

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

August 25, 2016

**5:30 P.M.**

**MINUTES**

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

**Absent:** None

\*\*\*\*\*

**1. MINUTES OF THE PREVIOUS MEETING:**

**RESOLVED:** That the Minutes of the regular meeting of the Common Council held on August 11, 2016 are approved and placed on file among the public records of the City Clerk’s Office.

By Councilor Dowdle; Seconded by Councilor Kasper  
Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser  
(All voted in the affirmative)

\*\*\*\*\*

**2. PAYROLLS OF VARIOUS DEPARTMENTS:**

**RESOLVED:** That the payrolls of the various Departments of the City of Plattsburgh for the weeks ending August 17, 2016 in the amount of \$ 490,219.66 and August 24, 2016 in the amount of \$ 107,311.97 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 Kasper; Seconded by Councilor Kelly  
Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser  
(All voted in the affirmative)

\*\*\*\*\*

**3. REPORTS OF CITY OFFICES & COMMITTEE REPORTS:**

- Report of Fire and Ambulance Responses for the weeks of August 11-24, 2016
- Report from the Building Inspector’s office August 23, 2016
- Report of Public Hearing held by the Zoning Board of Appeals on August 15, 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 Kretser; Seconded by Councilor O’Connell  
Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser  
(All voted in the affirmative)

**Mayor Calnon** made a motion to add report on the NYS Downtown Revitalization Initiative (DRI) that came in late. Submitted in to minutes of the meeting.

By Councilor Kelly Seconded by Councilor Kretser  
Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser  
(All voted in the affirmative)

\*\*\*\*\*

**4. CORRESPONDENCE OR RECOMMENDATIONS FROM BOARDS: None**

\*\*\*\*\*

**5. AUDIT OF CLAIMS:**

**RESOLVED:** That the bills Audited by the Common Council for the weeks ending August 19, 2016 in the amount of \$ 428,089.92 and August 26, 2016 in the amount of \$ 1,327,668.02 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 Kasper; Seconded by Councilor Dowdle  
Roll call: Councilors Armstrong, Kelly, Dowdle, O’Connell, Kasper, Kretser  
(All voted in the affirmative)

\*\*\*\*\*

**6. PERSONS ADDRESSING COUNCIL:**

**Tom Herman** lives near Reservoir property in Morrisonville. Has issues with trespassers going thru his property on to City Reservoir property.

**Simon Conroy** thanked the Council for allowing Downtown Rising and spoke about the event.

**Christina Corryea** spoke about area on Underwood Avenue that she feels is City property and city should maintain.

**Councilor Kelly** said he felt issue was resolved and the Trailer Park owns the property on Underwood Avenue and it should be ok going forward.

**Laverne Hicks** 9 Alex Way, spoke and brought photos to show Council about and email she sent council regarding gas break in Vermont and tractor trailers going thru her neighborhood bringing subway to and from the factory and her concern that they have gas lines in their neighborhood and the potential for a gas disaster is very real.

\*\*\*\*\*

**7. OTHER ITEMS:**

**A. RESOLVED:** In accordance with the request therefore the Common Council approves the City Chamberlain to adjust the 2016 General Fund Budget by an increase of \$3,954.70, equally to estimated revenue for insurance recovery and to buildings & grounds supplies for South Acres Park to recognize the GEICO reimbursement for the auto accident damage to the fence repaired by C&E Fencing.

By Councilor Kretser; Seconded by Councilor O'Connell  
Discussion: None  
Roll call: Councilors Armstrong, Kelly, Dowdle, O'Connell, Kasper, Kretser  
(All voted in the affirmative)  
**ACTION TAKEN:** Adopted  
Follow up Action: None

\*\*\*\*\*

**B. RESOLVED:** In accordance with the request therefore the Common Council approves the Building Inspector to refund \$20.00 to Barbara Gilman for Building Permit # 1084 (for 77 Bailey Ave) for a fence installation due to her removing her hedge to comply with Hedge Law.

By Councilor Kasper; Seconded by Councilor Dowdle  
Discussion: None  
Roll call: Councilors Armstrong, Kelly, Dowdle, O'Connell, Kasper, Kretser  
(All voted in the affirmative)  
**ACTION TAKEN:** Adopted  
Follow up Action: None

\*\*\*\*\*

**C. RESOLVED:** In accordance with the request therefore the Common Council approves MLD to write-off unpaid final bills from May 1, 2015 to May 31, 2015 in the total amount of \$8,254.19. The percentage of write-offs for this period is .77%.

