



TOWN OF PLATTSBURGH

151 BANKER ROAD
PLATTSBURGH, NEW YORK 12901-7307
(518) 562-6813
FAX # (518) 563-8396 or 562-6801
TDD (800) 662-1220

Michael S. Cashman
Supervisor

Charles A. Kostyk
Deputy Supervisor/Councilor

James J. Coffey

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 October 2022

October 1ST

- Erin called and notified of overflowing toilet at West Plattsburgh, Steve called Dick in to unclog toilet and clean floor

October 3rd

- Steve scheduled day off/Brian called in sick
- Rick took tank and pump reads, recorded fuel reconciliations
- Rick 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, Nick checked Town Mausoleum also
- Toni checked all fire extinguishers in the park buildings for the month of October
- Dick and Rick received a request to a fallen tree at 59 Seneca Dr, tree was on private property. Notified Karen of situation-not the Town's responsibility.
- Dick went to Treadwell Park to check on non-working stove
- Rick and Dick completed job order pertaining to oil/water separator lid
- Rick and Nick completed outlet job order for DEF container in Highway
- Rick and Dick worked on new Plaza Street lights (need to finish tomorrow)
- Nick did weekly trash run at all Parks

October 4th

- Cleared undergrounds as they were received
- Toni continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks, Nick checked Town Mausoleum also
- Took tank and pump reads, recorded fuel reconciliations
- Toni and Nick cleaned and disinfected office complex and Court Clerk's office area
- Nick checked Dog park trash and checked town Mausoleum
- Toni continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks, Nick checked Town Mausoleum also

- Rick, Dick, and Steve went to Plaza Blvd to troubleshoot why the lights weren't working. Tied in main feed and had to rewire every streetlight. They were all wired for 220 and not 120. Issue corrected and all new streetlights are now in working order.
- Rick and Dick went to Plaza near Hanneford and installed new light base from accident on July 2nd.
- Dick picked up 6 10' light arms and light base from Hyne's Electric
- Nick and Brian continued mowing Parks
 1. Town hall
 2. Wallace Hill
 3. Guy Cedar
 4. Mausoleum
 5. May Currier
- Steve met with Erin at Noon at May Currier to assist with playground setup (Contractors starting work on 10/05)
- Steve marked out UFPO for Smithfield per Trevor to plant 10 trees

October 5th

- Dick scheduled day off
- Cleared undergrounds as they were received
- Toni continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks, Nick checked Town Mausoleum also
- Took tank and pump reads, recorded fuel reconciliations
- Toni and Nick cleaned and disinfected office complex and Court Clerk's office area
- Brian checked Dog park trash and checked town Mausoleum
- Nick changed two overhead door lights at the Town
 1. Highway bay 6
 2. Water/wastewater bay 3
- Nick, Rick, Brian, Steve to Plaza to reset light pole/arm from accident on 07/02/2022
- Bay 6 overhead door in Highway came off the rails, staff secured area and coned off until Overhead Door could respond
- Brian went to South Plattsburgh Park and replaced tennis net with a new one
- Steve and Rick received call from Toni stating there was water coming out of the top of the toilet in Cadyville's outside bathroom, responded and repaired the fill valve hose that had come off
- Rick and Nick went to Plaza and Smithfield Blvd and put back up a Hometown Banner that someone had brought to Michelle
- Brian and Nick went and replaced tennis net at South Plattsburgh
- Steve and Rick went and repaired streetlight on Arnold Road on sharp corner near the barn
- Overhead Door came to troubleshoot Bay 6 in highway and Tech stated the the door track is too worn out to keep the guides in the track. Will need to find obsolete parts or order a new door

October 6th

- Cleared undergrounds as they were received
- Toni continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks, Nick checked Town Mausoleum also
- Took tank and pump reads, recorded fuel reconciliations
- Toni and Nick cleaned and disinfected office complex and Court Clerk's office area

- Brian checked Dog park trash and checked town Mausoleum
- Dick prepped equipment for sidewalk job
- All staff except Toni worked on sidewalk job at the Town Hall
- Rick and Steve went and put a top cap on the light arm that was reinstalled on Plaza blvd on 10/05
- Steve went and installed Rock sign and caution barricade for Rafferty's to start dropping rocks off at Cadyville park
- Staff caution taped area of sidewalk job off for the night to make the work zone safe

October 7th

- 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, Nick checked Town Mausoleum also
- Took tank and pump reads, recorded fuel reconciliations
- Brian checked Dog park trash and checked town Mausoleum
- Dick prepped equipment for sidewalk job
- All staff except Toni worked on sidewalk job at the Town Hall
- Staff finished forming sidewalks and caution taped everything off for the weekend
- Staff prepped tools for Tuesday mornings pour
- Rick and Steve went and checked rocks that are getting dropped off by Rafferty's at Cadyville Park
- Dick checked soccer fields at Cadyville and East Morrisonville
- Nick cleaned the shop and took out shop trash
- Steve went to check the progress of the playground at May Currier

