



The Town of East Greenbush

SUPERVISOR'S OFFICE

**ANNUAL REPORT TO THE RESIDENTS
OF EAST GREENBUSH
2017**

By
Jack Conway
Town Supervisor

Town Board:

Deberah DiMartino
Mary Ann Matters
Tom Grant
Tina Tierney

January 15, 2018

Acknowledgements

Thanks to Town staff who contributed materials that were used in this report: Scott Gallerie, Meaghan Hart, George Phillips, Jessica Lansing, Police Chief Chris Lavin, Eileen Donahue, Alison Lovely, Susan McCarthy and Lisa O'Brien.

Special thanks to the Town Board – Deb DiMartino, Tom Grant, Mary Ann Matters and Tina Tierney – for doing the hard work that led to the accomplishments covered in this report.

Thanks for their hard work and dedication to the members of the following Boards:

Planning Board: Matt Mastin (Chair), Matt Polsinello, Jim Moore, Ralph Viola, Paul DiMascio, Mike Bottillo, Jim Giordano and Nancy Kupiec.

Zoning Board of Appeals: Jeff Pangburn (Chair), Joyce Lapham, Domenico Pirrota, John Conway, Jr, Kurt Bergmann, Matthew Ostiguy, and Robert Seward III.

Board of Ethics: Members Kathleen Luria (Chair), Roger Johnson, Cheryl Vallee, Guy Warner, and Jessica Lansing; Alternates Mary Boisvert and Leighton Cookson.

Board of Assessment Review: Cassandra Maloy (Chair), Robert Jucha, Barbara Cavallo, Carol Orvis, and William Siegmann

Attorneys to the Town: David Gruenberg, Craig Crist, Joseph Slater and George Hoffman.

EXECUTIVE SUMMARY

This Annual Report is issued to the people of the Town as part of our commitment to greater transparency. This Executive Summary details the activities of Town government in 2017.

Town Board

- Appointed William Siegmann and Barbara Cavallo to the Board of Assessment Review, Roger Johnson as member and Mary Boisvert and Leighton Cookson as alternates to the Board of Ethics, Ralph Viola and Nancy Kupiec to the Planning Board, and Matthew Ostiguy and Kurt Bergmann to the Zoning Board of Appeals.
- Completed a comprehensive analysis of the Hampton Manor Water System, including receiving the engineer's report on the condition of the Water Tanks on Hudson Avenue, and accepting the final report from Delaware Engineering, D.P.C. on options and costs for improving the quality of drinking water for residents of Hampton Manor.
- Completed the Luther Road (NYS Route 151) Pedestrian and Bicycle Access Improvements Project that was begun in 2006 and allowed to languish for almost a decade. The project provided sidewalks from Columbia High School to Couse Corner, and up to the East Greenbush Library and YMCA.
- Held a series of meetings with Hudson Greenway and Town residents to plan the East Greenbush portion of the Albany-Hudson Electric Trail project
- Signed a First Responders Covenant with Police Department, Emergency Communications Center, East Greenbush Fire Department, Clinton Heights Fire Department and Best-Luther Fire Department demanding that local control of 911 responses be increased and supported.
- Demonstrated support for important causes, raised awareness of issues such as breast cancer, domestic violence and childhood cancer, and stated support for ride-sharing in upstate NY, NYS-DOT paving projects and consistent funding for local infrastructure.
- Honored fourteen more veterans in our Honor a Veteran program.

Town Finances

- Maintained positive fund balances in our General, Highway, Sewer and General Water Funds.
- Obtained an independent audit of 2016 financial statement (conducted by Certified Public Accounting firm UHY, LLC).
- 2018 budget includes 0.94% tax increase. Includes no reduction in essential services, no new positions and increased funding for infrastructure repair and replacement
- Eliminated all remaining inter-fund borrowing debt.
- Refinanced \$4.2 million of debt from a Water Service Agreement with the Rensselaer County Water and Sewer Authority (RCWSA). This will save the Town approximately \$60,000.00 per year over a 30-year term, resulting in a \$2 million savings for taxpayers.

- Authorized the issuance in \$800,000 in Serial Bonds to be repaid over seven years for the purchase of vehicles and equipment for the Department of Public Works.

Assessor's Office

- Approved funding for a Town-wide reassessment in 2018.
- Negotiated a Host Benefit Agreement with University at Albany Bioscience Development Corporation (UABDC) that will provide the Town with annual payments of \$88,607.40 through the year 2027.
- Began proceedings to extend the partial tax exemption for Cold War-era veterans.
- No tax certiorari settlements in 2017.

Building Department

- In 2017 the Building Department conducted 357 inspections, issued 586 permits, and collected \$209,184.10 in permit costs on work estimated to cost \$55,251,356.58.
- Issued 30 Certificates of Occupancy and 95 Certificates of Compliance; Addressed 172 complaints from residents.
- Updated the fee schedule for permits.

