



TOWN OF PLATTSBURGH

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Townofplattsburgh.org

The Town is an equal opportunity provider and employer

Thomas E. Wood
Councilor

Barbara E. Hebert
Councilor

Dana M. Isabella
Councilor

Kathryn B. Kalluche
Town Clerk

Matthew G. Favro
Deputy Town Attorney

Building and Maintenance report for August 2022

August 1st

- a. Brian on vacation 8/1 thru 8/5 returning to work on the 8th
- b. Toni and Nick cleaned and disinfected office complex and Court Clerk's office
- c. Toni continued with cleaning and disinfecting Park buildings, exterior restrooms, checking dog waste bags replenishing where needed.
- d. Nick completed work order submitted by Tax receiver's office
- e. Nick performed trash run throughout the Parks
- f. Dick loaded up soccer players benches will drop at designated Parks
- g. Steve relocated A/C unit at May Currier
- h. Steve continued with work order request from Erin
- i. Completed preliminary budget as requested, turned in to Finance Dept.
- j. Installed rest of soccer nets

August 2nd.

- a. Took tank and pump reads, recorded fuel reconciliations
- b. Cleared undergrounds as they were received
- c. Toni and Nick cleaned and disinfected office complex and Court Clerk's area
- d. Dick loaded up soccer goals made ready for install at West Plattsburgh Park delay due to women's league final games running into Town soccer season starting
- e. Toni continued with cleaning and disinfecting Park buildings, all exterior restrooms, picking grounds and changing out dog waste bags
- f. Received notice from Donna in Codes women's toilet not flushing properly, Steve made necessary repairs
- g. Steve attended safety meeting
- h. Mowing staff continued mowing Parks on completion of West Plattsburgh soccer goals
- i. Rick and Steve removed whirler from Guy Cedar, and Tread Wells Parks as per Erin's work order, also removed old basketball post and backboards from Tread Wells, cone and taped off area for safety will remove items from Park and fill in holes left from excavation on the 3rd

August 3rd

- a. Toni took sick day

- b. Took tank and pump reads, recorded fuel reconciliation
- c. Cleared undergrounds as they were received
- d. Dick and Nick cleaned and disinfected office complex and Court Clerk's area
- e. Rick and Steve removed old basketball posts from Tread Wells completed pavement patches, seeded area where whirlers were removed.
- f. Picked up patching supplies from Lowes
- g. Nick cleaned and disinfected Park buildings and exterior restrooms, changed out dog feces container at East Morrisonville Dog Park
- h. Mowing staff mowed and trimmed Cadyville Park and Disc golf course, installed nets at Cliff Haven for soccer

August 4th

- a. Took tank and pump reads, recorded fuel reconciliations.
- b. Cleared undergrounds as they were received
- c. Toni and Nick cleaned and disinfected office complex and Court Clerk's office
- d. Toni continued with cleaning and disinfecting Park buildings, picking grounds, exterior restrooms, checking dog waste bags
- e. Mowing staff mowed and trimmed Cumberland Head moving on to Cliff Haven Park
- f. Steve and Rick black dirt at Guy Cedar
- g. Met with Erin to discuss boulders for May Currier Parking lot area.
- h. Erin, Rick and Steve met with Town Supervisor Michael Cashman discussed future guard rail replacement
- i. Went to Rafferty's pit to check on boulder types for Parks
- j. Started replacing guard rails at Cadyville Park

August 5th

- a. Took tank and pump reads, recorded fuel reconciliations
- b. Cleared undergrounds as they were received
- c. Toni and Nick cleaned and disinfected office complex
- d. Toni continued with cleaning and disinfecting Park buildings, picked grounds, checked dog waste bags
- e. Nick changed out dog feces container at East Morrisonville Dog Park
- f. Steve checked Cadyville Park Playground area
- g. Moved trucks out of bay 3 and 4 in prep for floor patch
- h. Mowing staff continued trimming and mowing Park's
- i. Began patching floors in Highway bay's 2, 3 and 4

August 8th

- a. Steve took day off
- b. Toni cleaned and disinfected office complex and Court Clerk's office
- c. Cleared undergrounds as they were received
- d. Took tank and pump reads, recorded fuel reconciliations
- e. Logged Friday the 5th, daily work report
- f. Received complaint via Town Supervisor Michael Cashman concerning the state of Town Mausoleum dispatched individuals responsible for complaint, Brian and Nick gathered materials began cleaning Mausoleum, Michael stated he was to check progress on Monday the 8th

