

TOWN OF PLATTSBURGH
TOWN BOARD SEMI MONTHLY MEETING
June 17, 2021

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. Bobbin, Councilor	x
Barbara E. Hebert, Councilor	x
Charles A. Kostyk, Councilor	x
Kathryn B. Kalluche, Town Clerk	x
James J. Coffey, Town Attorney	x

Resolution No.021- 098

Approve Minutes of the Previous Meeting

RESOLVED, that the minutes of May 13 and 20th, 2021 be approved and the reading of the minutes be dispensed with.

Motion: Charles A. Kostyk

Seconded by: Meg E. Bobbin

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. Bobbin	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Michael S. Cashman	x				

Public Comment- none

Kathryn Kalluche
6/23/21

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI MONTHLY MEETING
June 17, 2021**

Resolution No. 021-099

Abstract 6B- 21

RESOLVED, that the abstract of audited claims **No.6B-21** for \$583,817.31, **Abstract 6B-21** prepays for the amount \$213,341.80 be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

Motion: Barbara E. Hebert

Seconded by: Meg E. Bobbin

Discussion: none

Roll Call:

Yes No Absent Carried Tabled

x

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

**x
x
x
x
x**

Kostyk
6/23/21

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI MONTHLY MEETINGS
June 17, 2021**

Resolution No. 021-100

Monthly Department Reports

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

Building and Grounds - May

Codes and Zoning- May

Dog Control Officer -May

Historian-

Highway Superintendent –May

Justice Court-

Parks and Recreation- May

Planning and Community Development – May

Safety Committee –

Supervisors Financial Report- May

Tax Receiver-

Town Clerk-May

Water Wastewater –May

Motion: Charles A. Kostyk

Seconded by: Meg E. Bobbin

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. Bobbin

x

Barbara E. Hebert

x

Charles A. Kostyk

x

Michael S. Cashman

x

Kelly Hall
6/23/21

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI MONTHLY MEETING
June 17, 2021**

Resolution NO. 021-101

**Retirement of Patricia Baker as
Account Clerk/Typist**

WHEREAS, Ms. Patricia Baker has submitted a letter of retirement from her position Account Clerk/Typist effective August 21, 2021; therefore be it

RESOLVED, that the Town of Plattsburgh Town Board, with appreciation for her prior years of service in that position, accept Ms. Baker's letter of retirement as Account Clerk/Typist; and wish her well with her future endeavors; and be it further

RESOLVED, that a copy of this resolution be given to the Finance Manager and be put in her personnel file.

Motion: Barbara E. Hebert

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. Bobbin	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Michael S. Cashman	x				

Latasha Hall
6/23/21

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI MONTHLY MEETING
June 17, 2021**

Resolution NO. 021-102

**Reclassification: Nikki Martin
Promotion Senior Payroll/Personnel Associate**

WHEREAS, after deliberation with the Finance Manager, members of the Personnel Committee, counsel of Public Sector HR Consultants LLC and the Town Board; therefore be it

RESOLVED, Town Board does here by reclassification Nikki Martin to the title of Senior Payroll/Personnel Associate to reflect the duties and responsibilities. This promotion shall take effect on June 20, 2021 with final Civil Service approval at a rate of \$29.64; and be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager, and Ms. Martin and a copy of this Resolution be placed in her personnel file.

Motion: Charles A. Kostyk

Seconded by: Meg E. Bobbin

Discussion: none

Roll Call:

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

Kay Kull
6/23/21

TOWN OF PLATTSBURGH
TOWN BOARD SEMI MONTHLY MEETING
June 17, 2021

Resolution NO. 21-103

**SEQRA Determination for 2021 Zoning
Ordinance and Map Amendment**

WHEREAS, The Town of Plattsburgh Town Board adopted a Comprehensive Plan update (Town Center Smart Growth Plan) on November 21, 2019, which recommended that the Town consider a review and update of the Zoning Ordinance and map; and

WHEREAS, The Town Board appointed a Zoning Committee and charged it with developing an update to the current Zoning Ordinance, last revised November 2012, for the Town; and

WHEREAS, The Zoning Committee held numerous meetings, including public workshops, and said committee did on April 22, 2021, submit a proposed draft Zoning Ordinance and map amendment to the Town Board for their adoption; and

WHEREAS, the Town Board did provide by Resolution dated April 22, 2021, appropriate notice of the proposed draft Zoning Ordinance and map amendment to adjacent Towns & City, County of Clinton Planning Board and the regional State Park Commission; and

WHEREAS, the Town Board has received no written comments; and

WHEREAS, the Town Board had previously declared the project to be an Type 1 action and conducted its review of the application pursuant to the State Environmental Quality Review Act (SEQRA); and

WHEREAS, the Town Board held a formal public hearing for the draft Zoning Ordinance and map amendment at the Town Hall on May 13, 2021; and

WHEREAS, the Town Board has carefully considered the draft Zoning Ordinance and map amendment, as well as the comments made by the public, including each and every interested citizen, and based on such consideration believes that the proposed **2021 ZONING ORDINANCE AND MAP AMENDMENT** provides an appropriate balance between development, environmental protection and maintenance and enhancement of community character; and

WHEREAS, Part 617 of the Environmental Conservation Law provides for a Lead Agency to review any action for the purpose of determining the effect of said action on the environment; and

WHEREAS, the Town Board is the Lead Agency in accordance with State Law for the purpose of assessing the effect of this "Project" on the environment and whether or not said effect is significant enough to warrant the preparation of a Draft Environmental Impact Statement (DEIS); and

WHEREAS, the Town's consultant, Chazen Companies has prepared an extensive and thorough environmental analysis and report dated February 12, 2021 for the Town Boards consideration; and

WHEREAS, the Town Board has identified the relevant areas of environmental concern, has taken a hard look at these areas, and has made a reasoned elaboration of the basis for its determination; and

WHEREAS, the Town Board has carefully considered a Long Environmental Assessment Form (EAF) parts 1, 2 and 3 prepared by Chazen Companies and the Town Planning & Community Development Department; and **NOW, THEREFORE BE IT,**

RESOLVED, that the Town Board of the Plattsburgh after review of review of the proposed amendments to the Zoning Ordinance & Map, review and consideration of comments made at the public hearing on the project, review of the completed EAF Long Form and related materials accordingly, the Town Board hereby issues the attached Negative Declaration under SEQRA for the **2021 ZONING ORDINANCE AND MAP AMENDMENT**, determining that the "Project" will NOT have a significant effect on the environment, and the preparation of a Draft Environmental Impact Statement (DEIS) is NOT required; and be it further

RESOLVED, that the Town Planning Board does hereby declare that the environmental review process considered for the Zoning Ordinance and Map Amendment does adequately and sufficiently satisfy the requirements of the State Environmental Quality Review Act for the Project; and be it further

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby authorize and direct the Supervisor to have prepared and to execute a "Notice of No Significant Environmental Impact" (NEGATIVE DECLARATION) for the Zoning Ordinance and Map Amendment ; and, be it further

RESOLVED, that the "Notice of No Significant Environmental Impact" (**NEGATIVE DECLARATION**) shall be disseminated to those involved Agencies and Governmental Units as required by said Environmental Conservation and all related material shall be maintained on file at the Town Hall Offices of the Planning & Community Development Department and available for Public Inspection.

Motion to waive the reading and go straight to vote: Meg E. Bobbin

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. Bobbin	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Michael S. Cashman	x				

Kay Kall
6/23/21

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI MONTHLY MEETING
JUNE 17, 2021**

Resolution NO. 21-104

**Zoning Ordinance and Map Amendment for
the Town of Plattsburgh 2021**

WHEREAS, The Town of Plattsburgh Town Board adopted a Comprehensive Plan (Town Center Smart Growth Plan) on November 21, 2019, which recommended that the Town consider a review and update of the Zoning Ordinance and map

WHEREAS, The Town Board appointed a Zoning Committee and charged it with developing an update to the current Zoning Ordinance, last revised November 2012, for the Town; and

WHEREAS, The Zoning Committee held numerous meetings, including public workshops, and said committee did on April 22, 2021 submit a proposed draft zoning ordinance and map amendment to the Town Board for their adoption; and

WHEREAS, the Town Board has received no written comments; and

WHEREAS, the Town Board had previously declared the project to be an Type 1 action and conducted its review of the application pursuant to the State Environmental Quality Review Act (SEQRA); and

WHEREAS, the Town Board held a formal public hearing for the draft zoning ordinance and map amendment at the Town Hall on May 13, 2021; and

WHEREAS, the Town Board has carefully considered the draft zoning ordinance and map amendment, as well as the comments made by the public; including each and every interested citizen, and based on such consideration believes that the proposed **2021 ZONING ORDINANCE AND MAP AMENDMENT** provides an appropriate balance between development, environmental protection and maintenance and enhancement of community character; and

WHEREAS, it is the opinion of the members of the Town Board that the best interests of the Town Plattsburgh will be served by the adoption of said amendments; and

WHEREAS, the Town Board has identified the relevant areas of environmental concern, has taken a hard look at these areas, and has made a reasoned elaboration of the basis for its determination; and

WHEREAS, the Town of Plattsburgh Town Board did issue on June 17, 2021 a SEQRA Negative Declaration of Environmental Significance for the **2021 ZONING ORDINANCE AND MAP AMENDMENT**, in accordance with the Findings of the EAF completed by the Town Board; and

NOW, THEREFORE BE IT, RESOLVED, that the Town of Plattsburgh Town Board affirmatively finds that it has carefully considered the comments of all members of the public in adopting the proposed zoning ordinance; and be it further

RESOLVED, that the Town Zoning Ordinance & official map are hereby amended as proposed by the committee and considered by the Town Board, and, be it further

RESOLVED, that said amendment be entered in the minutes of the meeting of the Town Board of the Town of Plattsburgh, held on the 17th day of June, 2021, and that a certified copy summarizing said amendments thereof be published in the **PRESS REPUBLICAN** newspaper and that affidavits of publication be later filed with the Town Clerk; and, be it further

RESOLVED, that the amendments shall be effective ten (10) days following publication in accordance with Section 265 of the Town Law.

Motion to waive the reading and go straight to vote: Barbara E. Hebert
Seconded by Meg E. Bobbin
Discussion: none

Roll Call:

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

L. O. Kelly
6/23/21

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI MONTHLY MEETING
June 17, 2021**

Resolution NO. 021- 105

Business

WHEREAS, the scope of the Town of Plattsburgh Accounting Department has changed significantly over the years; and

WHEREAS, the department is integral in the Town of Plattsburgh functions that include but are not limited to the annual budget, accounts payable, accounts receivable, payroll, as well as functions related to personnel and human resource support; and

WHEREAS, the Town Supervisor recommends a title change for the Accounting Department; therefore, be it

RESOLVED, Town of Plattsburgh Town Board does adopt the name change to be the Business Department effective immediately.