Finance Office

- Completed a comprehensive update of the Employee Handbook which incorporates the Code of Ethics, Mobile Device Management policy, Sexual Harassment and Gender Discrimination policy, and Violence in the Workplace policy. Last updated in 2007.
- Trained all staff in Sexual Harassment and Gender Discrimination, Workplace Violence Prevention and Computer Security.
- Designed and implemented a new Town Website.
- Implemented the Nixle Alert Notification system which allows residents to receive important information about emergencies, service outages and community events.

Planning and Zoning

- Hired Adam Yagelski as the Director of Planning and Zoning.
- Improvements on Columbia Turnpike include increased code enforcement efforts, new entrance to University at Albany Health Sciences campus, finding a tenant for the Kmart site, multi-million dollar improvements to Columbia Plaza and Hannaford's Store, approval of new construction of Fucillo Ford store.
- Drafted and approved a new Solar Energy Law.
- Amended the Zoning Law so that Special Use Permits are now reviewed by the Planning Board (previous practice was review by the Zoning Board of Appeals).
- Monitored and inspected the construction of Regeneron's 210,000 sq. ft. Warehouse on Tempel Lane.

Police Department

- Received formal accreditation for the New York State Law Enforcement Accreditation Program administered by the Division of Criminal Justice Services (DCJS).
- Staffing level remains low despite aggressive recruiting campaign.
- Obtained a Speed Radar Trailer and License Plate Reader.
- Outfitted all officers with new Trauma Kits.

Public Works

- Purchased or began the purchasing process on \$1,080,000.00 of new equipment and vehicles.
- Repaired sinkholes at Malibu Hill and Brook Street.
- Managed the Luther Road Sidewalk Project.
- Redesigned intersection of Mohawk Street and Lakeshore Drive.
- Excavated and improved drainage on Rockefeller Boulevard.
- Performed site work for paving of parking lot at softball and little league fields.
- Paved the Town Hall parking lot.
- Paved 4.1 miles of road.
- Worked with Delaware Engineering to prepare the Hampton Manor Water System study.
- Purchased an Aboveground Fuel Tank System for the Highway Garage. Construction was begun on the Fuel Tank and Dispenser.
- Completed the outfall piping phase of the Wastewater Treatment Plant Improvement Project.

Town Services (Parks and Recreation)

- Updated the Town's Amenities Plan.
- Another successful year of Summer Camp.
- Implemented a successful medical equipment loan program.
- Introduced Chair Yoga class for seniors,
- Made improvements to Woodland and Prospect Heights Parks.
- Another successful year of the Music in the Park series and the Town festival.
- Hosted Holiday events, including Easter Egg Hunt, Halloween Party and Christmas Tree Lighting ceremony.
- Operated seasonal afterschool programs for youth.
- Utilized grant from NYS Office of Parks and Recreation to study contamination in pond at Town Park.
- Began work on a pedestrian walkway around Town Park.
- Received approval to solicit bids for an ADA-compliant building at Town Park.

Appendices

This report also includes four appendices:

Appendix 1	Fund Balance Analysis
Appendix 2	Building Department User Fees
Appendix 3	Development Projects Under Review
Appendix 4	Town of East Greenbush Vehicle Inventory

2017 ANNUAL REPORT TO THE RESIDENTS OF EAST GREENBUSH

Jack Conway,
Town Supervisor
January 8, 2018

The work of the Town Board is the backbone of Town government. The five members of the Town Board bear ultimate fiduciary responsibility for the financing and operation of Town Government. The Supervisor is a full-time position but the other four members are part-time and paid \$10,000 per year, an amount not commensurate with the volume and quality of the work they do. The dedication and skill of the other four members of the Board has made this a highly productive year and I want to acknowledge and thank them for their hard work.

Tom Grant, Mary Ann Matters and Deberah DiMartino left the Town Board at the end of 2017. All three worked productively in the best interest of the Town and will be missed. I wish them well in their future endeavors.

Special thanks to Councilor Tina Tierney who wrote the section in this report on the Albany-Hudson Electric Trail and helped conceptualize several other parts of the report, including the section on the revitalization of Columbia Turnpike.

Town Board

The goals of the Town Board are:

- to provide essential Town services in the most cost-effective manner;
- manage an ethical, transparent and accountable government;
- adequately fund Town operations;
- responsibly manage the Town's finances;
- maintain and upgrade the Town's infrastructure;
- establish means of collaboration between Town officials and the public;
- promote smart development;
- attract and retain businesses; and
- support a strong sense of community.

