



TOWN OF PLATTSBURGH

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The Town is an equal opportunity provider and employer

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Councilor

Dana M. Isabella
Councilor

Kathryn B. Kalluche
Town Clerk

Matthew G. Favro
Deputy Town Attorney

Building and Maintenance Report for September 2022

September 1st

- Toni off
- Took tank and pump reads, recorded fuel reconciliations
- Cleared undergrounds as they were received
- Brian and Nick cleaned and disinfected office complex and Court Clerk's office area
- Nick continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks, checking Town Mausoleum also
- Brian checked flower bed up front
- Staff went and got enough tables and chairs out of park buildings and set up for BBQ
- Steve went to monthly safety meeting
- Nick checked dog waste at Dog park
- Steve performed monthly fuel reads, turned reads over to business office to facilitate billing of outside sources.
- Brian striped soccer fields
- Dick mowed Cadyville disc Golf course
- Nick cut and trimmed Halsey Court
- Steve and Rick cleaned on outside of pole barn, re organized used picnic tables
- Steve and Rick re fastened wooden bridge and brought to Wallace hill soccer field
- Staff attended town BBQ

September 2nd

- Rick and Toni off
- Took tank and pump reads, recorded fuel reconciliations
- Cleared undergrounds as they were received
- Brian and Nick cleaned and disinfected office complex and Court Clerk's office area
- Brian checked flower bed up front
- Nick checked dog waste at Dog park
- Nick continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks, checking Town Mausoleum also
- Dick and Brian continuing mowing parks/cemeteries

- Steve and Nick picked up bee spray at Lowes for Goodspeed Rd
- Steve and Nick met up with Dick and Brian and helped finish trimming Goodspeed cemetery
- Steve and Nick mowed/trimmed Halsey Court
- Brian picked up repaired trimmers from Dames

OVERTIME

- Steve and Dick called in to investigate hanging light arm on route 9N...disconnected power and lowered arm to the ground

September 3rd (OVERTIME)

- Steve received call from Erin about no tables and chairs at Treadwell Park... called Brian in to bring the tables and chairs from the BBQ back to the park building

September 5th (LABOR DAY) Paid Holiday

September 6th

- Rick and Toni off
- Took tank and pump reads, recorded fuel reconciliations
- Cleared undergrounds as they were received
- Brian and Nick cleaned and disinfected office complex and Court Clerk's office area
- Brian checked flower bed up front
- Nick checked dog waste at Dog park
- Nick continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks, checking Town Mausoleum also
- Steve set up tables for May Currier
- Steve marked/called in UFPO for Cadyville Beach
- Steve repaired swing S hooks at Lapierre Lane per Erin's work order
- Dick and Brian installed new cases at Lapierre Ln per Erin's work order
- Dick and Brian replaced work out Flag at Halsey Court
- Steve repaired air leak in Bay 3 water and wastewater per Bruce's work order
- Staff went and cut and picked up light pole on Route 9 from Friday nights call out
- Steve measured outside diameter of tennis poles at East Morrisonville

September 7th

- Rick and Toni off, Dick called in a sick day
- Took tank and pump reads, recorded fuel reconciliations
- Cleared undergrounds as they were received
- Brian and Nick cleaned and disinfected office complex and Court Clerk's office area
- Brian checked flower bed up front
- Nick checked dog waste at Dog park
- Nick continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks, checking Town Mausoleum also
- Steve and Brian put the remaining table and chairs back to the appropriate buildings from the staff BBQ
- Steve and Brian continued mowing, Cliff Haven, Treadwell Mills, South Plattsburgh
- Nick met up with staff after cleaning the park buildings and trimmed Cliff Haven, Treadwell Mills

September 8th

- Toni off
- Took tank and pump reads, recorded fuel reconciliations
- Cleared undergrounds as they were received
- Brian and Nick cleaned and disinfected office complex and Court Clerk's office area
- Brian checked flower bed up front
- Nick checked dog waste at Dog park
- Nick continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks, checking Town Mausoleum also
- Dick and Brian continuing mowing parks/cemeteries
- Steve attended Department Head Meeting
- Rick and Steve completed voucher billing
- Reinstalled streetlight by Route 9
- Received call about streetlight out on Bucks Corners, Steve and Rick investigated and it was out of district

