

**TOWN OF PLATTSBURGH
TOWN BOARD WORK SESSION AGENDA
March 12, 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 Resolution Authorizing the Expansion and Improvement of the Town Hall Employee
Break Room

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:

Motion to come out of Executive session

Motion by:

Seconded by:

Time:

YES NO

YES NO

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

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TOWN OF PLATTSBURGH
TOWN BOARD SEMI-MONTHLY MEETING
March 19, 2026

Resolution No. 026-xxx

**Resolution Authorizing the Expansion and Improvement
of the Town Hall Employee Break Room**

WHEREAS, the Town of Plattsburgh currently employs more than seventy-four (74) individuals who provide essential services to residents of the community; and

WHEREAS, the existing employee break room space is limited in size and insufficient to comfortably accommodate staff during breaks; and

WHEREAS, the Town Board recognizes the importance of providing adequate and welcoming common space to promote employee well-being, morale, and positive workplace relationships; and

WHEREAS, the proposed breakroom expansion project includes incorporating the existing mail room space into the break area, while relocating the mail room to the LDC office, which is not in regular or consistent use, thereby maximizing existing Town Hall space without disruption to operations; and

WHEREAS, the planned improvements include the installation of new seating, updated flooring, donated new appliances, the addition of an island for shared use, expanded counter space, and additional cabinetry to enhance functionality and comfort; and

WHEREAS, the estimated total cost of this project is anticipated to be under \$3,500.00, with the renovation and installation work completed in-house by staff members of the Town of Plattsburgh; therefore, be it

RESOLVED, that the Town Board of the Town of Plattsburgh hereby authorizes the expansion and improvement of the Town Hall break room as outlined; and be it further

RESOLVED, that payment for said project be made payable from Building Improvements Account #A1620.4100; and it is further

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

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**

DRAFT