

**TOWN OF PLATTSBURGH
TOWN BOARD WORK SESSION AGENDA
August 27, 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:

Resolutions:

026-206 Change of Town Board Meeting Time for September 10, 2026
026-207 Appointment of Connor Lavair to the position of Laborer in the Parks and Recreation Department
026-208 August 2026 Budget Amendment
026-209 Capital Project Opening & Initial Funding – Town Hall Vestibule Project
026-210 Capital Project Funding – Rugar Street Sewer Improvements
026-211 Capital Project Opening & Initial Funding – Salt Shed
026-212 Professional Auditing Services of Lumsden McCormick, LLP for 2026, 2027, and 2028

Draft Resolutions:

026-xxx Minutes
026-xxx Monthly Reports
026-xxx Advertise for Budget Work Session 2026
026-xxx NYSDEC Funded Stormwater Master Plan 2026 – Authorization to Proceed
026-xxx 3% Site Plan Return Deposit for CVES Site Plan 2024

026-xxx One Year Utilities Warranty Refund for Former Clinton County
Airport/Subdivision/Douglas Blvd. 2021

026-xxx Resolution Approving and Authorizing Execution of Agreement for Exemption and
Assessment Services with the Clinton County Real Property Tax Services Office to be
Effective January 1, 2027

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
August 27, 2026**

Resolution No. 026-206

**Change of Town Board Meeting Time
for September 10, 2026**

WHEREAS, the Town of Plattsburgh recognizes the historical significance of the Battle of Plattsburgh and is committed to honoring and commemorating this important event in our community's history; and

WHEREAS, the Town Board will support and participate in the Battle of Plattsburgh Commemoration activities on September 10, 2026, providing an opportunity to honor the historic events that took place in our community and recognize their continued significance to the Town of Plattsburgh; now, therefore be it

RESOLVED, that the regularly scheduled Town Board meeting on Thursday, September 10, 2026, will be held at 4:00 PM to accommodate participation in and support of the Battle of Plattsburgh Commemoration.

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
August 27, 2026**

Resolution No. 026-207

**Appointment of Connor Lavair to the position of
Laborer in the Parks and Recreation Department**

WHEREAS, a vacancy exists in the position of Laborer in the Parks and Recreation Department that was duly posted; and

WHEREAS, interviews for the aforementioned position were held and it is of the recommendation of the interviewing committee that the Town Board consider Connor Lavair for the vacant position in the Parks and Recreation Department; and

WHEREAS, all employment verification and eligibility has been satisfied; now, therefore be it

RESOLVED, that the Town Board does hereby authorize the hiring of Connor Lavair to the position of Laborer, with a start date of September 9, 2026 and a pay rate as per contract of \$23.25; and, it is further

RESOLVED, that this appointment become effective following a background check and pre-employment drug testing, and that the Supervisor is hereby authorized to sign all necessary documents for the full-time appointment of Connor Lavair to the position of laborer in Parks and Recreation Department with a probation period of one year; and it is further

RESOLVED, that a certified copy of this Resolution be given to the Finance Manager, the Youth Services and Recreation Director, and a copy be placed in Mr. Lavair'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 WORK SESSION
August 27, 2026**

Resolution No. 026-208

August 2026 Budget Amendment

WHEREAS, the Town may need to amend the 2026 budget to reflect changes in revenues and expenditures during the year; and

WHEREAS, the budget amendments will be offset from existing fund balance or additional revenues; therefore, be it

RESOLVED, that the Town Board of the Town of Plattsburgh authorize the following budget amendment as attached:

and be it 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
Dana M. Isabella
Daniel A. Bosley
Ilona M. Kelting
Charles A. Kostyk**

**TOWN OF PLATTSBURGH
TOWN BOARD WORK SESSION
August 27, 2026**

Resolution No. 026-209

**Capital Project Opening & Initial Funding –
Town Hall Vestibule Project**

WHEREAS, the Town Board previously approved the upgrading of the Town Hall Vestibule; and

WHEREAS, the Town Board approved the bid for Capital Project Town Hall Vestibule; therefore, be it

RESOLVED, that the Town Board does hereby authorize the opening of Capital Fund H41 for the Capital Project Town Hall Vestibule by a budget adjustment of \$243,000 from AAA.9950.9000.0000 to H41.1000.5031.0000 in August 2026; and be it further

RESOLVED, that a certified copy of this Resolution be given to the Finance Manager 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 WORK SESSION
August 27, 2026**

Resolution No. 026-210

**Capital Project Funding –
Rugar Street Sewer Improvements**

WHEREAS, the Town Board previously approved funds from the Consolidated Sewer Fund to cover the expenditures for the Capital Project Rugar Street Sewer Improvements during the normal budget process; and

