

**REGULAR MEETING OF THE COMMON COUNCIL
OF THE CITY OF PLATTSBURGH, NEW YORK
JANUARY 21, 2021
5:00 P.M.**

MINUTES

Present: Mayor Christopher Rosenquest, Councilors Jaime Canales (W1) Mike Kelly (W2), Elizabeth Gibbs (W3), Jennifer Tallon (W4), Patrick McFarlin (W5), Jeff Moore (W6)

Absent: None

MAYOR’S COMMENTS: None

1. MINUTES OF THE PREVIOUS MEETING:

RESOLVED: That the Minutes of the Regular Meeting and the Organizational Meeting of the Common Council held on January 7, 2021 are approved and placed on file among the public records of the City Clerk’s Office

By Councilor Gibbs; Seconded by Councilor Canales
Roll call: Councilors Canales, Kelly, Gibbs, Tallon, McFarlin, Moore
(All in Favor/opposed)
(All voted in the affirmative)

2. PUBLIC COMMENT ON ANY TOPIC: None

3. REPORTS OF CITY OFFICES & COUNCILOR/DEPARTMENT CHAIR/LIAISON COMMITTEE REPORTS:

City Operations – Chair Councilor McFarlin indicated held first meeting on January 11, 2020. Next meeting is Monday, February 8, 2020 at 5pm via Zoom.

City Infrastructure – Chair Councilor Moore indicated haven’t met yet and nothing to report.

Finance and Community Development – Chair Mayor Rosenquest mentioned a number of resolutions on the agenda from Finance and Community Development. Some have to do with Arts Park, DRI implementation changes to Farmers Market project and another of items sent through on the committee agenda.

Public Safety – Chair Councilor Gibbs indicated met this week, had lengthy discussion, it can be viewed on YouTube, no updates.

Plattsburgh Public Library – Liaison Councilor McFarlin indicated no updates.

MLD - MLD Board President Councilor Kelly indicated no updates first meeting is on April 29, 2020.

Corporation Counsel Dean Schneller anticipates need for Executive Session, which they can get to at the end of meeting, to discuss a personnel matter for a particular person and some Collective Bargaining negotiations.

4. CORRESPONDENCE OR RECOMMENDATIONS FROM BOARDS:

- Report from the Public Safety Citizens Review Panel January 19, 2021

Mayor Rosenquest mentioned he had a fantastic meeting with that group and they are on track to present some recommendations to the community and get some community feedback and also make those recommendations to the council and internally for review. Ideally get those recommendations well before the April 1st deadline to solidify and plan for it.

5. PAYROLLS OF VARIOUS DEPARTMENTS:

RESOLVED: That the payrolls of the various Departments of the City of Plattsburgh for the week ending January 20, 2021 in the amount of \$ 54,276.85 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 Moore; Seconded by Councilor Kelly
Roll call: Councilors Canales, Kelly, Gibbs, Tallon, McFarlin, Moore
(All in Favor/opposed)
(All voted in the affirmative)

6. AUDIT OF CLAIMS:

RESOLVED: That the bills Audited by the Common Council for the week ending January 22, 2021 in the amount of \$ 474,656.88 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 Canales; Seconded by Councilor McFarlin
Roll call: Councilors Canales, Kelly, Gibbs, Tallon, McFarlin, Moore
(All in Favor/opposed)
(All voted in the affirmative)

7. OTHER ITEMS:

- A.** Revise Capital project H5110.70 “2019 Broad Street Parking Lot.”

WHEREAS, the following resolution was adopted on January 21st, 2021, and

WHEREAS, the Capital Expenditure Plan adopted December 12th, 2019, includes a Downtown Improvements category, and

WHEREAS, the Infrastructure Division established a 2019 Broad Street Parking Lot project for items not included in the Downtown Improvements category of the Capital Expenditure Plan adopted December 12th, 2019, and

WHEREAS, the cost of the 2019 Broad Street Parking Lot project has been estimated by the Infrastructure Division for the costs to implement the unplanned improvements through revising the Downtown Improvements section of the Capital Expenditure Plan during 2019 and 2020, and is hereby further revised to include cost increases for 2021, as follows:

