CITY OF PLATTSBURGH, NY

STATEMENT OF CASH RECEIPTS

Department of Public Library

The undersigned hereby certifies that the following is a complete statement of all monies payable to the City of Plattsburgh received by the above mentioned department, or by the undersigned, during the period beginning April 10, 2013 and ending on April 16, 2013 inclusive.

	Purpose for which Received		Amount
6124-2450	Commissions		-
6126-2613	Overdue Charges		332.64
6126-2650	Sale of Scrap - Library Auction		-
6126-2655	Minor Sales		99.18
6127-2690	Lost/Damaged Property		18.00
6127-2705	Gifts and Donations		
6127-2755	Trust Fund Income		-
6227-2760	CEF Library System		-
6227-2770	Local Grants		-
6330-3840	State Library Aid		-
6330-3842	State Aid		-
		General	449.82
	Sales Tax @ 8.0% (Minor Sales - Supplies Only)	T&A	8.62
		TOTAL	**458.44**

Dated, Plattsburgh, NY: April 18, 2013

Signed by Jamie A. Parrotte, Administrative Assistant

Received of Jamie A. Parrotte the aforesaid amount of:
Four hundred fifty-eight and 44/100 dollars this 18th day of April 2013.

R Marks

Richard A. Marks, City Chamberlain

SET_17_CPI
CITY OF PLATTSBURGH 1001
MISCELLANEOUS CASH
Date / Time : 04/18/13 15:09
Payment : $ 449.82
Receipt # : 224837
Check/Credit Card #: MULTIPLE

CITY OF PLATTSBURGH, NY

STATEMENT OF CASH RECEIPTS

Department of Public Library

The undersigned hereby certifies that the following is a complete statement of all monies payable to the City of Plattsburgh received by the above mentioned department, or by the undersigned, during the period beginning April 17, 2013 and ending on April 23, 2013 inclusive.

	Purpose for which Received		Amount
6124-2450	Commissions		-
6126-2613	Overdue Charges		218.73
6126-2650	Sale of Scrap - Library Auction		-
6126-2655	Minor Sales		77.68
6127-2690	Lost/Damaged Property		1.00
6127-2705	Gifts and Donations		-
6127-2755	Trust Fund Income		-
6227-2760	CEF Library System		-
6227-2770	Local Grants		-
6330-3840	State Library Aid		-
6330-3842	State Aid		-
		General	297.41
	Sales Tax @ 8.0% (Minor Sales - Supplies Only)	T&A	6.76
		TOTAL	**304.17**

Dated, Plattsburgh, NY: April 25, 2013

Signed by Jamie A. Parrotte, Administrative Assistant

Received of Jamie A. Parrotte the aforesaid amount of:
Three hundred four and 17/100 dollars this 25th day of April 2013.

R. Marks

Richard A. Marks, City Chamberlain

SET_17_CP1
CITY OF PLATTSBURGH 1001
MISCELLANEOUS CASH
Date / Time : 04/25/13 14:28
Payment : $ 297.41
Receipt # : 225205
Check/Credit Card #: MULTIPLE
Clerk : 1427pjer

Infrastructure Committee Agenda
5/2/13 Meeting
Engineering & Planning Department

Operational Issues

Capital Issues

- South Catherine Street:
  - $8,090,000
  - Recent Grant application $4,000,000
  - Local share will likely be 5% (assuming NY State Marchiselli Funds) plus any utility betterments.
  - Local share for utility betterments could be ~$1,000,000
- CVTM:
  - Asbestos / Lead abatement project. Bids received April 2013. Contract to be awarded shortly.
  - Main renovation contract scheduled for bidding in June 2013
- Safe Routes to School Grant
  - Plattsburgh City School District in cooperation with the City of Plattsburgh. Bidding scheduled for sometime in the next month or two
- Lake Champlain Basin Program
  - City received grant for $200,000
  - Presentation to LCBP completed May 1, 2013
  - Funding agreement pending
  - Consultant agreement to follow executed funding agreement.
- Boynton Avenue Reconstruction
  - Scheduled to begin Monday May 6th
- Dennis Avenue Reconstruction
  - Scheduled to begin ~ end of May
- Dennis/Leonard Resurfacing
  - Scheduled to begin Monday May 20th
- Couch Street Reconstruction
  - Currently in design (Engineering & Planning Department)

Personnel Issues

- None

Union Issues

- None

Other Issues

May 2, 2013
INFRASTRUCTURE
COMMITTEE MEETING
MINUTES

Attendees
K. Farrington, J Ruff, M Brodi, B Brayton, W Treacy, M Tiffer, G Rabideau, C Jackson

Meeting was called to order at 5:00 pm

1. Operational Issues – Possible Deviations from approved 2013 budget

- Engineering – Discussed the possibility of hiring a temp GIS technician for the summer to help facilitate the LCBP grant. Mike Brodi would like to work with Kevin to make this a shared position so that he can continue to update public works infrastructure in the GIS system. Kevin's share would be paid out of the grant and Mike's share would be paid out of OT and savings from unfilled vacancies.