Motion: Meg E. Bobbin

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. Bobbin	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Michael S. Cashman	x				

Kelly Hall
6/23/21

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI MONTHLY MEETING
June 17, 2021**

RESOLVED, that this Town Board meeting be adjourned at 6:11 PM.

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

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

L. J. K.
6/23/21

TOWN OF PLATTSBURGH TOWN BOARD
WORK SESSION AGENDA
June 24, 2021

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. Bobbin, Councilor	x	
Barbara E. Hebert, Councilor	x	
Charles A. Kostyk, Councilor	x	
Kathryn B. Kalluche, Town Clerk	x	
James J. Coffey, Town Attorney	x	

Public Comments

Supervisor's Report

Draft Resolutions

021-xxx Minutes

021-106 Authorized to advertise bids for the project entitled "Rugar Street and Ampersand Drive Intersection Improvements and Rugar Street Sidewalk Extension"

021-xxx Budget Amendment – 2021

021-xxx July is Michigan Month in the Town of Plattsburgh

021-xxx (CFA) New York Road Green Infrastructure

Committee Reports -

Town Board meeting be adjourned at 6:30 PM.

Karissa Paul
7/1/2021

**TOWN OF PLATTSBURGH
TOWN BOARD WORK SESSION
June 24, 2021**

Resolution No. 021- 106

**Authorized to Advertise Bids for the Project
entitled "Rugar Street and Ampersand Drive Intersection Improvements and Rugar
Street Sidewalk Extension"**

WHEREAS, the Town Board has previously authorized the improvements required for the Rugar Street and Ampersand Drive Intersection Improvements and Rugar Street Sidewalk Extension capital project and;

WHEREAS, AES Northeast, PLLC has prepared documents for the bid proposals to be advertised now, therefore, be it

RESOLVED, that the Town Clerk is hereby authorized to advertise bids for the project entitled "Rugar Street and Ampersand Drive Intersection Improvements and Rugar Street Sidewalk Extension" and that said advertisement shall be placed in the Press Republican, with bids to be opened at the Town of Plattsburgh Town Hall located at 151 Banker Road, Plattsburgh, NY 12901 on July 30, 2021 at 10:00am.

RESOLVED, that the Town of Plattsburgh Town Board reserves the right to reject any or all bids offered; and, be it further

RESOLVED, that a copy of this Resolution is to be given to the Town Clerk, the Highway Superintendent, The Planning & Community Development Department, and the Finance Manager.

Motion: Thomas E. Wood

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. Bobbin	x				
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Michael S. Cashman	x				

Karyn Kahan
7/1/21



TOWN OF PLATTSBURGH

BUILDING AND GROUNDS

DEPARTMENT

**151 BANKER ROAD
PLATTSBURGH, NEW YORK 12901-7307**

(518) 562-6863

FAX# (518) 563-8136

Email: rickr@townofplattsburgh.org

TDD (800) 662-1220

The Town is an equal opportunity provider and employer

Michael S. Cashman
Supervisor

Meg Bobbin
Councilor/Deputy
Supervisor

Chuck Kostyk
Councilor

Barbara E. Hebert
Councilor

Thomas E. Wood Jr.
Councilor

Kathryn Kalluche
Town Clerk

James J. Coffey
Town Attorney

Building and Grounds Monthly report for June 2021

June 1st

1. Toni on vacation 6/1/2021 thru 6/7/2021
2. Brian and Kerry cleaned and disinfected office complex and Court Clerk's office
3. Team met with Mel at Cumberland Head Park to discuss baseball fields
4. Kerry cleaned Park buildings and emptied trash
5. Kerry moved on to mowing West Plattsburgh Park as per Mel's request
6. Dick, Don and Brian worked on Mel's work order pertaining to Cumberland Head ball fields
7. Cleared undergrounds as they were received
8. Took tank and pump reads, recorded fuel reconciliations

June 2nd

- a. Kerry and Brian cleaned and disinfected office complex and Court Clerk's office
- b. Don and Dick removed clear shields in Court Room as per Sandra's work order
- c. Staff mowed grass and trimmed Town Hall perimeter
- d. Team gathered materials to continue on with Cumberland Head ball field project
- e. Kerry continued on with cleaning and disinfecting Park buildings and all exterior restrooms
- f. Received request to transfer boxes from Accounting office to Court Clerk's office, brought boxes to Clerk

June 3rd

- a. Don unlocking town offices

- b. Dick fuel reads
- c. Don undergrounds
- d. Brian and Kerry cleaning town offices
- e. Kerry and Brian cleaning park buildings
- f. Don installing backflow preventer at cliff haven
- g. Dick installed cleaning checklists at Mausoleum
- h. Don mounted fire extinguisher to walls
- i. Kerry retrieved fire extinguishers from guy cedar and Cumberland head
- j. Brian returned fire extinguisher to Cumberland head
- k. Kerry returned fire extinguisher to guy cedar
- l. Brian escorting fire pro to rec buildings
- m. Don installed/mounted fire extinguishers onto trucks #60,63,64, and 69
- n. Kerry and Brian sweeping court ramp and stairs
- o. Kerry mowing and trimming at Treadwells Rec park
- p.

June.4th

- a. Don unlock town offices
- b. Brian and Kerry cleaning town offices
- c. Dick reset alarm system after accidental trip
- d. Dick fuel reads
- e. Don and Dick picked up street light supplies at CV Electric "photocells" as we were out.
- f. Don and Dick repaired neutral on street light T#0064 rte 374 Cadyville
- g. Don and Dick replaced 100w hps bulb at 38 Ashton Dr. T#0172
- h. Don and Dick inspected banners to ensure nothing is down or broken before the weekend.
- i. Dick met with Cashman and Mel
- j. Dick making phone call to DS Specialties
- k. Brian cleaning rec buildings
- l. Kerry mowing at East Morrisonville
- m. Brian doing cutback at Lapierre Ln. around circle and both sides of wooden path. includes trimming and blowing off concrete pad
- n. Kerry mowing and trimming at May Carrier
- o. Don and Dick installed AC at May Carrier completing work order request by Mel
- p. Don and Dick Did maintenance on 1st ball field at East Morrisonville completing work order request by Mel
- q. Don and Dick Repaired lock set at Wallace Hill rec building completing work order request by Mel

- r. Don and Dick ran off two undergrounds on Military turnpike and Big Hank plaza
- s. Don and Dick finished putting fire extinguishers back in place in town complex

June 7th

- a. Don taking fuel reads
- b. Don undergrounds
- c. Don unlocking town offices
- d. Brian and Kerry Cleaning town offices
- e. Toni out sick
- f. Kerry mowing Guy Cedar
- g. Brian cleaning rec buildings
- h. Brian doing garbage run
- i. Don meet with Cashman
- j. Don retrieve remaining story boards from Lapierre Ln for refurb.
- k. Don to Lowe's for supplies for Highway work order
- l. Don working on work order for trim in highway
- m. Brian mowing Cliff Haven
- n. Don repair hinge on shutter at Treadwells

June 8th

- a. Took tank and pump reads, performed fuel reconciliations
- b. Cleared undergrounds as they were received
- c. Staff worked on refurbishing story book signage for Lapierre Lane
- d. Gathered materials for work order from highway department
- e. Toni, Brian and Kerry cleaned and disinfected office complex and Court Clerk's office
- f. Toni continued on with cleaning and disinfecting Park buildings
- g. Staff continued on mowing grass throughout the Parks.
- h. Staff swept court room ramp

June 9th

- a. Took tank and pump reads, recorded fuel reconciliations
- b. Cleared undergrounds as they were received
- c. Toni, Brian and Kerry cleaned and disinfected office complex and Court Clerk's office

- d. Toni continued on with cleaning and disinfecting Park buildings
- e. Dick continued on with story boards at Lapierre Lane and completed project also reinstalled as per Mel's work order
- f. Don and Rick fabricated drip pan for Highway Dept. break room A/C/ unit
- g. Kerry and Brian continued on with mowing Cumberland Head Park
- h. Brian mowed and trimmed Town Mausoleum
- i. Kerry returned to trimming May Currier

June. 10th

- a. Took tank and pump reads, performed fuel reconciliations
- b. Cleared undergrounds as they were received
- c. Toni, Brian and Kerry cleaned and disinfected office complex and Court Clerk's office
- d. Met with Karen to complete count for uniform company
- e. Toni continued on with cleaning and disinfecting of Park buildings and all exterior restrooms.
- f. Brian and Kerry continued on with mowing and trimming of Parks
- g. Called over to East Morrisonville Dog Park to remove snapping turtle from fenced in area
- h. Had keys cut for Lapierre Lane access gates as per Mel's work order
- i. Drained Dog Pond as per Mel's work order
- j. Disassembled divider wall in main meeting room to facilitate Town Board meeting as per Deb's request
- k. Replaced burnt out bulb in Court Room area

June. 11th

- a. Took tank and pump reads, recorded fuel reconciliations
- b. Cleared undergrounds as they were received
- c. Team replaced remote door bell system in Tax receiver's office
- d. Team installed V.A. plaque at Town Mausoleum as per Town Clerk's work order, staff removed dead flowers from exterior
- e. Toni, Brian and Kerry cleaned and disinfected Town offices and Court Clerk's office
- f. Toni continued on with cleaning and disinfecting Park buildings and all exterior restrooms

- g. Brian and Kerry continued on with mowing at East Morrisonville Park
- h. Don marked out underground located on Rte.3
- i. Dick and Don made adjustments to Cadyville fields, fields will be completed as soon as Mel arranges delivery of red diamond clay
- j. Staff reinstalled dog waste sign at Cumberland Head Park as per Mel's request.
- k. Team mowed well 7&8 for W.W.W. dept.
- l. Brian and Kerry mowed Wallace Hill Park
- m. Don and Dick performed streetlight repairs located on Facticeau Ave as per phone message from a Mr. Gillis Hebert, also streetlight located on Barcomb Ave.

