

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

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

MEMBERS:

PRESENT

ABSENT

**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**

Resolution No. 026-075

Accept Minutes of the Previous Meeting

RESOLVED, that the minutes of **February 19, 2026** and **February 26, 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
TOWN BOARD SEMI-MONTHLY MEETING
March 19, 2026**

Resolution No. 026-076

Abstract 3B-26

RESOLVED, that the abstract of audited claims **No. 3B-26** for \$315,136.49, **Abstract 3B-26** prepays for the amount \$269,497.61 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. Bosley
Iona M. Kelting
Charles A. Kostyk**

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

Resolution No. 026-077

**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**

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

Resolution No. 026-078

**Temporary Seasonal Hire for Recreation Assistant
in the Recreation Department – Celeste Lukasiewicz**

WHEREAS, there is a planned need for a temporary position (Recreation Assistant) in the Town of Plattsburgh Parks & Recreation Department and

WHEREAS, the Supervisor has received a letter dated March 17, 2026 from Erin Pangborn, Youth Services and Recreation Director, requesting to hire for the Recreation Assistant position; and,

WHEREAS, Celeste Lukasiewicz (\$19.00/hour) be appointed to said position, when all employment verification and eligibility provisions have been satisfied, with a start date of May 26, 2026 and an end date of August 21, 2026; now, therefore be it

RESOLVED, that the Supervisor is authorized to sign all necessary documents to hire seasonal temporary help in the Parks and Recreation Department and a certified copy of this Resolution be given to the Finance Manager, Youth Director, and the Clinton County Civil Service Department of Personnel for their final approval and filing and a copy placed in her personnel file.

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 SEMI-MONTHLY MEETING
March 19, 2026**

Resolution No. 026-079

**Temporary Seasonal Hire for Recreation Assistant
in the Recreation Department – Gillian Miner**

WHEREAS, there is a planned need for a temporary position (Recreation Assistant) in the Town of Plattsburgh Parks & Recreation Department and

WHEREAS, the Supervisor has received a letter dated March 17, 2026 from Erin Pangborn, Youth Services and Recreation Director, requesting to hire for the Recreation Assistant position; and,

WHEREAS, Gillian Miner (\$19.00/hour) be appointed to said position, when all employment verification and eligibility provisions have been satisfied, with a start date of May 26, 2026 and an end date of August 21, 2026; now, therefore be it

RESOLVED, that the Supervisor is authorized to sign all necessary documents to hire seasonal temporary help in the Parks and Recreation Department and a certified copy of this Resolution be given to the Finance Manager, Youth Director, and the Clinton County Civil Service Department of Personnel for their final approval and filing and a copy placed in her personnel file.

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 SEMI-MONTHLY MEETING
March 19, 2026**

Resolution No. 026-080

**Temporary Seasonal Hire for Recreation Assistant
in the Recreation Department – Elizabeth Christon**

WHEREAS, there is a planned need for a temporary position (Recreation Assistant) in the Town of Plattsburgh Parks & Recreation Department and

WHEREAS, the Supervisor has received a letter dated March 17, 2026 from Erin Pangborn, Youth Services and Recreation Director, requesting to hire for the Recreation Assistant position; and,

WHEREAS, Elizabeth Christon (\$18.00/hour) be appointed to said position, when all employment verification and eligibility provisions have been satisfied, with a start date of May 26, 2026 and an end date of August 21, 2026; now, therefore be it

RESOLVED, that the Supervisor is authorized to sign all necessary documents to hire seasonal temporary help in the Parks and Recreation Department and a certified copy of this Resolution be given to the Finance Manager, Youth Director, and the Clinton County Civil Service Department of Personnel for their final approval and filing and a copy placed in her personnel file.

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 SEMI-MONTHLY MEETING
March 19, 2026**

Resolution No. 026-081

Recreation Program Contract of Services

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/Summer Program Contracts:

Matt Medeiros	\$495	Family Fun Run/Walk Series	June 24, July 1, 8, 15, 22, 29, August 5, 12, 19
Stacie Minchoff	\$396	Family Fun Run/Walk Series	June 24, July 1, 8, 15, 22, 29, August 5, 12, 19
Lexie Denis	\$660	Readers Rock Programs (2 sessions)	June 29- July 3
Roxana Palmer	\$220	Art Mural	July 6-9
Courtney St. Pierre	\$600	Cookie Decorating (youth)	July 8
Patty Husband	\$250	Youth Pickleball	July 13-14
Roxana Palmer	\$220	Art Camp	July 13-16
Roxana Palmer	\$132	Environmental Art Camp	July 20-21
Lindsay Going-Swaim	\$462	Land Sky Lake	July 20-22 and July 27-29
Kaleb Stanton	\$605	Tennis	July 20-24
Lindsay Going-Swaim	\$462	Outdoor Adventure Programs	August 10-12 and August 17-19
Courtney St. Pierre	\$600	Cookie Decorating (adult)	October 14, 2026
The Fultons	\$200	Concert	June 29
Last Call	\$400	Concert	August 10

RESOLVED, that the Supervisor is authorized to sign all necessary documents necessary for these short term contract services.

