

**TOWN OF PLATTSBURGH
TOWN BOARD WORK SESSION AGENDA
March 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 Corrected Resolution for the Retirement of Richard Rascoe from the Position of Building Maintenance Supervisor in the Facilities Department for the Town of Plattsburgh
- 026-xxx Appointment of Stephanie Mason to the Assessment Board of Review as a Temporary Member
- 026-xxx Appointment of Court Clerk Marissa N. Sours
- 026-xxx Design Services for Salt Containment Facility Site Plan and Subdivision-AEDA
- 026-xxx Public Use Zoning Amendment SEQRA Review & Determination
- 026-xxx Public Use Zoning Amendment
- 026-xxx Resolution Authorizing Adoption of Local Law No. 2 of 2026 – Imposing a Six-month Moratorium of Applications for Battery-Based Energy Storage Systems

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

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

YES NO

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

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
April 2, 2026**

Resolution No. 026-xxx

Monthly Department Reports

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

Building and Grounds –
Codes and Zoning –
Dog Control Officer –
Historian –
Highway Superintendent – **January 2026** and **February 2026**
Justice Court –
Parks and Recreation –
Planning and Community Development –
Safety Committee –
Supervisors Financial Report –
Tax Receiver –
Town Clerk – **February 2026**
Water Wastewater –

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
April 2, 2026**

Resolution No. 026-xxx

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

WHEREAS, resolution 026-070 stated that Richard Rascoe would be retiring effective April 22, 2026, but his correct effective retirement date is April 21, 2026; therefore be it

RESOLVED, to receive and place on file the corrected letter from Richard Rascoe stating his intent to retire from his position as Building Maintenance Supervisor in the Facilities Department for the Town of Plattsburgh, effective April 21, 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**

**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
April 2, 2026**

Resolution No. 026-xxx

**Appointment of Stephanie Mason
to the Assessment Board of Review
as a Temporary Member**

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

WHEREAS, Ms. Stephanie Mason, a resident of the Town of Plattsburgh, is willing to serve as a Temporary 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, as a Temporary Member, for a term to expire 9/30/2030; and be it further

RESOLVED, that she 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 MONTHLY MEETING
April 2, 2026**

Resolution No. 026-xxx

**Design Services for Salt Containment
Facility Site Plan and Subdivision-AEDA**

WHEREAS, the Town of Plattsburgh was awarded a Water Quality Improvement Program grant for the construction of a salt containment facility which requires an engineered site plan and surveying for a subdivision of property; 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 (\$21,000); 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 March 5th, 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

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

TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
April 2, 2026

Resolution No. 026-xxx

Public Use Zoning Amendment
SEQRA Review & Determination

WHEREAS, at its regularly scheduled meeting on January 15th, 2026 the Town Board of the Town of Plattsburgh (the “Town Board”) adopted resolution 026-026 instructing the Town Planning and Community Development Department to conduct research and make recommendations regarding standardized definitions for Public Building/Use and their permitted locations; and

WHEREAS, pursuant to Article XIII, Section 13.3 of the Town of Plattsburgh Zoning Ordinance, all proposed zoning amendments originating by petition or by motion shall be referred to the Town of Plattsburgh Planning Board (the “Planning Board”) for a report and recommendation thereon; and

WHEREAS, the Planning Board did submit its report to the Town Board within forty-five (45) days of receipt of such referral in accordance with the provisions of said Zoning Ordinance; and

WHEREAS, the Town board considered the Zoning Amendment and the recommendations contained in the report of the Planning Board and found merit in the consideration of a zoning amendment; and

WHEREAS, pursuant to the New York State Environmental Quality Review Act, Article 8 of the Environmental Conservation Law and the regulations promulgated thereto at 6 NYCRR Part 617 (collectively referred to as “SEQRA”), the Town Board is required to conduct a review of the Zoning Amendment in order to determine if it presents a potential significant adverse environmental impact; and

WHEREAS, on February 19th, 2026 via Resolution No. 026-057 the Town Board did declare the proposed amendment to be a Type I action for a zoning amendment that proposes to affect more than 25 acres, and declared the intent to act as Lead Agency for purposes of conducting a coordinated review of the Zoning Amendment pursuant to SEQRA; and

WHEREAS, consent for the Town Board to serve as Lead Agent was granted by New York State Department of Environmental Conservation and the Town of Plattsburgh Zoning Board of Appeals, and