- IT – Discussion about making IT a stand alone department

  This committee would like to make the recommendation that this department become stand alone starting in 2014. After talking with Bryan there would be no increase in staff at this time but he would like to develop a budget for materials, service contracts, and various upgrades to entire computing system city wide. Bryan is working with Rich Marks to get a handle on printing requirements for the city to implement a managed printing solution. Rich spent a good amount of time getting Bryan as much information as to what the city spends on printing. It wasn't easy to do, in no small part because the individual departments don't use a single vendor or accounting code to correctly track the costs associated with copying and printing. This would be much easier to do with a managed printing solution. Also, Bryan must still ask for cost information from MLD, as it is understood they pay for and account for that money separately. After he gets all the data he will attempt to compile it and make some sense of it.

  Bryan has a meeting on the 9th with a vendor to discuss the possibility further.

- MLD – Report was given at 4/25/13 PMLD Board Meeting

- Public Works – Mike would like to share the GIS position mentioned above and is working to backfill retirement vacancies. Mike noted would should see movement on the Deputy Superintendent of Public Works soon.

- Sewer –
  * Open operator position. Evaluating how to proceed.

* Going to create an on-call operator position and use a retiree here and there to provide some lab coverage. Funding will be from the OT budget.
* Considering converting summer laborer to temporary operator trainee

- Water –
  * Open position – possibly on hold until we know what direction we're heading with dams and plant. Evaluating impacts to operation.
  * Due to a recent retirement, we now have only one IA certified operator. Fortunately, one of our veteran staff members now has enough work experience to qualify. He's being scheduled to take the required classes so he can get the certification to provide the redundancy/back up.

2. Capital Issues

- Engineering – K Farrington provided a hand out and gave updates of the big projects and where they stand (Please see attached Engineering Report).

- IT – B Brayton discussed the City running its own Fiber Optic Network as a cost savings measure. This matter was discussed with and B Treacy and MLD is not equipped to run the fiber

- MLD – Report was given at 4/25/13 PMLD Board Meeting

- Public Works – The new Loader and Street Sweeper have arrived.

- Sewer – None

- Water –
  · Mead on hold. Meeting with CHA tomorrow to review status of updated I&M plan and value engineering.
  · RFP for New Plant evaluation due 5/7
  · RFP for well field investigation due 5/23

3. Personnel Issues

- Engineering - None

- IT - None

- MLD – Report was given at 4/25/13 PMLD Board Meeting None to Report

- Public Works – See Operation section of this report

- Sewer - None

- Water - None

4. Union Issues

- MLD – 5/22/13 Mediation Scheduled
- AFSCME – Going to Mediation after union rejected last proposal. Nothing scheduled yet

5. Other Issues

- Engineering - None
- IT – B Treacy brought up idea of adding the Fiber network installation into the Cable Franchise contract. The Mayor and Mayor Pro Tem are working with Keith Herkalo to see if we can put this in the new contract.
- MLD – Report was given at 4/25/13 PMLD Board
- Public Works - None
- Sewer - None
- Water – None

At the end of the formal agenda G Rabideau encouraged us to invite newly elected Councilors and Mayor to fall Committee meetings, C Jackson stated that he hoped that newly elected officials would be interested enough to show up without an invitation.

Chairman Jackson appointed G Rabideau to be the Hospitality Coordinator for the Infrastructure Committee. He agreed and will contact all newly elected officials to invite them to future meetings

Meeting was adjourned at 5:50 pm

Plattsburgh, NewYork

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 11th, 2013, the following resolution was adopted:

By Councilor ; Seconded by Councilor

WHEREAS, the following resolution was adopted on April 11th, 2013, and

WHEREAS, the Capital Expenditure Plan adopted January 13th, 2011, includes a Public Service Buildings category, and

WHEREAS, the Engineering and Planning Department has established a 2011 Public Service Building Improvements Project that is included in the Capital Plan adopted January 13th, 2011, and

WHEREAS, the cost of the 2011 Public Service Building Improvements was estimated by the Engineering and Planning Department to provide for the costs for the project during 2011 and the Public Works Superintendent has now requested to reallocate the cost for a portion lighting improvements capital expenditures to allow for repairs to a furnace, as follows:

	2011 Capital Plan	2011 Estimated Cost	2013 Revised Cost
Fire Stations #1 Roof Replacement	$ 100,000	$ 100,000	$ 100,000
Public Works Lighting Improvements	50,000	50,000	40,000
Public Works Furnace Repairs	-	-	10,000
Library Repairs	100,000	100,000	100,000
Total	$ 250,000	$ 250,000	$ 250,000
Project Funding:			
General Fund Serial Bonds	$ 250,000	$ 250,000	$ 250,000
Total	$ 250,000	$ 250,000	$ 250,000

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 11th day of April, 2013, as follows:

1) That, the amount of Two Hundred Fifty Thousand and 00/100 ($250,000.00) Dollars has been and it is hereby reauthorized to the Capital Project **2011 Public Service Building Improvements Project (H3410.36)** for the cost of the capital cost described above and is hereby reauthorized to be expended for such purpose.

