

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
April 7, 2022**

The meeting was called to order at 6 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	
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	

Resolution No. 022- 080

Approve Minutes of the Previous Meeting

RESOLVED, that the minutes of March 24, 2022, be approved and the reading of the minutes be dispensed with.

Motion: Charles A. Kostyk

Seconded by: Dana M. Isabella

Discussion: None

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

Public Comment- none

Kalluche
4/14/22

TOWN OF PLATTSBURGH
TOWN BOARD MEETING
April 7, 2022

Resolution No. 022-081

Abstract 4A- 22

RESOLVED, that the abstract of audited claims **No.4A-22** for \$492,061.90, **Abstract 4A-22** prepays for the amount \$183,196.57 be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

Motion: Dana M. Isabella

Seconded by: Charles A. Kostyk

Discussion: None

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

Kostyk
4/19/22

**TOWN OF PLATTSBURGH
TOWN BOARD MEETING
April 7, 2022**

Resolution No. 022-082

Purchase of Water Reading Meters

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

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

WHEREAS, Ti Sales Inc. as the authorized Level I certified distributor for Neptune and the exclusive supplier of Neptune products in the Upstate New York market area has submitted price quotations for the year 2022; therefore, be it

RESOLVED, the Town Board approve the purchase as requested and that the Water & Wastewater Director is hereby authorized to make incremental purchases not to exceed the total amount of \$50,000.00 in fiscal year 2022; and, be it further

RESOLVED, that payment be made payable from the 2022 Water & Wastewater Budget Account # SW6.8340.4170 and that a copy of this Resolution be given to the Water & Wastewater Department and Budget Officer.

Motion: Thomas E. Wood

Seconded by: Charles A. Kostyk

Discussion: None

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

Charles A. Kostyk
4/14/22

**TOWN OF PLATTSBURGH
TOWN BOARD MEETING
April 7, 2022**

Resolution No. 22-083

**Change Order No.2 – Trade Road
Pump Station Improvements**

WHEREAS the Town of Plattsburgh’s Water and Wastewater Department (WWW) went out to bid and awarded the Trade Road Pump Station Improvement (Resolution No. 021-022) as part of an ongoing capital improvement plan; and

WHEREAS, due to changes in electrical design from above ground to below ground required an additional transformer pad to be installed by owner; and

WHEREAS, J. E. Sheehan Contracting Corp. has submitted a pricing adjustment resulting in an increase of \$7,981.77; now, therefore be it

RESOLVED, that the Town Board does hereby authorize the Supervisor to execute said Change Order no. 2; and, be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager and Water Wastewater Director, Laberge Engineering and J. E. Sheehan Contracting Corp.

Motion: Charles A. Kostyk

Seconded by: Thomas E. Wood

Discussion: None

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

Kostyk
4/14/22

**TOWN OF PLATTSBURGH
TOWN BOARD MEETING
April 7, 2022**

Resolution No. 22-084

**Change Order No.2 – Bluff Point
Pump Station Improvements**

WHEREAS the Town of Plattsburgh’s Water and Wastewater Department (WWW) went out to bid and awarded the Bluff Point Pump Station Improvement (Resolution No. 021-021) as part of an ongoing capital improvement plan; and

WHEREAS, additional effort was needed to locate the existing force main and connect to the new station; and

WHEREAS, J. E. Sheehan Contracting Corp. has submitted a pricing adjustment resulting in an increase of \$3,576.97; now, therefore be it

RESOLVED, that the Town Board does hereby authorize the Supervisor to execute said change order no. 2; and, be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager and Water Wastewater Director, Laberge Engineering and J. E. Sheehan Contracting Corp..

Motion: Thomas E. Wood

Seconded by: Charles A. Kostyk

Discussion: None

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

Charles A. Kostyk
4/19/22

**TOWN OF PLATTSBURGH
TOWN BOARD MEETING
April 7, 2022**

Resolution No. 022-085

**Request to Advertise for Sealed Bids
Cliff Haven Sewer Lining Project**

WHEREAS, plans and specifications have been prepared by Laberge Engineering and Consulting Group entitled “Cliff Haven Sewer Lining Project”, and

WHEREAS, Scott Stoddard, Water & Wastewater Director has requested to solicit bids, and, therefore be it

RESOLVED, that the Town Clerk is hereby authorized and directed to advertise for sealed bids for the project entitled Cliff Haven Sewer Lining Project, for which bid specifications and non-collusion documents will be available from the Town Clerk, and that said advertisement shall be placed in the Press Republican with bids to be opened on May 13th, 2022 at 11:00 AM, at the Town of Plattsburgh Town Hall 151 Banker Road, Plattsburgh, New York and, be it further

RESOLVED, that the Town of Plattsburgh Town Board reserves the right to reject any or all bids offered; and, be it further

RESOLVED, that a copy of this Resolution is to be given to the Town Clerk, the Director Water & Wastewater Department, and the Finance Manager.

Motion: Charles A. Kostyk

Seconded by: Dana M. Isabella

Discussion: None

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

Kostyk
4/14/22

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
April 7, 2022**

Resolution No.022-086

**Request To Attend Town Clerk NYSTCA
Annual Conference**

WHEREAS, it is in the best interest of the Town that the Town Clerk remain current and informed concerning all aspects of the Town Clerk’s responsibilities and any changes in regulation; and

WHEREAS, training through the New York State Town Clerks Association is being offered in Albany, New York at the Desmond Hotel from April 24-27, 2022; therefore, be it

RESOLVED, that the Town Clerk Katie Kalluche be approved to attend the annual conference and training; and be it further

RESOLVED, that an amount not to exceed \$900.00 for lodging, meals, and registration for the for the conference and training, be charged to the Town Clerk’s budget; and be it further

RESOLVED, that copies of this Resolution be given to the Town Clerk, the Finance Director and one put in her personnel file.

