

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI MONTHLY MEETING
April 21, 2022**

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

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

Other Attendees:

Robin Burgess, Deputy Town Clerk

Resolution No. 022-092

Approve Minutes of the Previous Meeting

RESOLVED, that the minutes of April 7, 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>
Thomas E. Wood	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Dana M. Isabella	x				
Michael S. Cashman	x				

x

Public Comment- None

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI MONTHLY MEETING
April 21, 2022**

Resolution No. 022-093

Abstract 4B- 22

RESOLVED, that the abstract of audited claims **No.4B-22** for \$139,103.10, **Abstract 4B-22B** prepays for the amount \$269,252.90 be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

Motion: Barbara E. Hebert

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				

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI MONTHLY MEETINGS
April 21, 2022**

Resolution No. 022-094

Monthly Department Reports

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

Building and Grounds - March	Codes and Zoning -
Dog Control Officer -	Historian -
Highway Superintendent -	Justice Court -
Parks and Recreation – February	Planning & Community Development – April
Safety Committee -	Supervisors Financial Report -
Tax Receiver -	Town Clerk - March
Water Wastewater -	

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
Barbara E. Hebert	x
Charles A. Kostyk	x
Dana M. Isabella	x
Michael S. Cashman	x

x

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI MONTHLY MEETING
April 21, 2022**

Resolution No. 022-095

**Resurfacing for East Morrisonville
Recreation Park Tennis Courts**

WHEREAS the Parks and Recreation Department in cooperation with the Building and Grounds Department is responsible for the maintenance of six sets of tennis courts in the Town of Plattsburgh; and

WHEREAS, to maintain the value and use of said courts the Department must maintain the tennis courts on a maintenance schedule; and

WHEREAS, Ms. Pangborn has obtained formal written quotes for the purchase of tennis resurfacing and painting that were received and reviewed by Ms. Pangborn; therefore, be it

RESOLVED that the Town Board does hereby authorize the resurfacing, cleaning, and repainting of the tennis courts by Advantage Tennis Inc., PO Box 73, Passumpsic Vt. 05861 in the amount of \$13,380.00 and, it is further

RESOLVED, that the Supervisor be and he hereby is authorized to sign all related documents relative to the resurfacing and repainting of East Morrisonville Park to be made payable from the Park Field Maintenance Account A1620.4116 for 2022; and, it is further

RESOLVED, that a copy of this Resolution be forwarded to the Finance Manager, Ms. Pangborn, Youth Service and Recreation Director and Building and Grounds Department Head.

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				

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI MONTHLY MEETING
April 21, 2022**

Resolution NO. 022-096

**RFP for Auditing Services For
2022, 2023 and 2024**

WHEREAS, in accordance with the requirements of the Single Audit Act of 1984 and the Single Audit Amendment of 1996 independent audits for the years ending December 31, 2022, 2023 and 2024 must be performed; now therefore it is

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby authorize the Supervisor to solicit and receive proposals for the independent auditing of the Town of Plattsburgh fiscal records for the years 2022, 2023 and 2024; and, be it further

RESOLVED, that the Finance Manager receive a copy of this Resolution.

Motion: Barbara E. Hebert

Seconded by: Dana M. Isabella

Discussion: Cashman, Wood, Hebert

	<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				

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI MONTHLY MEETINGS
April 21, 2022**

Resolution No. 022-097

Disposal of Obsolete Equipment

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

Dell Monitor Service Tag #DZMZXS2
 Dell Monitor SN# CN-ORW195728727BU4CAS
 Dell Monitor SN# CN-UG65664780457VT82S
 Mitel Phone Box SX-200 SN#AA-BBT2155
 Dell Dimension 3000 Computer Service Tag #GP7DY71
 Dell Dimension E21 Computer Service Tag #5K41701
 Dell Dimension 4700 Computer Service Tag #5Q5HY61
 Kyocera Copier FS1035NP SN #M6W1907205
 Sharp A1202o Copier/Fax SN #75096478
 Dell Monitor SN #MX-06CO46-47801-13E-KOVW
 Dell Monitor SN #MX-06CO46-47801-13E-HOZR
 CPR Mannequin, 4 each

WHEREAS, the equipment 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 equipment; and, it is further

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

Motion: Charles A. Kostyk

Seconded by: Dana M. Isabella

Discussion: Cashman, Wood

	<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	

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI MONTHLY MEETING
April 21, 2022**

Resolution No. 022-098

**Appointment of Thomas Burdo as
Water and Wastewater Maintenance
Worker I in the Water Wastewater
Department**

WHEREAS, there is a vacancy for the position of Water and Wastewater Maintenance Worker I in the Water & Wastewater Department; and

WHEREAS, interviews for the aforementioned position were held by the Director, and Supervisors of the Water & Wastewater Department of eligible candidates; and

WHEREAS, upon the completion of interviews it is the recommendation of the Director and the Water and Wastewater committee that Thomas Burdo be appointed to the vacant Water & Wastewater Maintenance Worker I position; and therefore be it

RESOLVED, that the Town Board does hereby authorize the hiring and appointment of Thomas Burdo to the vacant position of Water and Wastewater Maintenance Worker I at the step two pay rate of \$24.47 per hour effective May 9, 2022; and be it further

RESOLVED, that this appointment become effective following Civil Service final approval and that the Supervisor is hereby authorized to sign all necessary documents for Thomas Burdo'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, the Director of Water & Wastewater Department and one be forwarded to the Clinton County Department of Personnel, and a copy be placed in Thomas Burdo's personnel file.