2) That, Two Hundred Fifty Thousand and 00/100 ($250,000.00) Dollars of such appropriation has been provided by Serial Bonds issued by the City of Plattsburgh in 2011 and are funded by the General Fund for the debt service requirement over the term of the bonds.

3) That, this resolution takes effect immediately.

On Roll Call,

CERTIFIED A TRUE COPY

_____

CITY CLERK

Plattsburgh, NewYork

Richard A. Marks
City Chamberlain

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

Date: April 25, 2013

MEMO TO: Mayor Kasprzak

FROM: Richard Marks

RE: Parks & Beautification – Budget Transfer

It is being requested to adjust amounts for the 2013 Budget as follows:

Decrease Appropriation:	Contingency	1-1990000-4430	$3,500.00
Increase Appropriation:	Parks & Beautification - Riverwalk	1-8510000-4353	$3,500.00

This request provides for a transfer in the 2013 budget to purchase and install bricks for the Riverwalk program equal to the 2013 estimated revenue for the program activity. The corresponding transfer from the 2013 Contingency budget will provide the appropriation equal to the 2013 estimated revenue of $3,500. The transfer leaves the 2013 General Fund Budget for total appropriations unchanged.

Thank you for your attention to this request.

Cc: Carole Garcia
Keith Herkalo
Mike Brodi

Plattsburgh, NewYork

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 May 9th, 2013, the following resolution was adopted:

By Councilor ; Seconded by Councilor

WHEREAS, the following resolution was adopted on May 9th, 2013, and

WHEREAS, the Capital Expenditure Plan adopted January 10th, 2013, includes a Water Distribution System category, and

WHEREAS, the Engineering and Planning Department is establishing a 2013 Water System Upgrade Project that is included in the Capital Program adopted January 10th, 2013, and

WHEREAS, the cost of the 2013 Water System Upgrade Project has been estimated by the Engineering and Planning Department to include the project elements, as follows:

	2013 Capital Plan	2013 Estimated Cost
Replace Laterals Before Paving	$ 50,000	$ 50,000
Water Meter Reading System	150,000	150,000
Hydrant Replacement Plan	24,000	24,000
Total	$ 224,000	$ 224,000
Project Funding:		
Water Operating Fund	$ 224,000	$ 224,000
Total	$ 224,000	$ 224,000

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 9th day of May 2013, as follows:

1) That, the amount of Two Hundred Twenty-Four Thousand and 00/100 ($224,000.00) Dollars be and it is hereby appropriated to the Capital Project **2013 Water System Upgrade Project (H8320.74)** for the cost of the Capital Project described above is hereby authorized to be expended for such purpose.

2) That, Two Hundred Twenty-Four Thousand and 00/100 ($224,000.00) Dollars of such appropriation be provided by the Water Operating fund.

3) That, this resolution takes effect immediately.

On Roll Call,

CERTIFIED A TRUE COPY

_____

CITY CLERK

Plattsburgh, NewYork

Keith A. Herkalo
City Clerk

Office of the City Clerk
41 City Hall Place
Plattsburgh, New York 12901
518 - 563-7702
Fax: 518 - 563-3645

TO: Mayor/Council

26 April 26, 2013

FM: City Clerk

SUBJ: USS Lake Champlain Bell Memorial

For the last two years, I have worked with the USS Lake Champlain Association (the ship was named in tribute to the 1814 US Naval victory) for a way to incorporate their organization in a meaningful way into the 2014 Commemoration activities here at Plattsburgh. The current USS Lake Champlain is an official "Sister City" to us since its launch in 1988. Their membership of over five hundred voted to hold their reunion and convention here at Plattsburgh in conjunction with the 2014 Commemoration Weekend and with the help of the Chamber of Commerce, have leased the Comfort Inn as their base.

The Association has requested that the City of Plattsburgh be the home for its ship's bell and I have been working with the Mayor, the Association's leadership, and the U.S. Navy in coordinating their request. The grassy area at "Peace Point", between the City's dock area and the personal watercraft landing inlet has been designated for a memorial featuring the 1,200 pound bell surrounded by flower beds and a commemorative brick walkway.

The project will be financed through donations in the same manner as the existing RiverWalk project with installation in the second quarter of 2014 and dedication during the 2014 Commemorative weekend.

In order to begin the U.S. Navy's formal transfer process and loan of the ship's bell to the City of Plattsburgh on behalf of the USS Lake Champlain Association, it is requested that the Mayor be authorized to approve and sign the appropriate documents required.