WHEREAS, the Town Board approved the engineering expenditures for the Capital Project Rugar Street Sewer Improvement; therefore, be it

RESOLVED, that the Town Board does hereby authorize an interfund transfer from SSC.9950.9000.0000 Transfer Capital Project Account to H39.1000.5031 Capital Project- Rugar Street Sewer Improvement – Engineering Services in the amount of \$100,000 in August 2026; and be it further

RESOLVED, that a certified copy of this Resolution be given to the Finance Manager 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 WORK SESSION
August 27, 2026**

Resolution No. 026-211

Capital Project Opening & Initial Funding – Salt Shed

WHEREAS, the Town Board previously approved the purchase and construction of a Salt Shed from the General Fund; and

WHEREAS, the Town Board approved the bid for Capital Project Salt Shed; therefore, be it

RESOLVED, that the Town Board does hereby authorize the opening of Capital Fund H42 for the Capital Project Salt Shed by a budget adjustment of \$402,000 from A9950.9000.0000 to H42.1000.5031 in the amount of \$402,000 in August 2026; and be it further

RESOLVED, that a certified copy of this Resolution be given to the Finance Manager 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 WORK SESSION
August 27, 2026**

Resolution No. 026-212

**Professional Auditing Services of Lumsden
McCormick, LLP for 2026, 2027, and 2028**

WHEREAS, the Town Board of the Town of Plattsburgh has determined that it is in the best interest of the Town to obtain professional consultant services for purposes of examining and reviewing Town books and financial reports to prepare an audit for the years 2026, 2027 and 2028; and

WHEREAS, it was determined that Lumsden McCormick, LLP was the lowest bidder; and

WHEREAS, the firm of Lumsden McCormick, LLP have agreed to perform the above service as indicated by the provided proposal; now, therefore be it

RESOLVED, the Town Board of the Town of Plattsburgh, upon review approval and recommendation of the Town Attorney, does hereby accept the proposal as submitted by Lumsden McCormick, LLP for auditing services for the years 2026, 2027 and 2028; and it is further

RESOLVED, that the Supervisor be and hereby is authorized and directed to execute an Agreement for said consulting services as stated in the attached proposal; and be it further

RESOLVED, that a certified copy of this resolution be given to the Finance Manager

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
September 3, 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 – **July 2026**
Historian –
Highway Superintendent – **July 2026**
Justice Court –
Parks and Recreation – **July 2026**
Planning and Community Development –
Safety Committee –
Supervisors Financial Report – **July 2026**
Tax Receiver –
Town Clerk – **July 2026**
Water Wastewater – **July 2026**

Motion:

Seconded by:

Discussion:

Yes No Absent Carried Tabled

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**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
September 3, 2026**

Resolution No. 026-xxx

Advertise for 2026 Budget Work Session

WHEREAS, each year, as a part of the Budget process, the Town Board meets to discuss Budgets with Town Departments to determine current issues, future needs and program goals that will require funding in the new Budget; and

WHEREAS, it is important that the community has opportunity to observe the Budget process and learn about Department needs and goals; therefore, be it

RESOLVED, that the Town Board will hold Budget Work Session on October 17th, 2026 to be scheduled between the hours of 8:00 A.M. to 11:00 A.M. at the Town Hall complex on 151 Banker Road, Plattsburgh, NY 12901; and be it further

RESOLVED, that the Town Clerk publish this announcement in the official newspaper for the Town of Plattsburgh, the Press Republican, have a copy posted on the Clerk's Bulletin Board and a copy to be posted on the Town's website.

Motion:

Seconded by:

Discussion:

Yes No Absent Carried Tabled

**Thomas E. Wood
Dana M. Isabella
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**TOWN OF PLATTSBURGH
TOWN BOARD MONTHLY MEETING
September 3, 2026**

Resolution No. 026-xxx

**NYSDEC Funded Stormwater Master Plan 2026
– Authorization to Proceed**

WHEREAS, the Lake Champlain/Lake George Regional Planning Board (LCLGRPB) has identified an opportunity for the Town of Plattsburgh to participate in the development of a Stormwater Master Plan; and

WHEREAS, the Stormwater Master Plan would be funded in full by the NYSDEC with no Town matching funds required; and

WHEREAS, the Town Board of the Town of Plattsburgh recognizes the need and value of studying, understanding, and planning for the control of stormwater in the Town to best protect residents, property, and the environment; Now, therefore be it

RESOLVED, that the Town Board of the Town of Plattsburgh hereby authorizes the Planning and Community Development Department to coordinate the development of a Stormwater Master Plan with its partnering agencies at Lake Champlain/Lake George Regional Planning Board, New York State Department of Environmental Conservation, and Office of General Services; and be it further

