

**TOWN OF PLATTSBURGH  
TOWN BOARD SEMI MONTHLY MEETING  
January 16, 2020**

The meeting was called to order at 6:00 p.m. by the presiding officer at the Town Hall on the Banker Road. Pledge

**MEMBERS:**

**PRESENT      ABSENT**

<b>Michael S. Cashman, Supervisor</b>	<b>x</b>
<b>Thomas E. Wood, Councilor</b>	<b>x</b>
<b>Meg E. LeFevre, Councilor</b>	<b>x</b>
<b>Barbara E. Hebert, Councilor</b>	<b>x</b>
<b>Charles A. Kostyk, Councilor</b>	<b>x</b>
<b>Kevin M. Patnode, Town Clerk</b>	<b>x</b>
<b>James J. Coffey, Town Attorney</b>	<b>x</b>

**Resolution No.020-017**

**Approve Minutes of the Previous Meeting**

**RESOLVED**, that the minutes of December 19, 2019 and January 2, 2020 be approved and the reading of the minutes be dispensed with.

**Motion: Thomas E. Wood**

**Seconded by: Barbara E. Hebert**

**Discussion: none**

**Roll Call:**

	<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>Meg E. LeFevre</b>	<b>x</b>				
<b>Barbara E. Hebert</b>	<b>x</b>				
<b>Charles A. Kostyk</b>	<b>x</b>				
<b>Michael S. Cashman</b>	<b>x</b>				

**Public Comment- none**

*[Handwritten Signature]*  
2/12/2020

**TOWN OF PLATTSBURGH  
TOWN BOARD SEMI MONTHLY MEETING  
January 16, 2020**

**Resolution No. 020-018**

**Abstract 1B- 20**

**RESOLVED**, that the abstract of audited claims **No.1B-20 (12-33)** for \$79,561.96, **Abstract 1B-20B (1-9)** prepays for the amount \$466,098.93 and **2019/2020 (413-422)** for \$125,293.06 and (2588-2669) for \$602,453.38 be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

**Motion: Thomas E. Wood**

**Seconded by: Charles A. Kostyk**

**Discussion: none**

**Roll Call:**

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

<b>Thomas E. Wood</b>	x
<b>Meg E. LeFevre</b>	x
<b>Barbara E. Hebert</b>	x
<b>Charles A. Kostyk</b>	x
<b>Michael S. Cashman</b>	x

*Handwritten signature*  
2/12/2020

**TOWN OF PLATTSBURGH  
TOWN BOARD SEMI MONTHLY MEETINGS  
January 16, 2020**

**Resolution No. 020-019**

**Monthly Department Reports**

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

Building and Grounds –Dec.

Codes and Zoning- Dec.

Dog Control Officer -

Historian-

Highway Superintendent –Dec.

Justice Court-

Parks and Recreation- .Dec.

Planning & Community  
Development –Jan.

Safety Committee –

Supervisors Financial Report- Dec.

Tax Receiver-

Town Clerk-Dec.

Water Wastewater –

**Motion: Thomas E. Wood**

**Seconded by: Meg E. LeFevre**

**Discussion: none**

**Roll Call:**

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

**Thomas E. Wood**  
**Meg E. LeFevre**  
**Barbara E. Hebert**  
**Charles A. Kostyk**  
**Michael S. Cashman**

x  
x  
x  
x  
x

  
2/12/2020

**TOWN OF PLATTSBURGH  
TOWN BOARD SEMI MONTHLY MEETING  
January 16, 2019**

**Resolution NO. 2020-020**

**Appointment of a Town of Plattsburgh Delegate  
For the 2020 Association of Towns Meeting**

**WHEREAS**, Training for Municipal employees and officials is being held in New York City February 16-19, 2020 and as member of the Association of Towns the Town of Plattsburgh has certain privileges: therefore, be it

**RESOLVED**, that Michael Cashman, be appointed the official representative of the Town of Plattsburgh and be allowed to cast their vote on behalf of the Town at the 2020 Annual Meeting of the Association of Towns and Kevin Patnode be an alternate delegate if needed and, be it further

**RESOLVED**, that copies of this Resolution be given to Michael Cashman and Kevin Patnode, and that one placed in their personnel file and the Supervisor complete the certificate of designation noting himself as the Official Town Delegate.

