

1. Agenda

Documents: [AGENDA 04-21-16.PDF](#)

2. Supporting Documents

Documents: [MEETING DOCS 042116.PDF](#)

3. Claims Analysis

Documents: [CLAIMS ANALYSIS 042116.PDF](#)

**REGULAR MEETING OF THE COMMON COUNCIL
OF THE CITY OF PLATTSBURGH, NEW YORK**

April 21, 2016

5:30 P.M.

AGENDA

Present: Mayor James Calnon, Councilors Rachelle Armstrong (W1), Mike Kelly (W2), Dale Dowdle (W3), Paul O’Connell (W4), Becky Kasper (W5), Joshua Kretser (W6)

Absent:

1. MINUTES OF THE PREVIOUS MEETING:

RESOLVED: That the Minutes of the regular meeting of the Common Council held on April 7, 2016 are approved and placed on file among the public records of the City Clerk’s Office.

By Councilor _____; Seconded by Councilor _____

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

2. PAYROLLS OF VARIOUS DEPARTMENTS:

RESOLVED: That the payrolls of the various Departments of the City of Plattsburgh for the weeks ending April 13, 2016 in the amount of \$ 363,874.20 and April 20, 2016 in the amount of \$ _____ are authorized and allowed and the Mayor and the City Clerk are hereby empowered and directed to sign warrants drawn on the City Chamberlain for the payment thereof.

By Councilor _____; Seconded by Councilor _____

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

3. REPORTS OF CITY OFFICES & COMMITTEE REPORTS:

- Report of Fire and Ambulance Responses for the weeks of April 7 – April 20, 2016
- Report from the Building Inspector’s office April 19, 2016
- Report of Public Hearing held by the Zoning Board of Appeals on April 11, 2016

RESOLVED: That the reports as listed are hereby ordered received and placed on file among the public records of the City Clerk’s Office.

By Councilor _____; Seconded by Councilor _____

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

4. CORRESPONDENCE OR RECOMMENDATIONS FROM BOARDS: None

5. AUDIT OF CLAIMS:

RESOLVED: That the bills Audited by the Common Council for the weeks ending April 15, 2016 in the amount of \$ 623,311.78 and April 22, 2016 in the amount of \$ _____ are authorized and allowed and the Mayor and City Clerk are hereby authorized and directed to sign warrants drawn on the City Chamberlain for the payment thereof.

By Councilor _____; Seconded by Councilor _____

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

6. PERSONS ADDRESSING COUNCIL:

7. OTHER ITEMS:

A. RESOLVED: In accordance with the request therefore the Common Council approves Mike Deloria to hold a PHS Alumni flag football game at Melissa Penfield Park on June 25 from 12pm-4pm.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

B. RESOLVED: In accordance with the request therefore the Common Council approves sidewalk café and merchandise displays fees schedule as follows:

Parking space remains \$300 per space

Table remains \$20 per table

Permit Application for sidewalk café and merchandise display \$15 per application

Merchandise Display fee is \$_____ per square foot

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

C. RESOLVED: In accordance with the request therefore the Common Council approves RFP 2016-1 “City Beach Water Quality” be awarded to CDM Smith in the amount of \$49,600. The source of funds will be capital project H8120.25 – CSO Long Term Control Plan.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

D. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to revise capital project H8320.73, Water Plant Improvements, by increasing the project to \$225,000.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

E. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to establish capital project H5110.56, 2016 Equipment Purchase for a total of \$790,000.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

F. RESOLVED: In accordance with the request therefore the Common Council approves PMLD Bid No. 2016-2-2 “St. Lawrence 3 Upgrade Construction” be awarded to Northline Utilities LLC in the total amount of \$218,400.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

G. RESOLVED: In accordance with the request therefore the Common Council approves PMLD Bid NO. 2016-2-1 “St. Lawrence 3- 15kV Pad Mounted Circuit Reclosers” be awarded to WESCO in the total amount of \$53,310.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

H. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to create capital project H5110.57, 2016 Street Resurfacing in the amount of \$713,000.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

I. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to create capital project H5110.58, 2016 Saranac River Trail – Phase II in the amount of \$2,370,000.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

8. TRAVEL REQUEST:

A. RESOLVED: In accordance with the request therefore the Common Council approves Mayor Calnon to attend the “NYCOM 107th Annual Meeting” in Saratoga Springs, NY from May 1-3, 2016 at a cost not to exceed \$900.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

B. RESOLVED: In accordance with the request therefore the Common Council approves a Police Department employee to attend “Law Enforcement Training Directors Association Annual Directors Meeting and Training” on from May 11-13, 2016 in Lake Placid, NY the total cost will not exceed \$537.37 and will be expensed out of the Asset Forfeiture fund.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____

Follow up Action:

9. RESOLUTIONS FOR INITIAL CONSIDERATION:

- 1. Request from Mayor Calnon to approve an advance up to \$34,000 General Fund monies in anticipation of donations for the Saratoga Replica project at the City Beach.

10. NEW BUSINESS:

11. CLOSING PUBLIC COMMENTS:

Motion to Adjourn by Councilor _____; Seconded by Councilor _____
Roll call Councilors Armstrong, Kelly, Dowdle, O'Connell, Kasper, Kretser

MEETING ADJOURNED: _____



Plattsburgh, New York

Scott Lawliss
Fire Chief

Plattsburgh Fire Department
65 Cornelia Street
Plattsburgh, NY 12901
Tel: 518-536-7549
Fax: 518-561-8236
lawliss@cityofplattsburgh-ny.gov

MEMO

TO: Mayor James Calnon
Members of the Common Council

FROM: Fire Chief, Scott Lawliss

DATE: April 21, 2016

RE: Fire and Ambulance Responses

For this two week period: Thursday, April 7, 2016 through Wednesday, April 20, 2016
our Department has responded to the following:

Fire Calls	<u>32</u>
	1 building fire
	10 system activation
	11 EMS assist
	7 MVA
	1 cooking fire
	1 fire in mobile home residence
	1 smoke/odor removal
Ambulance Calls	114
Mutual Aid by CVPH	6

04/19/2016 08:06
1427dnep

DEPARTMENT: Building Inspector

CITY OF PLATTSBURGH
COMPLAINTS/VIOLATIONS REPORT



P 1
picvirpt

REPORTING PERIOD: 04/05/16 TO 04/19/16

COMPLAINT/VIOLATION TYPE	TOTAL REPORTED
GARBAGE	4
PROPERTY MAINTENANCE	2
ZONING VIOLATION	5
DEPARTMENT TOTALS	11
REPORT TOTALS	11