RESOLVED: that the Mayor be and is authorized to approve and sign the appropriate documents which will effect the transfer and loan of the USS Lake Champlain ship's bell to the City of Plattsburgh, its installation within a memorial setting at "Peace Point", and a formal dedication ceremony during the 2014 Commemorative weekend.

A Memorial consisting of the Ship's Bell and laser carved, fired bricks will be placed at Peace Point Park that is a part of the Saranac River Walk in Plattsburgh, New York.

The City of Plattsburgh has been improving on the Saranac River Trail for some time, making it a wonderful walking trail with many beautiful views and historic memorials.

Near the USS Lake Champlain Memorial is the monument to Samuel de Champlain, the historic Ken-Delord House, the Peace Point Lighthouse and a Plattsburgh Marina.

Locating the the USS Lake Champlain Memorial in Plattsburgh on beautiful Lake Champlain is seen to be the perfect place to honor this great U. S, Navy ship and its crews.

Come join with us in creating this fine Memorial. Whether you served aboard, or perhaps your father or grandfather served aboard, we welcome your participation in making this a fitting memorial to their service.

USS Lake Champlain

CV-CVA-CVS-39

What more fitting a location for a Memorial to the USS Lake Champlain CV-CVA-CVS-39 and her crews than on the shore of Lake Champlain at Plattsburgh, New York?

Launched in the closing days of World War ll, 'The Champ' was sponsored and made possible through the purchase of War Bonds by the people of the State of New York.

Now you can join in creating a lasting Memorial to this fine U.S. Navy vessel and its thousands of young men who sailed her.

DRAFT

Your loved ones and you yourself can be part of this Memorial when you purchase a laser fired brick with your own laser message on it. It will be placed around the Ship Bell walkway. How fitting for this noble ship!

Proposed Bell Site
USS Lake Champlain Bell
at Peace Point
Plattsburgh, New York

Saranac River Walk at Plattsburgh, NY

PLATTSBURGH, NEW YORK

USS LAKE CHAMPLAIN MEMORIAL

Plattsburgh, New York

For more information please contact

Keith Herkalo
herkalok@cityofplattsburgh-ny.gov
(518) 563-7702
Charlie Young (USSLCA Chairman)
cyoung325@comcast.net
(662) 680-4900

fold here

Mr. Harry Seyfert
Treasurer USS Lake Champlain Assoc.
1477 Sunset Lane
Kankakee IL 60901-4542

DRAFT

fold here

In order to commemorate this event, bricks to line the walkway will be offered to all. The donation is $120.00. If you would like one please follow the instructions:

Make checks for $120.00 payable to:

"City Clerk Plattsburgh"

Mail check and this form to

Harry Seyfert

Your Name:_____

Address:_____

City/St/Zip:_____

***Phone #** ( )_____

Print your message here:Use up to 6 lines with 12 charac. per line. BLOCK LETTERS

1 2 3 4 5 6 7 8 9 10 11 12

Agenda 5/9/13

Keith Herkalo

From: "Jim Horton" <jrhortonjr@msn.com>
To: "Keith Herkalo" <herkalok@cityofplattsburgh-ny.gov>
Sent: Wednesday, April 24, 2013 9:29 AM
Subject: First Baptist Church Use of Trinity Park

Good Morning Keith!

On behalf of First Baptist Church, I'd like to have permission to use Trinity Park for our Vacation Bible School the evenings of August 5 through 8, 6:30 p.m. to 8p.m. (Monday through Thursday). Our theme will be on the environment as God's creation, and one activity we'd like to do is clean it up some.

I'm aware this request needs to go to the Common Council, and if there's something I need to do to facilitate that, please let me know.

I'm also aware that other groups may have made requests for the use of the park for the dates and time we'd like to be there, and so we'll take whatever is available in the schedule.

Thanks for your help on this!

Jim Horton
Pastor

MUNICPAL 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 29, 2013

To: Mayor Donald M. Kasprzak

From: Bill Treacy, Manager

Subject: Permission to Issue Bid Proposal

The Plattsburgh Municipal Lighting Department respectively requests permission from the Common Council to advertise for sealed bid for:

PMLD BID NO. 2013 - 6- 1

46 kV Breaker Testing/Commissioning- Phase 2

BID OPENING DATE: July 9, 2013 AT 2: 00 PM

We propose that this bid be received under PMLD Bid No. 2013 - 6 - 1, prior to 2 PM., local time, on the date shown above, then publicly opened and read in the Common Council Chambers.