By Councilor Dowdle; Seconded by Councilor Kelly  
Discussion: None  
Roll call: Councilors Armstrong, Kelly, Dowdle, O'Connell, Kasper, Kretser  
(All voted in the affirmative)  
**ACTION TAKEN:** Adopted  
Follow up Action: None

\*\*\*\*\*

**D. RESOLVED:** In accordance with the request therefore the Common Council approves renewing the contract with Plattsburgh Housing Authority for the provision of Supplemental Police Services by a Plattsburgh Police Officer (2016-2017). The total revenue for the City is billed on a monthly basis to cover the cost of our officer.

By Councilor Kasper; Seconded by Councilor Dowdle  
Discussion: Yes  
Roll call: Councilors Armstrong, Kelly, Dowdle, O'Connell, Kasper, Kretser  
(All voted in the affirmative)  
**ACTION TAKEN:** Adopted  
Follow up Action: None

\*\*\*\*\*

**E. RESOLVED:** In accordance with the request therefore the Common Council approves following street closures during the Battle of Plattsburgh weekend events September 8-11, 2016:

**Friday, 9/9**

City Hall Place closed 5:30p.m.-10p.m.  
Lower Court Street and Trinity Place will be closed 12p.m.-10p.m.

**Saturday, 9/10**

City Hall Place will be closed 9a.m.-8p.m.  
Bridge Street will be accessible until 12:30p.m. in which it will be closed with limited access until 2:30p.m. for the Battle of Plattsburgh Parade  
Cumberland Avenue-Wilcox Dock, closed/limited access from 1p.m.-after parade.  
Lower Court Street and Trinity Place will be closed 8a.m.-10p.m.

**Sunday, 9/11**

City Hall Place will be closed beginning at 8a.m.-3:30p.m.  
Lower Court Street and Trinity Place will be closed 8a.m.-3:30p.m.  
Upper Bridge Street to Pike Street will be closed beginning at 9:30a.m.-12p.m. Partial closure of Jay, Hamilton, Club & US Oval from 9:45a.m. – 11p.m. for the 5K Invasion Run.

By Councilor Kretser; Seconded by Councilor O’Connell

Discussion: Yes

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

(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

\*\*\*\*\*

**F. RESOLVED:** In accordance with the request therefore the Common Council approves the City Chamberlain to increase the 2016 Sewer Fund budget for the WPCP operations by \$82,250.00 for unbudgeted costs for various lines items for equipment repairs and parts and supplies and contract services.

By Councilor Kretser; Seconded by Councilor Dowdle

Discussion: Yes

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

(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

\*\*\*\*\*

**G. RESOLVED:** In accordance with the request therefore the Common Council approves the City Chamberlain to transfer \$103,904 between several Police Department budget items and also increase the use of the General Fund Appropriated Fund Balance, in order to cover under budgeted items related to employee separation costs, contract services, motor vehicle repairs, supplies and printing costs. The effect of the transfer between accounts increases the 2016 General Fund budgeted appropriations by \$97,294.

By Councilor Dowdle; Seconded by Councilor Kasper

Discussion: Yes

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

(Councilors Armstrong, Kelly and O’Connell voted in the negative. Councilors Dowdle, Kasper and Kretser voted in the affirmative. Mayor Calnon voted in the affirmative to decide the issue)

**ACTION TAKEN:** Adopted

Follow up Action: None

\*\*\*\*\*

**H. RESOLVED:** In accordance with the request therefore the Common Council approves the City Chamberlain to revise capital project H5110.50, 2015 Street Resurfacing, for the increased cost of \$170,000 for Fort Brown Drive to be covered by NYS CHIPS funding.

By Councilor Kretser; Seconded by Councilor Kasper

Discussion: None

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

(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

\*\*\*\*\*

**I. RESOLVED:** In accordance with the request therefore the Common Council approves the City Chamberlain to revise capital project H5110.58, 2016 Saranac River Trail, for the demolition cost of \$200,000 for the Saranac Street Bridge to be covered by the General Fund.

