

TOWN OF PLATTSBURGH
TOWN BOARD WORK SESSION AGENDA
August 27, 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 Comments

Supervisor's Report:

Salt Shed – Construction will be a bit delayed. There is an engineering protocol that we were unaware of which will take a few months. We anticipate a start date of Spring 2027.

Vestibule Project – First phase is complete (parking lot and sidewalks). We are now waiting for the glazing and doors from Adams Glass. When items come in, the installation should take a couple of days.

Town Chill and Grill event has moved from 11:00am September 10th to the 17th at the Cadyville Recreation Park.

Sidewalk Contract – We have signed the sidewalk evaluation contract which will look at the 15 miles of town sidewalks and give us a schedule of needed improvements.

Verizon Tower – We are entertaining an application for a new antenna which, under local law, the town board (not Planning Board) needs to consider the height variance request. Law limits height to 140 feet and the proposed project is 145 feet.



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:

Ms. Kelting – Parks and Recreation summer programming winding down. Very successful summer. Fall hikes are being planned and on-going work on various parks continues.

Executive Session – as needed:

Motion to go into Executive Session to discuss the work history of two individuals.

Motion by: **Dana M. Isabella**

Seconded by: **Ilona M. Kelting**

Time: 6:35 PM

Motion to come out of Executive session

Motion by: **Ilona M. Kelting**

Seconded by: **Dana M. Isabella**

Time: 6:51 PM

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

Town Board meeting be adjourned at 6:51 PM.

**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: **Dana M. Isabella**

Seconded by: **Ilona M. Kelting**

Discussion: Mr. Kostyk – This change accommodates the 100 year anniversary event of the MacDonough Monument.

	<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				



**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: Thomas E. Wood
Seconded by: Ilona M. Kelting

Discussion: Mr. Kostyk – Thank you to those who were on the interview committee.
Dick and Luke did skills-based interviews in the field. They did a great job.

	<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				



**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: Dana M. Isabella

Seconded by: Ilona M. Kelting

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				





Plattsburgh, NY

Budget Adjustment Register

Adjustment Detail

Packet: GLPKT16596 - August 2026

Adjustment Number	Budget Code	Description	Adjustment Date
BA0023086	2026 Adopted Budget	August 2026	8/26/2026

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<u>AAA.1330.1100.0000</u>	OVERTIME	August 2026	1,000.00	-200.00	800.00
August: -200.00					
<u>AAA.1330.4110.0000</u>	GEN. SUPPLIES	August 2026	500.00	200.00	700.00
August: 200.00					
<u>AAA.1620.2000.1000</u>	PARK EQUIPMENT & CAPITAL O	August 2026	226,000.00	-15,000.00	211,000.00
August: -15,000.00					
<u>AAA.1620.2000.1000</u>	PARK EQUIPMENT & CAPITAL O	August 2026	226,000.00	-21,000.00	205,000.00
August: -21,000.00					
<u>AAA.1620.4112.1000</u>	PARK CLEANING SUPPLIES	August 2026	4,000.00	2,500.00	6,500.00
August: 2,500.00					
<u>AAA.1620.4116.0000</u>	PARK FIELD MAINTENANCE	August 2026	43,000.00	-2,500.00	40,500.00
August: -2,500.00					
<u>AAA.1620.4401.0000</u>	VEHICLE FUEL	August 2026	15,500.00	-3,000.00	12,500.00
August: -3,000.00					
<u>AAA.1620.4510.0000</u>	BLDGS.REPAIRS&SERVICE	August 2026	60,000.00	15,000.00	75,000.00
August: 15,000.00					
<u>AAA.7310.2000.0000</u>	EQUIP. & CAP. OUTLAY	August 2026	-20,800.00	21,000.00	200.00
August: 21,000.00					
<u>AAA.7310.4151.0000</u>	FUEL, DIRECTOR VEHICLE	August 2026	7,500.00	3,000.00	10,500.00
August: 3,000.00					
<u>DAA.5110.4100.0000</u>	GAS FOR VEHICLES	August 2026	6,000.00	1,000.00	7,000.00
August: 1,000.00					
<u>DAA.5110.4400.0000</u>	DRAINAGE PIPE	August 2026	8,000.00	-1,000.00	7,000.00
August: -1,000.00					
<u>SSC.8130.2000.0000</u>	EQUIP. & CAP. OUTLAY	August 2026	2,500.00	-3,000.00	-500.00
August: -3,000.00					
<u>SSC.8130.4700.0000</u>	LAB ANALYSIS	August 2026	3,000.00	3,000.00	6,000.00
August: 3,000.00					
<u>SWC.8320.2000.0000</u>	EQUIP. & CAP. OUTLAY	August 2026	58,000.00	-2,000.00	56,000.00
August: -2,000.00					
<u>SWC.8320.4110.0000</u>	SUPPLIES AND MATERIALS	August 2026	2,000.00	2,000.00	4,000.00
August: 2,000.00					
<u>WSA.1610.2000.0000</u>	EQUIP. & CAP. OUTLAY	August 2026	245,109.30	-15,000.00	230,109.30
August: -15,000.00					
<u>WSA.1610.4000.0000</u>	MISCELLANEOUS	August 2026	5,000.00	5,000.00	10,000.00
August: 5,000.00					
<u>WSA.1610.4115.0000</u>	SAFETY SUPPLIES	August 2026	4,000.00	2,000.00	6,000.00
August: 2,000.00					
<u>WSA.1610.4150.0000</u>	FUEL FOR VEHICLES	August 2026	20,000.00	3,000.00	23,000.00
August: 3,000.00					
<u>WSA.1610.4530.0000</u>	VEHICLES,REP.&SERV.	August 2026	10,000.00	5,000.00	15,000.00
August: 5,000.00					

