

**TOWN OF PLATTSBURGH
TOWN BOARD WORK SESSION AGENDA
April 9, 2026**

The meeting was called to order at 6:00 PM by the presiding officer at the Town of Plattsburgh Town Hall, 151 Banker Road.

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

Public Comments:

No Public Comment

Supervisor's Report: Mr. Kostyk:

- You can expect a resolution next week for upgrading our fire alarm system with wired CO² detectors.
- Salt Shed Lease update: we have been working with the county on amending some contract renewal language. We're hoping to have that lease agreement for next week as well.
- Parks and Recreation – Read a letter from Director Pangborn into the record. (attached)

Resolutions:

026-099 A Resolution of the Town of Plattsburgh to Endorse the Bid for the 2025 Open Space Conservation Grant Program (Round 1)

Draft Resolutions:

026-xxx Minutes



Committee Reports:

Ms. Isabella: Parks and Rec had 520 registrants for summer programming, this is an amazing team and they do fabulous work. Highway received two new pieces of equipment, cold patch hopper for filling potholes, etc., and a used John Deere tractor with boom mower. The department was training staff on this equipment this week. Also want to extend our appreciation to them for taking care of our road during a hard winter season, they have done a great job. Assessment, letters documenting new property values have been going out. If there are any questions, the county staff located here at the town are great people and are very easy to talk with so we encourage property owners to come in with an questions or concerns.

Mr. Kostyk: Want to point out that Route 3 from the city up to Route 22 was cleaned a few night's ago. Although it is a State DOT road, our highway crew are the ones who did the roadside cleaning due to an agreement we have with the state. It looks great, they did a great job.

Mr. Wood: Wanted to reiterate all the appreciation for the department's efforts as listed. Also thanked Town Attorney Favro for filling in for the Town Clerk.

Town Board meeting be adjourned at 6:28 PM.



**TOWN OF PLATTSBURGH
TOWN BOARD WORK SESSION
April 9, 2026**

Resolution No. 026-099

A Resolution of the Town of Plattsburgh to
Endorse the Bid for the 2025 Open Space
Conservation Grant Program (Round 1)

WHEREAS, the Town of Plattsburgh desires to apply for up to \$400,000 in financial assistance through the 2025 DEC Open Space Conservation Grant Program (Round 1), performance payments grant, involving interim payment from DEC for the Town to use as upfront land and closing costs and a contract term of three years; and

WHEREAS, the bid proposes funding for acquisition of land to for the purposes of protection from development and for public benefit of all New Yorkers; and

WHEREAS, the vacant property located at the southeast corner of NYS Route 9 and Battlefield Lane (Parcel ID# 233.-1-32.3) is available for fee title acquisition, and the landowner wishes to sell the land to the municipality for the purpose of providing open space for the use and enjoyment of the public, as an addition to the Town property known as the Battlefield Memorial Gateway park; and

WHEREAS, the DEC will hold 10% of the total land cost in retainage at the closing until recorded deed and final title insurance is received by DEC;

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Plattsburgh approves and endorses the bid for the 2025 DEC Open Space Conservation Grant Program (Round 1) and, recognizing this is a performance-based payments grant that may require minimum amounts of funding upfront, an order of operation for closing requirements and that the Town understands that If the total project funds exceed the DEC funds, the Town will set aside a balance of \$400,000 for the completion of the project.

