

**TOWN OF PLATTSBURGH  
TOWN BOARD MONTHLY MEETING  
March 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

<b>MEMBERS:</b>	<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	

**Additional attendees: Karah Curran**

**Resolution No. 023-058**

**Accept Minutes of the Previous Meeting**

**RESOLVED**, that the minutes of **January 19, 2023** be accepted and the reading of the minutes be dispensed with.

**Motion: Dana M. Isabella**

**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				

**Public Comment – None**

**Resolution No. 023-059**

**Abstract 3A- 23**

**RESOLVED**, that the abstract of audited claims **No. 3A-23** for \$469,102.19 **Abstract 3A-23** prepays for the amount \$164,405.37 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>	<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. 023-060**

**Monthly Department Reports**

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

- Building and Grounds – **January 2023**
- Codes and Zoning – **January 2023**
- Dog Control Officer –
- Historian –
- Highway Superintendent – **January 2023**
- Justice Court –
- Parks and Recreation – **January 2023**
- Planning and Community Development –
- Safety Committee –
- Supervisors Financial Report – **January 2023**
- Tax Receiver –
- Town Clerk – **January 2023**
- Water Wastewater – **December 2022**

**Motion: Dana M. Isabella**  
**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. 023-061**

**Publish a Request for Sealed  
Bids Intended for Carpet  
Purchase and Installation for  
Town Hall Building**

**WHEREAS**, the Town of Plattsburgh is seeking bids from qualified Commercial Flooring Vendors to provide professional installation of wall to wall carpeting in Plattsburgh Town Hall located at 151 Banker Road, Plattsburgh, NY 12901; and

**WHEREAS**, the Town of Plattsburgh Town Hall will require approximately 7600 square feet of carpet (all bidders are responsible for taking accurate measurements of the required square footage) carpet needs to be commercial grade. Bids should include options for both rolled carpet and carpet tiles. Bid should include removal, replacement and disposal of old carpeting and the installation of carpet tiles/rolled carpet and removal and replacement of all vinyl/carpeted baseboards; and

**WHEREAS**, bidders are strongly encouraged to attend the walk-through at the Plattsburgh Town Hall, located at 151 Banker Road, Plattsburgh, NY 12901, on March 16, 2023 promptly at 12:00PM; bidders will have ample time to measure the space in order to submit an appropriate bid; and

**WHEREAS**, bidders are also required to be flexible with work times and days in order to ensure no departmental closures will be required. Bidders must be equipped to move all furniture for carpet installation (and replace furniture when completed) and must dispose of all removed carpet; and

**WHEREAS**, the Town of Plattsburgh reserves the right to reject any or all bids and to conduct interviews at its sole discretion. Responses must be sealed and marked Carpet Purchase and Installation and received at the Town of Plattsburgh by 2:00 pm, on April 3, 2023. Additional information and detailed specifications regarding this Request for Bids may be obtained by calling the Town of Plattsburgh Building and Grounds Superintendent, Steve Waldron, at (518) 312-8070 during the hours of 6am-2pm Monday – Friday or going to the Town of Plattsburgh website; now, therefore it is

**RESOLVED**, that the Town Board of the Town of Plattsburgh does hereby authorize the advertisement in the Plattsburgh Press Republican for the receipt of bids for carpeting purchase and installation in accordance with the specifications and that the Town Clerk post notice on the Town's Clerks bulletin board and post on the Town's Website; and, it is further

**RESOLVED**, that a copy of this Resolution be given to the Buildings and Grounds Superintendent, the Finance Manager, and the Town Clerk.

**Motion to waive the reading, straight to vote: Barbara E. Hebert**

**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. 023-062**

**Change Order No. 3 –  
Bluff Point Pump Station  
Improvements**

**WHEREAS**, the Town of Plattsburgh's Water and Wastewater Department (WWW) went out to bid and awarded the Bluff Point Pump Station Improvement (Resolution No. 021 021) as part of an ongoing capital improvement plan; and

**WHEREAS**, additional effort was needed to complete the final gas line connections, install additional 60 linear feet of 1" water pipe and exploratory excavation and roadway asphalt patching; and

**WHEREAS**, J. E. Sheehan Contracting Corp. has submitted a pricing adjustment resulting in an increase of \$16,368.51; now, therefore be it

**RESOLVED**, that the Town Board does hereby authorize the Supervisor to execute said change order no. 3; and be it further

**RESOLVED**, that a copy of this Resolution be given to the Finance Manager and Water Wastewater Director, Laberge Engineering and J. E. Sheehan Contracting Corp..

**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. 023-063**

**Contract with Laberge Group for  
engineering services & contract  
administration –NY Road Green  
Infrastructure Project**

**WHEREAS**, the Town of Plattsburgh has received funding from the NYSDEC Climate Smart Communities Program for the implementation of storm-water practices and renovations to New York Road; and

**WHEREAS**, the initial concept design and grant application for said project was prepared for by Laberge Group; and

**WHEREAS**, the Town of Plattsburgh has a current and active 2-year term contract with Laberge Group located at 4 Computer Drive West Albany, New York 12205; and

**WHEREAS**, Laberge Group has provided a proposal for professional services to execute the project which includes a scope of services and estimated cost of \$245,000.00; now therefore be it

**RESOLVED**, that the Town Board of the Town of Plattsburgh does hereby authorize the Supervisor to enter into an agreement with Laberge Group for the provision of professional services to execute the New York Road Green Infrastructure project as outlined in the proposal dated February 4, 2023.

**Motion: Thomas E. Wood**  
**Seconded by: Dana M. Isabella**  
**Discussion: Michael S. Cashman**  
**Roll Call:**

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

**RESOLVED**, that this Town Board meeting be adjourned at 6:12 PM.

**Motion by: Dana M. Isabella**  
**Seconded by: Barbara E. Hebert**  
**Discussion: None**

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

Minutes Respectfully Submitted by:

Katie Kalluche, Town Clerk

