

**TOWN OF PLATTSBURGH**  
**TOWN BOARD WORK SESSION AGENDA**  
**April 10, 2025**

The meeting was called to order at 6:00 PM by the presiding officer at the Town of Plattsburgh Town Hall, 151 Banker Road. Pledge.

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

**Public Comments:** None

**Supervisor's Report:**

- 240<sup>th</sup> year Charter Day – a few former Supervisors were able to come.
- Talking with businesses to keep pulse on visitor tariffs.

**Charles A. Kostyk: May 26<sup>th</sup>, 2025 City/Town Memorial Day Parade.**

**Resolutions:**

025-109 Reject 1<sup>st</sup> round responses & Publish a Request for Proposals (RFP) Intended for Professional IT Services

**Draft Resolutions:**

025-xxx Minutes

025-xxx Authorization to Advertise Bids for Battlefield Memorial Gateway Phase 2 Remembrance Plaza

025-xxx Enter Contract with AM Equipment NY LLC for the Exterior Site Construction of North Entrance Vestibule

025-xxx Enter Contract with Adams Glass for the Construction of North Entrance Vestibule

025-xxx Agreement with The Precision Group for the Cleaning and Servicing of the Oil Water Separator

025-xxx March 2025 Budget Amendment

025-xxx Resolution to Hold a Public Hearing for Local Law No. 3 of 2025 a Local Law Regulating the Outdoor Restraint of Dogs of the Code of the Town of Plattsburgh

**Committee Reports:** None

Town Board meeting be adjourned at 6:16 PM.

**TOWN OF PLATTSBURGH  
TOWN BOARD WORK SESSION  
APRIL 10, 2025**

**Resolution No. 025-109**

**Reject 1<sup>st</sup> round responses & Publish a  
Request for Proposals (RFP) Intended for  
Professional IT Services**

**WHEREAS**, in February 2025, the Town of Plattsburgh issued and published a request for proposals (RFP) for IT services; and

**WHEREAS**, the Town has deemed all proposals received to be incomplete or lacking insufficient information in order to determine the best value and service for the Town; and

**WHEREAS**, the Town of Plattsburgh is now seeking new and/ or revised proposals from qualified Computer & Information Technology Firms to provide professional services for the Town of Plattsburgh; and

**WHEREAS**, firms offering proposals should be familiar with the infrastructure, hardware, software, programs and services utilized by the Town of Plattsburgh; and

**WHEREAS**, The Town of Plattsburgh will rank the responses received on an evaluation of certification that your firms provides services to municipal clients, technical skills, experience and reference information. The Town of Plattsburgh reserves the right to reject any or all proposals and to conduct interviews at its sole discretion. Responses must be sealed and marked "Proposal for Computer & Information Technology Services for Town Offices" and received at the Town of Plattsburgh by 2:00 pm, April 28th, 2025. Additional information regarding this Request for Proposals may be obtained by calling the Town Clerk at 562-6830 during business hours Monday – Friday or going to the Town of Plattsburgh website: now, therefore it is

**RESOLVED**, that the Town rejects all proposals previously received from the February 2025 Request for Proposals for IT services; and

**RESOLVED**, that the Town Board of the Town of Plattsburgh does hereby authorize the Supervisor to solicit and receive a new round of informal bid proposals for Computer & Information Technology Services for Town Offices, to administer and deliver the scope of services, and that the Town Clerk post notice on the Town's Clerks bulletin board and post on the Town's Website; and, it is further

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

**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>Charles A. Kostyk</b>	x				
<b>Dana M. Isabella</b>	x				
<b>Daniel A. Bosley</b>	x				
<b>Michael S. Cashman</b>	x				

Minutes Respectfully Submitted by:

Katie Kalluche, Town Clerk