		2019 Capital Plan	2019 Estimated Cost	2020 Revised Cost	2021 Revised Cost
Broad Street lot improvements	\$	-	\$ 200,000	\$ 210,200	\$ 223,185
Engineering		-	-	28,100	8,100
Total	\$	-	\$ 200,000	\$ 238,300	\$ 251,285

Project Funding:

General Fund Serial Bonds	\$	-	\$ 200,000	\$ 238,300	\$ 167,766
FRB Grant Funding			-	-	83,519
Total	\$	-	\$ 200,000	\$ 238,300	\$ 251,285

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 21st day of January 2021, as follows:

- 1) That, the amount of Two Hundred Fifty-one Thousand Two Hundred Eighty-five and 00/100 (\$251,285.00) Dollars is hereby appropriated for the capital project 2019 Broad Street Parking Lot (H5110.70) for the cost of the project items listed above and is hereby authorized to be expended for such purpose.
- 2) That, the amount of One Hundred Sixty-seven Thousand Seven Hundred Sixty-six and 00/100 (\$167,766.00) Dollars of such appropriation be provided by an advance from the General Fund to pay for the improvements listed above, but that such advance has been repaid to the General Fund during 2020 and that funding for this project has been sourced through Serial Bonds issued on October 15th, 2020.
- 3) That, the amount of Eighty-three Thousand Five Hundred Nineteen and 00/100 (\$83,519.00) Dollars of such appropriation will be provided through a grant from the NYS Financial Restructuring Board.
- 4) That, this resolution takes effect immediately.

By Councilor Gibbs; Seconded by Councilor Canales

Discussion: None

Roll call: Councilors Canales, Kelly, Gibbs, Tallon, McFarlin, Moore

(Councilors Canales, Kelly, Gibbs, Tallon and Moore voted in the affirmative. Councilor McFarlin voted in the negative.

ACTION TAKEN: Adopted

Follow up Action: None

B. Revise Capital project H5110.73 “2019 Farmers Market Improvements”

WHEREAS, the following resolution was adopted on January 21st, 2021, and

WHEREAS, the Capital Expenditure Plan adopted January 10th, 2019, includes a Downtown Improvements category, and

WHEREAS, the Infrastructure Division is establishing a 2019 Farmers’ Market Improvements project for items not included in the Downtown Improvements category of the Capital Expenditure Plan adopted January 10th, 2019, and

WHEREAS, the cost of the 2019 Farmers’ Market Improvements project has been estimated by the Infrastructure Division for the costs to implement the unplanned improvements through revising the Downtown Improvements section of the Capital Expenditure Plan during 2019 and again in 2021, as follows:

	2019 Capital Plan	2019 Estimated Cost	2021 Revised Cost
Farmers’ Market Improvements	\$ -	\$ 250,000	\$ 276,600
Architectural, Engineering & Environmental	-	-	53,127
Total	\$ -	\$ 250,000	\$ 329,727

Project Funding:

Downtown Grant Program (DRI)	\$ -	\$ 250,000	\$ 302,067
General Fund	-	-	27,660
Total	\$ -	\$ 250,000	\$ 329,727

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 21st day of January 2021, as follows:

5) That, the amount of Three Hundred Twenty-nine Thousand Seven Hundred Twenty-seven and 00/100 (\$329,727.00) Dollars is hereby appropriated for the capital project 2019 Farmers’ Market Improvements (H5110.73) for the revised cost of the project items listed above and is hereby authorized to be expended for such purpose.

6) That, the amount of Three Hundred Two Thousand Sixty-seven and 00/100 (\$302,067.00) Dollars of such appropriation will be provided by an advance from the General Fund, but that such advance is to be repaid to the General Fund from funding under the Downtown Grant Program (DGP) segment of the Downtown Revitalization Initiative (DRI) grant sponsored by the New York State Department of State.

7) That, the amount of Twenty-seven Thousand Six Hundred Sixty and 00/100 (\$27,660.00) Dollars of such appropriation will be provided from the General Fund.

8) That, this resolution takes effect immediately.

