

**TOWN OF PLATTSBURGH  
TOWN BOARD MONTHLY MEETING  
December 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:**

**PRESENT**

**ABSENT**

**Charles A. Kostyk, Supervisor**  
**Thomas E. Wood, Councilor**  
**Dana M. Isabella, Councilor**  
**Daniel A. Bosley, Councilor**  
**Ilona M. Kelting, Councilor**  
**Jonathan J. White, Town Clerk**  
**James J. Coffey, Town Attorney**

**X**

**X**

**X**

**X**

**X**

**X**

**X**

**Resolution No. 025-270**

**Accept Minutes of the Previous Meeting**

**RESOLVED**, that the minutes of **November 6, 2025** and **November 13, 2025** be accepted, and the reading of the minutes be dispensed with.

**Motion:** Ms. Isabella

**Seconded by:** Mr. Bosley

**Discussion:** None

**Yes**

**No**

**Absent**

**Carried**  
**YES**

**Tabled**

**Thomas E. Wood**

**X**

**Dana M. Isabella**

**X**

**Daniel A. Bosley**

**X**

**Ilona M. Kelting**

**X**

**Charles A. Kostyk**

**X**

**Public Comment - No Public Comments**

**Mr. Kostyk asked that the Town Clerk administer the oath of office to Ms. Isabella for the position of Deputy Town Supervisor.**



**TOWN OF PLATTSBURGH  
TOWN BOARD MONTHLY MEETING  
December 4, 2025**

**Resolution No. 025-271**

**Abstract 12A-25**

**RESOLVED**, that the abstract of audited claims **No. 12A-25** for \$166,435.74, **Abstract 12A-25** prepays for the amount \$176,476.39 be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

**Motion:** Ms. Isabella

**Seconded by:** Mr. Bosley

**Discussion:** None

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u> YES	<u>Tabled</u>
<b>Thomas E. Wood</b>			X		
<b>Dana M. Isabella</b>	X				
<b>Daniel A. Bosley</b>	X				
<b>Ilona M. Kelting</b>	X				
<b>Charles A. Kostyk</b>	X				



**TOWN OF PLATTSBURGH  
TOWN BOARD MONTHLY MEETING  
December 4, 2025**

**Resolution No. 025-272**

**Monthly Department Reports**

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

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

**Motion:** Ms. Kelting

**Seconded by:** Mr. Bosley

**Discussion:** None

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u> YES	<u>Tabled</u>
<b>Thomas E. Wood</b>			X		
<b>Dana M. Isabella</b>	X				
<b>Daniel A. Bosley</b>	X				
<b>Ilona M. Kelting</b>	X				
<b>Charles A. Kostyk</b>	X				



**TOWN OF PLATTSBURGH  
TOWN BOARD MONTHLY MEETING  
DECEMBER 4, 2025**

**Resolution No. 025-273**

**Health Insurance Amendment**

**WHEREAS**, the Town Board of the Town of Plattsburgh is interested in reviewing its policy with regard to providing health insurance coverage to elected officers and employees who are not subject to collective bargaining agreements or other contractual provisions; and

**WHEREAS**, the Town Board desires to control the cost of health insurance for all employees employed or elected after January 1, 2025.

**NOW, THEREFORE, BE IT RESOLVED**, that medical insurance coverage for all Town of Plattsburgh elected officers and employees not covered by any existing collective bargaining agreement or other contractual agreements shall remain at present status and shall be grandfathered as to eligibility status and method of payment; and be it further

**RESOLVED**, that medical insurance coverage for all Town of Plattsburgh elected officers and employees not covered by any existing collective bargaining or other contractual agreements, effective January 1, 2026, shall be as follows:

1. Full-time Elected Officials eligible for health insurance are:
  - a. Town Supervisor;
  - b. Town Highway Superintendent;
2. Part-time Elected Officials (As classified per New York State Retirement) eligible for health insurance are:
  - a. Town Clerk; and
  - b. Town Receiver of Taxes.
  - c. Town Justice

Elected full-time officials who are eligible for health insurance shall receive coverage consisting of the Town paying 80.5% of the total cost of a single, two-person/family plan. Elected or appointed part-time officials who are eligible for health insurance shall receive coverage consisting of the Town paying 80.5% of the total cost of a single, two-person/family plan.

