

TOWN OF PLATTSBURGH

TOWN BOARD SEMI MONTHLY MEETING

June 18, 2020

The meeting was called to order at 6:00 p.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.020-087

Approve Minutes of the Previous Meeting

RESOLVED, that the minutes of May 7, 14, 21, 28, 2020 be approved and the reading of the minutes be dispensed with.

Motion: Thomas E. Wood

Seconded by: Charles A. Kostyk

Discussion: none

Roll Call:

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
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 and date:
 [Signature] 6/19/2020

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI MONTHLY MEETING
June 18, 2020**

Resolution No. 020-088

Abstract 6B- 20

RESOLVED, that the abstract of audited claims **No.6B-19 (796-970)** for \$389,840.13, **Abstract 1A6B-20 (143-153)** prepays for the amount \$289,900.72 be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

Motion: Thomas E. Wood


Seconded by: Barbara E. Hebert

Discussion: none

Roll Call:

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

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


6/19/2020

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI MONTHLY MEETINGS
June 18, 2020**

Resolution No. 020-089

Monthly Department Reports

RESOLVED, to receive and place on file Monthly Department Head Reports.

Building and Grounds -May

Codes and Zoning- May

Dog Control Officer - May

Historian-

Highway Superintendent –May

Justice Court-

Parks and Recreation -May

Planning & Community
Development – May

Safety Committee –

Supervisors Financial Report-May

Tax Receiver-

Town Clerk-May

Water Wastewater –May

Motion: Meg E. LeFevre

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

x
x
x
x
x

K. Wood
6/19/2020

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI MONTHLY MEETING
June 18, 2020**

Resolution NO. 020-090
Authorizing Reimbursement for the Charges
Associated with the Abandonment of Whispering Maples Memorial Gardens Inc. to
the Town of Plattsburgh

WHEREAS, the Town has incurred expenses related to the State of New York's abandonment of the Whispering Maples Memorial Gardens Inc. mausoleum in the Town of Plattsburgh; and

WHEREAS, many of the expenses necessary for the orderly transfer of this facility to Town control have not and will not be reimbursed by the State of New York; and

WHEREAS, Clinton County Supreme Court has authorized distribution of assets to the Town of Plattsburgh from the former Whispering Maples Memorial Gardens Inc.; and

WHEREAS, a portion of this distribution is not restricted to the perpetual care of the mausoleum and may be utilized to reimbursement the Town for the expenses related to the abandonment thereto; and,

WHEREAS, the Town Board has received a list of expenses from the Town Supervisor incurred and not reimbursed by the State of New York for this abandonment which outlines the amount and proposed for such expenditures; now; therefore, be it

RESOLVED, the Town Board does hereby authorize the reimbursement to the Town's General Fund the amount of \$ 44,000.00 as outlined in the report of unreimbursed expenses related to the abandonment of Whispering Maples Memorial Gardens Inc. from Court authorized proceeds released to the Town by the former Receiver of the corporation and; and be it further

RESOLVED, this Resolution be effective immediately and a copy of this Resolutions be given to the Town Clerk and Town Finance Manager.

Motion: Charles A. Kostyk

Seconded by: Barbara E. Hebert

Discussion: none

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				


6/19/2020

TOWN OF PLATTSBURGH
TOWN BOARD SEMI MONTHLY MEETING
June 18, 2020

Resolution No.020-091

Reserve Funds

WHEREAS, the Town is the recipient of certain moneys from the State of New York as a result of the abandonment of Whispering Maples Memorial Gardens , Inc.; and

WHEREAS, the Town has the obligation to maintain and operate the Town of Plattsburgh Community Mausoleum, hereinafter "The Mausoleum "; and

WHEREAS, the Town Board has determined that the best way to insure that the Mausoleum is properly maintained and respectfully cared for is to establish a capital reserve fund with the moneys received from the State of New York and use said funds and the income from said funds for the maintenance of the Mausoleum and the equipment necessary to operate the Mausoleum; therefore be it