By Councilor Kelly; Seconded by Councilor Kasper

Discussion: None

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

(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

\*\*\*\*\*

**J. RESOLVED:** In accordance with the request therefore the Common Council approves the City Chamberlain to revise capital project H5110.57, 2016 Street Resurfacing, for the increased cost of \$292, 000 for Lorraine Street to be covered by the General Fund for \$192,000 and the Water Fund by \$100,000.

By Councilor Kasper; Seconded by Councilor Dowdle

Discussion: None

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

(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

\*\*\*\*\*

**K. RESOLVED:** In accordance with the request therefore the Common Council approves Engineering Contract #2016 -06/07 “2016 City Street Paving – Fort Brown and Sandra Avenue” be awarded to Luck Bros for the bid price of \$455,312.31

By Councilor Kretser; Seconded by Councilor O’Connell

Discussion: None

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

(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

\*\*\*\*\*

**L. RESOLVED:** In accordance with the request therefore the Common Council approves Engineering Contract #2016 -10 “Saranac Street Bridge Superstructure Removal” be awarded to Severson Environmental Services for the bid price of \$177,000.

By Councilor Kelly; Seconded by Councilor O’Connell

Discussion: None

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

(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

\*\*\*\*\*

**8. TRAVEL REQUEST:**

**A. RESOLVED:** In accordance with the request therefore the Common Council approves two Police Department Employees to attend “2016 IMPACT Training Conference” from September 12-14, 2016 in Saratoga Springs, NY. The total cost will not exceed \$564.00 and will be expensed out of the Asset Forfeiture fund.

By Councilor Kretser; Seconded by Councilor Kelly

Discussion: None

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

(All voted in the affirmative)

**ACTION TAKEN:** Adopted

Follow up Action: None

\*\*\*\*\*

**9. RESOLUTIONS FOR INITIAL CONSIDERATION: None**

\*\*\*\*\*

**10. NEW BUSINESS:**

**Councilor Armstrong** asked if the DRI meetings will be open to the public.

**Mayor Calnon** they will they are subject to the Open Meetings Law.

**Councilor O’Connell** spoke about the vote when he wasn’t here his vote counted as no. He would have been in favor of putting it up for ballot and the Mayor wouldn’t have had to be the tie breaker. He mentioned that Bailey Avenue sidewalk steps need repair, parking spot near dentist office on Oak and Cornelia is hard to see around and skunk problem near Bailey Avenue nothing seems to be done.

**Councilor Armstrong** mentioned Lavern Hicks concern regarding Wall Street and she wanted to express an affirmation of her concern. She made proposal that the situation be investigated at work session and have Council and related Department Heads take a look at the situation.

**Councilor Dowdle** asked if there are any litigation issues surrounding this.

**Corporation Counsel Dean Schneller** yes there is some that part of claim is related to the traffic. The way she presented it tonight it seems like it was a different issue then what was raised in the litigation.

**Councilor Kelly** sked if Mayor is able to update them on where we stand with the litigation with Human retirees.

**Mayor Calnon** said there is no update as of yet.

**Mayor Calnon** agreed with Councilor O'Connell about the corner of Cornelia and Oak Street. There is no left turn signal and he would refer to Engineering and MLD to take look at. I have to disagree with him about the skunk problem. The animal control officer has been present and is very actively trapping there and when he investigated the community garden he didn't find any skunk droppings he doesn't believe the community garden is the source of food. His major concern is people putting food out intending for one animal but being eaten by another. The skunks are actually attracted to some of the berries in the back yards as well. He tries to talk to homeowners that are home when he is in the area and police officers will go and speak to homeowners too. Senator Schumer is sponsoring a bill for a nationwide database of illnesses that are frequently found among firefighters he will be at Fire station 1 on Friday at 11 am for support of bill.

\*\*\*\*\*

**11. CLOSING PUBLIC COMMENTS: None**

\*\*\*\*\*

Motion to Adjourn by Councilor O'Connell; Seconded by Councilor Kelly  
Roll call Councilors Armstrong, Kelly, Dowdle, O'Connell, Kasper, Kretser  
**(All voted in the affirmative)**

**MEETING ADJOURNED: 6:15pm**

## NYS Downtown Revitalization Initiative (DRI) - City of Plattsburgh

Initial Program Planning Conference Call

Tuesday, August 23<sup>rd</sup> 1:00 pm – 3:00 pm

Becky, Paul and I met via telephone conference with our full State DRI team on Tuesday. We were joined by representatives from NYS Department of State, Department of Labor, Empire State Development, Homes and Community Renewal, and our planning consultants from HR&A.

