

TOWN OF PLATTSBURGH
TOWN BOARD SEMI-MONTHLY MEETING
April 17, 2025

The meeting was called to order at 6:00 p.m. by the presiding officer at the Town Hall on Banker Road. Pledge.

MEMBERS:	<u>PRESENT</u>	<u>ABSENT</u>
Michael S. Cashman, Supervisor	x	
Thomas E. Wood, Councilor		x
Charles A. Kostyk, Councilor	x	
Dana M. Isabella, Councilor	x	
Daniel A. Bosley, Councilor	x	
Kathryn B. Kalluche, Town Clerk		x
James J. Coffey, Town Attorney	x	

Also, in attendance: Robin Burgess - Deputy Town Clerk

Resolution No. 025-110

Accept Minutes of the Previous Meeting

RESOLVED, that the minutes of **February 20, 2025** be accepted, and the reading of the minutes be dispensed with.

Motion: Charles A. Kostyk

Seconded by: Daniel A. Bosley

Discussion: None

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood			x		
Charles A. Kostyk	x				
Dana M. Isabella	x				
Daniel A. Bosley	x				
Michael S. Cashman	x				

Public Comment - None

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI-MONTHLY MEETING
April 17, 2025**

Resolution No. 025-111

Abstract 4B-2025

RESOLVED, that the abstract of audited claims **No. 4B-2025** for \$313,852.29, **Abstract 4B-2025** prepays for the amount of \$212,934.28 be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

Motion: Dana M. Isabella

Seconded by: Charles A. Kostyk

Discussion: None

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood			x		
Charles A. Kostyk	x				
Dana M. Isabella	x				
Daniel A. Bosley	x				
Michael S. Cashman	x				

**TOWN OF PLATTSBURGH
TOWN BOARD WORK SESSION
April 10, 2025**

Resolution No. 025-112

**Authorization to Advertise Bids for
Battlefield Memorial Gateway Phase 2
Remembrance Plaza**

WHEREAS, the Town Board has previously authorized the development of construction documents required for the Remembrance Plaza as Phase 2 of the Battlefield Memorial Gateway project; and

WHEREAS, AES Northeast has prepared documents for the bid proposals to be advertised; now therefore be it

RESOLVED, that the Town Clerk is hereby authorized to advertise bids for the Battlefield Memorial Gateway Phase 2 Remembrance Plaza, and that said advertisement shall be placed on the Town Website and in the Press Republican, with bids to be opened at the Town of Plattsburgh Town Hall located at 151 Banker Road, Plattsburgh, NY 12901 on May 8th, 2025 at 10:00 am EST; and, be it further

RESOLVED, that the Town of Plattsburgh Town Board reserves the right to reject any or all bids offered; and be it further

RESOLVED, that a certified copy of this Resolution is to be given to the Town Clerk, The Planning & Community Development Department and the Finance Manager.

Motion: Daniel A. Bosley

Seconded by: Charles A. Kostyk

Discussion: None

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood			x		
Charles A. Kostyk	x				
Dana M. Isabella	x				
Daniel A. Bosley	x				
Michael S. Cashman	x				

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI-MONTHLY MEETING
April 17, 2025**

Resolution No. 025-113

**Agreement with The Precision Group for the
Cleaning and Servicing of the Oil Water Separator**

WHEREAS, it is necessary to continue maintenance and improvements of buildings and grounds within the Town of Plattsburgh; and

WHEREAS, Mike Drew, Superintendent of Building and Grounds, is requesting for the Town to enter into an agreement with The Precision Group for the cleaning and serving of the Oil Water Separator; therefore, be it

RESOLVED, that the Town Board authorizes the Supervisor to enter into an agreement with The Precision Group, with its principal place of business at 1710 Erie Boulevard, Schenectady, NY 12308, to provide services as indicated in the Agreement; and, be it further

RESOLVED, that, after the Town Attorney's review, the Supervisor be authorized to sign the Agreement between the Town of Plattsburgh and The Precision Group for the cleaning and servicing of the Oil Water Separator in the amount not to exceed \$10,000.00; and, it is further

RESOLVED, that a copy of this Resolution be given to the Building and Grounds Superintendent and the Finance Manager.