RESOLVED, that Town Board hereby authorizes the Supervisor to act on its behalf in the execution of any contracts, agreements or authorizations as may be necessary to enact the purposes of this resolution; and be it further

RESOLVED, that a certified copy of this resolution be given to the Finance Manager and Planning & Community Development 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
September 3, 2026**

Resolution No. 026-xxx

3% Site Plan Return Deposit for CVES Site Plan 2024

WHEREAS, the Town of Plattsburgh Planning Board has reviewed and approved all requirements of the CVES Site Plan 2024; and

WHEREAS, the Planning & Community Development Department has coordinated inspection of said project and reports all requirements have been met and completed; now, therefore be it

RESOLVED, that the Supervisor is hereby authorized and directed to release the said deposit in the amount of \$35,971.06 plus accrued interest to date; and it is further

RESOLVED, that a certified copy of this Resolution be forwarded by the Planning & Community Development Department Secretary, with the return of deposit to BBL Construction Services LLC.

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
September 3, 2026**

Resolution No. 026-xxx

**One Year Utilities Warranty Refund for Former
Clinton County Airport Subdivision/Douglas Blvd. 2021**

WHEREAS, the Town of Plattsburgh Planning Board has reviewed and approved all requirements of the Former Clinton County Airport Subdivision/Douglas Blvd. 2021; and

WHEREAS, the Former Clinton County Airport Subdivision/Douglas Blvd. 2021 has on file with the Town of Plattsburgh, a one year road and utilities warranty for their project in the original amount of \$25,000.00 plus accrued interest; and

WHEREAS, the Town Superintendent of Highways, Director of Water and Wastewater, and Facilities Supervisor have conducted and/or supervised on-site inspection of the constructed improvements and submitted letters recommending the acceptance and dedication of said improvements and new road extension; and

WHEREAS, the project has satisfied all requirements of the Town of Plattsburgh, and it is no longer necessary to hold said deposit: now therefore be it

RESOLVED, that the Supervisor is hereby authorized and directed to release the said deposit in the amount of \$25,000.00 plus accrued interest to date; and it is further

RESOLVED, that a certified copy of this Resolution be forwarded, by the Planning Department Secretary, with the return of deposit to Clinton County.

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
September 3, 2026

Resolution No. 026-xxx

**Resolution Approving and Authorizing Execution
of Agreement for Exemption and Assessment
Services with the Clinton County Real Property
Tax Services Office to be Effective January 1, 2027**

WHEREAS, pursuant to Real Property Tax Law §328, the Town of Plattsburgh has adopted a local law providing for a single appointed assessor in place of an elected Board of Assessors; and

WHEREAS, Real Property Tax Law §1537 authorizes municipalities that have adopted a local law providing for a single appointed assessor to enter into an agreement with other municipalities, including counties, for the provision of assessment services; and

WHEREAS, the Town of Plattsburgh desires to enter into an agreement with Clinton County pursuant to Article 5-G of the New York State General Municipal Law for the provision of full assessment services to the Town; and

WHEREAS, Clinton County has agreed to provide such assessment services by assigning a qualified employee of the Clinton County Real Property Tax Service Office to serve as the Town's sole appointed assessor, in accordance with the terms and conditions set forth in the proposed Contract for Full Assessment Services; and

WHEREAS, the proposed agreement provides for a three-year term commencing January 1, 2027 and continuing through December 31, 2029, with the Town paying Clinton County a fee based upon the number of parcels contained in the completed final assessment roll, at the following rates:

2027: \$31.00 per parcel;
2028: \$32.50 per parcel; and
2029: \$34.00 per parcel;

WHEREAS, the Town Board has reviewed the proposed Contract for Full Assessment Services between Clinton County and the Town of Plattsburgh and finds that entering into said agreement is in the best interests of the Town and its residents; now, therefore be it

RESOLVED, that the Town Board of the Town of Plattsburgh hereby authorizes the Town of Plattsburgh to enter into the Contract for Full Assessment Services with Clinton County for the provision of assessment services for the period of January 1, 2027 through December 31, 2029, subject to the terms and conditions contained therein; and be it further

RESOLVED, that the Town Supervisor is hereby authorized to execute the Contract for Full Assessment Services on behalf of the Town of Plattsburgh, together with any other documents necessary to effectuate the agreement, subject to review and approval by the Town Attorney; and be it further

RESOLVED, that the Town Supervisor and appropriate Town officials are hereby authorized to take all actions necessary to carry out the terms of the agreement; and it is further

RESOLVED, that certified copies of this resolution be provided to Clinton County Real Property and the Town of Plattsburgh Finance Manager.

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**