

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI-MONTHLY MEETING
April 16, 2026**

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

MEMBERS:	<u>PRESENT</u>	<u>ABSENT</u>
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	

Resolution No. 026-100

Accept Minutes of the Previous Meeting

RESOLVED, that the minutes of **March 19, 2026** and **March 26, 2026** be accepted, and the reading of the minutes be dispensed with.

Motion: Ms. Isabella

Seconded by: Mr. Bosley

Discussion: None

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

Public Comment - Honorable Kenvin Patnode addressed the board regarding political signs. He has observed candidates running in the June primary putting up signs in April. He believes this violates the town's zoning ordinance (ZO) which states temporary signs must not be erected prior to 45 days before an event. He asks for the town to enforce this provision of the ZO.

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI-MONTHLY MEETING
April 16, 2026**

Resolution No. 026-101

Abstract 4B-26

RESOLVED, that the abstract of audited claims **No. 4B-26** for \$330,457.51, **Abstract 4B-26** prepays for the amount \$252,494.86 be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

Motion: Ms. Kelting

Seconded by: Mr. Bosley

Discussion: None

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



**TOWN OF PLATTSBURGH
TOWN BOARD SEMI-MONTHLY MEETING
April 16, 2026**

Resolution No. 026-102

**Subsurface Investigation for
Rugar Street Sewer Improvements**

WHEREAS, Laberge Group was authorized under Resolution 024-213 to provide professional services under contract addendum NO. 2024076-00 for the Rugar Street Sewer Improvements capital project; and

WHEREAS, the Town prefers the subsurface investigation scope of work be added to the Rugar Street Sewer Improvements contract addendum No. 2024076-00; and

WHEREAS, Laberge Group has prepared a proposal for subsurface investigation totaling \$20,581.00.00 recommending subcontractor Martin Geo-Environmental; therefore, be it

RESOLVED, that the Town Board does hereby authorize the Supervisor to execute and sign all materials associated with said Contract Addendum No. 2024076-00 for Rugar Street Sewer Improvements with Laberge Group; and be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager and Water Wastewater Director.

Motion: Ms. Isabella

Seconded by: Ms. Kelting

Discussion: None

Roll Call:

	<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				
Ihona M. Kelting	X				
Charles A. Kostyk	X				

April 7, 2026
VIA EMAIL & MAIL

Charles Kostyk, Supervisor
Town of Plattsburgh
151 Banker Road
Plattsburgh, New York 12901

Re: **Proposal for Professional Services**
Subsurface Investigations
Rugar Street Sewer Improvements
Town of Plattsburgh, New York

Dear Mr. Kostyk,

As noted during our March 30, 2026 meeting, subsurface investigations for the proposed Rugar Street force main are in addition to the fees in our agreement.

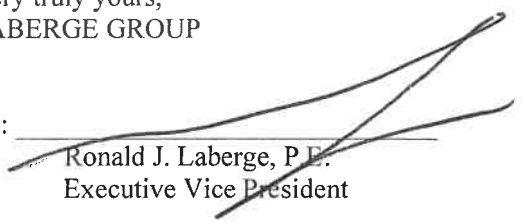
Attached is the proposal from our subsurface investigation subcontractor, Martin Geo-Environmental. The cost to the Town will be the final cost of Martin Geo-Environmental plus 10 percent as was noted in our original proposal. This work is covered by our existing contract pending authorization to include the additional scope.

Please note that due to the additional 1,400 feet of force main being requested by the City, there will be approximately 3 additional rock probes over what is included in the attached proposal.

If acceptable, please sign and return the authorization below and we will have the required subsurface investigations performed.

Please contact us with any questions you may have.

Very truly yours,
LABERGE GROUP

By: 
Ronald J. Laberge, P.E.
Executive Vice President

Laberge group is hereby authorized to provide subsurface investigations for the Rugar Street Sewer project under Contract Addendum No. 2024076-00 at the actual subcontractor cost plus 10 percent as was identified in said contract addendum.

