

**TOWN OF PLATTSBURGH**  
**TOWN BOARD SEMI-MONTHLY MEETING**  
**August 21, 2025**

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

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

**Resolution No. 025-197**

**Accept Minutes of the Previous Meeting**

**RESOLVED**, that the minutes of **July 3, 2025** and **July 10, 2025** be accepted, and the reading of the minutes be dispensed with.

**Motion: Charles A. Kostyk**

**Seconded by: Daniel A. Bosley**

**Discussion: None**

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

**Public Comment - None**

**TOWN OF PLATTSBURGH**  
**TOWN BOARD SEMI-MONTHLY MEETING**  
**August 21, 2025**

**Resolution No. 025-198**

**Abstract 8B-25**

**RESOLVED**, that the abstract of audited claims **No. 8B-25** for \$289,959.27, **Abstract 8B-25** prepays for the amount \$1,300,113.71 be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

**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	
<b>Thomas E. Wood</b>			x		
<b>Charles A. Kostyk</b>	x				
<b>Dana M. Isabella</b>			x		
<b>Daniel A. Bosley</b>	x				
<b>Michael S. Cashman</b>	x				

**TOWN OF PLATTSBURGH**  
**TOWN BOARD SEMI-MONTHLY MEETING**  
**August 21, 2025**

**Resolution No. 025-199**

**Authorizing Lining of Existing Stormwater  
Infrastructure on Smithfield Boulevard**

**WHEREAS**, the Town of Plattsburgh recently conducted an inspection of Smithfield Boulevard, confirming that the stormwater infrastructure is original from its construction in 1986; and

**WHEREAS**, the inspection revealed significant corrosion of the stormwater pipes and are in need of attention prior to paving the road; and

**WHEREAS**, it has been determined by the Town of Plattsburgh Highway Superintendent, Greg Burnell, that the most cost-effective and efficient option is lining the existing stormwater pipes; and

**WHEREAS**, The Precision Group, utilizing pricing per Onondaga contract #0010984, has provided the Town of Plattsburgh with a quote and an agreement to perform the pipe lining work; therefore, be it

**RESOLVED**, that the Town of Plattsburgh Town Board hereby authorizes the lining of the existing stormwater infrastructure on Smithfield Boulevard and that the Town Supervisor is authorized to sign any and all related documents required for this project; and it is further

**RESOLVED**, that payment for said project be made payable from the 2025 Equipment and Capital Outlay Account DAA.5130.2000 Budget; and be it

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

**Motion: Charles A. Kostyk**

**Seconded by: Daniel A. Bosley**

**Discussion: None**

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

**TOWN OF PLATTSBURGH  
TOWN BOARD SEMI-MONTHLY MEETING  
August 21, 2025**

**Resolution No. 025-200**

**Temporary Appointment in the  
Justice Court – Marissa Sours**

**WHEREAS**, the Supervisor has received a letter of request from Justice Joyce asking for a temporary full-time Clerk position solely as a training position for the upcoming vacancy of a Court Clerk position; and

**WHEREAS**, Marissa Sours has the skills to perform the necessary duties and has agreed to work on a full-time temporary basis to train for the Court Clerk position, therefore, be it;

**RESOLVED**, that the Town Board does hereby authorize the hiring and temporary full-time appointment of Marissa Sours effective September 8, 2025 at the rate of \$26.45 per hour; and be it further

**RESOLVED**, that the Supervisor is hereby authorized to sign all necessary documents for Ms. Sours' appointment; and it is further

**RESOLVED**, that a certified copy of this Resolution be given to the Justice Joyce, be placed in Ms. Sours' file and one be forwarded to the Clinton County Department of Personnel for Civil Service final approval and filing.

**Motion: Charles A. Kostyk**

**Seconded by: Daniel A. Bosley**

**Discussion: Daniel A. Bosley**

**Roll Call:**

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

**TOWN OF PLATTSBURGH  
TOWN BOARD SEMI-MONTHLY MEETING  
August 21, 2025**

**Resolution No. 025-201**

**Appointment of Budget Officer**

**RESOLVED**, that Jennifer Whitney be appointed as Budget Officer to serve at the pleasure of the Supervisor and for the Town of Plattsburgh, effective Friday, August 22, 2025, pursuant to Section 20 of Town Law; and be it further

**RESOLVED**, that Ms. Whitney assumes the position without additional compensation, and be it further

**RESOLVED**, that Ms. Whitney takes the oath of office within thirty days of this Resolution; and be it further

**RESOLVED**, that a copy of this Resolution be given to Ms. Whitney, be placed in her personnel file and a copy be sent to the State Retirement Board.

**Motion: Daniel A. Bosley**

**Seconded by: Charles A. Kostyk**

**Discussion: Daniel A. Bosley**

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

TOWN OF PLATTSBURGH  
TOWN BOARD SEMI MONTHLY MEETING  
VORTEX USA INC.

RESOLUTION NO. 025-202

RESOLUTION APPROVING THE TERMS AND CONDITIONS OF  
(A) A CERTAIN PAYMENT IN LIEU OF TAX AGREEMENT TO BE  
ENTERED INTO BETWEEN COUNTY OF CLINTON INDUSTRIAL  
DEVELOPMENT AGENCY (THE "AGENCY") AND THE  
COMPANY (AS DEFINED HEREIN) IN CONNECTION WITH THE  
VORTEX USA INC. PROJECT BEING UNDERTAKEN BY THE  
AGENCY, AND (B) A CERTAIN HOST COMMUNITY AGREEMENT  
WHICH MAY BE ENTERED INTO BETWEEN THE COMPANY  
AND PERU CENTRAL SCHOOL DISTRICT.

