

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING**

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:

PRESENT **ABSENT**

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- 171

Approve Minutes of the Previous Meeting

RESOLVED, that the minutes of October 22 and November 5, 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-

KMP
12/7/2020

**TOWN OF PLATTSBURGH
TOWN BOARD MEETING
December 3, 2020**

Resolution No. 020-172

Abstract 12A- 20

RESOLVED, that the abstract of audited claims **No.12A-20** for \$22,557.81 **Abstract 12A-20A** prepays for the amount \$164,719.86 be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

Motion: Barbara E. Hebert


Seconded by: Thomas E. Wood

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


12/7/2020

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
December 3, 2020**

Resolution NO.2020-173

**Request to Purchase Rubber Snow Blades
for the Highway Department**

WHEREAS, it is necessity to maintain equipment for the continued maintenance and improvements of Town Highways within the Town of Plattsburgh; and

WHEREAS, Procedures for Purchase of Commodities, Equipment or Goods and Contract Values requires the Town to solicit price quotes for amounts in excess of \$5,000.00; and

WHEREAS, Tim DuBrey, Highway Superintendent has solicited prices and is requesting permission to place an order for rubber drilled snow blades; and

WHEREAS, quotes have been received and the lowest total estimated cost of the rubber blades for the snow plows from Taylor Rental is \$6,856.00; therefore be it

RESOLVED, that the Town Board approve the purchases as recommended and that the Highway Superintendent is hereby authorized to make said purchases; and be it further

RESOLVED, that payment be made payable from the 2020 Highway Budget Equipment & Capital Outlay Account # DAA-5130-4200 and that a copy of this Resolution be given to the Finance Manager .

Motion: Charles A. Kostyk
Seconded by: Thomas E. Wood
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				


12/7/2020

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETINGS
December 3, 2020**

Resolution No. 020-174

Disposal of Surplus Equipment

WHEREAS, the it has been has determined that the computers listed below are obsolete and no longer needed; and

Dell Optiplex 330 Service Tag #94SFNG1
Dell Optiplex 380 Service Tag #93ZLDQ1
Dell Optiplex 380 Service Tag #H36JJQ1

WHEREAS, the computers will be turned over to the Building and Grounds Department for the proper disposal; therefore, be it

RESOLVED, that the Town Board does hereby authorize the disposal of said computers; and, it is further


RESOLVED, that a copy of this Resolution be given to the Finance Manager.

Motion: Thomas E. Wood

Seconded by: Barbara E. Hebert

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				


12/7/2020

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
December 3, 2020**

Resolution No.020-175

Employee Assistance Services (EAS)

WHEREAS, the Town of Plattsburgh ("Town" herein) has had an annual contract with the Clinton County Mental Health Association, Inc., doing business as Employee Assistance Services ("Agency" herein), whereby Agency provides informational services to the Town as an employer and, among other services, provides counseling to employees of the Town; and

WHEREAS, the Agency will submit to the Town its Town of Plattsburgh Employee Assistance Services Annual Report from January 1, 2020 to December 31, 2020 upon completion in January 2021; and

WHEREAS, the Town Board has provided, within the General Fund of the Town of Plattsburgh 2019 Budget, sufficient funds to pay for the renewal of a one-year contract with Agency; and

WHEREAS, the Agency has submitted a proposed contract dated as of the first day of January 2021 for a one-year renewal of the annual contract between Agency and Town at the rate of \$27.00 per person to be paid by Town to Agency upon execution of said contract by the Town; and

WHEREAS, the Town Attorney has approved as to form the one-year contract submitted by the Agency; now, therefore, it is

RESOLVED, that the one-year renewal contract submitted by the Agency is approved and the Supervisor is authorized to execute the same for the Town for the year 2020; and, be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager.