By Councilor Gibbs; Seconded by Councilor Kelly

Discussion: None

Roll call: Councilors Canales, Kelly, Gibbs, Tallon, McFarlin, Moore

(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

C. Revise Capital project H5110.65 “2018 Arnie Pavone Memorial Parking Plaza”

WHEREAS, the following resolution was adopted on January 21st, 2021, and

WHEREAS, the Capital Expenditure Plan for 2018 adopted October 5th, 2017, includes a Downtown Improvements category, and

WHEREAS, the Infrastructure and Planning Department established a 2018 Glens Falls National Bank Parking Lot project that was not included in the 2018 Capital Expenditure Plan adopted October 5th, 2017, and

WHEREAS, the cost of the 2018 Glens Falls National Bank Parking Lot project had been estimated to provide for the costs for the project during 2018, and has been revised for cost additions during 2019 and 2020, and was also renamed in 2019 as the 2018 Arnie Pavone Memorial Parking Plaza, and is being further revised for cost additions and funding changes during 2021, as follows:

	2018 Capital Plan	2018 Estimated Cost	2019 Revised Cost	2020 Revised Cost	2021 Revised Cost
Glens Falls National Bank property	\$ -	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
Demolition management & cost	-	-	234,650	273,256	273,256
Parking lot construction	-	-	150,000	389,000	392,720
Eng. design, remediation & bid work	-	-	43,988	43,988	43,988

Total \$ - \$ 500,000 \$ 928,638 \$ 1,206,244 \$ 1,209,964

Project Funding:

Parking (SAD) Fund Advance	\$	-	\$	500,000	\$	928,638	\$	1,051,138	\$	1,034,473
FRB Grant Funding		-		-		-		155,106		175,491
Total	\$	-	\$	500,000	\$	928,638	\$	1,206,244	\$	1,209,964

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 21st day of January 2021, as follows:

- 1) That, the amount of One Million Two Hundred Nine Thousand Nine Hundred Forty-four and 00/100 (\$1,209,964.00) Dollars is hereby appropriated to the Capital Project 2018 Arnie Pavone Memorial Parking Plaza (H5110.65) for the revised cost of the project described above and is hereby authorized to be expended for such purpose.
- 2) That, One Million Thirty-four Thousand Four Hundred Seventy-three and 00/100 (\$1,034,473.00) Dollars of such appropriation was provided by an advance from the Parking Fund (SAD) Fund to pay for the improvements listed above, and that advance was repaid to the Parking Fund during 2020 and that funding for this project has been sourced through Serial Bonds issued on October 15th, 2020.
- 3) That, the amount of One Hundred Seventy-five Thousand Four Hundred Ninety-one and 00/100 (\$175,491.00) Dollars of such appropriation will be provided through a grant from the NYS Financial Restructuring Board.
- 4) That, this resolution takes effect immediately.

By Councilor Moore; Seconded by Councilor Gibbs

Discussion: Yes

Roll call: Councilors Canales, Kelly, Gibbs, Tallon, McFarlin, Moore
 (Councilors Canales, Kelly, Gibbs, Tallon and Moore voted in the affirmative. Councilor McFarlin voted in the negative.

ACTION TAKEN: Adopted

Follow up Action: None

D. Approving 2020 year end Budget adjustments

WHEREAS, the following resolution was adopted on January 21st, 2021; and

WHEREAS, the 2020 City budget made appropriations for all government fund expenditures; and

WHEREAS, the City Chamberlain is requesting to close the over-budget account appropriations through transfer of surplus budget account appropriations for the fiscal year 2020 for all government

funds;

NOW, THEREFORE, BE IT RESOLVED, the Common Council Authorizes the City Chamberlain to adjust the 2020 City budget for all government funds, as follows:

By Councilor McFarlin; Seconded by Councilor Gibbs

Discussion: None

Roll call: Councilors Canales, Kelly, Gibbs, Tallon, McFarlin, Moore

(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

E. Approving Budget adjustment from Mayor’s office payroll to Municipal Association dues and Authorizing payment of membership dues with NYCOM.

