

**TOWN OF PLATTSBURGH TOWN BOARD  
WORK SESSION AGENDA  
September 22, 2022**

The meeting was called to order at 6:01 PM by the presiding officer at the Town of Plattsburgh Town Hall, 151 Banker Road. Pledge.

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

**Also in attendance: Robin Burgess, Deputy Town Clerk**

**Public Comments: None**

**Supervisor's Report: None**

**Draft Resolutions:**

- 022-190 Temporary Second Deputy Tax Receiver Request
- 022-191 Resolution to Establish Public Hearing for Local Law #1 a Local Law  
Authorizing Public Bodies of the Town to use Video Conferencing Technology  
to Participate in Public Meetings
- 022-192 Highway Department Rental Request for Over Guard Rail Mower
- 022-193 Upgrades IT Conference Room
- 022-xxx Minutes
- 022-xxx Monthly Reports
- 022-xxx Request for Salt Purchase 2022-2023

**Committee Reports: None**

Town Board meeting be adjourned at 6:18 PM.

**TOWN OF PLATTSBURGH  
TOWN BOARD WORK SESSION  
September 22, 2022**

**Resolution No. 022-190**

**Temporary Second Deputy  
Tax Receiver Request**

**WHEREAS**, due to the pending Retirement of Elaine Woods, Deputy Tax Receiver, a vacancy will exist; and

**WHEREAS**, Jackie Bellew, Tax Receiver has requested the Town Board accept her recommendation of Su-Ellen Pepper as Temporary Second Deputy Tax Receiver to transition to Full Deputy upon Elaine Woods retirement; therefore be it

**RESOLVED**, that the Town Board does hereby accept the appointment of Su-Ellen Pepper as Temporary Second Deputy and that this take effect as of Friday, September 23, 2022; and be it further

**RESOLVED**, that the Supervisor is hereby authorized to sign all necessary documents for the appointment of Su-Ellen Pepper to the position of Temporary Second Deputy Tax Receiver at a payrate of \$20.48 per hour; and, it is further

**RESOLVED**, that Su-Ellen Pepper take an oath of office within thirty days of this resolution and that a copy of this resolution be put in her personnel file, a copy be sent to the State Retirement Board and a copy be given to the Finance Manager.

**Motion: Barbara E. Hebert**

**Seconded by: Dana M. Isabella**

**Discussion: Wood, Hebert**

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

**TOWN OF PLATTSBURGH  
TOWN BOARD WORK SESSION  
September 22, 2022**

**Resolution No. 022-191**

**Resolution to Establish Public  
Hearing for Local Law #1 a  
Local Law Authorizing Public  
Bodies of the Town to use Video  
Conferencing Technology to  
Participate in Public Meetings**

**WHEREAS**, proposed Local Law No. 1 of 2022 would provide that the Town of Plattsburgh may authorize public bodies of the Town to use Video Conferencing Technology to participate in public meetings; and

**WHEREAS**, due consideration has been given to the adoption of Proposed Local Law No. 1 of 2022 by all member of the Town Board who were present; and

**WHEREAS**, it was the considered opinion of all members of the Town Board who were present that a public hearing should be held on the 6<sup>th</sup> day of October, 2022 at 6:05 P.M., at the Plattsburgh Town Hall, 151 Banker Road, Plattsburgh, New York, to consider the adoption of Proposed Local Law No. 1 of 2022;

**NOW**, on motion duly made and seconded, it was

**RESOLVED**, that a public hearing be held on the 6<sup>th</sup> day of October, 2022 at 6:05 P.M., at the Plattsburgh Town Hall, 151 Banker Road, Plattsburgh, New York, on the question of the enactment of Proposed Local Law No. 1 of 2022; and be it further

**RESOLVED**, that a Notice of Hearing on Proposed Local Law No. 1 of 2022 shall be published in the Press Republican not less than five (5) days prior to that hearing; and be it further

**RESOLVED**, that the Town Clerk shall post that Notice on the bulletin board maintained by the Town Clerk pursuant to Town Law 30(6), and on the Town of Plattsburgh web site, for a period of not less than five (5) days prior to that public hearing.

**Motion: Dana M. Isabella**

**Seconded by: Barbara E. Hebert**

**Discussion: Hebert**

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

**TOWN OF PLATTSBURGH  
TOWN BOAD WORK SESSION  
September 22, 2022**

**Resolution No. 022-192**

**Highway Department Rental Request  
for Over Guard Rail Mower**

**WHEREAS**, Tim Dubrey, Highway Superintendent, is requesting to rent an Over Guard Rail Mower to help prepare for the upcoming plowing season; and

**WHEREAS**, the total cost of renting the Over Guard Rail Mower will be \$5,800.00 for one month, with the additional cost of \$400.00 for blades and hardware for wear items; therefore be it

**RESOLVED**, that the Town Board does hereby authorize the rental of an Over Guard Rail Mower and the Supervisor is hereby authorized to sign any related documents required for the renting of this equipment; and, it is further

**RESOLVED**, that payment be made payable from the DAA.5112.4600 Equipment Rental budget; and it is further

**RESOLVED**, that a copy of this resolution be given to the Finance Manager and the Highway Superintendent

**Motion: Thomas E. Wood**

**Seconded by: Dana M. Isabella**

**Discussion: Hebert, Wood, Kostyk, Isabella**

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

**TOWN OF PLATTSBURGH  
TOWN BOARD WORK SESSION  
September 22, 2022**

**Resolution No. 022-193**

**Upgrades IT Conference Room**

**WHEREAS**, it has been identified that the Town's conference room IT infrastructure is becoming obsolete and outdated; and

**WHEREAS**, in order to improve efficiency, increase customer services and provide social media options; therefore be it

**RESOLVED**, that the Town Board does hereby grant permission to upgrade the IT infrastructure in the conference room with StoredTech, 543 Queensbury Avenue, Suite 5, Queensbury, NY 12804, not to exceed to \$19,000.00; and it is further

**RESOLVED**, that payment be made payable from the 2022 General Fund Budget accounts A1610.2000 Equipment & Capital Outlay Account and that a copy of this Resolution be given to the Finance Manager.

**Motion: Barbara E. Hebert**

**Seconded by: Thomas E. Wood**

**Discussion: Kostyk**

<b>Roll Call:</b>	<b><u>Yes</u></b>	<b><u>No</u></b>	<b><u>Absent</u></b>	<b><u>Carried</u></b>	<b><u>Tabled</u></b>
				x	
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* 9/23/2022

Katie Kalluche, Town Clerk