** END OF REPORT - Generated by Denise Nephew **



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1427dnep

CITY OF PLATTSBURGH
COMPLAINTS/VIOLATIONS REPORT

2
picvirpt

DEPARTMENT: Building Inspector

REPORTING PERIOD: 04/05/16 TO 04/19/16

REFERENCE LOCATION
CASE

CREATED
COMPLETED

COMPLAINT/VIOLATION
COMMENT

AREA
SOURCE RESPONSIBLE PARTY
SEVERITY

273 150 BRINKERHOFF ST JEFF LATINVILLE 04/18/2016
 VIOLATION SEVERITY 0 COMPLY BY COMPLETED
 PROPERTY MAINTENANCE AT 150 BRINKERHOFF APT. 2L MOLD IN CEILING UNDERNEATH CEILING TILES IN KITCHEN TROUBLE BREATHING. SOMEONE DID CULTURE OF AR
 EA. COULDN'T IDENTIFY. BLACK IN COLOR. IN DEC & JAN. ELECTRICAL WORK DONE. CONCERN IF CORRECT. 1 DAYS OPEN
 STEPS ACTION TYPE STATUS SCHEDULED STARTED COMPLETED
 INITIAL INSPECT NEW NOTICE 04/20/16
 NOTICE INSPECTION NEW
 FOLLOW UP INSPECTION NEW
 ORDER REMEDY NEW LETTER
 APPEARANCE TICKE NEW
 INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
 COMPLAINT CLAUDE BOUCHARD 04/20/16 04/20/16 .00
 COMPLAINT CLAUDE BOUCHARD .00
 COMPLAINT/VIOLATION TOTALS .00

COMPLAINANT
MARK DAWSON

ANON FL UP CONT DATE CONT TIME RESPONSE
N Y 04/18/2016

275 17 PIKE ST G & T PROPERTY RENTALS LLC 04/18/2016
 VIOLATION SEVERITY 0 COMPLY BY COMPLETED
 GARBAGE AT 17 PIKE ST GARBAGE AND ITEMS PILED BETWEEN SIDEWALK & CURB. 1 DAYS OPEN
 STEPS ACTION TYPE STATUS SCHEDULED STARTED COMPLETED
 INITIAL INSPECT NEW NOTICE 04/19/16
 NOTICE INSPECTION NEW
 REINSPECT INSPECTION NEW
 ORDER PICK UP OTHER
 INSPECTION INSPECTOR REQUESTED SCHEDULED RESULTS FEE AMOUNT
 COMPLAINT KEN PRIMARD 04/19/16 04/19/16 .00
 COMPLAINT KEN PRIMARD .00
 COMPLAINT/VIOLATION TOTALS .00

COMPLAINANT
MARK DAWSON

ANON FL UP CONT DATE CONT TIME RESPONSE
N Y 04/18/2016

269 18 MACDONOUGH ST BENEDETTO LAVORANDO 04/11/2016
 VIOLATION SEVERITY 0 COMPLY BY COMPLETED
 GARBAGE AT 18 MACDONOUGH BAG OF GARBAGE HAS BEEN TORN OPEN BY ANIMALS AT CURBSIDE. 04/14/2016
 STEPS ACTION TYPE STATUS SCHEDULED STARTED COMPLETED
 INITIAL INSPECT DONE NOTICE 04/12/16
 NOTICE INSPECTION NEW 04/15/16
 COMPLAINT/VIOLATION TOTALS .00

COMPLAINANT
MARK DAWSON

ANON FL UP CONT DATE CONT TIME RESPONSE
N Y 04/11/2016



04/19/2016 08:06
1427dnep

CITY OF PLATTSBURGH
COMPLAINTS/VIOLATIONS REPORT

P 4
Picvirt

DEPARTMENT: Building Inspector

REFERENCE LOCATION
CASE

REPORTING PERIOD: 04/05/16 TO 04/19/16

COMPLAINT/VIOLATION

RESPONSIBLE PARTY
SEVERITY

COMMENT

CREATED
COMPLETED

COMPLAINT/VIOLATION TOTALS

.00

264 82 JOHNSON AVE

VIOLATION SEVERITY 0 JOHN LEASE 04/07/2016
GARBAGE 0 COMPLY BY COMPLETED

AT 82 JOHNSON - TENANTS MOVED OUT & LEFT TRASH, GARBAGE & STUFF BETWEEN SIDEWALK & CURB. BLOWING ALL OVER. TARP BLOWING IN HE
R YARD. 12 DAYS OPEN

STEPS
INITIAL INSPECT
NOTICE
REINSPECT
ORDER PICK UP

ACTION TYPE STATUS
INSPECTION NEW
NOTICE NEW
INSPECTION NEW
OTHER NEW

NOTICE SCHEDULED 04/08/16
STARTED COMPLETED

INSPECTION INSPECTOR
COMPLAINT KYLE BURDO
COMPLAINT KYLE BURDO

REQUESTED SCHEDULED
04/08/16 04/08/16

RESULTS FEE AMOUNT
.00
.00

COMPLAINT/VIOLATION TOTALS

.00

COMPLAINANT
MOONEY JOHN & PAMELA

ANON FL UP CONT DATE CONT TIME RESPONSE
N N 04/07/2016 10:51

270 82 JOHNSON AVE

VIOLATION SEVERITY 0 JOHN LEASE 04/13/2016
ZONING VIOLATION 0 COMPLY BY COMPLETED

AT 82 JOHNSON AVE. TENANTS MOVED OUT BUT PUT DRESSER, BOX SPRING & 2 MATTRESSES & DOOR OUT FRONT ACROSS SIDEWALK. GONE OVER A
WEEK. 6 DAYS OPEN

STEPS
INITIAL INSPECT
NOTICE
FOLLOW UP
ORDER REMEDY
APPEARANCE TICKE

ACTION TYPE STATUS
INSPECTION NEW
NOTICE NEW
INSPECTION NEW
NOTICE NEW
OTHER NEW

NOTICE SCHEDULED 04/15/16
STARTED COMPLETED

INSPECTION INSPECTOR
COMPLAINT KYLE BURDO
COMPLAINT KYLE BURDO

REQUESTED SCHEDULED
04/15/16 04/15/16

RESULTS FEE AMOUNT
.00
.00

COMPLAINT/VIOLATION TOTALS

.00

COMPLAINANT
ANGELA KING

ANON FL UP CONT DATE CONT TIME RESPONSE
N N 04/13/2016

265 95 MAIN MILL ST

VIOLATION SEVERITY 0 BOMBARDIER MASS TRANSIT CORP 04/08/2016
GARBAGE 0 EMAIL 0



04/19/2016 08:06
 1427dnep
 CITY OF FLATTSBURGH
 COMPLAINTS/VIOLATIONS REPORT
 DEPARTMENT: Building Inspector
 REFERENCE LOCATION CASE
 COMPLAINT/VIOLATION
 AREA SOURCE RESPONSIBLE PARTY SEVERITY
 REPORTING PERIOD: 04/05/16 TO 04/19/16
 CREATED COMPLETED
 6 picvirpt

