

**TOWN OF PLATTSBURGH TOWN BOARD  
WORK SESSION AGENDA  
March 10, 2022**

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>
<b>MEMBERS:</b> Michael S. Cashman, Supervisor	x	
Thomas E. Wood, Councilor	x	
Barbara E. Hebert, Councilor	x	
Charles A. Kostyk, Councilor		x
Dana M. Isabella, Councilor	x	
Kathryn B. Kalluche, Town Clerk	x	
James J. Coffey, Town Attorney	x	

**Public Comments – none**

**Supervisor’s Report**

**Public Hearing** of the adoption of the Manufactured Home Park Permit Fee.

**Draft Resolutions**

- 022-064 Appointment of Jordanne Manney as Recreation Program Coordinator in the Parks and Recreation Department
- 022-065 Road Closer request in the Town of Plattsburgh
- 022-xxx Minutes
- 022-xxx Monthly Reports
- 022-xx Animal Shelter Eagle Nest Agreement
- 022-xxx Letter of Retirement from the Position of Administrative Assistant in the Supervisor’s Office
- 022-xxx Files Access
- 022-xxx Appointment for Board of Assessment Review
- 022-xxx SEQRA Determination for 2022 Former Clinton County Airport Smart Growth Plan & Comprehensive Land Use Plan Amendment
- 022-xxx Adopt the *Former Clinton County Airport Smart Growth Plan Updates*

**Committee Reports -**

Town Board meeting be adjourned at 6:11 PM.

*K. Kostyk*  
3/11/22

**TOWN OF PLATTSBURGH  
TOWN BOARD WORK SESSION PUBLIC HEARING  
March 10, 2022**

The meeting was called to order at 6:00 p.m. by the presiding officer at the Town Hall on the Banker Road.

**FURTHER NOTICE** is hereby given that the Town Board of the Town of Plattsburgh will meet and hold public hearings thereon at the Town Hall located on the Banker Road, in the Town of Plattsburgh, Clinton County, New York on Thursday at 6:00 p.m. prevailing time in relation to the that a public hearing be held by the Town of Plattsburgh with respect in the adoption of the Manufactured Home Park Permit Fee .

**1. Acceptance of Written Comments into the Record of the Hearing**

**2. Open Public Hearing to the Floor for Public Comment**

**Motion to OPEN Public Hearings**

Motion by: Thomas E. Wood

Seconded by: Dana M. Isabella

Discussion: none

**Motion to CLOSE Public Hearings**

Motion by: Dana M. Isabella

Seconded by: Barbara E. Hebert

Time: 6:01 PM

Time: 6:10 PM

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>		<u>Yes</u>	<u>No</u>	<u>Absent</u>
Thomas E. Wood	x			Thomas E. Wood	x		
Barbara E. Hebert	x			Barbara E. Hebert	x		
Charles A. Kostyk			x	Charles A. Kostyk			x
Dana M. Isabella	x			Dana M. Isabella	x		
Michael S. Cashman				Michael S. Cashman	x		

*Handwritten signature and date:*  
K. Kostyk  
3/11/22

**TOWN OF PLATTSBURGH  
TOWN BOARD WORK SESSION  
March 10, 2022**

**Resolution No. 022 -064**

**Appointment of Jordanne Manney as Recreation Program  
Coordinator in the Parks and Recreation Department**

**WHEREAS**, there is a vacancy for the position of Recreation Program Coordinator in the Parks and Recreation Department; and

**WHEREAS**, interviews for the aforementioned position were held of eligible candidates provided by Clinton County Department of Personnel; and

**WHEREAS**, upon the completion of interviews it is the recommendation of the Recreation Department that Jordanne Manney be appointed to the vacant Recreation Program Coordinator position; therefore, be it

**RESOLVED**, that the Town Board does hereby authorize the hiring and appointment of Jordanne Manney to the vacant position of Recreation Program Coordinator for the salary of \$49,296.00 effective March 14, 2022 contingent on the background check; and be it further

**RESOLVED**, that the Supervisor is hereby authorized to sign all necessary documents for Ms. Manney's appointment with a probation period of 12 months; and, it is further

**RESOLVED**, that a certified copy of this Resolution be given to the Finance Manager, Town Clerk and the Department Head, Erin Pangborn and one be placed in Ms. Manney's personnel file.

**Motion: Dana M. Isabella**

**Seconded by: Barbara E. Hebert**

**Discussion: Yes. Supervisor Cashman**

**Roll Call:**

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

x

*[Handwritten Signature]*  
3/11/22

**TOWN OF PLATTSBURGH  
TOWN BOARD WORK SESSION  
March 10, 2022**

**Resolution No. 022-065**

**Highway Request for Town Road Closures**

**WHEREAS**, the Supervisor has received a letter dated March 9, 2022 from Tim Dubrey Superintendent of Highways requesting permission to temporarily post the following Town Roads effective March 29, 2022;

Akey Rd. (from Rt. 374, to the entire length), Bart Merrill Road (Section North of the Gene Lefevre Rd. intersection), Bradford Road, (from Rt. #374 going north to Rt. #190), Champlain Park (all entrances), Cliff Haven Community (all entrances), Durand Road, Gene LeFevre Rd, Trudeau Road, Kennedy Road, Robinson Road, Stafford Road, South Jct. Road, Thunderbird Heights (all entrances), Woodcliff Drive, Wallace Hill Road and Archie Bordeaux Road; therefore be it

**RESOLVED**, that certain vehicles, as described in the New York State Vehicle and Traffic Law Section 1660, be excluded from Town Highways and/or sections thereof listed in the aforementioned letter upon (1) the erection of signs posting the respective highways or sections thereof; and (2) a notice, pursuant to said section 1660, being published in the Press Republican; and, it is further

**RESOLVED**, that the Town Board does hereby authorize and direct the Town Clerk to cause said notice to be published in the Press Republican in accordance to Town Law; and, be it further

**RESOLVED**, that a copy of this Resolution be given to the Highway Superintendent.

**Motion: Thomas E. Wood**

**Seconded by: Barbara E. Hebert**

**Discussion: Yes**

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

*Handwritten signature and date: 3/11/2022*