

TOWN OF PLATTSBURGH
TOWN BOARD WORK SESSION AGENDA
June 25, 2026

The meeting was called to order at _____ PM by the presiding officer at South Plattsburgh Fire Station No. 1, 4105 Route 22, Plattsburgh, NY 12901.

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:

Resolutions:

026-152 Abstract 6C-26 – June 25, 2026
026-153 Monthly Reports
026-154 Declaration of July as Official Michigan Month
026-155 Appointment of Alicia Blanchard – JCEO Board of Directors
026-156 Resolution Adopting Local Law No.3 of 2026 – A Local Law Providing Immunity for
Town Actions from Town Zoning Ordinance and Subdivision Regulations
026-157 Authorizing the Highway Superintendent to Start the 2026 Paving Program
026-158 Twinstare Maintenance Renewal Agreement 2026-2027
026-159 Corrective Easement Authorization Delaware River Solar Benny Blake Road Project
026-160 Notice of Public Hearing on the Sale of Crypts and Niches at the Plattsburgh
Community Mausoleum
026-161 The Agricultural and Industrial Fair of Clinton County, Inc.
026-162 RFP for Auditing Services For 2026, 2027 and 2028

Draft Resolutions – for consideration on July 9, 2026:

026-xxx Abstract 7A-26 – July 9, 2026
026-xxx Accept Proposal from Precision Infrastructure Management for ADA PROWAG
Assessment of Right of Way Pedestrian Facilities

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 WORK SESSION
June 25, 2026**

Resolution No. 026-152

Abstract 6C-26

RESOLVED, that the abstract of audited claims **No. 6C-26** for \$39,628.52, **Abstract 6C-26** prepays for the amount \$273,565.61 be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

Motion:

Seconded by:

Discussion:

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

**TOWN OF PLATTSBURGH
TOWN BOARD WORK SESSION
June 25, 2026**

Resolution No. 026-153

Monthly Department Reports

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

Facilities – **May 2026**

Codes and Zoning –

Dog Control Officer –

Historian –

Highway Superintendent – **May 2026**

Justice Court –

Parks and Recreation – **May 2026**

Planning and Community Development – **April 2026** and **May 2026**

Safety Committee –

Supervisors Financial Report – **May 2026**

Tax Receiver –

Town Clerk – **May 2026**

Water Wastewater – **May 2026**

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 WORK SESSION
June 25, 2026**

Resolution No. 026-154

Declaration of July as Official Michigan Month

WHEREAS, regional food icons are an integral part of community, economy, and culture; and

WHEREAS, similar to our neighbors that are known for such delicacies as poutine, garbage plates, Coney dogs, and Buffalo wings; and

WHEREAS, Plattsburgh, and our corner of the North Country, is known for the Michigan dog; and

WHEREAS, the Michigan is a delicious hot dog served in a split-top bun topped with a specially seasoned meat sauce served with or without mustard and onions; and

WHEREAS, the Michigan has been an iconic food landmark and local favorite for more than 90 years; and

WHEREAS, the Town of Plattsburgh is the home of the Michigan, with the highest concentration of Michigan restaurants, which have been staples in the community for decades; and

WHEREAS, July 15th is National Hot Dog Day and Americans consume over 150 million hot dogs on Independence Day; and

WHEREAS, the Michigan is forever “buried” in regional culture; now, therefore be it

RESOLVED, that the Town Board does hereby declare the month of July *Michigan Month* in the Town of Plattsburgh.

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 WORK SESSION
June 25, 2026**

Resolution No. 026-155

**Appointment of Alicia Blanchard
– JCEO Board of Directors**

WHEREAS, the Town Supervisor has recommended the appointment of Alicia Blanchard to serve as the Town of Plattsburgh’s representative on the JCEO Board of Directors; and

WHEREAS, Ms. Alicia Blanchard has expressed her willingness to serve and has demonstrated a strong commitment to meeting the needs of the community; now, therefore be it

RESOLVED, that the Town Board of the Town of Plattsburgh hereby approves the appointment of Alicia Blanchard to replace the appointment of Wendy Baker to the JCEO Board of Directors; and be it further

RESOLVED, that said appointment shall be for a term commencing immediately and expiring in the year 2033.