Motion by: Charles A. Kostyk

Seconded by: Daniel A. Bosley

Discussion: None

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood			x		
Charles A. Kostyk	x				
Dana M. Isabella	x				
Daniel A. Bosley	x				
Michael S. Cashman	x				

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI-MONTHLY MEETING
April 17, 2025**

Resolution No. 025-114

March 2025 Budget Amendment

WHEREAS, the Town may need to amend the 2025 budget to reflect changes in revenues and expenditures during the year; and

WHEREAS, the budget amendments will be offset from existing fund balance or additional revenues; therefore be it

RESOLVED, that the Town Board of the Town of Plattsburgh authorize the following budget amendment as attached:

and be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager.

Motion: Dana M. Isabella

Seconded by: Charles A. Kostyk

Discussion: None

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood			x		
Charles A. Kostyk	x				
Dana M. Isabella	x				
Daniel A. Bosley	x				
Michael S. Cashman	x				



Plattsburgh, NY

Budget Adjustment Register Adjustment Detail

Packet: GLPKT13786 - Budget Adjustments March 2025

Adjustment Number	Budget Code	Description	Adjustment Date
BA0023057	Adopted 2025 Budget	Budget Adjustment March 2025	3/31/2025

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<u>AAA.1010.4410.0000</u>	CONF., MTGS., ETC.	Budget Adjutment March 2025	4,000.00	2,600.00	6,600.00
March: 2,600.00					
<u>AAA.1990.4000.0000</u>	CONTINGENT ACCT.	Budget Adjustment March 2025	40,000.00	-2,800.00	37,200.00
March: -2,800.00					
<u>AAA.1990.4000.0000</u>	CONTINGENT ACCT.	Budget Adjustment March 2025	40,000.00	-2,600.00	37,400.00
March: -2,600.00					
<u>AAA.1990.4000.0000</u>	CONTINGENT ACCT.	Budget Adjustment March 2025	40,000.00	-1,900.00	38,100.00
March: -1,900.00					
<u>AAA.5010.2000.0000</u>	EQUIP.& CAP. OUTLAY	Budget Adjustment March 2025	100.00	2,800.00	2,900.00
March: 2,800.00					
<u>AAA.7310.2000.0000</u>	EQUIP. & CAP. OUTLAY	Budget Adjustment March 2025	1,000.00	1,900.00	2,900.00
March: 1,900.00					
<u>AAA.8010.2000.0000</u>	EQUIP. & CAP. OUTLAY	Budget Adjustment March 2025	48,000.00	5,400.00	53,400.00
March: 5,400.00					
<u>AAA.8010.4400.0000</u>	Schluter Inspections	Budget Adjustment March 2025	25,000.00	-1,100.00	23,900.00
March: -1,100.00					
<u>AAA.8010.4400.0000</u>	Schluter Inspections	Budget Adjustment March 2025	25,000.00	-5,400.00	19,600.00
March: -5,400.00					
<u>AAA.8010.8200.0000</u>	WORKERS COMPENSATION	Budget Adjustment March 2025	25,000.00	1,100.00	26,100.00
March: 1,100.00					
<u>AAA.8020.4750.0000</u>	ENGINEERING SERV.	Budget Adjutment March 2025	0.00	100.00	100.00
March: 100.00					
<u>AAA.8020.4850.0000</u>	PLANNNG & IMPLENTATION ST	Budget Adjustment March 2025	25,000.00	-100.00	24,900.00
March: -100.00					
<u>DAA.5130.4100.0000</u>	TIRES & BATTERIES	Budget Adjutment March 2025	1,900.00	17,100.00	19,000.00
March: 17,100.00					
<u>DAA.5130.4200.0000</u>	MACH.REPAIR/SERV.	Budget Adjutment March 2025	180,000.00	-17,100.00	162,900.00
March: -17,100.00					
<u>WSA.1610.1100.0000</u>	OVERTIME CREWS	Budget Adjustment March 2025	0.00	-32,000.00	-32,000.00
March: -32,000.00					
<u>WSA.1610.1100.0000</u>	OVERTIME CREWS	Budget Adjustment March 2025	0.00	32,000.00	32,000.00
March: 32,000.00					
<u>WSA.1610.1110.0000</u>	OVERTIME OFFICE	Budget Adjustment March 2025	0.00	4,000.00	4,000.00
March: 4,000.00					
<u>WSA.1610.1950.0000</u>	OFFICE OVERTIME	Budget Adjustment March 2025	4,000.00	-4,000.00	0.00
March: -4,000.00					
<u>WSA.1610.4810.0000</u>	GENERAL INSURANCE	Budget Adjustment March 2025	31,000.00	4,400.00	35,400.00
March: 4,400.00					
<u>WSA.9000.8200.0000</u>	WORKERS COMPENSATION	Budget Adjustment March 2025	52,800.00	-4,400.00	48,400.00
March: -4,400.00					

