

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
August 1, 2024**

The meeting was called to order at 6:00 p.m. by the presiding officer at the Town Hall on 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. 024-174

Accept Minutes of the Previous Meeting

RESOLVED, that the minutes of **June 6, 2024** and **June 13, 2024** 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. 024-175

Abstract 8A- 24

RESOLVED, that the abstract of audited claims **No. 8A-24** for \$359,113.51, **Abstract 8A-24** prepays for the amount \$181,740.37 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. 024-176

Monthly Department Reports

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

- Building and Grounds – **June 2024**
- Codes and Zoning – **June 2024**
- Dog Control Officer – **June 2024**
- Historian –
- Highway Superintendent – **June 2024**
- Justice Court –
- Parks and Recreation – **June 2024**
- Planning and Community Development –
- Safety Committee –
- Supervisors Financial Report – **June 2024**
- Tax Receiver –
- Town Clerk – **June 2024**
- Water Wastewater – **June 2024**

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. 024-178

**Retirement of Donna Primiano-Masten
from the Position of Senior Typist in the
Codes and Zoning Department**

WHEREAS, Donna Primiano-Masten has filed for retirement as of September 30, 2024 from her position as Senior Typist in the Codes and Zoning Department; therefore, be it

RESOLVED, that the Town Board, with appreciation for her service during her tenure to the Town of Plattsburgh, accept her retirement and wish her well; and, be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager and a copy be placed in Ms. Primiano-Masten's personnel file.

Motion: Barbara E. Hebert
Seconded by: Dana M. Isabella
Discussion: 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. 024-179

Park Memorial Donation for Everest Rabideau Recreation Park

WHEREAS, Resolution No. 024-051 adopted the Town of Plattsburgh Park Memorial Policy; a policy establishing standards and guidelines for the public to commemorate the loss of a friend or loved one with a memorial in one of the Town of Plattsburgh Parks; and

WHEREAS, an application has been submitted for a memorial donation of a Little Free Library to be placed at Everest Rabideau Recreation Park in memory of Karen Roberts; and

WHEREAS, the Park Memorial Application has been reviewed by the Town of Plattsburgh Parks and Recreation Department; therefore, be it

RESOLVED, that the Town Board of the Town of Plattsburgh has reviewed said Park Memorial Application and does hereby authorize said donation of a Little Free Library for Everest Rabideau Recreation Park; and, be it further

RESOLVED, that, per the Town of Plattsburgh Park Memorial Policy, the applicant is responsible for the cost of the park accessory and installation fees; once payment is made by the applicant, Ms. Pangborn is authorized to coordinate installation of said materials for the memorial donation; and, it is further

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

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. 024-180

Purchase of Water Meter Reading Software Subscription

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 quotation for the subscription of meter reading software; therefore, be it

RESOLVED, the purchase for the 1-year subscription (9/1/2024 -8/31/2025) of meter reading software be awarded to TI Sales Inc., in the amount of \$7,277.16 be approved; and be it further

RESOLVED, that payment be made payable from the 2024 Water & Wastewater Budget Account # WSA.1610.4720 and that a copy of this Resolution be given to the Water & Wastewater 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. 024-181

Request to Purchase Streetlight Arms for Inventory

WHEREAS, it is important for the Buildings and Grounds Department to maintain an inventory of streetlighting materials for emergency and non-emergency repairs and installations that need to occur with Town of Plattsburgh streetlights; and

WHEREAS, the Superintendent of Buildings and Grounds, Mike Drew, is requesting authorization to purchase 12 streetlight arms in order to maintain said emergency and non-emergency inventory for repairs and installations; therefore, be it

RESOLVED, that said purchase be made from Hynes Electrical Supply Co. Inc., located in Plattsburgh, NY, in the amount of \$9,604.34, which includes shipping, for six – 10’ and six – 12’ arms; and be it further

RESOLVED, that payment be made payable from Account #SLC.5182.2000.0000 and that a copy of this Resolution be given to the Finance Manager and a copy be given to the Superintendent of Buildings and Grounds.

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				

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

Motion to come out of Executive Session

Motion by: **Barbara E. Hebert**
Seconded by: **Charles A. Kostyk**
Time: 6:08 PM

Motion by: **Barbara E. Hebert**
Seconded by: **Dana M. Isabella**
Time: 6:38 PM

	<u>YES</u>	<u>NO</u>
Thomas E. Wood	x	
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	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 6:39 PM.

Motion by: Charles A. Kostyk

Seconded by: Thomas E. Wood

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