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 SEMI-MONTHLY MEETING
March 19, 2026**

Resolution No. 026-082

Purchase of Used Boom Mower for Highway Department

WHEREAS, the Town of Plattsburgh Highway Department has identified the need to acquire a used boom mower to support departmental operations; and

WHEREAS, Highway Superintendent, Greg Burnell, reviewed all bids received; and

WHEREAS, it is of the recommendation of Mr. Burnell to purchase a 2017 John Deere 6120E 4wd Cab tractor (Serial Number: 1P06120ECJ0010775), equipped with 22ft Diamond mid-mount boom mower from Stephenson Equipment, Inc.; therefore, be it

RESOLVED, that the Town Board hereby authorizes the purchase of said used boom mower in the amount of \$55,950.00 and that payment for said purchase be made payable from the Highway Budget Account #DAA.5130.2000.0000; and it is further

RESOLVED, that the Supervisor is hereby authorized and directed to sign any and all documents associated with the purchase of the used boom mower; and be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager and the Highway 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 SEMI-MONTHLY MEETING
March 19, 2026**

Resolution No. 026-083

**Retirement of Milton LaBier from the Position of MEOII
in the Highway Department for the Town of Plattsburgh**

WHEREAS, Milton LaBier has submitted a letter of retirement from his position as MEOII in the Highway Department for the Town of Plattsburgh, effective December 30, 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. LaBier'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. LaBier'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**

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

Resolution No. 026-084

Disposal of Obsolete Items

WHEREAS, it has been determined that the items listed below are obsolete and no longer needed; and

WATER/WASTEWATER:

- 2016 Ford F150 XL 4x4 5.0L (VIN #1FTFX1EF7GFB03416)
- 2011 Ford F250 XL 4x4 SRW 6.2L (VIN #1FT7W2B67BEB81579)
- 2016 Ford F450 w/dump box (VIN #1FDUF4HT6FEC15993)

WHEREAS, the equipment will be put out for bid through Auctions International for the proper disposal; therefore, be it

RESOLVED, that the Town Board does hereby authorize the sale of said equipment; 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
Charles A. Kostyk
Dana M. Isabella
Daniel A. Bosley
Michael S. Cashman**

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

Resolution No. 026-085

**Standard Work Day and Reporting Resolution –
Charles A. Kostyk, Town Supervisor**

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
Daniel A. Bosley
Ilona M. Kelting
Charles A. Kostyk**

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

Resolution No. 026-086

**Resolution to Hold a Public Hearing and
Type SEQRA Action for Local Law 2 of 2026**

WHEREAS, proposed Local Law No. 2 of 2026 of the Town of Plattsburgh which imposes a six-month moratorium on applications for Battery-Based Energy Storage Systems; and

WHEREAS, due consideration has been given to the adoption of Proposed Local Law No. 2 of 2026 by all members of the Town Board who were present; and

WHEREAS, Part 617 of the Environmental Conservation Law - "State Environmental Quality Review Act" (SEQRA), provides for the review of any "ACTION" to determine the effect of the action on the environment, along with any related administrative procedures for the implementation, authorization or approval of the action; and

WHEREAS, the adoption of a moratorium on land development or construction is a Type II action under 6NYCRR Part 617 requiring no further environmental review; 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 2nd day of April, 2026 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. 2 of 2026;

NOW, on motion duly made and seconded, it was

RESOLVED, that the Town of Plattsburgh's Planning Board after a review of proposed Local Law 2 of 2026 does hereby determine that the proposed project is a Type II action requiring no further environmental review; and be it further

RESOLVED, that a public hearing be held on the 2nd day of April, 2026 at 6:05 P.M. EST, at the Plattsburgh Town Hall, 151 Banker Road, Plattsburgh, New York, on the question of the enactment of Proposed Local Law No. 2 of 2026; and be it further

RESOLVED, that a Notice of Hearing on Proposed Local Law No. 2 of 2026 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; and be it further

RESOLVED, that the Town Clerk shall provide a certified copy of this resolution to the Planning & Community Development Department, and the Codes and Zoning 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

