

**TOWN OF PLATTSBURGH TOWN BOARD  
WORK SESSION AGENDA  
September 24, 2020**

The meeting was called to order at 6:05 PM by the presiding officer at 130 Arizona Avenue Plattsburgh, New York 12903.

	<u>Present</u>	<u>Absent</u>
<b>MEMBERS:</b> 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	
Pietra G. Zaffram, Attorney	x	

Joint Public Hearing

Resolution 020-133

Town Board for the Town of Plattsburgh to  
Establish the Meeting Chair for the Joint  
Public Hearing on the Petition for Annexation  
of Approximately 224± acres of Real Property  
Located on Rugar Street in the Town of  
Plattsburgh (Tax Map Nos. 220.-4-31.2 and 220.-4-32)

**WHEREAS**, the Town Board for the Town of Plattsburgh (the "Town Board") has received and reviewed a Petition for Annexation of property known as approximately 224± acres of real property located on Rugar Street in the Town of Plattsburgh (Tax Map Nos. 220.-4-31.2 and 220.-4-32) (the "Petition"); and

**WHEREAS**, the Town Board objected, and continues to object, to conducting a joint public hearing on the Petition, together with the City of Plattsburgh (the "City"), on September 24, 2020 at 6:00 PM by the means set forth in the notice published by the City in the Press Republican on or about August 24, 2020, on the grounds that such notice and proposed hearing fails to comply with the requirements of Article 17 of the New York State General Municipal Law ("GML"); and

**WHEREAS**, the Town Board, under a full reservation of rights and preserving the foregoing objections, is nevertheless prepared to conduct the joint public hearing on the Petition, together with the City on September 24, 2020 at 6:00 PM; and

**WHEREAS**, pursuant to GML § 705(1), the participating boards must select one of their members to preside over the joint public hearing;

**NOW THEREFORE BE IT RESOLVED**, that the Chairperson shall hereby be chosen by lot in accordance with Section GML § 705(1) to preside over the joint public hearing and to act as chair of the meeting.

**Motion: Barbara E. Hebert**

**Seconded by: Charles A. Kostyk**

**Discussion:**

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

Town Board meeting be adjourned at 8:15 PM.

  
9/25/2020



# **TOWN OF PLATTSBURGH**

## **BUILDING AND GROUNDS**

### **DEPARTMENT**

**151 BANKER ROAD  
PLATTSBURGH, NEW YORK 12901-7307  
(518) 562-6863**

**FAX# (518) 563-8136**

**Email: [rickr@townofplattsburgh.org](mailto:rickr@townofplattsburgh.org)**

**TDD (800) 662-1220**

The Town is an equal opportunity provider and employer

*Chuck Kostyk  
Councillor*

*Barbara E. Hebert  
Councillor*

*Thomas E. Wood Jr.  
Councillor*

*Rickey Collins  
Town Clerk*

*James J. Coffey  
Town Attorney*

*Michael S. Cashman  
Supervisor*

*Meg LeFevre  
Councillor/Deputy  
Supervisor*

### **Building and Grounds Monthly report for September 2020**

#### **September 1<sup>st</sup>.**

- a. Toni and Kerry cleaned and disinfected office complex and Court Clerk's office
- b. Performed monthly fuel storage and waste storage inspection as per D.E.C.
- c. Took tank and pump reads, recorded fuel reconciliations
- d. Cleared undergrounds as they were received
- e. Toni continued on with the disinfecting and cleaning of Park building's and exterior restrooms
- f. Kerry picked up mower parts from Dragoon's farm supply
- g. Generated work order to remove graffiti from East Morrisonville Park building and walkway, Dick and Don cleaned area's in question
- h. Received notification that furnace in East Morrisonville building would not stop running, team diagnosed problem replaced fan limit switch, furnace repaired
- i. Work order was received pertaining to installing free library at East Morrisonville Park building, spoke with Mel about placement staff fabricated mount for unit and installed on north side of building
- j. Streetlight reported out on Rte.3 location dispatched Don and Dick T# 1547 streetlight head was damaged beyond repair, replaced with L.E.D. equivalent
- k. Kerry continued mowing and trimming Park fields
- l. Team returned to Town disinfected office complex and Court Clerk's office
- m. Disinfected work vehicles

#### **Sept. 2<sup>nd</sup>.**

- a. Toni and Kerry cleaned and disinfected office complex and Court Clerk's office
- b. Cleared undergrounds as they were received
- c. Took tank and pump reads, recorded fuel reconciliations
- d. Toni continued on with the cleaning and disinfecting of Park buildings and exterior restrooms
- e. Received notice from N.Y.S.E.G. about transferring light arm and heads from damaged poles to new pole location, dispatched Don and Dick to due transfers in assigned locations, repaired T# 0085 replaced 10 amp fuse, T# 0090 transferred arm to new location, replaced 100watt H.P.S. bulb and photo control eye, T# 0041 replaced disconnect, light back in service, T# 0048 replaced 100 watt H.P.S. and photo control eye.
- f. Kerry continued on with mowing and trimming of Parks
- g. Team returned to Town, disinfected office complex and Court Clerk's office
- h. Disinfected work vehicles at end of shift

Sept. 3<sup>rd</sup>

- a. Took tank and pump reads, recorded fuel reconciliations
- b. Cleared undergrounds as they were received
- c. Dick called in sick day
- d. Toni, Brian and Kerry cleaned and disinfected office complex and Court Clerk's office
- e. Brian began restriping soccer fields
- f. Kerry began cutting and trimming grass at all Town of Plattsburgh sign's and cut grass around all Town historical marker's
- g. Don cleaned and reorganized pole barn
- h. Toni continued on with cleaning and disinfecting Park building's and all exterior restrooms
- i. Don received complaint about restrooms in back shop, cleaned feces that was found on wall, returned to organizing pole barn.
- j. Staff returned to Town, disinfected office complex and Court Clerk's office
- k. Disinfected work vehicles at end of shift

Sept. 4<sup>th</sup>

- a. Took tank and pump reads, recorded fuel reconciliations
- b. Cleared undergrounds as they were received

- c. Toni, Brian cleaned and disinfected Town offices and Court Clerk's office
- d. Dick and Don Performed street light repairs located at 111 Brown Rd T# 0942 replaced 175 watt mercury vapor bulb, Rte.9 T# 1079 replaced 10 amp fuse link and 9 Plattsburgh Ave. T# 1125 replaced disconnect, fuse and photo control eye.
- e. Dick and Don cleaned inside of Town Mausoleum, cut and trimmed grass while at work site
- f. Brian finished striping soccer fields
- g. Toni left early – sick time
- h. Dick and Don cleaned and disinfected exterior restrooms
- i. Brian began cutting and trimming cemeteries
- j. Team returned to Town disinfected office complex and Court Clerk's office
- k. Disinfected work vehicles at end of shift

