

**TOWN OF PLATTSBURGH TOWN BOARD
WORK SESSION AGENDA
August 27, 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>
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	
Kevin M. Patnode, Town Clerk	x	
James J. Coffey, Town Attorney	x	

Public Comments

Supervisor's Report

Draft Resolutions

020-122 Tabled- Resolution Adopt 2020 Retention Schedule

020-xxx Minutes

020-xxx Request for 3% Site Plan 2018 Deposit Return for Cadyville Fire District

020-xxx Appointment of Austin T. Senecal as alternate member of Planning Board

Committee Reports -

Town Board meeting be adjourned at 6:07 PM.



TOWN OF PLATTSBURGH
TOWN BOARD SEMI MONTHLY MEETING
August 20/27, 2020

Resolution NO.2020-122

Adopt 2020 Retention Schedule

RESOLVED, by the Town Board of Town of Plattsburgh that Retention and Disposition Schedule for New York Local Government Records (LGS-1) issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein; therefore be it further

RESOLVED, that in accordance with Article 57-A

- (a) Only those records will be disposed of that are described in Records Disposition Schedule for New York Local Government Records (LGS-), after they have met the minimum retention periods described therein,
- (b) Only those records will be disposed of that have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods ; and be it further

RESOLVED, and a copy of this Resolution be given to the Town Clerk.

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				



**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
September 3, 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.020-123

Approve Minutes of the Previous Meeting

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

Motion: Barbara E. Hebert

Seconded by: Charles A. Kostyk

Discussion: none

Roll Call:

Yes No Absent Carried Tabled
X

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

Public Comment- none


9/4/20

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
September 3, 2020**

Resolution No. 020-124

Abstract 9A- 20

RESOLVED, that the abstract of audited claims **No.9A-20** for \$176,269.67 **Abstract 9A-20** prepays for the amount \$13,147,822.89 be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

Motion: Charles A. Kostyk

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				

K. M. Pal
9/4/20

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
September 3, 2020**

Resolution NO. 20-125

**3% Site Plan Return Deposit for Cadyville Fire
District Site Plan 2018**

WHEREAS, the Town of Plattsburgh Planning Board has reviewed and approved all requirements of the Cadyville Fire District 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 \$1,405.95, 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 Cadyville Fire District.

Motion: Meg E. LeFevre

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


9/4/20

TOWN OF PLATTSBURGH
TOWN MONTHLY SEMI MONTHLY MEETING
September 03, 2020

Resolution No. 020-126

**Appointment of Austin T. Senecal as an
an Alternate member of the Planning Board**

WHEREAS, a vacancy exists on the Planning Board for an alternate board member; and

WHEREAS, Mr. Austin T. Senecal is willing to serve as an alternate member of the Planning Board; therefore be it

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby appoint Mr. Senecal, a resident of the Town of Plattsburgh, to the Planning Board as an alternate member for a term to expire December 31, 2022; and, be it further

RESOLVED, that Mr. Senecal take the oath of office within thirty (30) days of this Resolution and the Supervisor send a letter of appointment and appreciation to Mr. Senecal; and be it further

RESOLVED, that a certified copy of this Resolution be given to Mr. Senecal, Trevor Cole, Department Head, Planning and Community Development and to the Chairperson of the Planning Board.

Motion: Barbara E. Hebert

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


9/4/20

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETINGS
September 3, 2020**

Resolution 020-127 Amend 020-117 Establishing a Parks and Recreation Advisory Committee

WHEREAS, resolution 020-117 was passed to establish a Parks and Recreation Advisory Committee but omitted a Program Coordinator;

WHEREAS, the Recreation Committee recommends Erin Pangborn as Program Coordinator; therefore be it

RESOLVED, to add Erin to the Recreation Advisory Committee; and be it, further

RESOLVED, that a certified copy be given to Ms. Pangborn and one placed in her personnel file and one be given to Parks and Recreation Director Melanie Defayette.

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


9/4/20

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
September 3, 2020**

Resolution No. 020-128

**Appointments for Parks and Recreation
Advisory Committee**

WHEREAS, the Town Board passed resolution 020-117 establishing a Parks and Recreation Advisory Committee; and,

WHEREAS, the following members of our community possess skills and experience and the willingness and enthusiasm to serve as a member of the Parks and Recreation Advisory Committee; Elizabeth LePage, Chris Mazzella, Kayleigh Raville, Jennifer Guay, Molly Mentzer, Lexie Denis, Brent Denis, Ian Fleury, Betsy Metz and Program Coordinator Erin Pangborn; therefore be it

RESOLVED, that the Town of Plattsburgh Town Board does hereby appoint the aforementioned individuals Elizabeth LePage, Chris Mazzella, Kayleigh Raville, and Jennifer Guay to the Parks and Recreation Advisory Committee, to serve a term until December 31, 2021 and, be it further

RESOLVED, that the Town of Plattsburgh Town Board does hereby appoint the aforementioned individuals Molly Mentzer, Lexie Denis, Brent Denis, Ian Fleury and Betsy Metz to the Parks and Recreation Advisory Committee, to serve a term until December 31, 2022 and, be it further

RESOLVED, that each committee member take the oath of office within thirty days of this Resolution.

