

**TOWN OF PLATTSBURGH  
TOWN BOARD MONTHLY MEETING  
August 3, 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>	<b><u>PRESENT</u></b>	<b><u>ABSENT</u></b>
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. 023-168**

**Accept Minutes of the Previous Meeting**

**RESOLVED**, that the minutes of **June 1, 2023** and **June 8, 2023** be accepted and the reading of the minutes be dispensed with.

**Motion: Thomas E. Wood**

**Seconded by: Charles A. Kostyk**

**Discussion: None**

	<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>
Thomas E. Wood	x			x	
Barbara E. Hebert			x		
Charles A. Kostyk	x				
Dana M. Isabella	x				
Michael S. Cashman	x				

**Public Comment - None**

**Resolution No. 023-169**

**Abstract 8A- 23**

**RESOLVED**, that the abstract of audited claims **No. 8A-23** for \$189,266.12, **Abstract 8A-23** prepays for the amount \$153,999.58 be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

**Motion: Dana M. Isabella**  
**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. 023-170**

**Monthly Department Reports**

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

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

**Motion: Thomas E. Wood**  
**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				

**Resolution No. 023-171**

**Proclamation in Recognition of the 175<sup>th</sup> Anniversary of the Establishment of the Town of Schuyler Falls**

**WHEREAS**, the Town of Schuyler Falls became its own municipality when it separated from the Town of Plattsburgh by action of the New York State Senate and Assembly on April 4, 1848; and

**WHEREAS**, the Town of Schuyler Falls is about 38 square miles in size and near the center of Clinton County; and

**WHEREAS**, throughout its rich history, the Town of Schuyler Falls has played a significant role in the development and growth of our region; and

**WHEREAS**, the 175<sup>th</sup> anniversary of the establishment of the Town of Schuyler Falls presents an opportunity for us to reflect on its past achievements, celebrate its present accomplishments, and envision a promising future; now

**THEREFORE, WE, THE TOWN BOARD OF THE TOWN OF PLATTSBURGH**, on behalf of our residents, present this special proclamation to:

**The Town of Schuyler Falls, New York**

it is with great honor and pride that we commemorate the 175th year of its establishment. Further congratulations to all who have contributed to this achievement. We admire its residents, past and present, for their enduring dedication and their contributions to the town's success.

May this occasion be an opportunity for reflection, celebration, and renewed determination to make the next historical chapter of the Town of Schuyler Falls even more remarkable.

**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	
<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. 023-172**

**Purchase of (2) 800 MHz Motorola Radios**

**WHEREAS**, the Water & Wastewater Department and the Highway Department have a need for 800 MHz Motorola Radios to maintain safety & security in the event of an emergency; and

**WHEREAS**, Procedures for Purchase of Commodities, Equipment or Goods and Contract Values requires the Town Board approval for amounts in excess of \$5,000.00; and

**WHEREAS**, Motorola is under a state contract through OGS; therefore, be it

**RESOLVED**, the purchase of (2) 800 MHz Radios be awarded to Motorola Solutions, in the amount of \$11,564.62 be approved; and it is further

**RESOLVED**, that payment be made payable evenly from the 2023 Water & Wastewater Budget Account # WSA.1610.2000 and DAA.5130.4200; and it is further

**RESOLVED**, that a copy of this Resolution be given to the Water & Wastewater Department, Highway Department and Finance Manager.

**Motion: Thomas E. Wood**

**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				

**Resolution No. 023-173**

**Request for resurfacing for West Plattsburgh Basketball Court**

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

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

**WHEREAS**, Ms. Pangborn, the Youth Services and Recreation Director, has submitted a request to purchase new pavement for the basketball court at the West Plattsburgh Park; and

**WHEREAS**, resurfacing is to be completed by the Highway Department, with paving materials purchased through the Clinton County Contract in the amount not to exceed \$7,000.00 to be made payable from the Park Field Maintenance Account A1620.4116 for 2023; therefore, be it

**RESOLVED**, that the Town Board does hereby authorize the resurfacing of the basketball court and that the Supervisor is hereby authorized to sign all related documents relative to the resurfacing of the West Plattsburgh basketball court; and, it is further

**RESOLVED**, that a copy of this Resolution be given to the Finance Manager, the Youth Services and Recreation Director and the Building and Grounds Superintendent.

