

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI-MONTHLY MEETING
March 16, 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	

Resolution No. 023-067

Accept Minutes of the Previous Meeting

RESOLVED, that the minutes of **January 26, 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. 023-068

Abstract 3B- 23

RESOLVED, that the abstract of audited claims **No. 3B-23** for \$478,361.80, **Abstract 3B-23** prepays for the amount \$150,792.33 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. 023-069

**Resurfacing for Cadyville
Recreation Park Tennis
Courts**

WHEREAS, the Parks and Recreation Department in cooperation with the Building and Grounds Department is responsible for the maintenance of six sets of tennis courts in the Town of Plattsburgh; and

WHEREAS, to maintain the value and use of said courts the Department must maintain the tennis courts on a maintenance schedule; and

WHEREAS, Ms. Pangborn has obtained formal written quotes for the purchase of tennis resurfacing that were received and reviewed by Ms. Pangborn; therefore, be it

RESOLVED, that the Town Board does hereby authorize the resurfacing of the tennis courts by Advantage Tennis Inc., PO Box 73, Passumpsic Vt. 05861 in the amount of \$12,900.00 and, it is further

RESOLVED, that the Supervisor is hereby authorized to sign all related documents relative to the resurfacing of Cadyville Recreation Park Tennis Courts to be made payable from the Park Field Maintenance Account A1620.4116 for 2023; and, it is further

RESOLVED, that a copy of this Resolution be given to the Finance Manager, Ms. Pangborn, Youth Service and Recreation Director and our Building and Grounds Superintendent, Steve Waldron.

Motion: Charles A. Kostyk
Seconded by: Thomas E. Wood
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. 023-070

**Town Clerk Request to Attend
NYSTCA Annual Conference**

WHEREAS, it is in the best interest of the Town that the Town Clerk’s Office remain current and informed concerning all aspects of the Town Clerk’s responsibilities and any changes in regulations; and

WHEREAS, training through the New York State Town Clerks Association (NYSTCA) is being offered in Syracuse NY at the Marriott Syracuse Downtown Hotel from April 22-25th, 2023; and

WHEARAS, the Town Clerk Katie Kalluche has this educational opportunity within her budget to attend this year; therefore be it

RESOLVED, that Town Clerk be approved to attend the annual conference and training and that an amount not to exceed \$1,100.00 for lodging, transportation, meals and registration for the for the conference be charged to the Town Clerk’s budget; and be it further

RESOLVED, that copies of this Resolution be given to the Town Clerk, the Finance Director and one put in her personnel file.

Motion: Barbara E. Hebert
Seconded by: Thomas E. Wood
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. 023-071

**Purchase of Water Reading
Meters**

WHEREAS, Resolution 09-296 authorized the standardization of water reading meters to be Neptune Water Meters, and

WHEREAS, Neptune Technology Group has submitted documentation stating Ti Sales Inc. is the authorized Level I certified distributor for Neptune and is the exclusive supplier of Neptune products in the Upstate New York market area; and

WHEREAS, Ti Sales Inc. as the authorized Level I certified distributor for Neptune and the exclusive supplier of Neptune products in the Upstate New York market area has submitted price quotations for the year 2023; therefore, be it

RESOLVED, the Town Board approve the purchase as requested and that the Water & Wastewater Director is hereby authorized to make incremental purchases not to exceed the total amount of \$25,000.00 in fiscal year 2023; and, be it further

RESOLVED, that payment be made payable from the 2023 Water & Wastewater Budget Account # SWC.8340.4170 and that a copy of this Resolution be given to the Water & Wastewater Department and Budget Officer.

Motion: Charles A. Kostyk
Seconded by: Thomas E. Wood
Discussion: Charles 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. 023-072

**Community Partnership Between
Town of Plattsburgh Recreation
Program and Clinton County Youth
Bureau Recreation Program**

WHEREAS, the Town of Plattsburgh Parks and Recreation Department would like to further community partnership and enter into an agreement with the Clinton County Youth Program to strengthen existing cooperation and further develop activities focused on recreational opportunities for the residents in the Town of Plattsburgh; now, therefore be it; and

RESOLVED, that the Town Board, upon approval of the Town Attorney and insurance carrier, does hereby authorize the Supervisor to enter into an agreement for Recreation Service Program on behalf of the Town of Plattsburgh and the Clinton County Youth Bureau for services as attached; and, it is further

RESOLVED, that a copy of this Resolution be given to the Clinton County Youth Bureau, Cool Insurance, Finance Manager, and Parks and Recreation Department.

