

**TOWN OF PLATTSBURGH TOWN BOARD  
WORK SESSION AGENDA  
May 25, 2023**

The meeting was called to order at 6:00 PM by the presiding officer at the Town of Plattsburgh Town Hall, 151 Banker Road. Pledge.

	<u>Present</u>	<u>Absent</u>
<b>MEMBERS: Michael S. Cashman, Supervisor</b>	x	
<b>Thomas E. Wood, Councilor</b>	x	
<b>Barbara E. Hebert, Councilor</b>	x	
<b>Charles A. Kostyk, Councilor</b>	x	
<b>Dana M. Isabella, Councilor</b>	x	
<b>Kathryn B. Kalluche, Town Clerk</b>	x	
<b>James J. Coffey, Town Attorney</b>	x	

**Public Comments: None**

**Supervisor’s Report:**

- Battlefield Memorial Gateway Project Advancing; groundbreaking ceremony on Friday, May 26, 2023 at 10am
- Presentations:
  - o Scott Stoddard, Water and Wastewater Director – Fleet Management Report
  - o Trevor Cole, Senior Planner and Jessica Kogut, Planner – solar

**Resolution No. 023-124**

**Appointment of Brent Davis as  
Maintenance Worker II in the  
Water Wastewater Department**

**WHEREAS,** Brent Davis has been working in the Water & Wastewater Department since May 9, 2022, and

**WHEREAS,** the Director, Assistant Superintendent and Supervisors of the Water & Wastewater Department have recommended Brent Davis to be promoted to Water and Wastewater (WWW) Maintenance Worker II; therefore, be it

**RESOLVED,** to receive and place on file the memo dated May 3, 2023, from Scott Stoddard, Director Water & Wastewater Department requesting the promotion of Brent Davis as a WWW Maintenance Worker II: and, be it further

**RESOLVED,** that the Town of Plattsburgh Town Board does hereby authorize the permanent appointment of Brent Davis to the position of WWW Maintenance Worker II as recommended, at a pay rate of \$26.86, effective the first full pay period following approval in accordance with the terms

and conditions of the Teamsters Agreement currently in force with a probationary period of 6 months effective immediately pending final Civil Service approval; and, be it further

**RESOLVED**, that the Supervisor is hereby authorized to sign all necessary documents for the full-time permanent appointment of Brent Davis to the position of WWW Maintenance Worker II; and, it is further

**RESOLVED**, that a certified copy of this Resolution be given to the Finance Manager, Water & Wastewater Department Director and a certified copy also be forwarded to the Clinton County Department of Personnel for final approval and filing.

**Motion: Charles A. Kostyk**  
**Seconded by: Thomas E. Wood**  
**Discussion: Barbara E. Hebert**

Roll Call:	<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- 125**

**Appointment of Thomas Burdo as  
Maintenance Worker II in the Water  
Wastewater Department**

**WHEREAS**, Thomas Burdo has been working in the Water & Wastewater Department since May 9, 2022, and

**WHEREAS**, the Director, Assistant Superintendent and Supervisors of the Water & Wastewater Department have recommended Thomas Burdo to be promoted to Water and Wastewater (WWW) Maintenance Worker II; therefore, be it

**RESOLVED**, to receive and place on file the memo dated May 3, 2023, from Scott Stoddard, Director Water & Wastewater Department requesting the promotion of Thomas Burdo as a WWW Maintenance Worker II: and, be it further

**RESOLVED**, that the Town of Plattsburgh Town Board does hereby authorize the permanent appointment of Thomas Burdo to the position of WWW Maintenance Worker II as recommended, at a pay rate of \$27.86, effective the first full pay period following approval in accordance with the terms and conditions of the Teamsters Agreement currently in force with a probationary period of 6 months effective immediately pending final Civil Service approval; and, be it further

**RESOLVED**, that the Supervisor is hereby authorized to sign all necessary documents for the full-time permanent appointment of Thomas Burdo to the position of WWW Maintenance Worker II; and, it is further

**RESOLVED**, that a certified copy of this Resolution be given to the Finance Manager, Water & Wastewater Department Director and a certified copy also be forwarded to the Clinton County Department of Personnel for final approval and filing.

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

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

**Resolution No. 023-126**

**Appointment of Danielle Hampton as Account Clerk/Typist in the Water Wastewater Department**

**WHEREAS**, there is a vacancy for the position of Account Clerk/Typist in the Water & Wastewater Department due to a transfer; and

**WHEREAS**, interviews for the aforementioned position were held by the Director, and Supervisors of the Water & Wastewater Department of eligible candidates provided by Clinton County Department of Personnel; and

**WHEREAS**, upon the completion of interviews it is the recommendation of the Director and the Water and Wastewater committee that Danielle Hampton be appointed to the vacant Water & Wastewater Account Clerk/Typist position; therefore, be it

**RESOLVED**, that the Town Board does hereby authorize the hiring and appointment of Danielle Hampton to the vacant position of Account Clerk/Typist at a pay rate of \$21.40 per hour effective June 5, 2023; and be it further

**RESOLVED**, that the Supervisor is hereby authorized to sign all necessary documents for Danielle Hampton's appointment with a probation period of 12 months; and, it is further

**RESOLVED**, that a certified copy of this Resolution be given to the Finance Manager, the Director of Water & Wastewater Department and one be forwarded to the Clinton County Department of Personnel, and a copy be placed in Danielle Hampton's file.

**Motion: Charles A. Kostyk**  
**Seconded by: Thomas E. Wood**  
**Discussion: Yes**

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

**Resolution No. 023-127**

**Facility Rental Policy 2023 Update**

**WHEREAS**, as indicated by the attached Facility Rental Policy, the Town Board seeks to adopt an updated set of standards and requirements; therefore, be it

**RESOLVED**, that the attached Town of Plattsburgh 2023 Rental Policy be and the same hereby is approved effective June 1, 2023 and the Supervisor is authorized and directed to implement the same for the Town; and be it further

**RESOLVED**, that the Town of Plattsburgh officially adopts the attached updated Policy and a copy of the Policy be given to each Department to add to their policy book; and be it further

**RESOLVED**, that a copy of this Resolution and policy be given to the Town Clerk and Parks and Recreation Department and Finance Manager.

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

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

**Resolution No. 023-128**

**One-Year Agreement with Casella Waste Management of N.Y., Inc.**

**WHEREAS**, Casella Waste Management of N.Y., Inc. has submitted a proposed waste refuse New York Service Contract to the Town of Plattsburgh for the term of one-year effective May 26, 2023; and