Charles Kostyk, Supervisor

Date

RJL: mae
Enc.

C: Scott Stoddard, Director of Water and Wastewater Utilities w/enc.

J:\2024076\Laberge Agreements\Pending and Drafts\2026 Proposal-Rugar Street Sewer Additional Work - Soil Borings 4-7-2026.docx

Martin Geo-Environmental, LLC

P.O. Box 646

Belchertown, MA 01007

Estimate

Date	Estimate #
3/3/2026	3440

Name / Address
Laberge Group 4 Computer Drive West Albany, NY 12205

Project

Description	Qty	Rate	Total
Ronald Laberge Site: Plattsburgh, Rugar St. Sewer Project Scope: 2 soil borings on I -87 ROW, if refusal encountered, core 5', 20' and 15' depths. 2 borings on Town ROW, 10' and 15'. 14 Rock probes (no soil samples) 8-15' depths. If refusal encountered, offset either side of the probe to confirm refusals. Backfill with sand, patch as required. Martin Geo Environmental to stake boring and probe locations and provide GPS points of completed borings/Probes, along with boring and Probe logs. Secure Work Permit from NY DOT Region 10 and any required permits from the City of Plattsburgh. Notify UDIG NY for utility clearances. Prevailing Wages apply to this project.			
Drill Rig/Mobilization/Per Diem	2	5,000.00	10,000.00
Labor/Crew, staking locations, UDIG Notification	1	4,300.00	4,300.00
Sand (backfill)	14	15.00	210.00
Permit NYDOT	1	500.00	500.00
Traffic Management	1	500.00	500.00
Flaggers	2	1,600.00	3,200.00
Line Item			
Rock Coring per foot	0	30.00	0.00
Core Box	0	85.00	0.00
		Total	\$18,710.00

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI-MONTHLY MEETING
April 16, 2026**

Resolution No. 026-103

**Authorization to Advertise Bids for
Town Hall North Entrance Vestibule**

WHEREAS, the Town Board has previously authorized the development of construction documents required for the renovation of the main entrance vestibule; and

WHEREAS, A.E.D.A. has prepared documents for the bid proposals to be advertised; now therefore be it

RESOLVED, that the Town Clerk is hereby authorized to advertise bids for the vestibule renovation, and that said advertisement shall be placed on the Town Website and in the Press Republican, with bids to be opened at the Town of Plattsburgh Town Hall located at 151 Banker Road, Plattsburgh, NY 12901 on Wednesday May 20th, 2026 at 2:00 pm; and, be it further

RESOLVED, that the Town of Plattsburgh Town Board reserves the right to reject any or all bids offered; and be it further

RESOLVED, that a certified copy of this Resolution is to be given to the Town Clerk, The Planning & Community Development Department and the Finance Manager.

Motion: Mr. Bosley

Seconded by: Ms. Kelting

Discussion: Mr. Kostyk – This was a previously approved project. However, we have added additional work to this project, therefore we need to re-authorize and go out to bid again.

Roll Call:

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



**TOWN OF PLATTSBURGH
TOWN BOARD SEMI-MONTHLY MEETING
April 16, 2026**

Resolution No. 026-104

Authorizing the Purchase and Installation of a Fire System Upgrade for the Town of Plattsburgh Town Hall Building

WHEREAS, it is necessary to maintain the Town of Plattsburgh Town Hall and enhance safety systems within the building; and

WHEREAS, the Town of Plattsburgh seeks to improve fire safety protections through the installation of carbon monoxide detection devices within the Town Hall facility; and

WHEREAS, it is of the recommendation of the Town of Plattsburgh Safety Committee that a fire system upgrade, specifically a carbon monoxide protection addition, be installed in key areas of the facility; and

