff, Department Head

Motion: Gerard A. Renadette

Seconded by: Martin D. Mannix

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. 12-83

Reappointment of Dr. Thomas Moran
To the Board of Ethics

WHEREAS, the Town Board passed Local Law #2 of 2009 reauthorizing the Town of Plattsburgh Board of Ethics; and

WHEREAS, Town of Plattsburgh Board of Ethics committee member Dr. Thomas Moran's term expired December 31, 2011; and

WHEREAS, Dr. Moran is willing to continue serving as a member of the Board of Ethics; therefore, be it

RESOLVED, that the Town Board does hereby reappoint Dr. Moran as a member of the Board of Ethics for a term to expire December 31, 2015; and, be it further

RESOLVED, that Dr. Moran takes an oath of office within 30 days of this Resolution; and, it is further

RESOLVED, that a copy of this Resolution be given to Gerard Renadette Chair Person of the Board of Ethics, and a copy be given to Dr. Moran.

Motion: Martin D. Mannix

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. 012-84

Ambulance Budget Amendments

WHEREAS, at the end of the 2010 fiscal year Ambulance Districts 1 and 2 were consolidated and the new Consolidated Ambulance District became effective January 1, 2011; and

WHEREAS, fund balances needed to be transferred from the old Districts to the new Consolidated District and in 2011 there were no budget lines for the old Districts; and

WHEREAS, the Consolidated Ambulance District 2011 Budget also needs to be amended to reflect the inter-fund revenue and the 2011 awarded contracts; therefore, be it

RESOLVED, that the Town Board does hereby authorize the following budget amendments:

Ambulance Districts 1 and 2

Increase AB1 9901.9000 Inter-fund Transfer	\$93,028.00	
Increase AB2 9950.9000 Inter-fund Transfer	\$62,818.00	
Increase AB1 599 Appropriated Fund Balance		\$93,028.00
Increase AB2 599 Appropriated Fund Balance		\$62,818.00

Consolidated Ambulance District

Increase AB8 2801.0000 Inter-fund Revenue	\$155,846.00
Increase AB8 1640.0000 Collectibles	\$ 25,896.00
Increase AB8 4050.4000 M/SF Amb. Contract	\$95,560.00
Increase AB8 4540.4000 EMT Amb Contract	\$149,000.00

Motion: Gerard A. Renadette

Seconded by: Paul D. Lamoy

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. 012-85

**FEMA Budget Amendments for Highway and
Parks and Recreation**

WHEREAS, FEMA has processed payments to the Town of Plattsburgh for work to be completed this summer as a result of the severe flooding of April/May 2011; and

WHEREAS, the Town of Plattsburgh has received these funds and needs to earmark the revenue for future expenditures; therefore, be it

RESOLVED that the Town Board of the Town of Plattsburgh does hereby authorize the following budget amendment:

Highway –

Increase revenue DA 4960 FEMA	\$84,651.96
Increase expense DA5110.4110 Firehouse Lane	\$35,315.68
Increase expense DA5110.4115 Cumberland Hd. Rd	\$49,336.28

Parks –

Increase revenue A 4960 FEMA	\$ 5,884.56
Increase expense A 7110.4101 M'ville Park Dam	\$ 5,884.56

; and, it is further

RESOLVED, that a copy of this Resolution be given to the Budget Officer, Highway and Parks and Recreation Department Heads.

Motion: Gerard A. Renadette

Seconded by: Paul D. Lamoy

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. 12-86

Budget Amendments - Salary

WHEREAS, in 2011 personnel were moved from Parks and Recreation to Building and Grounds and certain adjustments in compensation were required by contract; therefore be it

RESOLVED, that the Town Board of the Town of Plattsburgh authorize the following budget amendments:

Increase appropriation A 1620.1300 bldg. maint. mech	\$ 3,300.00	
Increase appropriation A 1620.1150 bldg maint super.	\$1,500.00	
Increase appropriation A 1620.1100 bldg maint wkr	\$1,700.00	
Decrease appropriation A 1620.2000 Equipment		\$6,500.00

; and it is further

RESOLVED, that a copy of this Resolution 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>	<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. 012-87

Appointment of Robert Miller to the Assessment Board of Review

WHEREAS, a vacancy exist for a member on the Assessment Board of Review; and,

WHEREAS, Mr. Robert Miller, a resident of the Town of Plattsburgh, is willing to serve as a member of the Assessment Board of Review; therefore, be it

RESOLVED, that the Town Board, does hereby appoint Mr. Miller to the Assessment Board of Review for a term to expire September 30, 2016; and, be it further

RESOLVED, that Mr. Miller take an oath of office within thirty days of this Resolution; and, be it further

RESOLVED, that a copy of this Resolution be given to Board Chairperson, and the Town Assessor.

Motion: Martin D. Mannix

Seconded by: Paul D. Lamoy

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. 012-88

Canestota Road Easement

WHEREAS, the Town of Plattsburgh Highway Department has received a request from Scott Menard asking for an Easement with the Town of Plattsburgh to facilitate closing on a new home construction project, off Canestota Road, Cumberland Head; and

WHEREAS, Mr. Menard has caused the attached document to be written to identify Right-of-Way property descriptions as indicated; therefore, be it

RESOLVED, that the Supervisor, after review and final recommendation by the Planning Department and the Town Attorney, as to form, be and he is hereby authorized to accept the Canestota Road Easement as attached or as amended by the Town’s Attorney; and, it is further

RESOLVED, that the Town Attorney, acting for the Town Clerk, is hereby authorized and directed to cause said easement to be recorded in the Clinton County Clerk's office and that a copy of this Resolution be given to the Highway Department as well as Codes and Planning Departments and Mr. Menard.

Motion: Paul D. Lamoy

Motion to Table: Paul D. Lamoy

Seconded by: Gerard A. Renadette

Seconded by: Gerard A. Renadette

Discussion: Yes

Roll Call:

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

ADJOURNMENT

Respectfully Submitted,

Danielle Scholl, Deputy Town Clerk

Town Board meeting be adjourned at 8:04 PM.