

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
February 6, 2020**

The meeting was called to order at 6:01p.m. by the presiding officer at the Town Hall on the Banker Road. Pledge

MEMBERS:	<u>PRESENT</u>	<u>ABSENT</u>
Michael S. Cashman, Supervisor	x	
Thomas E. Wood, Councilor	x	
Meg E. LeFevre, Councilor	x	
Barbara E. Hebert, Councilor	x	
Charles A. Kostyk, Councilor	x	
Kevin M. Patnode, Town Clerk	x	
James J. Coffey, Town Attorney		x

Resolution No.020-027

Approve Minutes of the Previous Meeting

RESOLVED, that the minutes of January 9, 2020 be approved and the reading of the minutes be dispensed with.

Motion: Charles A.. Kostyk

Seconded by: Meg E. LeFevre

Discussion: none

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	

Thomas E. Wood	x
Meg E. LeFevre	x
Barbara E. Hebert	x
Charles A. Kostyk	x
Michael S. Cashman	x

Public Comment- none

[Handwritten Signature]
2/11/2020

**TOWN OF PLATTSBURGH
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February 6, 2020**

Resolution No. 020-028

Abstract 2A- 20

RESOLVED, that the abstract of audited claims **No.2A 2019/2020 (2670-2703)** for \$33,154.43, and **No. 2A-20 (34-132)** for \$1,498,496.46 **Abstract 1A-20A (10-20)** prepays for the amount \$1,418,286.46 be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

Motion: Barbara E. Hebert

Seconded by: Meg E. LeFevre

Discussion: none

Roll Call:

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

Thomas E. Wood	x
Meg E. LeFevre	x
Barbara E. Hebert	x
Charles A. Kostyk	x
Michael S. Cashman	x


2/4/2020

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
February 6, 2020**

Resolution NO. 020-029

Additions to Committee Appointment List for 2020

WHEREAS, resolution 019-214 was passed for Town Councilor Committee Appointments; and

WHEREAS, Councilors wish to add two more Committees to the list, Town Clerk and Tax Receiver, each being its own committee; and

WHEREAS, Councilors Hebert and Councilor Wood wish to serve on each committee; now; therefore, be it

RESOLVED, that Councilors Hebert and Wood be appointed to serve on and added to a new revised list and make a report of conditions and recommendation to the Town Board; and be it further

Motion: Charles A. Kostyk

Seconded by: Meg E. LeFevre

Discussion: Yes

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
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x

Thomas E. Wood	x
Meg E. LeFevre	x
Barbara E. Hebert	x
Charles A. Kostyk	x
Michael S. Cashman	x

LeFevre
2/11/2020

**TOWN OF PLATTSBURGH
TOWN MONTHLY MEETING
February 6, 2020**

Resolution No. 020- 030

**Alternate Planning Board Member
Reappointment of James Sherman**

WHEREAS, James Sherman is willing to continue serving as a alternate Planning Board member; and,

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby appoint Mr. Sherman, a resident of the Town of Plattsburgh, to the Planning Board as an alternate board member for a term to expire December 31, 2022; and, be it further

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

RESOLVED, that a copy of this Resolution be given to the Planning and Community Development Department Head, Planning Chairperson, and a certified copy also be given to Mr. Sherman.

Motion: Charles A. Kostyk

Seconded by: Barbara E. Hebert

Discussion: Yes

Roll Call:

Yes No Absent Carried Tabled
x

Thomas E. Wood	x
Meg E. LeFevre	x
Barbara E. Hebert	x
Charles A. Kostyk	x
Michael S. Cashman	x


2/11/2020

**TOWN OF PLATTSBURGH
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February 6, 2020**

Resolution NO.2020-031

**Reschedule Fountain Brothers American Legion
Post 1619 Public Fireworks Application Permit**

WHEREAS, Fountain Brothers Post 1619 has duly submitted to the Town of Plattsburgh Town Board (Town) an application for a permit for the public display of fireworks to be held on February 14, 2020 to take place at American Legion Post 1619 situated along the Rand Hill Road in the Town of Plattsburgh; and

WHEREAS, the Town Clerk has verified that all required documentation and fees have been received and the Town Attorney approving the application and liability insurance coverage as to form, and the Fountain Brothers Post 1619 as the controlling agency of the land on which the public display of fireworks is to be held having also approved the granting of said application by the Town; now, therefore it is

RESOLVED, that the Town Clerk be and he hereby is authorized and directed to issue the required permit for the public display of fireworks by the applicant on Friday , February 14, 2020 at American Legion 1619; and, be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager, Codes Officer, Town Clerk and Cool Insurance.