Motion to waive the reading straight to vote: Charles A. Kostyk

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


12/7/2020

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
December 3, 2020**

Resolution NO. 20-176

**3% Site Plan Return Deposit for Johns Manville
Site Plan 2020**

WHEREAS, the Town of Plattsburgh Planning Board has reviewed and approved all requirements of the Johns Manville Site Plan 2020; and

WHEREAS, the Planning and Community Development Department has coordinated inspection of said project and reports all requirements have been met and completed; therefore, be it

RESOLVED, that the Supervisor is hereby authorized and directed to release the deposit in the amount of \$517.10 plus accrued interest to date; and it is further

RESOLVED, that a certified copy of this Resolution be forwarded, by the Planning and Community Development Department Secretary, with the return of deposit to Johns Manville .

Motion: Barbara E. Hebert

Seconded by: Charles A. Kostyk


Discussion: none

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


12/7/2020

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
DECEMBER 3, 2020**

Resolution No. 020-177

**Publish a Request for Proposals (RFP) Intended for
Professional Planning, Codes, Engineering and
Consulting Services for the Planning & Codes
Departments**

WHEREAS, the Town of Plattsburgh is seeking proposals from qualified registered engineering firms in New York State to provide professional engineering, consulting, and related services for the Planning & Community Development and Codes Departments; and

WHEREAS, bidders should be familiar with the programs and regulations relative to administration, financial management, code review, environmental review, and economic development surveys, studies, reports design, specifications and bid documents, construction inspection , grant applications and project administration on road projects, traffic analysis, water, wastewater, storm water and environmental projects, zoning analysis, and related engineering services; and

WHEREAS, The Town of Plattsburgh will rank the responses received on an evaluation of the firm's ability to provide services to municipal clients, technical skills, experience and reference information. The Town of Plattsburgh reserves the right to reject any or all proposals and to conduct interviews at its sole discretion. Responses must be sealed and marked Professional Planning, Codes, and Consulting Services and received at the Town of Plattsburgh by 2:00 pm, on December 31, 2020. Additional information regarding this Request for Proposals may be obtained by calling the Town Clerk at 562-6832 during business hours Monday – Friday or going to the Town of Plattsburgh website: now, therefore it is

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby authorize the Supervisor to solicit and receive informal bid proposals for professional planning, codes, engineering and consulting services to administer and deliver the scope of services, and that the Town Clerk post notice on the Town's Clerks bulletin board and post on the Town's Website; and, it is further

RESOLVED, that a copy of this Resolution be given to the Town Planning & Community Development and Codes Enforcement Office Department Heads, and the Town Clerk.


Motion: Meg E. LeFevre

Seconded by: Charles A. Kostyk

Discussion:

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				


12/7/2020

**TOWN OF PLATTSBURGH
TOWN BOARD MEETING
December 3, 2020**

Resolution No. 20-178

Water Rate Adjustment Effective Jan 1, 2021

WHEREAS, the Greater Town of Plattsburgh Consolidated Water District and the PARC District, are duly established water districts, and have appropriated expenditures for operation and maintenance of its water systems; and

WHEREAS, the Town Board recognizes that the responsibility of maintaining a safe and reliable water system requires increases in rates that will both sustain its systems as well as prepare for any future capital improvements; and

WHEREAS, the proposed rate adjustment shall become fully effective January 1, 2021 and be retroactive to the date of the previous billing period, including any and all outside users, excluding those who fall under an inter-municipal Agreement to be set as follows:

The metered rate shall be: \$2.78 per 1,000 gallons, with a minimum per month of \$10.19 or \$30.57 per quarter based on customer's billing frequency; therefore, be it

RESOLVED, that these new rates shall be in place and effective the first full quarterly billing cycle retroactive as noted; and, be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager, Tax Receiver and the Water and Wastewater Department.