RESOLVED, that pursuant to Section 6-c of the General Municipal Law, as amended, there is hereby established a capital reserve fund to be known as the "Town of Plattsburgh Community Mausoleum Reserve Fund" (herein after "Reserve Fund"). The purpose of this Reserve Fund is to use the aforementioned moneys to maintain and respectfully care for the mausoleum and to purchase and maintain equipment necessary to the operation and maintenance of the Mausoleum: And be if further

RESOLVED, the estimated maximum cost for said propose is \$196, 000.00 and it is further

RESOLVED, the chief fiscal officer is hereby directed to deposit and secure the moneys of this Reserve Fund in the manner provided by Section 10 of the General Municipal Law. The chief fiscal officer may invest the moneys in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policy of the Town of Plattsburgh. Any interest earned or capital gain realized on the moneys so deposited or invested shall accrue to and become part of the Reserve Fund. The chief fiscal officer shall account for the Reserve Fund in a manner which maintains the separate identity of the Reserve Fund and shows the date and amount of each sum paid into the fund, interest earned by the fund, capital gains or losses resulting from the sale of investments of the fund, the amount and date of each withdrawal from the fund and the total assets of the fund, showing cash balance and a schedule of investments, and shall , at the end of each fiscal year, tender to the Board a detailed report of the operation and condition of the Reserve Fund.

Except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of the Town Board and such additional actions or proceedings as may be required by Section 6-c of the General Municipal Law and any other law.

This resolution is subject to permissive referendum pursuant to subdivision 4 of Section 6-c of the General Municipal Law.

Motion: Meg E. LeFevre

Seconded by: Thomas E. Wood

Discussion: Yes

Roll Call:

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


6/19/20

**TOWN OF PLATTSBURGH
TOWN SEMI MONTHLY MEETING
June 18, 2020**

Motion to go into Executive Session **Motion to come out of Executive Session**
Current Litigation with the City of Plattsburgh,

Discuss work history of 10 employees or matters
leading to said dismissal, removal, promotion,
appointment, employment, discipline, demotion
or suspension

Motion by: Barbara E. Hebert
Seconded by: Charles A. Kostyk
Time: 6:09

Motion by: Barbara E. Hebert
Seconded by Meg E. LeFevre
Time: 8:16

Roll Call: YES NO

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

Roll Call: YES NO

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

RESOLVED, that this Town Board meeting be adjourned at 8:16 PM.

Motion by: Barbara E. Hebert
Seconded by: Charles A. Kostyk
Discussion: none

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


6/18/2020

TOWN OF PLATTSBURGH TOWN BOARD WORK SESSION AGENDA June 25, 2020

The meeting was called to order at 6:00 PM by the presiding officer at the Town of Plattsburgh Town Hall, 151 Banker Road.

	<u>Present</u>	<u>Absent</u>
MEMBERS:		
Michael S. Cashman, Supervisor	x	
Thomas E. Wood, Councilor		
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	

Public Comments

Supervisor's Report

Draft Resolutions

- 020-xxx Minutes
 - 020-xxx Purchase of Lift in the Highway Department
 - 020-xxx 3% Site Plan Return for NCC Systems
 - 020-xxx 3% Site Plan Return for UPS Facility
 - 020-xxx Junk yard Permit for 28 Flanagan Drive
 - 020-xxx MOU with Town of Plattsburgh and Clinton County Health Department
 - 020-xxx Accept Audit Report from CPA
 - 020-xxx Adopt and Implement a 2020 Town of Plattsburgh Employee Handbook
- ## Committee Reports -

Town Board meeting be adjourned at 6:34 PM.


6/24/2020



TOWN OF PLATTSBURGH PLANNING & COMMUNITY DEVELOPMENT

TREVOR COLE, AICP, SENIOR PLANNER

JESSICA KOGUT, PLANNER

MICHELE BUCKMINSTER, SECRETARY

151 BANKER ROAD PLATTSBURGH, NEW YORK 12901-7307

(518) 562-6850

The Town is an equal opportunity provider and employer

*Michael Cashman
Supervisor*

*Meg LeFevre
Deputy Supervisor
Councilperson*

July 10, 2020

TO: Honorable Michael Cashman and
Members of the Town Board

RE: Trustworthy LLC Site Plan 2019
Request for Refund of 3% Construction Deposit

Dear Mr. Cashman and Town Board Members:

The Planning & Community Development Department is requesting the 3% construction deposit, which we are holding for the Trustworthy LLC Site Plan 2019, to be released. The amount for the deposit placed on file is \$2,103.84. All requirements for this project are complete therefore it is no longer necessary to hold the deposit. We recommend this deposit in the amount of \$2,103.84 plus accrued interest be refunded to Trustworthy LLC.