#### Sept. 7<sup>th</sup> LABOR DAY

#### Sept. 8<sup>th</sup>

- a. Toni, Brian and Kerry cleaned and disinfected town offices and Court Clerk's office
- b. Toni continued on with cleaning and disinfecting Park buildings and exterior restrooms
- c. Took tank and pump reads, recorded fuel reconciliations
- d. Cleared undergrounds as they were received.
- e. Brian and Kerry cleaned and organized wash bay in maintenance area, cleaned and organized loft in pole barn
- f. Dick and Don started servicing fuel cell island ( cleaning of explosion proof port's )
- g. Brian and Kerry continued on with cutting and trimming cemeteries
- h. Dick and Don performed trash run throughout the Parks and at Cadyville beach
- i. Rick, Don and Dick started new signage project at Cadyville beach
- j. Cleared undergrounds received later in the afternoon
- k. Team returned to Town disinfected office complex and Court Clerk's office
- l. Disinfected work vehicles at end of shift
- m. Left pole barn open for rec. dept. out late kayaking

#### Sept.9<sup>th</sup>

- a. Took tank and pump reads, recorded fuel reconciliations
- b. Cleared undergrounds as they were received
- c. Toni, Brian and Kerry cleaned and disinfected office complex and Court Clerk's office
- d. Brian and Kerry began cutting and trimming at Cadyville Park
- e. Toni continued on with the cleaning and disinfecting of Park building's and exterior restrooms
- f. Gathered materials for Cadyville sign project
- g. Dick and Don marked out undergrounds on Newell Ave
- h. Rick, Dick and Don started Cadyville sign refurbish
- i. Team returned to Town disinfected office complex and Court Clerk's office
- j. Disinfected work vehicles at end of shift

#### Sept. 10<sup>th</sup>

- a. Toni, Brian and Kerry cleaned and disinfected office complex and Court Clerk's office
- b. Cleared undergrounds as they were received
- c. Took tank and pump reads, recorded fuel reconciliations
- d. Don and Dick marked out undergrounds located on Facticeau Ave.
- e. Toni continued on with cleaning and disinfecting of Park building's and all exterior restroom's
- f. Brian and Kerry dispatched to address work order generated from Rec. Director Mel concerning hole on center soccer field in Cumberland Head
- g. Dispatched Don and Dick to raise tennis net's at Cadyville Park as per Mel's work order
- h. Performed streetlight repair at 1 Linda Lane
- i. Kerry and Brian continued on with cutting and trimming of Park's
- j. Building and Grounds team returned to work on Cadyville Park sign
- k. Team returned to Town disinfected office complex and Court Clerk's office
- l. Disinfected work vehicles at end of shift

#### Sept. 11<sup>th</sup>

- a. Took tank and pump reads, recorded fuel reconciliations
- b. Cleared undergrounds as they were received
- c. Toni, Brian and Kerry cleaned and disinfected office complex and Court Clerk's office

- d. Toni continued on with cleaning and disinfecting Park building's and exterior restrooms.
- e. Don and Dick were dispatched to retrieve dump truck from Cadyville Rec. Park (stopped running for Mel's Saturday cleanup crew )
- f. Kerry performed trash run throughout the Park's
- g. Brian vacuumed Town Mausoleum floors ( cleaning behind weekend traffic )
- h. Don and Dick performed streetlight repair at 23 Vintage Estates ( received notice of streetlight outage via phone message)
- i. Received notice of streetlight outage on 9/14 2020 at 8:00 A.M. streetlight located on Flanagan Dr. replaced photo control eye.
- j. Kerry cut and trimmed Cadyville disc Golf course
- k. Brian started repairs to guard rail in Cadyville Park as per work issued.
- l. Staff continued working on Cadyville sign project
- m. Staff returned to Town disinfected offices and Court Clerk's office
- n. Disinfected work vehicles at end of shift

#### Sept. 14<sup>th</sup>

- a. Took tank and pump reads, recorded fuel reconciliations
- b. Cleared undergrounds as they were received
- c. Toni, Brian and Kerry cleaned and disinfected Town offices and Court Clerk's office
- d. Kerry performed trash run throughout the Parks
- e. Brian cut grass at well 7 as part of shared services with W.W.W. dept., after completion of well 7 Brian trimmed and cut grass in Park's
- f. Kerry continued on with grass cutting and trimming in Parks
- g. Toni continued on with cleaning and disinfecting Park building's
- h. Staff returned to working on Cadyville Park sign
- i. Staff returned to Town disinfected offices and Court Clerk's office
- j. Disinfected work vehicles at end of shift

#### Sept. 15<sup>th</sup>

- a. Toni, Brian, and Kerry cleaning and disinfecting town offices
- b. Don unlock complex
- c. Dick undergrounds
- d. Don Tank reads
- e. Toni cleaning park buildings
- f. Don and Dick mark out undergrounds
- g. Don and Dick Park run to assess mowing and field painting
- h. Don repaired field painter
- i. Don repaired trimmer for Kerry
- j. Don and Dick repaired 5 called in street lights #0206 repaired feed, #0205 100w H.P.S, #0198 100w H.P.S & photocell, #0049 100w H.P.S., and #0202 100w H.P.S.
- k. Brian and Kerry mowing parks
- l. Toni afternoon disinfecting town offices
- m. Don picked up field stripe paint from PPG
- n. Don and Dick installed VA plaque for Kevin Patnode @ Mausoleum
- o. Disinfected work vehicles at end of shift

Sept. 16<sup>th</sup>

- a. Brian, Kerry, and Toni cleaning and disinfecting town offices
- b. Dick pulling undergrounds
- c. Don marking out undergrounds
- d. Kerry mowing parks
- e. Don, Brian and Dick mowing Mausoleum
- f. Don and Dick continuing work on Cadyville Rec park sign.
- g. Brian mowing parks
- h. Dick and Don performed streetlight repair @11 Gillis Rd. #1275. Disconnect
- i. Toni disinfecting town offices
- j. Disinfected work vehicles at end of shift

Sept. 17<sup>th</sup>

- a. Brian, Kerry, and Toni cleaning and disinfecting town offices
- b. Dick pulling undergrounds