September 9th

- Toni off
- Took tank and pump reads, recorded fuel reconciliations
- Meeting with board members regarding the future of the Department
- Cleared undergrounds as they were received
- Brian and Nick cleaned and disinfected office complex and Court Clerk's office area
- Brian checked flower bed up front
- Nick checked dog waste at Dog park
- Nick continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks, checking Town Mausoleum also
- Dick, Steve, Rick went mowed/trimmed at Halsey Court to prepare for Memorial
- Dick, Steve, Rick set chairs and cones aside for Historian at Halsey Court
- Rick went and continued street light job orders
- Steve worked with Storedtech on transferring documents and email to account
- Rick and Steve went to Lowe's and purchased materials for Friends of the Mausoleum
- Brian stripped Soccer fields at Cumberland Head, Cliff Haven, south Plattsburgh, Wallace Hill
- Nick worked on tool skills

September 12th

- Brian off
- Took tank and pump reads, recorded fuel reconciliations
- Cleared undergrounds as they were received
- Toni and Nick cleaned and disinfected office complex and Court Clerk's office area
- Toni continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks, checking Town Mausoleum also
- Nick did weekly trash check of all parks including Mausoleum and Dog park
- Dick started mowing parks while Nick completed weekly trash run
- Nick met up with Dick when he was done and mowed Cumberland Head, Mausoleum, and soccer fields at West Plattsburgh
- Rick built cabinet we purchased for Friends of the Mausoleum
- Steve prepped security bolt for Champy Historical Marker
- Rick and Steve installed Champy sign for reveal on 09/13/2022, repainted pole

- Steve and Rick got chairs from the memorial at Halsey Court and returned them back to the proper parks

September 13th

- Brian off
- Cleared undergrounds as they were received
- Took tank and pump reads, recorded fuel reconciliations
- Toni and Nick cleaned and disinfected office complex and Court Clerk's office area
- Toni continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks, Nick checked Town Mausoleum also
- Dick and Nick repaired easy lift trailer cables
- Dick and Nick installed hand towel dispenser at Cumberland Head Park
- Nick cleaned Dicks truck, silver ford and green Van
- Dick and Nick moved players benches Wallace Hill
- Steve and Rick checked and reinstalled cover over Champy sign (someone removed)
- Steve and Rick set up tables and chairs at May Currier
- Steve and Rick set up Friends of the Mausoleum cabinet

September 14th

- Took tank and pump reads, recorded fuel reconciliations
- Cleared undergrounds as they were received
- Toni cleaned and disinfected office complex and Court Clerk's office area
- Toni continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks, Nick checked Town Mausoleum also
- Steve, Rick and Brian installed new outlet near Emillie's desk
- Nick replaced bulbs in light fixtures in employee breakroom
- Dick repaired broken post at Cadyville beach
- Dick, Nick, Brian mowed Town Hall, May Currier, East Morrisonville
- Received email from Allen in codes regarding an issue in bathrooms, Steve and Rick repaired a grounding issue in junction box.
- Steve and Rick checked to make sure Champy sign was still covered for scheduled reveal.
- Steve and Rick went to Running's and purchased a bin for Toni's van to be used for trash.

September 15th

- Rick off
- Took tank and pump reads, recorded fuel reconciliations
- Cleared undergrounds as they were received
- Toni cleaned and disinfected office complex and Court Clerk's office area
- Toni continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks
- Steve and Brian emptied out recyclables up front
- Nick and Dick installed soap dispenser in highway per Russell
- Dick and Steve went to May Currier and troubleshoot an issue with parking lot lights
- Brian and Nick went and installed new case and Lapierre Lane, will install other post and second case tomorrow
- Brian and Nick went to Cadyville Beach and emptied trash per Toni, she couldn't lift it out due to heavy rainstorm

- Steve attended fleet management meeting
- Dick went to Dragoons and purchased a choke cable and installed on mower.
- Steve worked on solar light at May Currier until parking lot light can get fixed
- Brian, Nick, and Dick mowed East Morrisonville, Cliff Haven and Guy Cedar
- Steve went to FW Webb and purchased plumbing materials need for Friday's work order