Appointments

The Town Board made the following appointments to Town Boards in 2017:

- William Siegmann and Barbara Cavallo to the Board of Assessment Review.
- Roger Johnson as a member; Mary Boisvert and Leighton Cookson as alternates to the Board of Ethics;
- Ralph Viola and Nancy Kupiec as members of the Planning Board;
- Matthew Ostiguy and Kurt Bergmann to the Zoning Board of Appeals;

Support of Important Causes

An important function of a Town Board is to recognize and promote awareness of issues that have an impact on the community. In 2017, the Town Board officially recognized and promoted awareness of a number of issues:

- Proclaimed *Police Week in East Greenbush* for the week of May 14 – May 20, 2017. National Police Week was designated to provide special recognition for those law enforcement officers who lost their lives in the line of duty.
- Recognized September as '*Childhood Cancer Awareness Month*' and declared September 28, 2017 as 'East Greenbush Goes Gold Day.'
- Recognized October as '*Domestic Violence Awareness Month*' and declared October 19, 2017 as 'East Greenbush Goes Purple Day.'
- Recognized October as '*Breast Cancer Awareness Month*' and declared October 20, 2017 as 'East Greenbush Goes Pink Day.'
- Recognized November as *Men's Health Awareness Month* and declared November 17, 2017 as 'East Greenbush Goes Light Blue Day.'
- Passed a resolution in support of consistent State funding for local infrastructure and maintenance that would be distributed based on a fair and equitable formula.
- Passed a resolution in support of ride-sharing in upstate New York;

- Passed a resolution urging the New York State Department of Transportation (NYS-DOT) to repave Red Mill Road from Route 4 to Barracks Road. This was in fact accomplished in the Fall of 2017.
- Passed a resolution in support of the First Responders Covenant, an agreement that reaffirmed the First Responder community's commitment to the most effective, local response in emergency situations. The Covenant was signed by officials from the Police Department, Emergency Communications Center, the three Fire Departments and all five members of the Town Board.

Honors

The Town Board honored a number of residents and Town employees:

- Columbia High School Science Olympiad Team that won the Capital Region competition and finished second in the Statewide competition;
- East Greenbush Police Officer Robert 'Snapper' Snyder on the occasion of his retirement;
- East Greenbush Public Works employees Ed Wallace and Frank Michael on the occasion of their retirements;
- DPW employees Reggie Bonner and Ryan Condo for the rescue of an elderly resident who had fallen and was covered in snow during a storm on February 12, 2017;
- Dispatchers Keith Boniface and Steven Deyo and police officers Chief Chris Lavin and Josh Witko for their excellent work in assisting a resident who had fallen and been injured;
- Lawrence Glander on his 70 years of service to the Best-Luther Fire Department;
- Honored Police Officers Edward Ashley, Michael Guadagnino, Michael Herrington, Mark Herrington, Peter Lavin, Nicholas Peter, Matthew Wyld and Sergeant Ernest Tubbs for excellence in the area of traffic enforcement and having issued 2,127 Traffic citations and making 59 DWI arrests;

Honor a Veteran Program

On March 16, 2016 the Town Board established the Honor a Veteran program. Conceived and administered by Town Historian Bobbie Reno, the Honor a Veteran program is designed to honor those Town residents who have served our country with distinction. Those honored this year were:

<i>Henry Barner</i>	Army
<i>Walter C. Herbst</i>	Army
<i>Sidney Gettleman</i>	Navy
<i>Dennis Davis</i>	Marine Corps
<i>Lawrence F. Glander</i>	National Guard
<i>Floyd Hunt</i>	Navy
<i>James W. Murphy</i>	Marine Corps
<i>Thomas J. Sidoti</i>	Army
<i>Russell G. Roehr</i>	Army
<i>John Paul Murphy IV</i>	Army
<i>Edward C. Pratt</i>	Army
<i>Francis E. Curthoys</i>	Navy
<i>Robert Doherty</i>	Navy
<i>Paul T. Collins</i>	Army

Hampton Manor Water

In 2016, two public meetings were held for the residents of Hampton Manor to discuss what could be done to improve the quality of drinking water in Hampton Manor. The Town Board and our DPW Water Foreman Tom Kennedy met with residents to decide whether they wanted to stay with Hampton Manor water or make a transition to General Water. At the second meeting we announced a survey that was put on Survey Monkey. We received 132 responses.

To obtain further information on the Hampton Manor water system, we contracted with the Utility Service Group to conduct an inspection of both the large tank (140,000 gallons) and the small tank (75,000 gallons) on Hudson Avenue. On the small tank, their conclusion was that we should evaluate the cost of replacement. The exterior coating is in fair to poor condition and the interior coatings have surpassed the end of their useful life. Part of the roof has sagged approximately 25% and the interior ladder is dangerous and must be replaced. On the large tank, the interior and exterior coating have serious problems, there is excessive sediment, and the ladder needs new parts.

The next step was to identify the cost of replacing/repairing the tanks. We prepared a Request for Proposals (RFP) to obtain the best price for a firm to conduct an analysis of the costs of various solutions to the water problem in Hampton Manor. The winning bid was submitted by Delaware Engineering D.P.C. In October we received their final report which examined the current treatment of water, analyzed the storage and distribution system, and evaluated alternative strategies for addressing issues connected with the aging infrastructure and water quality concerns.

