

City of Plattsburgh Charter Commission 2026



Notes: 5.5.26

Present: Jim, Paula, Tim, Forrest, Michelle, Cynthia, Sue, Rick, Lynn, Rod, Hilliary

Excused absence: Theresa, Anna, Ciara

Note: Jeff Moore resigned tonight and left the meeting after he addressed the group during public comments.

Unexcused absence: None

Also Present: Mayor Hughes, Councilor Collin, Fire Chief Lawliss

Call to Order: Rod called the meeting to order at 6:01.

Attendance was taken.

Minutes:

Sue asked for an amendment - she was listed as present but she had been excused.

Motion to accept: Tim

Second: Jim

No discussion – unanimous

Public Comments:

Jeff Moore – handed the Mayor his resignation letter from Charter after addressing the group during public comment period.

Scott Beebe commented on election cycle. Prefers no change. He did propose that the Mayor's position be placed in governor's election cycle not the presidential cycle.

Follow-up: Rod questioned the commission if they wanted to consider changing the Mayor's position to coordinate with the gubernatorial election cycle. It would require some two or three year terms for mayor to set up the change. The consensus was to place this item on the agenda for the next meeting (June).

New Business:

The last commission spent time on a 2025 survey that was distributed through the Municipal Lighting Department to customers who received bills in the mail. People on the budget plan were not part of the survey. Lynn reviewed the results with the current commission. Of note, there were many comments regarding lack of city recreation. Lynn will bring the results to the Mayor and council as part of the previous commission's commitment to the survey participants.

Language suggestion: It was suggested that consistent with other municipalities (from this person's experiences) the terms *shall* and *should* be used.

Old Business:

Refer to ***May 2025 Meeting with the Mayor documents:***

C3-10 B(2) City Ordinances: p. 7 The suggested wording in C3-10 will stay the same as in the report with *will* changed to *shall*. Unanimous approval .

Refer to ***Current Charter***

C2-1 and C2-3 Elected Officials: Terms and Term Limits.

After discussion, wording was approved to keep 3- year terms for Councilors. Lynn motion –Michelle second – Passed.

C2-8: Section B: Forfeiture of office #4

Discussion: It was felt that that referencing C2-9 that provides the power and the steps a Council could take in pursuing forfeiture of office was worth noting in this section. Also, the Clerk of the Council should be a first choice for notification followed by the Mayor if the Clerk himself or herself is unable to attend a meeting thus and/or language. It would be left to the council to know the best way to communicate this information based on current communication practices. (email, text, phone)

This language is to be added at the beginning of Section B. Forfeiture of Office -

Note: C2-9 gives the Council the authority to judge these actions. A Mayor or Councilor shall forfeit his or her office if he or she:

- (4) Fails to notify the Clerk of the Council and/or Mayor if they cannot attend a meeting; and fails to attend three consecutive regular meetings of the Common Council without being excused by the Council.

After discussion, this language was suggested and passed.

C3-5 Compensation

After discussion, the following language was suggested and passed.

Compensation for Councilors shall be established by local law during the annual city budget

C3-8 Powers and Duties Section G

After discussion, the following language was passed.

To prepare a five-year strategic plan that acts as the city's roadmap, providing a clear and strategic vision for the city's future, outlining long-term goals and objectives. The plan shall be coordinated with the five-year budget plan aligning policy decisions and development efforts with fiscal resources. The process should engage community residents in the plan development. The plan shall include metrics to gauge progress and success, allow the plan to adapt to changing circumstances and emerging challenges, keeping it relevant and effective. Additionally, the plan should include any other relevant matters to assist the Mayor and Council in effectively managing the City.

Annually by July 1, in line with the budget preparations, the plan should be reviewed, evaluated, and updated. Progress should be reported to the Mayor, Council and shared with the general public.

C4-2 Mayoral Compensation

Discussion: The Mayor shared that the Mayor's position currently is considered management and raises given to managers are then given to the Mayor, a system that has been in practice and seems to be working. It was decided that this practice is part of the budget process.

It was decided that the language previously discussed and approved for the councilors would also work for the Mayor.

Recommended language - Compensation for the Mayor shall be established by local law during the annual city budget deliberations.

Next Meeting - Rick Perry outlined to the commission the need to add in the Charter a reference for emergency preparedness language. He had shared documents explaining the rationale. Rod asked him to prepare the language and location in the Charter for the next meeting (June).

June 2 - Gym in the Duken Building (PCSD on Broad Street) 6:00 - 7:30

At 7:33 pm the Commission adjourned. Motion: Sue Second: Hilliary– unanimous.

Submitted by, Paula Calkins Lacombe