WHEREAS, the Town has received a proposal from NCC Systems, Inc., dated April 1, 2026, for the furnishing and installation of said fire system upgrade, including all labor and materials, in the total amount of \$11,110.00 ; therefore be it

RESOLVED, that the Town of Plattsburgh Town Board hereby approves and authorizes the purchase and installation of a fire system upgrade, consisting of carbon monoxide protection devices, at the Town Hall building as outlined in the proposal from NCC Systems, Inc.; and be it further

RESOLVED, that the Town Supervisor is hereby authorized and directed to execute any and all contracts and documents necessary to effectuate said purchase and installation, in an amount not to exceed \$11,110.00; and be it further

RESOLVED, that payment for said project shall be made from the Buildings and Grounds Equipment Capital Outlay Account #A.1620.2000.0000; and be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager.

Motion: Ms. Isabella

Seconded by: Mr. Bosley

Discussion: Mr. Kostyk – We had previous work done to our security system, however we these CO² detectors to bring the town hall into code compliance. This will complete upgrades.

Roll Call:	<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 OF PLATTSBURGH
TOWN BOARD SEMI-MONTHLY MEETING
April 16, 2026**

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RESOLVED, that a copy of this Resolution be given to the Finance Manager.

Motion: Ms. Isabella
Seconded by: Mr. Bosley
Discussion: Mr. Kostyk – We had previous work done to our security system, however we these CO² detectors to bring the town hall into code compliance. This will complete upgrades.

Roll Call:	<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				



NCC Systems, Inc.
25646 NYS RT 3
Watertown, NY 13601
Tel. 315-788-9128
License # 12000041752

Sales Invoice NO. 32486

Jennifer Whitney
Town of Plattsburgh
151 Banker Road
Plattsburgh NY 12901

Site: Town of Plattsburgh
Quote Name: Fire System Upgrade | CO Protection Addition
Salesperson: Jacob Reville
Date: 04/01/2026
Valid Until: 05/01/2026

Thank you again for the opportunity to provide pricing for this project. If you have any questions or concerns, please do not hesitate to contact us at any time. Please visit NCC Systems ONLINE to review our complete product line and services.

Installation Overview

NCC Systems Inc. to provide and install (6) Carbon monoxide Protection Devices in key areas throughout the facility. Devices will be located in the adjoining halls to the garage area, as well as the breakrooms in the garage and (1) located in the Parks and Recreation Shop area. Price includes all parts, labor, freight, misc. install hardware, programming, testing, and one year warranty on all parts/labor. All projects are subject to progress billing for stored or delivered materials if the project exceeds 30 days. Installation/labor will also be billed on a per month basis until completed.

Customer Responsibilities: The customer is solely responsible for providing 110VAC power at all head-end and applicable field device locations. The customer must also supply all required network connectivity, including—but not limited to—an available port on the local switch or router, all necessary IP addresses, and any related configuration. NCC Systems is not responsible for, and assumes no liability for, any service interruptions, performance issues, or system downtime caused by external utilities or third-party services such as power, telephone service, internet connectivity, or customer-owned network equipment.

Hours of Work and Site Access: This proposal is based upon the assumption that all work will be performed during normal business hours, 7:30 am 4:00 pm Monday Friday. Requirements for work outside of these hours may result in a change order for the additional fees.

Site Conditions: During the initial site survey, all visual attempts were made to verify the field construction with regards to building walls, ceilings, access points, hazardous materials, wire routing, and power. If any conditions vary or existing hardware is not adequate to successfully complete the installation, a field change order may be prepared and delivered to the customer for discussion and approval.

Tariff Impact Disclaimer:

Due to recent changes under the current administration, tariffs may impact the products included in this proposal. This could result in increased project costs if not accepted before the **"Valid Until Date"**. We recommend incorporating a 5-10% increase into your planning and budgeting. For further information or assistance, please reach out to your NCC Systems account representative.



