

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
September 4, 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	

Resolution No. 025-203

Accept Minutes of the Previous Meeting

RESOLVED, that the minutes of **July 17, 2025, July 24, 2025, and August 7, 2025** be accepted, and the reading of the minutes be dispensed with.

Motion: Charles A. Kostyk

Seconded by: Dana M. Isabella

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

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Resolution No. 025-204

Abstract 9A-25

RESOLVED, that the abstract of audited claims **No. 9A-25** for \$155,985.92, **Abstract 9A-25** prepays for the amount \$218,488.18 be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

Motion: Dana M. Isabella

Seconded by: Daniel A. Bosley

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				

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Resolution No. 025-205

Monthly Department Reports

RESOLVED, to receive and place on file Monthly Department Head Reports.

Building and Grounds –
Codes and Zoning –
Dog Control Officer –
Historian –
Highway Superintendent – **July 2025**
Justice Court –
Parks and Recreation – **June 2025** and **July 2025**
Planning and Community Development – **July 2025**
Safety Committee –
Supervisors Financial Report – **July 2025**
Tax Receiver –
Town Clerk – **July 2025**
Water Wastewater – **July 2025**

Motion: Charles A. Kostyk

Seconded by: Daniel A. Bosley

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				

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Resolution No. 025-206

Advertise for 2025 Budget Work Session

WHEREAS, each year, as a part of the Budget process, the Town Board meets to discuss Budgets with Town Departments to determine current issues, future needs and program goals that will require funding in the new Budget; and

WHEREAS, it is important that the community has opportunity to observe the Budget process and learn about Department needs and goals; therefore, be it

RESOLVED, that the Town Board will hold Budget Work Session on October 18th, 2025 to be scheduled between the hours of 8:00 A.M. to 11:00 A.M. at the Town Hall complex on 151 Banker Road, Plattsburgh, NY 12901; and, be it further

RESOLVED, that the Town Clerk publish this announcement in the official newspaper for the Town of Plattsburgh, the Press Republican, have a copy posted on the Clerk's Bulletin Board and a copy to be posted on the Town's website.

Motion: Dana M. Isabella

Seconded by: Thomas E. Wood

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				

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Resolution No. 025-207

Planning & Codes Fee Schedule Amendment 2025

WHEREAS, fees to be charged shall be as set forth by the Town Board from time to time after a public hearing thereon and amendments thereto held at least ten (10) days after publication of the notice of the time and place of such respective hearing; and

WHEREAS, the Planning and Codes Departments have proposed changes to the fee schedules as it is necessary to review and update them;

WHEREAS, the Town Board duly called for a public hearing for the consideration of the aforesaid fee schedule update and gave due notice thereof as required by law; and

WHEREAS, said public hearing was held by this Town Board at the Town Hall at 151 Banker Road, Plattsburgh, New York, on the 28th day of August, 2025, at 6:05 P.M. of said day; at which time the proposed fee schedule change was available; now, therefore be it

RESOLVED, that the Town Board of the Town of Plattsburgh, after review and discussion of said proposed changes to the fee schedules, does hereby receive and place on file the proposed changes, which changes are as set forth in the attached Fee Schedule 2014; and it is further

RESOLVED, that the Town Board, of the Town of Plattsburgh, after review and discussion of said proposed changes to the fee schedules, does hereby adopt the attached amended Fee Schedule dated September 2025; and be it further

RESOLVED, this Resolution shall be effective September 4th, 2025; and be it further

RESOLVED, that a copy of this Resolution be given to the Codes and Planning Departments and be placed on the Town website along with the amended fee schedules.

Motion: Thomas E. Wood

Seconded by: Dana M. Isabella

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
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Resolution No. 025-208

**Resolution to Authorize a Contract with The New York State
Division of Homeland Security and Emergency Services**

WHEREAS, the Town of Plattsburgh recognizes the necessity to enhance Information Technology safety to ensure a proactive approach to protecting Town data and Information Technology infrastructure; and

WHEREAS, The New York State Division of Homeland Security and Emergency Services can assist The Town in developing an Information Technology Policy, test The Town's system for potential weaknesses and threats, and assist The Town in preparing for an Information Technology breach; and

WHEREAS, the New York State Division of Homeland Security and Emergency Services has provided an Intergovernmental Agreement for a term of 3 years for the Provision of Endpoint Protection and Response Services through a grant with a value of \$7,047.60 at no cost to The Town of Plattsburgh; therefore, be it

RESOLVED, that the Town of Plattsburgh hereby authorizes the execution of the Intergovernmental Agreement with The New York State Division of Homeland Security and Emergency Services for the provision of Endpoint Protection and Response Services; and be it further

RESOLVED, that the Town Supervisor is hereby authorized and directed to take all necessary actions to execute the Intergovernmental Agreement and to ensure the timely commencement and completion of the project; and, it is further

RESOLVED, that the Town Clerk is hereby directed to provide a copy of this resolution to The New York State Division of Homeland Security and Emergency Services and the Finance Manager.

Motion: Thomas E. Wood

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				

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RESOLVED, that this Town Board meeting be adjourned at 6:05 PM.

Motion by: Thomas E. Wood

Seconded by: Charles A. Kostyk

Discussion: None

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

Minutes Respectfully Submitted by:

Katie Kalluche, Town Clerk