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW	NOTICE	04/17/16		
NOTICE	NOTICE	NEW				
FOLLOW UP	INSPECTION	NEW				
ORDER REMEDY	NOTICE	NEW	LETTER			
APPEARANCE TICKE	OTHER	NEW				
INSPECTION INSPECTOR		REQUESTED	SCHEDULED	RESULTS		FEE AMOUNT
COMPLAINT KYLE BURDO		04/17/16	04/17/16			.00
COMPLAINT KYLE BURDO						.00
COMPLAINT/VIOLATION TOTALS						.00

272 UNDERWOOD AVE
 VIOLATION SEVERITY 0
 ZONING VIOLATION RAW SEWAGE AT 25 CUSPRINI WAY
 PHONE CALL 0 RDP REAL ESTATE LLC
 AREA COMPLY BY COMPLETED
 04/15/2016
 4 DAYS OPEN

STEPS	ACTION TYPE	STATUS	NOTICE	SCHEDULED	STARTED	COMPLETED
INITIAL INSPECT	INSPECTION	NEW	NOTICE	04/17/16		
NOTICE	NOTICE	NEW				
FOLLOW UP	INSPECTION	NEW				
ORDER REMEDY	NOTICE	NEW	LETTER			
APPEARANCE TICKE	OTHER	NEW				
INSPECTION INSPECTOR		REQUESTED	SCHEDULED	RESULTS		FEE AMOUNT
COMPLAINT KYLE BURDO		04/17/16	04/17/16			.00
COMPLAINT KYLE BURDO						.00
COMPLAINT/VIOLATION TOTALS						.00

DEPARTMENT TOTALS
 COMPLAINT/VIOLATION ACTIVITY 04/05/16-04/19/16: 11 COMPLAINTS/VIOLATIONS 2 COMPLETED
 11 CREATED
 REPORT TOTALS
 COMPLAINT/VIOLATION ACTIVITY 04/05/16-04/19/16: 11 COMPLAINTS/VIOLATIONS 2 COMPLETED
 11 CREATED

** END OF REPORT - Generated by Denise Nephew **



Plattsburgh, New York

Building & Zoning Department
41 City Hall Place
Plattsburgh, New York 12901
Ph: 518-563-7707
Fax: 518-563-6426

April 12, 2016

Mayor James Calnon
And
Members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

Dear Mayor & Common Council:

At the regular meeting of the Zoning Board of Appeals held on April 11, 2016, below please find the results of that meeting:

<u>APPEAL</u>	<u>APPLICANT</u>	<u>REQUEST</u>
2064	SHAWN & STEPHANIE DAVIES 175 BOYNTON AVENUE	CLASS B VARIANCE ACCESSORY STRUCTURE GRANTED WITH STIPULATIONS
2065	JULIE DANDROW-REIDY 136 CORNELIA STREET	SPECIAL USE PERMIT CONVERT OFFICE SPACE TO SALON GRANTED
2066	JULIE WOODLEY 7 IANELLI AVENUE	CLASS B VARIANCE REQUEST TO WIDEN DRIVEWAY INTO SIDE YARD SETBACK POSTPONED
2067	R. L. VALLEE INC. EAST SIDE US AVENUE	CLASS A VARIANCE CONSTRUCTION OF A NEW CONVENIENCE STORE WITH GASOLINE SALES IN A RC-2 DISTRICT SEQR LEAD AGENCY REQUEST FOR LEAD AGENCY STATUS FROM PB
2068	R. L. VALLEE INC. EAST SIDE US AVENUE	CLASS B VARIANCE 1)2 PRINCIPLE STRUCTURES ON 1 LOT; 2)LOT 13 LACKS REQUIRED OPEN SPACE; 3)LOT 16 LACKS REQUIRED SIDE YARD SETBACK; 4)LOT 16 LACKS REQUIRED OPEN SPACE SEQR LEAD AGENCY STATUS REQUEST FOR LEAD AGENCY STATUS FROM PB
2069	DANIELLE GIRARD 130 PINE STREET	CLASS B VARIANCE CREATE PARKING IN THE FRONT YARD SETBACK GRANTED

Sincerely,
Joseph McMahon
Building Inspector
/dn
CC: City Clerk



Plattsburgh, New York

Jonathan P. Ruff, P.E.
Environmental Manager

41 City Hall Place
Plattsburgh, NY 12901
Phone: 518-536-7519
Fax: 518-563-6083
ruffj@cityofplattsburgh-ny.gov

April 12, 2016

To: Mayor Calnon and Members
Of the Common Council

Fr: Jonathan Ruff

Re: Beach Water Quality Study

A request for proposals was distributed to obtain consulting services to:

- Assess potential sources of bacterial and chemical contamination at the beach and vicinity.
- Perform sampling and data analysis that will allow for screening potential sources for further assessment and for predictive water quality modeling.

One proposal was received from CDMSmith. The proposal was evaluated by a review team and found to meet the submittal and technical requirements. The cost proposal is attached and has been determined to be reasonable. It is respectfully requested that the contract be awarded to CDMSmith in the amount of \$49,600. The source of funds will be capital project H8120.25 – CSO Long Term Control Plan.

Please contact me if you have any questions

cc: Richard Marks
Bill Ellsworth
Kris Gushlaw
Janelle Henry
Steve Peters
Jessica Gregg



11 British American Boulevard
Suite 200
Latham, New York 12110
tel: 518 782-4500
fax: 518 786-3810

March 29, 2016

Mr. Jonathan P. Ruff, P.E.
Environmental Manager
City of Plattsburgh – Environmental Services Department
41 City Hall Place
Plattsburgh, NY 12901

Subject: RFP 2016-1 “City Beach Water Quality”
Professional Engineering Services Cost Proposal

Dear Mr. Ruff:

Camp Dresser McKee & Smith (CDM Smith) is pleased to present our separate cost proposal for the subject project. This cost proposal considers our knowledge of the City of Plattsburgh’s (City) sewer system, input from our technical advisor who has developed beach predictive water quality models and our extensive environmental site assessment and remediation experience.

Table 1 presents our estimated Cost Summary for this project. The estimated hours and costs presented for each task are based on our project understanding and scope of work presented in our Technical Proposal. CDM Smith welcomes the opportunity to discuss our proposed scope of work and associated level of effort with the City in order to arrive at an overall project budget that meets the City’s expectations.

Table 1
Cost Summary

Task	Estimated Hours	Estimated Cost
Task 1	240	\$29,700
Task 2	115	\$12,500
Task 3	42	\$4,500
Task 4	24	\$2,900
Total	421	\$49,600





Mr. Jonathan Ruff, P.E.
March 29, 2016
Page 2

The above estimated cost summary assumes the City will be responsible for all sample collection and the cost of shipment and laboratory analysis under a separate contract.