The most important conclusion to be drawn from the Delaware study is that the Hampton Manor water storage and distribution system is approaching the end of its useful life. The tanks on Hudson Avenue need to be replaced or substantially rehabilitated, the pumps in the wells are breaking down on a regular basis, the water lines on Tampa Avenue, Hudson Avenue, Washington Avenue, and Madison Avenue need to be repaired or replaced, and the quality of the water, although safe, is substandard in terms of taste, odor, color and water pressure. In addition, water meters need to be installed in nearly every home in the Manor so that the costs of the system are distributed equitably relative to the amount of water consumed.

The Delaware study showed that the status quo is not sustainable and significant costs will have to be incurred whether we rehabilitate and improve the existing system or make the transition to Troy water. Their recommendation for improving the quality of water if we stay with the Hampton Manor system is to install two sand filters at the well site at an estimated cost of \$315,000.00. In addition, they estimate a cost of \$710,000.00 to replace and rehabilitate the water tanks and \$836,000.00 to replace the water lines. Finally, they provide an estimate of \$480,436.00 to install meters in every home in Hampton Manor. These calculations mean that it would take more than \$2.3 million to stay with the current system, improve the water quality and achieve equity in water billing. This money would have to be borrowed and the annual debt service would have to be paid solely by the approximately 650 owners of property in Hampton Manor.

The estimated costs for water line replacement (\$836,000.00) and meters (\$480,436.00) will have to be borne even if we decide to switch to Troy water. In addition, there will be an estimated price of \$379,000.00 to decommission the wells and tanks, install pressure reducing valves and address other engineering concerns. This alternative would cost in the vicinity of \$1.7 million.

The bottom line is that there will be significant additional charges for water in Hampton Manor for either alternative. The Town Board will be hosting a Special Meeting on January 16, 2018 in the auditorium at Genet School to present the findings of the Delaware study to the residents of Hampton Manor and to get input from residents on preferred next steps.

Luther Road Sidewalk Project

The Luther Road (NYS Route 151) Pedestrian and Bicycle Access Improvements Project began with Resolution 42-2006 which authorized the Town to search for grants for sidewalks and bicycle paths. This particular project was authorized by the Town Board in December, 2008 pursuant to Resolution 107-2008. The purpose of the project was to provide a sidewalk connection and bicycle accommodations from Columbia High School to Route 4 to provide a safe place for pedestrian and bicycle travel in a busy corridor. Subsequently, sidewalk connections to the Town Library and YMCA were added to the project.

The original grant was in the amount of \$1,962,600.00 and the Town was responsible for 20% of that cost. Certain costs were incurred previously but this Town Board made the commitment and appropriated the funds to complete the project. Creighton Manning Engineering designed and inspected the project while Peter Luizzi & Bros. Contracting, Inc. submitted the successful bid of \$1,164,745.65 to complete the construction of the sidewalks. Work began in June, 2017 and was completed in October, 2017.

Albany-Hudson Electric Trail (Written by **Councilor Tina Tierney**)

The Albany-Hudson Electric Trail (AHET Trail) will be a shared-use bicycling and pedestrian trail along the 35 mile National Grid right-of-way from Rensselaer to Hudson, NY. The AHET Trail is part of the Empire State Trail, a 750-mile biking and walking trail from New York City to Canada and from Albany to Buffalo. Routed along the former Albany-Hudson Electric Trolley corridor, our local section will provide a key link between the Capital Region and the Mid-Hudson Valley. The passenger trolley operated from 1899 to 1929 and was powered by electricity supplied by the Stuyvesant Falls hydro-electric power plant. The trail project has been proposed for many years and was the subject of a feasibility study conducted by the Town of East Greenbush in October 2011.

The first public meeting on the proposed trail was held on August 8, 2017 at Columbia High School, just one day after the Hudson Greenway issued a Draft Concept Plan for the project. After receiving a number of questions and comments from East Greenbush residents at the initial public meeting and via email, the Greenway staff attended the Town Pre-Board meeting on September 13, 2017. Mr. Andy Beers and Mr. Chris Cornwell from GPI Engineering presented the proposed route and answered resident questions. To address specific concerns raised by residents, Mr. Beers and Mr. Cornwell met with neighbors on Berkshire Drive on September 11th, Tamarack Lane neighbors on September 20th, and scheduled individual meetings with residents living in proximity to the proposed route.

On October 11, 2017, Mr. Beers and Mr. Cornwell presented an engineering analysis changing the proposed trail route from Berkshire Drive to Tamarack Lane. An additional presentation was held on December 13, 2017 to update the public on proposed road crossings, and to present updated information on a proposed trail head. Throughout the process, Mr. Beers and Mr. Cornwell have been extremely responsive and collaborative, and will continue to facilitate public meetings throughout the project design phase.