Motion: Barbara E. Hebert

Seconded by: Meg E. LeFevre

Discussion: Yes

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
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Thomas E. Wood	x				
Meg E. LeFevre	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Michael S. Cashman	x				


2/11/2020

**TOWN OF PLATTSBURGH
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February 6, 2020**

Resolution NO. 20-032

**Request to Attend Annual Code Enforcement
Educational Conference**

WHEREAS, it is in the best interest of the Town Code Enforcement Officers to remain current and informed concerning changes in regulation and participation in the Annual Conference will enable the codes Officers to earn 24 credits to maintain their license; therefore it is

RESOLVED, that Stephen Imhoff, Allen Reece, and Drew Arthur, Codes Enforcement Officers, be allowed to attend the Northern Adirondack Code Enforcement Officials Association's 25th Annual Educational Conference held from March 2-March 5, 2020, in Lake Placid, New York at the Crown Plaza Resort and Golf Club; and it is further

RESOLVED, that \$2,097.00, for conference fees, lodging, and meals be charged to the Code/Zoning Budget account A8010.4410; and, be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager and Codes Enforcement Officers.

Motion: Meg E. LeFevre

Seconded by: Barbara E. Hebert

Discussion: Yes

Roll Call:

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Meg E. LeFevre	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Michael S. Cashman	x				


2/11/2020

**TOWN OF PLATTSBURGH
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February 6, 2020**

Resolution No. 020-033

Purchase of Water Reading Meters

WHEREAS, Resolution 09-296 authorized the standardization of water reading meters to be Neptune Water Meters, and

WHEREAS, Neptune Technology Group has submitted documentation stating Ti Sales Inc. is the authorized Level I certified distributor for Neptune and is the exclusive supplier of Neptune products in the Upstate New York market area; and

WHEREAS, Ti Sales Inc. as the authorized Level I certified distributor for Neptune and the exclusive supplier of Neptune products in the Upstate New York market area has submitted price quotations for the year 2020; therefore, be it

RESOLVED, the Town Board approve the purchase as requested and that the Water & Wastewater Director is hereby authorized to make incremental purchases not to exceed the total amount of \$120,000.00 in fiscal year 2020; and, be it further

RESOLVED, that payment be made payable from the 2020 Water & Wastewater Budget Account # SW6.8340.4170 and that a copy of this Resolution be given to the Water & Wastewater Department and Budget Officer.

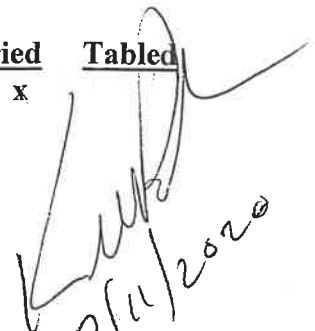
Motion: Charles A. Kostyk

Seconded by: Meg E. LeFevre

Discussion: Yes

Roll Call:

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Meg E. LeFevre	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Michael S. Cashman	x				


2/11/2020

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
February 6, 2020**

Resolution NO.2020-034

**Independent Contractor for Assessor's Office
Data Collector - Appraisal Services -2022**

WHEREAS, The Town of Plattsburgh has identified a need for additional real property data collection services and after requesting proposals from qualified contractors, the Assessment Department wishes to enter into an Agreement with Appraisal Services to provide services as noted in the attached Agreement for a fee not to exceed \$28,000.00; now, therefore be it

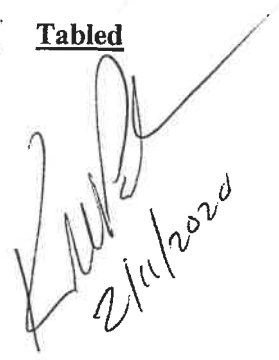
RESOLVED, that the Town of Plattsburgh, a municipal corporation organized and existing under and by virtue of the laws of the State of New York with offices and principal place of business at 151 Banker Road, Plattsburgh, New York, party of the first part, and Appraisal Services (the Contactor), now with offices at 9 Maple Ridge Drive, West Chazy, New York 12992, party of the second part, wish to enter into an Agreement for services as indicated; and, it is further

RESOLVED, that Appraisal Services is an independent contractor and shall not be considered an employee or agent for the Town and as Contractor is hereby prohibited from assigning, transferring, conveying, subletting, or otherwise disposing of this Agreement or the right, title or interest herein; and, be it further

RESOLVED, that after review by the Town Attorney, the Supervisor is duly authorized and empowered to execute an Agreement on behalf of the Town of Plattsburgh and that a copy of this Resolution be given to the Finance Manager and Town Assessor.