- c. Don and Dick doing marked out undergrounds
- d. Brian and Kerry painting soccer fields
- e. Toni cleaning park buildings
- f. Don and Dick trimmed out stalls in employee bathroom
- g. Don cleaning out old paint for recycling in paint room
- h. Don and Dick street light repair @ 15 Trudeau rd.  
Disconnect
- i. Brian and Kerry started Lapierre La.
- j. Toni disinfecting town offices
- k. Don picked up new sprayer tip for field striper
- l. Don and Dick unlocked door to pantry at Treadwells so  
JCEO could retrieve their keys from inside.
- m. Disinfected work vehicles at end of shift

#### Sept. 18<sup>th</sup>

- a. Brian, Kerry, and Toni cleaning and disinfecting town  
offices
- b. Don unlocking town offices
- c. Don disinfecting courtroom AM
- d. Dick pulling undergrounds
- e. Don and Dick marking out undergrounds
- f. Toni cleaning park buildings
- g. Brian and Kerry completing LaPierre La.
- h. Don and Dick repaired street light intersection Rte 3 @  
Rand hill rd.
- i. Don raised flags at Halsey ct. and Mausoleum
- j. Don cleaned and lubricated lockset at W. Plattsburgh park  
building as requested by Michael Cashman
- k. Don and Dick working on rock wall/sign at Cadyville Rec
- l. Brian and Kerry mowing and trimming Town signs and  
monuments
- m. Toni disinfecting town offices PM
- n. Disinfected work vehicles at end of shift

#### Sept. 21<sup>st</sup>

- a. Took tank and pump reads, recorded fuel reconciliations
- b. Cleared undergrounds as they were received
- c. Toni on vacation (9/21 thru 9/25 ) , Brian and Kerry  
cleaned and disinfected offices and Court Clerk's office
- d. Kerry performed trash run throughout the Parks
- e. Brian continued on with cleaning and disinfecting Park  
buildings

- f. Dick and Don trouble shooting septic problem at Cadyville Park building
- g. Discovered cause of septic problem at Cadyville location, pulled entire crew excavated by hand to expose septic tank, removed cover, contacted Morrisonville septic to pump tank down, put up temporary barriers blocking public access, called Dick in 2:35 P.M. to meet with Morrisonville Septic to facilitate pump down of tank, also to make site safe ( reinstall temp. barriers).
- h. Team returned to Town disinfected offices and Court Clerk's office
- i. Disinfected work vehicles at end of shift

Sept.22<sup>nd</sup>

- a. Brian and Kerry cleaned and disinfected office complex and Court Clerk's office
- b. Took tank and pump reads, recorded fuel reconciliations
- c. Cleared undergrounds as they were received
- d. Brian and Kerry disinfected Park buildings and exterior restrooms
- e. Dick and Don buried septic tank cover in Cadyville, made building ready for use.
- f. After having met with Town Supervisor Michael Cashman and Recreation Director Mel Defayette to discuss preventative measures to address the remaining Park buildings septic system, an idea was formed to locate and create an as-built for each septic tank location.
- g. Team fabricated a probe, located all septic tanks, excavated by hand and scheduled pump out of each of the tanks, list and locations of septic tanks was recorded. List is as follows (Cadyville Park building tank located at south corner of building, West Plattsburgh building located on the west side of building, Wallace Hill building located on the north side of building and East Morrisonville Park building located on the north side corner of building) as-built was created for each location and put on file, septic tank pump outs will now be put on rotation schedule, every two to three year cycle.
- h. Team returned to Town disinfected office complex and Court Clerk's office
- i. Disinfected work vehicles at end of shift

Sept.23<sup>rd</sup>

- a. Took tank and pump reads, recorded fuel reconciliations
- b. Brian called in sick
- c. Cleared undergrounds as they were received
- d. Don and Kerry cleaned and disinfected office complex and Court Clerk's office
- e. Kerry continued on with cleaning and disinfecting Park buildings used prior day also cleaned and disinfected all exterior restrooms
- f. Dick and Don filled in Wallace Hill septic tank excavation site and raked out
- g. Repaired lockset at Wallace Hill entrance
- h. Repaired toilet at Wallace Hill building
- i. Received request from Morrisonville Construction via Dig safe ticket to mark undergrounds located on Pine Ridge, dispatched Dick to mark out undergrounds
- j. Don and Dick worked on Cadyville sign
- k. Team returned to Town and disinfected office complex and Court Clerk's office
- l. Disinfected work vehicles at end of shift

#### Sept.24<sup>th</sup>

- a. Brian and Kerry cleaned and disinfected office complex and Court Clerk's office
- b. Took tank and pump reads, recorded fuel reconciliations
- c. Received notification of streetlight outages, dispatched Dick and Don to perform repairs
- d. Cleared undergrounds as they were received
- e. Dick and Don marked out undergrounds located on Village Dr. as per Highway Dept. request via New York Dig Safe ticket
- f. Brian and Kerry continued on with cleaning and disinfecting of Park building's
- g. Dick and Don retrieved log from Town pit to be used as cap fabrication for Cadyville Park sign project
- h. Cleared undergrounds received later in the day
- i. Brian and Kerry returned to mowing and trimming starting at East Morrisonville Park
- j. Returned to Town disinfected office complex
- k. Disinfected work vehicles at end of shift

#### Sept 25<sup>th</sup>

- a. Took tank and pump reads, recorded fuel reconciliations
- b. Kerry took personal day

- c. Brian and Don cleaned and disinfected office complex and Court Clerk's office
- d. Cleared undergrounds as they were received
- e. Brian continued on with cleaning and disinfecting Park buildings and exterior restrooms
- f. Dick and Don retrieved log from highway pit to repurpose a cap for Cadyville Park entrance sign
- g. Worked on milling cap for sign
- h. Brian continued on mowing Park field
- i. Staff returned to Town disinfected office complex and Court Clerk's office
- j. Disinfected work vehicles at end of shift

#### Sept.28<sup>th</sup>

- a. Toni, Brian and Kerry cleaned and disinfected office complex
- b. Toni moved onto cleaning and disinfecting Park buildings and all exterior restrooms
- c. Took tank and pump reads, recorded fuel reconciliations
- d. Cleared undergrounds as they were received
- e. Don marked out digsafes location for utility pole replacement at Wallace Hill location, then put in ticket to digsafes
- f. Kerry performed trash run throughout the Parks
- g. Brian mowed mausoleum
- h. Brian moved onto mowing Goddeau Rd. near disc golf
- i. Kerry continued on with mowing Parks, started in Guy Cedar Park
- j. Took cap up to Cadyville Park for dry fit, brought back to Town to cut down for finish fit
- k. Arranged meeting with Mel to discuss changes to take place on Disc Golf course
- l. Met with Mel received instruction about disc golf course changes, as project unfolds will check in with Mel periodically
- m. Returned to Town disinfected offices and Court Clerk's office
- n. Disinfected work vehicles at end of shift