The Hudson River Greenway's projected schedule for the AHET project is to finalize the Concept Plan and Project Design in 2018, and to begin construction in 2019 with an anticipated completion date in 2020. This exciting project will provide residents with another option for outdoor recreational opportunities. In addition to improving our health and well-being, we can use the AHET as a safe route to bicycle, walk or run in a setting that will minimize our interactions with motor vehicle traffic. We will also have an enticing option for alternative transportation, access to outdoor learning opportunities, and a place to engage with our neighbors.

The Town of East Greenbush will post updated information on the project and dates for upcoming meetings on the Town website. Detailed information on the AHET Trail can be found at <http://www.ahettrail.org/> and residents are encouraged to submit any comments on the project to the Hudson River Greenway staff via the AHET website.

Town Finances

The financial condition of the Town continues to improve although almost a decade of uncertainty has left its mark. We're in our eighth year with a municipal bond rating in junk bond status or worse; the Town's financial records for the years 2010-2014 are unable to be audited; we continue to struggle with expensive debt service payments from loans needed to modernize our water and sewer systems; and though we're now less reliant on expensive consultants and attorneys, we still spend too much money in those areas.

Spending reductions in 2014 and 2015 put us further behind in paving the roads, our parks were overlooked, GEIS fees were not always productively deployed, the infrastructure of our service delivery system continued to degrade, and no effort was made to audit our books. The Town's aging infrastructure poses a constant threat in terms of cost and deployment of staff.

Yet there is much good news. The 2016 Annual Update Document (AUD) was submitted to the State Comptroller in a timely fashion. The AUD is the primary financial statement submitted to the Office of the State Comptroller. Once again the Town Board insisted on retaining a qualified independent auditing firm to conduct an audit of the 2016 Annual Update

Document. UHY, LLC has completed field work on that audit. The results will be available in early 2018. This is the second consecutive year of having our financial records audited. In order to receive a new credit rating from Moody's Investor Services we must show audited records for three consecutive years so we anticipate that we will be in position to request a new credit rating at the end of next year.

We have eliminated all inter-fund borrowing debt, a problem that has haunted the Town and caused our loss of a credit rating in the first place. We have positive fund balances in our General, Highway, Sewer and General Water Funds.

2018 Budget

The 2018 Town Budget will allow us to once again effectively provide essential Town services while maintaining an approach that is fiscally prudent and safeguards the use of taxpayer funds. Revenue projections are conservative while expenditures are carefully calculated to ensure the continued delivery of essential services. The amount of total taxes to be levied is \$9,177,300.00, a tax increase of 0.94%. This tax increase keeps us \$211,311.00 (or 2.25%) below the New York State Property Tax Cap.

The highlights of the 2018 Tentative Budget include:

- No new positions added, although promotions for a Police Lieutenant and additional Sergeant have been budgeted;
- No reduction in essential services;
- Increased funding (\$100,000) for infrastructure repair and replacement, including paving and paving-related work, the replacement of water mains and repair of culverts;
- \$50,000 included for the Town-Wide Revaluation of Assessments;
- \$50,000 to contract for grant writing and administration services;
- New budget codes for Sidewalks in the Highway Fund;
- Additional funds for Information Technology, including a system to notify residents of emergencies, switching Town Hall email to an internal server for increased security, creating remote access for the Department of Public Works, and the funding of fiber optic cable for Town Hall;
- \$50,000 for a structural assessment of Town Hall;
- \$10,000 for beautification projects for Columbia Turnpike.

For the second year in a row, GEIS fees that have been collected since December 2015 are described separately on the Analysis of Fund Balance page. Funds for the Ambulance District have been held constant pending the negotiation of a new contract with the W.F. Bruen

Rescue Squad. The salaries of elected officials remain the same with the exception of a 1.5% increase for the Town Clerk and Receiver of Taxes.

A number of factors are responsible for the proposed tax increase, including

- The rising cost of health insurance for employees: Empire is projecting a 9.7% increase while CDPHP is projecting an 8.7% increase for family coverage;
- The rising cost of the Town's municipal; insurance, including a 10% increase in Workers' Compensation, a 10-15% increase in liability and a 20% increase in public official liability;
- 1.5% increase in salary for all union and non-union employees;
- Major debt service commitments including \$610,000 owed to the Rensselaer County Water and Sewer Authority, \$650,000 owed to the Environmental Facilities Corporation for the upgrade to the Treatment Plant, and \$126,000 for the bond to purchase equipment for the Department of Public Works;
- Projected increase in the number and needs of campers in the Town's Summer Camp program; and
- Increased energy costs.

Fund Balances listed in the budget are tentative pending the completion of fiscal activity for the year 2017; Fund Balances listed in the 2018 Budget are included here as Appendix 1.