Positions that are to be excluded from eligibility for insurance include: Councilors elected after January 1, 2007 and appointed positions of Town Attorney, Town Historian, Dog Control Officer, Bookkeeper, Bingo Inspector, Deputy Town Clerk, Deputy Tax Receiver and all others not listed above, and all part-time, temporary or seasonal personnel.



3. Said elected or appointed officials and employees shall not be eligible to participate in the health insurance coverage programs offered by the Town of Plattsburgh unless otherwise authorized by Town Board Resolution; and be it further

**RESOLVED**, that this Resolution shall supercede all prior Resolutions to the extent that some are inconsistent herewith; and be it further

**RESOLVED**, that notwithstanding the foregoing, this Resolution shall be of no force and effect upon retired personnel of the Town of Plattsburgh who are presently receiving health insurance benefits; and be it further

**RESOLVED**, that officials elected after January 1, 2007 who chose to retire must have twenty (20) years employment with the Town of Plattsburgh and have reached the age of fifty-five (55) before being eligible for the health insurance benefits. For eligible retirees, upon retiring from the Town of Plattsburgh, the premium portion that the Town pays is 50% of the total premium; and be it further

**RESOLVED**, that employees who are hired on or after January 1, 2011, 50% reimbursement by the Town shall terminate in its entirety once the retiree becomes eligible for Medicare or turns 65, whichever occurs first. Reimbursement shall be for the period of time the retiree leaves the Town plan due to retirement and shall terminate once the retiree become Medicare eligible or turns 65, whichever occurs first. If the retiree pre-deceases their spouse prior to becoming Medicare eligible or turning 65, the obligation of the Town to reimburse shall cease and desist in its entirety.

**Motion:** Ms. Isabella

**Seconded by:** Ms. Kelting

**Discussion:** None

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u> YES	<u>Tabled</u>
<b>Thomas E. Wood</b>			X		
<b>Dana M. Isabella</b>	X				
<b>Daniel A. Bosley</b>	X				
<b>Ilona M. Kelting</b>	X				
<b>Charles A. Kostyk</b>	X				



**TOWN OF PLATTSBURGH  
TOWN BOARD MONTHLY MEETING  
December 4, 2025**

**Resolution No. 025-274**

**Appointment of Court Clerk Pam St. John**

**RESOLVED**, to receive and place on file a letter dated November 17, 2025 from Town Justice James D. Joyce and Town Justice Kristofer Michaud appointing Pamela St. John as full time Court Clerk for the Town of Plattsburgh Town Justices for 2026; and be it further

**RESOLVED**, that a copy of this Resolution be placed in Ms. St. John's personnel files; and be it further

**RESOLVED**, that Ms. St. John take an oath of office within thirty days of this Resolution

**Motion:** Ms. Kelting

**Seconded by:** Mr. Bosley

**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> <b>YES</b>	<b><u>Tabled</u></b>
<b>Thomas E. Wood</b>			<b>X</b>		
<b>Dana M. Isabella</b>	<b>X</b>				
<b>Daniel A. Bosley</b>	<b>X</b>				
<b>Ilona M. Kelting</b>	<b>X</b>				
<b>Charles A. Kostyk</b>	<b>X</b>				





**TOWN OF PLATTSBURGH**  
**TOWN COURT**

151 BANKER ROAD  
PLATTSBURGH, NEW YORK 12901-7307  
(518) 562-6870  
FAX # (518) 563-8142

**JAMES D. JOYCE.**  
**TOWN JUSTICE**

**KRISTOFER S. MICHAUD**  
**TOWN JUSTICE**

**PAMELA B. ST. JOHN**  
**CLERK TO THE TOWN JUSTICE**

**JUSTIN E. DUNHAM**  
**CLERK TO THE TOWN JUSTICE**

November 17, 2025

TO: Town Supervisor  
Town Board Members


RE: Appointments for 2026

Dear Town Supervisor and Town Board Members:


Pamela B St. John and Justin E Dunham are being reappointed as full time court clerks for the year 2026 for the Town Justices. Also, Marissa Sours is being appointed as a temporary Court Clerk for 2026 until further changes take place.