#### Sept.29<sup>th</sup>

- a. Toni, Brian and Kerry cleaned and disinfected offices and Court Clerk's office
- b. Cleared undergrounds as they were received

- c. Took tank and pump reads, recorded fuel reconciliations
- d. Received work orders from front office concerning Parks and issue at Town complex dispatched Dick and Don to address work orders
- e. Brian and Kerry continued on with cutting and trimming of Parks
- f. Toni moved onto disinfecting and cleaning Park buildings and exterior restrooms
- g. Dispatched Don to mark out underground located on 41 Melody Dr.
- h. Removed bee's nest from East Morrisonville location
- i. Installed temp. trash receptacle at Lapierre Lane location
- j. Switched lock sets from Cliff Haven location with lock sets from South Plattsburgh building as per Mel's work order request
- k. Brought cap for sign up to Cadyville Park location test fitted, marked out specific measurements, returned to shop cut down and milled log for cap
- l. Team returned to Town disinfected offices and Court Clerk's office
- m. Disinfected work vehicles at end of shift

Sept.30<sup>th</sup>

- a. Toni, Brian and Kerry cleaned and disinfected Town office complex and Court Clerk's office
- b. Toni moved onto cleaning and disinfecting Park buildings and exterior restrooms
- c. Kerry picked up new brushes from Dragoon's
- d. Took tank and pump reads, recorded fuel reconciliations
- e. Cleared undergrounds as they were received
- f. Dick finished prep on cap for Cadyville sign project
- g. Received request from Highway Superintendent Tim Dubrey to repair ceiling light in Highway shop work bay, Don replaced light fixture
- h. Received two work orders from Court Clerk's office- report of men's room out of order and hallway wall was marked up, Brian serviced restroom and primed and painted wall where scuff mark was
- i. Brian repaired light fixture located on W.W.W loft area
- j. Received notice from Tim Dubrey concerning hot water heater not working in employees restroom in shop, Don trouble shot heater made repairs
- k. Dick and Don changed out depleted brushes on kabota tractor with replacement brushes, in prep for winter weather
- l. Put first coat of sealer on cap for Cadyville sign project

- m. Performed monthly inspections of fuel island and interior waste oil, antifreeze and hydraulic fluid holding tanks as per D.E.C. requirements
- n. Performed end of the month fuel reads to facilitate monthly billing of outside factions consumption of fuel for billing purposes, turn reads over to Town Finance Manager.
- o. Brian brush hogged behind pole barn to keep growth around retention pond down
- p. Kerry mowed East Morrisonville Dog Park
- q. Team returned to Town disinfected office complex and Court Clerk's office
- r. Disinfected work vehicles at end of shift

## Deb Patnode

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**From:** Kevin Patnode  
**Sent:** Monday, October 05, 2020 7:07 AM  
**To:** Deb Patnode  
**Subject:** FW: DCO report September

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**From:** Kaleigh Labom  
**Sent:** Sunday, October 4, 2020 6:15 PM  
**To:** Kevin Patnode <kevinp@townofplattsburgh.org>  
**Subject:** DCO report September

### September Dog Control Officer Report

09/03/20- Received a text from a man at 9:00 pm on 09/02/20 who was given my cell phone number due to a dog loose the night before. I followed up and did go to neighbors house at 451 Rugar St however was not able to make contact with him. Will follow up with a warning letter this week.

09/10/20- At 10 am the Clinton County Rabies officer contacted me regarding a dog bite that occurred at 3 Hickory St in Plattsburgh, it was unclear who the owner was it is believed to be Shannon Hendrix and unclear what happened. Around 1:00 Pm I received a second call that they were able to contact the owner and the dog is being confined for 10 days.

09/12/20 Around 12:00 I received a Facebook message from Nichole Conners that she found a puppy in Rugar Park. She sent a picture of the dog and I recognized it from a craigslist add. I contacted the poster who had just rehomed the puppy in Plattsburgh. She contacted the new owner who went and picked the dog up. 09/15/20 I received a voicemail at 5:09 pm from Richard at the health department.... 3 Hickory St. The health department had not received information from the owner on the status of the dog. I called (518)565-4870 back the following day and received no further information.

09/20/20 Sunday evening at 5:00 Pm o received a voicemail from the Shearer family stating they had a large Great Dane on their porch. Approximately 30 mins later they contacted me again to say the dogs owner was located.

09-24-20 Phil Beauharnois contacted the office regarding his neighbors dog attacking his dog, I emailed him the dangerous dog paperwork which he dropped off to the town on Friday. Papers will be reviewed and submitted to the court on Monday. I have been in the office twice working on this case, I hope to have it completed to the courts satisfaction this week so that we may proceed forward with a dangerous dog proceeding per the request of the complaintant.

09-24-20 Riki Agnew 565-9733 dog at large .Aspen Court owner is Daniel Sorrell at 3 Aspen Court. A warning letter will be drafted and mailed.

09-24-20 Linda Akey contacted me regarding dogs at the Bradford road intersection that are barking. She is also

concerned about cruelty as they are left outside. I can't investigate cruelty and referred her to the Sheriffs Dept. I will try and obtain the correct address for this residence and readdress the barking.

09-26-20 I received a phone call around 9 am from Terry Senecal. Terry was walking and 3 large dogs ran out out and knocked him over. The dogs owners are the fountains at 1358 Military Turnpike Plattsburgh, NY. I drafted a warning letter to be mailed out tomorrow.

09/28 & 09/30 I went to the office to work on the dangerous dog case and ask the court questions.

Kaleigh LaBombard Mills





# TOWN OF PLATTSBURGH

## DEPARTMENT OF CODES & ZONING

**Stephen M. Imhoff** | Code Enforcement Officer  
**Allen W. Reece** | Code Enforcement Officer  
**Drew Arthur** | Code Enforcement Officer  
**Donna Primiano-Masten** | Codes & Zoning Secretary

