

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI-MONTHLY MEETING
January 22, 2026**

The meeting was called to order at _____ P.M. by the presiding officer at the Town of Plattsburgh Town Hall, 151 Bunker Road.

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
Matthew G. Favro, Town Attorney**

Resolution No. 026-028

Accept Minutes of the Previous Meeting

RESOLVED, that the minutes of **January 8, 2026** be accepted, and the reading of the minutes be dispensed with.

Motion:

Seconded by:

Discussion:

Yes No Absent Carried Tabled

**Thomas E. Wood
Dana M. Isabella
Daniel A. Bosley
Ilona M. Kelting
Charles A. Kostyk**

Public Comment -

**TOWN OF PLATTSBURGH
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Resolution No. 026-029

Abstract 1B-26

RESOLVED, that the abstract of audited claims **No. 1B-26** for 2025 in the amount of \$89,212.46, **Abstract 1B-26** prepays for 2025 in the amount of \$43,332.54 and **No. 1B-26** for 2026 in the amount of \$89,234.10, **Abstract 1B-26** prepays for 2026 in the amount of \$246,074.53 be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

Motion:

Seconded by:

Discussion:

Yes No Absent Carried Tabled

**Thomas E. Wood
Dana M. Isabella
Daniel A. Bosely
Ilona M. Kelting
Charles A. Kostyk**

**TOWN OF PLATTSBURGH
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Resolution No. 026-030

Standard Work Day and Reporting Resolution –
Jonathan J. White, Town Clerk

WHEREAS, Regulation 315.4 from the Office of the New York State Comptroller was passed and became effective January 1, 2016, and as per the regulation it is required that the Town Board of the Town of Plattsburgh adopt a Standard Work Day and Reporting Resolution it is required the term and days worked per month be reported for each such office or position; and further

WHEREAS, the Standard Work Day and Reporting Resolution should be updated periodically to reflected changes in work hours and for newly elected and appointed officials; and be it further,

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby set the standard work day and service credit, that will be reported to the New York State and Local Employees' Retirement System as attached; and be it further

RESOLVED, that on passing, this Resolution shall be posted on the Town website and the official signboard located near the Town Clerk's office for a minimum of thirty days; and be it further

RESOLVED, that a certified copy of this Resolution, and an affidavit of posting, be filed with the Office of the State Comptroller within 45 days of the adoption of said Resolution.

Motion:

Seconded by:

Discussion:

Yes No Absent Carried Tabled

Thomas E. Wood
Dana M. Isabella
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**TOWN OF PLATTSBURGH
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Resolution No. 026-031

Climate Smart Communities

WHEREAS, the Town of Plattsburgh (hereinafter “local government”) believes that climate change poses a real and increasing threat to our local and global environments and is primarily due to the burning of fossil fuels; and

WHEREAS, the effects of climate change will endanger our infrastructure, economy and livelihoods; harm our farms, orchards, and ecological communities, including native fish and wildlife populations; spread invasive species and exotic diseases; reduce drinking water supplies and recreational opportunities; and pose health threats to our citizens; and

WHEREAS, we believe that our response to climate change provides us with an unprecedented opportunity to save money, and to build livable, energy-independent and secure communities, vibrant innovation economies, healthy and safe schools, and resilient infrastructures; and

WHEREAS, we believe the scale of greenhouse gas (GHG) emissions reductions required for climate stabilization will require sustained and substantial efforts; and

WHEREAS, we believe that even if emissions were dramatically reduced today, communities would still be required to adapt to the effects of climate change for decades to come,

IT IS HEREBY RESOLVED that Town of Plattsburgh, in order to reduce greenhouse gas emissions and adapt to a changing climate, *adopts the New York State Climate Smart Communities pledge, which comprises the following ten elements:*

- 1) Build a climate-smart community.**
- 2) Inventory emissions, set goals, and plan for climate action.**
- 3) Decrease energy use.**
- 4) Shift to clean, renewable energy.**
- 5) Use climate-smart materials management.**
- 6) Implement climate-smart land use.**
- 7) Enhance community resilience to climate change.**
- 8) Support a green innovation economy.**
- 9) Inform and inspire the public.**
- 10) Engage in an evolving process of climate action.**

Motion:

Seconded by:

Discussion:

Yes No Absent Carried Tabled

Thomas E. Wood
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**TOWN OF PLATTSBURGH
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January 22, 2026**

Resolution No. 026-032

**Annual Examination of Town Fiscal Records
by Audit Committee**

WHEREAS, the Town Board is responsible for the general management and control of the Town finances (Town Law, Section 64(1). An important aspect of this responsibility is to provide a process to monitor and review, on a routine basis, the work performed by those who manage money as part of their town duties; and

WHEREAS, to improve accountability and controls over finances and records the Town of Plattsburgh Auditing Committee and Finance Manager has reviewed the 2025 records of the Town Clerk, Town Justices', recreation, and Town Tax Receiver as per regulation; and

WHEREAS, the Town Clerk's, Town Justices', Recreation and Town Tax Receiver's records were provided to the full Board for their review; and

WHEREAS, a review of Town records has been prepared and is presented to the Town Board for their review and approval; now, therefore be it

RESOLVED, that the Annual Audit as prepared and submitted by the Town of Plattsburgh Auditing Committee be accepted and placed on file as per regulation.

Motion:

Seconded by:

Discussion:

Yes No Absent Carried Tabled

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**TOWN OF PLATTSBURGH
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Resolution No. 026-033

**3% Site Plan Return Deposit for South Junction
Enterprises Grain Elevator & Silos Site Plan &
Special Use Permit 2024**

WHEREAS, the Town of Plattsburgh Planning Board has reviewed and approved all requirements of the South Junction Enterprises Grain Elevator & Silos Site Plan & Special Use Permit 2024; and

WHEREAS, the Planning & Community Development Department has coordinated inspection of said project and reports all requirements have been met and completed; now, therefore be it

RESOLVED, that the Supervisor is hereby authorized and directed to release the said deposit in the amount of \$500.00 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 South Junction Enterprises.

Motion:

Seconded by:

Discussion:

Yes No Absent Carried Tabled

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**TOWN OF PLATTSBURGH
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Resolution No. 026-034

**Appointment of Ryder Estes to the position of
Laborer in the Parks and Recreation Department**

WHEREAS, a vacancy exists in the position of Laborer in the Parks and Recreation Department that was duly posted; and

WHEREAS, interviews for the aforementioned position were held by members of the Town Board, the Finance Manager, and the Youth Services and Recreation Director; and

WHEREAS, upon completion of interviews the committee's recommendation is that the Town Board consider Ryder Estes for the vacant position in the Parks and Recreation Department; and

WHEREAS, all employment verification and eligibility has been satisfied; now, therefore be it

RESOLVED, that the Town Board does hereby authorize the hiring of Ryder Estes to the position of Laborer, with a start date of January 26, 2026 and a pay rate as per contract of \$23.25; and, it is further

RESOLVED, that this appointment become effective following a background check and pre-employment drug testing, and that the Supervisor is hereby authorized to sign all necessary documents for the full-time appointment of Ryder Estes to the position of laborer in Parks and Recreation Department with a probation period of one year; and it is further

RESOLVED, that a certified copy of this Resolution be given to the Finance Manager, the Youth Services and Recreation Director, and a copy be placed in Mr. Estes' personnel file.

Motion:

Seconded by:

Discussion:

Yes No Absent Carried Tabled

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**TOWN OF PLATTSBURGH
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Resolution No. 026-035

Regal Cinemas License Application

WHEREAS, to comply with the Town of Plattsburgh Codes and Zoning Laws, Regal Cinemas has applied for a license to conduct and operate a cinema, known as Regal Cinemas, located in Champlain Centre North in the Town of Plattsburgh; and

WHEREAS, said application was applied for and received with license fee of \$500.00; and

WHEREAS, the Codes Department has completed their inspection and has found Regal Cinemas to be in compliance with all Local Laws and New York State Regulations and Codes; therefore, be it

RESOLVED, to receive and place on file an application for a license to conduct and operate Regal Cinemas; and, it is further

RESOLVED, that the Town Clerk is hereby authorized to issue said license for the period from January 1, 2026 through December 31, 2026.