WHEREAS, said Part 617 of the Environmental Conservation Law provides for an involved agency to review any action for the purpose of determining the effect of said action on

the environment; and

WHEREAS, said determination of the effect of said action on the environment will be necessary to determine whether a Draft Environmental Impact Statement (DEIS) is required; and

WHEREAS, the Town Board is considered an involved agency in accordance with State Laws for the purpose of assessing the effect of these zoning ordinance and map amendments on the environment and whether or not said effect is significant enough to warrant the preparation of a Draft Environmental Impact Statement (DEIS); and

WHEREAS, the Town Board has previously declared the zoning map amendments to be a Type I Action and a coordinated review was conducted; and

WHEREAS, the Town Board has identified the relevant areas of environmental concern, has taken a hard look at these areas, and has made a reasoned elaboration of the basis for its determination; and

WHEREAS, pursuant to Article XVII, Section 17.4 of the Town Zoning Ordinance and Section 264 and 265 of New York Town Law shall refer a full statement of the Zoning Amendment and map to the Clinton County Planning Board

WHEREAS, the Clinton County Planning Board was provided a copy of the proposed Zoning Map amendment and Findings and Recommendations Report of the Planning Board, and did, by a 7-2 vote on March 5th, 2026, approve the General Municipal Law Section 239-m referral number 19-26 without comment; and

WHEREAS, the Town Board duly called for a public hearing for the consideration of the aforesaid amendment and gave due notice thereof as required by law; and

WHEREAS, said public hearing was held by this Town Board at the Town Hall at 151 Banker Road, Plattsburgh, New York, on March 5th, 2026 at 6:05 P.M. ; at which time the proposed Zoning Ordinance amendment and SEQRA materials were available;

NOW THEREFORE BE IT, RESOLVED, that the Town Board, in consideration of the following:

- Planning Board Report and Recommendations dated March 17th, 2026
- The review of part 1 and the completion of parts 2 and 3 of the EAF Long Form (herein SEQRA documentation)
- Comments made at the public hearing on March 5th, 2026
- Written public comments submitted to the Town in absentia
- Staff Review and Recommendation dated March 2nd, 2026
- Review of other related materials,

The Town Board hereby accordingly issues a **Negative Declaration** of environmental significance for the proposed zoning amendment

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby authorize and direct the Supervisor to complete, and have prepared, and to execute a “Notice of No Significant Environmental Impact” (NEGATIVE DECLARATION) for this proposed zoning map amendment and, be it further

RESOLVED, that the “Notice of No Significant Environmental Impact” (NEGATIVE DECLARATION), and all related material shall be maintained on file at the Town Offices of the Town Board and available for Public Inspection, and the reasons for the decision are stated in the attached negative declaration,

RESOLVED, that a copy of this Resolution be given to the Town Clerk, and Planning 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
April 2, 2026

Resolution No. 026-xxx

Public Use Zoning Amendment

WHEREAS, after thorough consideration and deliberation, the Town Board proposes to make the following amendment to the Town Zoning Ordinance:

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.

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.

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

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)

WHEREAS, at its regularly scheduled meeting on January 15th, 2026 the Town Board of the Town of Plattsburgh (the “Town Board”) adopted resolution 026-026 instructing the Town Planning and Community Development Department to conduct research and make recommendations regarding standardized definitions for Public Building/Use and their permitted locations; and

WHEREAS, pursuant to Article XIII, Section 13.3 of the Town of Plattsburgh Zoning Ordinance, all proposed zoning amendments originating by petition or by motion shall be referred to the Town of Plattsburgh Planning Board (the “Planning Board”) for a report and recommendation thereon; and

WHEREAS, the Planning Board did submit its report to the Town Board within forty five (45) days of receipt of such referral in accordance with the provisions of said Zoning Ordinance; and

WHEREAS, the Town board considered the Zoning Amendment and the recommendations contained in the report of the Planning Board and found merit in the consideration of a zoning amendment; and

WHEREAS, pursuant to Article XVII, Section 17.4 of the Town Zoning Ordinance and Section 264 and 265 of New York Town Law shall refer a full statement of the Zoning Amendment and map to the Clinton County Planning Board

WHEREAS, the Clinton County Planning Board was provided a copy of the proposed Zoning Map amendment and Findings and Recommendations Report of the Planning Board, and did, by a 7-2 vote on March 5th, 2026, approve the General Municipal Law Section 239-m referral number 19-26 without comment; and

WHEREAS, the Town Board duly called for a public hearing for the consideration of the aforesaid amendment and gave due notice thereof as required by law; and