Respectfully submitted,

Bill Treacy

Bill Treacy, P.E.
Manager

cc:

Keith Herkalo, City Clerk
Councilor Jackson, PMLD Liaison
Kelly Clookey, MLD Finance Director
Bid 2013-6-1

MUNICPAL 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 29, 2013

To: Mayor Donald M. Kasprzak

From: Bill Treacy, Manager

Subject: Permission to Issue Bid Proposal

The Plattsburgh Municipal Lighting Department respectively requests permission from the Common Council to advertise for sealed bid for:

PMLD BID NO. 2013 -5- 2

46 kV Breaker Replacement Construction- Phase 2

BID OPENING DATE: June 21, 2013 AT 2: 00 PM

We propose that this bid be received under PMLD Bid No. 2013-5-2, prior to 2 PM., local time, on the date shown above, then publicly opened and read in the Common Council Chambers.

Respectfully submitted,

Bill Treacy

Bill Treacy, P.E.
Manager

cc:

Keith Herkalo, City Clerk
Councilor Jackson, PMLD Liaison
Kelly Clookey, MLD Finance Director
Bid 2013-6-1

MUNICPAL 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 29, 2013

To: Mayor Donald M. Kasprzak

From: Bill Treacy, Manager

Subject: Permission to Issue Bid Proposal

The Plattsburgh Municipal Lighting Department respectively requests permission from the Common Council to advertise for sealed bid for:

PMLD BID NO. 2013 - 5- 3

Replacement 46/115 kV Transmission Line Construction

BID OPENING DATE: June 21, 2013 AT 2: 00 PM

This project is to relocate the transmission lines away from the Quarry pit. Currently, the lines go through are adjacent to the pit. We propose that this bid be received under PMLD Bid No. 2013 - 5 -3, prior to 2 PM., local time, on the date shown above, then publicly opened and read in the Common Council Chambers.

Respectfully submitted,

Bill Treacy

Bill Treacy, P.E.
Manager

cc:

Keith Herkalo, City Clerk
Councilor Jackson, PMLD Liaison
Kelly Clookey, MLD Finance Director
Bid 2013-5-3

City of Plattsburgh, NY
41 City Hall Place
Plattsburgh, NY 12901

ADOPT-A-SPOT PROGRAM APPLICATION

Please print your name or group name as you would like it to appear on the Adopt-A-Spot sign. Include website and or phone number if desired:

PEOPLE FOR POSITIVE ACTION

PHONE: 518-563-2848 **E-MAIL:** shaun@studleyprinting.com

MAILING ADDRESS: SHAUN O'CONNELL

Street or PO Box 1168 CUMBERLAND HEAD ROAD

City PLATTSBURGH State NY Zip 12901

Type of Adopter ☐ Individual ☐ Family ☐ Non-profit ☒ Civic Group

☐ Business ☐ Government ☐ Other

Type of Adoption ☐ Street or Avenue (Litter Control) ☒ Green Spot AND ☒ Trail Section

Please list specifically the area you or your group is interested in adopting. Enter the closest nearby street address or describe the intersection in detail, and describe the work you plan to do:

BEHIND PLATTSBURGH FARMERS' MARKET – DOWN TO SARANAC RIVER – BETWEEN BRIDGE STREET BRIDGE AND BROAD STREET BRIDGE

Approved by Plattsburgh City Council: ☐ **Yes** ☐ **No – if no, state reason below**

Date:

The section below is to be completed by City of Plattsburgh Employees:

Sign Posted (Note exact location and then provide signature)

Date / Time

ADOPT-A-SPOT PROGRAM
PARTICIPANT AGREEMENT

Statement of Volunteer Activity

The City of Plattsburgh, NY, having offices at 41 City Hall Place, Plattsburgh, NY, herein after called "The City", and the Participant or organization, whose name and address is:

PEOPLE FOR POSITIVE ACTION
SHAUN O'CONNELL
1168 CUMBERLAND HEAD ROAD
PLATTSBURGH, NY 12901

herein after called "The Participant", hereby enter into this Agreement which provides that:

The Participant shall maintain ☐ Street ☒ Green Spot ☒ Trail Section
in the City described as follows:
RAKING, CLEAN UP DEBRIS, PLANTING GRASS, PLANTING FLOWERS, PLANTING TREES, PRUNING TREES, CLEARING BRUSH AND DEAD WOOD

The Participant acknowledges the hazardous nature of the activity and agrees to the following terms and conditions:

1. Activities permitted are of a roadside maintenance nature including, but not limited to, litter pickup, mowing, brush control and cutting, tree trimming and planting, and maintaining approved vegetation, except as modified by the City.
2. A City official shall conduct an initial safety briefing for the Participant as part of a general orientation and expectation over the area being maintained.
3. All persons associated with Participant shall wear approved safety vests provided by the City when working . Vests must be returned upon completion of work.
4. The Participant and its members understand completely that there is no provision or expectation, present or future, for the receipt of compensation from the City for their voluntary efforts.
5. The Participant should conduct its operations no less than once a month between April 15th and November 15th. Litter control should be conducted once per month, year round, as weather permits. The City may request more frequent maintenance, as needed.
6. The Participant shall call the City Public Works Office upon completion of each activity. The City's Public Works telephone number is 563-1120.
7. The Group will organize and conduct a safety briefing each day that work is done reviewing the safety checklist. Participants must sign the safety signature sheet. The designated safety person's sole responsibility must be assuring the safety of the workers and the traveling public. The City will provide a representative to present the safety briefing for the first meeting and after that a designated person for the Group will conduct such for all those participating in the field activity. The briefings should be held on-site to ensure that all participants are in attendance.
8. The Participant will be responsible to organize and supervise all activities.
9. No work of any nature will be performed on the pavement, shoulders or on lanes of the traveled way. No participants vehicles may be parked on the travel lanes. The City will provide for disposal of collected waste from locations specified in the permit.
10. Hours of work will be between the hours of 8:00 AM and 5:00 PM.

