

**TOWN OF PLATTSBURGH TOWN BOARD
WORK SESSION AGENDA
February 28, 2019**

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>
MEMBERS: 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	
Rickey J. Collins, Town Clerk	x	
James J. Coffey, Town Attorney		x

Public Comments

Supervisor's Report

Public Hearings

Draft Resolutions

019-xxx Minutes

019-xxx Request to Attend NY Planning Federation Conference

Committee Reports –

Town Board meeting be adjourned at 6:21 PM.

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
March 5, 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

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	

Resolution No.020- 047

Approve Minutes of the Previous Meeting

RESOLVED, that the minutes of February 6, 2020 be approved and the reading of the minutes be dispensed with.

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

Public Comment- none

[Handwritten Signature]
3/9/2020

TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
February 20, 2020
March 5, 2020

Resolution NO.2020-046

Imperial Dam on Saranac River

WHEREAS, the Imperial Dam is located on the Saranac River in Plattsburgh, New York and is a Class "C" High Hazard dam, its' failure may result in serious damage to residences and infrastructure such as the loss of human life, and/or widespread economic loss is likely; and

WHEREAS, Imperial Dam has a long history of serious uncorrected safety and habitat deficiencies such as ice build-up which exacerbates ice jams downstream impacting City of Plattsburgh infrastructure; and

WHEREAS, the impounded water behind Imperial Dam is not used for any hydropower electrical generation or industrial use; and

WHEREAS, improved fish passage and improved health of the landlocked salmon fishery in the Saranac River would likely increase tourism and recreational opportunities within the City and Town of Plattsburgh; and

WHEREAS, the Town Board of the Town of Plattsburgh received a presentation by the Lake Champlain Chapter of the Trout Unlimited on October 24, 2019 regarding these issues; now therefore be it

RESOLVED that the Town of Plattsburgh supports the removal of the Imperial Dam and the full restoration of the Saranac Rivers to reduce any threats to public safety, improve the recreational benefits to nearby communities and allow full access of native Atlantic Salmon to historic native spawning waters; and

IT IS FURTHER RESOLVED that the Town of Plattsburgh joins and supports the efforts of the City of Plattsburgh as well as those of the Lake Champlain Chapter of Trout Unlimited to remove the Imperial Dam.

Motion: Charles A. Kostyk
Seconded by: Meg E. LeFevre
Discussion: Yes

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				

[Handwritten Signature]
3/9/2020

**TOWN OF PLATTSBURGH
TOWN BOARD MEETING
March 5, 2020**

Resolution No. 020-048

Abstract 3A- 20

RESOLVED, that the abstract of audited claims **No.1A-20 (245-318)** for \$160,437.37, **Abstract 3A-20 (41-55)** prepays for the amount \$976,980.09 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:

Yes No Absent Carried Tabled

x

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

x

x

x

x

Kupala
3/9/2020

TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
March 5, 2020

Resolution No. 20-049

ENVIRONMENTAL DETERMINATION - BATTLEFIELDS
MEMORIAL GATEWAY

WHEREAS, in 2016 the Town Board of the Town of Plattsburgh completed and adopted a Waterfront Revitalization Plan titled *Lake Champlain/Saranac River Waterfront Plan*, that was funded by the NYSDOS Environmental Protection Fund; and

WHEREAS, the plan identified five key priority projects/locations, including the former Plattsburgh Airforce Base fueling docks located on Route 9, just south of the City of Plattsburgh; and

WHEREAS, the Town subsequently developed a *Battlefields Memorial Gateway Interpretive Concepts Plan*, and Phase I engineered construction documents; and

WHEREAS, the Town intends to pursue development of this project as identified in the Waterfront Development Plan, Interpretive Plan, and associated construction documents; and

WHEREAS, Part 617 “State Environmental Quality Review”, section 8-0113 of the Environmental Conservation Law provides for the review of projects which constitute an “action” with respect to the effect of such projects on the environment; and