Motion: Meg E. LeFevre


Seconded by: Charles A. Kostyk

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


12/7/2020

**TOWN OF PLATTSBURGH
TOWN BOARD MEETING
December 3, 2020**

Resolution No. 20-179

**Wastewater Rate Adjustment
Effective Jan 1, 2021**

WHEREAS, the Greater Town of Plattsburgh Consolidated Sewer District and the PARC Sewer District, are duly established wastewater districts, and have appropriated expenditures for operation and maintenance of its wastewater systems; and

WHEREAS, the Town Board recognizes that the responsibility of maintaining a safe and reliable wastewater system requires increases in rates that will both sustain its systems as well as prepare for any future capital improvements; and

WHEREAS, the proposed rate adjustment shall become fully effective January 1, 2021 and be retroactive to the date of the previous billing period, including any and all outside users to be set as follows:

The metered rate shall be: \$6.91 per 1,000 gallons, with a minimum per month of \$19.93 or \$59.79 per quarter based on customer's billing frequency; therefore, be it

RESOLVED, that these new rates shall be in place and effective the first full quarterly billing cycle retroactive as noted; and, be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager, Tax Receiver and the Water and Wastewater Department.

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


12/7/2020

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
December 3, 2020**

Resolution NO. 20-180

Drug and Alcohol Testing Program Agreement

WHEREAS, the Town of Plattsburgh desires to continue implementing a drug and alcohol program according to the U.S. Department of Transportation Highway Administration for current and prospective employees of the Town who are required to have a Commercial Driver's License (CDL) and operate a commercial vehicle as stated in Federal Regulations and all others as per NYS Law and Town Policy; and

WHEREAS, Industrial Med Testing located at 220 Tom Miller Road, Plattsburgh New York, operates an occupational medicine service for the performance of Drug and Alcohol Testing services to employers and other organizations; and

WHEREAS, the Town of Plattsburgh desires to contract with Industrial Med Testing to provide such services to the employees of the Town of Plattsburgh; and

WHEREAS, the term of this Agreement shall be for one year, commencing on January 1, 2021 and Industrial Med Testing shall provide the services set forth in the contract attached hereto and made a part hereof by reference; therefore, be it

RESOLVED, that the supervisor be approved to enter into the attached Agreement with Industrial Med Testing and a copy of this Resolution be given to the Finance Manager, Designated Employer Representatives (DER), Industrial Med and Cool Insurance.


Motion to waive the reading and straight to vote: Thomas E. Wood

Seconded by: Barbara E. Hebert

Discussion:

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				


12/7/2020

**TOWN OF PLATTSBURGH
TOWN MONTHLY MEETING
December 3, 2020**

Resolution No. 020- 181

**Planning Board Member
Reappointment of James Sherman**

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

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby reappoint Mr. Sherman, a resident of the Town of Plattsburgh, to the Planning Board for a term to expire December 31, 2027; 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 certified copy of this Resolution be given to Mr. Sherman, Trevor Cole, Planning and Community Development Department Head, and the Chairperson of the Planning Board.

Motion: Thomas E. Hebert


Seconded by: Barbara E. Hebert

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


12/7/2020

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
December 3, 2020**

Resolution No. 020-182

**Zoning Board of Appeals Alternate Board
Member Appointment-Melanie Marr**

WHEREAS, a vacancy exists on the Zoning Board of Appeals for an Alternate Board Member; and

WHEREAS, Ms. Melanie Marr is willing to serve as an Alternate Board member; therefore, be it

RESOLVED, that the Town of Plattsburgh Town Board does hereby appoint Ms. Marr to the Zoning Board of Appeals to expire 12/31/2023; and be it further

RESOLVED, that Ms. Marr take an oath of office within thirty days of this resolution: and be it further

RESOLVED, that a certified copy of this Resolution be given to Ms. Marr, Stephen Imhoff the Codes and Zoning Department Head, and the Chairperson of the Zoning Board of Appeals.

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


12/7/2020

**TOWN OF PLATTSBURGH
TOWN BOARD MEETING
December 3, 2020**

Resolution No.020-183

**Zoning Board of Appeals Member
Reappointment of Henry Hale**

WHEREAS, Henry Hale is willing to continue serving as a Zoning Board of Appeals member; and,

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby reappoint Mr. Hale a resident of the Town of Plattsburgh, to the for a term to expire December 31, 2025; and, be it further

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

RESOLVED, that a certified copy of this Resolution be given to Mr. Hale, Stephen Imhoff, Codes and Zoning Department Head, and the Chairperson of the Zoning Board of Appeals.