Motion: Thomas E. Wood

Seconded by: Dana M. Isabella

Discussion: None

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

Frank Blum
4/14/22

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
April 7 2022**

Resolution NO. 021-087

**Playground Equipment Purchase for May Currier
Park**

WHEREAS, to maintain the value and safety of playground equipment the Parks and Recreation Department must upgrade older playground equipment to keep it in proper working order and

WHEREAS, Ms. Pangborn is recommending the acceptance of the proposal from Kirk Baughman of Baughman Bros. Inc. (a local Play ground representative) and Jeffrey Associates for furnishing, delivering and installing needed playground equipment; and

WHEREAS, Ms. Pangborn, is requesting permission to purchase playground equipment with installation in the amount of \$88,219 by the Town of Plattsburgh Parks and Recreation Department pursuant to the New York State Office through the General Services Standards and Purchase Group Contract No 6485 in an amount not to exceed \$88,219; therefore be it

RESOLVED, that the Town Board does hereby grant permission to Ms. Pangborn to order said playground equipment from Jeffrey Associates, 897 Route 910 Indianola, Pa 15051-335 and the Supervisor is hereby authorized to sign any related documents required for the purchase; and it is further

RESOLVED, that all related documents relative to the purchase of playground equipment and installation to be made payable from the Park Equipment and Capital outlay Account A1620.2000.1000 for 2022; and, it is further

RESOLVED, that a copy of this Resolution be forwarded to Ms. Erin Pangborn, Youth Service and Recreation Director.

**Motion: Charles A. Kostyk
Seconded by: Dana M. Isabella
Discussion: Yes. Supervisor Cashman and Councilor Kostyk**

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

Handwritten signature and date: 4/19/22

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
April 7, 2022**

Resolution NO.022-088

**Soccer Goals Purchase for Parks and
Recreation Department**

WHEREAS, the Parks and Recreation Department in cooperation with the Building and Grounds Department is responsible for the maintenance of equipment for recreation programs in the Town of Plattsburgh; and

WHEREAS, to maintain the value and use of programs and equipment the Department must upgrade older pipe goals to keep equipment in proper working order; and

WHEREAS, Ms. Pangborn has obtained quotes for the purchase of four sets of soccer goals and were received and reviewed by Ms. Pangborn; therefore, be it

RESOLVED that the Town Board does hereby authorize the purchase of soccer goals in the amount of \$10,242.47 from BSN Sports and, it is further

RESOLVED, that the Supervisor be and he hereby is authorized to sign all related documents relative to the purchase of soccer goals to be made payable from the Park Equipment and Capital outlay Account A1620.2000.1000 for 2022; and, it is further

RESOLVED, that a copy of this Resolution be forwarded to Ms. Pangborn, Youth Service and Recreation Director.

**Motion: Dana M. Isabella
Seconded by: Charles A. Kostyk
Discussion: None**

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

Charles A. Kostyk
A/14/22

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
April 7, 2022**

Resolution No. 22-089

**Resignation of Larry J. Barnaby MEOH of the
Highway Department**

WHEREAS, Larry J. Barnaby has submitted a letter of resignation from the Highway Department effective April 18, 2022; therefore be it

RESOLVED, that the Town of Plattsburgh Town Board, with appreciation for Larry J. Barnaby prior years of service in that position, accept Mr. Barnaby's letter of resignation from the Highway Department; and be it further

RESOLVED, that a copy of this resolution be given to the Finance Manager and be put in Mr. Barnaby's personnel file.

Motion: Charles A. Kostyk

Seconded by: Dana M. Isabella

Discussion: Yes. Supervisor Cashman

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

*Michael S. Cashman
4/14/22*

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
APRIL 7, 2022**

Resolution No. 022-090

Personnel File Access Update

WHEREAS, the Town Board desires to maintain appropriate policy concerning access to personnel files, therefore be it

RESOLVED, that the "Employee Personnel Files Access Policy" be amended to acknowledge employees in the Business Office, and Secretary to the Supervisor as authorized positions to access personnel files for town business; and be it further

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

Motion: Thomas E. Wood

Seconded by: Charles A. Kostyk

Discussion: None

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

Kostyk
4/14/22

**TOWN OF PLATTSBURGH
TOWN MONTHLY MEETING
April 7, 2022**

Motion to go into Executive Session
To discuss work history of one
Individual and collective
bargaining negotiations per
Article 14 of Civil Services Law.

Motion to come out of Executive Session

Motion by: Charles A. Kostyk
Seconded by: Dana M. Isabella
Time: 6:15

Motion by: Charles A. Kostyk
Seconded by: Dana M. Isabella
Time: 6:57

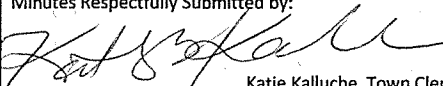
	<u>YES</u>	<u>NO</u>
Thomas E. Wood	x	
Barbara E. Hebert	Absent	
Charles A. Kostyk	x	
Dana M. Isabella	x	
Michael S. Cashman	x	

	<u>YES</u>	<u>NO</u>
Thomas E. Wood	x	
Barbara E. Hebert	Absent	
Charles A. Kostyk	x	
Dana M. Isabella	x	
Michael S. Cashman	x	

RESOLVED, that this Town Board meeting be adjourned at 6:57 PM.

Motion by: Charles A. Kostyk
Seconded by: Dana M. Isabella
Discussion: none

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

Minutes Respectfully Submitted by:  Katie Kalluche, Town Clerk
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