WHEREAS, the following resolution was adopted on January 21st, 2021; and

WHEREAS, the 2021 General Fund budget does not make appropriations for Municipal Association Dues; and

WHEREAS, the Mayor has decided to participate in the New York State Conference of Mayors association for the City of Plattsburgh for the fiscal year 2021;

NOW, THEREFORE, BE IT RESOLVED, the Common Council Authorizes the City Chamberlain to adjust the General Fund budget, as follows:

Increase: General Fund – Municipal Association Dues	11920000-4430	\$5,904.00
Decrease: General Fund – Mayor’s Office Regular Payroll	11210000-1100	\$5,904.00

To provide for unbudgeted appropriations for the annual dues for participating in NYCOM, the New York State Conference of Mayors, in the General Fund. The budget adjustment does not increase the General Fund budget for appropriations in 2021.

By Councilor Gibbs; Seconded by Councilor Moore

Discussion: None

Roll call: Councilors Canales, Kelly, Gibbs, Tallon, McFarlin, Moore

(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

F. Approving budget adjustment from Finance Department Data Processing contract svcs to Data Processing Capital outlay

WHEREAS, the following resolution was adopted on January 21st, 2021; and

WHEREAS, the 2021 General Fund budget does not make appropriations for Data Processing Capital Outlay; and

WHEREAS, the City Chamberlain is requesting to acquire a new mailing system machine for the City

of Plattsburgh for the fiscal year 2021;

NOW, THEREFORE, BE IT RESOLVED, the Common Council Authorizes the City Chamberlain to adjust the General Fund budget, as follows:

Increase: General Fund – Data Processing Capital Outlay	11680000-3000	\$ 7,800.00
Decrease: General Fund – Data Processing Contract Services	11680000-4430	\$ 7,800.00

To provide for unbudgeted appropriations for the Data Processing Department in the General Fund to provide for the purchase of a mailing system machine. The purchase is necessary to replace the five year-old machine currently failing periodically requiring maintenance and causing down time for mailing utility invoices. The new machine will have upgraded capabilities for more efficient processing of utility invoices and other mass mailings. The previous two mail system machines were acquired through leasing, however, the cost to lease over a 60 month period would total roughly \$3,900 per year for five years, making the purchase option a better choice financially than leasing. The budget adjustment does not increase the General Fund budget for appropriations in 2021.

By Councilor Gibbs; Seconded by Councilor Kelly

Discussion: None

Roll call: Councilors Canales, Kelly, Gibbs, Tallon (*absent**), McFarlin, Moore

(All voted in the affirmative) (**Councilor Tallon’s Zoom connection dropped so absent for Roll Call*)

ACTION TAKEN: Adopted

Follow up Action: None

G. Approving budget adjustment from Mayor’s office non-payroll compensation to Contracted services

WHEREAS, the following resolution was adopted on January 21st, 2021; and

WHEREAS, the 2021 General Fund budget makes appropriations for Non Payroll Compensation in the Mayor department; and

WHEREAS, the Mayor is requesting to transfer the Non Payroll Compensation appropriation for the fiscal year 2021;

NOW, THEREFORE, BE IT RESOLVED, the Common Council Authorizes the City Chamberlain to adjust the General Fund budget, as follows:

Increase: General Fund – Mayor’s Contract Services	11210000-4430	\$ 2,500.0
Decrease: General Fund – Mayor’s Non Payroll Compensation	11210000-1100	\$ 2,500.00

To provide for the transfer of appropriations from the Mayor’s Office Non-employee Compensation account that isn’t needed in 2021 to the Mayor’s Office Contract Services account. The budget adjustment provides for appropriating purchases for necessary office operating expenses throughout the year and will not increase the General Fund budget for appropriations in 2021.

By Councilor Gibbs; Seconded by Councilor Canales

Discussion: None

Roll call: Councilors Canales, Kelly, Gibbs, Tallon, McFarlin, Moore

(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

H. Approving construction contract for the “Arts Park” plumbing work

WHEREAS, the City of Plattsburgh revitalization efforts will involve several downtown area improvement projects known as the Downtown Area Improvement Projects (DAIP); and

WHEREAS, the City of Plattsburgh Common Council determined to conduct comprehensive review of the DAIP through preparation of a Generic Environmental Impact Statement (GEIS) pursuant to the State Environmental Quality Review Act (SEQRA) and Section 617.10 of Title 6 of the New York Compilation of Codes, Rules and Regulations; and

WHEREAS, the Common Council, as duly designated Lead Agency pursuant to SEQRA, conducted a thorough SEQRA review of the DAIP, including conducting scoping, preparing Draft and Final Generic Environmental Impact Statements (EIS), conducting a Public Hearing and adopting a SEQRA Findings Statement; and

