

**TOWN OF PLATTSBURGH TOWN BOARD
WORK SESSION AGENDA
August 10, 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>
MEMBERS: 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	

Other in attendance: Wendell Hughes

Public Comments: None

Supervisor's Report:

- **New Developers Guide survey – over 1,300 respondents in just over one week**

Resolution No. 023-180

**Appointment of Scott
Billington as MEO II in the
Highway Department**

WHEREAS, the Highway Department has a vacancy and there is a need to add another staff member in that Department; and

WHEREAS, all applications for said position have been reviewed and the job has been posted by Greg Burnell, Highway Superintendent as per union contract; and

WHEREAS, the Highway Superintendent recommends that Scott Billington be appointed to said position; now, therefore be it

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby authorize the hiring and appointment of Mr. Billington to the vacant position of MEO II at an hourly rate of \$23.61 as indicated by the current Teamster's Agreement, and a copy be given to Civil Service for their final review and approval; and be it further

RESOLVED, that this appointment will become effective August 14, 2023 and following Civil Service final approval and the Supervisor is hereby authorized to sign all necessary documents for the appointment of Mr. Billington's to the position of MEO II in the Highway Department with a probation period not to exceed twelve months; and, it is further

RESOLVED, and a copy of this Resolution be given to the Finance Manager, Highway Superintendent and also be placed in Mr. Billington's personnel file.

Motion: Charles A. Kostyk
Seconded by: Dana M. Isabella
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. 023-181

Permanent Appointment of Stephen Waldron as Superintendent of Buildings and Grounds for the Town of Plattsburgh

WHEREAS, the Civil Service examination for the position of Superintendent of Buildings and Grounds was held and Stephen Waldron, provisional Superintendent for the Town of Plattsburgh, has successfully completed said examination; now, therefore be it

RESOLVED, that Mr. Waldron's appointment as Superintendent of Buildings and Grounds be made permanent with a probationary period of 12 weeks and a copy of this Resolution be given to the Finance Manager, a copy to Civil Service and a copy be placed in his personnel file.

Motion: Dana M. Isabella
Seconded by: Charles A. Kostyk
Discission: Michael S. Cashman

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. 023-182

Paylocity Agreement

WHEREAS, the Town of Plattsburgh ("Town" herein) would like to integrate the payroll system and timeclock system with one software in order to gain efficiencies and reduce costs; and

WHEREAS, after a review of three payroll companies Paylocity meets the needs and pricing of the Town, therefore be it

RESOLVED, that after the review of the Town Attorney and approval the Supervisor is authorized to execute the agreement for the Town of Plattsburgh and a copy of this Resolution be given to the Finance Manager.

Motion: Charles A. Kostyk
Seconded by: Barbara E. Hebert
Discussion: Michael S. Cashman

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				

Draft Resolutions:

- 023-xxx Minutes
- 023-xxx Zoning Map Amendment 2023
- 023-xxx July 2023 Budget Amendment
- 023-xxx Proclamation in Recognition of the National Adult Education & Family Literacy Week (September 18-22, 2023)

Committee Reports:

Town Board meeting be adjourned at **6:27 PM**.

Executive Session – as needed:

Motion to go into Executive Session to discuss the work history of two specific individuals and case with the City of Plattsburgh.

Motion to come out of Executive session

Motion by: Barbara E. Hebert
Seconded by: Dana M. Isabella

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

Time: 6:10 PM

Time: 6:27 PM

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

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

Minutes Respectfully Submitted by:

Katie Kalluche, Town Clerk