Budget Adjustment Register

Packet: GLPKT13786 - Budget Adjustments March 2025

Budget Code Summary

Budget	Budget Description	Account	Account Description	Before	Adjustment	After
2025	Adopted 2025 Budget	<u>AAA.1010.4410.0000</u>	CONF., MTGS., ETC.	4,000.00	2,600.00	6,600.00
		<u>AAA.1990.4000.0000</u>	CONTINGENT ACCT.	40,000.00	-7,300.00	32,700.00
		<u>AAA.5010.2000.0000</u>	EQUIP. & CAP. OUTLAY	100.00	2,800.00	2,900.00
		<u>AAA.7310.2000.0000</u>	EQUIP. & CAP. OUTLAY	1,000.00	1,900.00	2,900.00
		<u>AAA.8010.2000.0000</u>	EQUIP. & CAP. OUTLAY	48,000.00	5,400.00	53,400.00
		<u>AAA.8010.4400.0000</u>	Schluter Inspections	25,000.00	-6,500.00	18,500.00
		<u>AAA.8010.8200.0000</u>	WORKERS COMPENSATION	25,000.00	1,100.00	26,100.00
		<u>AAA.8020.4750.0000</u>	ENGINEERING SERV.	0.00	100.00	100.00
		<u>AAA.8020.4850.0000</u>	PLANNNG & IMPLENTATION STUD	25,000.00	-100.00	24,900.00
		<u>DAA.5130.4100.0000</u>	TIRES & BATTERIES	1,900.00	17,100.00	19,000.00
		<u>DAA.5130.4200.0000</u>	MACH.REPAIR/SERV.	180,000.00	-17,100.00	162,900.00
		<u>WSA.1610.1100.0000</u>	OVERTIME CREWS	0.00	0.00	0.00
		<u>WSA.1610.1110.0000</u>	OVERTIME OFFICE	0.00	4,000.00	4,000.00
		<u>WSA.1610.1950.0000</u>	OFFICE OVERTIME	4,000.00	-4,000.00	0.00
		<u>WSA.1610.4810.0000</u>	GENERAL INSURANCE	31,000.00	4,400.00	35,400.00
		<u>WSA.9000.8200.0000</u>	WORKERS COMPENSATION	52,800.00	-4,400.00	48,400.00
			2025 Total:	437,800.00	0.00	437,800.00
			Grand Total:	437,800.00	0.00	437,800.00

Fund Summary

Fund	Before	Adjustment	After
Budget Code:2025 - Adopted 2025 Budget Fiscal: 2025			
AAA	168,100.00	0.00	168,100.00
DAA	181,900.00	0.00	181,900.00
WSA	87,800.00	0.00	87,800.00
Budget Code 2025 Total:	437,800.00	0.00	437,800.00
Grand Total:	437,800.00	0.00	437,800.00

TOWN OF PLATTSBURGH
TOWN BOARD SEMI-MONTHLY MEETING
April 17, 2025

Resolution No. 025-115

Resolution to Hold a Public Hearing for
Local Law No. 3 of 2025 a Local Law
Regulating the Outdoor Restraint of Dogs of
the Code of the Town of Plattsburgh

WHEREAS, proposed Local Law No. 3 of 2025 a Local Law Regulating the Outdoor Restraint of Dogs of the Code of the Town of Plattsburgh; and