WHEREAS, the Findings Statement determined, among other things, that given the demonstrated public need and benefit of the DAIP, its lack of significant adverse environmental impacts and its avoidance of such impacts by project design, location and mitigation, the decision to proceed with the Project as proposed gave due consideration to and represented a reasonable and proper balancing of environmental considerations with social, economic and other relevant considerations; and

WHEREAS, the Findings Statement further determined and certified that, consistent with social, economic and other essential considerations from among the reasonable alternatives available, the DAIP avoids or minimizes adverse environmental impacts to the maximum extent practicable and incorporates as conditions to the Board’s decision those mitigation measures that were identified as practicable; and

WHEREAS, approval from the Common Council is now needed for award of the construction contract for the Plumbing scope of work for the Arts Park, which is required to enable the Westelcom Park Improvements to proceed;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. In accordance with the request therefore, the Common Council approves the construction contract for the “Arts Park” plumbing work to be completed as part of the DRI’s improvements to the Betty Little Arts Park, also known as Westelcom Park, be awarded to the lowest responsible bidder, Luck Brothers, Inc., in the amount of \$179,582. Funding is to be provided by the DRI’s Streetscape Improvements and Riverfront Access grant.
2. The Common Council has reviewed the proposed construction contract award and finds that it constitutes an integral component of the Westelcom Park Improvements portion of the DAIP which was thoroughly reviewed under SEQRA.
3. The potential environmental impacts of the construction contract award was adequately addressed as an essential component of the Westelcom Park Improvements portion of the DAIP in the GEIS and the Findings Statement and the proposed construction contract award is not likely to result in any new or different environmental impacts than those previously considered during SEQRA review of the DAIP. Therefore, no further SEQRA review is necessary.
4. The Common Council authorizes and directs the Mayor, City Clerk, Director of Community Development, City Attorney and/or Special Legal Counsel to take such further actions as may be

necessary to effectuate the intent of this Resolution.

By Councilor Gibbs; Seconded by Councilor Canales

Discussion: None

Roll call: Councilors Canales, Kelly, Gibbs, Tallon, McFarlin, Moore

(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

I. Approving construction contract for the “Arts Park” general construction work

WHEREAS, the City of Plattsburgh revitalization efforts will involve several downtown area improvement projects known as the Downtown Area Improvement Projects (DAIP); and

WHEREAS, the City of Plattsburgh Common Council determined to conduct comprehensive review of the DAIP through preparation of a Generic Environmental Impact Statement (GEIS) pursuant to the State Environmental Quality Review Act (SEQRA) and Section 617.10 of Title 6 of the New York Compilation of Codes, Rules and Regulations; and

WHEREAS, the Common Council, as duly designated Lead Agency pursuant to SEQRA, conducted a thorough SEQRA review of the DAIP, including conducting scoping, preparing Draft and Final Generic Environmental Impact Statements (EIS), conducting a Public Hearing and adopting a SEQRA Findings Statement; and

WHEREAS, the Findings Statement determined, among other things, that given the demonstrated public need and benefit of the DAIP, its lack of significant adverse environmental impacts and its avoidance of such impacts by project design, location and mitigation, the decision to proceed with the Project as proposed gave due consideration to and represented a reasonable and proper balancing of environmental considerations with social, economic and other relevant considerations; and

WHEREAS, the Findings Statement further determined and certified that, consistent with social, economic and other essential considerations from among the reasonable alternatives available, the DAIP avoids or minimizes adverse environmental impacts to the maximum extent practicable and incorporates as conditions to the Board’s decision those mitigation measures that were identified as practicable; and

WHEREAS, approval from the Common Council is now needed for award of the construction contract for the General Construction scope of work for the Arts Park, which is required to enable the Westelcom Park Improvements to proceed;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. In accordance with the request therefore, the Common Council approves the construction contract for the “Arts Park” general construction work to be completed as part of the DRI’s improvements to the Betty Little Arts Park, also known as Westelcom Park, be awarded to the lowest responsible bidder, Luck Brothers, Inc., in the amount of \$688,516. Funding is to be provided by the DRI’s Streetscape Improvements and Riverfront Access grant.
2. The Common Council has reviewed the proposed construction contract award and finds that it constitutes an integral component of the Westelcom Park Improvements portion of the DAIP which was thoroughly reviewed under SEQRA.