If you have any questions regarding the above, please contact the Planning & Community Development Office at the Town of Plattsburgh.

Sincerely yours,

Trevor Cole, AICP
Senior Planner



twinstate.com / 800 833 8000
Warrren-Owned Business Enterprise

Corporate Headquarters
291 Rand Hill Road
Morrisonville, NY 12962
P 518 563 7100
F 518 563 7147
accounting@twinstate.com

Bill To:
Town of Plattsburgh
Attention: Patrick Bowen
151 Banker Road
Plattsburgh, NY 12901
5185626800

Ship To:
Main
Attention: Patrick Bowen
151 Banker Road
Plattsburgh, NY 12901
5185626800

Make checks payable to Twinstate Technologies. Incorporated as Twinstate/Voice>Data Video,Inc. 1.5% per month charged on overdue invoices.

Invoice #	Invoice Date	Due Date	Reference	Commencement Date	Term Date
5084989	6/29/2020	9/1/2020		9/1/2020	8/31/2021

Titanium Coverage for GMA# 2006291356-Z

Quantity

General Maintenance Agreement	1.00
Covered Equipment List	1.00
Analog Services Unit (ASU) II	1.00
3300 MxXc III Controller	1.00
3300 MxXc III 160G SATA HDD--E43	1.00
3300 Tenanting Opation	1.00
3300 24 Port ONSP Card	1.00
3300 - NETWORK LINK LIC--MTLLIC	1.00
NetVanta 1335 PoE 24 Port Layer Switch with Integ	1.00
Embedded Digital Trunk Module	1.00
6900/6800 Wall Mount Kit Each	6.00
IP Telephone	48.00
68xx/69xx Bluetooth Handset--E12T	6.00
Cordless Headset w/Charger Cradle	1.00
Cordless Handset w/Charging Plate	13.00
HP 1920S 24G 2SFP PoE+ Switch	1.00
**4 Port V.34 Fax Server	1.00
Advance Voicemail Option--MTLLIC	1.00
Voicemail Box License	160.00
1500VA Line-Interactive UPS with 8 Outlets	1.00
MCD License	50.00
1500 VA Rack/Wall /Tower/EXT-Run UPS	1.00
Intuitive Voice	1.00
** Software Assurance **	1.00
Software Assurance (3300) - App #43016584	1.00
Specific Exclusions Digital Phones	1.00
Discount from Paladium Coverage to Titanium Coverage	-1.00
Mitel 3300 System Upgrade	1.00

Subtotal: \$5,883.51
Tax: \$0.00

Paid Amount: \$0.00
Total: \$5,883.51

Inventory review and offer was determined as of 06/29/2020. Changes made to customer's environment may change total cost/price between now and the renewal date.

General Maintenance Agreement (GMA) Coverage Plan Options

Palladium Plan: 24 x 7 Coverage

24 x 7 Coverage for remote and onsite repair services twenty-four hours a day, seven days a week, to ensure systems are up and running. Onsite repair services provided within Company's immediate service region.

Titanium Plan: 8 x 5 Coverage

Provides remote and onsite repair services during normal business hours, Monday through Friday, to provide a cost-saving alternative for non-critical systems.

Standard Exclusions

1. Copper and/or Fiber Station/Feeder Cabling.
2. Peripheral equipment such as computers, modems, switches, etc., not listed on the Covered Equipment list.
3. GMA covers maintenance and repairs, not Move, Add or Change Orders to your system and/or equipment.
4. Hardware and software not specified on Covered Equipment list.
5. GMA covers UPS cabinets and circuitry listed on Invoice, not batteries.
6. GMA do not cover 'Insurable Losses' including fire, floods, lightning, theft, etc. and do not cover deliberate damage and abuse.

Thank you for your continued business!