WHEREAS, due consideration has been given to the adoption of Proposed Local Law No. 3 of 2025 by all members of the Town Board who were present; and

WHEREAS, it was the considered opinion of all members of the Town Board who were present that a public hearing should be held on the 8th day of May 2025 at 6:05 P.M., at the Plattsburgh Town Hall, 151 Banker Road, Plattsburgh, New York, to consider the adoption of Proposed Local Law No. 3 of 2025;

NOW, on motion duly made and seconded, it was

RESOLVED, that after review of proposed Local Law No. 3 of 2025, it has been hereby determined that the proposed is a Type II action requiring no further environmental review; and be it further

RESOLVED, that a public hearing be held on the 8th day of May 2025 at 6:05 P.M., at the Plattsburgh Town Hall, 151 Banker Road, Plattsburgh, New York, on the question of the enactment of Proposed Local Law No. 3 of 2025; and be it further

RESOLVED, that a Notice of Hearing on Proposed Local Law No. 3 of 2025 shall be published in the Press Republican not less than five (5) days prior to that hearing; and be it further

RESOLVED, that the Town Clerk shall post that Notice on the bulletin board maintained by the Town Clerk pursuant to Town Law 30(6), and on the Town of Plattsburgh website, for a period of not less than five (5) days prior to that public hearing.

Motion: Daniel A. Bosley

Seconded by: Charles A. Kostyk

Discussion: None

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u> x	<u>Tabled</u>
Thomas E. Wood			x		
Charles A. Kostyk	x				
Dana M. Isabella	x				
Daniel A. Bosley	x				
Michael S. Cashman	x				

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI-MONTHLY MEETING
April 17, 2025**

Resolution No. 025-116

Recreation Program Contract of Services

WHEREAS, Parks and Recreation utilizes instructional services for programs in the Town of Plattsburgh; and

WHEREAS, the Youth Services and Recreation Director recommends contract services for program and said person(s) get a W9; now, therefore be it

Spring/Summer Program Contracts:

Kaleb Stanton	\$605	Tennis	<i>August 11-15, 2025</i>
Yvette Manney	\$200	Handcrafted Cards	<i>May 1, 2025</i>
Courtney St. Pierre	\$400	Cookie Decorating (adult)	<i>May 29, 2025</i>

RESOLVED, that the Supervisor is authorized to sign all necessary documents necessary for these short term contract services.

Motion: Charles A. Kostyk

Seconded by: Dana M. Isabella

Discussion: None

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u> x	<u>Tabled</u>
Thomas E. Wood			x		
Charles A. Kostyk	x				
Dana M. Isabella	x				
Daniel A. Bosley	x				
Michael S. Cashman	x				

TOWN OF PLATTSBURGH
TOWN BOARD SEMI-MONTHLY MEETINGS
April 17, 2025

Resolution No. 025-117

Disposal of Obsolete Equipment

WHEREAS, it has been determined that the computers/equipment listed below is obsolete and no longer needed; and

HP LaserJet 1300 - # CNBJF58166
Dell Monitors (Qty: 5)
Dell OptiPlex 3020 – Tag # 8L4Q432
Dell OptiPlex 3080 – Tag # 9SH1RJ3 – Asset # 21014
Dell OptiPlex 5050 – Tag # D3XJHQ2 – Asset # 2641
Dell OptiPlex 5060 – Tag # CTKGPX2 – Asset # 2794
Kyocera EcoSys FS-C5020N—S/N: APD5300633
Dell OptiPlex 3050 – Tag # 40YV4L2
Dell OptiPlex 3040 – Tag # GYMRKH2 – Asset # 2614
Dell OptiPlex 3050 – Tag # 5KP0CM2
Dell OptiPlex 3050 – Tag # BHTCXM2
Dell OptiPlex 3050 – Tag # BHKFXM2
Dell OptiPlex 3010 – Tag # 4CJSNV1
Dell OptiPlex 3020 – Tag # 4KWKC42
Dell OptiPlex 3020 – Tag # 4KGKC42
Dell OptiPlex 3050 – Tag # FBKTMN2
Dell OptiPlex 3050 – Tag # BHJHXM2

WHEREAS, the computer/equipment will be turned over to the Building and Grounds Department for the proper disposal; therefore, be it

RESOLVED, that the Town Board hereby authorizes the disposal of said computers and equipment; and it is further

RESOLVED, that a copy of this Resolution be given to the Finance Manager.