September 16th

- Rick and Dick off
- Took tank and pump reads, recorded fuel reconciliations
- Cleared undergrounds as they were received
- Toni cleaned and disinfected office complex and Court Clerk's office area
- Toni continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks
- Nick and Brian set up conference room for scheduled training
- Brian went and installed the last case at Lapierre Lane
- Steve and Nick replaced 1.5' ball valve that was leaking by per Greg Burnell's job order
- Steve went and measured two doors to be replaced at South Plattsburgh
- Steve repaired 4x4 post on walkway at Lapierre Lane
- Brian cleaned cobwebs off parking lot lights at town hall
- Nick mowed, trimmed and cleaned Mausoleum
- Nick finished mowing and trimming dog park
- Steve brought extra paper towels and toilet paper to Cadyville outside bathroom per Erin for this weekends event as precautionary.
- Nick cleaned Men's restroom downstairs
- Nick and Brian cleaned spider webs off lights/ trimmed hedges up front
- Brian striped soccer fields at Cadyville, West Plattsburgh, and East Morrisonville.
- Brian put nails downstairs per work order

September 19th

- Took tank and pump reads, recorded fuel reconciliations
- Cleared undergrounds as they were received
- Steve and Rick met with Mike from Bearcom to set up Steve's account with the security cameras
- Toni cleaned and disinfected office complex and Court Clerk's office area
- Staff set up tables and chairs for training
- Dick prepped mowers for the day
- Dick and Rick stocked bucket truck with photocell eyes and bugs
- Steve, Brian and Dick stripped tape off floor in downstairs court room hallway
- All hands-on deck harassment training
- Toni continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks and checked all dog bags
- Nick did weekly trash run at all Parks
- Steve and Rick went and wrote down the streetlights that are out on Route 3 for later repair
- Dick and Rick went and investigated outside door at Cadyville bathroom
- Brian did monthly fire extinguisher check at town hall and vehicles

September 20th

- Took tank and pump reads, recorded fuel reconciliations
- Cleared undergrounds as they were received
- Toni cleaned and disinfected office complex and Court Clerk's office area
- Steve attended monthly safety meeting
- Staff set up tables and chairs for NYS training on 09/21 per Pat
- Nick checked dog waste trash at dog park
- Nick checked/swept Mausoleum
- Staff mowed Cadyville, south Plattsburgh, East Morrisonville
- Staff cleaned off mowers
- Toni continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks and checked all dog bags
- Rick and Steve went and measured replacement doors and purchased them for South Plattsburgh due to vandalism
- Rick made up sign and went and installed with Steve for rock placement at May Currier
- Rick repaired tagged out belt sander and replaced safety shield
- Steve went and measured distances for rock placement at May Currier

September 21st

- Took tank and pump reads, recorded fuel reconciliations
- Cleared undergrounds as they were received
- Toni cleaned and disinfected office complex and Court Clerk's office area
- Staff reset conference room for training due to someone taking them down
- Dick prepped mowers for the day
- Nick went and checked dog park for trash and checked Mausoleum
- Dick and Nick continued mowing
- Brian started stripping/cleaning downstairs hallway to courtroom
- Toni continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks and checked all dog bags
- Nick and Dick trimmed what they could due to wet fields at Cumberland Head, West Plattsburgh
- Steve and Rick started on a stack of street light job orders
- Dick took down broken doors at South Plattsburgh, brought back to shop and started prepping the new doors for install

September 22nd

- Took tank and pump reads, recorded fuel reconciliations
- Cleared undergrounds as they were received
- Toni cleaned and disinfected office complex and Court Clerk's office area
- Nick went and checked dog park for trash and checked Mausoleum
- Brian finished the hallway in courtroom and started prepping the court for floor refinish
- Brian scrubbed and waxed courtroom and restroom downstairs
- Toni continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks and checked all dog bags
- Nick removed all recyclables from up front
- Steve and Rick continued streetlight job orders
 1. Wallace hill/turnpike extension
 2. 22 Chenango Dr
 3. Town sand pit

- Nick went and purchased primer for the new doors at South Plattsburgh
- Rick and Steve repaired the streetlight at the sand pit, replaced 400w bulb and light cover
- Rick made keys for Mike to get back into office and breakroom
- Rick made two keys for District 3 FD per Greg Burnell
- Dick went and purchased door for Cadyville replacement due to it being broke
- Dick installed new door with Nick at Cadyville outside bathroom
- Dick repaired old door from Cadyville in case of an emergency
- Nick took apart weed whacker and repaired
- Nick took two players benches to Wallace Hill per Erin and Jordanne
- Nick stayed and worked overtime and cleaned the shop until training was complete and then he set up for the Board Meeting