Motion: Ms. Isabella
Seconded by: Mr. Wood
Discussion: None

	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>	<u>CARRIED</u>	<u>TABLED</u>
Thomas E. Wood	X			YES	
Dana M. Isabella	X				
Daniel A. Bosley	X				
Ilona M. Kelting	X				
Charles A. Kostyk	X				

TOWN CLERK, TOWN OF PLATTSBURGH

[Handwritten Signature]
4/13/26

[Handwritten Signature]



TOWN OF PLATTSBURGH

PLANNING & COMMUNITY DEVELOPMENT

151 BANKER ROAD
PLATTSBURGH, NY 12901-7307

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SENIOR PLANNER
TREVOR COLE, AICP

SENIOR PLANNER
JESSICA KOGUT, AICP

PLANNING BOARD SECRETARY
MICHELE BUCKMINSTER

4/8/2026

Honorable Members of the Town Board,

Our department has identified a grant opportunity through NYSDEC for the purchase of vacant lands adjacent to the Battlefield Memorial Gateway. The 2025 Open Space Conservation Grant Program is funded through New York State's Clean Water, Clean Air, and Green Jobs Environmental Bond Act of 2022.

This grant covers the cost of purchase, closing costs, legal fees, survey, appraisal, phase 1 environmental assessment, title report and insurance, recording fees, prorated taxes, and limited site improvement costs. This grant has no match requirement. The stipulation is that the land must be conserved for public enjoyment.

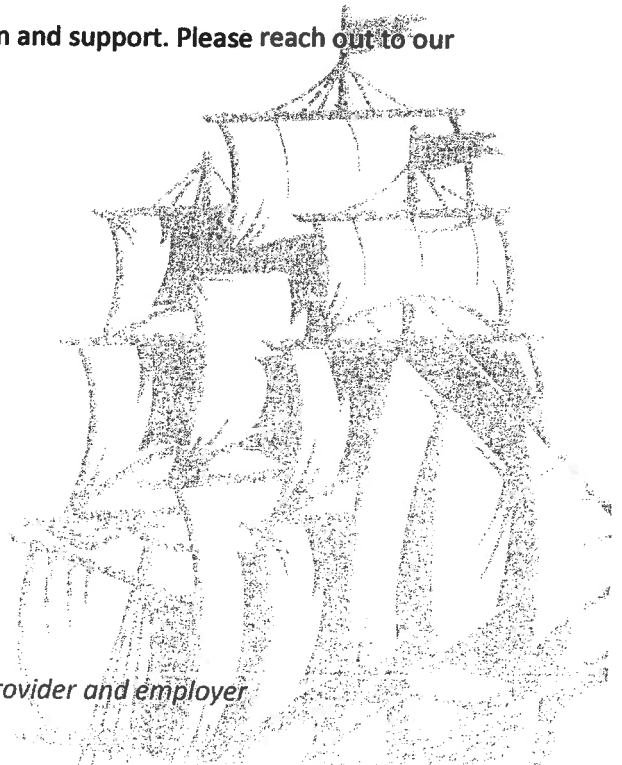
Attached you will find the draft resolution, the draft letter of agreement with the property owner (Plattsburgh Terminals, Inc.), and a link to the program website. We estimate the grant request to be \$400,000.00, with a property purchase price around \$294,000. The remaining funds would be used to cover the fees listed above and complete a parking area.

The application is due April 15th. We appreciate your consideration and support. Please reach out to our department with any questions.

Respectfully,

Jessica Kogut, AICP
Senior Planner

The Town of Plattsburgh is an equal opportunity provider and employer



**LETTER OF AGREEMENT TO ENTER INTO A CONTRACT OF SALE OF 3.27 ACRES OF
VACANT PROPERTY AT NYS ROUTE 9 AND BATTLEFIELD LANE, TAX ID # 233.-1-32.3
PURSUANT TO THE DEPARTMENT OF ENVIRONMENTAL CONSERVATION OPEN SPACE
CONSERVATION GRANT PROGRAM**

THIS AGREEMENT is made the 10th day of April, 2026, by and between the Town of Plattsburgh, New York (the "Town") and Plattsburgh Terminals, Inc. (the "Owner");

WHEREAS, Owner is the owner of real property with Tax Parcel ID #233.-1-32.3 situated on NYS Route 9 and Battlefield Lane, New York (the "Property"),

WHEREAS, the Town is a municipal corporation eligible for financial assistance to purchase land for the purpose of protection from development pursuant to the 2025 DEC Open Space Conservation Grant Program;