Motion: Charles A. Kostyk

Seconded by: Daniel A. Bosley

Discussion: None

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood			x		
Charles A. Kostyk	x				
Dana M. Isabella	x				
Daniel A. Bosley	x				
Michael S. Cashman	x				

TOWN OF PLATTSBURGH
TOWN BOARD SEMI-MONTHLY MEETING
April 17, 2025

Resolution No. 025-118

Town of Plattsburgh and Gilliland
Community Cemetery, Inc. –
Agreement for the Purchase of Services

WHEREAS, the Town of Plattsburgh is required by law to ensure that all cemeteries within the Town are properly maintained; and

WHEREAS, Gilliland Community Cemetery, Inc. is currently providing the upkeep for the cemetery located on Route 9 in the Town of Plattsburgh, but lacks the necessary resources to properly maintain the cemetery; and

WHEREAS, the Town of Plattsburgh Town Board is in receipt of the Agreement for the Purchase of Services between the Town of Plattsburgh and the Gilliland Community Cemetery, Inc.; and

WHEREAS, the Town Board has given consideration to the request of \$1,200.00 per year to financially assist the Gilliland Community Cemetery, Inc. with the necessary resources to maintain the cemetery; therefore, be it

RESOLVED, that the Town Board does hereby authorize the Supervisor to sign and execute said Agreement, upon approval by the Town Attorney; and be it further

RESOLVED, that the Supervisor is hereby authorized to make payment in the amount of one thousand two hundred dollars (\$1,200.00) to the Gilliland Community Cemetery, Inc. and that payment be made payable from the Town of Plattsburgh General Fund; and it is further

RESOLVED, that an executed copy of said Agreement is given to the Gilliland Community Cemetery, Inc. and a copy of this Resolution to given to the Finance Manager.

Motion: Dana M. Isabella

Seconded by: Daniel A. Bosley

Discussion: Michael S. Cashman stated that the Agreement is for 3-years.

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood			x		
Charles A. Kostyk	x				
Dana M. Isabella	x				
Daniel A. Bosley	x				
Michael S. Cashman	x				

TOWN OF PLATTSBURGH
TOWN BOARD SEMI-MONTHLY MEETING
April 17, 2025

Resolution No. 025-120

**Rejection of All Bids for Construction and
Site Work for North Entrance Vestibule**

WHEREAS, the Town of Plattsburgh previously developed concept plans, schematic designs, and construction documents for the renovation of our North Entrance Vestibule; and

WHEREAS, in compliance with all applicable State and local procurement procedures, the Town issued a public notice accepting bids for the construction of the project, and the Town received bids from two contractors; and

WHEREAS, the Town is no longer able to proceed with the project due to scheduling constraints; now, therefore it be

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby reject both bids; and it is further

RESOLVED, that a copy of this resolution be provided to the Planning & Community Development Office, Finance Manager, AEDA, AM Equipment, and Adams Glass.

Motioned by: Charles A. Kostyk

Seconded by: Daniel A. Bosley

Discussion: None

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood			x		
Charles A. Kostyk	x				
Dana M. Isabella	x				
Daniel A. Bosley	x				
Michael S. Cashman	x				

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI-MONTHLY MEETING
April 17, 2025**

RESOLVED, that this Town Board meeting be adjourned at 6:20 PM.

Motion by: Charles A. Kostyk

Seconded by: Dana M. Isabella

Discussion: None

	<u>Yes</u>	<u>No</u>	<u>Carried</u>
			x
Thomas E. Wood	Absent		
Charles A. Kostyk	x		
Dana M. Isabella	x		
Daniel A. Bosley	x		
Michael S. Cashman	x		

Minutes Respectfully Submitted by:

Katie Kalluche, Town Clerk