**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	
<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. 023-174**

**Highway Superintendent Request for Speed Limit Change for Pleasant Ridge Road**

**WHEREAS**, in a letter dated July 19, 2023, from Greg Burnell, Highway Superintendent, is requesting the speed limit on Pleasant Ridge Road be reduced from 45 MPH to a slower speed (to be determined by the State of New York) due to the increased commercial development of the road and the safety of individuals walking along the roadside; therefore, be it

**RESOLVED**, that the Town of Plattsburgh Town Board does hereby authorize the Supervisor to request and establish area speed limits as identified on said attached letter and this request be referred to the Clinton County Highway Superintendent and the New York State Department of Transportation; and be it further

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

**Motion: Thomas E. Wood**

**Seconded by: Dana M. Isabella**

**Discussion: None**

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				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. 023-175**

**Request to Purchase New 2024 Chevrolet Silverado 1500 Work Truck for Highway Department**

**WHEREAS**, normal use requires that the Town of Plattsburgh must periodically update vehicles; and

**WHEREAS**, Greg Burnell, Highway Superintendent and Mike Provost, Deputy Highway Superintendent, have complied with the New York State OGS procurement requirements for vehicle acquisition by the completion of the competitive mini-bid process executed via the New York State Vehicle Marketplace; therefore be it

**RESOLVED**, to receive a letter dated July 21, 2023 from Mr. Burnell requesting permission to purchase one (1) 2024 Chevrolet Silverado 1500 (CK10735) 4WD Double Cab 147” Work Truck in the amount of \$44,468.05 for use by the Town of Plattsburgh Highway Department pursuant to the New York State Office through the General Services Standards and Purchase Group Contract; and it is further

**RESOLVED**, that the Town Board does hereby grant permission to Mr. Burnell to order said truck and the Supervisor is hereby authorized to sign any related documents required for the purchase; and it is further

**RESOLVED**, that payment for said purchase will be made payable from the 2023 Equipment Capital Outlay Account DAA.5130.2000 and that a copy of this Resolution be given to the Highway Superintendent, Town Clerk and Finance Manager.

**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. 023-176**

**Request to Purchase New 2024 Chevrolet Silverado 3500HD Work Truck for Highway Department**

**WHEREAS**, normal use requires that the Town of Plattsburgh must periodically update vehicles; and

**WHEREAS**, Greg Burnell, Highway Superintendent and Mike Provost, Deputy Highway Superintendent, have complied with the New York State OGS procurement requirements for vehicle acquisition by the completion of the competitive mini-bid process executed via the New York State Vehicle Marketplace; therefore be it

**RESOLVED**, to receive a letter dated July 21, 2023 from Mr. Burnell requesting permission to purchase one (1) 2024 Chevrolet Silverado 3500HD (CK10735) 4WD Reg Cab 142” Work Truck with Utility Body in the amount of \$61,580.54 for use by the Town of

Plattsburgh Highway Department pursuant to the New York State Office through the General Services Standards and Purchase Group Contract; and it is further

**RESOLVED**, that the Town Board does hereby grant permission to Mr. Burnell to order said truck and the Supervisor is hereby authorized to sign any related documents required for the purchase; and it is further

**RESOLVED**, that payment for said purchase will be made payable from the 2023 Equipment Capital Outlay Account DAA.5130.2000 and that a copy of this Resolution be given to the Highway Superintendent, Town Clerk and Finance Manager.