If you need further information, please contact the court.

Sincerely,



Kristofer S Michaud  
Town Justice



James D. Joyce  
Town Justice

KSM: JDJ



**TOWN OF PLATTSBURGH  
TOWN BOARD MONTHLY MEETING  
December 4, 2025**

**Resolution No. 025-275**

**Appointment of Court Clerk Justin Dunham**

**RESOLVED**, to receive and place on file a letter dated November 17, 2025 from Town Justice James D. Joyce and Town Justice Kristofer Michaud appointing Justin Dunham as full-time Court Clerk for the Town of Plattsburgh Town Justices for 2026; and, be it further

**RESOLVED**, that a copy of this Resolution be placed in Mr. Dunham's personnel files; and, be it further

**RESOLVED**, that Mr. Dunham take an oath of office within thirty days of this Resolution.

**Motion:** Ms. Isabelle

**Seconded by:** Ms. Kelting

**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> <b>YES</b>	<b><u>Tabled</u></b>
<b>Thomas E. Wood</b>			<b>X</b>		
<b>Dana M. Isabella</b>	<b>X</b>				
<b>Daniel A. Bosley</b>	<b>X</b>				
<b>Ilona M. Kelting</b>	<b>X</b>				
<b>Charles A. Kostyk</b>	<b>X</b>				





**TOWN OF PLATTSBURGH  
TOWN BOARD MONTHLY MEETING  
December 4, 2025**

**Resolution No. 025-276**

**Temporary Appointment of  
Court Clerk Marissa Sours**

**RESOLVED**, to receive and place on file a letter dated November 17, 2025 from Town Justice James D. Joyce and Town Justice Kristofer Michaud appointing Marissa Sours as full-time, temporary Court Clerk for the Town of Plattsburgh Town Justices for 2026; and be it further

**RESOLVED**, that a copy of this Resolution be placed in Ms. Sours's personnel files; and be it further

**RESOLVED**, that Ms. Sours take an oath of office within thirty days of this Resolution

**Motion:** Mr. Bosley

**Seconded by:** Ms. Kelting

**Discussion:** Mr. Kostyk – Just a reminder, Marissa is Pam's replacement. We thank Pam for staying on to help train Marissa.

<b>Roll Call:</b>	<b><u>Yes</u></b>	<b><u>No</u></b>	<b><u>Absent</u></b>	<b><u>Carried</u> YES</b>	<b><u>Tabled</u></b>
<b>Thomas E. Wood</b>			X		
<b>Dana M. Isabella</b>	X				
<b>Daniel A. Bosley</b>	X				
<b>Ilona M. Kelting</b>	X				
<b>Charles A. Kostyk</b>	X				



**TOWN OF PLATTSBURGH  
TOWN BOARD MONTHLY MEETING  
December 4, 2025**

**Resolution No. 025-277**

**Reappointment of Tim Palmer as a  
Member of the Planning Board**

**WHEREAS**, Tim Palmer is willing to serve as a Planning Board Member; now therefore be it

**RESOLVED**, that the Town Board of the Town of Plattsburgh does hereby re-appoint Mr. Palmer, a resident of the Town of Plattsburgh, to the Planning Board as a regular Board Member for a term to expire December 31, 2032; and be it further

**RESOLVED**, that Mr. Palmer take the oath of office within thirty days of this Resolution and the Supervisor send a letter of appointment and appreciation to Mr. Palmer, and be it further

**RESOLVED**, that a copy of this Resolution be given to the Planning & Community Development Department Head, and a certified copy also be given to Mr. Palmer.