Refinancing of Rensselaer County Water Sewer Authority (RCWSA) Debt

In 2008, the Rensselaer County Water Sewer Authority (RCWSA) issued \$8,005,000.00 in Water Service Agreement Revenue Bonds to finance the construction of a portion of the East Greenbush water supply and distribution system. The Town entered a Water Service Agreement with RCWSA, under which the Town makes quarterly service fee payments in amounts sufficient to pay the principal and interest due on the bonds. The payments are onerous, reaching as much as \$610,000.00 in 2017. In March, 2017 the Town Board passed a resolution directing the Town Comptroller to research refinancing options in the belief that we could improve on the 5.15% interest rate of the Agreement.

After researching our options, we reached an agreement with the Environmental Facilities Corporation (EFC) to fund a Project Service Agreement in which they would provide funding for the acquisition by the Town of a portion of the water assets that were constructed and financed with the RCWSA bonds. The acquisition was limited to \$4,240,000 in Serial General Obligation Bonds but because we were able to get a lower interest rate, we can reduce our annual debt service obligation for these assets by approximately \$60,000.00 per year. Over its 30-year life, the Project Service Agreement will save the taxpayers of East Greenbush nearly \$2 million.

Purchase of Equipment for the Department of Public Works

When we conducted our 2016 inventory of vehicles and equipment, it was apparent that the fleet had been neglected and would require a substantial overhaul. The Town Board decided that an investment in financing a significant purchase of equipment for the Department of Public Works was long overdue. The Commissioner of Public Works identified vehicles that had become unserviceable through normal wear and tear and were well past their anticipated service life. In a series of meetings, the Town Board, Commissioner of Public Works, and the Town Comptroller explored financing options. We negotiated a financing arrangement in which the Board authorized the issuance of \$800,000.00 in Serial Bonds to be repaid over seven years and agreed to use \$280,000.00 in fund balance from the Sewer Fund to finance the purchases that would help modernize our DPW fleet.

Town Operations By Department

Assessor's Office

The Town Board retained Dan Vincelette and the Vincelette Law Firm to handle tax certiorari cases and the result was a sharp decline in lost commercial valuation. The annual figures for 2014-2016 are listed below:

	2014	2015	2016
Total Reduced Valuation	\$6,522,300	\$19,975,300*	\$1,600,100

* Includes a \$15 million reduction for Fed Ex.

In 2017, we didn't settle any tax certiorari case to the Town's disadvantage. There are several cases pending that will be settled in 2018 but for the first time in recent memory, we experienced no formal decline in commercial valuation from tax certiorari proceedings during the calendar year 2017.

The Town Board passed a resolution approving funding for the completion of a Town-wide reassessment program to be completed by May, 2018. The Office of Real Property Tax Services, a division of the New York State Department of Taxation and Finance, is scheduled to complete a Market Data Analysis of our Town for the purpose of new equalization rates for

2018. Prior to completing that task the Office of Real Property Services needs the Town to complete a Town-wide revaluation of assessed properties. Consequently, the Town Board passed a resolution authorizing the Department of Assessment to send out bids for contractual services on reappraising the real property lying within the boundaries of the Town of East Greenbush. A Request for Proposals (RFP) was issued for expert consulting services, and after reviewing the proposals, the Town Board selected Industrial & Utility Valuation Consultants to conduct the reassessment.

The Department of Assessment worked with the Town Board to begin the process of extending the partial tax exemptions for veterans of the Cold War era. Pursuant to Section 458-b of the New York State Real Property Tax Law, the Town passed Local Law #4 of the year 2008 which authorized the partial tax exemption but limited the term of the exemption to ten years. We're interested in extending the exemption for residents who served in the armed forces during a period of global tensions and were willing to sacrifice everything for their country if the situation required it. On December 20, 2017 we held the public hearing to amend Local Law #4 of 2008, and in January the new Town Board will vote on the resolution to extend the partial tax exemption for Cold War-era veterans.

We negotiated a Host Community Agreement with the University at Albany Bioscience Development Corporation (UABDC), which will yield \$88,607.40 per year in annual payments to the Town through the year 2027. UABDC had a PILOT agreement with the Rensselaer County IDA that expired in 2017. Although technically tax exempt, UABDC entered into this agreement in recognition of the fact that basic services provided by the Town are a critical aspect of doing their work.

Building Department

In 2017, the Building Department conducted 357 inspections, issued 586 permits and collected \$209,184.10 in permit costs. The estimated value of the work processed through the Building Department in 2017 was \$55,251,356.58. The types of permits and costs are listed below:

In addition, the Building Department issued 30 Certificates of Occupancy, 95 Certificates of Compliance, and handled 172 complaints from residents.

In June, the Town Board approved an updated fee schedule for the Building Department. That schedule is attached here as Appendix 2.