- g. Received request from Erin to check Cliff Haven pee wee playing field to see if it is playable, inspected field determined field must be repaired suggested switching to South Plattsburgh for pee wee, Erin agreed staff will move tomorrow the 9th
- h. Helped at Town Mausoleum, with cleaning exterior blowing off apron and picked the pinecones from planter area's

August 9th

- a. Took tank and pump reads, recorded fuel reconciliations
- b. Cleared undergrounds as they were received
- c. Dick readied equipment for soccer field relocation from cliff Haven to South Plattsburgh
- d. Reset main meeting back to normal settings (room was set for backflow course)
- e. Steve set tables at May Currier for senior bingo use
- f. Toni, Brian and Nick cleaned and disinfected office complex and Court Clerk's office
- g. Toni continued with cleaning and disinfecting of Park buildings, exterior restrooms, checked dog waste bags.
- h. Brian picked flower beds at complex
- i. Nick changed out dog waste container at East Morrisonville Dog Park
- j. Brian caught up with Dick to help in moving goals from Cliff Haven to South Plattsburgh
- k. Mowing staff mowed and trimmed Tread Wells, moving on to East Morrisonville Park
- l. Met with W.W.W. Scott Stoddard discussed guard rail lay out for May Currier project will take measurements before ordering boulders for new playground side of parking lot
- m. Did count for guard rail 4x6 post ordered from Curtis lumber, will take delivery of wood on the 10th
- n. Opened exterior restroom at East Morrisonville Park as per Erin's work order
- o. Lost steering on zero turn loaded up returned to shop

August 10th

- a. Rick left at early due to illness
- b. Took tank and pump reads, recorded fuel reconciliations
- c. Cleared undergrounds as they were received
- d. Toni, Brian and Nick cleaned and disinfected office complex and Court Clerk's area
- e. Toni continued cleaning and disinfecting Park buildings, exterior restrooms, picked grounds and checked dog waste bags
- f. Nick checked Town Mausoleum, emptied dog waste container at East Morrisonville Dog Park
- g. Mowing staff continued with mowing and trimming of Cumberland Head and Cliff Haven Parks
- h. Steve marked out undergrounds for guard rail replacement located at Cadyville, East Morrisonville and Tread Wells Parks
- i. Met with Luck Bros at May Currier, underground feed for PRV building was cut through again, would advise looking into overhead feed from nearest utility pole to prevent further breaks
- j. Staff took delivery of guard rail post material, started processing lumber to dimensions needed.

August 11th

- a. Rick took sick day

- b. Took tank and pump reads, recorded fuel reconciliations
- c. Cleared undergrounds as they were received
- d. Toni, Brian and Nick cleaned and disinfected office complex and Court Clerk's area
- e. Removed recyclables from Town office complex and put in proper containers for recapture
- f. Toni continued cleaning and disinfecting Park buildings, all exterior restrooms, picked grounds and checked dog waste bags
- g. Nick checked Town Mausoleum and changed out dog waste container at East Morrisonville Dog Park
- h. Mowing staff finished Cliff Haven moved to mowing Wallace Hill, Guy Cedar and West Plattsburgh
- i. Staff continued working on fabricating 4x6 post for guard rail replacement
- j. Steve measured and calculated for boulder replacement through the Parks as per Erin's request
- k. Staff repaired streetlight located at intersection of Sheila Ave and Rte.3, reconnected power replaced photo control eye
- l. Steve mowed well 7&8 for W.W.W. dept.

August 12th

- a. Toni took day off
- b. Took tank and pump reads, recorded fuel reconciliations
- c. Cleared undergrounds as they were received
- d. Brian and Nick cleaned and disinfected office complex and Court Clerk's area
- e. Brian picked weeds front flower beds as per Michael's request
- f. Nick checked Town Mausoleum
- g. Nick changed out dog feces container at East Morrisonville Dog Park
- h. Nick cleaned and disinfected Park buildings concentrating on buildings scheduled for weekend rentals, checking all exterior restrooms
- i. Mowing staff mowed and trimmed Halsey Court, moving onto East Morrisonville Park
- j. Dick and Steve working on street light work orders
- k. Staff repaired Hometown Hero Banner located on Plaza Dr as per Michele's email
- l. Rick caught up on paperwork for the time he was out
- m. Street light repairs performed rte.9 T#0684 replaced bad disconnect, T# 0683 repaired disconnect and replaced 250watt H.P.S., t# 0682, replaced bad head with L.E.D. equivalent, T#s 0899,0900 and TP1 no power from NY.S.E.G. transformer.