151 BANKER RD, PLATTSBURGH, NY 12901-7307  
PHONE: (518) 562-6840 | TDD: (800) 662-1220 | FAX: (518) 562-6844

**Michael Cashman**  
Supervisor

**Meg LeFevre**  
Deputy Supervisor/Councilor

**James J. Coffey**  
Town Attorney

**Thomas E. Wood**  
Councilor

**Charles A. Kostyk**  
Councilor

**Barbara E. Hebert**  
Councilor

**Kevin Patnode**  
Town Clerk

**Matthew Favro**  
Deputy Town Attorney

To: Honorable Michael S. Cashman, Town Supervisor  
Members of the Town Board

From: Stephen M. Imhoff  
Code Enforcement Official

Re: September, 2020 Monthly Report

### THE FOLLOWING NUMBER OF PERMITS AND ACTIVITIES ARE REPORTED:

- 40 Building permits were requested this month.
- 37 Building Permits were issued this month.
- 3 Permit(s) issued current month, paid/requested in a prior month.
- 4 Permit(s) requested current month, not issued yet (under review/requires additional information).
- 3 Permit(s) requested previous month, requires additional information from applicant.
- Permit(s) requested current month – still pending letter from Planning Board.
- Permit(s) issued current month, no fee required.
- 5 Matter(s) before Zoning Board of Appeals
- 1 Permit(s) pending Town Board/Planning Board Action.
- Inspection(s) (example: wood stove/fire/code violation/zoning compliance letters).
- 1 Temporary Certificate of Occupancy
- 1 Burn Permits
- 7 Renewals

<b>Residential:</b>	<b>33</b>	<b>\$817,563.00</b>
<b>Commercial &amp; Industrial:</b>	<b>12</b>	<b>\$500,000.00</b>
<b>Total:</b>	<b>45</b>	<b>\$1,317,563.00</b>

**RESIDENTIAL:****DOLLAR AMOUNT:**

3	Single Family Residence		
	Thomas Maggy – Page Dr (Modular)	\$ 200,000.00	
	Thomas Maggy – Page Dr (Modular)	\$ 176,000.00	
	Mousseau Prop. – Archie Bourdeau Rd	<u>\$ 90,000.00</u>	\$ 466,000.00
-	Multi-Family Residence – Duplex		\$
-	Garage, Attached		\$
-	Garage, Detached		\$
-	Erect Seasonal Camp		
-	Concrete Slab/Gravel Pad / RETAINING WALL		\$
-	Foundation Repair		\$
-	Bilco Door		
3	<b>Addition, Alteration and/or Renovation of Residence</b>		\$ 33,500.00
-	Roof over Existing Deck		\$
6	Erect a <b>Deck, Porch, or Gazebo</b>		\$ 38,200.00
-	Erect Roof over Existing Roof on Manufactured Home		\$
-	Erect a 3 Season Sun Room		\$
-	Erect Handicap Ramp		\$
6	Erect/extend a Utility/ <del>Machine</del> Shed		\$ 23,880.00
1	Installation of In-Ground Pool		\$ 37,000.00
-	Installation of Above-Ground Pool		\$
-	Installation of Hot Tub		\$
2	Demolition		\$
-	Installation of Propane Fireplace/Wood Stove/Pellet Stove		\$
-	Installation of Outdoor Wood Boiler		
1	Install/Upgrade Generator		\$ 6,800.00
1	Electrical Upgrade		\$ 1,000.00
-	Solar Panel Array		\$
-	Chimney Repair/Stone Veneer		\$
1	Leanto / <b>Carport</b>		\$ 500.00
-	Erect a Pole Barn		\$
-	Remove Manufactured Home		\$
1	Park and occupy manufactured home in Mobile Home Park		\$ 120,683.00
1	Park and occupy manufactured home on private lot		\$ 90,000.00
6	Renewals		
1	Burn Permits		
-	Other – Day Care/Foster Care/Home Inspection/Floodplain Dev. Permit		
-	Asbestos Abatement		

**COMMERCIAL AND INDUSTRIAL:**

**DOLLAR AMOUNT:**

-	Erect/ <b>Addition</b> Commercial Building		\$
1	Repair and/or Alteration of commercial building	\$	500,000.00
-	Commercial roofing job	\$	
-	Alter tenant/commercial space	\$	
-	Storage Building – construct new mini-storage buildings	\$	
-	Public Utilities		
-	Wireless Telecommunications	\$	
-	HVAC Replacement – New furnace	\$	
-	Fire Suppression System	\$	
-	Remove Underground Storage Tanks	\$	
-	Solar System		
-	Charging Station	\$	
3	Erect/repair signage	\$	
-	Temporary Banners/Signs		
-	Installation of LPG tank		
-	Installation of gasoline tank	\$	
-	Convert residential house to commercial use	\$	
6	Occupy Commercial Business		
1	Demolition		
1	Renewals		
-	Other – Zoning Compliance Letters		
<i>Residential:</i>		<i>33</i>	<i>\$ 817,563.00</i>
<i>Commercial &amp; Industrial:</i>		<i>12</i>	<i>\$ 500,000.00</i>
<b><i>Total:</i></b>		<b><i>45</i></b>	<b><i>\$1,317,563.00</i></b>

# Permit Monthly Report

09/01/2020 - 09/30/2020

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
<b>September 2020</b>						
200901	09/01/2020	Champlain Centre North LLC	Occupy Com. Business	60 Smithfield Blvd (OLLIE'S BARGAIN OUTLET) SBL#: 206.4-2-1.21		\$100.00
<b>Description of Work:</b>						
OCCUPY COMMERCIAL SPACE TO OPERATE RETAIL SALES OUTLET						
200902	09/01/2020	Gerald Menard	Manufactured Home	2 Harlan Dr SBL#: 194.13-2-15	\$90,000.00	\$270.00
<b>Description of Work:</b>						
REPLACE MOBILE HOME WITH NEW 15' X 72' SW MOBILE HOME AND SLAB ON SAME FOOTPRINT						
200903	09/02/2020	Maureen Faucher	Alteration	206 Champlain Dr SBL#: 233.16-3-3	\$1,000.00	\$50.00
<b>Description of Work:</b>						
EXTEND 3 SEASON PORCH INTO ATTACHED GARAGE TO CREATE BREEZEWAY AND STORAGE SPACE AREA						
<i>see notes</i>						
200904	09/04/2020	David Clark	Demolition	79 Trudeau Rd SBL#: 203.-2-49.1		\$75.00
<b>Description of Work:</b>						
REMOVE COLLAPSED BARN IN REAR PORTION OF PROPERTY						
200905	09/08/2020	Patrick Murnane	Deck	4360 Rt 9 SBL#: 246.-1-9.11	\$5,000.00	\$80.00
<b>Description of Work:</b>						
CONSTRUCT A 20' X 20' DECK ON REAR OF RESIDENCE						
200906	09/09/2020	Rahn Marion	Shed	8 Siwanoy Ln SBL#: 194.20-4-27	\$5,000.00	\$50.00
<b>Description of Work:</b>						
PLACE A 10' X 12' AMISH SHED IN REAR YARD						
200907	09/09/2020	Van Tran	Addition	46 Melody Ln SBL#: 206.-5-5	\$30,000.00	\$92.00
<b>Description of Work:</b>						
CONSTRUCT A 20' X 23 1/2' 2-STORY ADDITION AND FRONT PORCH						
200908	09/10/2020	After Hours Imaging LLC	Commercial Alteration	24 Hammond Ln SBL#: 220.-8-15.2	\$500,000.00	\$4,000.00
<b>Description of Work:</b>						
CONSTRUCT AND OR RENOVATE NEW EXAM ROOM, RECEPTION AREA, WAITING AREA, BATHROOMS AND OFFICES.						