I summarized the five pillars found in the DRI application that define our Live, Work & Play:

- Increased mixed-use housing,
- Recreation, gathering space and access to river and lake,
- Retail space, with healthy food,
- Business Incubator space; Maker space
- Arts and Culture.

I included a commitment to Green development and free downtown WiFi for each one of those pillars.

HR&A consultant team indicated that they did not want to “recreate the wheel” and congratulated Plattsburgh - “Exciting to see how much visioning has taken place.”

- Economic and real estate development firm
- Experienced in public/private partnerships.
- Will define the scope of their services
  - Will include sub-contractors as needed.
  - Will set up and staff meetings, prepare minutes, etc.
- First on-site visit with the DRI Steering Committee is set for September 15<sup>th</sup>.
- HR&A’s Project Scope will:
  - Incorporate Previous Planning Work
  - Existing plans and public input, attached, have been shared with all
  - Schedule and administer four public input events, each matched to significant steps in the Steering Committee’s process

Mayor has nominated 45 potential members to the DRI Steering Committee, NYS will be vetting the list and selecting 10 – 15 for the Steering Committee.

- We expect to have a number of ad hoc committees, focused on specific issues, formed under the guidance of the Steering Committee and HR&A.

Department of State expressed a desire to have the specific actions accomplished with this DRI grant be expressed as one part of a broader plan for development going forward. This will link future grant proposals to the DRI, increasing the viability of grant applications.

# Planning Documents for City of Plattsburgh DRI

## City of Plattsburgh

City of Plattsburgh Local Waterfront Revitalization Program (Draft) - January 2016  
Guide to the Lake City – Lake Champlain Walkways Interpretive Guide  
City Beach and Crete Center Waterfront Design and Feasibility Study – April 2016  
Durkee Street Real Estate Market Analysis & Financial Feasibility Study  
Recreation Survey Summary Report – 2014  
Saranac River Whitewater Park Pre-Feasibility Visit and Analysis - 2014  
Adirondack Coast Destination Master Plan - Plattsburgh City Beach - July 2013  
Wastewater Treatment Facility Mitigation Final Feasibility Study – 2011  
Plattsburgh Brownfield Opportunity Area, Pre-Nomination Study - January 2010  
Streetscape and Design Guidelines for the Downtown Area - May 2009  
Reconnaissance Survey – Walkway Park – April 2009  
Plans for Progress Brochure – Quality Communities Program – 2009  
Clinton Street Improvement Project – Concept Design Report - 2005  
Durkee Street Development Design Study – June 2003  
Proposed Waterfront Hotel Feasibility Study - 2003  
Plattsburgh Downtown/Waterfront Economic Enhancement Strategy Report - Hyett Palma 2003  
Plattsburgh: Waterfront Horizons (Marketing Plan) - 2001  
Comprehensive Plan for the City of Plattsburgh - 1999  
Comprehensive Plan Maps for the City of Plattsburgh – 1999  
Dock-Bridge St. Corridor Design & Linkage Study - 1999

## Regional

Saranac River Trail Greenway Feasibility Study – Summer 2016  
Essex/Clinton Counties Waterfront Plan - December 2010  
Adirondack Coast/Clinton County Destination Master Plan

- Destination Master Plan Revised Goals - 2015
- Destination Master Plan Revised Goals - Summer 2013
- Destination Master Plan Revised Goals - June 2012
- Adirondack Coast Destination Master Plan Actions – 2011
- Adirondack Coast Destination Master Plan Actions – 2010
- Destination Master Plan Vision - September 2010
- Destination Master Plan Analysis - September 2010
- Destination Master Plan Assessment - September 2010

North Country Regional Economic Development Council Progress Report - 2015  
North Country Regional Economic Development Council Progress Report – 2014  
North Country Regional Economic Development Council Progress Report – 2013  
North Country Regional Economic Development Council Progress Report – 2012  
North Country Regional Economic Development Council Strategic Plan – 2011  
Town of Plattsburgh Economic Development Strategic Plan 2013  
Town of Plattsburgh Comprehensive Plan 2010