WHEREAS, the Town Board of the Town of Plattsburgh (the “Town Board” and the “Town”, respectively) has adopted the provisions of Part 617 “State Environmental Quality Review”; and

WHEREAS, a determination of the effect of said project or action on the environment is necessary to determine whether a draft “Environmental Impact Statement” is required; and

WHEREAS, the effects of the project or action on the environment are to be examined by all “involved agencies”; and

WHEREAS, the Town Board has before it the project or action known as the “Battlefields Memorial Gateway”; and

WHEREAS, the Project is contiguous to Cumberland Bay, a site listed on the National Register of Historic Places; and

WHEREAS, the New York State Office of Parks, Recreation, and Historic Preservation has reviewed the project and has determined in a letter dated October 17, 2019, that it will have “No Adverse impact to historic and cultural resources; and

WHEREAS, the project is designed for the preservation of the natural and cultural resources of Cumberland Bay and its shoreline; and

WHEREAS, the project hereby determined to be an "Unlisted" action requiring the assessment of its effect upon the environment; and

WHEREAS, the Town Board is hereby determined to be an "lead agency" and, if no objection is made from any other "involved agency", the "lead agency" in accordance with Part 617 "State Environmental Quality Review" (SEQR) for purposes of assessing the effect of the Project on the environment and determining whether said effect is sufficiently significant to require the preparation of a draft "Environmental Impact Statement"; and

WHEREAS, The New York State Dormitory Authority (DASNY) is a funding agent for the project and an involved agency; and

WHEREAS, DASNY has consented to the Town Board acting as lead agency for this environmental review; and

WHEREAS, No additional involved agencies were identified and no objections to the Town's request for lead agency status were received; and

WHEREAS, The Town Board acting as an "involved agency" and as the "lead agency" has reviewed the Environmental Assessment Form Parts I & II and related materials giving information about the Project and its potential effects on the environment together with all written comments and written evidence of oral comments provided by "involved agencies" (collectively, the "environmental compliance file")

NOW, THEREFORE, BE IT RESOLVED by the Town Board of the Town of Plattsburgh, New York, as follows:

That the Town Board of the Town of Plattsburgh after review of the said Battlefields Memorial Gateway plans, completed EAF PARTS I & II and related materials does hereby determine as "Lead Agency" for the SEQRA Review process that the "Project" will NOT have a significant effect on the environment. Therefore, the preparation of a DEIS is NOT required; and, be it further

RESOLVED, that the Town Board does hereby authorize completion and execution of the EAF Part III and declare that the Project and environmental review process considered for the development does adequately and sufficiently satisfy the requirements of the State Environmental Quality Review Act for the Project; and be it further

RESOLVED, The Town Board of the Town does hereby authorize and direct the Supervisor to have prepared a "notice of no significant environmental impact" (NEGATIVE DECLARATION) for the project. The "notice of no significant environmental impact" (NEGATIVE DECLARATION) shall be disseminated to those "involved agencies" and governmental units as required by the Environmental Conservation Law and any local law of the Town, and the environmental compliance file as aforesaid shall be maintained on file at the Town Hall Offices of the Town Board and made available for public inspection at regular business hours of the Town.

This resolution shall become effective immediately upon its adoption by the Town Board of the Town.

Motion to wave the reading and go to vote by:

Meg E. LeFevre

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

[Handwritten Signature]
3/6/2022

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
March 5, 2020**

Resolution NO.2020-050

Authorizing Title Insurance

WHEREAS, pursuant to an order from New York State Supreme Court Judge Ellis, the Town of Plattsburgh will be taking title to a parcel of land located on the Tom Miller Road in the Town of Plattsburgh, having a Clinton County Tax ID number of 206.-6-6 ; and

WHEREAS, Town Attorney, James Coffey, has recommended that the Town purchase title insurance on the property being transferred by the State of New York to the Town of Plattsburgh ; and

WHEREAS, Liberty Abstract has performed the necessary title insurance on said property ; now; therefore, be it

