

**TOWN OF PLATTSBURGH
TOWN BOARD WORK SESSION AGENDA
September 11, 2025**

The meeting was called to order at 6:00 PM by the presiding officer at the Town of Plattsburgh Town Hall, 151 Banker Road. Pledge.

	<u>Present</u>	<u>Absent</u>
MEMBERS: 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	

Public Comments: None

Supervisor's Report: Moment of silence – 9/11, acknowledge local/regional individuals affected directly

Resolutions:

025-209 Proclamation in Recognition of National Adult Education & Family Literacy Week
(September 15-19, 2025)

025-210 Permanent Appointment of Erin Pangborn to Grade 10, Step 3 Position

Draft Resolutions:

025-xxx Minutes

025-xxx Resolution to Extend Retirement Date of Pamela St. John from the Position of Court Clerk in the Town of Plattsburgh Justice Court

025-xxx Authorizing the Purchase and Installation of Three (3) Highway Garage Man Doors

025-xxx Authorizing the Purchase and Installation of Three (3) Genetec Advantage ProReaders

025-xxx Retirement of Brian Dowling from the Position of Assessor for the Town of Plattsburgh

025-xxx Purchase of New Vehicle for Water/Wastewater Department

Committee Reports:

- Thomas E. Wood
 - o Court: thanks to Pam for staying aboard during transition
- Charles A. Kostyk:
 - o Water/Wastewater: great dialog regarding Rugar Street development with city. Partner with sister municipalities where available and appropriate.

Town Board meeting be adjourned at 6:11 PM.

**TOWN OF PLATTSBURGH
TOWN BOARD WORK SESSION
September 11, 2025**

Resolution No. 025-209

**Proclamation in Recognition of National Adult Education
& Family Literacy Week (September 15-19, 2025)**

WHEREAS, more than 43 million Americans can't read or write at the most basic level while 62.7 million lack basic math skills, as well as the credentials and skills necessary to succeed in post-secondary education; and

WHEREAS, every year, one in three young adults drops out of high school; and

WHEREAS, American Action Forum estimates that America is short an estimated 7.5 million private sector workers across all skill levels; and

WHEREAS, Adult Education programs contribute to solving these challenges by helping Americans move along the continuum in their educational journey to achieve basic skills and get prepared for career and college; and

WHEREAS, Adult Education programs in high schools and adult schools, community colleges and community centers offer low cost, high value programs that upgrade the skill set of our citizens; and

WHEREAS, our Town celebrates Adult Education and Family Literacy Week as a proud participant in the national Educate & Elevate Campaign which helps our citizens learn about all of their Adult Education options to attain their professional and personal goals.

NOW, THEREFORE, we, the Town Board of the Town of Plattsburgh, proclaim
September 15-19, 2025 as

ADULT LITERACY WEEK

in the Town of Plattsburgh.

Motion: Charles A. Kostyk

Seconded by: Thomas E. Wood

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. 025-210

**Permanent Appointment of Erin Pangborn
to Grade 10, Step 3 Position**

WHEREAS, on May 8, 2025, the Town Board of the Town of Plattsburgh passed Resolution No. 025-132, appointing Erin Pangborn to the Grade 10, Step 3 position on a temporary basis; and

WHEREAS, Erin Pangborn has successfully demonstrated her ability to fulfill the duties and responsibilities of the position, including supervision of the Senior Building Maintenance Worker, two Laborers, and summer workers; and

WHEREAS, the Town Board recognizes Erin Pangborn's continued dedication, leadership, and commitment to the Town of Plattsburgh; and

WHEREAS, the Town Board believes that Erin Pangborn's skills, experience, and service in this capacity have contributed greatly to the effectiveness and efficiency of the Town; now, therefore, be it

RESOLVED, that the Town Board of the Town of Plattsburgh hereby confirms and approves the permanent appointment of Erin Pangborn to the Grade 10, Step 3 position, effective September 11, 2025; and be it further

RESOLVED, that a certified copy of this Resolution be given to the Finance Manager and placed in Ms. Pangborn's personnel file.

Motion: Thomas E. Wood

Seconded by: Charles A. Kostyk

Discussion: Michael S. Cashman, Thomas E. Wood, Charles A. Kostyk

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				

*Robin Burgess, Dep
9/15/25*