CDM Smith will need to discuss Optional Task 5 – Develop Predictive Water Quality Model with the City to develop a firm scope of work and estimated cost. However, for the purposes of setting initial expectations CDM Smith estimates that this task would be in the range of \$25,000 to \$35,000 over approximately 2 years of analyzing the data and updating the model. CDM Smith will also need to discuss Optional Task 6 – Public Awareness Program with the City. Our draft scope of work includes separate efforts for a near term program based on actual sampling activities and a long term program if a predictive water quality model is developed. For the purposes of setting initial expectations we estimate the first phase would be approximately \$2,500 and the second phase in the range of \$7,500 to \$10,000.

CDM Smith proposes to complete this project on a time and expense basis. We anticipate utilizing the schedule of hourly billing rates used on our current contracts with the City for this project. We will invoice the City monthly based on the actual labor hours and out-of-pocket expenses incurred and outside professionals utilized in the execution of the work.

We thank you for this opportunity and look forward to working on this exciting and important project. If you need any additional information, or have questions, please feel free to contact me at 518-782-4507.

Sincerely,

A handwritten signature in black ink that reads "Greg Bold". The signature is written in a cursive, flowing style.

Greg Bold, P.E., BCEE
Associate
Camp Dresser McKee & Smith





Plattsburgh, New York

Richard A. Marks
City Chamberlain

Department of Finance
6 Miller Street
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

At a regular meeting of the Common Council of the City of Plattsburgh, New York, held April 21st, 2016, the following resolution was adopted:

By Councilor _____ ; Seconded by Councilor _____

WHEREAS, the following resolution was adopted on April 21st, 2016, and

WHEREAS, the Capital Expenditure Plan adopted January 12th, 2012, includes a Water Filtration Plant category, and

WHEREAS, the Environmental Manager has established a 2012 WFP Plant Improvements project that was included in the Capital Program adopted January 12th, 2012, and

WHEREAS, the cost of the 2012 WFP Plant Improvements project was estimated, was revised in 2015 and is again requested to be revised by the Environmental Manager, as follows:

	2012 Capital Plan	2012 Estimated Cost	2015 Revised Cost	2016 Revised Cost
Plant Improvements- unspecified Conceptual design of new intake and drinking water plant	\$ 100,000	\$ 100,000	\$ 80,000	\$ 180,000
	<u>-</u>	<u>-</u>	<u>45,000</u>	<u>45,000</u>
Total	<u>\$ 100,000</u>	<u>\$ 100,000</u>	<u>\$ 125,000</u>	<u>\$ 225,000</u>
 Project Funding:				
Water Capital Reserve	<u>\$ 100,000</u>	<u>\$ 100,000</u>	<u>\$ 125,000</u>	<u>\$ 225,000</u>
Total	<u>\$ 100,000</u>	<u>\$ 100,000</u>	<u>\$ 125,000</u>	<u>\$ 225,000</u>

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 21st day of April 2016, as follows:

- 1) That, the amount of Two Hundred Twenty-five Thousand and 00/100 (\$225,000.00) Dollars be and it is hereby appropriated as revised above to the Capital Project **2012 WFP Plant Improvements (H8320.73)** for the cost of the Capital Project as revised above is hereby authorized to be expended for such purpose.
- 2) That, Two Hundred Twenty-five Thousand and 00/100 (\$225,000.00) Dollars of such appropriation be provided by the Water Capital Reserve fund.
- 3) That, this resolution takes effect immediately.

On Roll Call,

CERTIFIED A TRUE COPY

CITY CLERK



Plattsburgh, New York

Jonathan P. Ruff, P.E.
Environmental Manager

41 City Hall Place
Plattsburgh, NY 12901
Phone: 518-536-7519
Fax: 518-563-6083
ruffj@cityofplattsburgh-ny.gov

April 12, 2016

To: Mayor Calnon and Members
Of the Common Council

Fr: Jonathan Ruff

Re: Water Plant Improvements
Capital Project H8320.73

Additional work needs to be performed evaluating the water filtration plant, transmission lines, and water supply alternatives. It is respectfully requested that ***another \$100,000 be appropriated to Capital Project H8320.73 – Water Plant Improvements*** from the Water Fund unappropriated fund balance, bringing the total appropriation to \$225,000.

Please contact me if you have any questions

c: Richard Marks



Plattsburgh, New York

Richard A. Marks
City Chamberlain

Department of Finance
6 Miller Street
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

At a regular meeting of the Common Council of the City of Plattsburgh, New York, held April 21st, 2016, the following resolution was adopted:

By Councilor _____ ; Seconded by Councilor _____

WHEREAS, the following resolution was adopted on April 21st, 2016, and

WHEREAS, the Capital Expenditure Plan adopted January 14th, 2016, includes a Public Service Equipment category, and

WHEREAS, the Engineering and Planning Department is establishing a 2016 Equipment Purchase project for items included in the Public Service Equipment category of the Capital Expenditure Plan adopted January 14th, 2016, and

WHEREAS, the cost of the 2016 Equipment Purchase project has been estimated by the Engineering and Planning Department for the costs to implement the improvements during 2016, as follows:

	2016 Capital Plan	2016 Estimated Cost
H.D. Dump Truck w/plow (W/S/G)	\$ 215,000	\$ 215,000
Ambulance (Fire)	195,000	195,000
Asphalt Dump Truck (W/S/G)	135,000	135,000
Sweeper Truck (DPW)	75,000	75,000
Small Municipal Tractor (DPW)	50,000	50,000
20 Ton Trailer (W/S/G)	35,000	35,000
Maintenance Vehicle (W/S/G)	35,000	35,000
Pickup Truck (Fire)	30,000	30,000
Handheld Pipe/Leak Locater (Water)	<u>20,000</u>	<u>20,000</u>
Total	<u>\$ 790,000</u>	<u>\$ 790,000</u>
Project Funding:		
General Fund	\$ 490,000	\$ 490,000
Water Fund	160,000	160,000
Sewer Capital Reserve	<u>140,000</u>	<u>140,000</u>
Total	<u>\$ 790,000</u>	<u>\$ 790,000</u>

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 21st day of April 2016, as follows:

- 1) That, the amount of Seven Hundred Ninety Thousand and 00/100 (\$790,000.00) Dollars is hereby appropriated for the capital project **2016 Equipment Purchase (H5110.56)** for the cost of the equipment listed above and is hereby authorized to be expended for such purpose.
- 2) That, Four Hundred Ninety Thousand and 00/100 (\$490,000.00) Dollars of such appropriation be provided by an advance from the General Fund, but that such advance is to be repaid to the General Fund by year end through funding of this portion of the project with Bond Anticipation Notes or Serial Bonding.
- 3) That, One Hundred Sixty Thousand and 00/100 (\$160,000.00) Dollars of such appropriation be provided by funding from the Water Fund operations.
- 4) That, One Hundred Forty Thousand and 00/100 (\$140,000.00) Dollars of such appropriation be provided by funding from the Sewer Capital Reserve.
- 5) That, this resolution takes effect immediately.