Motion: Thomas E. Wood
Seconded by: Barbara E. Hebert
Discussion: Yes

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Meg E. LeFevre	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Michael S. Cashman	x				


2/11/2020

**TOWN OF PLATTSBURGH
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February 6, 2020**

Resolution No. 20-035

**Agreement With Eagle's Nest Veterinary Services
for Dangerous Dogs in the Town of Plattsburgh**

WHEREAS, on occasion it is necessary for the Dog Control Officers to Kennel dangerous dogs and provide other Kennel services as appropriate and approved by the Supervisor;

WHEREAS, Eagle's Nest Veterinary Hospital has submitted a Renewal Agreement to the Town for Service from March 24, 2020 to March 23, 2021 with a retainer of \$500.00 as stated in the agreement; therefore be it

RESOLVED that, after the Town Attorney's review, the Supervisor be authorized to sign an Agreement between Eagles Nest Veterinary Services. and the Town Of Plattsburgh to meet the regulations from Agriculture and Markets concerning dangerous dogs and any rules and regulation promulgated pursuant thereto in relation to the seizure, holding, care, redemption and disposition of seized dogs, in The Town of Plattsburgh; and be it further

RESOLVED, that a copy of this Resolution be given to the, Dog Control Officer, Town Clerk and Eagle's Nest Veterinary 34 Skyway Plaza, Suite 2. Plattsburgh, New York 12901

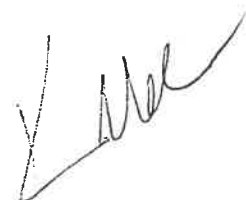
Motion: Charles A. Kostyk

Seconded by: Meg E. LeFevre

Discussion: Yes

Roll Call:

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Meg E. LeFevre	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Michael S. Cashman	x				



**TOWN OF PLATTSBURGH
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February 6, 2020**

RESOLVED, that this Town Board meeting be adjourned at 6:17 PM.

Motion by: Thomas E. Wood

Seconded by: Meg E. LeFevre

Discussion: none

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Carried</u>
			x
Thomas E. Wood	x		
Meg E. LeFevre	x		
Barbara E. Hebert	x		
Charles A. Kostyk	x		
Michael S. Cashman	x		


2/11/2020



TOWN OF PLATTSBURGH ASSESSMENT

151 BANKER ROAD
PLATTSBURGH, NEW YORK 12901-7307
(518) 562-6820
FAX # (518) 563-8396
TDD # (800) 662-1220

Michael S. Cashman
Supervisor

Meg E. LeFevre
Deputy Supervisor/Councilor

James J. Coffey
Town Attorney

Thomas E. Wood
Councilor

Charles A. Kostyk
Councilor

Barbara E. Hebert
Councilor

Kevin M. Patnode
Town Clerk

Matthew G. Favro
Deputy Town Attorney

February 24, 2020

Supervisor Cashman and Town Board
Town of Plattsburgh
151 Banker Road
Plattsburgh, NY 12901

Re: Education credits

Dear Michael and Town Board:

NYS Real Property Tax Law requires the assessor to take continuing education every year in order to maintain one's NYS Assessor Certification. This is a request to approve travel in order to take a course entitled "Google Earth Pro for Assessors" which will provide 6 hours of continuing education towards the 10/1/2019 through 9/30/2020 education cycle.

The course is being held at Paul Smith's College, NY on Friday March 13, 2020. The course provides 6 hours of continuing education, the fee is \$185/person, lunch is included and travel will be in my own vehicle.

Thank you for your consideration to this request.

Respectfully,

Brian M. Dowling
Assessor

Enclosures: 2

Franklin County Assessors' Association
in cooperation with
Paul Smith's College
is excited to offer the following continuing education course.