WHEREAS, the Owner desires to sell and the Town desires to purchase the Property in fee simple for the express purpose of providing open space for the use and enjoyment of the public; and

WHEREAS, to be eligible for a potential award of financial assistance through the DEC Open Space Conservation Grant Program, the Town must obtain a letter of agreement demonstrating the Owner's intent to sell the Parcel;

THEREFORE, the Town and Owner agree that the Town intends to purchase, and the Owner intends to sell, the Parcel, for protection from development and for the public benefit of all New Yorkers, and the Town and Owner *may* enter into a future contract for sale of the Property, but only upon the following conditions and restrictions:

1. Execution of any contract for sale of the Property shall be contingent upon the Town's award of financial assistance through the DEC Open Space Land Acquisition Grant Program;
2. The Property shall be used for public benefit of all New Yorkers, unless exempted for environmental reasons;
3. The Property shall not be developed, and in general, structures, impervious surfaces, exterior lighting, dams and water impoundments, and utilities may not be installed, unless approved by the DEC;
4. The Property shall not be subdivided and shall be held in trust for the public and accessible by the public, forever;
5. The Property shall be managed for the public benefit, and dumping of wastes, trash or debris, and mining, shall be prohibited;
6. Planting of non-native species shall be prohibited.

Signed – **Plattsburgh Terminals, Inc.**

_____ **Date** _____

Name of Signatory:

Full Address of Seller:

Signed – **Town of Plattsburgh**

_____ **Date** _____

Charles Kostyk, Town Supervisor
151 Banker Road,
Plattsburgh, NY 12901



TOWN OF PLATTSBURGH

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PLATTSBURGH, NY 12901-7307

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TOWN SUPERVISOR
CHARLES A. KOSTYK

DEPUTY SUPERVISOR
DANA M. ISABELLA

EXECUTIVE SECRETARY
EMILLIE A. LAMAY

COPY

TOWN OF PLATTSBURGH TOWN BOARD WORK SESSION April 9, 2026

Resolution No. 026-099

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Motion: Ms. Isabella

Seconded by: Mr. Wood

Discussion: None

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

RESOLVED this 9th day of April, 2026 - I, Jonathan J. White, do hereby certify that resolution [026-:099] was passed at a meeting of the Town Board held on April 9th, 2026, and is incorporated in the original minutes of said meeting, and that said resolution has not been altered, amended, or revoked and is in full force and effect.

Jonathan J. White
Town Clerk



TOWN OF PLATTSBURGH

PARKS & RECREATION

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YOUTH SVCS. & RECREATION

DIRECTOR
ERIN PANGBORN

RECREATION PROGRAM

COORDINATOR
JORDANNE MANNEY

April 7, 2026

Dear Town Supervisor and Board Members,

I wanted to take a moment to update you on the recent cleanup of the Battlefield Memorial Gateway and to highlight the outstanding work of our Parks & Recreation team.

As you know, the Parks & Recreation Department recently assumed responsibility for maintaining this area. What we initially anticipated as routine upkeep turned out to be a significantly larger project. When the snow melted this spring, staff discovered an abandoned homeless encampment with substantial amounts of garbage, debris, and needles scattered throughout the waterfront.

After assessment, the team developed a safe cleanup plan and executed it efficiently. In just a few days, they transformed the site from an unsafe, littered area into a clean and walkable space once again. We will continue additional cleanup and improvement work in the coming weeks once a few other priority park projects are completed.

While the crew were simply just doing their job, I felt it was important to bring this to your attention. Not once did I hear a complaint from the team. Instead, they approached the challenging task with professionalism, care, and genuine pride in our parks. Their dedication and positive attitude exemplify the high standard of service the Parks & Recreation Department strives to provide every day.

Thank you for your continued support of our Parks and Recreation Programs. Please feel free to reach out if you would like to visit the site or have any questions.

Sincerely,

Erin Pangborn

Parks & Recreation Director