**Motion:** Ms. Isabella

**Seconded by:** Ms. Kelting

**Discussion:** Mr. Kostyk – We thank Tim for stepping up once again. Tim continues to do a great job for the town.

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u> YES	<u>Tabled</u>
<b>Thomas E. Wood</b>				X	
<b>Dana M. Isabella</b>	X				
<b>Daniel A. Bosley</b>	X				
<b>Ilona M. Kelting</b>	X				
<b>Charles A. Kostyk</b>	X				



**TOWN OF PLATTSBURGH  
TOWN BOARD MONTHLY MEETING  
December 4, 2025**

**Resolution No. 025-278**

**JCEO Service Agreement for Dec. 1, 2025-Nov. 30, 2026**

**WHEREAS**, the Town of Plattsburgh Town Board is in receipt of the 2025-2026 annual Agreement between the Town of Plattsburgh and the Joint Council for Economic Opportunity of Plattsburgh and Clinton County, Inc., which states the services and financial assistance rendered by both parties for the operation of the Community Outreach Program in the Town of Plattsburgh for the period commencing December 1, 2025 and ending November 30, 2026; and,

**WHEREAS**, the Town Board has given consideration to the request of \$23,052. 00 for the contribution for the Outreach program and hereby does authorize the Supervisor to sign and execute said Agreement upon approval by the Town Attorney; therefore, be it

**RESOLVED**, that the Supervisor is hereby authorized to make payment in the net amount of twenty-three thousand fifty-two dollars (\$23,052.00) to JCEO and that payment be made payable from the Town of Plattsburgh General Fund; and, it is further

**RESOLVED**, that an executed copy of this Agreement is returned to J.C.E.O for their files and that the Finance Manager be given a copy.

**Motion:** Ms. Isabella

**Seconded by:** Ms. Kelting

**Discussion:** None

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u> <u>YES</u>	<u>Tabled</u>
<b>Thomas E. Wood</b>			X		
<b>Dana M. Isabella</b>	X				
<b>Daniel A. Bosley</b>	X				
<b>Ilona M. Kelting</b>	X				
<b>Charles A. Kostyk</b>	X				





Joint Council for Economic Opportunity  
of Clinton and Franklin Counties, Inc.

## AGREEMENT

This AGREEMENT made this 1st day of December, 2025 by and between the JOINT COUNCIL FOR ECONOMIC OPPORTUNITY OF CLINTON and FRANKLIN COUNTIES, INC., a New York not-for-profit corporation having its principle place of business at 54 Margaret Street, Plattsburgh, New York, hereinafter referred to as the party of the first part, and the TOWN OF PLATTSBURGH, having its principle place of business at the St. Josephs Outreach Center, 1349 Military Turnpike Plattsburgh, New York; hereinafter referred to as the party of the second part.

## WITNESSETH

In consideration of the agreement hereinafter contained, the parties hereto, for themselves, have mutually agreed and do agree with each other as follows:

1. The party of the second part agrees to pay the party of the first part the sum of twenty-three thousand –fifty two dollars and zero cent. (\$23,052.00) for the portion of the Community Outreach Program administered by the party of the first part with the TOWN OF PLATTSBURGH for the period commencing December 1, 2025 and ending November 30, 2026.
2. The party of the first part and the party of the second part reserve the right to terminate this agreement on thirty (30) days written notice. Upon termination, all JCEO property would be returned to JCEO within seven business days.
3. The party of the first part shall provide necessary employment training, supplies and support services to the party of the second part to assure an effective Community Outreach Program in the municipality of the second part. In the event that funding is unavailable by either parties, hours of operation may have to be reduced. It may be necessary at times for outreach staff to cover our main office as well as attend trainings.
4. The party of the second part agrees to provide to the party of the first part the sum of (\$11,526.00) by January 30, 2026 and the remaining balance of (\$11,526.00) by June 1, 2026.

### CLINTON COUNTY

54 Margaret Street | Plattsburgh, NY 12901  
Phone: 518-561-6310 | Fax: 518-562-2947  
www.jceo.org

### FRANKLIN COUNTY

17-19 Webster Street | Malone, NY 12953  
Phone: 518-483-7022 | Fax: 518-483-3129  
www.jceo.org





Joint Council for Economic Opportunity  
of Clinton and Franklin Counties, Inc.

IN WITNESS WHEREOF, the parties have executed this agreement the day and year first written  
above.

JOINT COUNCIL FOR ECONOMIC  
OPPORTUNITY OF CLINTON AND FRANKLIN  
COUNTIES, INC.