3. The potential environmental impacts of the construction contract award were adequately addressed as an essential component of the Westelcom Park Improvements portion of the DAIP in the GEIS and the Findings Statement and the proposed construction contract award is not likely to result in any new or different environmental impacts than those previously considered during SEQRA review of the DAIP. Therefore, no further SEQRA review is necessary.
4. The Common Council authorizes and directs the Mayor, City Clerk, Director of Community Development, City Attorney and/or Special Legal Counsel to take such further actions as may be necessary to effectuate the intent of this Resolution.

By Councilor Gibbs; Seconded by Councilor Canales

Discussion: None

Roll call: Councilors Canales, Kelly, Gibbs, Tallon, McFarlin, Moore

(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

J. Approval of change order #1 and #2 to the Plattsburgh Farmers’ and Crafters’ Market relocation project.

NOW, THEREFORE, BE IT RESOLVED, the Common Council Authorizes the Mayor of Plattsburgh to sign Change Order #1 to the Plattsburgh Farmers’ and Crafters’ Market relocation project construction contract with Murnane Building Contractors, Inc. in the amount of \$907.00. Funding to be provided by the DRI’s Downtown Grant Program and the General Fund.

NOW, THEREFORE, BE IT RESOLVED, the Common Council Authorizes the Mayor of Plattsburgh to sign Change Order #2 to the Plattsburgh Farmers’ and Crafters’ Market relocation project construction contract with Murnane Building Contractors, Inc. in the amount of \$1,621.03. Funding to be provided by the DRI’s Downtown Grant Program and the General Fund.

By Councilor Canales; Seconded by Councilor Gibbs

Discussion: None

Roll call: Councilors Canales, Kelly, Gibbs, Tallon, McFarlin, Moore

(Councilors Canales, Kelly, Gibbs, Tallon and Moore voted in the affirmative. Councilor McFarlin voted in the negative.)

ACTION TAKEN: Adopted

Follow up Action: None

K. Approving DRI Marketing, Signage, and Branding project contract extension.

NOW, THEREFORE, BE IT RESOLVED, the Common Council Authorizes the Mayor of Plattsburgh sign a first amendment to the City’s DRI Marketing, Signage, and Branding project contract with Boire Benner Group to extend the term of the contract until August 22, 2022 to allow for completion of all improvements planned under the contract. There will be no change to the overall contract amount.

By Councilor Canales; Seconded by Councilor Gibbs

Discussion: None

Roll call: Councilors Canales, Kelly, Gibbs, Tallon, McFarlin, Moore

(Councilors Kelly, Gibbs, Tallon, McFarlin and Moore voted in the affirmative. Councilor Canales voted in the negative)

ACTION TAKEN: Adopted

Follow up Action: None

L. Approval of DRI’s Arts Park change order #1 for Sewer Reconstruction contract.

NOW, THEREFORE, BE IT RESOLVED, the Common Council Authorizes the Mayor of Plattsburgh to sign Change Order #1 to the DRI’s Arts Park Sewer Replacement contract with Luck Brothers, Inc. in the amount of \$28,990.57. Funding to be provided by the DRI’s Streetscape Improvements and Riverfront Access grant.

By Councilor Canales; Seconded by Councilor Gibbs

Discussion: None

Roll call: Councilors Canales, Kelly, Gibbs, Tallon, McFarlin, Moore

(Councilors Canales, Kelly, Gibbs, Tallon and Moore voted in the affirmative. Councilor McFarlin voted in the negative.

ACTION TAKEN: Adopted

Follow up Action: None

M. Approving Contract agreement with Ann Ruzow Holland for consulting services related to the revival of the City’s revolving loan program

NOW, THEREFORE, BE IT RESOLVED, the Common Council Authorizes the Mayor of Plattsburgh to sign an agreement with Ann Ruzow Holland for consulting services related to the revival of the City’s revolving loan program in an amount not to exceed \$10,000. Funding to be provided from the Community Development Special Revenue account.