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 WORK SESSION
June 25, 2026**

Resolution No. 026-156

**Resolution Adopting Local Law No.3 of 2026 –
A Local Law Providing Immunity for Town
Actions from Town Zoning Ordinance and
Subdivision Regulations**

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 June 18th, 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. 3 of 2026 –A Local Law Providing Immunity for Town Actions from Town Zoning Ordinance and Subdivision Regulations ; and

WHEREAS, notice of said public hearing was duly advertised in the Press Republican, the official newspaper of said Town, on June 10th, 2026; and

WHEREAS, said public hearing was duly held on June 18th, 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. 3 of 2026–A Local Law Providing Immunity for Town Actions from Town Zoning Ordinance and Subdivision Regulations, 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; and be it further

RESOLVED, that a copy of this resolution be provided to the Planning & Community Development Department and Codes & Zoning Department for their records.

Motion:

Seconded by:

Discussion:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
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Thomas E. Wood
Dana M. Isabella
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Charles A. Kostyk

**TOWN OF PLATTSBURGH
TOWN BOARD WORK SESSION
June 25, 2026**

Resolution No. 026-157

**Authorizing the Highway Superintendent
to Start the 2026 Paving Program**

WHEREAS, Greg Burnell, Highway Superintendent has identified the Town Roads that are in greatest need of repair with a total estimated cost of \$285,000.00; and

WHEREAS, funding for the 2026 road paving, repair and improvement program is to be taken from the following accounts: DAA.5110.4200.0000, DAA.5112.2000.000 and DAA.5112.4200.0000; therefore, be it

RESOLVED, that the Town Board does hereby authorize the Highway Superintendent to spend the appropriated funds to implement the aforementioned 2026 Road Paving Program with paving to take place on roads as recommended by the Highway Superintendent; and it is further

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

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 WORK SESSION
June 25, 2026**

Resolution No. 026-158

Twinstare Maintenance Renewal Agreement

WHEREAS, the Town of Plattsburgh maintains a Maintenance Agreement with Twinstare to provide telephone hardware, software and system support; and

WHEREAS, Twinstare has submitted the service details and pricing to the Town for service from September 1, 2026 to August 31, 2027; and

WHEREAS, the Town Board has provided, within the General Fund of the Town of Plattsburgh 2026 Budget, for the approval of the service details and pricing of our on-going contract with Twinstare in the amount of \$7,889.11; therefore be it

RESOLVED, that the contract service details and pricing, submitted by Twinstare, be approved and the Supervisor is authorized to execute the same for the Town of Plattsburgh; and be it further

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

Motion:

Seconded by:

Discussion:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
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**Thomas E. Wood
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**TOWN OF PLATTSBURGH
TOWN BOARD WORK SESSION
June 25, 2026**

Resolution No. 026-159

**Corrective Easement Authorization Delaware
River Solar Benny Blake Road Project**

WHEREAS, the Delaware River Solar Benny Blake Site Plan and Special Use Permit project identified the need for an access easement over lands of the Town of Plattsburgh known as Benny Blake Road in order to develop access for the proposed project; and

WHEREAS, the proposed corrective easement-in-gross identifies an approximate 49.50 foot wide and 1639-foot-long access easement along the eastern property line of the recently subdivided parcel identified in Schedule A of the draft easement for consideration; and

WHEREAS, the project is subject to the Solar Local Law, Zoning Ordinance, and all conditions set forth in the Detailed Preliminary Plan approval by the Planning Board as well as those to be applied by the Codes and Zoning Department for building permits and energization; now therefore be it

RESOLVED, that the Town Supervisor be authorized to sign said Corrective Easement, that it be filed with the necessary forms at Clinton County, and that a certified copy of said resolution be returned the Planning & Community Development Department and the Project Representative and Counsel.

Motion:

Seconded by:

Discussion:

Yes No Absent Carried Tabled

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

**TOWN OF PLATTSBURGH
TOWN BOARD WORK SESSION
June 25, 2026**

Resolution No. 026-160

**Notice of Public Hearing on the Sale of
Crypts and Niches at the Plattsburgh
Community Mausoleum**

WHEREAS, in a legal action by the State of New York to dissolve the corporate existence of Whispering Maples Memorial Gardens, Inc., on January 6, 2016, did place the mausoleum facility and property (Tax Map 206.-6-6) into receivership; and,

WHEREAS, pursuant to Sections 1101, 1102, and 1109 of the Not-For-Profit Corporate Law, said property was transferred to and vested in the Town of Plattsburgh on February 24, 2020, by Supreme Court State of New York Clinton County court action; and,

WHEREAS, the facility has been known as the Town of Plattsburgh Community Mausoleum since the date of possession; and,

WHEREAS, the Town of Plattsburgh established initial Policies and Procedures for the Plattsburgh Community Mausoleum which stated in part, that no new purchases of lots, crypts, or niches will be allowed; and,