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

Resolution No. 026-087

**Appointment of Stephanie Mason
to the Assessment Board of Review
as an Alternate Member**

WHEREAS, a vacancy exists on the Assessment Board of Review for an Alternate Member; and

WHEREAS, Ms. Stephanie Mason, a resident of the Town of Plattsburgh, is willing to serve as an Alternate Member of the Assessment Board of Review; therefore, be it

RESOLVED, that the Town of Plattsburgh Town Board does hereby appoint Ms. Mason to the Assessment Board of Review for a term to expire 9/30/2030; and be it further

RESOLVED, that he take the oath of office within thirty days of this Resolution; and it is further

RESOLVED, that a copy of this Resolution be given to Ms. Mason and the Assessment 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 SEMI-MONTHLY MEETING
March 19, 2026

Resolution No. 026-088

Receiving Findings and Recommendations from
Town Planning Board Zoning Amendment 2026

WHEREAS, the Town Board received a zoning ordinance amendment report from the Planning & Community Development Department on February 19, 2026 and referred said proposed zoning amendments to the Planning Board for a report thereon as per Article XVII Section 17.3 of the Town Zoning Ordinance; and

WHEREAS, pursuant to Article XVII Section 17.3, all proposed amendments originating by Petition or by Motion shall be referred to the Town of Plattsburgh Planning Board for a report and recommendation thereon; and

WHEREAS, on February 19, 2026 the Town Board referred said Petition for a proposed amendment to the current Town of Plattsburgh Zoning Map to the Town of Plattsburgh Planning Board for a report and recommendation in accordance with Article XVII, Section 17.3 of the Town of Plattsburgh Zoning Ordinance; and,

WHEREAS, on March 17, 2026, the Planning Board after review and consideration of the maps and draft report prepared by Staff, by Planning Board Resolution 26-24, did find the same to accurately reflect the opinion of the Planning Board and accepted the recommendation as the final findings and recommendation of the Planning Board and resolved to transmit the report, findings, and meeting minutes to the Town Board; and

WHEREAS, the Town Board is now in receipt of the Planning Board Report and Resolution No. 26-24 adopted at a meeting held on March 17, 2026 and recommending the Town Board consider the following:

1. **It is recommended** that the Town Board consider amending Public Building/Use with the following definition.

PUBLIC BUILDING/USE – A building or structure used for public purposes by any department or branch of town, county, state or federal government including parks, libraries, museums, offices, courts, post offices, municipal infrastructure, police and sheriff sub-stations, and rescue or fire stations. This definition does not include correctional facilities or facilities for the detention, confinement, treatment, or rehabilitation of persons arrested or convicted for the violation of civil or criminal law.

2. **It is recommended** that the Town Board consider adding a new definition for Correctional Facility as follows:

CORRECTIONAL FACILITY- Publicly or privately operated facility for the detention, confinement, treatment, or rehabilitation of persons arrested or convicted for the violation of civil or criminal law. Inmates and detainees are under 24-hour supervision by professionals, except when on approved leave. If the use otherwise complies with this definition, a correctional facility may include, by way of illustration, a prison, jail, juvenile detention facility, customs and immigration detention facility, or probation center.

3. **It is recommended** that the Town Board consider amending the Schedule A Use Table to allow Public Building/Use in the following districts subject to Site Plan Review: R2, R5, NC, I, A1, A2, C, SC, T6, T5, T4, T3C, SD
4. **It is recommended** that the Town Board consider amending the Schedule A Use Table to include Correctional Facilities and to allow them in the following district subject to Special Use Permit: Industrial (I) and
5. **It is recommended** that the Town Board comply with the provisions of Article 8 of the Environmental Conservation Law Part 617 NYCRR (SEQRA) prior to rendering its decision.
6. **It is recommended** that the Town Board comply with all provisions of Article XVII § 17.4 of the Zoning Ordinance to effectuate these amendments.

NOW, THEREFORE BE IT:

RESOLVED, after review and discussion of the Town Planning Board's *Findings and Recommendations Report of the Planning Board*, dated March 17, 2026 the Town Board does hereby receive and place on file said *Findings and Recommendations Report of the Planning Board* and; be it further

RESOLVED, that the Town Board does hereby accept the *Findings and Recommendations Report of the Planning Board*; and be it further

RESOLVED, that the Town Board shall hereby proceed to Comply with the provisions of Article 8 of the Environmental Conservation Law Part 617 NYCRR (SEQRA) prior to rendering its decision; and be it further

RESOLVED, that a copy of this resolution be provided to the Zoning and Planning Departments.

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

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

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**