RESOLVED, the Town of Plattsburgh authorize Michael Cashman, Supervisor of the Town , to purchase title insurance in the amount of \$1,042,000.00 for the sum of \$4,017.00 and a copy of the invoice from Liberty Abstract is attached and made part of this Resolution ; and be it further

Motion: Meg E. LeFevre

Seconded by: Charles A. Kostyk

Discussion: Yes

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				

*Le MP
3/9/2020*

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
March 5, 2020**

Resolution No.020-051

**Request to Attend Activated Sludge
Wastewater Treatment Process**

WHEREAS, the Town of Plattsburgh Water/Wastewater Department is required to maintain professional training and certification to operate the water and wastewater system; and

WHEREAS, it is required by the NYSDEC that the Town obtain additional certified Wastewater Treatment Plant Operator certifications. This course is required as part of the certification process; therefore, be it

RESOLVED, that Mathew Rabideau and Stephen Waldron, of the Water and Wastewater Department, be allowed to attend Activated Sludge Wastewater Treatment Process held from May 11 – May 14, 2020 in Morrisville, NY, and it is further

RESOLVED, that \$280.00 per person for lodging, \$197.00 per person for meals and \$525.00 per person for course registration for Mathew Rabideau and Stephen Waldron be charged to the Water/Wastewater budget, account number WS-.1610.4410.0000; and, be it further

RESOLVED, that copies of this Resolution be given to the Finance manager and Water Wastewater Director and one put in the personnel file of Mathew Rabideau and Stephen Waldron.

Motion: Meg E. LeFevre

Seconded by: Thomas E. Wood

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 Hebert			x		
Charles A. Kostyk	x				
Michael S. Cashman	x				

[Handwritten signature]
3/9/2020

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
March 5, 2020**

Resolution No. 20-052

**Request to Attend New York State Assessor's
Certification Conference**

WHEREAS, the Town of Plattsburgh Assessor is required to maintain professional training and development; and,

WHEREAS, it is in the best interest of the Town Assessor to be updated and knowledgeable about new regulations regarding assessable inventory of property valuation; now, therefore be it

RESOLVED, that Brian Dowling, Town Assessor, be allowed to attend the NYS Assessor Certification Conference held on March 13, 2020 at Paul Smith College, in Tupper Lake, New York: and, it is further

RESOLVED, that \$185.00 that includes registration fee that be charged to the Assessing Department Budget account number 1355.4410.000; and, it is further

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

Motion: Charles A. Kostyk

Seconded by: Thomas E. Wood

Discussion: none

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
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x

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

[Handwritten signature]
3/9/2020

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
March 5, 2020**

Resolution NO. 020--053

Dog Control Officers Vacancy Position

WHEREAS, there is a vacancy for the position of a dog control officer in the Town of Plattsburgh; and

WHEREAS, Kevin Patnode, Town Clerk has meet with the perspective candidate, Kaleigh Mills and recommends her for the position; and,

WHEREAS, Kaleigh Mills has expressed an interest in the positon and possess the skills and has the knowledge of Agriculture and Markets standards; and,

RESOLVED, that the Town Board does hereby authorize the hiring and appointment of Kaleigh Mills to the vacant position of Dog Control Officer at a salary of \$ 11,500.00 contingent on the background check and effective to check of references; and be it further

RESOLVED, that the Supervisor is hereby authorized to sign all necessary documents for Ms. Mills's appointment with a probation period of 12 months; and, it is further

RESOLVED, that Ms. Mills' take an oath of offices within thirty days of this resolution; and be it further

RESOLVED, that a certified copy of this Resolution be given to the Finance Manager, the Town Clerk and one be placed in her personnel file.

Motion: Charles A. Kostyk

Seconded by: Thomas E. Wood

Discussion: Yes

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				

K. L. Wood
3/9/2020

**TOWN OF PLATTSBURGH
TOWN MONTHLY MEETING
March 6, 2020**

RESOLVED, that this Town Board meeting be adjourned at PM.