By Councilor Gibbs; Seconded by Councilor McFarlin

Discussion: Yes

Roll call: Councilors Canales, Kelly, Gibbs, Tallon, McFarlin, Moore

(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

N. Authorizing AEDA, P.C. proposal for supplemental architectural and engineering design services for the Plattsburgh Farmers’ and Crafters’ Market relocation project”

NOW, THEREFORE, BE IT RESOLVED, the Common Council Authorizes the Mayor of Plattsburgh to sign a proposal for supplemental architectural and engineering design services from AEDA, P.C. related to the Plattsburgh Farmers’ and Crafters’ Market relocation project in the amount of \$9,568.54. Funding to be provided by the DRI’s Downtown Grant Program.

By Councilor Gibbs; Seconded by Councilor Kelly

Discussion: Yes

Roll call: Councilors Canales, Kelly, Gibbs, Tallon, McFarlin, Moore

(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

O. Authorizing reimbursement of overpayment of fees not to exceed \$7,000.

By Councilor Canales; Seconded by Councilor Gibbs
Discussion: Yes

Mayor Rosenquest explained this was a mistaken categorizing of city property of small commercial should have been personal. Have to repay not to exceed \$7,000 and will be paid out of MLD funds not General Fund.

Roll call: Councilors Canales, Kelly, Gibbs, Tallon, McFarlin, Moore
(All voted in the affirmative)

ACTION TAKEN: Adopted
Follow up Action: None

P. Authorizing agreement and authorizes payment - Coughlin & Gerhart LLP

BE IT RESOLVED, upon the recommendation of the Finance and Community Development Committee, through a poll conducted on January 12, 2021, the City of Plattsburgh Common Council hereby authorizes the Mayor to sign a retainer agreement and authorizes payment - Coughlin & Gerhart LLP – Special Counsel Labor Matters.

By Councilor Gibbs; Seconded by Councilor McFarlin
Discussion: None

Roll call: Councilors Canales, Kelly, Gibbs, Tallon, McFarlin, Moore
(Councilors Kelly, Gibbs, Tallon, McFarlin and Moore voted in the affirmative. Councilor Canales voted in the negative)

ACTION TAKEN: Adopted
Follow up Action: None

Q. Adopting fine schedule for 2020 Local Law P-5 (Alarm System Permit)

WHEREAS, on November 5, 2020, the Common Council adopted Local Law P-5 of 2020 which amended and replaced in its entirety Chapter 116 “Alarm Systems” as set forth in City Code; and

WHEREAS, Section 116-3 of said Local Law requires any person owning or operating an Alarm System to apply for a permit from the Zoning and Code Enforcement Department; and

WHEREAS, a fee may be required for the initial registration and any renewals of the Alarm System Permit, which fees will be set by Council resolution.

NOW THEREFORE BE IT RESOLVED, upon the recommendation of the Building Inspector and upon the recognition of the mandatory fine schedule set forth in Section 116-8 of said Local Law, the fee for the initial registration and renewal of the Alarm System Permit shall be \$ 0 (zero dollars) for 2021.

By Councilor Gibbs; Seconded by Councilor McFarlin
Discussion: Yes

Roll call: Councilors Canales, Kelly, Gibbs, Tallon, McFarlin, Moore
(All in Favor/opposed)
(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

R. RE-ESTABLISH THE CITY OF PLATTSBURGH LANDLORD/TENANT ADVISORY COMMITTEE

WHEREAS, citizen advisory committees are a valuable means of enhancing the exchange of ideas between City residents and the City of Plattsburgh Common Council; and

WHEREAS, advisory committees are able to focus on a single issue, and are able to provide, through research, recommendations to the Common Council in a timely fashion; and

WHEREAS, a majority of City residents, including college students, either rent or lease their living space; and

WHEREAS, the Livable Community Advisory Committee has recommended a careful study of landlord and tenant relations, as well as a review of the City's enforcement of building code compliance within commercial rental properties; and

WHEREAS, in late January of 2020, a Landlord/Tenant Advisory Committee was formed by the Common Council and was tasked with studying issues and problems with rental housing within the City and to identify potential solutions to those issues and problems within a three month period; and

WHEREAS, due to the COVID pandemic the Landlord/Tenant Advisory Committee was unable to meet regularly or complete their work within this three month period; and

WHEREAS, in September of 2020, the Common Council approved Local Law P-3 of 2020 which amended the "Rental Permits" section of the City Code and as part of that Local Law, the Common Council is required to establish rental registry certification fees, rental inspection fees, re-inspection fees, and penalty fees.

