

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
February 2, 2023**

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

Also in attendance: Dave Duquette

Resolution No. 023-040

Accept Minutes of the Previous Meeting

RESOLVED, that the minutes of **January 5, 2023** be accepted 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>
				x	
Thomas E. Wood	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Dana M. Isabella	x				
Michael S. Cashman	x				

Public Comment – None

Resolution No. 023-041

Abstract 2A- 23

RESOLVED, that the abstract of audited claims **No. 2A-2023** for 2022 in the amount of \$102,626.52 and **No. 2A-2023** for 2023 in the amount of \$795,071.56, **Abstract 2A-2023** prepays for 2023 in the amount of \$157,589.39 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> x	<u>Tabled</u>
Thomas E. Wood	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Dana M. Isabella	x				
Michael S. Cashman	x				

Resolution No. 023-042

Monthly Department Reports

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

Building and Grounds –
December 2022

Codes and Zoning –

Dog Control Officer –

Historian –

Highway Superintendent – **December 2022**

Justice Court –

Parks and Recreation –

Planning and Community
 Development–**December
 2022**

Safety Committee –

Supervisors Financial
 Report – **December 2022**

Tax Receiver –

Town Clerk–**December 2022**

Water Wastewater –

Motion: Charles A. Kostyk
Seconded by: Dana M. Isabella
Discussion: None

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

Resolution No. 023-043

**Agreement with Eagle’s
Nest Veterinary Services
for Dangerous Dogs in the
Town of Plattsburgh**

WHEREAS, on occasion it is necessary for the Dog Control Officers to kennel dangerous dogs and provide other kennel services as appropriate and approved by the Supervisor; and

WHEREAS, Eagle’s Nest Veterinary Hospital has submitted a Renewal Agreement to the Town for Service from January 1, 2023 to December 31, 2023 with a retainer of \$500.00 as stated in the agreement; therefore be it

RESOLVED that, after the Town Attorney’s review, the Supervisor be authorized to sign an Agreement between Eagles Nest Veterinary Services and the Town of Plattsburgh to meet the regulations from Agriculture and Markets concerning dangerous dogs and any rules and regulation promulgated pursuant thereto in relation to the seizure, holding, care, redemption and disposition of seized dogs in The Town of Plattsburgh; and be it further

RESOLVED, that a copy of this Resolution be given to the temporary Dog Control Officer, the Town Clerk and Eagle’s Nest Veterinary 34 Skyway Plaza, Suite 2. Plattsburgh, New York 12901.

Motion: Thomas E. Wood
Seconded by: Barbara E. Hebert
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				

Resolution No. 023-044

**Request to Purchase a 2022 RAM
3500 Regular Cab Chassis
w/Dump Box and Plow**

WHEREAS, the Town of Plattsburgh Buildings & Grounds Department Superintendent, Stephen Waldron, has submitted a request to purchase a 2022 RAM 3500 regular cab chassis with a Rugby dump box and a 9’6” Fisher stainless steel plow; and

WHEREAS, Mr. Waldron has received a quote from Sawyer Motors using (NYS OGS pricing/Bids), Sawyer motors met all requirements of the OGS mini-Bid and has the truck available on the lot, the total price would be \$82,636.00; therefore be it

RESOLVED, that the Town Board does hereby authorize Mr. Waldron to order said vehicle and that payment for said purchase will be made payable from the 2023 Buildings & Grounds Budget Equipment & Capital Outlay Account #AAA.1620.2000.0000; and be it further

RESOLVED, that a copy of this Resolution be given to Mr. Waldron, Buildings & Grounds Superintendent, and one to the Accounting Department.

Motion: Dana M. Isabella
Seconded by: Charles A. Kostyk
Discussion: Chuck A. Kostyk

	<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				

Resolution No. 023-045

Wellness Policy

WHEREAS, the Clinton County Health Department has offered the Town of Plattsburgh a grant of up to \$2000.00 in Creating Healthy School and Communities (CHSC) funds to increase workplace wellness; and

WHEREAS, the Planning and Community Development Department has identified opportunities in our workplace to utilize these funds; and

WHEREAS, the first step to implementation of this program for the Town of Plattsburgh is the adoption of a Wellness Policy; now therefore be it

RESOLVED, that the attached Town of Plattsburgh 2023 Wellness Policy be approved effective this date and the Supervisor is authorized and directed to implement the same for the Town; and, be it further

RESOLVED, that a copy of this Resolution be given to the Planning & Community Development Department for their grant records.