WHEREAS, said public hearing was held by this Town Board at the Town Hall at 151 Banker Road, Plattsburgh, New York, on March 5th, 2026 at 6:05 P.M. ; at which time the proposed Zoning Ordinance amendment and SEQRA materials were available;

WHEREAS, the Town Board has previously declared the zoning map amendments to be a Type I Action and a coordinated review was conducted; and

WHEREAS, the **Town Board via Resolution Number 026-XXX** issued a negative declaration of environmental significance under SEQRA for the proposed zoning map amendment listed above; and

WHEREAS, after review and discussion of the following:

- Planning Board Report and Recommendations dated March 17th, 2026
- The review of part 1 and the completion of parts 2 and 3 of the EAF Long Form (herein SEQRA documentation)
- Comments made at the public hearing on March 5th, 2026
- Written public comments submitted to the Town in absentia
- Staff Review and Recommendation dated March 2nd, 2026
- Negative Declaration of Environmental Significance dated April 2nd, 2026
- Review of other related materials,

It is the opinion of the members of the Town Board that the best interests of the Town of Plattsburgh will be served by the adoption of certain said amendments; and

The proposed amendments are in conformance with the Town's "Master Plan" for the

reason's set forth:

The proposed amendments appear to more closely align permitted uses and their definitions with the descriptions of the Town's zoning districts. Importantly, the proposed amendments represent an overall reduction in the potential for development of Public Buildings/Uses in the Town. It would now also be made explicit that Correctional Facilities could only be permitted in the I-Industrial district. Specifically worth noting, large institutional scale uses and structures (like museums, and correctional facilities) would no longer be permitted in the LC, R1, R3, and R4 districts, therefore preserving the rural and residential character for which they were designed. Town currently hosts only one facility that falls under this definition of Correctional Facility, the Clinton County Sheriff's Department (and Jail). This facility is located in the Industrial (I) district and would remain a conforming use per this proposed amendment.

For these reasons, the Town Board finds the consideration of these zoning amendments to reflect the purpose and intent of the collective Town "Master Plan."

NOW THEREFORE BE IT, RESOLVED, that the Zoning Map of the Town of Plattsburgh be amended as follows:

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.

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.

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

***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 be it further***

RESOLVED, that said amendments be entered in the minutes of the meeting of the Town

TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
April 2, 2026

Resolution No. 026-xxx

**Resolution Authorizing Adoption of Local
Law No. 2 of 2026 – Imposing a Six-
month Moratorium of Applications for
Battery-Based Energy Storage Systems**

WHEREAS, a resolution was duly adopted by the Town Board of the Town of Plattsburgh for a public hearing to be held by said Governing Body on April 2nd, 2026 at 6:05pm at the Town of Plattsburgh, 151 Banker Road, Plattsburgh New York to hear all interested parties on a proposed Local Law entitled Local Law No. 2 of 2026 – Imposing a six-month Moratorium of Applications for Battery-Based Energy Storage Systems; and

WHEREAS, notice of said public hearing was duly advertised in the Press Republican, the official newspaper of said Town, on March 24, 2026; and

WHEREAS, said public hearing was duly held on April 2nd, 2026 at 6:05pm at 151 Banker Road, Plattsburgh, New York and all parties in attendance were permitted an opportunity to speak on behalf of or in opposition to said Proposed Local Law, or any part thereof; and

WHEREAS, pursuant to part 617 of the implementing regulations pertaining to article 8 State Environmental Quality Review Act (SEQRA) it has been determined by the Town Board of the Town of Plattsburgh that this is a Type II action and no further review will be and could be processed by other applicable governmental agencies without further regard to SEQRA; and

WHEREAS, the Town Board of the Town of Plattsburgh, after due deliberation, finds it in the best interest of said Town to adopt said Local Law; therefore, be it

RESOLVED, that the Town Board of the Town of Plattsburgh hereby adopts said Local Law No. 2 of 2026 entitled a Local Law Imposing a six-month Moratorium of Applications for Battery-Based Energy Storage Systems, a copy of which is attached hereto and made a part of this resolution; and be it further

RESOLVED, that the Town Clerk be, and he hereby is, directed to enter said Local Law in the minutes of this meeting and in the Local Law Book of the Town of Plattsburgh, and to give due notice of the adoption of said Local Law to the Secretary of State of New York.

Motion:

Seconded by:

Discussion:

Yes No Absent Carried Tabled

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

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