Google Earth Pro for Assessors

This workshop will introduce Assessors to basic Google Earth Pro concepts and show participants how to use free simple Google Earth Pro tools for common assessment tasks. The workshop will use Google Earth Pro to visualize geographic data and create useful maps. We will explain and explore a variety of topics through demonstrations and hands-on exercises, including:

- What is a GIS and what types of data and information are available
- Locate and download free data from reputable sources
 - Access readily available data within Google Earth Pro, including historical aerial imagery and street view imagery
 - Find and access other imagery from locations such as the NY GIS clearinghouse
 - Learn how to use the NRCS (Natural Resources Conservation Service) web soil survey to determine soil information
- How to properly create, store, access, and organize data.
 - Load your photos into Google Earth Pro
 - Pull photos off of Google Earth Pro
 - View other imagery, features and data layers (e.g. tax maps, forest cover types, soil types, property boundary maps)
- Create features and maps
 - Plot open building permits to simplify data collection.
 - Create basic maps to share with property owners.
- Measure features using Google Earth Pro
 - Discuss precision and accuracy of measurements
 - Use topographic data to determine slope in areas where it may affect land value (e.g. waterfront, agricultural land)
 - Measure buildings and other objects
 - Measure and evaluate waterfront depth and frontage quality
 - Calculate area of different land types.
- Collect field data using your smartphone and bring back to office to create maps

This course has been approved for 6 CE credits by ORPTS.

March 13, 2020 9am

Paul Smith's College, Paul Smith's New York

Course fee: \$185.00 includes lunch, your own computer lab space, Professor and roving computer lab assistance

For workshop questions, please contact Melanie Johnson at mjohnson1001@paulsmiths.edu or (518) 327-6418.

To register, please contact Paul O'Leary at poleary@townoftupperlake.com or 518-359-3580





**Town of Plattsburgh
Department of Parks & Recreation**

151 Banker Road
Plattsburgh, NY 12901-7307
(518) 562-6860
Fax # (518) 562-6859

Michael S. Cashman
Supervisor
Meg E. Lefevre
Deputy Supervisor Councilor

Melanie Defayette
Recreation & Youth Service Director
Email: meld@townofplattsburgh.org

Erin Pangborn
Program Coordinator
Email: erinp@townofplattsburgh.org

February 26, 2020

Dear Town Council Members and Town Supervisor,

As the Director of the Parks & Recreation Department, I am requesting permission to purchase a 2020 Chrysler Pacifica Touring model. We have entered the request for bids on the NYS OGS website and received quotes from 4 businesses in New York. The lowest appropriate bid was from Nye Automotive Group in Oneida at \$31,679.00. Planning ahead, the 2020 budget for our department includes funding to purchase this vehicle and the price is within our budget.

As we have expanded programming over the last decade, it has become apparent that another vehicle that can tow trailers safely and move equipment is needed to continue this level of service to the public. I am asking for consideration of this request from you, the Town Board and the Supervisor and approval to proceed with the purchase of this vehicle.

Thank you for your consideration,

Melanie Defayette

3570 (1) Chrysler Pacifica Touring FWD - TOWN OF PLATTSBURGH

[Back to published solicitations](#)

Buyer



New York State Office of General Services
Lead buyer

Contact person:
Sarah Rose
00
sarah.rose@ogs.ny.gov

Information

Description: This solicitation is a Mini-Bid under the NYS Vehicle Marketplace and must be responded to using this eProcurement Platform.

[Generate hyperlink](#)

Type: Price request

Published on: Feb 3 2020 11:45 AM

Offer phase: Feb 3 2020 5:00 PM — Feb 10 2020 5:00 PM

Specification details

Specification Details

Offers/Applications

Negometrix 3

Melanie Defayette
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[Templates](#)

Company administrator:

PATRICIA BAKER
5185626894
PATB@TOWNOFPLATTSBURGH.C

Need help using Negometrix3?

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Combined

Vehicles Built to Specifications Pricing Sheet

Pre-Existing Vehicles Pricing Sheet

Rank	Name	Model Year	Make	Model & Trim Level	MVS Price for Vehicle	Total Number of Vehicles	Total Price for Mini-Bid
1	Beyer of Morristown LLC	2020	Chrysler	Voyager	\$31,507.13	1	\$31,507.13
2	Mye Automotive Group	2020	Chrysler	Pacifica Touring	\$31,679.00	1	\$31,679.00
3	Central Dodge Inc	2020	Chrysler	Pacifica Touring	\$31,874.81	1	\$31,874.81
4	Main Motorcar	2020	CHRYSLER	PACIFICA TOURING	\$31,999.98	1	\$31,999.98