August 15th

- a. Took tank and pump reads, recorded fuel reconciliations
- b. Cleared undergrounds as they were received
- c. Toni, Brian and Nick cleaned and disinfected office complex and Court Clerk's area
- d. Toni continued with cleaning and disinfecting Park buildings and all exterior restrooms
- e. Nick performed trash run throughout the Parks, checking Town Mausoleum, Lapierre Lane and Cadyville boat launch area, changed out dog feces container at East Morrisonville Dog Park
- f. Dick prepped for mowing parks
- g. Prepped bucket truck for streetlight repairs
- h. Mowing staff began mowing and trimming Parks

- i. Performed streetlight repairs on Arkansas Ave, transferred light arms and heads per N.Y.S.E.G. started on Arizona Ave
- j. Would like to thank Russell Heath Highway mechanic for fast response to making repairs to Building and Grounds dump truck, getting truck back in service asap

August 16th

- a. Took tank and pump reads, recorded fuel reconciliations
- b. Cleared undergrounds as they were received
- c. Toni, Brian and Nick cleaned and disinfected office complex and Court Clerk's office
- d. Toni continued with cleaning and disinfecting Park buildings, exterior restrooms checking dog waste bags
- e. Dick and Brian continued mowing and trimming in Parks
- f. Received work order from Erin pertaining to draining dog pond, Dick drained pond, shut down aerators
- g. Received email from Greg in highway concerning heat sensor located above W.W.W mezzanine, keeps triggering has been setting alarm off result being fire department being called out, reached out to Cologne
- h. Nick cleaned/checked Town Mausoleum and dog park trash
- i. Brian picked weeds in the front flower beds
- j. Steven and Rick worked on streetlight repairs on Arizona Ave. received report about several outages, diagnosed problem, found when N.Y.S.E.G subcontractors raised light arms to facilitate telecommunication service connections they made were found to be faulty, stripped feed, ran new service to secondary, will continue down Arizona Ave and rest of Parc property making necessary repairs
- k. Received request from Trevor to drill signage out for river trail, Steve modified signs and added hardware for future install.
- l. Met with Cologne Security to address heat head located over W.W.W mezzanine, found head to be faulty Cologne changed out head tested, working fine

August 17th

- a. Took tank and pump reads, recorded fuel reconciliations
- b. Cleared undergrounds as they were received
- c. Steve marked undergrounds on Sawyer Ln
- d. Nick changed out dog feces container at East Morrisonville Dog Park
- e. Toni, Brian and Nick cleaned and disinfected office complex and Court Clerk's office
- f. Toni continued with cleaning and disinfecting Park buildings, exterior restrooms checking dog waste bags
- g. Dick, Nick and Brian continued mowing and trimming in Parks
- h. Nick cleaned/checked Town Mausoleum and dog park trash, will mop out floor on the 18th
- i. Rick and Steve performed streetlight repairs located on Arizona Ave, Cumberland Head and Connecticut, T# 1228 replaced 100watt H.P.S., T# 1225 replaced 100watt H.P.S., T# 1224 replaced 100watt H.P.S. bulb and photo control eye, T# 1237 replaced 100watt H.P.S. bulb, T3 1601 changed out photocontrol eye, T# 1218 replaced disconnect with crimp, T# 0792 replaced 100 watt H.P.S. bulb, T# 1217 transferred light arm and head to new pole location, ran new feed and energized, T# 1236 streetlight not functioning, discovered N.Y.S.E.G. subcontractor installed improper feed, removed feed, tied in new service and reenergized light head, light working properly, T# 1242, transferred light

arm and head to new pole location, reenergized, 22 Fox Fire, replaced 100 watt H.P.S bulb.

August 18th

- a. Dick called in a sick day
- b. Took tank and pump reads, recorded fuel reconciliations
- c. Cleared undergrounds as they were received
- d. Toni, Brian and Nick cleaned and disinfected office complex and Court Clerk's office area
- e. Toni continued cleaning and disinfecting Park buildings, exterior restrooms and checked dog bag dispensers
- f. Nick removed dog waste from Dog Park, Brian pulled weeds from up front
- g. Received request to assist Highway Supervisor Jason Cook at May Currier location, staff loaded up materials, installed drive off mats located on edge of parking lot closest to new playground area
- h. Nick and Brian damp mopped Town Mausoleum floors
- i. Nick and Brian removed damaged tree limbs from May Currier.
- j. Mowing staff mowed and trimmed Gougeville Springs
- k. Mowing staff mowed and trimmed Cadyville Beach
- l. Received request from Erin to measure rock area for May Currier Park.
- m. Received request from Mike to check on a key for the Knox box. Called Chuck and he informed us that the only person that would have keys is the fire department and that we can set up a time in the future, if need be, with Morrisonville Fire department to have it opened to verify that the right keys are in the box.
- n. Rick and Steve received a call from Erin about wasps in the East Morrisonville restroom. Went to open restroom and removed wasps and checked for any nests.