NCC SYSTEMS INC.
ELECTRONIC INTEGRATION
 1-800-724-3480 / WWW.NCCSYSTEMS.COM

NCC Systems, Inc.
 25646 NYS RT 3
 Watertown, NY 13601
 Tel. 315-788-9128
 License # 12000041752

Sales Invoice NO. 32486

Payment Plan:

- To proceed with your order, a purchase order is required. Once we receive the payment, we will begin processing your order. The remaining balance will be due upon completion."

How to pay us

Pay By Mail:

NCC Systems, Inc.

25646 NYS RT 3

Watertown, NY 13601

Pay By Credit Card:

(Amex, MasterCard, or Visa) Please call: 315-788-9128.

Please Note: A merchant 3.0% convenience fee will be added to all payments made by credit card, 1% fee will be added to all debit card payments. This fee is due at the time of credit card payment and is nonrefundable. Thank you.

- Phased Payment Schedule: NA
- All projects are subject to progress billing for stored or delivered materials if the project exceeds 30 days. Installation/labor will also be billed on a per month basis until completed.

Fire Alarm | Installation

Item	Quantity
Carbon Monoxide detector, Commercial, 12/24V	1.00
Carbon Monoxide Detector, Round	5.00
Addressable Mini-Monitor Module	6.00
Addressable Control Module	1.00
Eaton Eluxa Low Frequency Indoor Horn Strobe, Wall Mount, 24V, 110/177 cd, CO Marking, White	1.00
Installation Hardware Shipping Charges	1.00
Engineering System Design Internal PM	4.00
16/2 Unshielded Twisted Pair FPLR	500.00
14/2 Unshielded FPLR	1,000.00
Installation & Inspection Prevailing Wage Labor Charge	
Sub-Total ex Tax	\$10,099.99
Tax	\$0.00
Total inc Tax	\$10,099.99



NCC SYSTEMS INC.
ELECTRONIC INTEGRATION
 1-800-724-3480 / WWW.NCCSYSTEMS.COM

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 Watertown, NY 13601
 Tel. 315-788-9128
 License # 12000041752

Sales Invoice NO. 32486

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be done only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Our workers are fully covered by Workers Compensation. Late Payment Fee: Payments received after the due date are subject to 1.5% per month late fee.

Sub-Total ex Tax	\$10,099.99
Tax	\$0.00
Total inc Tax	\$10,099.99

Acceptance Signature:

X _____

Date: _____ Purchase Order Number: _____

 DETACH AT PERFORATION AND RETURN REMITTANCE COPY WITH YOUR PAYMENT.

How To Pay



Credit Card (Amex, MasterCard or Visa)

Please Note: A merchant 3.0% convenience fee will be added to all payments made by credit card, 1% fee will be added to all debit card payments. This fee is due at the time of credit card payment and is nonrefundable. Thank you.

Late Payment Fee: Payments received after the due date are subject to a 1.5% per month late fee.