Budget Code Summary

Budget	Budget Description	Account	Account Description	Before	Adjustment	After
2026 Adopted	2026 Adopted Budget	<u>AAA.1330.1100.0000</u>	OVERTIME	1,000.00	-200.00	800.00
		<u>AAA.1330.4110.0000</u>	GEN. SUPPLIES	500.00	200.00	700.00
		<u>AAA.1620.2000.1000</u>	PARK EQUIPMENT & CAPITAL OUT	226,000.00	-36,000.00	190,000.00
		<u>AAA.1620.4112.1000</u>	PARK CLEANING SUPPLIES	4,000.00	2,500.00	6,500.00
		<u>AAA.1620.4116.0000</u>	PARK FIELD MAINTENANCE	43,000.00	-2,500.00	40,500.00
		<u>AAA.1620.4401.0000</u>	VEHICLE FUEL	15,500.00	-3,000.00	12,500.00
		<u>AAA.1620.4510.0000</u>	BLDGS.REPAIRS&SERVICE	60,000.00	15,000.00	75,000.00
		<u>AAA.7310.2000.0000</u>	EQUIP. & CAP. OUTLAY	-20,800.00	21,000.00	200.00
		<u>AAA.7310.4151.0000</u>	FUEL, DIRECTOR VEHICLE	7,500.00	3,000.00	10,500.00
		<u>DAA.5110.4100.0000</u>	GAS FOR VEHICLES	6,000.00	1,000.00	7,000.00
		<u>DAA.5110.4400.0000</u>	DRAINAGE PIPE	8,000.00	-1,000.00	7,000.00
		<u>SSC.8130.2000.0000</u>	EQUIP. & CAP. OUTLAY	2,500.00	-3,000.00	-500.00
		<u>SSC.8130.4700.0000</u>	LAB ANALYSIS	3,000.00	3,000.00	6,000.00
		<u>SWC.8320.2000.0000</u>	EQUIP. & CAP. OUTLAY	58,000.00	-2,000.00	56,000.00
		<u>SWC.8320.4110.0000</u>	SUPPLIES AND MATERIALS	2,000.00	2,000.00	4,000.00
		<u>WSA.1610.2000.0000</u>	EQUIP. & CAP. OUTLAY	245,109.30	-15,000.00	230,109.30
		<u>WSA.1610.4000.0000</u>	MISCELLANEOUS	5,000.00	5,000.00	10,000.00
		<u>WSA.1610.4115.0000</u>	SAFETY SUPPLIES	4,000.00	2,000.00	6,000.00
		<u>WSA.1610.4150.0000</u>	FUEL FOR VEHICLES	20,000.00	3,000.00	23,000.00
		<u>WSA.1610.4530.0000</u>	VEHICLES,REP.&SERV.	10,000.00	5,000.00	15,000.00
2026 Adopted Total:				700,309.30	0.00	700,309.30
Grand Total:				700,309.30	0.00	700,309.30

Fund Summary

Fund	Before	Adjustment	After
Budget Code:2026 Adopted - 2026 Adopted Budget Fiscal: 2026			
AAA	336,700.00	0.00	336,700.00
DAA	14,000.00	0.00	14,000.00
SSC	5,500.00	0.00	5,500.00
SWC	60,000.00	0.00	60,000.00
WSA	284,109.30	0.00	284,109.30
Budget Code 2026 Adopted Total:	700,309.30	0.00	700,309.30
Grand Total:	700,309.30	0.00	700,309.30

**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: Thomas E. Wood

Seconded by: Dana M. Isabella

Discussion: Mr. Kostyk – This is a simple accounting move.

	<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				



**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: Thomas E. Wood

Seconded by: Ilona M. Kelting

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				



**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: Thomas E. Wood

Seconded by: Dana M. Isabella

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				



**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: Dana M. Isabella

Seconded by: Ilona M. Kelting

Discussion: Mr. Kostyk – Significant cost saving from previous firm that conducted our audits. They also provide audit services for Clinton County. Part of our agreement includes the firm submitting the AFR which will save resources within the Finance Office.

	<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				

TOWN CLERK, TOWN OF PLATTSBURGH



SEP 01 2026