Motion: Barbara E. Hebert


Seconded by: Thomas E. Wood

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


12/7/2020

**TOWN OF PLATTSBURGH
TOWN BOARD MEETING
December 3, 2020**

Resolution No.020-183

**Zoning Board of Appeals Member
Reappointment of Henry Hale**

WHEREAS, Henry Hale is willing to continue serving as a Zoning Board of Appeals member; and,

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby reappoint Mr. Hale a resident of the Town of Plattsburgh, to the for a term to expire December 31, 2025; and, be it further

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

RESOLVED, that a certified copy of this Resolution be given to Mr. Hale, Stephen Imhoff, Codes and Zoning Department Head, and the Chairperson of the Zoning Board of Appeals.

Motion: Barbara E. Hebert

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


12/7/2020

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
December 3, 2020**

Resolution No. 020-184

In Recognition of Senator Betty Little

WHEREAS, upon the occasion of Betty Little's retirement from the New York State Senate, the town board of the Town of Plattsburgh extends a heartfelt appreciation for her decades of public service; and

WHEREAS, Betty Little was first elected to the Warren County Board of Supervisors in 1986, and to the New York State Assembly in 1995, and from there to the New York State Senate in 2002, replacing Senator Ronald Stafford in the 45th district which includes Plattsburgh; and

WHEREAS, during those years, Senator Little was known for her approachable demeanor, her willingness to listen and her ability to have relaxed and honest conversations with people from all walks of life. She was a friend and advocate to many throughout the North Country and Capital District, including mentoring newly elected local and state officials from both sides of the aisle; and

WHEREAS, Senator Little's many accomplishments include critical support of regional economic development, tourism, broadband; combatting invasive species in Adirondack lakes and waterways; leadership to protect long-term care for seniors; tireless advocacy for families and children; fighting for free mammograms for women in New York State; and

WHEREAS, Senator Little was instrumental in bringing cell service to the Adirondack Northway, which connects Clinton County to the rest of New York State and allows for safe travel to and through our town; and

WHEREAS, Senator Little's leadership helped establish new norms for local governments through the shared services initiative; she secured millions of dollars for repair, restoration, a perpetual care funds for the Town of Plattsburgh Community Mausoleum, and, with compassion, she successfully pushed to change laws surrounding new stand alone mausoleums in New York State; and now, therefore, be it

RESOLVED, it is with gratitude that the town board of the Town of Plattsburgh wishes to honor Senator Betty Little on the occasion of her retirement from the New York State Senate and her decades of public service.

Motion: Michael S. Cashman, Thomas E. Wood, Meg E. LeFevre

Seconded by: Barbara E. Hebert, Charles A. Kostyk

Discussion:

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				


12/7/2020

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
December 3, 2020**

Resolution No. 020-185

**Authorization To Enter Into An Agreement For
Pictometry Services**

WHEREAS, the Town has more than 5,575 parcels and the number needing to be physically seen can be reduced by the use of aerial imagery in accordance to NYS Office of Real Property Tax Services guidelines enabling the Assessor to review certain parcels using the technology and thereby accelerating the number of total parcels that may be updated each year; and

WHEREAS, the Town Assessor is charged with maintaining the Assessment Rolls at a level of assessment of 100% equalized and complete an on-site inspection of the Town's inventory; and

WHEREAS, that based on the Assessor's recommendation, and discussion with other Town Departments in the Town of Plattsburgh the services are needed to implement a better day to day activities; therefore, be it

RESOLVED, authorizes the Supervisor to enter into an Agreement with Pictometry International Corporation of 25 Methodist Hill Drive Rochester, NY 14623, to provide services as indicated in the Agreement; and, be it further