On Roll Call,

CERTIFIED A TRUE COPY

CITY CLERK



MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)

Plattsburgh, New York

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, New York 12901
518-563-2200
Fax: 518-563-6690

April 18, 2016

To: Mayor James Calnon

Subject: St. Lawrence 3 Upgrade Construction
Bid No 2016-2-2 Bid Review and Award Recommendation

The Management of the Plattsburgh Municipal Lighting Department and PLM Engineering have reviewed and evaluated the five bids received on March 29, 2016, for the above subject contract. Attached is PLM's review and recommendation.

We recommend award to **Northline Utilities, LLC. AuSable Forks, NY** in the total amount of **\$ 218,400.00**. The bid is within the funding allotted for this project. If you have any questions, please contact me. Thank you for your attention to this matter.

Respectfully Submitted,



William Treacy
Manager

Enclosure: (2)

CC: City Clerk
Councilor Kelly, PMLD Liaison
Kelly Clookey, MLD Finance Director
Bid 2016 -2-2 File



ELECTRIC POWER ENGINEERING

35 MAIN STREET, HOPKINTON, MA 01748 TEL: (508) 435-0200 FAX: (508) 435-4491

Project 9122-44

April 8, 2016

Mr. William Treacy, Manager
Plattsburgh Municipal Lighting Department
6 Miller Street, Suite 1
Plattsburgh, NY 12901

Dear Bill:

SUBJECT: St. Lawrence No. 3 Upgrade Construction - Bid No. 2016-2-2
Bid Review and Award Recommendation

Sealed bids for the above contract were opened on Tuesday, March 29, 2016 at 11:00 am at the Plattsburgh City Clerk's office. This bid is for the installation of equipment at St. Lawrence No. 3 Substation. The bid was publically advertised and bid requests were sent directly to three qualified firms, all three of which attended the mandatory prebid meeting. Three bids were received.

Northline Utilities, LLC - \$218,450.00 – Northline submitted a valid bid, including all required bid forms. They provided a description of their qualifications and a list of reference projects. Both PLM and PMLD have extensive experience with Northline on similar substation work. We feel that Northline is well qualified to perform the requirements of this project.

M. Scher & Sons, Inc. - \$287,700.00 – M. Scher & Sons submitted a valid bid, including all required bid forms. They provided a description of their qualifications and a list of reference projects. Both PLM and PMLD have positive experience with M. Scher & Sons on similar substation work. We feel that M. Scher & Sons is well qualified to perform the requirements of this project.

O'Connell Electric Company, Inc. - \$392,100.00 – O'Connell submitted a valid bid, including all required bid forms. They provided a description of their qualifications and a list of reference projects. Both PLM and PMLD have extensive experience with O'Connell on similar substation work. We feel that O'Connell is well qualified to perform the requirements of this project.

Based on the discussion above, we recommend award of Bid No. 2016-2-2 – St. Lawrence No.3 Upgrade Construction to **Northline Utilities, LLC.** in the amount of **\$218,450.00.** Northline is the lowest responsive and responsible bidder

If you have any questions or comments concerning this correspondence, please do not hesitate to contact me.

Plattsburgh Municipal Lighting Department

St. Lawrence No. 3 Upgrade Construction
 Bid No. 2016-2-2

March 29, 2016 at 11:00 am

Bidder	Amount	Rank	Difference	Certificate of Non-Collusion	Bid Bond	Addendum	Exceptions
Northline Utilities, LLC	\$218,450.00	1		Y	N	1 & 2	None
M. Scher & Son, Inc.	\$287,700.00	2	\$69,250.00	Y	Y	1 & 2	None
O'Connell Electric Company, Inc.	\$392,100.00	3	\$173,650.00	Y	Y	1 & 2	None

Sincerely,

Kevin S. Soden

Kevin S. Soden
Principal Engineer

CC: Joel Chase, PMLD



MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)

Plattsburgh, New York

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, New York 12901
518-563-2200
Fax: 518-563-6690

April 18, 2016

To: Mayor James Calnon

Subject: St. Lawrence 3 -15 kV Pad Mounted Circuit Reclosers
Bid No 2016-2-1 Bid Review and Award Recommendation

The Management of the Plattsburgh Municipal Lighting Department and PLM Engineering have reviewed and evaluated the five bids received on March 29, 2016, for the above subject contract. Attached is PLM's review and recommendation.

We recommend award to **WESCO, South Burlington , Vt.** in the total amount of **\$ 53,310.00**. The bid is within the funding allotted for this project. If you have any questions, please contact me. Thank you for your attention to this matter.

Respectfully Submitted,


William Treacy
Manager

Enclosure: (2)

CC: City Clerk
Councilor Kelly, PMLD Liaison
Kelly Clookey, MLD Finance Director
Bid 2016 -2-1 File



Project 9122-44

April 8, 2016

Mr. William Treacy, Manager
Plattsburgh Municipal Lighting Department
6 Miller Street, Suite 1
Plattsburgh, NY 12901

Dear Bill:

SUBJECT: St. Lawrence No. 3 – 15 kV Pad-Mounted Circuit Reclosers - Bid No. 2016-2-1
Bid Review and Award Recommendation

Sealed bids for the above contract were opened on Tuesday, March 29, 2016 at 11:00 am at the Plattsburgh City Clerk's office. This bid is for the procurement of two (2) 15 kV Pad-Mounted Circuit Reclosers for St. Lawrence No. 3 Substation. The bid was publically advertised. Five bids were received.

WESCO (G&W Viper S) - \$53,310.00 – WESCO submitted a valid bid, including all required bid forms. They did take minor technical exceptions to the contract documents. PLM has reviewed the capability of the G&W Viper S offering and has determined it to be acceptable.

Graybar (G&W Viper S) - \$55,100.00 – Graybar submitted a valid bid, including all required bid forms. They did take minor technical exceptions to the contract documents. PLM has reviewed the capability of the G&W Viper S offering and has determined it to be acceptable.

WESCO (ABB ReliaPad) - \$73,514.00 – WESCO submitted a valid bid, including all required bid forms. They did take minor technical exceptions to the contract documents. PLM has reviewed the capability of the ABB ReliaPad offering and has determined it to be acceptable.

Irby Utilities (ABB ReliaPad) - \$75,176.00 – Irby submitted a valid bid, including all required bid forms. They did take minor technical exceptions to the contract documents. PLM has reviewed the capability of the ABB ReliaPad offering and has determined it to be acceptable.