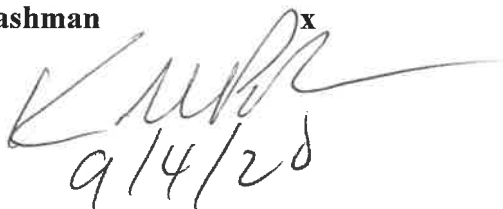
Motion: Charles A. Kostyk

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				


9/4/20

**TOWN OF PLATTSBURGH
TOWN MONTHLY MEETING
September 3, 2020**


RESOLVED, that this Town Board meeting be adjourned at 6:07 PM.

Motion by: Barbara E. Hebert

Seconded by: Charles A. Kostyk

Discussion:

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


9/4/20

81,500



North Country LIFE FLIGHT, Inc.

"The Flight of Your Life"



September 4, 2020

81,500



Michael Cashman, Supervisor
Town of Plattsburgh
151 Banker Road
Plattsburgh, NY 12901

Dear Supervisor Cashman,

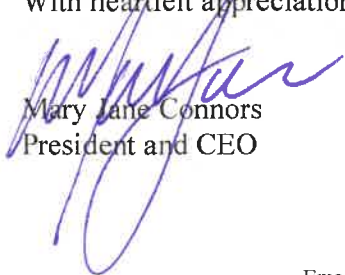
The Town of Plattsburgh's support has made it possible for North Country Life Flight to provide free lifesaving air medical rescue and transport to the residents of the North Country for over thirty years. In that time I don't know that there has ever been a period when North Country Life Flight's free services are more essential. North Country unemployment is up 100 per cent over last year and just this morning the news is talking about more of our businesses not making it to 2021. What that means is that even more neighbors and friends will be losing their health insurance. This is happening during a health crisis, not only because of the pandemic, but also because of shifting healthcare services.

Medicine has come full-circle since legislators and community leaders created North Country Life Flight over three decades ago. The services we could provide as a community in the North Country grew and grew and have scaled back down again. No one would argue that medicine in our region has drastically changed and is continuing to change right before our eyes. Patients who use to be cared for in our ICUs now have to flown to locations outside the North Country. These are common medical issues for us in the North Country, like strokes, breathing difficulties, illness, kidney issues, etc. They go to Syracuse, Burlington, and even Rochester, Albany, Boston, sometimes even New York City. Keeping medicine local has meant understanding that the most serious patients need to be cared for outside our region. That has meant a greater demand for lifesaving air medical transport.

With the Town of Plattsburgh's support, North Country Life Flight will continue provide free air medical transport to the region's critically ill and seriously injured. We will maintain the level of training, equipment, and supplies needed to be ready to respond to any type of medical emergency immediately and with the skill to care for each patient no matter their medical condition. North Country Life Flight is a full-spectrum air medical service and the only one of its kind in the East. Responding to emergencies in the mountains, on the water, in our towns and from our hospitals, our team is specially trained to be ready to rescue and transport patients no matter where they are in the North Country.

If North Country Life Flight is called, the call is serious, the patient needs expedient access to an advanced medical facility. Our team is here to do just that. They do it with your support. That is why we are asking the Town of Plattsburgh to renew its lifesaving North Country Life Flight support.

With heartfelt appreciation,


Mary Jane Connors
President and CEO



Tim DuBrey
Highway Superintendent

TOWN OF PLATTSBURGH HIGHWAY DEPARTMENT

**151 BANKER ROAD
PLATTSBURGH, NEW YORK 12901-7307
(518) 562-6881
FAX # (518) 563-8136**

**Email: timd@townofplattsburgh.org
karenp@townofplattsburgh.org
gregb@townofplattsburgh.org**

*Greg Burnell
Deputy Superintendent*

*Karen Pepper
Secretary*

Date: 9/24/20

To: Michael Cashman &
Town Board Members

Re: Salt Purchase for 2020-2021

I am requesting permission to purchase our salt for the upcoming 2020-2021 winter season. This will be purchased through the County contract from American Rock Salt Co., LLC at the price of \$79.81 per ton. This is an 8% decrease from last year. I am committed to a maximum of 2760 tons for a total cost of \$220,275.60. This will be taken from accounts DA-5142-4200 and DA-5148-4200.

Sincerely

A handwritten signature in black ink, appearing to read 'Tim DuBrey', is written over a horizontal dashed line.

Tim DuBrey