Motion:

Seconded by:

Discussion:

Yes No Absent Carried Tabled

**Thomas E. Wood
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**TOWN OF PLATTSBURGH
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Resolution No. 026-036

**Request for Purchase of Basketball Units for
East Morrisonville Recreation Park**

WHEREAS, the Parks and Recreation Department is responsible for the maintenance of equipment for recreation programs in the Town of Plattsburgh; and

WHEREAS, the Parks and Recreation Department must replace equipment to maintain the value, safety, and usability; and

WHEREAS, Erin Pangborn, the Youth Services and Recreation Director, has obtained quotes and recommends the purchase of basketball units from Baughman Bros, Inc. for East Morrisonville Recreation Park; therefore be it

RESOLVED, that the Town Board hereby authorizes the purchase of basketball units for East Morrisonville Recreation Park, and further authorizes the Supervisor to sign all related documents relative to said purchase, in the amount of \$6,679.00, to be made payable from the Park Field Maintenance Account A1620.2000.1000 for 2026; and it is further

RESOLVED, that a copy of this Resolution be given to the Finance Manager and the Youth Services and Recreation Director.

Motion:

Seconded by:

Discussion:

Yes No Absent Carried Tabled

**Thomas E. Wood
Dana M. Isabella
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**TOWN OF PLATTSBURGH
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Resolution No. 026-037

**Design and Bidding Services for Amended
Vestibule Renovation Scope of Work-AEDA**

WHEREAS, the Town of Plattsburgh needs to amend the scope of work and bid related materials for the vestibule renovation project originally approved via Resolution 023-198; and

WHEREAS, the Town of Plattsburgh has a two-year term contract with AEDA, located at 1246 State Route 3, Plattsburgh, NY; and

WHEREAS, AEDA has provided an adequate scope of services and quote for Contract Design Services (\$5100), Contract Bidding Services (\$2200), and Contract Administrative Services (\$4600); now, therefore be it

RESOLVED, the Town of Plattsburgh Town Board, upon approval and recommendation of the Town Attorney, does hereby accept the proposal and scope of services as submitted by AEDA in the letter dated January 19, 2026; and it is further

RESOLVED, that the Supervisor is hereby authorized and directed to execute the Agreements for said professional consulting services; and be it further

RESOLVED, that a copy of this Resolution be given to the Business Office and Planning Department.

Motion:

Seconded by:

Discussion:

Yes No Absent Carried Tabled

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**TOWN OF PLATTSBURGH
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Resolution No. 026-038

**Resolution Authorizing the Town Supervisor to
Enter into a Labor-Related Retainer Agreement**

WHEREAS, the Town Board of the Town of Plattsburgh recognizes the need for professional services relating to labor relations, collective bargaining, personnel matters, and related employment issues; and

WHEREAS, the Town Board has determined that it is in the best interest of the Town to retain qualified professional assistance to represent the Town in such labor-related matters; and

WHEREAS, the Town Board has reviewed the proposed retainer agreement for labor-related services and finds this agreement to be in the best interest of the Town; therefore be it

RESOLVED, that the Town Board of the Town of Plattsburgh hereby authorizes the Town Supervisor to enter into and execute a Retainer Agreement with Stafford, Owens, Murnane, Kelleher, Miller, Meyer & Zedick, PLLC on behalf of the Town for labor-related services, in a form approved by the Town Attorney; and it is further

RESOLVED, that the Town Supervisor is authorized to sign any and all documents related to this agreement; and be it further

RESOLVED, that this resolution shall take effect immediately and a copy of this resolution be given to the Finance Manager.

Motion:

Seconded by:

Discussion:

Yes No Absent Carried Tabled

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**TOWN OF PLATTSBURGH
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Resolution No. 026-039

December 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:

Seconded by:

Discussion:

Yes No Absent Carried Tabled

Thomas E. Wood
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**TOWN OF PLATTSBURGH
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Motion to go into Executive Session
to discuss.....

Motion to come out of Executive Session

Motion by
Seconded by:
Time: PM

Motion by:
Seconded by:
Time: PM

YES NO

YES NO

**Thomas E. Wood
Dana M. Isabella
Daniel A. Bosely
Ilona M. Kelting
Charles A. Kostyk**

**Thomas E. Wood
Dana M. Isabella
Daniel A. Bosely
Ilona M. Kelting
Charles A. Kostyk**

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

Motion by:

Seconded by:

Discussion:

Yes No Carried

**Thomas E. Wood
Dana M. Isabella
Daniel A. Bosley
Ilona M. Kelting
Charles A. Kostyk**