

**TOWN OF PLATTSBURGH
TOWN BOARD WORK SESSION AGENDA
August 22, 2024**

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 | |

Public Comments: None

Supervisor’s Report: Public Forum at Former Plattsburgh Airforce Base – kudos to Gary Douglas with North Country Chamber of Commerce

Resolutions:

Resolution No. 024-191

License to Conduct and Operate a Place of Public Amusement Within the Town of Plattsburgh – Hanneford Circus

WHEREAS, the Town Clerk has received an application with the fee for a license to conduct and operate a place of public amusement within the Town of Plattsburgh for the Hanneford Circus; and

WHEREAS, upon the applicant receiving the issuance of a New York State Certificate of Inspection by the Code Enforcement Officer indicating full compliance and it will be submitted to the Town Clerk’s office; therefore, be it

RESOLVED, that after review of the certificate of insurance naming the Town of Plattsburgh as additional insured, the Town Clerk is hereby authorized to issue said license for the period from Friday, September 6, 2024 through Sunday, September 8, 2024; and, be it further

RESOLVED, that a copy of this Resolution be given to the Codes Enforcement Officer.

Motion: Barbara E. Hebert
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. 024-192

Disposal of Obsolete Equipment

WHEREAS, it has been has determined that the equipment listed below is obsolete and no longer needed; and

Parks and Recreation Department:

1 – 2010 Dodge Caravan, VIN #: 2D4RN4DE9AR168168

Water/Wastewater Department:

2 – Bagger systems that fit 2017 ProZ 500 Cub Cadet (1 complete and other for parts)

WHEREAS, the equipment will be put out for bid through Auctions International for the proper disposal; therefore, be it

RESOLVED, that the Town Board does hereby authorize the sale of said equipment; and, it is further

RESOLVED, that a copy of this Resolution be given to the Finance Manager.

Motion: Charles A. Kostyk
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. 024-193

**Recreation Program Contract of Services for
Fall 2024**

WHEREAS, Parks and Recreation utilizes instructional services for programs in the Town of Plattsburgh; and

WHEREAS, the Youth Services and Recreation Director recommends contract services for program and said person(s) get a W9; now, therefore be it

Fall Program Contracts:

| | | | |
|---------------|-------|--------------------------------|--|
| Roxana Palmer | \$300 | Family Art (4 sessions) | Sept. 23, Oct. 28, Nov. 4, Dec. 9, 2024 |
| Renee Hall | \$800 | Paint & Snack Programs (Adult) | Oct. 7, Nov. 18, 2024 |
| Patty Husband | \$320 | Adult Pickleball | Sept. 21, 2024 |

RESOLVED, that the Supervisor is authorized to sign all necessary documents for these short-term contract services.

Motion: Charles A. Kostyk
Seconded by: Barbara E. Hebert
Discussion: None

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

Resolution No. 024-194

Salt Purchase Order for 2024-2025

RESOLVED, to receive and place on file a letter dated August 19, 2024 from Greg Burnell, Highway Superintendent, requesting permission to purchase 2800 tons of road salt for use by the Town of Plattsburgh Highway Department through the Clinton County contract from Compass Minerals in the amount of \$239,372.00; and, it is further

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

RESOLVED, that payment for said purchase be made payable from the 2024-2025 Highway Budget accounts DAA.5142.4200.0000 and DAA.5148.4200.0000; and, be it further

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

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. 024-195

**Request to Attend New York
Upstate Chapter APA Conference**

WHEREAS, the Town of Plattsburgh Planning and Community Development Department staff are required to maintain professional training and development; and

WHEREAS, it is in the best interest of the Town Planning and Community Development Department to update technical knowledge and new regulation information regarding comprehensive planning, zoning, complete streets, solar energy, case law, subdivision and site plan reviews; now, therefore be it

RESOLVED, that Trevor Cole and Jessica Kogut be allowed to attend the New York Upstate Chapter American Planning Association Annual Conference held on October 9-11, 2024 in Ithica, New York; and it is further

RESOLVED, that \$676.00 for lodging, \$242.00 for meals, and \$498.00 for registration be charged to the Planning & Community Development Budget, account number A-.8020.4410.0000; and, it is further

RESOLVED, that a copy of this Resolution be given to the Finance Manager and Planning and Community Development Department Head.

Motion: Barbara E. Hebert
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 | | | | |

Draft Resolutions:

024-xxx Minutes

024-xxx Monthly Reports

Committee Reports:

- Barbara E. Hebert: Town Clerk – going to regional training
- Charles A. Kostyk: Water/Wastewater – had a group at the new well

Town Board meeting be adjourned at 6:10 PM.

Minutes Respectfully Submitted by:

Katie Kalluche, Town Clerk