August 19th

- a. Dick has scheduled day off
- b. Took tank and pump reads, recorded fuel reconciliations
- c. Cleared undergrounds as they were received
- d. Toni, Brian and Nick cleaned and disinfected office complex and Court Clerk's office area
- e. Toni continued cleaning and disinfecting Park buildings, exterior restrooms and checked dog bag dispensers
- f. Nick removed dog waste from Dog Park, Brian pulled weeds from up front
- g. Brian checked all monthly fire extinguishers at the town hall building
- h. Team cut and removed dead tree from West Plattsburgh Park
- i. Nick and Brian sprayed the weeds in all Parks
- j. Nick and Brian started mowing East Morrisonville Park
- k. Steve left early 2 hours early

August 22

- a. Dick has scheduled day off
- b. Took tank and pump reads, recorded fuel reconciliations
- c. Toni, Brian and Nick cleaned and disinfected office complex and Court Clerk's office area

- d. Toni continued cleaning and disinfecting Park buildings, exterior restrooms and checked dog bag dispensers
- e. Nick removed dog waste from Dog Park
- f. Nick did weekly trash run at all Parks
- l. Steve and Rick cleared undergrounds as they were received
- g. Nick noticed vandalism at South Plattsburgh Rec building, notified Rick, Steve, Erin
- h. Brian and Nick after completing daily task, started removal of debris from South Plattsburgh Park
- i. Took measurements of damaged doors at South Plattsburgh Park, will pick up tomorrow mortise for hinges and lockset
- j. Rick left sick
- k. Received call in late afternoon mower parts came in will arrange pickup on the 23rd.
- l. Bearcom reached out will send tech on the 25th to correct camera memory

August 23rd.

- a. Took tank and pump reads, recorded fuel reconciliations.
- b. Cleared undergrounds as they were received
- c. Toni, Brian and Nick cleaned and disinfected office complex and Court Clerk's office
- d. Set tables for seniors at May Currier building
- e. Staff cleaned shop area
- f. Received numerous emails pertaining to street light outages, generated work orders for individual lights will start repairs immediately
- g. Dick picked up mower parts, will reach out to Highway Mechanic Russel Heath for mower repair
- h. Mowing staff returned to debris removal from South Plattsburgh Park
- i. Toni continued cleaning and disinfecting Park buildings and all exterior restrooms
- j. Rick and Steve met with Jason Cook at May Currier about excavation for playground. He did an outstanding job!
- k. Steve filed new insurance cards in vehicles as per Bruce
- l. Brian checked flower beds up front
- m. Nick picked dog park trash/checked mausoleum
- n. Steve and Rick worked on street light job orders

August 24th

- a. Took tank and pump reads, recorded fuel reconciliations.
- b. Cleared undergrounds as they were received
- c. Toni, Brian and Nick cleaned and disinfected office complex and Court Clerk's office
- d. Toni continued with cleaning and disinfecting Park buildings, all exterior restrooms and checked dog waste bags
- e. Rick and Steve continued street light work orders
- f. Brian checked up front weeds
- g. Nick checked Mausoleum and dog park trash
- h. Dick cut and removed tree on Cadyville Disc golf course per Erin
- i. Dick mowed grass at town hall
- j. Nick and Brian continued clean up at South Plattsburgh
- k. Steve and Rick fixed streetlight on Seneca Drive, Irish Settlement Road
- l. Steve and Rick diagnosed an issue on Ampersand back to the power vault and repaired accordingly