Motion by: Meg E. LeFevre

Seconded by: Charles A. Kostyk

Discussion:

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


3/9/2020

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
March 5, 2020**

Resolution No. 020-055

Highway Request for Town Road Closures

WHEREAS, the Supervisor has received a letter dated March 5, 2020 from Tim Dubrey Superintendent of Highways requesting permission to temporarily post the following Town Roads effective March 19, 2020;

Akey Rd. (from Rt. 374, to the entire length), Bart Merrill Road
(Section North of the Gene Lefevre Rd. intersection), Bradford Road,
(from Rt. #374 going north to Rt. #190), Champlain Park (all entrances),
Cliff Haven Community (all entrances), Durand Road, Gene LeFevre Rd, Trudeau Road, Kennedy
Road, Robinson Road, Stafford Road, South Jct. Road, Thunderbird Heights,(all entrances),
Woodcliff Drive and Wallace Hill Road Therefore be it,

RESOLVED, that certain vehicles, as described in the New York State Vehicle and Traffic Law Section 1660, be excluded from Town Highways and/or sections thereof listed in the aforementioned letter upon (1) the erection of signs posting the respective highways or sections thereof; and (2) a notice, pursuant to said section 1660, being published in the Press Republican; and, it is further

RESOLVED, that the Town Board does hereby authorize and direct the Town Clerk to cause said notice to be published in the Press Republican in accordance to Town Law; and, be it further.

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

Motion: Charles A. Kostyk

Seconded by: Meg E. LeFevre

Discussion: Yes

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				

[Handwritten signature]
3/9/2020

TOWN OF PLATTSBURGH TOWN BOARD

WORK SESSION AGENDA

March 12, 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.

Present

Absent

MEMBERS: Michael S. Cashman, Supervisor
Thomas E. Wood, Councilor
Meg E. LeFevre, Councilor
Barbara E. Hebert, Councilor
Charles A. Kostyk, Councilor
Kevin M. Patnode, Town Clerk
James J. Coffey, Town Attorney

Public Comments

Supervisor's Report

Draft Resolutions

020-xxx Minutes
020-xxx Monthly Reports
020-056 Request to Submit LGRMIG grant from Town Clerk
020-xxx Regal Cinema License
020-xxx Cumberland 12 Cinema License
020-XXX Request to accept bid for Highway Truck
020-xxx Request to purchase vehicle for Parks and Recreation department
020-xxx Request for 3% Deposit Return for Poirier's True Value and Rene's Repair 2019
020-xxx Request for authorization to attend Planning Federation conference
020-xxx Recreation Program Contract for Services

Committee Reports -

Town Board meeting be adjourned at 6:25 PM.

Executive Session – as needed

Motion to go into Executive Session
to discuss

Motion by: Barbara Hebert

Seconded by: Charles Kostyk

Time:

Motion to come out of Executive session

Motion by:

Seconded by:

Time:

Roll Call: YES NO

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

Roll Call: YES NO ABSENT

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

[Handwritten Signature]
3/17/2020

**TOWN OF PLATTSBURGH
WORK SESSION MEETING
March 12, 2020**

Resolution NO.2020-056

**Request to Submit LGRMIF Grant from
Town Clerk**

WHEREAS, the LGRMIF continues to be critically important in the diligent, careful maintenance of the many records and information related to the Town of Plattsburgh, and

WHEREAS, an application to the State Archives Records Administration for a 2020 Local Government Records Management Improvement Fund Grant is available to the Town and

WHEREAS, the Town Clerk wishes to submit an application for such grant funding to have assistance in remedying the issues of the archival records systems; and

WHEREAS, the application for the grant is free of cost to the town, and the town is under no obligation to accept the grant if it is awarded such; therefore , be it

RESOLVED, that the Town Clerk submit the grant application paperwork for the LGRMIF grant; and be it further therefore, it is

RESOLVED, and a copy of this Resolutions be given to the Town Clerk for his files

Motion: Meg E. LeFevre

Seconded by: Thomas E. Wood

Discussion:

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				

[Handwritten Signature]
3/17/2020