# Permit Monthly Report

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
200909	09/10/2020	Matthew Crucetti	Demolition	147 Town Line Rd SBL#: 191.-2-7.5		\$75.00
<b>Description of Work:</b>						
DEMOLITION AND REMOVAL OF SINGLE CAR GARAGE						
200910	09/11/2020	Champlain Centre North LLC	Occupy Com. Business	60 Smithfield Blvd (B-106 THE BIG SCOOP) SBL#: 206.4-2-1.2		\$100.00
<b>Description of Work:</b>						
OCCUPY COMMERCIAL SPACE TO OPERATE AN ICE CREAM SHOPPE						
200911	09/11/2020	CJ Minchoff	Shed	53 Melody Ln SBL#: 206.-5-26	\$5,500.00	\$50.00
<b>Description of Work:</b>						
INSTALL A 12' X20' PRE--FAB SHED ON GRAVEL PAD IN REAR YARD						
200912	09/11/2020	Joy Borrette	Porch	348 Rand Hill Rd SBL#: 191.-2-45.2	\$18,600.00	\$75.00
<b>Description of Work:</b>						
BUILD 10' X 10' ENCLOSED FRONT FOYER						
++ SEE open expired permit #180525 - inspect & close at same time as this one						
200913	09/11/2020	Town Fair Tire Centers	Sign	486 Rt 3 SBL#: 206.4-2-30.1		\$183.00
<b>Description of Work:</b>						
INSTALL A 91.5 SF SIGN ON ROUTE 3 SIDE OF BUILDING						
Note: APPROVED BY VARIANCE #2184						
200914	09/11/2020	Town Fair Tire Centers	Sign	486 Rt 3 SBL#: 206.4-2-30.1		\$183.00
<b>Description of Work:</b>						
INSTALL A 91.5 SF SIGN ON LABARRE STREET SIDE OF BUILDING						
Note: APPROVED BY VARIANCE #2185						
200915	09/11/2020	The Development Corp Cl Co NY	Sign	1509 Military Tpke SBL#: 220.-1-3.7		\$164.00
<b>Description of Work:</b>						
INSTALL A 50 SF ON THE MILITARY TPKE SIDE OF BUILDING & INSTALL A 32 SF ON THE INDUSTRIAL BLVD SIDE OF BUILDING						

# Permit Monthly Report

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
200916	09/14/2020	Champlain Centre North LLC	Occupy Com. Business	60 Smithfield Blvd (D104 - J SPA)		\$100.00
<b>Description of Work:</b> OCCUPY COMMERCIAL SPACE FOR SPA SERVICES						
200917	09/14/2020	Champlain Centre North LLC	Occupy Com. Business	60 Smithfield Blvd (C-116 - FAN ZONE)		\$100.00
<b>Description of Work:</b> OCCUPY COMMERCIAL SPACE FOR THE RETAIL SALE OF SPORTS MERCHANDISE						
200918	09/14/2020	Champlain Centre North LLC	Occupy Com. Business	60 Smithfield Blvd (A112 - Purse Party)		\$100.00
<b>Description of Work:</b> OCCUPY COMMERCIAL SPACE FOR RETAIL SALE OF PURSES AND OTHER RELATED MERCHANDISE						
200919	09/21/2020	Lynne Mackowski	Porch	4 Brookview Dr	\$9,800.00	\$50.00
<b>Description of Work:</b> ENCLOSE EXISTING 6' X 16' DECK TO CREATE MUD ROOM						
200920	09/21/2020	Dale Lavarney	Porch	33 Gene Lefevre Rd	\$500.00	\$50.00
<b>Description of Work:</b> CONSTRUCT AN 8' X 8' OPEN, FREE STANDING FRONT PORCH						
200921	09/21/2020	Heritage Homes NY LLC	Pool (Inground)	42 Independence Dr	\$37,000.00	\$100.00
<b>Description of Work:</b> INSTALL A 14' X 28' INGROUND POOL WITH SURROUNDING PATIO IN REAR YARD						
200922	09/21/2020	Janet Raville	Shed	2357 Rt 3	\$5,500.00	\$100.00
<b>Description of Work:</b> REMOVE EXISTING SHED AND REPLACE WITH A 24' X 16' SHED ON SIDE OF EXISTING GARAGE						
200923	09/21/2020	Thomas Maggy	Modular Home	Page Dr	\$176,000.00	\$328.50
<b>Description of Work:</b> LOT #5 - PAGE DRIVE --- INSTALL A NEW 1,314 SF SINGLE FAMILY MODULAR HOME ON PROPERTY						



# Permit Monthly Report

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
200924	09/21/2020	Thomas Maggy	Modular Home	Page Dr SBL#: 203.-2-47.7	\$200,000.00	\$386.25
<b>Description of Work:</b>						
LOT #7 - PAGE DRIVE --- INSTALL A NEW 1,545 SF SINGLE FAMILY MODULAR HOME ON PROPERTY						
20-24	09/21/2020	Craig Bacon	Burn Permit	4 Clay Dr SBL#: 180.-4-2		
<b>Description of Work:</b>						
BURN PERMIT						
200925	09/23/2020	Gregory Baker	Deck	2013 Rt 22B SBL#: 205.4-1-9	\$2,500.00	\$50.00
<b>Description of Work:</b>						
CONSTRUCT A NEW 12' X 16' DECK ON REAR OF RESIDENCE						
200926	09/23/2020	The Development Corp Co NY	Occupy Com. Business	88 Industrial Blvd SBL#: 220.-1-3.14		\$100.00
<b>Description of Work:</b>						
OCCUPY COMMERCIAL SPACE FOR LIGHT ASSEMBLY AND DISTRIBUTION OF TRAIN SEATS						
200927	09/25/2020	Kathleen Reimer	Generator	24 Washington Pl SBL#: 233.16-2-26	\$6,800.00	\$75.00
<b>Description of Work:</b>						
INSTALL A 13 KW GENERAC BACKUP GENERATOR ON REAR OF RESIDENCE						
200928	09/25/2020	Rugar MHP, LLC	Manufactured Home	467 Rugar St SBL#: 220.-5-3	\$120,683.00	\$247.00
<b>Description of Work:</b>						
44 HUNTINGTON DR - INSTALL A NEW 2021 28 X 44 EAGLE RIVER MANUFACTURED HOME						
200929	09/28/2020	Michelle Larrabee	Car Port	86 Carbide Rd SBL#: 232.-3-1.2	\$500.00	\$50.00
<b>Description of Work:</b>						
CONSTRUCT A 9' X 12' AWNING/CANOPY AT FRONT OF HOME						
200930	09/28/2020	Champlain Centre North LLC	Demolition	60 Smithfield Blvd (Champlain Centre North -) SBL#: 206.4-2-1.2		\$100.00
<b>Description of Work:</b>						
DEMOLITION IN SPACES D115, D116, D117, D118 & D119 TO CREATE EMPTY SPACE D115 FOR NEW TENANT OCCUPANCY - FIVE BELOW						