11. No alcoholic beverages shall be allowed while volunteers are working at their spots.
12. Each individual participant shall sign and date the Adopt-A-Spot General Release, which shall be kept on file at the City of Plattsburgh, Public Works Director's Office for the duration of the Agreement.
13. The City will furnish and erect an Adopt-A-Spot sign within the area, at a specific location chosen by the City. The location will be visible for passersby to see.
14. If in the sole judgment of the City it is determined that the Participant is not meeting the terms and conditions of this Agreement, the City may terminate this Agreement.
15. The group/volunteer contact shall be required to seek permission from the Public Works Department before any site modifications occur. Such site modifications may include, but are not limited to, planting of new trees, litter control, weed abatement, installing new features, painting landscape structures, placing other monuments or constructing improvements on City trails. Plantings taller than 36" that will block visibility must be approved by the City Engineer. For questions regarding the above, contact the City Public Works Department at 563-1120 or the City Engineer at 563-7730.
16. The use of chemical fertilizers, herbicides or pesticides is prohibited. Organic gardening techniques are safer for volunteers and community members and are therefore recommended.
17. The City, in its sole discretion, reserves the right to cancel the Adopt-A-Spot program at any time and for any reason. In the event the program is terminated, Participant hereby waives any claims it may have against the City based on termination of the program.

In the event of an emergency, the City may contact:

Person SHAUN O'CONNELL Phone W 563-1414 H 563-2848

Person JOHN ALLEN Phone H 563-2848

This Agreement shall be for a one year period commencing on:

_____, _____

Signed this_____ day of _____, _____

PEOPLE FOR POSITIVE ACTION

Name of Participant/ Organization

Shaun O'Connell

Signature of Participant / Organization Representative

SHAUN O'CONNELL

Participant/ Organization Representative (printed)

Shaun O'Connell

Specific Named Participant's Supervisor

City of Plattsburgh Representative Signature

City of Plattsburgh Representative (printed)

NOTE: Participants who are under 18 years of age must also have their parent/guardian's permission to enter into this agreement, and shall be duly noted at the bottom of this page if applicable.

_____

Signature of Parent/Guardian (If applicable)

Participant / Organization Representative must check the box below and initial:
I have participated in the safety orientation and am ready to lead myself or my group safely in Adopt-A-Spot operations ☐ Initial here _____

ADOPT-A-SPOT PROGRAM
INFORMED CONSENT, WAIVER AND RELEASE
FOR VOLUNTEERS IN PLATTSBURGH

1. I, the undersigned, desire to participate in the Plattsburgh Adopt-A-Spot Program (the "Program"). In consideration of acceptance, approval and participation in the Program, I hereby enter into this Informed Consent, Waiver and Release Agreement with Plattsburgh (hereinafter the "City").
2. I recognize that the Program will involve physical labor and carries a risk of personal injury and/or physical and emotional discomfort. I hereby acknowledge that I am free from any known health problems that could prevent me from participating in any of the activities associated with the Program. I further acknowledge and represent that I am sufficiently physically fit to participate in the activities of the Program.
3. I recognize that there are natural and man-made hazards, environmental conditions, diseases and other risks which, in combination with my actions, may cause injury to me. I hereby agree to assume all risks which may be associated with or may result from my participation in the Program, including, but not limited to, transportation to and from volunteer sites.
4. I recognize that if I am accepted for the Program, I will be considered a volunteer of the City of Plattsburgh and not an employee. I hereby agree to accept supervision as directed by the City and to perform my volunteer services to the best of my ability and in a professional manner. In the event of an injury, I hereby expressly consent to any emergency medical aid, anesthesia, and/or operation, if in the opinion of the attending physician; such treatment is reasonable and necessary.
5. I hereby waive and release any and all claims I have or may have in the future against the City, its officers, agents, employees, assigns, and sureties, for any liability, damage, claim, injury, loss, expense, attorney fees, or harm of any kind whatsoever arising out of my participation in the Program.
6. I HEREBY ACKNOWLEDGE THAT I HAVE CAREFULLY READ AND UNDERSTAND THE CONTENTS OF THIS AGREEMENT AND THAT I SIGN THE SAME OF MY OWN FREE WILL. I FURTHER ACKNOLWEDGE THAT THIS AGREEMENT SHALL BE BINDING UPON ME HEIRS, REPRESENTATIVES AND ASSIGNS.