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				

Resolution No. 023-046

**Professional Legal Services for
Planning and Codes Award**

WHEREAS, the Town of Plattsburgh issued a request for proposals from qualified law firms in New York State to provide professional legal and related services for the Planning & Community Development and Codes Departments on January 6, 2020; and

WHEREAS, the Town of Plattsburgh did receive proposals from qualified law firms in New York State to provide professional services in connection with the needs of the Planning & Codes Departments on an as-needed basis; and

WHEREAS, it was determined that the Harris Beech proposal was of high quality, and reasonable in the scope and cost of services provided; and

WHEREAS, it has been determined that it is in the best interest of the Planning & Community Development and Codes Departments and the public, to hire specialized legal counsel on an as-needed basis; now, therefore be it

RESOLVED, the Town of Plattsburgh Town Board, upon approval and recommendation of the Town Attorney, does hereby accept the proposal as submitted by Harris Beech 726 Exchange Street, Suite 1000, Buffalo NY 14210 for a term ending on December 31, 2026; and it is further

RESOLVED, that the Supervisor is hereby authorized and directed to execute the Agreement for said professional legal services; and be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager, Planning Department Head, and the Codes Enforcement Officer.

Motion: Thomas E. Wood

Seconded by: Barbara E. Hebert

Discussion: Barbara E. 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				
Chuck A. Kostyk	x				
Dana M. Isabella	x				
Michael S. Cashman	x				

Resolution No. 023-047

**Authorization to Advertise
Bids for the Project Entitled
“Battlefield Memorial
Gateway Phase I”**

WHEREAS, the Town Board has previously authorized the development of construction documents required for the construction of the Battlefield Memorial Gateway Waterfront area located at Battlefield Lane; and

WHEREAS, Elan Planning & Design has prepared documents for the bid proposals to be advertised now, therefore, be it

RESOLVED, that the Town Clerk is hereby authorized to advertise bids for the Battlefield Memorial Gateway Phase 1 construction, and that said advertisement shall be placed in the Press Republican, with bids to be opened at the Town of Plattsburgh Town Hall located at 151 Banker Road, Plattsburgh, NY 12901 on March 3, 2023 at 10:00am; and, it is further

RESOLVED, that the Town of Plattsburgh Town Board reserves the right to reject any or all bids offered; and, be it further

RESOLVED, that a copy of this Resolution is to be given to the Town Clerk, The Planning & Community Development Department, and the Finance Manager.

Motion: Charles A. Kostyk
Seconded by: Thomas E. Wood
Discussion: Michael S. Cashman

	<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				

Resolution No. 023-048

**Request to Purchase a 2023
Fisher 8’6” XV2 Stainless
Steel Plow**

WHEREAS, the Town of Plattsburgh Buildings & Grounds Department Superintendent, Stephen Waldron, has submitted a request to purchase a new plow to replace our current/outdated plow on our RAM 3500; and

WHEREAS, Frenchie’s Chevrolet has included the lowest of three bids for a Fisher 8’6” XV2 Stainless Steel plow of \$6,634.39; therefore, be it

RESOLVED, that the Town Board does hereby authorize Mr. Waldron to order said plow and that payment for said purchase will be made payable from the 2023 Buildings & Grounds Budget Equipment & Capital Outlay Account #AAA.1620.2000.0000; and, be it further

RESOLVED, that a copy of this Resolution be given to Mr. Waldron, Buildings & Grounds Superintendent, and one to the Accounting Department.

Motion: Dana M. Isabella

Seconded by: Thomas E. Wood

Discussion: Dana Isabella, Chuck Kostyk, Barbara 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				

Motion to go into Executive Session
To discuss the work history of one specific person.

Motion to come out of Executive Session

Motion by: Dana M. Isabella
Seconded by: Thomas E. Wood
Time: 6:12 PM

Motion by: Barbara E. Hebert
Seconded by: Dana M. Isabella
Time: 6:22 PM

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

RESOLVED, that this Town Board meeting be adjourned at 6:22 PM.

Motion by: Barbara E. Hebert

Seconded by: Thomas E. Wood

Discussion: None

	<u>Yes</u>	<u>No</u>	<u>Carried</u>
			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, Town Clerk