June 14th

- a. Took tank and pump reads, recorded fuel reconciliations
- b. Brian took vacation 6/14 thru 6/16
- c. Toni and Kerry cleaned and disinfected office complex and Court Clerk's office
- d. Toni continued on with Park buildings and all exterior restrooms
- e. Kerry performed trash run throughout the Parks
- f. Dick and Don set employee break room back to normal as per Town Supervisor's work order.
- g. Team cleaned debris from interior of Town Mausoleum (flowers wreath's ect..)
- h. Staff cleaned and organized shop
- i. Dick met with representative of D.S. Specialties to price out door replacement located W.W.W. employee entrance
- j. Picked up parts that were ordered from Dragoon's tractor supply, parts for 72'' mower.
- k. Kerry vacuumed Town Mausoleum also trimmed around fuel cell and around oil water separator

June 15th

- a. Toni and Kerry cleaned and disinfected office complex and Court Clerk's office
- b. Took tank and pump reads, recorded fuel reconciliations
- c. Cleared undergrounds as they were received
- d. Toni continued on with cleaning and disinfecting Park buildings and all exterior restrooms
- e. Kerry started mowing and trimming West Plattsburgh

- f. Dick and Don started prepping Highway floor area around drains for repair
- g. Team removed card board from Tread Wells Park building, returned cardboard to recycling container at Town location, card board generated from V.A. use at Tread Wells location
- h. Team cut and trimmed Guy Cedar Park.

June 16th

- a. Took tank and pump reads, recorded fuel reconciliations
- b. Cleared undergrounds as they were received
- c. Team removed boards from dam located at East Morrisonville Dog Park as per Mel's request
- d. Toni, Brian and Kerry cleaned and disinfected office complex and Court Clerk's office
- e. Toni continued on with cleaning and disinfecting of Park buildings and all exterior restrooms
- f. Team swept Court Ramp
- g. Changed out dog feces container at East Morrisonville Dog Park
- h. Brian hung swings at Guy Cedar as per Mel's work order
- i. Team members reconnected water supply at Guy Cedar as per Mel's work order
- j. Reached out on Mel's behalf to Highway Superintendent Tim Dubrey to arrange pickup and delivery of red diamond clay for ball fields.
- k. Dick and Don picked up panels for pole barn roof repair
- l. Kerry and Brian removed weeds from basketball courts in prep for restriping.
- m. Dispatched team to mark out undergrounds located around Cumberland Head to facilitate numerous utility pole replacements by N.Y.S.E.G. subcontractors.

June 17th

- a. Took tank and pump reads, recorded fuel reconciliations
- b. Cleared undergrounds as they were received
- c. Reached out to subcontractors from N.Y.S.E.G. to aid in the replacement of utility poles located on Cumberland Head area
- d. Toni, Brian and Kerry cleaned and disinfected office complex and Court Clerk's office
- e. Staff swept Court ramp
- f. Team changed out dog feces container at East Morrisonville Dog Park

- g. Received work order from Mel requesting trash removal from Cadyville Building and West Plattsburgh due to the use of Parks increasing
- h. Team started repair of floors in Highway Dept. near floor grates
- i. Kerry and Brian began mowing and trimming Cliff Haven Park.
- j. Cut grass and trimmed at Tread Wells Park
- k. Cut and trimmed South Plattsburgh

June 18th

- a. Took tank and pump reads, recorded fuel reconciliations
- b. Dick took vacation 6/18th thru 6/21st
- c. Cleared undergrounds as they were received
- d. Toni, Brian and Kerry cleaned and disinfected office complex and Court Clerk's office
- e. Staff swept Court Ramp
- f. Toni continued on with cleaning and disinfecting of the Park buildings and all exterior restrooms
- g. Brian and Kerry mowed and trimmed Town Mausoleum
- h. Trimmed and mowed East Morrisonville Park
- i. Received request from Highway Supervisor Tim Dubrey to collect and deliver safety cones to Cadyville Park in prep for the Concert at the Park Pavilion.
- j. Team worked on grinding of floors in Highway Dept. near floor grates

June 21st

- a. Took tank and pump reads, recorded fuel reconciliations
- b. Cleared undergrounds as they were received
- c. Toni, Brian and Kerry cleaned and disinfected office complex and Court Clerk's office
- d. Toni continued on with cleaning and disinfecting Park buildings and all exterior restrooms
- e. Staff swept Court ramp
- f. Team performed trash run throughout the Parks
- g. Brian and Kerry placed trash receptacles back in proper places at Cadyville Park after concert
- h. Team continued working on Highway floors located in bay 1 area.

- i. Brian and Kerry cleaned windows in ramp area leading to Town Court

June 22nd

- a. Took tank and pump reads, recorded fuel reconciliations
- b. Toni, Brian and Kerry cleaned and disinfected office complex and Court Clerk's office
- c. Toni continued on with cleaning and disinfecting Park buildings and all exterior restrooms
- d. Brian swept court ramp
- e. Kerry changed out dog feces container
- f. Dick and Don marked out undergrounds located along rte.3 for N.Y.S.D.O.T.
- g. Cleared undergrounds as they were received
- h. Kerry and Brian continued mowing at May Currier location and Cadyville location
- i. Don and Dick completed floor repair in bay one of Highway completing work order submitted from W.W.W. mechanic Bruce Barber
- j. Street lighting staff began removal of streetlight arms located on Cumberland Head to accommodate pole replacements for N.Y.S.E.G.

June 23rd

- a. Took tank and pump reads, recorded fuel reconciliations as per D.E.C. regulations
- b. Cleared undergrounds as they were received
- c. Toni, Brian and Kerry cleaned and disinfected office complex and Court Clerk's office
- d. Kerry swept Court entrance ramp
- e. Kerry changed out dog feces container at East Morrisonville Dog Park
- f. Toni continued on with cleaning and disinfecting Park buildings and all exterior restrooms
- g. Brian prepped tools to ready Cadyville ball fields for red diamond clay , began excavating field to Rec. dept. specs
- h. Met with subcontractor for N.Y.D.O.T. marked out new discovery of power supply to streetlights near the on and off ramps located on Rte.3
- i. Streetlight staff continued on with light arm removal located in Champlain Park, to facilitate N.Y.S.E.G. replacement of defective utility poles
- j. Placed Kerry back on mowing and trimming Wallace Hill, Guy Cedar and Cliff Haven

- k. Received notice of V.A banner had come loose, Streetlight staff made repairs and touched base back with Michelle to close the loop
- l. Mel called in clogged toilet and overflowing trash receptacle located at Cadyville Beach and bath house, pulled Brian from Cadyville field temporarily to address and correct problem.

June 24th

- a. Took tank and pump reads, recorded fuel reconciliations
- b. Cleared undergrounds as they were received
- c. Don and Dick marked out undergrounds located on Marie Dr. in Cliff Haven area
- d. Toni, Brian and Kerry cleaned and disinfected office complex and Court Clerk's office
- e. Team swept Court ramp area
- f. Changed out dog feces container at East Morrisonville Dog Park
- g. Emptied trash from Cadyville beach area
- h. Toni continued on with cleaning and disinfecting of Park buildings and all exterior restrooms
- i. Received work order generated by N.Y.S.E.G concerning streetlight outage located on Facticeau Ave and Melody Lane dispatched streetlight personnel to make repairs
- j. Received work order from Highway Dept. to repair ceiling light fixture in filter room, Don replaced bulbs in fixture

June.25th

- a. Took tank and pump reads, will record when Rick returns to work
- b. Cleared undergrounds as they were received
- c. Rick and Don took vacation day
- d. Toni, Brian and Kerry cleaned and disinfected office complex and Court Clerk's office
- e. Toni continued on with cleaning and disinfecting of Park buildings and all exterior restrooms
- f. Cut and trimmed grass at Town Mausoleum
- g. Continued on with grass cutting throughout Parks
- h. Worked on red diamond clay install on Park ballfields
- i. Stripped baseball fields

June. 28th

- a. Took tank and pump reads, will record when Rick returns on the 29th
- b. Cleared undergrounds as they were received
- c. Toni, Brian and Kerry cleaned and disinfected office complex and Court Clerk's office
- d. Kerry performed trash run throughout the Parks
- e. Brian continued with cutting grass and trimming
- f. Toni continued with cleaning and disinfecting of Park buildings
- g. Dick removed debris from face of tomb located at Town Mausoleum as per work order received from Town Clerk's office (future reference owners are responsible for anything attached to tomb faces and the care there of)

June 29th

- a. Took tank and pump reads, recorded fuel reconciliations
- b. Cleared undergrounds as they were received
- c. Toni, Brian and Kerry cleaned and disinfected office complex and Court Clerk's office
- d. Toni continued on with cleaning and disinfecting of Park buildings and all exterior restrooms
- e. Crew returned to mowing and trimming Parks
- f. Mowed and trimmed Town of Plattsburgh signage located by Lake Champlain Ferries.

June 30th

- a. Took tank and pump reads, recorded fuel reconciliations
- b. Cleared undergrounds as they were received
- c. Toni, Brian and Kerry cleaned and disinfected office complex and Court Clerk's office
- d. Marked out undergrounds located on Rte. 3 for N.Y.S.E.G.
- e. Brian and Kerry continued on with mowing and trimming of Parks
- f. Dick hung V.A pictures at specified location in main hall of Town complex as per work order received from Michele
- g. Dick sprayed weed killer at Town Mausoleum
- h. Performed inspection of oil storage as per DEC



TOWN OF PLATTSBURGH

151 BANKER ROAD
PLATTSBURGH, NEW YORK 12901-7307
(518) 562-6813
FAX # (518) 563-563-8396 or 562-6801
TDD (800) 662-1220
Townofplattsburgh.org

Michael S. Cashman
Supervisor

Meg E. Bobbins
Deputy Supervisor/Councilor

James J. Coffey
Town Attorney

The Town is an equal opportunity provider and employer

Thomas E. Wood
Councilor

Charles A. Kostyk
Councilor

Barbara E Hebert
Councilor

Katie Kalluche
Town Clerk

Matthew Fayro
Deputy Town Attorney

June Town of Plattsburgh Dog Control Officer Report

06/01/21 I was contacted Tuesday Evening June 1st that Stacey Lambrinos found a deceased dog on the General Leroy Manor Rd in Morrisonville I was contacted as it was unclear if it was Morrisonville or Plattsburgh. I had not received any calls for any missing dogs matching that dogs description.

06/02 Katie let me know my business cards are in and we discussed making a general letter template to send to complainants.

