

**Memorandum of Understanding
Between
The Town of Plattsburgh**

&

**Roman Catholic Community of Saint Alexander and Saint Joseph Parish
(owner of St. Joseph's Outreach Center)**

This Memorandum of Understanding (MOU) is made and entered between the Town of Plattsburgh hereinafter referred to as "Town" and the Roman Catholic Community of St. Alexander and Saint Joseph Parish hereinafter referred to as "St. Joseph's Outreach Center".

Purpose

The purpose of this MOU is to establish a framework of cooperation upon which the Town of Plattsburgh and St. Joseph's Outreach Center may work collaboratively to implement the complete streets and smart growth initiatives and to provide convenient and uniform public transportation services to the community.

Introduction

The Town of Plattsburgh is coordinating with the Clinton County Health Department for the implementation of an Active Community Concept Plan which will leverage grant funding for the installation of small infrastructure projects in the Town which enhance active and public transportation opportunities. One of these fundable projects includes the installation of a new bus shelter at the St. Joseph's Outreach Center (form St. Joseph's Church) located at 1349 Military Turnpike, Plattsburgh, NY (Treadwells Mills), which is currently a designated (by call) Clinton County Public Transit bus stop. The objective is for the Town to receive grant funding for, and purchase the shelter. The shelter may then be donated to St. Joseph's Outreach Center and place upon the premises of the Former St. Joseph's Church and will be hosted and maintained by St. Joseph's Outreach Center per this MOU.

In consideration of the above premises, the parties agree as follows:

Town of Plattsburgh will:

- Prepare the necessary grant documents.
- Coordinate with the Clinton County Health Department for the purchase of the bus shelter.
- Assure bus shelter complies with ADA minimum standards: Install a bus shelter that complies with ADA minimum standards: Entrance to bus shelter must be a minimum of 2'8"; Clear path of 3' minimum in front of the shelter for sidewalk; Minimum clear floor area of 30" wide by 4' deep; Minimum height of 6'8"; Shelter must be connected to sidewalk or bus landing pad; Accessible connection to sidewalk or path to access bus stop and wheelchair lift if needed.
- Receive shipment of the shelter.
- Donate the shelter to St. Joseph's Outreach Center for the benefit of the public.
- Coordinate with St. Alexander's regarding the installation of the shelter.

St. Alexander's will:

- Host the shelter on the Former St. Joseph's Church property.
- Coordinate with the Clinton County Public Transit System regarding the most appropriate location on-site.

- Install shelter in conformity with ADA minimum standards (above).
- Provide routine maintenance of the shelter including winter snow removal.

It is mutually agreed and understood by and between the said parties that:

This MOU is neither a fiscal nor a funds obligation document between the parties. Any endeavor involving reimbursement or contribution of funds between the parties of this MOU will be handled in accordance with applicable laws, regulations, and procedures. Such endeavors will be outlined in separate agreements that shall be made in writing by representatives of the parties.

This MOU does not address any party's liability for risks or injuries incurred by the use of this bus shelter.

The principal contact persons have the authority to develop agreements of the type envisioned by this MOU.

This MOU in no way restricts any party from participating in similar activities or arrangements with other public or private agencies, organizations, or individuals. Nothing in this memorandum shall obligate the Town or St. Alexander's to enter in any contract or other obligations.

This MOU may be modified or amended upon written consent of the parties or may be terminated with 30-day written notice of either party. This MOU will terminate upon the donation of the bus shelter from the Town to the Catholic Community of Saint Alexander and Saint Joseph's Parish. The Parties may only amend this MOU in writing with the mutual agreement of all parties.

The principal contacts for this agreement are:

Supervisor, Town of Plattsburgh 151 Banker Rd
Plattsburgh, NY 12901
Phone: (518)562-6800
Email: michaelc@townofplattsburgh.org


Reverend Scott Seymour
Pastor, Catholic Community of Saint Alexander and Saint Joseph Parish
1 Church Street
Morrisonville, NY 129
Email:

IN WITNESS WHEREOF the undersigned have executed this Agreement as of the day and year first written below.

Town of Plattsburgh

By: _____
Title: Town Supervisor

CATHOLIC COMMUNITY OF SAINT ALEXANDER
AND SAINT JOSEPH PARISH

By: 
Reverend Scott Seymour
Pastor