WHEREAS, the Town Board of the Town of Plattsburgh endeavors to begin the sale of Crypts and Niches at the Town of Plattsburgh Community Mausoleum; and,

WHEREAS, the Town Board of the Town of Plattsburgh deems it necessary and in the best interest of the community to establish new fees and charges for crypts and niches at the Plattsburgh Community Mausoleum;

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Plattsburgh acknowledges its legal responsibility for maintaining the Plattsburgh Community Mausoleum facility and property in perpetuity, and after review of these obligations finds that the best interests of the community would be served by holding a public hearing to discuss the same; and be it further

RESOLVED, that the Town Clerk is hereby authorized and directed to cause notice of a public hearing regarding the proposal of selling crypts and niches at the Plattsburgh Community Mausoleum, in accordance with Town Law; and it is further

RESOLVED, that a public hearing be held on July 9, 2026 at 6:05 p.m. for the purpose of hearing all persons for and against this action to be held at Town of Plattsburgh Town Hall Offices, 151 Banker Road, Plattsburgh, New York 12901; and be it further

RESOLVED, that a copy of this resolution be provided to the Town Clerk and Town Supervisor.

Motion:

Seconded by:

Discussion:

<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
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**TOWN OF PLATTSBURGH
TOWN BOARD WORK SESSION
June 25, 2026**

Resolution No. 026-161

**The Agricultural and Industrial
Fair of Clinton County, Inc.**

WHEREAS, the Town Clerk has received an application with the fee (a check, for the amount of six-hundred dollars) for a license to conduct and operate a place of public amusement within the Town of Plattsburgh, from the Agricultural & Industrial Fair of Clinton County, Inc., at the Clinton County Fairgrounds; and

WHEREAS, upon the applicant receiving the issuance of a New York State Certificate of Inspection by the Code Enforcement Officer indicating full compliance and it will be submitted to the Town Clerk's office; therefore, be it

RESOLVED, that after review of the certificate of insurance naming the Town of Plattsburgh as additional insured, the Town Clerk is hereby authorized to issue said license for the period from Monday, July 13, 2026 through Saturday, July 18, 2026; and, be it further

RESOLVED, that a copy of this Resolution be given to the Finance Manager and Codes Enforcement Officer.

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 WORK SESSION
June 25, 2026**

Resolution No. 026-162

RFP for Auditing Services For 2026, 2027 and 2028

WHEREAS, in accordance with the requirements of the Single Audit Act of 1984 and the Single Audit Amendment of 1996 independent audits for the years ending December 31, 2026, 2027 and 2028 must be performed; and

WHEREAS, Office of the New York State Comptroller requires municipalities to complete the Annual Financial Report in a timely manner based upon the audited financial statements; now therefore it is

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby authorize the Supervisor to solicit and receive proposals for the independent auditing and possible submission of the Annual Financial Report of the Town of Plattsburgh fiscal records for the years 2026, 2027 and 2028; and be it further

RESOLVED, that the Finance Manager receive a copy of this Resolution.

Motion:

Seconded by:

Discussion:

Roll Call:	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
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**Thomas E. Wood
Dana M. Isabella
Daniel A. Bosley
Ilona M. Kelting
Charles A. Kostyk**

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

Resolution No. 026-xxx

Abstract 7A-26

RESOLVED, that the abstract of audited claims **No. 7A-26** for \$....., **Abstract 7A-26** prepays for the amount \$..... 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
Ilona M. Kelting
Charles A. Kostyk**

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

Resolution No. 026-xxx

**Accept Proposal from Precision Infrastructure
Management for ADA PROWAG Assessment
of Right of Way Pedestrian Facilities**

WHEREAS, the Town of Plattsburgh has 15+ miles of existing sidewalks; and

WHEREAS, there is a need to improve and expand pedestrian facilities throughout the Town of Plattsburgh; and

WHEREAS, Precision Infrastructure Management has provided a proposal for ADA/PROWAG Assessment of Right of Way Pedestrian Facilities totaling \$14,000 (fourteen thousand dollars); and

WHEREAS, the Town is a member of TIPS which allows the Town to procure these services; and

WHEREAS, the Town Supervisor, Town Attorney, and Highway Superintendent have deemed the proposal and scope of work to be sufficient for the Town's needs; now therefore be it

RESOLVED, that the Town of Plattsburgh Town Board does hereby accept the proposal and scope of services as submitted by Precision Infrastructure Management dated June 10, 2026; and it is further

RESOLVED, that the Supervisor is hereby authorized and directed to execute the Agreements for said services; and be it further

RESOLVED, that a certified copy of this Resolution be given to the Business Office, Highway Department, 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**