06/03 I received a call around 8:30 am from a male asking to stay anonymous that a dog was loose on Cross Roads in Plattsburgh. I asked where and they said if I came down Cross Roads I would see the dog wondering and it was always loose and that I needed to pick the dog up. I asked what color the dog was and if they new what breed it was as many people let their dogs loose in their yards. The man said he believes the dog is a chocolate lab. I drove to Cross Road and drove the entire length of the road twice and did not locate the dog. I also drove down Brown Road, part of the Turnpike, Evergreen, Hickory and Cherry St.

06/08 I went to the town office to pick up paperwork/ business cards etc.

06/09 at 10:05 AM dog was found at Huttig Nissan on Route 3 it was a chocolate colored old dog with no collar. Owner found.

06/10 I was contacted about a missing black/grey poodle named Widget in the Plattsburgh Peru area. I had no reports of the dog being located.

06/10 at 3:50 pm I received a call from the Health Dept. A dog owned by Shauna Garrow bit her friend while they were having a back yard BBQ and her friend went in to feed the dog. The owner wanted to put the dog to sleep however didn't want to bring the dog to the vet. I suggested they contact their vet (Palmer's) and have the dog euthanized at home. I did check with Ag and Markets and the office to make sure this was agreed upon by all parties and I made several calls and did offer my assistance to come out and help when the vet as there.

06/14 Yvonne Houghman called and asked for directions to the town office she said she was on her way in to license her dog and asked several questions about the leash law and local laws.

did give me information to whom she believed to be the prior dog owner, Theresa Rock of Peru. I did leave a message for her introducing myself as the DCO requesting information as to whether or not the dog had bit in the past as Jessica believed. She did not contact me back. I did speak with the Woods on 06/28 as well who are complying with the health department and stated they offered to pay any medical bills for Jessica if she chose to be evaluated but that the bite was very minimal with no blood. They did just get the dog.

06/28/21 I was contacted about a deceased black and white cat on the side of the road near Ruger Park from an anonymous caller. She stated Lynn Macey made a facebook post and people were requesting that the cats body be picked up. I told them I do not handle cats and that I was very sorry about the deceased cat. In most towns the road crews do pick up deceased animals. She said she understood and thanked me for my time.

06/28/21 Jennifer Laduke posted a lost dog on Fox Farm Road in Plattsburgh, The dog went missing around 6 am. The dog is a female all brown named Zoey. I did drive down Fox Farm Road. I don't believe all of the road is in Plattsburgh and some is Peru but I checked the entire length of the road to Pleasant St and Brand Hollow. I did not locate the dog.

06/28/21 I received a complaint about a dog left alone in an apartment in Plattsburgh, the caller stated their name is Erica. The neighbor leaves the dog alone for about a week at a time and they do not see anyone go to the apartment. They did contact the landlord. I told them that as a dog control officer I cant pick a dog up from someone's property if its inside without law enforcement. However I could check into if the dog is licensed or not and follow up with police as well. I asked for the address and she said 120 Sharon Ave Apt D in the city. I apologized and let her know that I cant handle DCO complaints in the city and gave City Pds number.

06/28/21 Brandy Mcdonald posted a picture on facebook asking if anyone recognized a dog that was st large in Cumberland Head area on Cumberland Head Road. The dog looked like a wolf however I believe it is a Tamaskin dog. I was already in Plattsburgh so approximately 25 mins later I did drive down Cumberland Head Road. I did not locate the dog.

06/28/21 Around 9:00 PM my phone started ringing. I did not recognize the phone number and I did not answer. Shortly after I received a voicemail from a woman named Darcy Peck. She stated that early that evening her neighbors dog walked through her garden and got tangled up in her ferry lights. She was very upset. She said she contacted the police and they told her not to call them unless it was an emergency and that they couldn't help her and suggested she get an attorney. She said she found my number on the town website and wished I'd answer and go do something about it. She called two times throughout the night as well. I called her back at 08:00 am on 06/29. She said her address is 1414 State Route 3 Morrisonville. I told her I had to see if her address is the Plattsburgh side or Morrisonville side so I could see if the dog is licensed. I explained there is a leash law in Plattsburgh and that I would address the dogs owner if they are on the Plattsburgh side. I told her we typically send one warning letter then if the issue continues I will issue a ticket with her written statement. She said she was not sure who the owners were other than their last name is Giroux and that the only time she has spoken to them they told her she was very rude. She feels no one will take her complaint seriously because the Giroux's are a big family with much political pull. I assured her that I would treat this complaint like any other and follow up with it. I told her if she needed anything else or had other questions she could call me Monday – Friday 9-5 unless it was an emergency and that I check my voicemail often. I also asked

06/19 I received a call from a man saying he was in Plattsburgh and he knew of a dog that has bit people several times and no one has done anything I explained the dangerous dog paperwork and that I could mail the papers or he could meet me at the office to pick them up. He didn't want to disclose the address of where the dog resides and I said I needed the address to be able to take action. After 40 mins on the phone he said he wanted to remain anonymous but the dog did reside on Saily Ave. I told him he has to contact City PD.

06/22/21 Darlene contacted me about a reported dog loose at 6 Grant St Plattsburgh. I looked the address up it is in the City. I contacted the complainant she said hat City PD was there and no one could catch the dog, I offered to come help but the owner showed up. 30 mins

06/22/21 – I was contacted on Facebook about a puppy found in the Chipotle/Walmart parking lot in the evening on 06/22. She was found around 6:00 PM with a collar, no tags and wearing a bandana. It was a small brown/fawn colored puppy. Several comments indicated a man lost his dog around Petsmart that evening and had contacted the police. The original poster would not respond to comments asking for an update.

06/22/21 Megan Jock contacted me about a missing male beagle named Max. The dog was missing from Constable and they were reaching out to all local DCOS. I gave her more DCO phone numbers and shelter contact information.

06/23/21 Around 7 PM I was contacted about a Fox in Rugar Park. Many people were scared and concerned for their dogs and cats, as well as children and the risk of rabies. I gave the phone number to NYS DEC Ray Brook Dispatch.

06/23/21 I was contacted about a missing Rottie mix named Nala, last seen at 11:15 PM in Plattsburgh. She was on her way to her new home and slipped her harness, missing in the area of Spellman Road and Route 9. I did drive around that area. The original poster Patrick also contacted state police and Beekmantown DCO.

06/27/21 State Police Plattsburgh contacted me around 5:00 pm about a dog bite incident that occurred at Tractor Supply. Tractor Supply was having a Vaccine/Vet clinic day and Jessica Scofield was in line with her dog, and Beverly Wood was in line with her dog behind Jessica. Beverly and Jessica's dog did not get along. Beverly's dog tried to go after Jessica's dog and instead bit Jessica in the lower leg. The Trooper said the bite was minimal, no severe damage. The parties separated. Beverly and her dog exited the store. A police report was done and bite information sent to the Clinton County Health Dept. The dog was otherwise okay. The following day Jessica contacted me stating she consulted an attorney and that she was very upset and felt the other dog should be euthanized. She was under the impression that the Wood's got the dog from a lady who was going to euthanize the dog for being dangerous. I told her I would send her the dangerous dog paperwork. She felt no one was listening to her including Tractor Supply and the State Police. I did tell her about the dangerous dog proceeding and that it would be up to a Judge to deem the dog dangerous or not dangerous and not myself or law enforcement. She asked what I thought a Judge would do and I said I could not answer on behalf of the Judge, sometimes dogs are deemed dangerous and ordered to be confined a certain way, other times euthanized or they could be deemed not dangerous. I told her I would send the paperwork to her. I contacted her the following day (06/29) and asked for her email and sent all the forms via email. We talked at length again and she expressed how upset she was especially with management at Tractor Supply and the dogs owners. She

she call back with the owner's address. She wanted me to go get the address. I said no I have no way of knowing which house the dog is coming from. She called and said it is 1418 State Route 3. Google shows Keith Giroux as the property owner. I called the office, and they confirmed the address I son the Plattsburgh side and no dog is licensed at that address. A warning letter was typed up 07/04 and emailed to Katie to be mailed out when the office opens 07/06.

I will be out of town for a camping trip on July 12th-July 15th. I will check my phone as often as possible.

I will also be out of town 08/04-08/07/21 and 09/03-09/07/21.

If anyone has any questions, please contact me at (518)524-7834 or Kaleigh.Bridge@Gmail.com



TOWN OF PLATTSBURGH

DEPARTMENT OF CODES & ZONING

Stephen M. Imhoff | Code Enforcement Officer
Allen W. Reece | Code Enforcement Officer
Drew Arthur | Code Enforcement Officer
Donna Primiano-Masten | Codes & Zoning Secretary

151 BANKER RD, PLATTSBURGH, NY 12901-7307
PHONE: (518) 562-6840 | TDD: (800) 662-1220 | FAX: (518) 563-8396

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Deputy Town Attorney

To: Honorable Michael S. Cashman, Town Supervisor
Members of the Town Board

From: Stephen M. Imhoff
Code Enforcement Official

Re: June, 2021 Monthly Report

THE FOLLOWING NUMBER OF PERMITS AND ACTIVITIES ARE REPORTED:

- 40 Building permits were requested this month.
- 37 Building Permits were issued this month.
- 2 Permit(s) issued current month, paid/requested in a prior month.
- 3 Permit(s) requested current month, not issued yet (under review/requires additional information).
- 6 Permit(s) requested previous month, requires additional information from applicant.
- Permit(s) requested current month - still pending letter from Planning Board.
- Permit(s) issued current month, no fee required.
- 5 Matter(s) before Zoning Board of Appeals
- Permit(s) pending Town Board/Planning Board Action.
- 6 Misc: home inspection (3); zoning compliance letters (3).
- 2 Temporary Certificate of Occupancy (Adirondack Reg. FCU / Bertrand Townhouses)
- 4 Burn Permits
- 5 Renewals
- 4 Fire Calls

<i>Residential:</i>	37	\$1, 207, 682. 00
<i>Commercial & Industrial:</i>	18	\$5, 289, 063. 00
<i>Total:</i>	55	\$6, 496, 745. 00

RESIDENTIAL:DOLLAR AMOUNT:

2	Single Family Residence		
	Dante Sciole, 11 Marie Dr	\$420,000.00	
	Tammy D'Aust, 16 Kemp Ln (Modular)	<u>\$200,000.00</u>	
			\$ 620,000.00
-	Multi-Family Residence - Duplex		\$
-	Addition to Detached Garage		\$
-	Garage, Detached		\$
-	Erect Seasonal Camp		
-	Concrete Slab/Gravel Pad / Retaining Wall		\$
-	Foundation Repair		\$
-	Bilco Door		
4	Addition, ALTERATION and/or Renovation of Residence		\$ 217,000.00
1	Roof over Existing Deck		\$ 4,000.00
6	Erect a DECK/PORCH , or Gazebo		\$ 30,312.00
-	Erect Roof over Existing Roof on Manufactured Home		\$
-	Erect a 3 Season Sun Room		\$
-	Erect Handicap Ramp		\$
3	Erect/extend a Utility/Machine SHED		\$ 27,000.00
-	Installation of In-Ground Pool		\$
5	Installation of Above-Ground Pool		\$ 35,500.00
-	Installation of Hot Tub		\$
1	Demolition		\$
-	Installation of Propane Fireplace/Wood Stove/Pellet Stove/Heating System		\$
-	Installation of Outdoor Wood Boiler		
-	Install/Upgrade Generator		\$
-	Electrical Upgrade		\$
-	Solar Panel Array		\$
-	Chimney Repair/Stone Veneer		\$
-	Leanto / CARPORT		\$
-	Erect a Pole Barn		\$
-	Remove Manufactured Home		\$
-	Park and occupy manufactured home in Mobile Home Park		\$
3	Park and occupy manufactured home on private lot		\$ 273,870.00
4	Renewals		
4	Burn Permits		
3	Other - FOSTER CARE/HOME INSPECTION /Floodplain Dev. Permit		
-	Asbestos Abatement		
1	Fire Calls		

COMMERCIAL AND INDUSTRIAL:DOLLAR AMOUNT:

2	Erect/Addition Commercial Building	
	Mount Whitney (SterRX), Connect Rd	\$5,000,000.00
	Poirier Townhouses, 7030 Rt 9	<u>\$ 200,000.00</u>
		\$5,200,000.00
1	Repair and/or Alteration of commercial building	\$ 50,000.00
-	Commercial roofing job	\$
-	Alter tenant/commercial space	\$
	Storage Building	\$
-	Public Utilities	\$
-	Wireless Telecommunications	\$
-	HVAC Replacement - New furnace	\$
-	Fire Suppression System	\$
-	Remove Underground Storage Tanks	\$
-	Solar Array System	\$
1	Charging Station	\$ 39,063.00
3	Erect/repair signage	\$
2	Temporary Banners/Signs	\$
-	Installation of LPG Tank /Gasoline Tank	\$
-	Convert residential house to commercial use	\$
2	Occupy Commercial Business	
-	Demolition	
1	Renewals	
3	Fire Calls	
3	Other - Zoning Compliance Letters	

<i>Residential:</i>	<i>37</i>	<i>\$1,207,682.00</i>
<i>Commercial & Industrial:</i>	<i>18</i>	<i>\$5,289,063.00</i>
<i>Total:</i>	<i>55</i>	<i>\$6,496,745.00</i>

Permit Monthly Report

06/01/2021 - 06/30/2021

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
June 2021						
210601	06/01/2021	Jeffrey & Penny Vanweort	Pool (Above Ground)	63 Pellerin Rd SBL#: 191.-3-1.1	\$7,000.00	\$100.00
Description of Work:						
INSTALL A 24' ROUND ABOVE-GROUND POOL IN BACK YARD						
210602	06/01/2021	Pamela Seaver	Porch	5 Twin Cir SBL#: 192.4-1-56	\$5,000.00	\$75.00
Description of Work:						
CONSTRUCT AN 8' X 28' ADDITION TO EXISTING FRONT PORCH						
210603	06/01/2021	Dante Sciole	Single Family Resd	11 Marie Dr SBL#: 233.20-2-7	\$420,000.00	\$596.25
Description of Work:						
CONSTRUCT A NEW 2385 SF SINGLE FAMILY HOME WITH GARAGE ON ORIGINAL FOOTPRINT OF HOME DESTROYED BY FIRE						
210604	06/01/2021	Allen Henry	Deck	1414 Rt 3 SBL#: 205.-1-13	\$800.00	\$50.00
Description of Work:						
REPAIR EXISTING FRONT DECK						
210605	06/03/2021	Bruce Flynn	Demolition	289 South Junction Rd SBL#: 246.-1-44		\$50.00
Description of Work:						
DEMOLISH ROOF AND TWO (2) EXTERIOR WALLS FROM UPSTAIRS APARTMENT AND DEMOLISH THE GABLE WALL FROM DOWNSTAIRS APARTMENT DUE TO FIRE						
2021-014	06/03/2021	Michael Cashman	Foster Care Inspections	60 Ashton Dr SBL#: 205.3-5-18		\$25.00
Description of Work:						
INSPECTION FOR FOSTER CARE COMPLIANCE						
210606	06/03/2021	Reginald Mooney	Manufactured Home	232 Bradford Rd SBL#: 191.-3-26.33	\$115,000.00	\$309.00
Description of Work:						
INSTALL NEW 2022 26.8' X 58' EAGLE RIVER MANUFACTURED HOME AT PROPERTY						
210607	06/03/2021	Jolene Daniels	Manufactured Home	110 Trudeau Rd SBL#: 203.-2-10.7	\$8,870.00	\$213.00
Description of Work:						
MOVE 14 X 76 1997 COLONY MANUFACTURED HOME ONTO PROPERTY						

Permit Monthly Report

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
210608	06/03/2021	Jolene Daniels	Shed	110 Trudeau Rd SBL#: 203.-2-10.7	\$20,000.00	\$168.00
Description of Work: INSTALL A 24' X 28' PRE-FAB GARAGE WITH STORAGE SPACE IN ATTIC AT PROPERTY						
210609	06/03/2021	Paul Gingrich	Deck	21 Washington Pl SBL#: 233.16-3-38	\$6,912.00	\$50.00
Description of Work: REMOVE AND REPLACE EXISTING 18' X 8' FRONT DECK USING EXISTING FOOT PRINT & FOOTINGS						
21-11	06/03/2021	Bruce LaBarge	Burn Permit	9 Wildflower Ln SBL#: 204.-2-42.21		
Description of Work: BURN PERMIT						
210611	06/07/2021	Tammy Daust	Modular Home	16 Kemp Ln SBL#: 233.7-1-8	\$200,000.00	\$480.00
Description of Work: REMOVE EXISTING SWMF AND REPLACE WITH 1,920 SF MODULAR HOME. NO GARAGE AT THIS TIME						
210612	06/09/2021	Bruce Flynn	Alteration	289 South Junction Rd SBL#: 246.-1-44	\$200,000.00	\$392.00
Description of Work: REPAIR WALLS AND ROOF IN FIRE DAMAGED APARTMENT						
210613	06/09/2021	Schonbeck & Co Inc	Sign	61 Industrial Blvd SBL#: 220.-1-3.3		\$225.00
Description of Work: INSTALL A 112.4 SF SIGN ON THE BUILDING						
210614	06/09/2021	Finney Sports	Sign	7226 Rt 9 SBL#: 194.-2-46.2		\$50.00
Description of Work: INSTALL A 20 SF FREE STANDING SIGN AT PROPERTY						
210615	06/09/2021	Patrick Garow	Alteration	275 Wallace Hill Rd (2nd Residence) SBL#: 192.-2-20.1	\$1,000.00	\$50.00
Description of Work: CONSTRUCT MASTER BATH						
210616	06/09/2021	Samantha Southworth	Shed	2033 Military Tpke SBL#: 191.-3-17.1	\$1,000.00	\$50.00
Description of Work: INSTALL 20' STORAGE CONTAINER BEHIND EXISTING BARN						

Permit Monthly Report

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
210617	06/09/2021	David Perout	Pool (Above Ground)	134 Rand Hill Rd SBL#: 205.3-11.4	\$8,700.00	\$178.00
Description of Work:						
INSTALL A 24' ROUND ABOVE-GROUND POOL AND CONSTRUCT A 392 SF TWO-TIER DECK AROUND POOL						
2021-20	06/10/2021	Terry Meton	FIRE CALLS	411-417 Rt 3 (Perkin's Restaurant) SBL#: 206.4-3-17.1		
Description of Work:						
FIRE CALL TO PERKINS RESTAURANT - Called in for extreme grease build-up and unsanitary conditions in the kitchen. Restaurant is shut down until the kitchen is back in proper standards and an inspection is done. Clinton County Health Department was notified. DA						
6/17 - Copy of CCHD Inspection Report received and saved in images						
210618	06/10/2021	Lake City Realty LLC	Temporary Signs	568 Rt 3 (Harbor Freight) SBL#: 206.4-1-13		\$50.00
Description of Work:						
INSTALL TEMPORARY 4 SF FREE STANDING SIGN IN PARKING LOT ++ LIMITED TO 60 DAYS IN A CALENDAR YEAR +++						
210619	06/10/2021	Paula Renadette	Porch	2 Mohawk Rd SBL#: 194.20-2-33	\$800.00	\$50.00
Description of Work:						
CONSTRUCT 10' X 17' DECK ONTO FRONT OF HOME						
2021-015	06/11/2021	Allen Henry	Zoning Compliance Letter	1414 Rt 3 SBL#: 205.1-13		\$50.00
Description of Work:						
ZONING COMPLIANCE LETTER						
2021-016	06/11/2021	David Pellerin	Zoning Compliance Letter	35 Rand Hill Rd SBL#: 205.3-1-12.1		\$50.00
Description of Work:						
ZONING COMPLIANCE REQUEST						
210620	06/14/2021	Megan Spellman	Alteration	17-19 Hammond Ln SBL#: 220.2-1-14	\$10,000.00	\$180.00
Description of Work:						
CONSTRUCT INTERIOR WALLS TO CONVERT BUILDING INTO AN APARTMENT FOR RESIDENTIAL OCCUPANCY						
210621	06/15/2021	Lisa Blake	Pool (Above Ground)	287 Wallace Hill Rd SBL#: 192.2-3.2	\$4,800.00	\$100.00
Description of Work:						
INSTALL AN 18' ROUND ABOVE-GROUND POOL IN REAR YARD.						