Name: SHAUN O'CONNELL

Signature Shaun O'Connell Date: May 2, 2013

City Official: _____ Date: _____

NOTE: Participants who are under 18 years of age must also have their parent/guardian's permission to enter into this agreement, and shall be duly noted at the bottom of this page if applicable.

_____

Signature of Parent/Guardian (If applicable)

ADOPT-A-SPOT
Individual Volunteer
General Release

EACH PERSON IN THE GROUP
MUST SIGN ONE OF THESE FORMS

I, SHAUN O'CONNELL, volunteer in the City of Plattsburgh's Adopt-A-Spot Program, for good and valuable consideration given by the City of Plattsburgh, NY, receipt of which is hereby acknowledged, agree to release and hold the City of Plattsburgh, its officers, agents, and employees, harmless and free from liability for any personal injury or spot damage arising out of or in any way attributable to the City, its officers, agents and employees.

IN WITNESS WHEREOF, I have executed this release on this 2ND day of MAY, 2013.
Month Year

By: SHAUN O'CONNELL
Print Name

Shaun O'Connell
Signature

1168 CUMBERLAND HEAD ROAD
Address

PLATTSBURGH, NY 12901

Phone Number: 518-563-2848

NOTE: Participants who are under 18 years of age must also have their parent/guardian's permission to enter into this agreement, and shall be duly noted at the bottom of this page if applicable.

Signature of Parent/Guardian (If applicable)

CITY OF PLATTSBURGH
PUBLIC WORKS DEPARTMENT
ADOPT-A-SPOT PROGRAM

Individual Indemnity Statement

EACH PERSON IN THE GROUP
MUST SIGN ONE OF THESE FORMS

You are hereby recognized as a volunteer of the City of Plattsburgh, duly organized under the laws of the State of New York. Your tenure as a volunteer will continue until your resignation, your termination by the City of Plattsburgh, or as provided in this Agreement.

Shaun O'Connell May 2, 2013

Signature Date

SHAUN O'CONNELL

Print Name

1168 CUMBERLAND HEAD ROAD

Address

PLATTSBURGH, NY 12901

NOTE: Participants who are under 18 years of age must also have their parent/guardian's permission to enter into this agreement, and shall be duly noted at the bottom of this page if applicable.

Signature of Parent/Guardian (If applicable)

Clinton St
PROTECTION AVENUE
City Hall Pl
Bridge St
BRIDGE STREET
Guy Way
GREEN STREET
Margaret St
MARGARET STREET
Durkee St
DURKEE STREET
Pond St
POND STREET
Pike St
PIKE STREET
MACOMB STREET
PERU STREET
Peru St
BROAD STREET
Broad St
HAMILTON STREET
Eleanor Way

Plattsburgh, NewYork

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 May 9th, 2013, the following resolution was adopted:

By Councilor ; Seconded by Councilor

WHEREAS, the following resolution was adopted on May 9th, 2013, and

WHEREAS, the Capital Expenditure Plan adopted January 14th, 2010, included a Street Resurfacing & Improvements category, and

WHEREAS, the Engineering and Planning Department established a 2010 General Street Resurfacing project included in the Capital Program adopted January 14th, 2010, and

WHEREAS, the cost of the 2010 General Street Resurfacing project was estimated by the Engineering and Planning Department and is being revised to provide for the costs to complete the project during 2013 as follows:

	2010 Capital Plan	2010 Estimated Cost	2011 Revised Cost	2013 Revised Cost
Beekman St. (Cornelia St. – Broad St.)	$ 86,000	$ 86,000	$ -	$ -
Division St. (Margaret St. – Oak St.)	13,000	13,000	10,671	10,671
Goff St. (So. Catherine St. – Steltzer Rd.)	30,000	30,000	22,720	22,720
Margaret St. (Broad St. – Cornelia St.)	105,000	105,000	89,392	89,392
Olivetti Place (Broad St. – Park Ave.)	55,000	55,000	31,750	31,750
Park Ave. (Sanborn St. – Lexington Ave.)	76,000	76,000	77,251	76,275
Pine St. (So. Catherine St. – Walworth St.)	235,000	235,000	235,000	208,250
Pine St. (Walworth St. – Battery St.)	248,000	248,000	248,000	248,000
Riley Ave. (No. Catherine St. – Oak St.)	28,000	28,000	-	-
So. Catherine St. (So. Platt St.–Crete Blvd.)	700,000	700,000	500,000	760,166
Steltzer Rd. (Broad St. – So. Catherine St.)	165,000	165,000	165,000	165,000
Waterhouse St. (Allen St. – OLVA)	90,000	90,000	82,500	82,650
Miscellaneous Paving (North St. & Lyon St.)	100,000	100,000	100,000	100,000
Street Survey	30,000	30,000	22,100	8,000
Street Borings	15,000	15,000	2,000	2,000
Total	$ 1,976,000	$ 1,976,000	$ 1,586,384	$1,804,874

