

**TOWN OF PLATTSBURGH  
TOWN BOARD MONTHLY MEETING  
September 5, 2024**

The meeting was called to order at 6:00 p.m. by the presiding officer at the Town Hall on Banker Road. Pledge.

<b>MEMBERS:</b>	<b><u>PRESENT</u></b>	<b><u>ABSENT</u></b>
Michael S. Cashman, Supervisor	x	
Thomas E. Wood, Councilor		x
Barbara E. Hebert, Councilor		x
Charles A. Kostyk, Councilor	x	
Dana M. Isabella, Councilor	x	
Kathryn B. Kalluche, Town Clerk	x	
James J. Coffey, Town Attorney	x	

**Resolution No. 024-196**

**Accept Minutes of the Previous Meeting**

**RESOLVED**, that the minutes of **July 11, 2024** and **July 18, 2024** be approved, and the reading of the minutes be dispensed with.

**Motion: Charles A. Kostyk**  
**Seconded by: Dana M. Isabella**  
**Discussion: None**

	<b><u>Yes</u></b>	<b><u>No</u></b>	<b><u>Absent</u></b>	<b><u>Carried</u></b>	<b><u>Tabled</u></b>
				x	
Thomas E. Wood			x		
Barbara E. Hebert			x		
Charles A. Kostyk	x				
Dana M. Isabella	x				
Michael S. Cashman	x				

**Public Comment - None**

**Resolution No. 024-197**

**Abstract 9A- 24**

**RESOLVED**, that the abstract of audited claims **No. 9A-24** for \$423,211.26, **Abstract 9A-24** prepays for the amount \$263,555.07 be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

**Motion: Dana M. Isabella**  
**Seconded by: Charles A. Kostyk**  
**Discussion: None**

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood			x		
Barbara E. Hebert			x		
Charles A. Kostyk	x				
Dana M. Isabella	x				
Michael S. Cashman	x				

**Resolution No. 024-198**

**Monthly Department Reports**

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

- Building and Grounds – **July 2024**
- Codes and Zoning – **July 2024**
- Dog Control Officer – **July 2024**
- Historian –
- Highway Superintendent – **July 2024**
- Justice Court –
- Parks and Recreation – **July 2024**
- Planning and Community Development – **July 2024**
- Safety Committee –
- Supervisors Financial Report – **July 2024**
- Tax Receiver –
- Town Clerk – **July 2024**
- Water Wastewater – **July 2024**

**Motion: Charles A. Kostyk**  
**Seconded by: Dana M. Isabella**  
**Discussion: None**

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood			x		
Barbara E. Hebert			x		
Charles A. Kostyk	x				
Dana M. Isabella	x				
Michael S. Cashman	x				

**Resolution No. 024-199**

**Appointment of Paul Thebert as MEO II  
in the Highway Department**

**WHEREAS**, the Highway Department has a vacancy and there is a need to add another staff member in that Department; and

**WHEREAS**, all applications for said position have been reviewed and the job has been posted by Greg Burnell, Highway Superintendent as per union contract; and

**WHEREAS**, the Highway Superintendent recommends that Mr. Paul Thebert be appointed to said position; now, therefore be it

**RESOLVED**, that the Town Board of the Town of Plattsburgh does hereby authorize the hiring and appointment of Mr. Thebert to the vacant position of MEO II at an hourly rate of \$24.67 as indicated by the current Teamster’s Agreement, and a copy be given to Civil Service for their final review and approval; and be it further

**RESOLVED**, that this appointment will become effective September 23, 2024 and following Civil Service final approval and the Supervisor is hereby authorized to sign all necessary documents for the appointment of Mr. Thebert to the position of MEO II in the Highway Department with a probation period not to exceed twelve months; and, it is further

**RESOLVED**, that a copy of this Resolution be given to the Finance Manager, Highway Superintendent and also be placed in Mr. Thebert’s personnel file.

**Motion: Dana M. Isabella**

**Seconded by: Charles A. Kostyk**

**Discussion: None**

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood			x		
Barbara E. Hebert			x		
Charles A. Kostyk	x				
Dana M. Isabella	x				
Michael S. Cashman	x				

**Resolution No. 024-200**

**Naming of New Town of Plattsburgh Road  
– Douglas Boulevard**

**WHEREAS**, the Town of Plattsburgh, Clinton County, and the TDC have partnered to extend infrastructure in the former Clinton County Airport; and

**WHEREAS**, the partners have acknowledged the significant contributions of Mr. Garry Douglas, President of the North Country Chamber of Commerce, to the economic development of the Town of Plattsburgh and the greater North Country Region; therefore, be it

**RESOLVED**, that the Town of Plattsburgh hereby names the new road extension Douglas Boulevard to be added to the County list as a road name in the Town of Plattsburgh upon its completion; and be it further

**RESOLVED**, that a certified copy of this Resolution be given to the Clinton County Emergency Preparedness Office and Town of Plattsburgh Highway Superintendent.