V.J. Brown (S&C Intellirupter) - \$93,300.00 – V.J. Brown submitted a valid bid, including all required bid forms. They did not provide a Bid Bond, but said they would if the unit bid was deemed acceptable. They did take complete technical exceptions to the contract documents. Having received four lower cost, acceptable bids, PLM did not review this bid any further.

Based on the discussion above, we recommend award of Bid No. 2016-2-1 – St. Lawrence No.3 15 kV Pad-Mounted Circuit Reclosers to **WESCO (G&W Viper S)** in the amount of **\$53,310.00**. WESCO is the lowest responsive and responsible bidder

If you have any questions or comments concerning this correspondence, please do not hesitate to contact me.

Sincerely,

Kevin S. Soden

Kevin S. Soden
Principal Engineer

CC: Joel Chase, PMLD

Plattsburgh Municipal Lighting Department
PMLD Bid No. 2016-2-1
March 29, 2016 at 11:00 am

Bid Item 1	Bidder			
	V.J. Brown Co.	Irby Utilities	WESCO	Graybar
Price/Unit	93,300.00	75,176.00	53,310.00	55,100.00
Shop Dwgs (wks ARO)	46,650.00	37,588.00	26,655.00	27,550.00
Delivery (wks ARO)	4	3	3-4	4
Cert. Non-Collusion	12	15 wks after appd dwgs	10-11 wks after appd dwgs	12
Bid Bond	Yes	Yes	Yes	Yes
	No*	Yes	Yes	Yes
Model Offered	S&C Interruption Pulse Closer	ABB ReliaPad Padmounted Circuit Breaker	ABB ReliaPad Padmounted Circuit Breaker	G&W Viper-S Solid Dielectric Padmount Recloser
Exceptions	Yes - Total exception to Section 16356	Yes - Some Exceptions	Yes - Some Exceptions	Yes - Minor Exceptions

*Will provide if offering is deemed acceptable



Plattsburgh, New York

Richard A. Marks
City Chamberlain

Department of Finance
6 Miller Street
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

At a regular meeting of the Common Council of the City of Plattsburgh, New York, held April 21st, 2016, the following resolution was adopted:

By Councilor _____ ; Seconded by Councilor _____

WHEREAS, the following resolution was adopted on April 21st, 2016, and

WHEREAS, the Capital Expenditure Plan adopted January 14th, 2016, includes a Street Resurfacing & Improvements category, and

WHEREAS, the Engineering and Planning Department is establishing a 2016 Street Resurfacing project for items included in the Street Resurfacing & Improvements category of the Capital Expenditure Plan adopted January 14th, 2016, and

WHEREAS, the cost of the 2016 Street Resurfacing project has been estimated by the Engineering and Planning Department for the costs to implement the improvements during 2016, as follows:

	2016 Capital Plan	2016 Estimated Cost
Lorraine Street, Cumberland to Miller	\$ 308,000	\$ 308,000
Pine Street, Saranac to Battery	80,000	80,000
Pine Street, Battery to Broad	180,000	180,000
Miscellaneous Paving	100,000	100,000
Street Surveying	30,000	30,000
Street Borings	<u>15,000</u>	<u>15,000</u>
Total	<u>\$ 713,000</u>	<u>\$ 713,000</u>

Project Funding:

CHIPS – NYS Funding	\$ 668,000	\$ 668,000
General Fund	<u>45,000</u>	<u>45,000</u>
Total	<u>\$ 713,000</u>	<u>\$ 713,000</u>

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 21st day of April 2016, as follows:

- 1) That, the amount of Seven Hundred Thirteen Thousand and 00/100 (\$713,000.00) Dollars is hereby appropriated for the capital project **2016 Street Resurfacing (H5110.57)** for the cost of the project items listed above and is hereby authorized to be expended for such purpose.
- 2) That, the amount of Six Hundred Sixty-eight Thousand and 00/100 (\$668,000.00) Dollars of such appropriation be provided by funding from the Consolidated Local Street and Highway Improvement Program (CHIPS) sponsored by New York State.
- 3) That, the amount of Forty-five Thousand and 00/100 (\$45,000.00) Dollars of such appropriation be provided by an advance from the General Fund, but that such advance is to be repaid to the General Fund by year end through funding of this portion of the project with Bond Anticipation Notes or Serial Bonding.
- 4) That, this resolution takes effect immediately.

On Roll Call,

CERTIFIED A TRUE COPY

CITY CLERK



Plattsburgh, New York

Kevin R. Farrington, P.E.
City Engineer

Engineering & Planning Dept.
41 City Hall Place
Plattsburgh, New York 12901
518-563-7730
Fax: 518-563-3645

MEMORANDUM

TO: Richard Marks, City Chamberlain
FROM: Kevin Farrington, City Engineer *KRF*
Date: March 29, 2016
REF: Request for Establishment of Capital Project

It is requested that a capital budget be established and funds appropriated for the following:

9. STREET RESURFACING & IMPROVEMENTS 2016 Estimated Cost

Lorrain St, Cumberland-Miller	\$ 308,000	CHiPs
Pine St, Saranac-Battery	\$ 80,000	CHiPs
Pine St, Battery-Broad	\$ 180,000	CHiPs
Misc Paving	\$ 100,000	CHiPs
Street Survey	\$ 30,000	GEN
Street Borings	\$ 15,000	GEN
TOTAL	\$ 713,000	

Funding:	\$668,000	CHiPs
	<u>\$ 45,000</u>	GEN
TOTAL:	\$713,000	



Plattsburgh, New York

Richard A. Marks
City Chamberlain

Department of Finance
6 Miller Street
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

At a regular meeting of the Common Council of the City of Plattsburgh, New York, held April 21st, 2016, the following resolution was adopted:

By Councilor _____ ; Seconded by Councilor _____

WHEREAS, the following resolution was adopted on April 21st, 2016, and

WHEREAS, the Capital Expenditure Plan adopted January 14th, 2016, includes a Bridge & Waterfront category, and

WHEREAS, the Engineering and Planning Department is establishing a 2016 Saranac River Trail – Phase II project that was included in the Bridge & Waterfront category of the Capital Expenditure Plan adopted January 14th, 2016, and is requesting to amend the Capital Expenditure Plan to include an increase to the 2016 Saranac River Trail – Phase II item in the Bridge & Waterfront category, and

WHEREAS, the cost of the 2016 Saranac River Trail – Phase II project has been estimated by the Engineering and Planning Department for the costs to implement the improvements during 2016, and is being revised, as follows:

	2016 Capital Plan	2016 Revised Cost
Saranac River Trail – Phase II	<u>\$ 1,870,000</u>	<u>\$ 2,370,000</u>
Total	<u>\$ 1,870,000</u>	<u>\$ 2,370,000</u>
Project Funding:		
Federal Funding	\$ 1,496,000	\$ 1,496,000
NYS OPRHP	-	500,000
General Fund	<u>374,000</u>	<u>374,000</u>
Total	<u>\$ 1,870,000</u>	<u>\$ 2,370,000</u>