**Motion: Thomas E. Wood**

**Seconded by: Barbara E. Hebert**

**Discussion: none**

**Roll Call:**

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood	x				
Meg E. LeFevre	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Michael S. Cashman	x				

*L. Wood*  
2/12/2020

**TOWN OF PLATTSBURGH  
TOWN BOARD SEMI MONTHLY MEETING  
January 16, 2020**

**Resolution NO. 20-021**

**Bluff Point Pump Station Award**

**WHEREAS**, resolution 19-182 authorized to advertise for sealed bids for the project entitled Bluff Point Pump Station Improvements. Sealed bid documents were opened on December 12, 2019 at 11:00; and

**WHEREAS**, the Consulting Engineers, Laberge Engineering & Consulting Group have submitted their report relative to their analysis of bids; therefore, be it

**RESOLVED** that the recommendation of said Engineers be hereby accepted, approved and adopted; and be it further

**RESOLVED** that Bluff Point Pump Station Improvements be hereby awarded to J. E. Sheehan, 208 Sissonville Road, Potsdam, New York 13676 in the amount of \$1,490,000.00; and it is further

**RESOLVED**, that the Supervisor is hereby authorized and directed to execute the Agreement for said services totaling \$1,490,000.00; and it is further

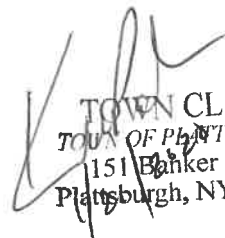
**RESOLVED**, that a copy of this Resolution be given to the Director of Water and Wastewater and Finance Manager.

**Motion: Thomas E. Wood**

**Seconded by: Charles A. Kostyk**

**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>
				<b>x</b>	
<b>Thomas E. Wood</b>	<b>x</b>				
<b>Meg E. LeFevre</b>	<b>x</b>				
<b>Barbara E. Hebert</b>	<b>x</b>				
<b>Charles A. Kostyk</b>	<b>x</b>				
<b>Michael S. Cashman</b>	<b>x</b>				

  
**TOWN CLERK**  
TOWN OF PLATTSBURGH  
151 Banker Road  
Plattsburgh, NY 12901

**TOWN OF PLATTSBURGH  
TOWN BOARD SEMI MONTHLY MEETING  
January 16, 2020**

**Resolution NO. 20-022**

**Trade Road Pump Station Award**

**WHEREAS**, resolution 19-183 authorized to advertise for sealed bids for the project entitled Trade Road Pump Station Improvements. Sealed bid documents were opened on December 12, 2019 at 11:00; and

**WHEREAS**, the Consulting Engineers, Laberge Engineering & Consulting Group have submitted their report relative to their analysis of bids; therefore, be it

**RESOLVED** that the recommendation of said Engineers be hereby accepted, approved and adopted; and be it further

**RESOLVED** that Trade Road Pump Station Improvements be hereby awarded to J. E. Sheehan, 208 Sissonville Road, Potsdam, New York 13676 in the amount of \$1,330,000.00; and it is further

**RESOLVED**, that the Supervisor is hereby authorized and directed to execute the Agreement for said services totaling \$1,330,000.00; and it is further

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

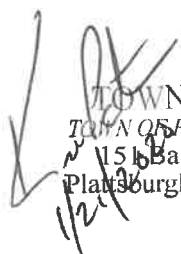
**Motion: Barbara E. Hebert**

**Seconded by: Meg E. LeFevre**

**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>
				<b>x</b>	

<b>Thomas E. Wood</b>	<b>x</b>
<b>Meg E. LeFevre</b>	<b>x</b>
<b>Barbara E. Hebert</b>	<b>x</b>
<b>Charles A. Kostyk</b>	<b>x</b>
<b>Michael S. Cashman</b>	<b>x</b>

  
TOWN CLERK  
TOWN OF PLATTSBURGH  
15 Banker Road  
Plattsburgh, NY 12901

  
2/4/2020

**TOWN OF PLATTSBURGH  
TOWN BOARD SEMI MONTHLY MEETING  
January 16, 2020**

**Resolution NO. 2020-023**

**3% Site Plan Return Deposit Site Plan 2018**

**WHEREAS**, the Town of Plattsburgh Planning Board has reviewed and approved all requirements of the UMS Properties LLC Parking Lot Site Plan 2018; and

**WHEREAS**, the Planning and Community Development Department has coordinated inspection of said project and reports all requirements have been met and completed; therefore, be it

**RESOLVED**, that the Supervisor is hereby authorized and directed to release the deposit in the amount of \$3,356.85, plus accrued interest to date; and it is further

**RESOLVED**, that a certified copy of this Resolution be forwarded, by the Planning and Community Development Department Secretary, with the return of deposit to UMS Properties LLC .

