

TOWN OF PLATTSBURGH
TOWN BOARD SEMI- MONTHLY MEETING
September 17, 2012

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	
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	

Resolution No.012-259

Approving the Minutes of the Previous Meeting

RESOLVED, that the minutes of September 04, 2012 be approved and the reading of the minutes be dispensed with.

Motion by: 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				

PUBLIC RECOGNITION

Distinction Awards of Summer Softball/Baseball
Presentation of Street Light Purchase Proposal

Present: Victor Mason, Brady Mason, Malerie Mason, Nathan Mason, Silas Mason, Shirley Aubin, Julie LaPier, Chasity Walters, Bobby Walters, Kaleb Stanton, Christian Ryan, Chris Delutis, Emilee Delutis, Karin Delutis, Eric Delutis, Al Ruest, Rachelle Ruest, Brooke Ruest, Janna Ruest, John St. Germain, Deb Blake, Jalen Belrose, Brandon

Belrose, Craig McHews, Dave Hinsman, John Sims, Holly Sims, Jim Gorman, Glenda Gorman, Dan Heath

Comments: None

Resolution No. 012-260

Abstract 9B

RESOLVED, that the abstract of audited claims **No.9BA-12(1966-2081)** for \$352,653.85 **Abstract 9B-12 (388-402)** prepays for the amount \$215,949.80 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>	<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. 012-261

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 August 2012

Motion: Thomas E. Wood

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. 012-262

Highway Superintendent's Monthly Report

RESOLVED, to receive and place on file a report from Jim Woods, Superintendent of Highways, for the months of July and August 2012.

Motion: Thomas E. Wood

Seconded by: Paul D. Lamoy

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				

Resolution No.012-263

Historian's Monthly Report

RESOLVED, to receive and place on file the Historian's Monthly Report for the month of August 2012.

Motion: Thomas E. Wood

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. 12-264

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 August 2012.

Motion: Thomas E. Wood

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.012-265

SUPERVISOR'S MONTHLY FINANCIAL REPORT

RESOLVED, to receive and place on file the Supervisor's Financial Report for the month of August 2012.

Motion: Gerard A. Renadette

Seconded by: Paul D. Lamoy

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				

Resolution No. 012-266

Town Clerk's Monthly Report

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

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. 012-267

Water Wastewater Department's Monthly Report

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

Motion: Paul D. Lamoy

Seconded by: Gerard A. Renadette

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				

Resolution No. 012-268

Authorization to Make Application to the Justice Court Assistance Program (JCAP)

WHEREAS, discussions with Town of Plattsburgh Justices and Court Clerks identified certain equipment needs for the Town Courts; therefore, be it

RESOLVED that the Supervisor is authorized to apply for funding from the Justice Court Assistance Program (JCAP) requesting funds to purchase file cabinets with locks, a shredder, phones and shelving; and, it is further

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

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.12-269

**Authorization To Enter Into An Agreement
With Bailey Property Enterprise, Inc.**

WHEREAS, the Town Board has a responsibility to intervene when property in the Town of Plattsburgh becomes abandoned or there are unsafe or unsanitary conditions on a property; and

WHEREAS, Town Code Enforcement Officers periodically request that the Town Board take action under Local Law #1 of the year 1983 entitled “Unsafe Buildings Law” regarding unsafe buildings that may require an intervention to abate the unsafe conditions as required in the aforementioned Local Law; and

WHEREAS after advertising in the local newspaper for Bids for a “Property Maintenance Contractor”, Mr. Imhoff, Code Enforcement Officer, has requested that the Town retain the services of Bailey Property Enterprise, Inc. to provide said services; therefore, be it

RESOLVED, to expedite the process to identify qualified providers and enable Codes Enforcement Officers to take swift action on neglected property requiring maintenance, with the cost thereof to be levied upon the taxes of the neglected property in accordance with Local Law No. 1 of the year 1983, and after the review and approval by the Town Attorney, the Supervisor is authorized to enter into the attached Agreement with Bailey Property Enterprise, Inc. of 494 Port Douglas Road, PO Box 304, Keeseville, NY 12924; and, it is further

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

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. 012-270

**Authorization To Create And Fill The Position
Of Finance Manager**

WHEREAS, accounting and fiscal management for the Town of Plattsburgh are complex procedures that requires expertise when processing mandated reports, audits, investments, receipt and processing of various funds and collectibles, overseeing and monitoring departmental budgets, managing the issuance of debt, processing documents, reporting to various agencies, managing computerized accounting and billing systems, compliance mandates, as well as many other related responsibilities for the municipality; and

WHEREAS, current levels of growth and accountability have created demands that would be better achieved by retaining expertise in the area of general accounting, governmental accounting, auditing procedures, budgeting and appropriation practices, banking, investment and borrowing, computerized accounting and billing systems and data processing that municipalities are required to perform when managing the responsibilities of a multi million dollar budget; and

WHEREAS, a job description has been submitted to the Clinton County Department Of Personnel and after review of the submitted New Position Duties Statement the Personnel Department has classified the duties as that of Finance Manager Competitive Class with minimum qualifications inclusive of graduation from an accredited or New York State registered college or university with a Bachelor’s Degree in Accounting, Business Administration, Finance or Economics; now, therefore be it

RESOLVED, that the Town Board approve the job specifications as indicated and the creation of the position of Finance Manager; and, be it further

RESOLVED, that the Supervisor is authorized to sign all necessary documentation for the creation of said position and to pursue the canvassing of qualified applicants to fill the new position with a starting salary range from \$60,000 to \$70,000; and, be it further

RESOLVED, that a copy of this Resolution be given to the Budget Officer and the Clinton County Personnel Director.

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. 012-271

Speed Limit Request from Highway Superintendent

WHEREAS, speed limits are a concern in many areas in the Town of Plattsburgh and Clinton County; and

WHEREAS, the uniform State speed limit of 55 MPH is often inappropriate and to high on many local roads; and

WHEREAS, a letter dated September 17, 2012 from Jim Woods, Highway Superintendent, requesting that area speed limits within the Town of Plattsburgh highways without posted speed limits be evaluated for the protection of life, safety and to improve traffic flow and remain consistent with subdivision speed limits throughout the Town; therefore, be it

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby authorize the Supervisor to request and establish area speed limits throughout the Town as identified on said attached letter and refer this request to the Clinton County Highway Superintendent and the NYS Department of Transportation.

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				

RESOLVED, that this Town Board meeting be adjourned at 8:40 PM.

Motion by: Thomas E. Wood

Seconded by: Paul D. Lamoy

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Carried</u>
			x
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
Work history of certain employee

Motion by:
Seconded by:
Time:

Roll Call: YES NO

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

Carried:

Motion to come out of Executive Session

Motion by:
Seconded by:
Time:

Roll Call: YES NO

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

Carried:

ADJOURNMENT

Respectfully Submitted,

Rickey J. Collins, Town Clerk