Permit Monthly Report

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
210622	06/16/2021	Mildred Brown & Joan Yelle	Shed	11 Brown Rd	\$6,000.00	\$50.00
Description of Work:						
INSTALL A 12' X 16' PRE-FAB STORAGE SHED IN SIDE YARD						
210623	06/16/2021	Mount Whitney Meadows LLC	Commercial New	SBL#: 220.-6-4 Connecticut Rd	\$5,000,000.00	\$24,222.40
Description of Work:						
CONSTRUCT A NEW 60,000 SF WAREHOUSE						
+++ NEED PLANNING DEPT LETTER BEFORE CO +++++						
++ PLANS ARE ROLLED UP NEXT TO BLACK FILING CABINET +++						
21-12	06/18/2021	Mark Varin	Burn Permit	1735 Rt 3		
Description of Work:						
BURN PERMIT						
210624	06/18/2021	Michael Aubrey	Roof Over Existing Deck	SBL#: 204.-2-43.1 547 Wallace Hill Rd	\$4,000.00	\$64.00
Description of Work:						
CONSTRUCT A ROOF OVER AN EXISTING 16' X 20' DECK ON REAR OF RESIDENCE						
210625	06/21/2021	Trustworthy LLC	Charging Station	8 Everleth Dr	\$39,063.00	\$250.00
Description of Work:						
INSTALLATION OF TWO (2) CHARGEPOINT EV CHARGING UNITS						
2021-21	06/21/2021	Betty Lou Lajoy	FIRE CALLS	450 Rt 3		
Description of Work:						
6/18/2021 - FIRE CALL - HOUSE IS CURRENTLY UNFIT FOR HABITATION. LEAKING ROOF IS CAUSE FOR STRUCTURAL INTEGRITY TO BE QUESTIONED. THE BUILD-UP OF TRASH AND DEBRIS BLOCKING EXITS AND ENTRANCES TO ROOMS HAS CAUSED THE BUILDING TO BE CONDEMNED.						

Permit Monthly Report

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
2021-23	06/21/2021	Holt, Plattsburgh LLC	FIRE CALLS	418 Rt 3 SBL#: 206.4-3-13		
Description of Work:						
06/19/2021 - FIRE CALL - FIRE ALARM SET OFF. CONDENSATION BUILDING UP DUE TO HVAC MALFUNCTION. UNSURE IF ALARM SHUT DOWN HVAC; OR IF HVAC SET OFF THE ALARM. PROBLEM NEEDS TO BE REMEDIED.						
06/21/2021 - REINSPECTION OF PREMISES - PROBLEM HAS BEEN RESOLVED.						
6/21/2021 - ALARM SYSTEM HAS BEEN CHECKED AND CLEANED. HVAC FILTERS ON ROOFTOP UNITS HAVE ALL BEEN REPLACED.						
2021-23	06/21/2021	Town of Plattsburgh Housing Development Fund Co In	FIRE CALLS	173 Rand Hill Rd SBL#: 205.-1-24.22		
Description of Work:						
06/20/2021 - FIRE CALL - FALSE ALARM CAUSED BY MALFUNCTIONING SMOKE HEAD IN APARTMENT #3. PANEL SEEMS TO BE NEW, BUT ALL SMOKE HEADS ARE STILL FROM MID-1990's						
6/21/2021 - May need a letter to Board. Drew will talk with property mgr and decide.						
210626	06/21/2021	Jake Menard	Deck	2140 Rt 22B SBL#: 206.3-2-1	\$8,000.00	\$127.00
Description of Work:						
CONSTRUCT A 12' X 32' DECK WITH MUD ROOM ON REAR OF HOME AND INSTALL A 12' X 20' PRE-FAB SHED AT REAR OF PROPERTY						
210627	06/22/2021	Champlain Centre North LLC	Occupy Com. Business	60 Smithfield Blvd (Space 99X05A (Leftover Gander Mtn)) SBL#: 206.4-2-1.2		\$100.00
Description of Work:						
SEASONAL OCCUPATION FOR RETAIL SALES - SPIRIT HALLOWEEN						
210628	06/22/2021	Craig Layn	Alteration	13 Mohican Ln SBL#: 194.20-3-7	\$6,000.00	\$56.00
Description of Work:						
CONVERT 280 SF ATTACHED GARAGE INTO LIVING SPACE						

Permit Monthly Report

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
210629	06/22/2021	ShaneCo Properties, LLC	Occupy Com. Business	602 Tom Miller Rd SBL#: 206.-1-49		\$100.00
Description of Work: OPERATE A WINDOW & DOOR REPLACEMENT BUSINESS						
210630	06/22/2021	Justin St Louis	Pool (Above Ground)	515 Wallace Hill Rd SBL#: 192.-5-4	\$9,000.00	\$150.00
Description of Work: INSTALL A 24' ROUND ABOVE-GROUND POOL AND CONSTRUCT A 12' X 12' DECK TO CONNECT POOL WITH EXISTING DECK						
2021-017	06/22/2021	Champlain Valley Family Center	Zoning Compliance Letter	20 Ampersand Dr SBL#: 220.-8-25.3		\$50.00
Description of Work: ZONING COMPLIANCE LETTER REQUEST						
6/23/2021 - compliance letter faxed to attorney - file closed.						
210631	06/23/2021	PP Enterprise of Plattsburgh	Temporary Signs	334 Tom Miller Rd SBL#: 206.-1-18.4		\$50.00
Description of Work: PLACE A 20 SF TEMPORARY FREE STANDING SIGN AT THE PROPERTY. ++++ LIMITED TO 60 DAYS IN A CALENDAR YEAR ++++						
210633	06/24/2021	Chad Poirier	Commercial New	7299-7303 Rt 9 SBL#: 194.-1-9.2	\$200,000.00	\$1,721.00
Description of Work: CONSTRUCT SINGLE STORY FIVE UNIT TOWN HOUSE COMPLEX - NO GARAGES						
+++ NEED PLANNING DEPT LETTER BEFORE CO +++						
210634	06/24/2021	UMS Property LLC	Commercial Alteration	147 Pleasant Ridge Rd SBL#: 232.-3-10.1	\$50,000.00	\$150.00
Description of Work: EXPAND SILO LOCATION INSIDE THE UMR BUILDING						
21-13	06/28/2021	Glenn Erb Family Trust	Burn Permit	253 Rand Hill Rd SBL#: 205.-1-21		
Description of Work: BURN PERMIT						

Permit Monthly Report

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
210634	06/28/2021	Kevin Goddeau	Burn Permit	16 Graves Ln SBL#: 207.10-1-26		
Description of Work: BURN PERMIT						
210635	06/28/2021	Bradley Currie	Deck	1712 Military Tpke SBL#: 206.-1-32	\$8,800.00	\$72.80
Description of Work: CONSTRUCT DECK AT POOL AND CONSTRUCT DECK ONTO EXISTING PORCH.						
2021-018	06/28/2021	Nadine Deif, Executrix of Estate of Doris Deif	Home Inspections	4 Adams Dr SBL#: 192.4-2-9.1		\$40.00
Description of Work: HOME INSPECTION FOR POSSIBLE CONDEMNATION REQUESTED BY OWNER						
210636	06/29/2021	Roderick Bertrand	Pool (Above Ground)	2399 Rt 3 SBL#: 203.-2-29.4	\$6,000.00	\$100.00
Description of Work: INSTALL A 24' ROUND ABOVE-GROUND POOL IN YARD						
2021-019	06/30/2021	Paula Renadette	Day Care Inspections	2 Mohawk Rd SBL#: 194.20-2-33		\$40.00
Description of Work: DAY CARE INSPECTION						
210637	06/30/2021	Patrick Kay	Sign	376 Rugar St SBL#: 220.-8-17.2		\$100.00
Description of Work: INSTALL A 50 SF BUILDING SIGN AT THE PROPERTY						
210638	06/30/2021	Rodney & Lynn Silver	Manufactured Home	35 Romeo Cir SBL#: 192.4-2-32	\$150,000.00	\$256.00
Description of Work: REMOVE EXISTING 12' X 66' SWMH AND INSTALL A NEW 2021 COLONY 16' X 76' SW MANUFACTURED HOME						
					June 2021 Total:	\$31,240.45
					Reporting Period Total:	\$31,240.45



TOWN OF PLATTSBURGH

Highway Department

151 BANKER ROAD
PLATTSBURGH, NEW YORK 12901
(518) 562-6881

FAX # (518) 563-8136

Email: timd@townofplattsburgh.org

gregb@townofplattsburgh.org

karenp@townofplattsburgh.org

Timmy Dubrey
Highway Superintendent

Greg Burnell
Deputy Superintendent

Jason Cook
Crew Supervisor

Karen Pepper
Secretary

Month of
JUNE

2021

Daily work performed

1	
2	
3	work on fire extinguishers, move Water Dept. excavator to Bluff Point water tower from the Base
4	
5	
6	
7	pick up Adopt-A-Highway, fixed road signs, filled pot holes, cut brush around signs, office work, buried pipe Heritage Heights, marked out dig safes, mowed base with Toro #56, mowed Route 3, hauled 1s and dust to shop, resealed right rear axle on #50 & performed NYSI, started service & NYSI on H-26, put black dirt down, haul stone to shop, worked on #23 mower hydraulic tank leak, buried pipe on Independence, push piles up in back of shop, picked garbage on roadside in Cumberland Head, cleaned brush around signs, put items on paint trailer, filled pot holes, mowing Cumberland Head, culverts on Heritage
8	picked garbage, cut limbs in front of signs, cold patching, attend meeting, work on truck bids/specs, drop off in Cumberland Head and fuel mower, ditched and installed Driveway on Melody, marked out dig safe on Trudeau Road, put driveway in and cleaned ditch, cemented drain on Plaza, finished mowing base, greased and sharpened blades on Toro #56, jetted pipe on Independence, haul 1s and dust to shop, cut grass on base, worked on 43, finished service and performed NYSI on #26, went to Beekmantown to look at mowing tractor, went to fix skid on #36, worked on sewer jetter clutch, put pipe in, fixed drain, tree removal for Beekmantown, mowing road sides, picked up bed on Wallace Hill Road, filled pot holes, mowing Cumberland Head, bury culvert on melody, storm drain on Plaza
9	worked in shop, fixed/replaced road signs, hauled material , picked up dead animal, shop/office work, marked out dig safe, loaded scrap steel, hauled blacktop with truck #52, blacktop driveway in Heritage Heights, blacktop basins on Plaza and Ampersand, washed truck #52 and truck #26, mowed roadsides, blacktop driveway, patch drains, work in shop, cleaned up yard at shop, cut driveway in Heritage Heights, worked on sewer jetter clutch removal, worked on #25 mower repairs, worked on screen plant repairs, dig safes, clean bay 2, scrap metal pipe, cut driveway on Patriot, mowing Cumberland Head