**Motion: Charles A. Kostyk**  
**Seconded by: Dana M. Isabella**  
**Discussion: Michael S. Cashman**

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood			x		
Barbara E. Hebert			x		
Charles A. Kostyk	x				
Dana M. Isabella	x				
Michael S. Cashman	x				

**Resolution No. 024-201**

**Request to Purchase Two Lawn Mowers for Buildings and Grounds**

**WHEREAS**, the Town of Plattsburgh Buildings & Grounds Department Superintendent, Mike Drew, has submitted a request to purchase two new lawn mowers; and

**WHEREAS**, Mr. Drew has received a quote through Dragoon’s Farm Equipment of Moores, NY using Sourcewell Pricing, the total price would be \$11,773.30 for two mowers, price is inclusive of trading two of our existing Cub Cadet lawn mowers (1 – Cub Cadet model RZTS42 serial number 1E212H10057 and 1- Cub Cadet model PRO Z900S serial number 1B278H70022); therefore be it

**RESOLVED**, that the Town Board does hereby authorize Mr. Drew to order said mowers and that payment for said purchase will be made payable from the 2024 Park Equipment & Capital Outlay Account #AAA.1620.2000.1000; and be it further

**RESOLVED**, that a copy of this Resolution be given to Mr. Drew, Buildings & Grounds Superintendent, and to the Accounting Department.

**Motion: Dana M. Isabella**  
**Seconded by: Charles A. Kostyk**  
**Discussion: None**

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
<b>Thomas E. Wood</b>			x		
<b>Barbara E. Hebert</b>			x		
<b>Charles A. Kostyk</b>	x				
<b>Dana M. Isabella</b>	x				
<b>Michael S. Cashman</b>	x				

**Resolution No. 024-202**

**Advertise for 2024 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 19<sup>th</sup>, 2024 to be scheduled between the hours of 8 am to 12 pm at the Town Hall complex on 151 Banker Road; 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: Charles A. Kostyk**  
**Seconded by: Dana M. Isabella**  
**Discussion: Michael S. Cashman**

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
<b>Thomas E. Wood</b>			x		
<b>Barbara E. Hebert</b>			x		
<b>Charles A. Kostyk</b>	x				
<b>Dana M. Isabella</b>	x				
<b>Michael S. Cashman</b>	x				

**Resolution No. 024-203**

**Request to Purchase Streetlight Arms for Champlain Park**

**WHEREAS**, it is important for the Buildings and Grounds Department to maintain an inventory of streetlighting materials for emergency and non-emergency repairs and installations that need to occur with Town of Plattsburgh streetlights; and

**WHEREAS**, the Superintendent of Buildings and Grounds, Mike Drew, is requesting authorization to purchase 13 streetlight arms installation in Champlain Park; therefore, be it

**RESOLVED**, that said purchase be made from Hynes Electrical Supply Co. Inc., located in Plattsburgh, NY, in the amount of \$9,584.27, which includes shipping, for thirteen 10' arms; and be it further

**RESOLVED**, that payment be made payable from Account #SLC.5182.2000.0000 and that a copy of this Resolution be given to the Finance Manager and a copy be given to the Superintendent of Buildings and Grounds.

**Motion: Dana M. Isabella**

**Seconded by: Charles A. Kostyk**

**Discussion: Charles A. Kostyk**

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
Thomas E. Wood			x		
Barbara E. Hebert			x		
Charles A. Kostyk	x				
Dana M. Isabella	x				
Michael S. Cashman	x				

**Resolution No. 024-204**

**Professional Website Development and Marketing for Special Project RFP, Proposal Awarded to Boire Benner Group**

**WHEREAS**, the Town of Plattsburgh issued a request for proposals from qualified firms in New York State to provide professional Website Development and Marketing services on August 15<sup>th</sup>, 2024; and

**WHEREAS**, the Town of Plattsburgh did receive proposals from qualified firms in New York State to provide these professional services in connection with the needs of the Town; and

**WHEREAS**, it was determined that the Boire Benner Group proposal was of high quality, and reasonable in the scope and cost of services provided and that it is in the best interest of the Town and the public, to hire Boire Benner Group; now, therefore be it

**RESOLVED**, the Town of Plattsburgh Town Board, upon approval and recommendation of the Town Attorney, does hereby accept the proposal as submitted by Boire Benner Group, 121 Bridge Street #201, Plattsburgh, NY 12901 ; and it is further

**RESOLVED**, that the Supervisor is hereby authorized and directed to execute the Agreement for said professional services not to exceed \$20,000; and be it further

**RESOLVED**, that a copy of this Resolution be given to the Finance Manager, Planning Department Head, and the Town Clerk.

**Motion: Dana M. Isabella**

**Seconded by: Charles A. Kostyk**

**Discussion: Michael S. Cashman**

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
<b>Thomas E. Wood</b>			x		
<b>Barbara E. Hebert</b>			x		
<b>Charles A. Kostyk</b>	x				
<b>Dana M. Isabella</b>	x				
<b>Michael S. Cashman</b>	x				

---

**RESOLVED**, that this Town Board meeting be adjourned 6:10 PM.

**Motion by: Charles A. Kostyk**

**Seconded by: Dana M. Isabella**

**Discussion: None**

	<u>Yes</u>	<u>No</u>	<u>Carried</u>
			x
<b>Thomas E. Wood</b>		Absent	
<b>Barbara E. Hebert</b>		Absent	
<b>Charles A. Kostyk</b>	x		
<b>Dana M. Isabella</b>	x		
<b>Michael S. Cashman</b>	x		

Minutes Respectfully Submitted by:

Katie Kalluche, Town Clerk