Finance Office

Human Resources

Last year an important change was made in the hiring process: employees were hired exclusively on merit. All interviews for new hires featured department personnel who actively participated in hiring decisions. No political input was solicited or accepted.

The full time position of Human Resources Manager was created to facilitate the new system of hiring, update and implement written personnel policies, address training and professional development needs, process payroll and retirement issues, prepare and submit mandated State reports, and work closely with department heads to analyze and understand their personnel issues.

Whereas employees in the Department of Public Works, the Police Department and the Emergency Communications Center are unionized, those who work in Town Hall are at-will employees for whom the terms and conditions of employment must be specified in the Employee Handbook. This document was first created in 1997 and updated in 2007. The Town Board retained Public Sector HR Consultants, LLC to assist in a new update. The existing Handbook was out-of-date and unable to address advances in technology and changes in compensation and benefits. In December, the Town Board adopted an updated Employee Handbook. Key changes include:

- Incorporation of the Town's Code of Ethics in the Handbook with references to sections of the Code relevant to specific sections;
- Clarification of the procedures to facilitate the needs of nursing mothers;
- Implementation of the License Event Notification System (LENS) to alert the Town when employees who drive Town vehicles experience a change in license status or violate one of the insurability standards for operating Town vehicles;
- Incorporation of the Town's new Mobile Device Management Policy;
- Rules for use of social media;
- Incorporation of the Town's policy against Sexual Harassment and Gender Discrimination;
- Incorporation of the Town's policy to prevent Violence in the Workplace;
- Reduction and capping of Medical Insurance Buy-Out (and closing of loophole that allowed one member of a family to take the buy-out while another member takes family insurance); and
- New compensation and benefit package for employees hired after January 1, 2018 including reductions in longevity payments and amount of accrued vacation time.

Town Hall staff participated in three substantive meetings on the provisions of the new Handbook which allowed them to have input into discussions of the changes and allowed us to provide a comprehensive orientation to the terms and conditions of their employment.

Training sessions were conducted for all Town employees in the following areas:

- Sexual Harassment and Gender Discrimination;
- Workplace Violence Prevention;
- Computer Security.

Information Technology (IT)

The Town website, which was considered inaccessible by residents and difficult to work with by Town staff was replaced in 2017. The Town Board contracted with Web Instinct, Inc. for the design and implementation of the new website. Our staff worked diligently with Web Instinct to create a new information architecture and a more user-friendly site.

In September the Town Board approved the expenditure for an Alert Notification System that will allow residents to be notified of emergencies and other important information. The Everbridge, Inc. Nixle Solutions Core Platform allows for notifications and reverse 9-1-1 calls to homes with land lines in case of emergencies in Town. Residents must sign up for the Nixle Alert System. They can receive notifications from Town Hall and/or the Police Department and also may receive information about community events if they are interested. Residents should log on to the Town website or visit Town Hall to sign up for the Nixle Alert System.

We continued to work with General Code Publishers to reconsolidate and index Town codes and provide for their publication on the new Town website in an online program called eCode 360. The Town Code was originally published in 1991. Since then, amendments and new Local Laws have been passed but this information is nowhere available in easy and accessible form. The contract with General Code includes an editorial and legal analysis that will result in a recodification of the Town Code. They will assemble all amendments and Local Laws passed since 1991, simplify the organizational structure for easy access, and integrate them into an easy-to-use format for residents, developers and staff to access Town codes in a single electronic format.

A new Town of East Greenbush Facebook page was published. It helps publicize the work done by Town staff and the Town Board, advertise Town events, and provide notifications to the public. The page complements the Town of East Greenbush Community and Recreation Department Facebook page.

Planning and Zoning

We were without a Director of Planning and Zoning for most of the last six months but are pleased to announce that we have hired Adam Yagelski as our new Town Planner. Adam has a Master's degree in Urban and Regional Planning, experience with community planning, and has worked for the New York State Department of Transportation. He contributed two articles to *Beyond the Fracking Wars: A Guide for Lawyers, Public Officials, Planners and Citizens*, a reference guide for understanding public policy decisions on the difficult issue of fracking. In 2018, Adam will chair a Public Policy Advisory Group dedicated to continuing momentum with the revitalization of Columbia Turnpike.

Columbia Turnpike

The greatest challenge we face is still the revitalization of Columbia Turnpike. There is good news on 9 & 20 as well as serious challenges. The University at Albany made capital improvements on its East Greenbush site and renamed it the University at Albany Health Sciences Campus. This campus hosts the largest concentration of individual health science-related entities in the Capital Region, including the university's School of Public Health and Cancer Research Center. Other campus residents include Regeneron, Albany Molecular Research and select research divisions of Albany Medical College and the Albany College of Pharmacy. Aesthetic improvements at the Columbia Turnpike entrance to the campus have made an important difference in what you see when you drive into Town in that direction. We have a \$50,000 plan for landscaping in front of the Wastewater Treatment Plant that should complement the improvements made in signs and façade on the Health Sciences Campus. We still struggle to control the odors emanating from the Treatment Plant but have put in place several new protocols that should help.