NOT TO INCLUDE STRUCTURAL STEEL X-BRACING

# Permit Monthly Report

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
200931	09/28/2020	Daniel Burke	Shed	5 Alford Blvd SBL#: 193.3-4-27	\$2,485.00	\$50.00
<b>Description of Work:</b>						
PLACE A 10' X 12' PRE-FAB STORAGE SHED IN REAR YARD						
200932	09/28/2020	Terry Flatt	Electric Install/Upgrade	28 Labarre St SBL#: 206.4-2-18	\$1,000.00	\$50.00
<b>Description of Work:</b>						
RUN UNDERGROUND ELECTRIC FROM HOUSE MAIN PANEL TO STORAGE SHED						
200933	09/29/2020	Chad Desrocher	Porch	44 Seneca Dr SBL#: 194.20-2-12	\$1,800.00	\$50.00
<b>Description of Work:</b>						
REMOVAL OF BRICK WALL AND INSTALLING NEW ROOF SUPPORTS IN FRONT OF HOUSE AND REPLACE SIDEWALK TO DRIVEWAY						
200934	09/29/2020	Daniel Giles	Shed	2112 Military Tpke SBL#: 191.3-10.5	\$2,000.00	\$125.00
<b>Description of Work:</b>						
CONSTRUCT A 15'X 15' WOOD SHED OFF BACK OF EXISTING SHED AND PLACE A 12' X 20' AMISH SHED IN REAR YARD						
200935	09/29/2020	Christopher Booth	Accessory Bldg/Addition	5 Old Dock Rd SBL#: 246.4-1-12.1	\$2,500.00	\$140.00
<b>Description of Work:</b>						
CONSTRUCT A 14' X 40' SHED ADDITION TO SIDE OF EXISTING BARN						
200936	09/30/2020	Rugar MHP, LLC	Shed	467 Rugar St SBL#: 220.-5-3	\$3,395.00	\$50.00
<b>Description of Work:</b>						
INSTALL A 10' X 16' PRE-FAB SHED AT 7 OAKLAND DR						
200937	09/30/2020	Mousseau Properties LLC	Single Family Resd	Archie Bordeaux Rd SBL#: 232.-3-25	\$90,000.00	\$352.00
<b>Description of Work:</b>						
CONSTRUCT A NEW 960 SF SINGLE FAMILY HOME WITH 448 SF ATTACHED GARAGE AND 6' X 14' FRONT PORCH						
<b>September 2020 Total:</b>					\$1,317,563.00	\$8,300.75
<b>Reporting Period Total:</b>					\$1,317,563.00	\$8,300.75





# **TOWN OF PLATTSBURGH**

## ***Highway Department***

**151 BANKER ROAD**  
**PLATTSBURGH, NEW YORK 12901**  
**(518) 562-6881**

**FAX # (518) 563-8136**

Email: [timd@townofplattsburgh.org](mailto:timd@townofplattsburgh.org)  
[gregb@townofplattsburgh.org](mailto:gregb@townofplattsburgh.org)  
[karenp@townofplattsburgh.org](mailto:karenp@townofplattsburgh.org)

**Timmy Dubrey**  
**Highway Superintendent**

**Greg Burnell**  
**Deputy Superintendent**

**Jason Cook**  
**Crew Supervisor**

**Karen Pepper**  
**Secretary**

**Month of**  
**SEPTEMBER 2020**

### **Daily work performed**

1	paving, hauled blacktop from Trade Road down to Pleasant Ridge and Carbide Road with truck #26, hauled asphalt, paved one lane of Carbide and Pleasant Ridge, flagged on Carbide and Pleasant Ridge Roads, work with new lifts, ran roller all day, went out with paver on Carbide Road, haul blacktop, paving Pleasant Ridge, flag man
2	paving Carbide & Pleasant Ridge, hauled asphalt, put out signs for paving, flagged for paving crew on Pleasant Ridge and Carbide Road, ran roller #24 all day, haul blacktop
3	mowed Route 3, Rugar, Smithfield Plaza, Route 22, fixed road sign, removed blown down tree, worked in shop, shop/office work, cut shoulder and extended pipe on Tribute, cut up blown down tree on Akey, marked out Akey for digsafes, mowed base with Toro mower, mowed on base, finished work on #37 dash and air leak, replace bulb on driver side strobe of #28, installed new fitting on guard rail mower @ Cumberland Head Fire Dept., put pipe in, cut tree, worked on paver, helped on Tribute, ditching, fix pipe, help with dig safe, mowing Cadyville, culvert on Tribute, tree on Akey
4	
5	
6	
7	
8	pick up dead deer on Carbide, office work, prepped paperwork for Ins., auction, serviced #45, adjusted deck #56, worked on paver rubber remote controller, picked up shop, worked on Bobcat #12, got truck 99, 17, pick up ready for auction, cleaned up by drill with tractor sweeper
9	office work, serviced #12, replaced o ring L R tire #20, went to Mooers for hyd repairs, listed information on all equipment, got the rest of items ready for auction, washed 7 inside and out, cleaned bay 1 & 2 floor
10	shop office work, worked on paver lights & repairs, mowed island in front of Hannafords, filled pot holes, cleaning out back by culvert pipe, mowed out back
11	
12	
13	