NOW THEREFORE, Be It Resolved that the Common Council re-establishes the Landlord/Tenant Committee ("Committee"). The purpose of the Committee is more targeted than the initial purpose of the Committee. Specifically, the re-established purpose is to compile a list of potential solutions that could enhance the safety, aesthetics, economics, and livability in the ownership, regulation and residence within commercial rental properties within the City based upon the prior work of the Committee; and to research and recommend a fee structure for the Common Council's consideration with respect to rental registry certification fees, rental inspection fees, re-inspection fees, and penalty fees as described in Local Law P-3 of 2020; and it is further

RESOLVED, that members of the Committee, per the nominations and selections below, will be approved by the Common Council. Each Committee member will be appointed for a one--month term and will serve without compensation. The Committee shall include the following representatives:

- A. Two City Councilors nominated by the Common Council and the Mayor, as ex officio.
- B. Two property owners or managers who provide commercial rental spaces within the City of Plattsburgh.
- C. Two tenants who rent residential spaces within the City of Plattsburgh.
- D. One member-at-large who will provide valuable insight with respect to quality of life, business operations, or livability concerns who reside within the City of Plattsburgh.
- E. One employee of the Building Inspector's Office.

RESOLVED, that the Committee shall vote to elect their Chair and Vice Chair and shall establish their agenda and schedule for meetings at their first meeting; and it is further

RESOLVED, that the Committee shall comply with the New York Open Meetings Law and the New York Freedom of Information Act; and it is further

RESOLVED, that the Committee shall operate from the effective date of this resolution and be automatically disbanded 1-month after this date; and it is further

RESOLVED, that at the conclusion of the one- month period, or sooner if appropriate, the Committee will present their proposed solutions and proposed fee structure to the Common Council at which point the Committee will be disbanded.

THE NINE MEMBERS LISTED BELOW HAVE BEEN CHOSEN TO SERVE A 1 MONTH TERM ON THE LANDLORD/TENANT ADVISORY COMMITTEE TO BEGIN ON JANUARY 21, 2021 AND EXPIRE ONE MONTH FROM THIS DATE:

- Mike Kelly, Council member (Ward 2)
- Jeff Moore, Council member (Ward 6)
- Christopher Rosenquest, Ex-officio (Mayor)
- James Welch, City Employee (Building Inspector/Code Enforcement)
- Kye Ford, Landlord
- Andrew Castine, Landlord
- Shelise Marbut, Tenant
- Emily Stacey, Tenant
- Art de Grandpré, member at large

By Councilor McFarlin; Seconded by Councilor Gibbs
Discussion: Yes

Roll call: Councilors Canales, Kelly, Gibbs, Tallon, McFarlin, Moore
(All in Favor/opposed)
(All voted in the affirmative)
ACTION TAKEN: Adopted
Follow up Action: None

9. RESOLUTIONS FOR INITIAL CONSIDERATION: None

10. NEW BUSINESS: None

11. EXECUTIVE SESSION (if applicable, on motion)

Motion to enter Executive Session to discuss a personnel matter for a particular person and negotiations of Collective Bargaining Agreement.

By Councilor McFarlin; Seconded by Councilor Gibbs
Roll call: Councilors Canales, Kelly, Gibbs, Tallon, McFarlin, Moore
(All voted in the affirmative)

At 6:12pm returned from Executive Session discussed a personnel matter for a particular person and negotiations of Collective Bargaining Agreement. No actions taken.

By Councilor Canales; Seconded by Councilor McFarlin
Roll call: Councilors Canales, Kelly, Gibbs, Tallon, McFarlin, Moore
(All voted in the affirmative)

Motion to Adjourn by Councilor McFarlin; Seconded by Councilor Canales
Roll call: Councilors Canales, Kelly, Gibbs, Tallon, McFarlin, Moore
(All voted in the affirmative)

MEETING ADJOURNED: 6:12 pm