**Motion: Charles A. Kostyk**

**Seconded by: Meg E. LeFevre**

**Discussion: none**

**Roll Call:**

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

<b>Thomas E. Wood</b>	x
<b>Meg E. LeFevre</b>	x
<b>Barbara E. Hebert</b>	x
<b>Charles A. Kostyk</b>	x
<b>Michael S. Cashman</b>	x

  
2/12/2020

**TOWN OF PLATTSBURGH  
TOWN BOARD SEMI-MONTHLY MEETING  
January 16, 2020**

**Resolution NO. 20-024**

**Annual Examination of Town Fiscal Records by  
Audit Committee**

**WHEREAS**, the Town Board is responsible for the general management and control of the Town finances (Town Law, Section 64(1). An important aspects of this responsibility is to provide a process to monitor and review, on a routine basis, the work performed by those who handle money as part of their town duties; and

**WHEREAS**, in an effort to improve accountability and controls over finances and records the Town of Plattsburgh Auditing Committee and Finance Manager has reviewed the 2019 records of the Town Clerk, Town Justices', recreation and Town Tax Receiver as per regulation; and

**WHEREAS**, the Town Clerk's, Town Justices', Recreation and Town Tax Receiver's records have been provided to the full Board for their review; and

**WHEREAS**, a review of Town records has been prepared and is hereby presented to the Town Board for their review and approval; now, therefore be it

**RESOLVED**, that the Annual Audit as prepared and submitted by the Town of Plattsburgh Auditing Committee be accepted and placed on file as per regulation.

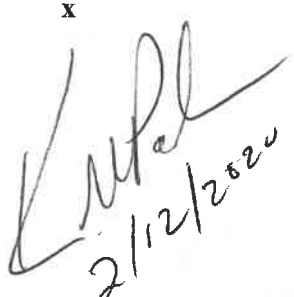
**Motion: Thomas E. Wood**

**Seconded by: Barbara E. Hebert**

**Discussion: Yes**

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
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Thomas E. Wood	x				
Meg LeFevre	x				
Barbara H. Hebert	x				
Charles A. Kostyk	x				
Michael S. Cashman	x				

x  
  
2/12/2020



**TOWN OF PLATTSBURGH  
TOWN BOARD MONTHLY MEETING  
February 6, 2020**

**Resolution NO.2020-031**

**Reschedule Fountain Brothers American Legion  
Post 1619 Public Fireworks Application Permit**

**WHEREAS**, Fountain Brothers Post 1619 has duly submitted to the Town of Plattsburgh Town Board (Town) an application for a permit for the public display of fireworks to be held on February 14, 2020 to take place at American Legion Post 1619 situated along the Rand Hill Road in the Town of Plattsburgh; and

**WHEREAS**, the Town Clerk has verified that all required documentation and fees have been received and the Town Attorney approving the application and liability insurance coverage as to form, and the Fountain Brothers Post 1619 as the controlling agency of the land on which the public display of fireworks is to be held having also approved the granting of said application by the Town; now, therefore it is

**RESOLVED**, that the Town Clerk be and he hereby is authorized and directed to issue the required permit for the public display of fireworks by the applicant on Friday , February 14, 2020 at American Legion 1619; and, be it further

**RESOLVED**, that a copy of this Resolution be given to the Finance Manager, Codes Officer, Town Clerk and Cool Insurance.

**Motion: Barbara E. Hebert**

**Seconded by: Meg E. LeFevre**

**Discussion: Yes**

**Roll Call:**

	<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>Meg E. LeFevre</b>	x				
<b>Barbara E. Hebert</b>	x				
<b>Charles A. Kostyk</b>	x				
<b>Michael S. Cashman</b>	x				

  
2/12/2020

**TOWN OF PLATTSBURGH  
TOWN SEMI MONTHLY MEETING  
January 16, 2020**

**RESOLVED**, that this Town Board meeting be adjourned at 6:14 PM.

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

<b>Roll Call:</b>	<b><u>Yes</u></b>	<b><u>No</u></b>	<b><u>Carried</u></b>
			<b>x</b>
<b>Thomas E. Wood</b>	<b>x</b>		
<b>Meg E. LeFevre</b>	<b>x</b>		
<b>Barbara E. Hebert</b>	<b>x</b>		
<b>Charles A. Kostyk</b>	<b>x</b>		
<b>Michael S. Cashman</b>	<b>x</b>		