Mail

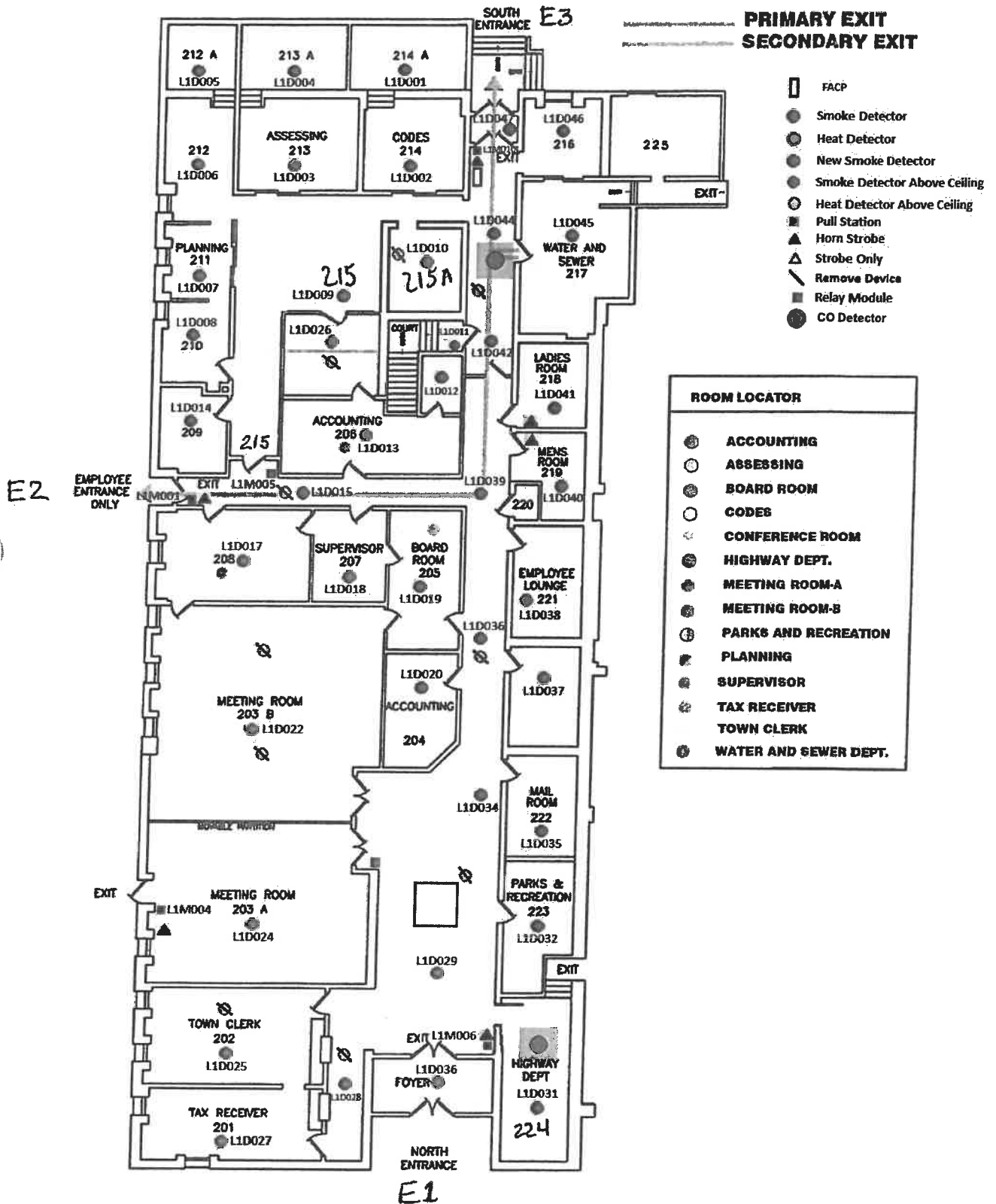
*Detach this section and mail to this address:
 NCC Systems, Inc.
 25646 NYS RT 3
 Watertown, NY 13601*

