

## City of Plattsburgh Charter Commission 2026



Notes: 1.6.26

Present: Jim, Theresa, Tim, Forrest, Michele, Cynthia, Anna, Ciara, Sue, Jeff, Rick, Lynn, Rod

Also Present: Mayor Hughes, Justin Meyer (City Attorney)

Meeting Opened at 6:04 by the Mayor. He passed out the Oath of Office to all commissioners present. While this was being done the commissioners introduced themselves. Mayor Hughes then administered the Oath of Office and signatures were collected.

Rod introduced Justin Meyer, City Attorney, who offered to attend commission meetings as needed. Rod asked that he attend the monthly meetings unless specifically told he is not needed. He will also work with Rod on the by-laws – he has submitted a “skeleton” to Rod for a starting point.

Mayor Hughes offered to get three-ring binders for the commissioners to use to keep documents in.

Rod called the meeting to order.

He explained the task of the commission for 2026. Changes would be made to the current charter and put up for vote in November. Theresa reiterated that the wording had to be done by early August in order for it to be on the November election ballot.

Rod explained the monthly meeting agenda and the nuts and bolts of how he will be running the meetings. The commission will start with section C-2

of the charter at the February meeting.

There was a discussion of whether the commission was interested in looking at the work done by the 2025 commission and it was unanimously agreed that the commissioners would like to see the report submitted in May of the work done to that point to use as a jumping off point. The report will get sent from the Mayor's office.

The meetings will be held the first Tuesday of each month at 6pm at Duken Elementary gym. The aim is for the meetings to last one hour.

There was a discussion about using personal emails for commission business. Getting City of Plattsburgh addresses is not financially viable. Everything will be sent through the Mayor's office.

Commissioners were asked to update their contact information. Rod will update and send out to the commission.

Rod asked for volunteers who might help setting up Zoom meetings for those who cannot attend in person. Sue and Michele agreed to help with this.

At 6:38 pm the Commission adjourned. Motion: Michele, Second: Jeff – unanimous.

Submitted by,  
Theresa Bennett