By:   
(Executive Director)

BY: \_\_\_\_\_  
(Town Supervisor)

📍 CLINTON COUNTY

54 Margaret Street | Plattsburgh, NY 12901  
Phone: 518-561-6310 | Fax: 518-562-2947  
[www.jceo.org](http://www.jceo.org)

📍 FRANKLIN COUNTY

17-19 Webster Street | Malone, NY 12953  
Phone: 518-483-7022 | Fax: 518-483-3129  
[www.jceo.org](http://www.jceo.org)



**TOWN OF PLATTSBURGH  
TOWN BOARD MONTHLY MEETING  
December 4, 2025**

**Resolution No. 025-279**

**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**, Richard Rascoe, Building and Maintenance Supervisor, is requesting the Town 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 attached 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 \$11,000.00 and that payment be made payable from the 2025 Equipment Repairs and Service Account A.1620.4500; and, it is further

**RESOLVED**, that a copy of this Resolution be given to the Building and Maintenance Supervisor and the Finance Manager.

**Motion by:** Mr. Bosley

**Seconded by:** Ms. Isabella

**Discussion:** None

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u> YES	<u>Tabled</u>
Thomas E. Wood			X		
Dana M. Isabella	X				
Daniel A. Bosley	X				
Ilona M. Kelting	X				
Charles A. Kostyk	X				



THE  
PRECISION

Precision Industrial Maintenance, LLC. • Martin Environmental Services, Inc.  
Precision Trenchless, LLC

Group

November 20, 2025

Mike Drew  
Town of Plattsburgh  
Buildings And Grounds  
151 Banker Road  
Plattsburgh, New York 12901

RE: Separator Cleaning Price

Dear Mike:

I would like to take this opportunity to thank you for choosing Precision Industrial Maintenance, LLC (PIM) for your environmental needs. The following quotation is based on our conversation regarding the pumping out of two oil water separator tanks for the Town of Plattsburgh.

Scope of Work

PIM will provide a permitted vacuum truck with labor to pump out and clean one grit tank and one oil/water separator with up to 2,000 gallons in the Town of Plattsburgh, New York. The tanks will be entered using confined space entry. The coalesce and inside of the tank will be pressure washed and the pig sock filter will be replaced. Liquid waste generated will be transported to a disposal facility and sludge will be cleaned out of the vacuum truck and drummed.

Mobilization/Demobilization Cost:	\$ 2,836.00
Tank Cleaning Cost:	\$ 1,763.00
Vacuum Truck And Operator To Disposal Facility:	\$ 1,760.00
Truck Clean Out Cost:	\$ 1,220.00
Discount	-\$ 500.00
Liquid Disposal Cost:	\$ 0.95 per gallon
Drum and Drum Disposal Cost (sludge):	\$ 395.00 per 55-gallon drum
Tote and 275 Gallon Tote Disposal (sludge):	\$ 1,592.00 per tote

Other Terms and Conditions

- All work will be performed in a legal manner according to all local, state, and federal regulations.
- Copies of the bills of lading/manifests will be provided.
- Halogens must be less than 500 ppm.
- Off Spec waste will result in additional costs.
- All local, state, and federal taxes apply unless a tax-exempt document is presented to PIM.
- On-site work will be paid at prevailing wage labor rates.
- Town of Plattsburgh is responsible for refilling the separators with water if needed.



THE  
PRECISION

*Precision Industrial Maintenance, LLC. • Martin Environmental Services, Inc.  
Precision Trenchless, LLC*

Group

Town of Plattsburgh-Separator Cleaning

November 20, 2025

If you have any questions, please feel free to contact me at (518) 369-5600.

Sincerely,



Jeff Kaleta

Project Manager

---

Authorizing Signature





**TOWN OF PLATTSBURGH  
TOWN BOARD MONTHLY MEETING  
December 4, 2025**

**Resolution No. 025-280**

**Committee Appointments for Remainder of 2025 and 2026**

**RESOLVED**, that Councilors **Daniel Bosley** and **Dana Isabella** be appointed to serve on the **Assessing, Planning, and Zoning Committee**. This Committee shall assist with rezoning, updating zoning, and matters concerning assessing; and it is further

**RESOLVED**, that Councilors **Daniel Bosley** and **Ilona Kelting** be appointed to serve on the **Auditing Committee**. This Committee shall examine all vouchers presented to the Town Board for payment; and it is further