22	paving Gillis Lane, worked in shop, mowed islands, hauled W/S excavator, picked up dead deer, ditched on Carbide, picked up red baseball diamond material in Hampton, NY, started mowing Route 3, ground in Heritage Heights, hauled blacktop for Saranac, roadside mowing Wallace Hill, worked on #50, flagged on turnpike for paving, looked for parts, went out with paver, fixed eng oil leak #23, worked on sewer jetter, replaced hyd line on #20 loader, ditching on Carbide, picked up dead animals on road, mowed wig town
23	paving Heritage Heights, TOP parking lot, worked in shop, ditched on Carbide Road, hauled blacktop for Saranac on PubHill Road, mowed the rest of Route 3, serviced John Deere mower #46, changed blades and greased Toro mower #56, haul one load for Saranac, road side mowing, haul #2's and dust for W/S, cut low hanging limbs on Meconi, finish working on #50, replaced bent bolts in #20, changed cabin air filter in #98, installed new blade on round saw, repaired oil leak on #23, ran #24 all day paving, paved Independence, ditching on Carbide & cutting trees, hauled asphalt, filled hole on Wallace Hill Ext., mowing Wallace Hill, shim at shop, brush on Meconi
24	chipped brush, hauled materials, cooked for BBQ, shop work, clean up, flagged on Carbide Road for chipping crew and ditching, worked around shop, mowed roadsides, worked in shop, worked on Carbide Road, performed NYSI on HT-2, serviced HT-2, cut tree, clean ditch, cleaned around shop, moved dozer to Carbide and mini back to shop, cleaned tracks, rinsed off truck #7 & #34, traffic control, cleaned dozer & mini excavator, mowing Wallace Hill
25	
26	
27	
28	cross over Carbide Road, office work, replaced cross over, flagging, mowed road sides, raise storm drain Cliff Haven, replaced 7 way plus HT-6, repaired wheel bearing & performed NYSI on HT-7, replaced PTO shaft on back mower, fix drain, put sewer jetter clutch back together #19, traffic control Carbide Road, mowing Wallace Hill
29	driveway & road paving Cliff Haven, fixed road sign, ditched on Carbide, hauled material with truck #26, mowed road sides, prep driveway Cliff Haven, repaired wheel bearings and fixed up brakes on H-59 hot box, blacktop driveway and drain, worked on #50 box replacement, helped blacktop in Wood Cliff, traffic control Carbide Road, ditching, mowing Morissonville, helped replace dump box on #50, removed tail lights
30	Carbide Road drain, fixed signs, shop/office work, installed basin, started mowing base with toro mower #43, mowed roadsides, made repairs to #59 hot box, road call #23 Akey Road, put pipe in, worked on #50 truck box replacement, washed truck, pick up mower on Gene Lefevre Road, washed truck 31 & 45, flagged on Carbide Road

**TOWN BOARD LIAISON COMMITTEE
MONTHLY REPORT
PLANNING & COMMUNITY DEVELOPMENT
JULY 2, 2021**

◆ **Planning Board Agenda:**

- June 15, 2021- see attached summary of Planning Board Actions
- July 20, 2021 Agenda- 5 items (Attached)

◆ **Town Board Items:**

- CFA for BMG - Elan to prepare application requesting \$1.2M +/- to fund Phase II (site interior) for \$6,500. Grant requires 25% match (\$300K) from Town
- Ampersand/Rugar Intersection – Invitation to bid posted in the PR. Project estimated at \$750K, though we shall see what the bid response is.
- NY Road Green Infrastructure CFA- Laberge to prepare grant, for the cost of \$10,000. Grant request for 2 funding streams \$2M from Climate Smart Communities (50/50 match), \$3M from Environmental Facilities Corp, Green Innovation Program (Covers 50-90%). Highway has over \$400K in PARC storm-water fund toward match.
- Zoning & Map amendments adopted, notice posted to Press Republican, SEQRA Neg Dec posted to NYSDEC Environmental Notice Bulletin.
- Petition was submitted to the NYSDOT for the railroad crossing improvements for the BMG
- Wes Verkhart (MacDonough Family) has agreed to give the Town a drainage easement for the CH Park. Planning will draft and file with the County Clerk.
- Plattsburgh Is the Home of The Michigan!

◆ **Meetings attended by Planning staff:**

- June 1- Planning & Zoning Monthly meeting
- June 3- Cumberland Head Park Plan Conversation
- June 4- Liaison Committee Meeting
- June 8- Status Update for NYSERDA Project
- June 8- Phone call with Jere & Rachel
- June 9- Schluter Sewer Meeting
- June 15- Traffic Safety Committee Meeting
- June 15- Planning Board Meeting
- June 16- Meeting with TDC
- June 17- Call with Elan about BMG CFA
- June 21- Meeting with AEDA & Two Bros. Flanagan Drive
- June 21 – River Run Meeting
- June 22- Breakfast Social
- June 23-Hometown Heroes Committee Meeting
- June 24- Meeting with Press Republican Smart Growth
- June 28-Interview with TDC

- June 29- Website Meeting
- June 30-Michigan Month Press Conference

◆ **Telecommunications Projects:**

- None

◆ **Freedom of Information (FOIL) Requests Completed:**

- None

◆ **Community Development**

- Zoning Ordinance Update- Complete, Notice posted in PR. Steve is getting quotes for printing of the ordinance and docs.
- CEC grant contract underway. Proceed with implementation of remaining item (VFDs), seek reimbursement.
- National Association of Realtors Grant (NAR) \$1500-\$10,000 Partnership between Town and CCRA. ½ day training and Zoning analysis & plan for former airport (Awarded). Committee members selected. CCRC awarded additional \$7500. Behan awarded contract for Level 2 grant to develop Smart Growth Plan (lite) for Former Airport. Kick-off meeting held May 18th, included site tour of the former airport and riverfront.
- DASNY Grant #15829 (\$250) for construction of BMG Phase I. Staff working with DASNY to process the grant for implementation.
- Battlefields Memorial Gateway- Grant application completed and submitted to Senator Gillibrand for \$3.2M.
- Cumberland Head Park. – Wes Verkhart agreed to provide easement.
- Hometown Heroes- Total banners put up this year = 47.
- Home of the Michigan- July celebration planned, including Michigan restaurant passports, bumper stickers, a banner, possibly a historical marker
- River Run Mini-Triathlon- August 14th- registration May 19th-July 21. \$40 ind/\$80 team

◆ **Local Waterfront Revitalization Program (LWRP) Grant (Comprehensive Plan Initiative):**

- BMG Sponsorship materials are complete, and have been sent to the BMG group for use.
- Trevor & Phil to meet with Central Rivers Power (Dam Operator) to discuss improvements and formalize relationship

◆ **Complete Streets/Trails:**

- Working with Laberge Group on Green Infrastructure Grant Program application for complete street upgrades/ pavement reduction for New York Road.

◆ **Other**

- Jessica has been working actively with the IDEA committee – Survey Complete, now considering staff development trainings
- Tech committee to consider website updates and transition to .gov address
- Next Town Board Liaison Committee Update Meeting: July 30, 2021 @ 9:30

Design Review/Subdivision and Site Plan Projects Approved and/or Under Construction:

Project Name	Status	Status Change	Date Updated	Notes
After Hours Imaging Site Plan 2020	Signed DPP	N	9/8/20	
ARC Salt/Sand Storage Site Plan 2020	Signed DPP	N	11/24/20	
Plattsburgh Community Housing Site Plan 2019	Signed DPP	N	10/8/19	
Wilson Holding Site Plan 2020	Signed DPP's	N	1/29/2021	
Bertrand Multi-Family Housing SP & SUP 2020	80% Memo Sent	N	3/8/2021	
Eastern Insuring Site Plan 2019	80% As Built Memo Sent- Temp CofO	N	12/9/19	
Bluff Point Golf Resort Phase II Site Plan 2019	Signed DPP	N	10/28/19	
UMS Properties R & D Facility SP & SUP 2019	Signed DPP	N	12/31/2019	
Delaware River Solar Site Plan & SUP 2019	Signed DPP	N	6/17/2020	
Studley Site Plan 2021	Signed DPP	N	3/22/2021	
Gus' Red Hots Site Plan 2021	Signed DPP	N	3/25/2021	
Poirier Multi Family Housing Site Plan 2020	Signed DPP	N	4/6/2021	

Project Name	Status	Status Change	Date Updated	Notes
Della Kia Site Plan 2019	Signed DPP	N	4/27/2020	
TDC Industrial Blvd SP 2019 60,000sf & 5,000 sq ft.	Signed DPP	N	4/27/2020	Temp CO for Office
Plattsburgh Lodging Ventures Site Plan 2019	Signed DPP	N	2/11/2020	
Huttig Nissan Site Plan 2018	Signed DPP	N	7/31/19	
Northwoods Supportive Housing Site Plan 2018	Signed DPP	N	4/26/2021	
YKnot Storage Site Plan 2020	Signed DPP	N	2/19/2021	
Farrell North Properties Site Plan 2020	Signed DPP	N	1/29/2021	
Bailey Ford Site Plan 2020	Signed DPP	N	4/6/2021	
Adirondack FCU Site Plan & SUP 2020	Signed DPP	N	4/2/2021	
Mount Whitney Meadows Site Plan 2020	Signed DPP	Y	6/16/2021	

**TOWN OF PLATTSBURGH
PLANNING BOARD ACTIONS
JUNE 15, 2021**

- ITEM #1 LABOUNTY SUBDIVISION 2021-**Request for a 2-lot split/merge subdivision resulting in 1 new 3.59-acre buildable parcel and the remaining lands to be merged with Tax Map Parcel 233.-2-2.2. Located on Montana Drive with public water and public sewer; Zoned MDR; Tax Map Parcel #233.-5-11. Owner/Applicant Jefferey LaBounty; Engineer AES Northeast. **SKETCH PLAN APPROVAL**
- ITEM #2 PLATTSBURGH STORAGE LLC SITE PLAN 2021-** Request to construct additions to an existing building to create 3,285 +/- sq ft of cold storage plus the addition of two (2,250 sq ft & 4,500 sq ft) free standing cold storage buildings with associated site improvements. **USE VARIANCE REQUIRED.** Located at 177 & 183 Sharron Ave. with public water and public sewer. Zoned A2; Tax Map Parcel 233.7-1-17 & 233.7-1-16; Owner/Applicant Thomas Moran; Engineer AEDA **SEQRA DETERMINATION & DETAILED PRELIMINARY PLAN APPROVAL**
- ITEM #3 O'REILLY AUTO PARTS SITE PLAN 2021-**Request for a change of use of an existing building from a restaurant/garage to a retail store. Located on State Route 3 with public water and public sewer; Zoned C; Tax Map Parcel # 206.4-3-4; Owner Mark Dame; Applicant O'Reilly Auto Parts; Engineer Phase Zero Design **SEQRA DETERMINATION & SKETCH/DETAILED PRELIMINARY PLAN APPROVAL**
- ITEM #4 TEXAS ROADHOUSE SITE PLAN 2021-** Request to construct a 765 sq ft permanent covered patio outdoor dining area addition to an existing restaurant and associated parking lot improvements. Located at 356 State Route 3 with public water and public sewer; Zoned C; Tax Map Parcel #206.4-3-3. Owner Plaza 3 Resources LP; Applicant Texas Roadhouse; Engineer Greenberg Farrow. **SEQRA DETERMINATION & SKETCH/DETAILED PRELIMINARY PLAN APPROVAL**