To pay over the phone, please call 315-788-9128

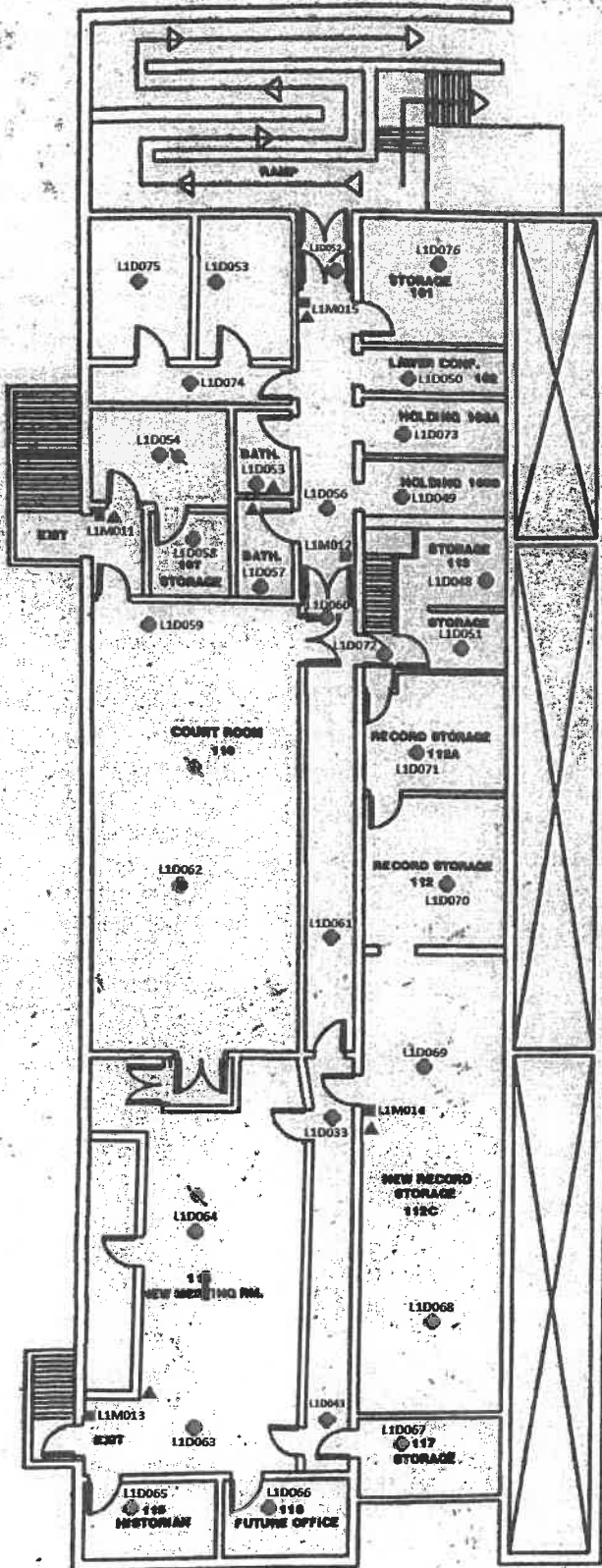
QUOTATION NO. 32486

Customer Reference: 913	Customer Name: Town of Plattsburgh
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TOWN OF PLATTSBURGH EMERGENCY EXIT PLAN