RESOLVED, that after final review by the Town Attorney the Supervisor be authorized to enter into an Agreement for services from Pictometry for an amount not to exceed \$30,720.00, to be paid over a three year period from the Planning Department, Codes and Zoning Department Highway Department Water and Wastewater Department and Assessment Department Budgets, with a scheduled fly over to take place in the Spring of 2021; and, be it further

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


Motion: Barbara E. Hebert

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


12/7/2020

**TOWN OF PLATTSBURGH
TOWN MONTHLY MEETING
December 3, 2020**

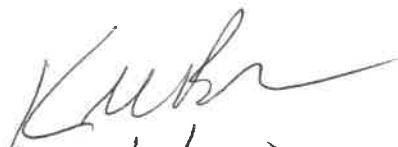
RESOLVED, that this Town Board meeting be adjourned at 6:30 PM.

Motion by: Charles A. Kostyk

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		


12/7/2020

TOWN OF PLATTSBURGH TOWN BOARD
WORK SESSION AGENDA
December 10, 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	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		


Public Comments -none

Supervisor's Report

Draft Resolutions

020-xxx Minutes
020-xxx Monthly Reports
020-186 Renewal of TimeClock Plus LLC, contract
020-187 Zoning Board of Appeals Alternate Member reappointment of Patrick Duhaime
020-xxx Reappointment of Water Advisory Committee
020-xxx Amendment Appointment of Alex Forster as Alternate member of Zoning Board
020-xxx Reappointment of Housing Development Fund – Tom Wood
020-xxx Reappointment of Housing Development Fund- Charles Kostyk
020-xxx Elmore's Agreement for 2021
020-xxx Town Board Fire District Liaisons
020-xxx Town Board Committee Liaisons
020-xxx CVPH and MVSF Ambulance Service Agreements (3 Year)
020-xxx Appointment of Court Clerks for 2021

Committee Reports -


12/11/2020

Executive Session –

Motion to go into Executive Session
to discuss medical, financial, credit, or
employment history of four employees
or matters leading to said dismissal, removal,
promotion, appointment, discipline,
demotion or suspension

Motion to come out of Executive session

Motion by: Barbara E. Hebert

Motion by: Thomas E. Wood

Seconded by: Thomas E. Wood

Seconded by: Charles A. Kostyk

Time: 6:10

Time: 6:38

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** **ABSENT**

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

Town Board meeting be adjourned at 6:38 PM.


12/11/2021

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
December 10, 2020**

Resolution No. 020-186

**TimeClock Plus, LLC Maintenance
Agreement**

WHEREAS, the Town of Plattsburgh ("Town" herein) maintains an annual Maintenance Renewal Agreement with TimeClock Plus, LLC to provide time clock services and system support; and

WHEREAS, TimeClock LLC has submitted a Renewal Agreement to the Town for Service from January 1, 2021 to December 31, 2021; and

WHEREAS, the Town Board has provided, within the General Fund of the Town of Plattsburgh 2021 Budget, for the renewal of its one-year contract with TimeClock Plus LLC, in the amount of \$ 1,980.00 and

WHEREAS, the Town attorney has approved as to form the one-year contract submitted by TimeClock Plus LLC; now, therefore be it

RESOLVED, that the one-year renewal contract submitted by TimeClock Plus LLC be approved and the Supervisor is authorized to execute the same for the Town of Plattsburgh and a copy of this Resolution be given to the Finance Manager.

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


12/10/2020

**TOWN OF PLATTSBURGH
TOWN BOARD MEETING
December 3, 2020**

Resolution No.020-187

**Zoning Board of Appeals Alternate
Member Reappointment of Patrick
Duhaime**

WHEREAS, Patrick Duhaime is willing to continue serving as a Zoning Board of Appeals alternate member; and,

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby reappoint Mr. Duhaime a resident of the Town of Plattsburgh, to the for a term to expire December 31, 2023; and, be it further

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

RESOLVED, that a certified copy of this Resolution be given to Stephen Imhoff, Codes and Zoning Department Head, and the Chairperson of the Zoning Board of Appeals.

