

**TOWN OF PLATTSBURGH  
TOWN BOARD SEMI-MONTHLY MEETING  
September 19, 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	

Also, in attendance: Robin Burgess, Deputy Town Clerk

**Resolution No. 024-206**

**Accept Minutes of the Previous Meeting**

**RESOLVED**, that the minutes of **July 25, 2024** and **August 1, 2024** be approved, and the reading of the minutes be dispensed with.

**Motion: Charles A. Kostyk**

**Seconded by: Barbara E. Hebert**

**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>
Thomas E. Wood			x	x	
Barbara E. Hebert	x				
Charles A. Kostyk	x				
Dana M. Isabella	x				
Michael S. Cashman	x				

**Public Comment - None**

**Resolution No. 024-207**

**Abstract 9B- 24**

**RESOLVED**, that the abstract of audited claims **No. 9B-24** for \$754,490.35, **Abstract 9B-24** prepays for the amount \$256,792.99 be received as reviewed by the Audit Committee and the Supervisor is hereby authorized to pay said abstracts.

**Motion: Barbara E. Hebert**  
**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. 024-208**

**August 2024 Budget Amendment**

**WHEREAS**, the Town may need to amend the 2024 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: Charles A. Kostyk**  
**Seconded by: Barbara E. Hebert**  
**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. 024-209**

**Request for a Private Road Name Change  
from Margaret Sanger Lane to Clukey  
Way**

**WHEREAS**, the Town of Plattsburgh received a request from Greg Burnell, Highway Superintendent, in regards to a request from the Clinton Country Office of Emergency Services to make a private road name change; and

**WHEREAS**, the current name is Margaret Sanger Lane, located off Rugar Street across from UFirst Federal Credit Union, and a request has been made to change the name to Clukey Way; therefore, be it

**RESOLVED**, that Margaret Sanger Lane be taken off the County list as a road name in the Town of Plattsburgh and that Clukey Way be added in its place; and, be it further

**RESOLVED**, that the Town Board does hereby accept the name change request from the Highway Superintendent and a certified copy of this Resolution be given to the Clinton County Emergency Preparedness Office and the Town of Plattsburgh Highway Superintendent.

**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>
<b>Thomas E. Wood</b>			x	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. 024-210**

**Bank Accounts Closure**

**WHEREAS**, the Town has converted to a card system for HRA/Flex disbursements and there is no longer a need to keep related checking accounts. The Finance Manager request the closure of the two bank accounts listed below in Glens Falls Bank; therefore be it

**RESOLVED**, that the Town Board of the Town of Plattsburgh authorizes the Supervisor to close the following accounts:

<b>Glens Falls National Bank</b>	
Health Reimbursement Account	XXXXXXXX891
Cafeteria Plan	XXXXXXXX901

and be it further

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

**Motion: Barbara E. Hebert**

**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. 024-211**

**Community Health Investment Grant Award  
– UVM Health Network**

**WHEREAS**, the Town of Plattsburgh Parks and Recreation Department has successfully applied and been awarded a grant through The University of Vermont Health Network; and

**WHEREAS**, the Town of Plattsburgh Parks and Recreation Department will receive a grant in the amount of \$5,000.00 to be used toward our Cadyville Recreation Park improvements (i.e. communication board, accessible playground pieces and accessible path) from The University of Vermont Health Network; therefore, be it

**RESOLVED**, that the Supervisor is hereby authorized and directed to sign the agreement, and all relating documents associated with the grant; and be it further

**RESOLVED**, that a copy of this Resolution be given to UVM Health Network, the Finance Manager, and the Parks and Recreation 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. 024-212**

**White Knight Kennels Agreement**

**WHEREAS**, on occasion it is necessary for the Dog Control Officers to kennel stray dogs and provide other kennel services as appropriate and approved by the Supervisor; therefore, be it

**RESOLVED** that, after the Town Attorney’s review, the Supervisor be authorized to sign an Agreement between White Knight Kennels, LLC and the Town of Plattsburgh to follow the provision of Article 7 of the Agriculture and Markets Law and any rules and regulation

promulgated pursuant thereto in relation to the seizure, holding, care, redemption and disposition of seized dogs in The Town of Plattsburgh; and be it further

**RESOLVED**, that a copy of this Resolution be given to the Finance Manager, the Town Clerk and the owner of White Knight Kennels, LCC, Jody Perrea.