Project Funding:

General Fund (So. Catherine St. - $35k)	$ 885,000	$ 885,000	$ 764,984	$ 764,984
Federal – STP (all So. Catherine St.)	560,000	560,000	345,600	516,960
NYS – CHIPS (So. Catherine St. - $70k)	426,000	426,000	426,000	426,000
NYS – Marchiselli (all So. Catherine St.)	105,000	105,000	49,800	96,930
Total	$ 1,976,000	$ 1,976,000	$ 1,586,384	$1,804,874

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 9th day of May 2013, as follows:

1) That, the amount of One Million Eight Hundred Four Thousand Eight Hundred Seventy-four and 00/100 ($1,804,874.00) Dollars be and it is hereby revised for appropriation to the Capital Project **2010 General Street Resurfacing (project H5110.30)** for the cost of the Capital Project described above and is hereby re-authorized to be expended for such purpose.

2) That, Seven Hundred Sixty-four Thousand Nine Hundred Eighty-four and 00/100 ($764,984.00) Dollars of such appropriation has been provided under a borrowing resolution adopted by the Common Council on June 3rd, 2010, for the issuance of serial bonds on September 22nd, 2011, obligating the General Fund for the debt service.

3) That, Five Hundred Sixteen Thousand Nine Hundred Sixty and 00/100 ($516,960) Dollars of such appropriation be provided by the Federal Government through the Surface Transportation Program (STP) to pay for the project design and right of way phase for reconstructing South Catherine St. not funded by the General Fund serial bonds.

4) That, Four Hundred Twenty-six Thousand and 00/100 ($426,000) Dollars of such appropriation be provided by New York State CHIPS Funds to pay for the project work for Division St., Pine St. and Steltzer Road not funded by the General Fund serial bonds.

5) That, Ninety-six Thousand Nine Hundred Thirty and 00/100 ($96,930) Dollars of such appropriation be provided by New York State Marchiselli Funds to the project design and right of way phase for reconstructing South Catherine St. not funded by the General Fund serial bonds and the Federal STP funds.

6) That, this resolution takes effect immediately.

On Roll Call,

CERTIFIED A TRUE COPY

_____

CITY CLERK

Plattsburgh, NewYork

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: April 8, 2013

REF: Request for Amendment of Capital Project

It is requested that Capital Project H5110.30, "2010 Street Resurfacing" be amended as follows:

9 STREET RESURFACING & IMPROVEMENTS

		2010 ESTIMATED COST	2011 REVISED COST	2013 REVISED COST
Beekman St. (Cornelia-Broad)		$ 86,000.00	$ -	0
Division Street		$ 13,000.00	$ 10,671.00	$ 10,671.00
Goff St., S. Catherine-Steltzer		$ 30,000.00	$ 22,720.00	$ 22,720.00
Margaret St (Broad-Cornelia)		$ 105,000.00	$ 89,392.00	$ 89,392.00
Olivetti Pl., (Broad to Park)		$ 55,000.00	$ 31,750.00	$ 31,750.00
Park, Sanborn-Lexington		$ 76,000.00	$ 77,251.00	$ 76,275.00
Pine St.(S.Catherine-Walworth)		$ 235,000.00	$ 235,000.00	$ 208,250.00
Pine St.(Walworth-Battery)		$ 248,000.00	$ 248,000.00	$ 248,000.00
Riley Ave (N. Catherine-Oak)		$ 28,000.00	$ -	$ -
S. Catherine, S. Platt-Crete Blvd		**$ 700,000.00**	**$ 500,000.00**	**$ 760,166.00**
Steltzer		$ 165,000.00	$ 165,000.00	$ 165,000.00
Waterhouse St., Allen-OLVA		$ 90,000.00	$ 82,500.00	$ 82,650.00
Mis. Paving	(North, Lyon)	$ 100,000.00	$ 100,000.00	$ 100,000.00
Street Survey		$ 30,000.00	$ 22,100.00	$ 8,000.00
Street Borings		$ 15,000.00	$ 2,000.00	$ 2,000.00
	Total:	**$ 1,976,000.00**	**$ 1,586,384.00**	**$ 1,804,874.00**
Funding:	General	$ 885,000.00	$ 764,984.00	$ 764,984.00
	CHIPS	$ 426,000.00	$ 426,000.00	$ 426,000.00
	Federal	$ 560,000.00	$ 345,600.00	$ 516,960.00
	Marchiselli	$ 105,000.00	$ 49,800.00	$ 96,930.00
		$ 1,976,000.00	**$ 1,586,384.00**	**$ 1,804,874.00**

CC: Mike Brodi