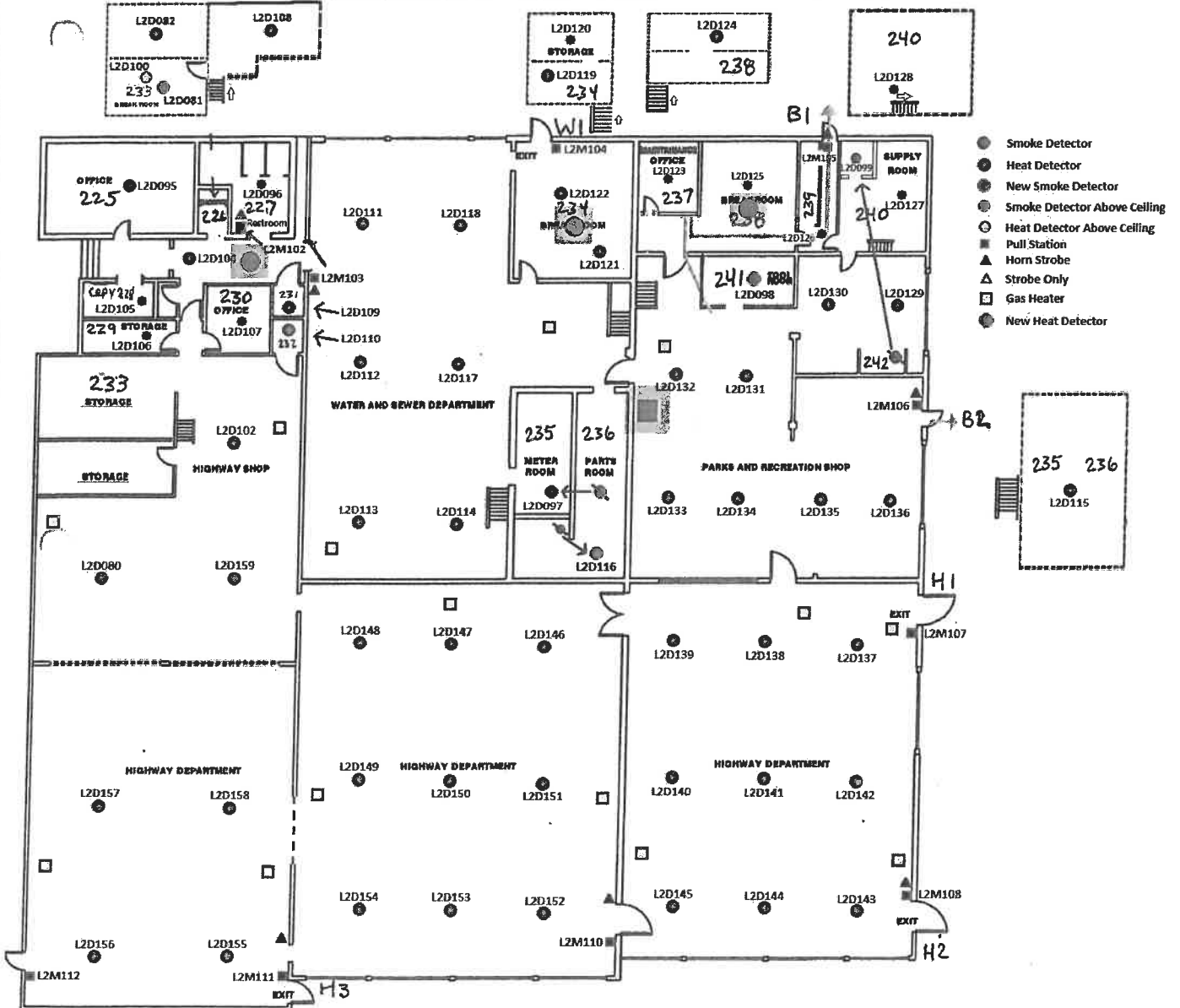
TOWN OF PLATTSBURGH EMERGENCY EXIT PLAN



- Smoke Detector
- Heat Detector
- New Smoke Detector
- Smoke Detector Above Ceiling
- Heat Detector Above Ceiling
- Pull Station
- ▲ Horn Strobe
- ▲ Strobe Only
- Remove Device
- Relay Module

TOWN OF PLATTSBURGH EMERGENCY EXIT PLAN

PRIMARY EXIT
SECONDARY EXIT



**TOWN OF PLATTSBURGH
TOWN BOARD SEMI-MONTHLY MEETING
April 16, 2026**

Resolution No. 026-105

**Contract Addendum to Prepare Engineering
Plan Grant for Wallace Hill I&I Study**

WHEREAS, the Town continues to evaluate its aging wastewater infrastructure. Inflow and Infiltration (I&I) is evaluated to help prioritize future main lining projects; and

WHEREAS, the Environmental Facilities Corporation is accepting engineering planning grant applications that result in a Preliminary Inflow and Infiltration (PII) study for sanitary sewer systems; and

WHEREAS, Laberge Group has prepared a contract addendum for Professional Services to prepare and submit a Preliminary Inflow and Infiltration Study for the Wallace Hill area wastewater system. Total cost of \$5,000.00 plus reimbursable expenses; therefore, be it

RESOLVED, that the Town Board does hereby authorize the Supervisor to execute and sign all materials associated with said Contract Addendum No. 2026047-00 for the Town of Plattsburgh NYS EFC Engineering Planning Grant; and be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager and the Water and Wastewater Director.