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*Laurel*  
2/12/2020

**TOWN OF PLATTSBURGH TOWN BOARD  
WORK SESSION AGENDA  
January 23, 2020**

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

	<u>Present</u>	<u>Absent</u>
<b>MEMBERS:</b> Michael S. Cashman, Supervisor	x	
Thomas E. Wood, Councilor	x	
Meg E. LeFevre, Councilor	x	
Barbara E. Hebert, Councilor	x	
Charles A. Kostyk, Councilor	x	
Kevin M. Patnode, Town Clerk	x	
James J. Coffey, Town Attorney	x	

**Public Comments- none**

**Supervisor's Report**

**Draft Resolutions**

020-xxx Minutes

020-026 MOU with City of Plattsburgh and Town of Plattsburgh –Recreational Trail

020-xxx Independent Contractor in Assessor's Office

020-xxx Town Committee Appointments Additions


020-xxx Request to Purchase Meters from Sole Source. Ti Sales

020-xxx Animal Shelter Agreement with Eagle feather Veterinary Hospital

020-xxx Request to Travel to Lake Placid for Codes Enforcement Training

**Committee Reports -**

Town Board meeting be adjourned at 6:11PM.

  
2/12/2020

**TOWN OF PLATTSBURGH  
TOWN BOARD WORK SESSION  
January 23, 2020**

**Resolution NO. 20-026**

**Town/City MOA for Empire State  
Trail Connection**

**WHEREAS**, in January 2017, Governor Cuomo announced the Empire State Trail (EST), a new initiative placing New York State at the forefront of national efforts to enhance outdoor recreation, community vitality, and tourism development. When completed by the end of 2020, the Empire State Trail will be a continuous 750-mile route spanning the state from New York City to Canada and Buffalo to Albany, creating the longest multi-use state trail in the nation. Approximately 400 miles of the Trail already exists in discrete, disconnected segments; and

**WHEREAS**, the Terry Gordon Recreation Path located in the City of Plattsburgh has been incorporated into the EST and is scheduled for improvements in 2020; and

**WHEREAS**, the Town of Plattsburgh intends to begin construction of the Battlefields Memorial Gateway waterfront development in 2020, which includes a multi-use recreation path intended to interconnect with the Terry Gordon path; and

**WHEREAS**, opportunity exists for the Town and City of Plattsburgh to coordinate and collaborate for the mutually beneficial result of an interconnected trail system which, when completed may be incorporated as a further extension of the EST; Now, therefore be it

**RESOLVED**, that the Town Board of the Town of Plattsburgh does hereby authorize the Supervisor to sign a Memorandum of Agreement with the City of Plattsburgh to coordinate, collaborate, and encourage the interconnection of the Terry Gordon path with the Battlefields Memorial Gateway trail and further, for it to be incorporated into the Empire State Trail system upon completion.

**Motion: Thomas E. Wood**

**Seconded by: Barbara E. Hebert**

**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>
				<b>x</b>	
<b>Thomas E. Wood</b>	<b>x</b>				
<b>Meg E. LeFevre</b>	<b>x</b>				
<b>Barbara E. Hebert</b>	<b>x</b>				
<b>Charles A. Kostyk</b>	<b>x</b>				
<b>Michael S. Cashman</b>	<b>x</b>				

  
2/12/2020



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## 2020 Conference at a Glance

### Sunday, April 26th

- Conference Registration
- Athenian Dialogue
- First Time Attendee Meet and Greet
- Notary Prep
- Vendor Blender
- Sunday Night Mixer

### Monday, April 27th

- Opening Ceremony and Annual Meeting
- DECALS General Session
- Breakout Sessions
- Deputy Town Clerk Roundtable

- Monday 'Dinner at the Capitol'
- Vendor Area Open

### Tuesday, April 28th

- AOT General Session
- District Meetings
- Breakout Sessions
- Vendor Area Open
- Annual Reception and Banquet
- Banquet After Party

### Wednesday, April 29th

- Notary Test
- Matt Episcopo

## Souvenirs