**Motion: Barbara E. Hebert**

**Seconded by: Dana M. Isabella**

**Discussion: Michael S. Cashman – Thank you to Jody Peryea.**

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

**Resolution No. 024-213**

**Contract Addendum for Rugar Street Sewer Improvements**

**WHEREAS**, Laberge Group has identified, with the Preliminary Evaluation of the Rugar Street gravity sewer done on July 30, 2024, that the existing sewer is currently at or near capacity and that the Rugar Street sewer is the key to the future development of not only the Rugar Street corridor, but that of the Military Turnpike corridor and former Clinton County Airport; and

**WHEREAS**, Laberge Group has prepared a proposal for Professional Services and the following tasks have been included: survey, environmental review, subsurface coordination, engineering (to include preliminary design, final design and contract documents), permitting, bidding services, contract administration, and construction observation totaling \$450,000.00 plus 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. 202-4076-00 for Rugar Street Sewer Improvements with Laberge Group totaling \$450,000.00 plus typical expenses; and, be it further

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

**Motion: Charles A. Kostyk**

**Seconded by: Dana M. Isabella**

**Discussion: None**

<b>Roll Call:</b>	<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. 024-214      Parcel Transfer from Town of Plattsburgh to Glenn Sayward**

**WHEREAS**, the Town of Plattsburgh is the owner of certain lands, herein after the “Parcel”, located in the Town of Plattsburgh and more particularly described in Schedule A, attached and made a part hereof; and

**WHEREAS**, after the Town Attorney conferred with the Deputy Highway Supervisor it was determined that the Parcel is of no use to the Town; and

**WHEREAS**, Glenn Sayward, one of the abutting property owners of the Parcel, has requested that said Parcel be transferred to him; and

**WHEREAS**, all the other abutting property owners have forwarded a letter to Supervisor Cashman, dated August 1, 2024, consenting to the transfer of said Parcel to Glenn Sayward, a copy of said letter is attached as Exhibit B; and

**WHEREAS**, Mr. Sayward has agreed to pay the Town the sum of \$1000.00 (One thousand Dollars) to transfer said Parcel and has agreed to be responsible for all other associated costs of the transfer; now, therefore be it

**RESOLVED**, that Supervisor is hereby authorized to sign any and all documents required to transfer said parcel from the Town to Mr. Sayward.

**Motion: Barbara E. Hebert**  
**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. 024-215      Resolution to Hold a Public Hearing for Local Law No. 2 of 2024 a Local Law to Establish the Residency Requirements**

**for the Appointed Office of Deputy Receiver of Taxes and Assessments for the Town of Plattsburgh**

**WHEREAS**, proposed Local Law No. 2 of 2024 a Local Law to Establish the Residency Requirements for the Appointed Office of Deputy Receiver of Taxes and Assessments for the Town of Plattsburgh; and

**WHEREAS**, due consideration has been given to the adoption of Proposed Local Law No. 2 of 2024 by all members of the Town Board who were present; and

**WHEREAS**, it was the considered opinion of all members of the Town Board who were present that a public hearing should be held on the 3<sup>rd</sup> day of October, 2024 at 6:05 P.M., at the Plattsburgh Town Hall, 151 Banker Road, Plattsburgh, New York, to consider the adoption of Proposed Local Law No. 2 of 2024;

**NOW**, on motion duly made and seconded, it was

**RESOLVED**, that a public hearing be held on the 3<sup>rd</sup> day of October 2024 at 6:05 P.M., at the Plattsburgh Town Hall, 151 Banker Road, Plattsburgh, New York, on the question of the enactment of Proposed Local Law No. 2 of 2024; and be it further

**RESOLVED**, that a Notice of Hearing on Proposed Local Law No. 2 of 2024 shall be published in the Press Republican not less than five (5) days prior to that hearing; and be it further

**RESOLVED**, that the Town Clerk shall post that Notice on the bulletin board maintained by the Town Clerk pursuant to Town Law 30(6), and on the Town of Plattsburgh website, for a period of not less than five (5) days prior to that public hearing.

**Motion: Barbara E. Hebert**  
**Seconded by: Charles A. Kostyk**  
**Discussion: Michael S. Cashman**

<b>Roll Call:</b>	<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>
<b>Thomas E. Wood</b>			<b>x</b>	<b>x</b>	
<b>Barbara E. Hebert</b>	<b>x</b>				
<b>Charles A. Kostyk</b>	<b>x</b>				
<b>Dana M. Isabella</b>	<b>x</b>				
<b>Michael S. Cashman</b>	<b>x</b>				

**Motion to go** into Executive Session to discuss work history of four specific individuals.

**Motion to come out** of Executive Session

Motion by: Barbara E. Hebert  
Seconded by: Charles A. Kostyk  
Time: 6:12 PM

Motion by: Dana M. Isabella  
Seconded by: Charles A. Kostyk  
Time: 6:29 PM

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

---

**RESOLVED**, that this Town Board meeting be adjourned at 6:29 PM.

**Motion by: Barbara E. Hebert**  
**Seconded by: Charles A. Kostyk**  
**Discussion: None**

	<u>Yes</u>	<u>No</u>	<u>Carried</u>
<b>Thomas E. Wood</b>		<b>Absent</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		

Minutes Respectfully Submitted by:

Katie Kalluche, Town Clerk