September 23rd

- Took tank and pump reads, recorded fuel reconciliations
- Cleared undergrounds as they were received
- Toni cleaned and disinfected office complex and Court Clerk's office area
- Toni continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks and checked all dog bags
- Nick went and checked dog park for trash and checked Mausoleum
- Dick and Brian continued mowing
 1. Wallace Hill
 2. Guy Cedar
 3. Lapierre Lane
 4. Cadyville Beach
 5. Started Treadwell Mills
- Steve, Nick and Rick went to May Currier to bring back players benches
- Steve, Nick and Rick went to May Currier and started setting rocks. (I would like to thank Paul Wright for the use of Water and Wastewater's backhoe)
- Dick and Brian came to May Currier and assisted staff removing the bleachers per Erin
- Staff was able to set all the rocks at May Currier and will fill in ruts and black dirt/seed when it stops raining
- I would also like to thank Fonze Rushford and Tom from Water and Wastewater for pumping out the beach station

September 26th

- Nick off due to testing positive for Covid on a home test
- Took tank and pump reads, recorded fuel reconciliations
- Cleared undergrounds as they were received
- Toni cleaned and disinfected office complex and Court Clerk's office area
- Dick and Brian went to do weekly trash run around parks and check the Mausoleum
- Toni continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks and checked all dog bags
- Dick and Brian continued mowing
 1. East Morrisonville
 2. Finished Treadwell Mills
- Dick finished fixing the damaged door from Cadyville outside bathroom, to be used as a spare in case of emergency
- Steve and Rick continued the long list of street light repairs
- Steve and Rick started cleaning/sorting through the office

September 27th

- Steve, Nick and Rick off
- Took tank and pump reads, recorded fuel reconciliations
- Cleared undergrounds as they were received
- Toni cleaned and disinfected office complex and Court Clerk's office area
- Toni continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks and checked all dog bags
- Dick and Brian installed cork board at the Mausoleum
- Dick and Brian set up May Currier for Tuesday rental
- Dick and Brian checked mausoleum/dog park trash
- Dick and Brian continued mowing
 1. Cumberland Head
 2. Cliff Haven

September 28th

- Nick off
- Took tank and pump reads, recorded fuel reconciliations
- Cleared undergrounds as they were received
- Toni and Brian cleaned and disinfected office complex and Court Clerk's office area
- Toni continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks and checked all dog bags
- Dick and Rick went and cleared undergrounds from 09/27
- Brian and Steve checked Mausoleum and dog park trash
- Dick and Brian continued mowing
 1. South Plattsburgh
 2. Cadyville
 3. West Plattsburgh
- Steve and Rick drove to the 19 open street light tickets to make an inventory of light bulbs that will be needed to do the necessary repairs
- Steve and Rick cleared undergrounds that came in later in the day
- Steve began to work on Overtime call in list

September 29th

- Nick/Rick off
- Took tank and pump reads, recorded fuel reconciliations
- Cleared undergrounds as they were received
- Toni and Brian cleaned and disinfected office complex and Court Clerk's office area
- Toni continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks and checked all dog bags
- Steve went and checked two undergrounds in the AM
- Dick went and picked up Town marker sign on 11 that fell over
- Brian went and check dog park trash and Mausoleum
- Dick and Brian working on cleaning up May Currier from the rock set, black dirt/raking/seed
- Steve worked on constructing an Overtime list
- Steve went and helped Brian and Dick with May Currier cleanup
- Toni checked fire extinguishers in Park buildings
- Steve sent PO through to accounting for purchase of a street light base for Plaza Blvd and 6 small light arms for shop stock from Hynes Electric(Sole source)

- Steve hung left over cork board in office for organization

September 30th

- Nick off/Toni off at 9
- Took tank and pump reads, recorded fuel reconciliations
- Cleared undergrounds as they were received
- Toni and Brian cleaned and disinfected office complex and Court Clerk's office area
- Toni continued cleaning and disinfecting Park buildings that were rented for the weekend, exterior restrooms throughout the Parks and checked all dog bags
- Brian went and check dog park trash and Mausoleum
- Brian went and checked all soccer fields and striped the ones that needed it/checked outside bathrooms and the park buildings Toni couldn't get too
- Rick and Steve went out to RTE 11 to make a materials list for what we need to fix the Town sign
- Rick and Steve fix/stained the town sign on Route 11
- Steve marked UFPO and put in underground for sidewalk repair slated to start next week (weather depending)