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. 023-073

**Playground Equipment
Purchase for Treadwell
Mills Park**

WHEREAS, to maintain the value and safety of playground equipment the Parks and Recreation Department must upgrade older playground equipment to keep it in proper working order and

WHEREAS, Ms. Pangborn is recommending the acceptance of the proposal from Kirk Baughman of Baughman Bros. Inc. (a local Playground representative) and Jeffrey Associates for furnishing, delivering and installing needed playground equipment; and

WHEREAS, Ms. Pangborn, is requesting permission to purchase playground equipment with installation in the amount of \$87,858.00 by the Town of Plattsburgh Parks and Recreation Department pursuant to the New York State Office through the General Services Standards and Purchase Group Contract No 6485 in an amount not to exceed \$87,858.00; therefore be it

RESOLVED, that the Town Board does hereby grant permission to Ms. Pangborn to order said playground equipment from Jeffrey Associates, 897 Route 910 Indianola, Pa 15051-335 and the Supervisor is hereby authorized to sign any related documents required for the purchase; and it is further

RESOLVED, that all related documents relative to the purchase of playground equipment and installation to be made payable from the Park Equipment and Capital outlay Account A1620.2000.1000 for 2023; and, it is further

RESOLVED, that a copy of this Resolution be forwarded to Ms. Erin Pangborn, Youth Service and Recreation Director.

Motion: Dana M. Isabella

Seconded by: Thomas E. Wood

Discussion: Michael S. Cashman, 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				
Charles A. Kostyk	x				
Dana M. Isabella	x				
Michael S. Cashman	x				

Resolution No. 023-074

**Petition for Zoning Map
Amendment**

WHEREAS, at its regularly scheduled meeting on March 16, 2023, the Town of Plattsburgh Town Board, received a Petition from Schluter Systems, who has entered purchase agreements for parcels 245.-4-22.11, 245.-4-40.1, 245.-4-41, and 245.-4-16.2 located on Route 22, Salmon River Road, and Superior Drive, requesting an amendment of the existing Zone classification of said parcels from Residential (R2) to Industrial (SD); and

WHEREAS, pursuant to Article XIII Section 17.3, all proposed amendments originating by Petition or by Motion shall be referred to the Town of Plattsburgh Planning Board for a report and recommendation thereon; now, therefore be it

RESOLVED, that the Town Board does hereby refer said Petition for a proposed amendment to the current Town of Plattsburgh Zoning Map to the Town of Plattsburgh Planning Board for a report and recommendation in accordance with Article XIII, Section 17.3 of the Town of Plattsburgh Zoning Ordinance; and be it further

RESOLVED, that the Planning Board shall submit its report to the Town Board within forty-five (45) days of receipt of such referral in accordance with the provisions of said Zoning Ordinance; and be it further

RESOLVED, that a copy of this Resolution, be given to the Planning Department, Planning Board Chairperson and Town Assessor.

Motion: Barbara E. Hebert
Seconded by: Charles A. Kostyk
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. 023-075

**Highway Request for Town Road
Closures**

WHEREAS, the Supervisor has received a letter dated March 10, 2023 from Tim DuBrey Superintendent of Highways requesting permission to temporarily post the following Town Roads effective March 20, 2023;

Akey Rd. (from Route 374, to the entire length), Bart Merrill Road (Section North of the Gene Lefevre Rd. intersection), Bradford Road (from Rt. #374 going north to Rt. #190), Champlain Park (all entrances), Cliff Haven Community (all entrances), Durand Road, Gene LeFevre Rd, Trudeau Road, Kennedy Road, Robinson Road, Stafford Road, South Jct. Road, Thunderbird Heights (all entrances), Woodcliff Drive, Wallace Hill Road and Archie Bordeau Road; therefore be it

RESOLVED, that certain vehicles, as described in the New York State Vehicle and Traffic Law Section 1660, be excluded from Town Highways and/or sections thereof listed in the aforementioned letter upon (1) the erection of signs posting the respective highways or sections thereof; and (2) a notice, pursuant to said section 1660, being published in the Press Republican; and, it is further

RESOLVED, that the Town Board does hereby authorize and direct the Town Clerk to cause said notice to be published in the Press Republican in accordance with Town Law; and, be it further.

RESOLVED, that a copy of this Resolution be given to the Highway Superintendent.

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

RESOLVED, that this Town Board meeting be adjourned at 6:11 PM.

Motion by: Barbara E. Hebert
Seconded by: Charles A. Kostyk
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		

RESOLVED, that this Town Board meeting be adjourned at 6:11 PM.

Motion by: Barbara E. Hebert

Seconded by: Charles A. Kostyk

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