October 10th (PAID HOLIDAY)

October 11th

- 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
- Took tank and pump reads, recorded fuel reconciliations
- Brian checked Dog park trash and checked town Mausoleum
- Staff poured sidewalks up front, let dry them finished them
- Brain and Dick went and set up tables and chairs at May Currier
- Steve, Rick, Dick went to Cadyville and off loaded the bobcat for the rock install
- Nick swept and cleaned the speedy dry off the concrete at the gas pumps
- Toni, Nick did weekly trash run at all parks and disc golf course
- Dick left early for doctor's appointment

October 12th

- 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
- Brian checked Dog park trash and checked town Mausoleum

- Dick, Rick worked on sealing the sidewalks, Dick and Nick worked on sealing up the expansions joints in the sidewalk
- Rick and Steve continued street light job orders
- Dick and Nick, Brian started working on Cliff Haven job order to clear around the tennis court
- Brian striped South Plattsburgh and Cumberland head fields for the last games of the year
- Brian took down nets in Cadyville, West Plattsburgh
- Steve held a team meeting at the end of the day to discuss how things will proceed in the future for the entire department
- Rick left early sick

October 13th

- 1223am- Steve received call from Greg Burnell stating that the State Police were onsite, and the court door was unsecure. Steve went to OT list and called Toni, no answer, moved onto Brian. Brian responded, talked with State Police and secured the door.
- Rick scheduled day off
- 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
- Took tank and pump reads, recorded fuel reconciliations
- Brian checked Dog park trash and checked town Mausoleum
- Dick, Brian, Nick removed forms and started to prep the sides for finish work but may have to wait due to incoming rainstorm
- Brian put sweeper on Kubota and assisted Water and Sewer sweeping their side of the pole barn
- Brian and Nick put away the pallet of Zerox paper in three different locations
- Staff installed a tarp on the leaking skylight before the incoming rainstorm
- Steve attended Department Head meeting
- Steve did PO for Overhead Door to come and repair Highway Bay 6
- Steve and Dick looked to see what we would need to repair the emergency lights at Highway

October 14th

- Rick scheduled day off/ Toni leaving temporarily for Doctor's appointment
- 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
- Took tank and pump reads, recorded fuel reconciliations
- Brian checked Dog park trash and checked town Mausoleum
- Staff went to Cadyville Rec Park to start removing guardrail and installing rocks(thanks to Water and Sewer for letting us borrow the backhoe)
- Nick brought the rotten guardrail to the pit as staff removed it.

October 17th

- 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
- Brian checked Dog park trash and checked town Mausoleum
- Dick went and checked if there were any rocks delivered to Cadyville
- Rick and Steve went to Lowe's to buy two emergency lights for highway Bay2
- Dick and Brian filled in the black dirt up front around all the sidewalks
- Dick and Brian mowed and took down nets at East Morrisonville and Cliff Haven
- Nick did monthly fire extinguisher checks around the town and in the vehicles
- Steve did PO for concrete treads for court room steps
- Rick called in for heater malfunction at Cadyville rec Park
- Steve and Rick measured for dog park concrete entry pad at East Morrisonville

October 18th

- 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
- Brian checked Dog park trash and checked town Mausoleum
- Dick and Brian set tables at May Currier for Tuesday rental
- Steve and Rick set tables in conference room for Elaine's retirement party
- Steve and Rick started working on street light job orders
- Steve met Erin at May Currier rec park to go over sidewalk ideas
- Nick worked on staining guardrails at Treadwell Park
- Nick and Brian helped Adirondack Mobile shredding downstairs
- Nick and Brian broke down all the boxes that the paperwork was in and disposed of them in recyclable bin
- Dick and Brian took nets down and brought player benches back to the town and put them back in the pole barn
- Steve worked on a PO and ordered stair treads for the concrete stairs going down into the courtroom per Safety Committee

October 19th

- 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
- Brian checked Dog park trash and checked town Mausoleum
- Steve set tables up for dig safe training per Greg
- Staff went to East Morrisonville Dog Park and started forming entry pad for the pour tomorrow 10/20
- Steve called in UFPO for planting trees for Planning on Smithfield BLVD again
- Rick left for 1.5 hour for doctor appointment
- Steve and Rick organized pole barn/cleaned and prepped salt for winter. Organized pole barn so highway can store paver for the winter.
- Nick finished staining all the guardrail at Treadwell Mills park
- Brian and Dick started servicing the furnaces at the town hall