**TOWN OF PLATTSBURGH
PLANNING BOARD MEETING
AGENDA
JULY 20, 2021**

- ITEM #1 DUQUETTE SUBDIVISION 2021-**Request for a 2-lot split/merge subdivision of a 9.2-acre residential lot resulting in 3.41 acres to be merged with tax map parcel #205.2-1-10.2 and 5.79 acres as remaining lands. Located on 1105 Route 3 with public water and private sewer; Zoned R2; Tax Map Parcel #205.2-1-11. Owner/Applicant Larry Duquette & Robert Duquette; Surveyor Dean Lashway **SEQRA DETERMINATION & SKETCH/DETAILED PRELIMINARY PLAN REVIEW**
- ITEM #2 PLATTSBURGH FAMILY DENTISTRY SITE PLAN 2021-** Request to construct a 333 sq ft addition to an existing dental office with a parking lot extension and associated site improvements. Located at 326 Tom Miller Rd. with public water and public sewer; Zoned C; Tax Map Parcel #206.-1-18.2. Owner/Applicant: 326 Tom Miller Rd. LLC; Engineer: AEDA **SEQRA DETERMINATION & DETAILED PRELIMINARY PLAN REVIEW**
- ITEM #3 TWO BROTHERS RECYCLING SITE PLAN & SPECIAL USE PERMIT 2021-**Request to operate an industrial machine shop and contractor's storage yard with a 12,000 sq. ft. gravel surface storage area and additional site clearing to revegetate formerly disturbed areas as well as improve maneuverability. Located at 16 Flanagan Drive with public water and public sewer; Zoned SC; Tax Map Parcels # 221.9-1-10 & 11; Owner/Applicant Two Brothers Recycling LLC; Engineer AEDA **SKETCH PLAN REVIEW**
- ITEM #4 NORTHERN CAKES SITE PLAN 2021-** Request to construct a 1,603+/- sq. ft. and 1,010 +/- sq. ft. additions to the southerly side of an existing business with parking lot improvements. Located at 1290 Military Turnpike Extension with public water and public sewer; Zoned NC; Tax Map Parcel # 220.4-3-30; Owner/Applicant Mark Wyand; Engineer RMS **SKETCH PLAN REVIEW**
- ITEM #5 ADAMS GLASS SITE PLAN 2021-** Request to construct a 1,440 sq. ft. storage building with related site improvements. Located at 5 Trade Rd. with public water and public sewer; Zoned I; Tax Map Parcel # 193.-2-22; Owner/Applicant Demers Properties LLC; Engineer RMS **SKETCH PLAN REVIEW**

Account#	Account Description	Fee Description	Qty	Local Share
		Peddlers License Fees	1	100.00
		Sub-Total:		\$100.00
A 2192	Masoleum Services	Cemetary Services	3	830.00
		Sub-Total:		\$830.00
A01255	Vital Records	Marriage License Fee	4	70.00
		Sub-Total:		\$70.00
A1255	Certified Copies	Certified Copies	31	310.00
	Conservation	Conservation	1	3.76
		Sub-Total:		\$313.76
A12551	Misc. Fees	Misc. Fees	1	20.00
		Sub-Total:		\$20.00
A1560	Home Inspection	Home Inspection	3	105.00
		Sub-Total:		\$105.00
A2001	Building Rentals	Building Rentals	20	1,720.00
	Parks & Recreation	Kayak Storage Rack	1	50.00
		Kayaking	7	70.00
		Sub-Total:		\$1,840.00
A20011	Parks& Recreation	Activity Fees	72	1,980.00
		Sub-Total:		\$1,980.00
A2110	Board of Appeals	Board of Appeals	3	275.00
		Sub-Total:		\$275.00
A2115	Site Plan Fee	Detailed Preliminary Plan Site Plan Fee	1	200.00
		Sketch Site Plan Fee	1	125.00
		Sub-Total:		\$325.00
A2501	Licenses	Carnival	1	600.00
		Peddler's License	2	400.00
		Sub-Total:		\$1,000.00
A2544	Dog Licensing	Female, Spayed	39	546.00
		Female, Unspayed	4	68.00
		Male, Neutered	37	518.00
		Male, Unneutered	8	136.00
	Senior Discount	Senior Discount	27	-215.00
		Sub-Total:		\$1,053.00
A2555	Codes and Zones	Sign Permit	4	375.00
	Ordinance Permits	Inspection Fees	1	275.00
	Permits	Building Permits	36	5,101.80
	Zoning Comp Letters	Zoning Comp. Letters	3	150.00
		Sub-Total:		\$5,901.80
T3000/A	Ordinance Permits	Bid Specs	3	320.00

Account#	Account Description	Fee Description	Qty	Local Share
Sub-Total:				\$320.00
Total Local Shares Remitted:				\$14,133.56
Amount paid to:	NYS Ag. & Markets for spay/neuter program			112.00
Amount paid to:	NYS Environmental Conservation			51.24
Amount paid to:	State Health Dept. for Marriage Licenses			67.50
Total State, County & Local Revenues:			\$14,364.30	
Total Non-Local Revenues:				\$230.74

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Katie Kalluche, Town Clerk, Town of Plattsburgh, during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Supervisor

Date

Town Clerk

Date



TOWN OF PLATTSBURGH
WATER AND WASTEWATER DEPARTMENT

151 BANKER ROAD
PLATTSBURGH, NEW YORK 12901-7307
(518) 562-6890
FAX # (518) 563-8198

Michael S. Cashman
Supervisor

Meg E. Bobbin
Deputy Supervisor

July 6, 2021

To: Honorable Michael S. Cashman
Members of the Town Board

From: Water & Wastewater Department

RE: Water & Wastewater June Report

- Collected all required monthly samples. Including distributing and collecting Lead & Copper sample bottles in Greater Plattsburgh, Cadyville, Macey Lane and PARC
- Meters read, and inventoried. Skip reports completed.
- Operation Reports to CCDH.
- Reviews of the monthly Planning Board Meeting regarding upcoming projects.
- 141 daily job orders. 201 locates for DSNY including 9 Emergency.
- There were 6 after hours call outs, one of which was a main break on Lakeshore Drive in Cliff Haven. We also went out after hours to hand out the lift order for the previously mentioned break after we received the results from the lab. There was a call out to the Macey Lane Water District for a flooded basement this was an internal plumbing failure. We responded to a low clear well alarm at GPWTP. There was an emergency underground after a MVA with a power pole on Church Road in Cadyville. We were paged out after a resident in Cliff Haven said a hydrant was discharging a lot of water on Champlain Drive, this turned out to be a false alarm.
- Repaired a leak on the Florida PRV.
- Continued efforts on the fleet maintenance program.
- Repaired residential shut offs on Rt 22B and Cross Road.
- Escorted the fire extinguisher technician to all the plants to inspect the extinguishers.
- Cleaned manholes in the Tom Miller Road vicinity.
- Same side ¾" residential water tap on Wallace Hill Road.
- Traveled to Ross Valve and Emerick Associates to drop off an altitude valve for adjusting and picked up a repaired pump for Tom Miller Road Lift Station.
- Installed a new altitude valve at Florida PRV and returned the other valve to Tom Miller Road PRV.
- Chased high pump hours in Beekmantown looking for a possible leak, none was found.
- Worked with the contractor installing water main on PARC.
- Responded to a call for a sewer backup on Idaho Ave, this was a private issue.

- We had an emergency shut down of Brookside and Grace Street in Morrisonville to make repairs to a failed service line. A BWO was issued, consecutive samples were collected and the order was lifted.
- One operator completed online training for necessary credit hours.
- Raised a manhole and replaced a MLV box in the Heritage Heights neighborhood for paving project.
- Raised Manholes in the Rugar Park vicinity for the paving project.
- Attempted to drain Bluff Point Water Storage Tank however several valves were leaking by so we had to go back in the system further affecting 2 residences and the Bluff Point Golf Course Maintenance Facility. We were able to drain the tank and installed a new 12" MLV before the tank and a new/auxiliary 8" valve and connection to supply CCC while the tank is offline.
- Worked with the contractor on NYS Route 3 for a commercial project, they removed a hydrant and valve from the main. A BWO was issued, consecutive samples collected and the order was lifted.
- Inspecting of a water main extension project on Cumberland Head.
- Televised sewer main on Lakeside Ct to confirm the sewer issues were the homeowners.
- Worked with the contractor at the Northwood's Housing Development, including witnessing the wet tap of the water main.
- Responded to a call for sewer issues on Hammond Lane, there was an excessive amount of water coming from the City Water Filtration Plant.
- Installed the repaired pump at Tom Miller Road Lift Station.
- Due to low storage levels we reached out to the City of Plattsburgh for assistance with supplying water. They opened the valves at the Monroe Way interconnection and supplied everyone from Saranac Power Partners, and from the Chamber of Commerce to Spellman Road (all of the Beekmantown Water District) including all of Cumberland Head and Moffitt Road. This was activated from 6/21 – 6/25. A Water Restriction Notice was also issued from 6/21 – 6/28.
- Made repairs to water main break on Route 3. CV Tech at 1585 Military Turnpike was the only customer affected by this shut down. The students were done for the season and only staff was on the campus, we were able to supply them with water from a hydrant on Industrial Blvd to a hydrant on their fire loop. A BWO was issued, repairs were made, consecutive samples collected, and the order was lifted.
- Replaced lights at CWWTP.
- Made repairs to Tom Miller PRV.
- Cleaned manholes in Cadyville Sewer District.
- Pull and clean pumps at Sorrell Lift Station.
- Restorations from previous projects including installing forms for sidewalk repairs in Cliff Haven.
- Seasonal beautification.
- In house and town wide vehicle and equipment maintenance and repairs including a full servicing of the Vacall.