28	picked up road kill, replaced mailbox post, re-installed road signs Akey, Pleasant Ridge, removed signs Cliff Haven removed posts, moved to signs to other posts, pick up temporary no parking signs, shop/office work, check jobs, buried yard at 16 Facticeau, hauled blacktop for Village of Dannemora from Trade Road up to Emmons Road, worked around shop, mowed Route 3, pushed sand, cut grass Parc, buried pip on Facticeau, serviced and replaced tires on #98, worked on #54 fuel system, worked on #4 headlights, worked on paver front rubber & guard replacement, fixed signs all day, hauled asphalt for Village of Dannemora, helped unload dozer at pit, washed truck, ditching, mow on base
29	hauled asphalt, worked in shop, pick up parts, supplies, shop work, prepped for salt pad at sand pit, hauled blacktop for the Town of Saranac from Trade Road up off the Nashville Road, worked around shop, washed and cleaned up truck #26, pushed sand at pit, repaired headlight on #5, picked up parts at Clarks & Ace Hardware, help relocate stuff in shop, leveled spot for salt at the pit, worked in pit all day, worked on cleaning and rearranging the shop, hauled item 4, hauled asphalt for Saranac, cleaned around shop
30	worked in shop, shop/office work, hauled Volvo excavator back to Latham, worked in shop, polished all wheels on truck #26 and painted frame, worked around garage, haul item 4 from Rafferty's to shop, clean truck #52, brought demo excavator to Albany, hauled 2 loads of item 4 back from Rafferty's, worked with Total Tool, helped grease #28, greased #3, removed left manifold from B&G #61, clean trucks then clean in shop, hauled item 4 from Rafferty to shop, cleaned around shop, hauled #4 stone

## **Parks & Recreation Report – September 2020**

Submitted by Melanie Defayette

- Met with Supervisor and Budget Officer to go over 2021 budget.
- Held kayak trips as follows (all Town kayaks filled):
  - Moonlight paddle - 23
  - Lower St. Regis Lake – 25
  - Second Pond - 19
  - Lake Kushaqua – 24
  - Saranac River at Moose Pond Road – 22
  - Lake Flower – 25
- Attended Cornell Cooperative Ext. Youth & Family Committee meeting.
- Held a workday at the Disc Golf Course and worked on trimming back growth, taking down dead trees and trimming out new holes for course redesign with 10 volunteers.
- Attended Action for Health committee meeting.
- Held a Grand Opening for the Little Free Library placed at the East Morrisonville Park, donated by the Morrisonville Girl Scouts.
- Started the new TOP Flatlander hike/walk program:
  - Silver Lake Bog – 21
  - Macomb Park Reservation – 24
  - Lake Alice – 32
  - Jennings Road/Cadyville State Forest – 16
- Met with staff from Building & Grounds Dept to go over changes on Disc Golf Course and placement for new holes.
- Held first meeting for the Parks & Recreation Advisory Committee (PRAC).
- Youth Soccer League started and things are going very well!

Account#	Account Description	Fee Description	Qty	Local Share
		Peddlers License Fees	1	100.00
		<b>Sub-Total:</b>		<b>\$100.00</b>
A 2192	Masoleum Services	Cemetary Services	3	570.00
		<b>Sub-Total:</b>		<b>\$570.00</b>
A01255	Vital Records	Marriage License Fee	7	122.50
		<b>Sub-Total:</b>		<b>\$122.50</b>
A1255	Certified Copies	Certified Copies	22	227.50
		<b>Sub-Total:</b>		<b>\$227.50</b>
A12551	Misc. Fees	Misc. Fees	3	7.50
		<b>Sub-Total:</b>		<b>\$7.50</b>
A2001	Building Rentals	Building Rentals	13	1,070.00
	Parks & Recreation	Kayaking	45	510.00
		<b>Sub-Total:</b>		<b>\$1,580.00</b>
A20011	Parks& Recreation	Activity Fees	1	10.00
		<b>Sub-Total:</b>		<b>\$10.00</b>
A2115	Site Plan Fee	Detailed Preliminary Plan Site Plan Fee	4	2,000.00
		Special Use Permit Fee	1	250.00
	Subdivision Fees	Subd. Preliminary Plan Fee	3	750.00
		Subd. Sketch Plan Fee	1	240.00
		<b>Sub-Total:</b>		<b>\$3,240.00</b>
A2501	Licenses	Peddler's License	1	150.00
		<b>Sub-Total:</b>		<b>\$150.00</b>
A2544	Dog Licensing	Female, Spayed	36	504.00
		Female, Unspayed	1	17.00
		Male, Neutered	29	406.00
		Male, Unneutered	6	102.00
	Senior Discount	Senior Discount	31	-246.00
		<b>Sub-Total:</b>		<b>\$783.00</b>
A2555	Codes and Zones	Sign Permit	3	530.00
	Permits	Building Permits	42	4,898.05
		<b>Sub-Total:</b>		<b>\$5,428.05</b>
T2001	Ordinance Permits	Subdivision Recreation Fee	1	2,000.00
		<b>Sub-Total:</b>		<b>\$2,000.00</b>

Account#	Account Description	Fee Description	Qty	Local Share
<b>Total Local Shares Remitted:</b>				<b>\$14,218.55</b>
Amount paid to:	NYS Ag. & Markets for spay/neuter program			86.00
Amount paid to:	State Health Dept. for Marriage Licenses			157.50
<b>Total State, County &amp; Local Revenues:</b>			<b>Total Non-Local Revenues:</b>	<b>\$243.50</b>
	<b>\$14,462.05</b>			

To the Supervisor:

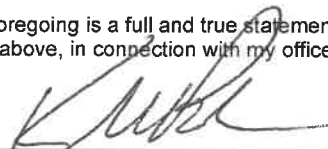
Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Kevin Patnode, Town Clerk, Town of Plattsburgh, during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Supervisor

Date

Town Clerk

Date


 10/1/2020

Notice is hereby given that the Preliminary Budget and Certain Elected Officials Salary for the Town of Plattsburgh, for the year beginning January 1, 2021 will be compiled, and filed in the office of the Town Clerk

Further Notice is hereby given that the Town Board of the Town of Plattsburgh will meet and review said Preliminary Budget at the Town Hall located at 151 Banker Road, Plattsburgh, New York on November 5, 2020 at 6:05 pm prevailing time. In response to the COVID-19 pandemic those in attendance must adhere to the masking protocol and social distancing requirements.

A copy of the Preliminary Budget will be available for inspection by all interested persons at the Town Hall on the Banker Road between the hours of 10:00am and 3:00pm

Town of Plattsburgh, Town Clerk  
Kevin Patnode

By the Order of the Town Board

Please Publish On



# 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*

September 30, 2020

TO: Honorable Michael Cashman and  
Members of the Town Board

RE: Town Fair Tire 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 Town Fair Tire Site Plan 2019, to be released. The amount for the deposit placed on file is \$2,196.27. 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 \$2,196.27 plus accrued interest be refunded to Town Fair Tire Center of NY LLC.

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

Sincerely yours,

Trevor Cole, AICP  
Senior Planner