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 21st day of April 2016, as follows:

- 1) That, the amount of Two Million Three Hundred Seventy Thousand and 00/100 (\$2,370,000.00) Dollars is included in the Capital Expenditure Plan adopted January 14th, 2016, and is hereby appropriated for the capital project **2016 Saranac River Trail – Phase II (H5110.58)** for the cost of the improvements as revised above and is hereby authorized to be expended for such purpose.
- 2) That, One Million Four Hundred Ninety-six Thousand and 00/100 (\$1,496,000.00) Dollars of such appropriation be provided by funding under a grant from the Federal Government.
- 3) That, Five Hundred Thousand and 00/100 (\$500,000.00) Dollars of such appropriation be provided by funding under a grant from the New York State Office of Parks, Recreation and Historic Preservation.
- 4) That, Three Hundred Seventy-four Thousand and 00/100 (\$374,000.00) Dollars of such appropriation be provided by an advance from the General Fund, but that such advance be repaid to the General Fund by year end through funding of this portion of the project with Bond Anticipation Notes or Serial Bonding.
- 5) That, this resolution takes effect immediately.

On Roll Call,

CERTIFIED A TRUE COPY

CITY CLERK



Plattsburgh, New York

Kevin R. Farrington, P.E.
City Engineer

Engineering & Planning Dept.
41 City Hall Place
Plattsburgh, New York 12901
518-563-7730
Fax: 518-563-3645

MEMORANDUM

TO: Richard Marks, City Chamberlain
FROM: Kevin Farrington, City Engineer 
DATE: March 29, 2016
REF: Request for Amendment to 2016 Capital Budget

It is requested the capital project 2016 Bridge & Waterfront be amended as follows:

10. BRIDGE & WATERFRONT

	2016 CAPITAL Plan	2016 Proposed Budget	SOURCE OF FUNDS
Saranac River Trail- Phase II	\$1,870,000	\$2,370,000	General/FED/NYSOPRHP
Total:	\$1,870,000	\$2,370,000	
Project Funding Summary:		\$1,496,000	FED
		\$ 374,000	GEN
		\$ 500,000	NYSOPRHP

Annual Meeting Tentative Agenda

Sunday, May 1

1:00 p.m. NYCOM REGISTRATION OPENS

2:00 p.m. CONCURRENT SESSIONS

- Village Taxpayer Liability: Understanding the Town-wide/Part-town Distinction
- Navigating Rough Waters: Hot Topics in Municipal Ethics

3:30 p.m. CONCURRENT SESSIONS

- Albany Update
- Panels Everywhere! Comprehensive Zoning for Solar
- Strategies for Managing Your Police Department

6:00 p.m. WELCOME RECEPTION

7:00 p.m. DINNER

- Welcoming Remarks
- Local Government Achievement Awards
- NYMIR Risk Management Award & Comp Alliance G. Jeffrey Haber Leadership Award

Monday, May 2

8:00 a.m. CONCURRENT SESSIONS

- SEQRA: Why Every Local Official Needs to Understand It & It's Less Complicated Than You Think
- Making Movies: How to Attract Filmmakers to Your Communities

9:00 a.m. ANNUAL BUSINESS MEETING

9:30 a.m. KEYNOTE SPEAKER BRIAN SHUL

This year's keynote speaker, Brian Shul, will capture you with his motivating story of perseverance and triumph over tragedy. While serving as a Foreign Air Advisor in the Vietnam War, his plane was shot down near the Cambodian border. Unable to eject from the aircraft, Brian was forced to crash land in the jungle. After he was finally found and rescued by a Special Forces team, he spent more than a year in military hospitals recovering from his burn injuries. He miraculously

returned to flying fighter jets just two days after his release and continued to serve in the Air Force until he retired in 1990. Brian Shul's comeback story is truly one-of-a-kind and something you don't want to miss.

11:00 a.m. CONCURRENT SESSIONS

- How to Fix Your Pipes and Not Go Broke
- Collective Bargaining Know-How: Lessons Learned
- The Ins & Outs of Lease Purchase Agreements
- Making Your Community Attractive to Young Entrepreneurs

12:30 p.m. LUNCHEON

- Annual Installation of NYCOM Officers

2:00 p.m. CONCURRENT SESSIONS

- FOIL & the Open Meetings Law: How to Work Under New York's Sunshine Laws Without Getting Burned
- Effective Leadership: The Essentials of Managing People
- Innovative Approaches to Addressing the Drug Epidemic
- What Did They Say? Preventing & Defending Free Speech & Whistle-blower Claims

3:45 p.m. CONCURRENT SESSIONS

- The Hunger Games Part II: Getting Your Piece of the Infrastructure & Economic Development Pie
- Working with Not-for-Profits to Revitalize Your Local Housing Stock
- In the Trenches: What Every Municipal CEO Needs to Know About Their DPW
- Student Showcase on Urban Blight & Not-For-Profit/Community Relations

5:00 p.m. RECEPTION**Evening DINNER ON YOUR OWN**

Tuesday, May 3

8:30 a.m. CONCURRENT SESSIONS

- Policies & Procedures to Manage the Business of Government
- Administering a Volunteer Fire Department
- Grasping Grants: Understanding and Navigating New York's MWBE Requirements

10:00 a.m. CONCURRENT SESSIONS

- Doing More with Less: Strategies to Minimize Costs & Maximize Revenues
- Governing Your Governing Board

11:30 a.m. MEETING CONCLUDES

Updated: 4/5/16

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NYCOM ☐ 119 Washington Avenue ☐ Albany, NY 12210 ☐ 518.463.1185 ph ☐ 518.463.1190 fax
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Plattsburgh Police Department

45 Pine Street

Plattsburgh, New York

518-563-3411

518-566-9000 (FAX)

DESMOND J. RACICOT
Chief of Police

April 7, 2016

Mayor James E. Calnon
And members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

Ladies and Gentlemen:

I respectfully request your approval to send a Police Department Employee to Lake Placid, NY for "Law Enforcement Training Directors Association Annual Directors Meeting and Training", from 05/11/2016 to 05/13/2016. There is a meeting of the Board on the night before training begins. The total cost will not exceed \$537.37 and will be expensed out of the Asset Forfeiture fund. Your consideration in this matter is very much appreciated. If you should have any questions or require additional information, please feel free to contact me.