BE IN ENACTED by the Town Board of the Town of Plattsburgh, New York (the "Board"),  
as follows:

WHEREAS, pursuant to Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended (the "Enabling Act") and Chapter 225 of the Laws of 1971 of the State of New York, as amended, codified as Section 895-f of said General Municipal Law (said Chapter and the Enabling Act being hereinafter collectively referred to as the "Act"), the County Legislature of Clinton County, New York (the "County Legislature") has heretofore appointed the Chairperson and members of County of Clinton Industrial Development Agency (the "Agency") and has duly caused to be filed in the office of the Secretary of State of the State of New York the certificates required by Section 856 of the Act; and

WHEREAS, the Agency is in the process of undertaking a project (the "Project") for the benefit of Vortex USA Inc. (the "Company"), a Delaware corporation, which Project consists of the following: (A) (1) the acquisition of a leasehold interest in an approximately 6.35 acre parcel of land located at 31 Northern Avenue (Tax Map No.: 233.-5-25) in the Town of Plattsburgh, Clinton County, New York (the "Land"), together with an existing building located thereon (the "Existing Facility"), (2) the reconstruction and renovation of the Existing Facility; and (3) the acquisition and installation therein and thereon of related fixtures, machinery, equipment, and other tangible personal property (collectively, the "Equipment") (the Land, the Existing Facility, and the Equipment are hereinafter, collectively, referred to as the "Project Facility"), all of the foregoing to be owned and operated by the Company, or an affiliate thereof, as an industrial, manufacturing, and warehousing facility and other directly and indirectly related activities; (B) the granting of certain "financial assistance" (within the meaning of Section 854(14) of the Act) with respect to the foregoing, including potential exemptions from certain sales and use taxes, real property taxes, real property transfer taxes, and mortgage recording taxes (collectively, the "Financial Assistance"); and/or (C) the lease (with an obligation to purchase) or sale of the Project Facility to the Company or such other person as may be designated by the Company and agreed upon by the Agency; and

WHEREAS, the Town of Plattsburgh (the "Town"), the Peru Central School District (the "School District") and Clinton County (the "County") (the Town, the School District and the County being sometimes collectively referred to as the "Affected Tax Jurisdictions") constitute all of the "affected tax jurisdictions" (within the meaning ascribed to such term in Section 854(16) of the Act) with respect to the Project Facility; and

WHEREAS, to effectuate a real property tax exemption with respect to the Project Facility by reason of the involvement of the Agency with the Project, (A) the Company and the Agency will execute and deliver a payment in lieu of tax agreement (the "Payment in Lieu of Tax Agreement") by and between the Company and the Agency pursuant to which the Company will agree to pay certain payments in lieu of taxes (each a "PILOT Payment") with respect to the Project Facility to the County Treasurer of Clinton County (the "County Treasurer") for distribution to all or a portion of the Affected Tax Jurisdictions, and (B) the Agency will file with the appropriate assessor or assessors having jurisdiction over the Project Facility (each, an "Assessor") and mail to the chief executive officer of each of the Affected Tax Jurisdictions a copy of a New York State Board of Real Property Services Form RP-412-a (the form required to be filed by the Agency in order for the Agency to obtain a real property tax exemption with respect to the Project Facility under Section 412-a of the Real Property Tax Law) (a "Real Property Tax Exemption Form") relating to the Project Facility and the Payment in Lieu of Tax Agreement; and

WHEREAS, the School District has indicated to the Agency: (a) that it does not wish to receive any of the PILOT Payments allocable to the School District under the Payment in Lieu of Tax Agreement; and (b) that it may consider entering into a certain host community agreement (the "Host Community Agreement") by and between the School District and the Company (the "District Request"); and

WHEREAS, Section 858(15) of the Act provides that, unless otherwise agreed in writing by the Affected Tax Jurisdictions, all PILOT Payments payable under the Payment in Lieu of Tax Agreement must be allocated among the Affected Tax Jurisdictions in the same proportions to the amount of real property tax and other taxes which would have been received by each Affected Tax Jurisdiction had the Project Facility not been tax exempt due to the status of the Agency; and

WHEREAS, as a result of the District Request and for purposes of compliance with Section 858(15) of the Act, the Agency and the Affected Tax Jurisdictions desire that the Town approve the allocation of the PILOT Payments payable under the Payment in Lieu of Tax Agreement;

NOW, THEREFORE, BE IT RESOLVED by the Town Board of the Town of Plattsburgh, as follows:

Section 1. For the purpose of satisfying the requirements contained in Section 858(15) of the New York State General Municipal Law and the requirements, if any, contained in the Policy, the Town hereby approves the terms and conditions of the Payment in Lieu of Tax Agreement, including but not limited to, the terms of the distribution and allocation of payments under the Payment in Lieu of Tax Agreement thereunder, including no payments being made to the School District by the Company thereunder.

Section 2. This resolution shall take effect immediately.

The resolution was duly seconded by Board Member Charles A. Kostyk and the resolution was duly adopted by a vote on roll call.

**Motion: Daniel A. Bosley**

**Seconded by: Charles A. Kostyk**

**Discussion: None**

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



**TOWN OF PLATTSBURGH  
TOWN BOARD SEMI-MONTHLY MEETING  
August 21, 2025**

---

**RESOLVED**, that this Town Board meeting be adjourned at 6:08 PM.

**Motion by: Daniel A. Bosley**

**Seconded by: Charles A. Kostyk**

**Discussion: None**

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

Minutes Respectfully Submitted by:

Katie Kalluche, Town Clerk