**RESOLVED**, that Councilor **Dana Isabella** be appointed to serve on the **Finance Committee** for the year and is to report to the Town Supervisor and Town Board its findings; and it is further

**RESOLVED**, that Councilors **Ilona Kelting** and **Dana Isabella** be appointed to serve on the **Building and Grounds Committee**. This Committee shall make reports and recommendations on all Town buildings and properties, including special districts; and it is further

**RESOLVED**, that Councilors **Thomas Wood** and **Daniel Bosley** be appointed to serve as liaison for the **Justice Court, Town Clerk, and Tax Receiver Committee**. This Committee shall advise and support the operations of the Town Court, Town Clerk, and Tax Receiver offices, and make reports of conditions and recommendations to the Town Board; and it is further

**RESOLVED**, that Councilors **Ilona Kelting** and **Daniel Bosley** be appointed to serve on the **Community Services and Ambulance Committee**. This Committee shall concern itself with liaison and cooperation with municipalities and Ambulance Service providers in the matters of joint service issues that may be presented to the Town Board; and it is further

**RESOLVED**, that Councilors **Thomas Wood** and **Dana Isabella** be appointed to serve on the **Highway Committee**. This Committee is to observe the conditions of all highway equipment, road signs, and Town highways and thereby report to the Town Superintendent of Highways and to the Town Board on said conditions and recommendations; and it is further

**RESOLVED**, that Councilors **Dana Isabella** and **Daniel Bosley** be appointed to serve on the **Safety and Personnel Committee**. This Committee shall review all reported employee accidents, advise the office staff, preside over employee safety meetings, and make reports and recommendations to the Town Board; and it is further



**RESOLVED**, that Councilors **Thomas Wood** and **Ilona Kelting** be appointed to serve on the **Water and Wastewater Committee**. This Committee shall inspect the water and sewer facilities and make a report of conditions and recommendations to the Water and Wastewater Director and the Town Board; and it is further

**RESOLVED**, that Councilors **Thomas Wood** and **Ilona Kelting** be appointed to serve on the **Youth Services and Recreation Committee**. This Committee shall advise the Youth Services and Recreation Director and make a report of conditions and recommendations to the Town Board.

**Motion:** Ms. Isabella motioned and requested that the reading be waived

**Seconded by:** Mr. Bosley

**Discussion:** None

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u> YES	<u>Tabled</u>
<b>Thomas E. Wood</b>			X		
<b>Dana M. Isabella</b>	X				
<b>Daniel A. Bosley</b>	X				
<b>Ilona M. Kelting</b>	X				
<b>Charles A. Kostyk</b>	X				



**TOWN OF PLATTSBURGH  
TOWN BOARD MONTHLY MEETING  
December 4, 2025**

**Resolution No. 025-281**

**Purchase of Park Benches for  
Battlefield Memorial Gateway  
Under Tobacco Settlement Grant**

**WHEREAS**, the Town of Plattsburgh was awarded \$8000 (eight thousand dollars) from the Tobacco Settlement Fund managed by Clinton County for the purchase and/or installation of Battlefield Memorial Gateway site amenities such as lighting, benches, trash receptacles, etc.; and

**WHEREAS**, the Town desires to purchase 10 (ten) decorative steel benches for installation at the Battlefield Memorial Gateway with the Phase 2 construction project commencing in 2026; and

**WHEREAS**, the Planning Department has written quotes from three separate equipment vendors for ten steel benches, with Park Warehouse providing the lowest competitive pricing at \$7,906.21 including freight; now therefore be it

**RESOLVED**, that the Town Board authorizes the purchase of ten decorative benches from Park Warehouse to be reimbursed by the Tobacco Settlement Fund grant; and

**RESOLVED** that a certified copy of this resolution be provided to the Planning Department and Business Office

**Motion:** Ms. Kelting

**Seconded by:** Ms. Isabella

**Discussion:** Ms. Isabella – Happy to see this project works well with the Tobacco Settlement dollars, helping to decrease the societal norms of smoking. Mr. Bosley – I appreciate the Planning Department for their grant writing efforts. Mr. Kostyk – Bids should be decided within the next couple of weeks.