August 25th

- a. Steve took a scheduled personal day
- b. Cleared undergrounds as they were received
- c. Took tank and pump reads, recorded fuel reconciliations.
- d. Toni, Brian and Nick cleaned and disinfected office complex and Court Clerk's office
- e. Brian checked up front weeds
- f. Nick checked Mausoleum and dog park trash
- g. Staff retrieved tree that was bucked up from Cadyville Disc Golf course brought to pit
- h. Toni continued cleaning and disinfecting Park buildings and exterior restrooms
- i. Brian and Nick returned to South Plattsburgh Park continuing debris removal
- j. Scheduled to meet with BearCom tech to address camera situation
- k. Dick continued mowing Parks throughout the Town
- l. Rick continued with reports of streetlight outages, t# 0466 replaced photo control eye, 592 Stafford Rd. T# 0527, found reason for outage N.Y.S.E.G. installed new utility pole, transferred light arm and light head to new pole location reconnected power supply tested light, working properly, T# 0526 replaced 100watt H.P.S. bulb and photo control eye, light working properly.
- m. Received vouchers from business office will assign to proper accounts for billing purposes
- n. Cleared undergrounds received in the afternoon for Cliff Haven area
- o. Met with Mike, tech from BearCom trouble shot camera system, had to schedule a day for complete system update

August 26th

- a. Toni off
- b. Took tank and fuel reads, performed fuel reconciliations
- c. Brian and Nick cleaned and disinfected office complex and Court Clerk's office.
- d. Nick continued with cleaning and disinfecting of Park buildings and all exterior restrooms
- e. Cleared undergrounds as they were received
- f. Rick and Steve went to Cliff Haven and replaced s hook/belt swing and filled in a crack on a post
- g. Met with store tech to reboot copier in maintenance office
- h. Nick cleaned and disinfected Park buildings and exterior restrooms
- i. Emptied dog feces container at East Morrisonville Dog park
- j. Checked Town Mausoleum
- k. Dick and Brian mowed and trimmed Town signage and historical markers
- l. Staff trimmed tree overhanging streetlight located on Gravelly Point Rd, hauled branches to pit, request was called in by concerned resident, stating streetlight was obstructed by branches

August 29th

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

- e. Brian picked weeds from planter areas at Town complex
- f. Nick changed out dog feces container at East Morrisonville Dog Park
- g. Mowed and trimmed perimeter of Town complex.
- h. Prepped trailer and skid steer for use in guard rail replacement at Tread Wells Park
- i. Started guard rail repair at Tread Wells location
- j. Nick performed trash run throughout the Parks, cleaning and disinfecting Park buildings and picking trash.
- k. Mowing staff started mowing throughout the Parks, mowed and trimmed East Morrisonville and Cliff Haven Parks
- l. Rick and Steve began replacing guardrail/guardrail posts at Treadwell Park
- m. Rick and Steve measured to have fire door replaced in conference room by DS Specialties
- n. Nick unclogged bathroom at Cadyville Beach restroom
- o. Nick swept Mausoleum

August 30th

- a. Toni off
- b. Took tank and pump reads, recorded fuel reconciliations
- c. Cleared undergrounds as they were received
- d. Brian and Nick cleaned and disinfected office complex and Court Clerk's area
- e. Brian picked weeds from planter area
- f. Nick changed out dog waste container at East Morrisonville Dog Park
- g. Nick continued cleaning and disinfecting Park buildings, exterior restrooms through out the Parks, checking Town Mausoleum also
- h. Dick and Brian mowed and trimmed Cumberland Head, Guy Cedar, Wallace Hill and May Currier Parks
- i. Nick completed cleaning of Park buildings joined up with Dick and Brian to assist in grounds keeping
- j. Rick and Steve completed repairs to Tread Wells guard rails, started to stain
- k. Cleared undergrounds received in the afternoon

August 31st

- a. Toni off
- b. Took tank and pump reads, recorded fuel reconciliations
- c. Cleared undergrounds as they were received
- d. Brian and Nick cleaned and disinfected office complex and Court Clerk's office area
- e. Received streetlight outage located on Kimberly Lane before and after 14 Kimberly, dispatched staff to diagnose problem
- f. Steve and Rick went and hauled the rotten guardrail and post that were removed from Treadwell Park
- g. Steve and Rick repaired 2 lights that were out on ampersand rd, a light out at 9 Pinebrook, and repaired the flickering light by the court entrance at the Town hall
- h. Rick and Steve went and repaired light on Ruger Street
- i. Rick and Steve received call from Michelle about a hanging Hometown Hero banner, went and repaired top band clamp
- j. Nick continued cleaning and disinfecting Park buildings, exterior restrooms through out the Parks, checking Town Mausoleum also
- k. Dick and Brian mowed West Plattsburgh, Cadyville Park, Mausoleum
- l. Nick met up with mowing crew and helped Trim

- m. Brian dropped off trimmers to Dame's rental for warranty repair
- n. Brian checked flower bed up front
- o. Nick checked dog waste at Dog park