Motion: Barbara E. Hebert

Seconded by: Thomas E. Wood


Discussion: Yes

Roll Call:

Yes No Absent Carried Tabled
x

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

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x
x


12/11/2020



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

December 7, 2020

Michael Cashman, Supervisor
and Town Board Members

RE: Zoning Board of Appeals Members

Dear Mr. Cashman and Board Members:

I would like to recommend that the Town Board re-appoint Mr. Alexander Forster as an alternative member to the Zoning Board Appeals for another term commencing January 1, 2021.

Respectfully submitted,


Stephen M. Imhoff
Zoning Enforcement Official

SMI/dpm



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

December 22, 2020

TO: Honorable Michael Cashman and
Members of the Town Board

RE: South Junction Road Transload Facility Site Plan 2018
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 South Junction Road Transload Facility Site Plan 2018, to be released. The amount for the deposit placed on file is \$465.00. 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 \$465.00 plus accrued interest be refunded to South Junction Road Transload Facility.

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

Sincerely yours,

A handwritten signature in blue ink, appearing to read "Trevor Cole".

Trevor Cole, AICP
Senior Planner

AGREEMENT FOR TOWN COURT SECURITY SERVICES

This agreement, made this _____ day of _____, 20____ is by and between the Clinton County Sheriff's Office "County" herein and the Town of Plattsburgh "Town" herein with principal offices at 151 Banker Road, Plattsburgh, NY 12901.

Upon request, The Clinton County Sheriff's Office shall provide the Town of Plattsburgh Justice Court with a deputy sheriff to provide court security services. The Town shall reimburse the County for said services at the rate of \$33.40 per hour for regular time and \$50.10 per hour for time and a half. Said rates shall include all benefits and the County shall be responsible for Workers' Compensation and New York State Disability insurance coverage. This contract shall commence January 1, 2021 and shall remain in effect through December 31, 2021.

The County agrees to provide the Town satisfactory evidence of Law Enforcement Liability Insurance naming the Town as additional insured.

The County agrees to defend, indemnify and save harmless the Town from any and all claim(s) arising out of services performed by the County hereunder, including those specifically arising out of negligent acts or omissions of the County's officers, employees and agents, (if applicable) including any costs for legal services and the defense of any said claim(s).

This agreement may be terminated by either party, giving 30 (thirty) days written notice of its intention to terminate to the other party.

Clinton County does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services.

The Town of Plattsburgh warrants that it is in compliance with the Americans with Disabilities Act (Public Law 101-336) and that it will, in carrying out the requirements of this contract, comply in all respects with the provisions of the Act and its implementing regulations.

SIGNATURE OF THE PARTIES:

Town of Plattsburgh

By: _____ Date: _____
Michael Cashman, Supervisor

APPROVED BY:

By: _____ Date: _____
David N. Favro
Clinton County Sheriff

APPROVED AS TO INSURANCE REQUIREMENTS:

By: _____ Date: _____
Deputy County Administrator

APPROVED AS TO LEGAL FORM:

By: _____ Date: _____
County Attorney

COUNTY OF CLINTON

By: _____ Date: _____
Chairperson
Clinton County Legislature



TOWN OF PLATTSBURGH

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Michael Cashman
Supervisor

Meg LeFevre
Deputy Supervisor/Councilor

December 17, 2020

COPY

Cumberland 12 Cinemas
18 North Bowl Lane
Plattsburgh, NY 12901

RE: Annual Area of Public Assembly Inspection

Dear Sir or Madam:

Our office completed the annual Area of Public Assembly Inspection of Cumberland 12 Cinemas on December 4, 2020. The facility meets the requirements for the renewal of your license.

Please contact us if we can be of further assistance.

Sincerely,

Drew Arthur
Codes & Zoning Enforcement Official

DA/dpm

cc: Kevin Patnode, Town of Plattsburgh Town Clerk

Codes\Annual Inspections\Cumberland 12\inspection letter_2020