

**TOWN OF PLATTSBURGH
TOWN BOARD WORK SESSION AGENDA
February 26, 2026**

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

Present

Absent

MEMBERS: Charles A. Kostyk, Supervisor
Thomas E. Wood, Councilor
Dana M. Isabella, Councilor
Daniel A. Bosely, Councilor
Ilona M. Kelting, Councilor
Jonathan J. White, Town Clerk
Matthew G. Favro, Town Attorney

Public Comments:

Supervisor's Report:

Draft Resolutions:

- 026-xxx Minutes
- 026-xxx Monthly Reports
- 026-xxx Proclamation Honoring the 100th Anniversary of the Rotary Club of Plattsburgh
- 026-xxx Recreation Program Contract of Services – Cookie Decorating
- 026-xxx Everest Rabideau Recreation Park - AEDA Proposal
- 026-xxx Authorizing the Purchase and Installation of a New Security System for the Justice Court
- 026-xxx Authorizing the Purchase and Installation of Three Additional Access Control Units for
Town Hall
- 026-xxx Retirement of Richard Rascoe from the Position of Building Maintenance Supervisor in the
Facilities Department for the Town of Plattsburgh

Committee Reports:

Town Board meeting be adjourned at _____ PM.

Executive Session – as needed:

Motion to go into Executive Session
to discuss

Motion by:

Seconded by:

Time:

YES NO

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

Motion to come out of Executive session

Motion by:

Seconded by:

Time:

YES NO

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

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
March 5, 2026**

Resolution No. 026-xxx

Monthly Department Reports

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

Codes and Zoning –
Dog Control Officer –
Facilities – **January 2026**
Historian –
Highway Superintendent –
Justice Court –
Parks and Recreation – **January 2026**
Planning and Community Development – **November 2025 and December 2025**
Safety Committee –
Supervisors Financial Report –
Tax Receiver –
Town Clerk – **October 2025, November 2025, December 2025 and January 2026**
Water Wastewater – **January 2026**

Motion:

Seconded by:

Discussion:

Yes No Absent Carried Tabled

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

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
March 5, 2026**

Resolution No. 026-xxx

**Proclamation Honoring the 100th Anniversary
of the Rotary Club of Plattsburgh**

WHEREAS, the Rotary Club of Plattsburgh is celebrating its one hundredth year of service since being chartered on April 1, 1926, with 20 outstanding members of the Plattsburgh community, and since then has involved its members' time, talent, and financial support for a wide variety of local, national, and international charitable works and projects benefiting many North Country citizens and other people in hundreds of countries around the world; and

WHEREAS, since its founding in Chicago more than 120 years ago, Rotary has grown into a global network of 1.2 million neighbors, friends, and leaders in over 46,000 clubs worldwide connecting passionate people committed to service who exchange ideas, forge lifelong friendships, and, above all, take action to change the world through its motto of "Service Above Self"; and

WHEREAS, the Rotary Club of Plattsburgh continues to develop local fundraising events that have raised hundreds of thousands of dollars during its 100 years, which have been donated to local community projects, including the renovation of the Strand Theatre, commemoration of the Battle of Plattsburgh activities, construction of the Rotary Centennial Park in Plattsburgh, and the upcoming relocation of the Plattsburgh YMCA to the former Plattsburgh Air Force Base, to name a few; and

WHEREAS, the Rotary Club of Plattsburgh has provided substantial and meaningful contributions to local high school programming so students may benefit from their academic programs, and to local colleges to support scholarship opportunities for students seeking academic degrees and better lives in our world; and

WHEREAS, the Rotary Club of Plattsburgh continues to support global initiatives to improve the health of people in needy countries through programs such as PolioPlus - Rotary's on-going commitment to eradicate polio, the construction of more than 200 latrines for the extremely poor residents in Nicaragua, and financial support for those suffering in Ukraine and other parts of the world; and

WHEREAS, the Rotary Club of Plattsburgh also sponsored and initially supported the establishment of several other nearby Rotary clubs, including the AuSable Valley Rotary Club and the Rotary Club of Plattsburgh Sunrise; and

WHEREAS, the Rotary Club of Plattsburgh, which has grown to more than 125 members today, will celebrate its past 100 years while also looking toward its future on Saturday, March 14, 2026; and

WHEREAS, for over a century, the Rotary Club of Plattsburgh has remained a steadfast pillar of service, leadership, and fellowship in Northern New York and continues to embody the Rotary motto of "Service Above Self";

NOW, THEREFORE, BE IT PROCLAIMED, that the Town Board of the Town of Plattsburgh hereby pauses in its deliberations to recognize and celebrate the 100th Anniversary of the Rotary Club of Plattsburgh, New York, and proudly commends its members—past and present—for a century of extraordinary service, leadership, and dedication to the betterment of the Town of Plattsburgh, the North Country, and communities around the world.