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u> YES	<u>Tabled</u>
<b>Thomas E. Wood</b>			X		
<b>Dana M. Isabella</b>	X				
<b>Daniel A. Bosley</b>	X				
<b>Ilona M. Kelting</b>	X				
<b>Charles A. Kostyk</b>	X				



**TOWN OF PLATTSBURGH**  
**TOWN BOARD MONTHLY MEETING**  
**December 4, 2025**

**Resolution No. 025-282**

**Resolution to Hold a Public Hearing for Local Law No. 5 of 2025**  
**a Local Law to Establish the Residency Requirements for the**  
**Appointed Office of Town Attorney for the Town of Plattsburgh**

**WHEREAS**, proposed Local Law No. 5 of 2025 a local law to establish the residency requirements for the appointed office of Town Attorney for the Town of Plattsburgh; and

**WHEREAS**, due consideration has been given to the adoption of Proposed Local Law No. 5 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 18<sup>th</sup> day of December 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. 5 of 2025;

**NOW**, on motion duly made and seconded, it was

**RESOLVED**, that a public hearing be held on the 18<sup>th</sup> day of December 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. 5 of 2025; and be it further

**RESOLVED**, that a Notice of Hearing on Proposed Local Law No. 5 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:** Ms. Isabella

**Seconded by:** Ms. Kelting

**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> <b>YES</b>	<b><u>Tabled</u></b>
-------------------	-------------------	------------------	----------------------	-------------------------------------	----------------------

<b>Thomas E. Wood</b>			<b>X</b>		
<b>Dana M. Isabella</b>	<b>X</b>				
<b>Daniel A. Bosley</b>	<b>X</b>				
<b>Ilona M. Kelting</b>	<b>X</b>				
<b>Charles A. Kostyk</b>	<b>X</b>				



**Town of Plattsburgh  
Local Law No. 5 of the year 2025**

**A local law to establish the residency requirements for the appointed office of Town Attorney for the Town of Plattsburgh.**

Be it enacted by the town board of the Town of Plattsburgh as follows:

**Section I. Title:**

A local law to establish the residency requirements for the appointed office of Town Attorney.

**Section II. Authority:**

This local law is adopted pursuant to Municipal Home Rule Law, § 10[1][ii][a][1] that grants to local governments the authority to enact local laws regarding the qualifications of local officers. Furthermore, this local law recognizes that the State Legislature amended Public Officers Law, §3 adding a new subdivision (24), expanding the residency requirements for any appointed public office in the Town of Greenburgh Westchester County, thereby rendering Public Officers Law a special law with respect to any appointed town officer (See of N.Y. Op. Atty. Gen. (Inf.) No. 91-37).

**Section III. Supersession:**

This local law shall supersede Town law, §23(1) in its application to the office of Town Attorney for the Town of Plattsburgh.

**Section IV. Residency Requirements:**

Residency requirements for the position of Town Attorney for the Town of Plattsburgh: The person holding the office of Town Attorney in the Town of Plattsburgh need not be a resident nor an elector of the Town of Plattsburgh, provided, however, that such person shall reside in the State of New York.

**Section V. Inconsistency:**

All other local laws and ordinances of the Town of Plattsburgh that are inconsistent with the provisions of this local law are hereby repealed; provided however, that such repeal shall only be to the extent of such inconsistency and in all other respects this local law shall be in addition to such other local laws or ordinances regulating and governing the subject matter covered by this local law.



**Section VI. Savings Clause:**

If any clause, sentence, paragraph, word, section or part of this local law shall be adjudged by any court of competent jurisdiction to be unconstitutional, illegal or invalid, such judgment shall not affect, impair or invalidate the remainder, thereof, but shall be confined in its operation of the clause, sentence, paragraph, worked section or part thereof directly involved in the controversy in which such judgment shall have been rendered.

**Section VII. Effective Date:**

This local law shall take effect immediately from the date of filing with the New York State Secretary of State.

A handwritten signature in blue ink, located in the bottom right corner of the page. The signature is stylized and appears to be a cursive representation of a name.