Respectfully,

Chief Desmond J. Racicot
Plattsburgh Police Department

DJR/hls

City of Plattsburgh
Weekly Expenditure Analysis - Large Dollar Items
Week of 4/22/2016

City:	Payee	Description	Amount
	City Chamberlain - T&A Acct.	Transfer wire payment - weekly Blue Shield & monthly CanaRx cost	54,871.76
	City Chamberlain - Soc Sec Acct.	Transfer to deposit FICA/Medicare Payroll withholding	10,745.74
	New England Organics	162.57 tons of sludge hauling to Grasslands landfill - WPCP - March 2016	8,297.57
	Surpass Chemical Co.	6,496 gal 15% Sodium Hypochlorite for purification - WPCP - March 2016	5,287.74
	RR Charlebois Inc.	Repair to south trailer, shocks & brakes & bearings - WPCP - March 2016	4,243.98
	North Country Cleaners	Janitorial service for buildings - Police & City Hall -March 2016	3,938.37
	Future Environment Designs	O&M & asbestos refresher 13 employees & NYSDDL filing & fee - DPW - April 2016	2,890.25
	Cyncon Equipment Inc.	Sewer camera wheel sets (2) - DPW - March 2016 - 100% Sewer	2,502.63
	Emerick Associates Inc.	Sludge dewatering replacement parts - WPCP - April 2016	2,108.10
	Westaff	Temporary Typist for permanent clerical absences - Finance - April 2016	2,095.93
	Amy Bonn	Consulting services for CD - multiple grants - Jan/Feb 2016	1,860.00
	Automationdirect.com Inc.	Touch screen panel and software for monitoring controls - WPCP - April 2016	1,389.00
	Taylor Rental Center	Electric pressure washer for shop - DPW - March 2016 1/3 gen, 1/3 wtr, 1/3 swr	1,380.00
	Complus Data Innovations, Inc	Parking Ticket collection fee per contract - Police - March 2016	1,354.46
	Esposito & Sons Freight Lines, Inc.	Replace center bearing in drive shaft #283 - Fire Dept. - March 2016	1,351.27
	W.E. Aubuchon Co. Inc.	Hardware supplies for repairs and maint - DPW & WPCP - March/April 2016	1,224.60
	Underhill Garage, Inc.	Repair parts for maintenance - DPW - March 2016 - 1/3 gen, 1/3 wtr, 1/3 swr	1,088.73
	Others - 73 total others	Various	13,870.47
		Total City	120,500.60
MLD:			
	New York Power Authority	Electricity purchased for resale for March 2016	724,461.53
	City Chamberlain - Reserves	Transfers to Reserves - transfer to debt reserve balance - 2009 serial bonds	160,000.00
	Stuart C. Irby Co.	6 pad mount switchgear units (per bid), 6,000 ft. cable & misc. inven - Mar 2016	122,149.84
	HMT, Inc.	Substation maintenance for various stations - January 2016	31,900.00
	City Chamberlain - T&A Acct.	Transfer wire payment - weekly Blue Shield & monthly CanaRx cost	8,163.00
	E.T. Harris & Son	Manitowoc ice making machine replacement at plant - March 2016	3,991.00
	City Chamberlain - Soc Sec Acct.	Transfer to deposit FICA Payroll W/H	3,152.73
	Concrete Building Supply	Electrical Vault and cover for City Hall work order - March 2016	1,851.06
	Verizon	Substation Safety Lines, wireless and cell phone charges - March 2016	1,613.24
	Itron Inc.	Annual maintenance for hardware & software - 2nd installment 2016	1,559.56
	Wells Communication	Radio services for vehicles - March/April 2016	1,154.55
	Others - 12 others	Various	2,846.32
		Total MLD	1,062,842.83
Specials:			
	Special Revenue	AHC Home Repair - \$4.5k admin fees to City ; In Health Family Med - \$50k rev loan pymt	54,500.00
	Capital Expenditures	\$30k WPCP CAPS control, \$10.5k dam const	53,404.21
		Total Specials	107,904.21
	Gross Total		\$ 1,291,247.64
	Less: Inter-Fund Transactions		160,000.00
	Total Net Expenditures		\$ 1,131,247.64
Payroll:		Pay Period	Year to Date
	Total Payroll Headcount	191	286
	Base Hourly & Salary	154,387.23	\$ 3,395,687.26
	Overtime, Standby & Shift Differentials	15,241.14 9.87%	259,124.17 7.63%
	Vacation, Holiday, Pers. & Accum. Leave	\$4.1k Brown (YTD \$11.6k Martin \$3.9k Edwards, \$3.6k Robinson, Stone \$33.5k, Riley \$9.6k) 13,813.32 8.95%	599,704.05 17.66%
	Sick, Bereavement Leave	4,237.35 2.74%	128,460.26 3.78%
	Longevity - AFSCME weekly \$2.3k	YTD Mgt. payout - Stone \$14.8k 1,980.05 1.28%	46,435.81 1.37%
	Higher Class Pay	421.98 0.27%	11,786.45 0.35%
	Sick Leave Buyout		-
	Health Insurance Buyout	(50.00) -0.03%	24,325.00 0.72%
	Clothing/Uniform Allow - PD, MLD		-
	College Degree Allowances		-
	Severance - sick leave time	\$14 Brown (YTD Martin \$41.4k, Stone \$59.2k, Riley \$36.8k)	137,356.50 4.05%
	Retroactive Pay		6,089.93 0.18%
	Grand Total	\$ 190,031.07	\$ 4,608,969.43
	Overtime, Standby & Shift Diff	Fire \$ - 0.00%	\$ 91,503.60 35.31%
		Police 6,824.33 44.78%	54,839.02 21.16%
		DPW 1,510.50 9.91%	43,332.58 16.72%
		MLD 4,446.10 29.17%	35,989.04 13.89%
		WPCP 1,568.99 10.29%	21,166.04 8.17%
		Other City Depts. 891.22 5.85%	10,582.64 4.08%
		Library - 0.00%	1,711.25 0.66%
	Overtime, Standby & Shift Diff - by depart.	\$ 15,241.14	\$ 259,124.17

City of Plattsburgh
Overtime, Standby & Shift Differential Analysis - 2016 Budget vs. Actual
Payroll Period Ended 4/22/2016
(in dollars)

Department	Budget	YTD Budget	YTD Actual	YTD Variance
Fire	161,301.06	49,774.50	91,503.60	(41,729.10)
Police	233,600.00	72,084.61	54,839.02	17,245.59
DPW	212,623.00	65,611.50	43,332.58	22,278.92
MLD	185,600.00	57,272.70	35,989.04	21,283.66
WPCP	84,830.00	26,176.96	21,166.04	5,010.92
Other City	35,400.00	10,923.78	10,582.64	341.14
Library	<u>7,500.00</u>	<u>2,314.36</u>	<u>1,711.25</u>	<u>603.11</u>
Total	<u><u>920,854.06</u></u>	<u><u>284,158.41</u></u>	<u><u>259,124.17</u></u>	<u><u>25,034.24</u></u>