Motion: Ms. Kelting

Seconded by: Mr. Bosley

Discussion: Mr. Kostyk – This is a new opportunity. This area has not been upgraded in a while so this grant comes at a good time.

Roll Call:

	<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				
Iona M. Kelting	X				
Charles A. Kostyk	X				

CONTRACT ADDENDUM NO. 2026047-00

(Town of Plattsburgh NYS EFC Engineering Planning Grant)

DATED: April 14, 2026

TO

Agreement for Professional Services
(Original agreement date: April 17, 2017)

The original Agreement, between Town of Plattsburgh, Clinton County, New York, and Laberge Group, is hereby amended as follows:

Laberge Group, with the assistance of the Town of Plattsburgh, will prepare an application for the 2026 New York State Environmental Facilities Corporation Engineering Planning Grant (EPG) for the development of a Preliminary Inflow and Infiltration (PII) Study for sanitary sewer systems as follows:

- 1) \$5,000, inclusive of expenses, for the preparation and submittal of a 2026 EPG Application.
 - Prepare sample resolutions for the Town of Plattsburgh;
 - Prepare sample letter(s) requesting project support;
 - Develop a map of the proposed study area (if necessary);
 - Develop a scope of services for the proposed Study;
 - Based on information provided by the Town, prepare grant narratives, budget worksheets and supporting attachments necessary to the submission of the application; and
 - Submit the completed application by the June 12, 2026 (4:00p.m.) deadline with a full electronic copy to the Town of Plattsburgh.
- 2) Upon award of funding, Laberge Group shall provide engineering services to develop the Study in accordance with the Scope of Services developed for the EFC Application.

Should the Town require engineering assistance for supporting documentation, Laberge Group shall do so at normal hourly rates plus expenses. In the event Laberge Group is directed by the municipality or the funding source to stop work on an in-process project, or in the event the municipality changes the original project after preparation work has begun, services completed will be billed on an hourly basis not to exceed the lump sum fee. Please note that all requested **supporting documentation must be received by Laberge Group prior to June 1, 2026, or as soon as possible**, or we cannot guarantee the completeness of the application.

OWNER:

Town of Plattsburgh

151 Banker Road

Plattsburgh New York 12901
City State Zip

BY: _____

Print Name: Charles A. Kostyk Title: Supervisor

CONSULTANT:

LABERGE GROUP

4 Computer Drive West

Albany New York 12205
City State Zip

BY: _____

Richard F. Laberge, P.E., President

**TOWN OF PLATTSBURGH
TOWN BOARD SEMI-MONTHLY MEETING
April 16, 2026**

Motion to go into Executive Session
to discuss.....pending litigation
regarding R2D2 Housing Development
Fund.

Motion to come out of Executive Session

Motion by: Ms. Isabella
Seconded by: Mr. Bosley
Time: 6:18 PM

Motion by: Ms. Isabella
Seconded by: Ms. Kelting
Time: 6:22 PM

	<u>YES</u>	<u>NO</u>		<u>YES</u>	<u>NO</u>
Thomas E. Wood	absent		Thomas E. Wood	absent	
Dana M. Isabella	X		Dana M. Isabella	X	
Daniel A. Bosely	X		Daniel A. Bosely	X	
Ilna M. Kelting	X		Ilna M. Kelting	X	
Charles A. Kostyk	X		Charles A. Kostyk	X	

RESOLVED, that this Town Board meeting be adjourned at ...6:22... PM.

Motion by: Ms. Kelting

Seconded by: Mr. Bosley

Discussion: None

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

TOWN CLERK, TOWN OF PLATTSBURGH

[Handwritten Signature]
4/23/2026