**PLEASE TAKE NOTICE** that the Town Board of the Town of Plattsburgh is considering the adoption of Local Law No. 5 of 2025: a local law to establish the residency requirements for the appointed office of Town Attorney for the Town of Plattsburgh. A public hearing will be held on **Thursday, December 18, 2025 at 6:05 PM EST** at Town Hall located at 151 Banker Rd, Plattsburgh NY concerning the potential Local Law No. 5 of 2025 in the Town of Plattsburgh. At such time and place all persons interested in the subject matter thereof will be heard concerning the same. All interested persons are encouraged to attend. Written and verbal comments and questions can be mailed to the Town Hall address 151 Banker Rd, Plattsburgh, NY 12901 If special accommodations are required for your attendance, please contact 518-562-6830.

**Dated: December XX, 2025**

**By order of /s/ Jonathan J. White  
Town Clerk  
Town of Plattsburgh**

A handwritten signature in blue ink, appearing to be "J. White", is located in the bottom right corner of the page.

**TOWN OF PLATTSBURGH  
TOWN BOARD MONTHLY MEETING  
DECEMBER 4, 2025**

**Resolution No. 025-283**

**3% Site Plan Return Deposit for Superior Plus Propane  
Site Plan & Special Use Permit 2022**

**WHEREAS**, the Town of Plattsburgh Planning Board has reviewed and granted detailed preliminary plan approval, which expired on March 29, 2024, of the Superior Plus Propane Site Plan & Special Use Permit 2022; and

**RESOLVED**, that the Supervisor is hereby authorized and directed to release the said deposit in the amount of \$4,342.84 plus accrued interest to date; and it is further

**RESOLVED**, that a certified copy of this Resolution be forwarded by the Planning & Community Development Department Secretary, with the return of deposit to Superior Plus Propane.

**Motion:** Ms. Bosley

**Seconded by:** Ms. Kelting

**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> <b>YES</b>	<b><u>Tabled</u></b>
<b>Thomas E. Wood</b>			<b>X</b>		
<b>Dana M. Isabella</b>	<b>X</b>				
<b>Daniel A. Bosley</b>	<b>X</b>				
<b>Ilona M. Kelting</b>	<b>X</b>				
<b>Charles A. Kostyk</b>	<b>X</b>				







# TOWN OF PLATTSBURGH

## PLANNING & COMMUNITY DEVELOPMENT

151 BANKER ROAD  
PLATTSBURGH, NY 12901-7307

WWW.TOWNOFPLATTSBURGH.COM

DEPT. LINE: (518)-562-6850

FAX: (518)-563-8396

TDD: (800)-662-1220

SENIOR PLANNER  
TREVOR COLE, AICP

SENIOR PLANNER  
JESSICA KOGUT, AICP

PLANNING BOARD SECRETARY  
MICHELE BUCKMINSTER

December 2, 2025

TO: Honorable Charles Kostyk and  
Members of the Town Board

RE: Superior Plus Propane Site Plan & Special Use Permit 2022  
Request for Refund of 3% Construction Deposit

Dear Mr. Kostyk and Town Board Members:

The Planning & Community Development Department is requesting the 3% construction deposit, which we are holding for the Superior Plus Propane Site Plan & Special Use Permit 2022, to be released. The amount for the deposit placed on file is \$4,342.84. This project expired on 3/29/2024. We recommend this deposit in the amount of \$4,342.84 plus accrued interest be refunded to Superior Plus Propane.

If you have any questions regarding the above, please contact the Planning & Community Development Office at the Town of Plattsburgh.

Sincerely yours,

Trevor Cole, AICP  
Senior Planner

**TOWN OF PLATTSBURGH  
TOWN BOARD MONTHLY MEETING  
December 4, 2025**

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

**Motion by:** Ms. Isabella

**Seconded by:** Ms. Kelting

**Discussion:** None

	<u>Yes</u>	<u>No</u>	<u>Carried</u> <u>YES</u>
<b>Thomas E. Wood</b>			
<b>Dana M. Isabella</b>	X		
<b>Daniel A. Bosley</b>	X		
<b>Ilona M. Kelting</b>	X		
<b>Charles A. Kostyk</b>	X		

**TOWN CLERK, TOWN OF PLATTSBURGH**

*[Signature]* 12/5/25

*[Signature]*