**Motion to Waive the Reading: Dana M. Isabella**  
**Seconded by: Thomas E. Wood**  
**Discussion: None**

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				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. 023-177**

**Twinstate Maintenance Renewal Agreement**

**WHEREAS**, the Town of Plattsburgh ("Town" herein) maintains an annual Maintenance Renewal Agreement with Twinstate to provide telephone hardware, software and system support; and

**WHEREAS**, Twinstate has submitted a Renewal Agreement to the Town for Service from September 1, 2023 to August 31, 2024; and

**WHEREAS**, the Town Board has provided, within the General Fund of the Town of Plattsburgh 2023 Budget, for the renewal of its one-year contract with Twinstate in the amount of \$ 6,677.20 and

**WHEREAS**, the Town attorney has approved as to form the one-year contract submitted by Twinstate; now, therefore be it

**RESOLVED**, that the one-year renewal contract submitted by Twinstate be approved and the Supervisor is authorized to execute the same for the Town of Plattsburgh and a copy of this Resolution be given to the Finance Manager.

**Motion: Thomas E. Wood**  
**Seconded by: Charles A. Kostyk**  
**Discussion: None**

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				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. 023-178**

**East Morrisonville Improvements**

**WHEREAS**, the Parks and Recreation Department in cooperation with the Buildings and Grounds Department is responsible for the maintenance and upkeep of parks in the Town of Plattsburgh; and

**WHEREAS**, to maintain the value of our parks and recreation areas, the Department must replace the current guardrails with boulders for maintenance sustainability purposes; and

**WHEREAS**, Ms. Erin Pangborn, the Recreation and Youth Services Director, has obtained formal written quotes for the purchase, in East Morrisonville Park, of boulders, and

**WHEREAS**, the total quotes for East Morrisonville Park and for is \$7,800.00; therefore be it

**RESOLVED**, that the Town Board does hereby authorize the purchase for East Morrisonville Park improvement; and, it is further

**RESOLVED**, that the Supervisor is hereby authorized to sign all related documents relative to the East Morrisonville Park improvements to be made payable from the Parkland Funds; and it is further

**RESOLVED**, that a copy of this resolution be given to the Finance Manager, Ms. Pangborn and the Building and Grounds Superintendent.

**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	
<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. 023-179**

**2023 Culvert Pipe Order**



**WHEREAS**, the necessity to continue maintenance and improvements of roadside drainage ditches and the storm water drainage systems within the Town of Plattsburgh requires the need for additional drainage pipe; and,

**WHEREAS**, Greg Burnell, Highway Superintendent, has submitted a letter dated July 26, 2023, requesting permission to place an order for culvert pipe: and

**WHEREAS**, the total estimated cost of said pipe through OGS pricing from VP Supply is \$13,241.92; therefore, be it

**RESOLVED**, that the Town Board hereby approve the purchase of culvert pipe and the Highway Superintendent is hereby authorized to make said purchase; and be it further

**RESOLVED**, that payment for said purchase will be made payable from the 2023 Highway Superintendent Budget # DA-5112-4300 account and that a copy of this Resolution be given to the Finance Manager and Highway Superintendent.

**Motion: Thomas E. Wood**

**Seconded by: Charles A. Kostyk**

**Discussion: None**

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				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				

**Motion to go** into Executive Session to discuss the work history of two specific individuals.

**Motion to come out** of Executive Session

Motion by: Dana M. Isabella  
 Seconded by: Charles A. Kostyk  
 Time: 6:12 PM

Motion by: Charles A. Kostyk  
 Seconded by: Dana M. Isabella  
 Time: 6:48 PM

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

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

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**RESOLVED**, that this Town Board meeting be adjourned at 6:48 PM.

**Motion by: Thomas E. Wood**  
**Seconded by: Dana M. Isabella**  
**Discussion: None**

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

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Minutes Respectfully Submitted by:

Katie Kalluche, Town Clerk