October 20th

- Cleared undergrounds as they were received
- Brian checked Dog park trash and checked town Mausoleum
- Dick went and checked if there were any rocks delivered to Cadyville
- 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
- Brian checked Dog park trash and checked town Mausoleum
- Steve and Rick went and checked 3 undergrounds that came in, one had to be delayed until I can find the correct as builds
- Staff prepped tools for concrete pour at dog park
- Staff poured concrete pad at East Morrisonville Dog Park
- Steve attended Fleet Management meeting
- Staff dealt with rain and working the concrete/once dried, coned/caution taped off to finish drying for the night.
- Rick and Steve went to verify rock size at Cadyville Park.
- Nick finished taking the nets down at Cumberland Head and South Plattsburgh
- Dick and Brian picked up and cleaned tools from concrete job
- Steve spoke with codes about ADA compliance on the new sidewalk going in at May Currier

October 21st

- Toni scheduled day off
- Cleared undergrounds as they were received
- Brian checked Dog park trash and checked town Mausoleum
- Nick cleaned and disinfected office complex and Court Clerk's office area
- Nick continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks
- Brian checked Dog park trash and checked town Mausoleum
- Staff checked concrete at East Morrisonville dog park and was not ready to be taken off
- Steve attended 830am Streetlight kickoff meeting
- Brian and Dick finished working on the furnaces at the town hall
- Dick and Rick winterized Cumberland Head Park and Cadyville Beach, then met Water and Wastewater at both locations to shut water off
- Staff cleaned machines and winterized pole barn for highways paver

October 24th

- Toni/Brian scheduled day off
- Cleared undergrounds as they were received
- Nick checked all Park trash
- Nick cleaned and disinfected office complex and Court Clerk's office area
- Nick continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks
- Steve, Rick, and Dick went and took forms off Dog Park pad and filled in low spots with sand
- Staff assisted Highway putting the paver in the pole barn for the winter
- Steve and Rick met Jason Cook to discuss moving forward with May Currier Project
- Staff went to Lowe's to get materials needed for the court stairs project

- Rick and Dick started prepping the stairs for retread, removed all the rusted stair lips and swept (closed stairs for safety)
- Steve worked with Grainger to fix the mess up on the previous order for the Court Stairs PO

October 25th

- Brian scheduled day off
- 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
- Nick checked Dog park trash and checked town Mausoleum
- Dick went and checked heat at Wallace Hill building
- Steve went and set chairs up at May Currier for Tuesday Rental
- Steve and Rick started working on prepping the court stairs for retread
- Steve and Rick worked on a street light order that was on route 9S and determined that it was a bad fixture. Relayed the message to the contractors that I would prefer if they started there for the NYPA project
- Steve talked with contractors regarding the upcoming street light project
- Steve and Rick went to Cadyville Rec Park to open the wood line gate for cross country
- Rick made Erin a key for the gate so she can open and close it as needed
- Steve and Rick went to Runnings and Lowes to get material needed for the stair project
- Nick and Dick continued working on cutting around the tennis courts at Cliff Haven Rec Park
- Steve and Rick went and checked an emergency UFPO on Allen Rd.

October 26th

- Brian scheduled day off
- 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
- Nick checked Dog park trash and checked town Mausoleum
- Staff worked at May Currier with Highway Dept to topsoil and set forms for concrete sidewalks (Big thanks to Highway Dept and Jason Cook for helping!)
- Dick left early at 11AM
- Rick and Steve went to parade float meeting at 1130am
- Nick, Rick and Steve went back to May Currier to pick up tools and sweep parking lot

October 27th

- Brian scheduled day off
- 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
- Nick checked Dog park trash and checked town Mausoleum
- Staff went back to May Currier to set mesh/chairs for the sidewalk pour
- Staff finished topsoiling May Currier

- Steve and Rick went to Mac's Janitorial to purchase a new vacuum for cleaning the Town Hall

October 28th

- Toni/Brian scheduled day off
- Nick cleaned and disinfected office complex and Court Clerk's office area
- Nick continued cleaning and disinfecting Park buildings, exterior restrooms throughout the Parks
- Nick checked Dog park trash and checked town Mausoleum
- Cleared undergrounds as they were received
- Rick logged Monthly fuel reads
- Steve did the vouchers for the accounting office
- Rick, Dick, Steve went to Cadyville Rec Park to continue pulling guard rail and setting rocks

October 31st

- Steve off
- Took tank and pump reads, recorded fuel reconciliations
- Cleared undergrounds as they were received
- Nick checked Dog park trash and checked town Mausoleum
- Staff dropped dump truck off to Highway AGAIN for repair
- Staff started working on court entrance stair treads
- Toni and Nick cleaned and disinfected office complex and Court Clerk's office area
- Nick did weekly trash run at all Parks
- Rick and Dick repaired cultisac light #0317, replaced 100 watt HPS bulb
- Received complaint about South Plattsburgh building, renters destroyed toilets, poured grease down toilets. They tried to hide it with toilet paper. They left the building and the tables filthy. May have to call Morrisonville septic to pump out grease.