Motion:

Seconded by:

Discussion:

Roll Call:

Yes No Absent Carried Tabled

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

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
March 5, 2026**

Resolution No. 026-xxx

**Recreation Program Contract of Services
– Cookie Decorating**

WHEREAS, Parks and Recreation utilizes instructional services for programs in the Town of Plattsburgh; and

WHEREAS, the Youth Services and Recreation Director recommends contract services for program and said person(s) get a W9; now, therefore be it

Spring Program Contract:

Courtney St. Pierre	\$600	Cookie Decorating	<i>March 10, 2026</i>
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RESOLVED, that the Supervisor is authorized to sign all necessary documents necessary for these short-term contract services.

Motion:

Seconded by:

Discussion:

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

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
March 5, 2026**

Resolution No. 026-xxx

Everest Rabideau Recreation Park - AEDA Proposal

WHEREAS, the Town of Plattsburgh Parks and Recreation Department has been evaluating Everest Rabideau Recreation Park (also known as Cumberland Head Recreation Park) over the last several years and has identified surface draining issues; and

WHEREAS, due to the surface draining issues, the park's usability has been impacted, and the park's fields will continue to deteriorate if not addressed; and

WHEREAS, to improve the park for community use and ensure long-term sustainability, the Parks and Recreation Department, in coordination with the Planning and Community Development Department, obtained a proposal from Architectural & Engineering Design Associates, P.C. in conjunction with AEDA Engineering & Surveying, PLLC; and

WHEREAS, AEDA has provided an adequate scope of services and a lump sum quote for the surveying and engineering services including drainage improvements at Everest Rabideau Recreation Park, in the amount of approximately \$23,700.00; 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 February 13, 2026; and it is further

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

RESOLVED, that payment for said services shall be made payable from Budget Account Planning Implementation and Studies A8020.4850 for 2026; and it is further

RESOLVED, that a copy of this resolution be given to the Finance Manager, Planning and Community Development Department, and the Parks and Recreation Department.

Motion:

Seconded by:

Discussion:

Yes No Absent Carried Tabled

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

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
March 5, 2026**

Resolution No. 026-xxx

**Authorizing the Purchase and Installation
of a Security System for the Justice Court**

WHEREAS, the Town of Plattsburgh recently upgraded the security system at the Town Hall pursuant to Resolution No. 024-234; and

WHEREAS, the Justice Court security system requires upgrading to the same security platform as the Town Hall system; and

WHEREAS, a quote from NCC Systems, Inc. was obtained using sole source procurement to ensure compatibility with the existing Town Hall security platform, with the proposal totaling \$2,600.00; therefore, be it

RESOLVED, the Town of Plattsburgh Town Board does hereby accept the proposal and scope of services provided by NCC Systems, Inc. as outlined in the attached materials; and be it further

RESOLVED, that the Supervisor is hereby authorized and directed to execute the agreements for the purchase and installation of said security system in the amount not to exceed \$2,600.00 (price includes a 15% contingency); and be it further

RESOLVED, that payment for said purchase and installation shall be made payable from the 2026 Buildings and Grounds Equipment Capital Outlay Account #A.1620.2000.0000; and it is 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
Dana M. Isabella
Daniel A. Bosley
Ilona M. Kelting
Charles A. Kostyk**

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
March 5, 2026**

Resolution No. 026-xxx

**Authorizing the Purchase and Installation of Three
Additional Access Control Units for Town Hall**

WHEREAS, the Town of Plattsburgh recently upgraded the security system at the Town Hall pursuant to Resolution No. 024-234; and

WHEREAS, there is a need to install three (3) additional access control units, including all necessary software, throughout the Town of Plattsburgh Town Hall; and

WHEREAS, a quote from NCC Systems, Inc. was obtained using sole source procurement to ensure compatibility with the existing Town Hall security platform, with the proposal totaling \$17,000.00; therefore, be it

RESOLVED, the Town of Plattsburgh Town Board does hereby accept the proposal and scope of services provided by NCC Systems, Inc. as outlined in the attached materials; and be it further

RESOLVED, that the Supervisor is hereby authorized and directed to execute the agreements for the purchase and installation of said security system in the amount not to exceed \$17,000.00 (price includes a 15% contingency); and be it further

RESOLVED, that payment for said purchase and installation shall be made payable from the 2026 Buildings and Grounds Equipment Capital Outlay Account #A.1620.2000.0000; and it is 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
Dana M. Isabella
Daniel A. Bosley
Ilona M. Kelting
Charles A. Kostyk**

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
March 5, 2026**

Resolution No. 026-xxx

**Retirement of Richard Rascoe from the Position of
Building Maintenance Supervisor in the Facilities
Department for the Town of Plattsburgh**

WHEREAS, Richard Rascoe has submitted a letter of retirement from his position as Building Maintenance Supervisor in the Facilities Department for the Town of Plattsburgh, effective May 22, 2026; now, therefore, be it

RESOLVED, that the Town Board of the Town of Plattsburgh, with appreciation for his years of service, hereby accepts Mr. Rascoe's letter of retirement and wishes him well with his future endeavors; and be it further

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

Motion:

Seconded by:

Discussion:

Yes No Absent Carried Tabled

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