Motion: Thomas E. Wood

Seconded by: Charles A. Kostyk

Discussion: Wood

Roll Call:

Yes No Absent Carried Tabled
x

Thomas E. Wood	x
Barbara E. Hebert	x
Charles A. Kostyk	x
Dana M. Isabella	x
Michael S. Cashman	x

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI MONTHLY MEETING
April 21, 2022**

Resolution No. 022-099

Town of Plattsburgh Town Board
Referral of Continued Violation

WHEREAS, Local Law #6 of the year 1984 entitled “Regulation of Automobile Junkyards” provides for the terms and conditions for the operation of a junkyard in the Town of Plattsburgh; and

WHEREAS, Resolution # 021-145 entitled “Denial of Junkyard License at 55 Hammond Lane” was passed by the Town Board at the August 19, 2021 meeting; and

WHEREAS, Robert Parmeter and Jason Parmeter, the owners of the real property upon which the junkyard is located, were sent a certified copy of said Resolution on August 30, 2021, by return receipt mail, said letters being delivered on August 31, 2021 and;

WHEREAS, the junkyard continues to be in violation of the aforementioned Local Law; Now therefore be it

RESOLVED, that Steve M. Imhoff, the Code Enforcement Officer, is hereby authorized to take whatever actions are required to enforce the aforementioned Local Law.

Motion: Barbara E. Hebert

Seconded by: Charles A. Kostyk

Discussion: None

Roll Call:

	<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				

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI MONTHLY MEETING
April 21, 2022**

Resolution No. 022-100

**Temporary Seasonal Hire for Recreation Assistant
in the Recreation Department**

WHEREAS, there is a planned need for a temporary position (Recreation Assistant) in the Town of Plattsburgh Parks & Recreation Department and

WHEREAS, Catherine Christiansen- Provost (\$15.00/hour) be appointed to said position when all employment verification and eligibility provisions have been satisfied; now, therefore be it

RESOLVED, that the Supervisor is authorized to sign all necessary documents to hire seasonal temporary help in the Parks and Recreation Department and a certified copy of this Resolution be given to the Finance Manager, Youth Director, Cool Insurance and the Clinton County Civil Service Department of Personnel for their final approval and filing and a copy placed in her personnel file.

Motion: Thomas E. Wood

Seconded by: Charles A. Kostyk

Discussion: None

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

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI MONTHLY MEETING
April 21, 2022**

Resolution No.022-101

**Appointment of Patrick Duhaime as Member
of the Zoning Board of Appeals**

WHEREAS, a vacancy exists on the Town of Plattsburgh Zoning Board of Appeals for a full time member; and

WHEREAS, Mr. Patrick Duhaime is willing to serve as a Board member; therefore, be it

RESOLVED, that as per Local Law #1 of 1999 and with the attached letter of recommendation of Stephen M. Imhoff, Codes Enforcement Department Head, the Town Board does hereby appoint Mr. Duhaime to the Zoning Board of Appeals for a XXX term to expire XXX; and, be it further

RESOLVED, that Mr. Duhaime 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 Mr. Duhaime, Stephen Imhoff the Codes and Zoning Department Head, and the Chairperson of the Zoning Board of Appeals.

Motion: Barbara E. Hebert

Seconded by: Thomas E. Wood

Discussion: Cashman, Kostyk

	<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				

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI MONTHLY MEETING
April 21, 2022**

Motion to go into Executive Session
Medical, financial, credit or employment
history of five persons or matters leading
to said dismissal, removal, promotion,
appointment, employment discipline,
demotion, or suspension.

Motion to come out of Executive Session

Motion by: Charles A. Kostyk
Seconded by: Barbara E. Hebert
Time: 6:13 P.M.

Motion by: Thomas E. Wood
Seconded by: Barbara E. Hebert
Time: 7:16 P.M.

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

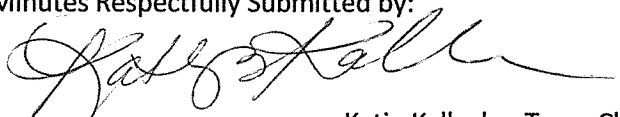
	<u>YES</u>	<u>NO</u>
Thomas E. Wood	x	
Barbara E. Hebert	x	
Charles A. Kostyk	x	
Dana M. Isabella	x	
Michael S. Cashman	x	

RESOLVED, that this Town Board meeting be adjourned at 7:16 PM.

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

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

Minutes Respectfully Submitted by:



Katie Kalluche, Town Clerk