Negotiations for a tenant for the Kmart site are in the final stages. The leaseholders have asked the Rensselaer County Industrial Authority (IDA) for a PILOT agreement for a New York State Training Center. If all goes according to plan, the Kmart building will be renovated in 2018 with an expected opening for the Training Center in early 2019.

We have made code enforcement on 9 & 20 a high priority for our Building Department and have made progress in removing many of the illegal signs that contributed to a sense of clutter on the Turnpike. In a similar vein, we have required a number of businesses to clean up their lots and encouraged others to improve their signs and facades. The private sector has done some good work on their own. The new storefronts on Nopper's Collision Repairs and Paesan's Pizza Restaurant are good examples of this trend.

The Nigro Companies purchased Columbia Plaza and have made a multi-million dollar investment in improvements to the Plaza. Price Chopper/Market 32 has been renovated, improvements have been made to the parking lot, and painting and landscaping upgrades have given the Plaza a sharp new look. Hannaford's has followed suit and is in the process of a transformation that gives the store a new appearance. Fuccillo Ford is building a completely new building on its current site and, when it is finished, will make for a vast improvement in the aesthetics of Columbia Turnpike.

There's more to be done. In 2018 the Town will constitute an Advisory Group to include developers, property owners, the Chamber of Commerce, elected officials, residents and other stakeholders in an effort to understand obstacles to revitalization and consider ways to incentivize redevelopment. We'll be reassessing the zoning of the Turnpike, and look at whether changes in our schedule for assigning mitigation fees might help stimulate business activity. We have included funds in the 2018 Budget for a beautification program on Columbia Turnpike that will begin with a campaign to increase the visual presence of American flags. We are considering other projects for the beautification campaign.

New Solar Energy Law

The Town Board believed it is in the public interest to take advantage of the safe, abundant, renewable, and non-polluting resource of solar energy. We were also interested in decreasing the cost of energy to the owners of commercial and residential properties by allowing solar collectors to provide power for use by owners, lessees, tenants, residents or other occupants of the premises on which they are erected. We also felt that facilitating the installation of solar energy systems can increase employment and business development in the region. Since solar energy is a relatively new and rapidly growing form of power and the Town's Code and Zoning Law are silent on the subject we convened a work group comprised of the Director of Planning, the Code Enforcement Officer, the Chairperson of the Zoning Board of Appeals, the Chairperson of the Planning Board, the Attorney for the Zoning Board of Appeals, the Attorney for the Planning Board, and two members of the Town Board (Tina Tierney and Tom Grant). This group drafted the new Solar Energy Law.

Our Solar Energy Law is based on the NYS Model Solar Energy Law developed by Sustainable CUNY of the City University of New York, Pace Law School's Land Use Law Center, and the NYSolar Smart Planning and Zoning Working Group. The Model Law was designed to assist communities in New York State in adopting zoning provisions that promote solar energy systems while protecting community character and the environment. A Public Hearing was held on Wednesday June 21st, 2017 at 6:15 pm at the East Greenbush Town Hall, 225 Columbia Turnpike to receive public comment on the proposed Local Law and the Board adopted the Local Law on July 19, 2017. Subsequent to adoption we discovered that we should

have included Residential Open Space (R-OS) districts in the permitted zoning districts so another public hearing was held and the amended law was passed on November 15, 2017.

Amended Zoning Law

It became clear in 2017 that applications for Special Use Permits should be processed and approved by the Planning Board rather than the Zoning Board of Appeals as had been the practice in the past. Consequently, the Town Board moved to amend the Comprehensive Zoning Law of the Town of East Greenbush by repealing Section 3.11.1 – Review of Applications for Special Permits – to implement the change. Under the amended law, no Building Permit or Certificate of Occupancy can be issued by the Building Inspector except upon the authorization and conformity of any conditions imposed by the Planning Board.

Development activity continues to be significant and requires a lot of time and attention from Town staff and members of the Town, Planning and Zoning Boards. A list of projects in the pipeline is contained in Appendix 3.

We had a successful year working with Regeneron Pharmaceuticals to facilitate their plans for expansion in East Greenbush and Rensselaer County. Regeneron is an exciting, innovative company that has brought hundreds of high paying jobs to East Greenbush and we look forward to a successful private/public partnership with them for many years to come.

Police Department

The East Greenbush Police Department had another successful year of continuing to provide public access and around-the-clock public safety services and community based policing. In regional perspective, the Town enjoys a low crime rate because of the standards set by the East Greenbush Police Department, and also some of the shortest response times thanks to the effectiveness of our Emergency Communications Center, which provides real-time data and logistics for police, fire and rescue dispatch.

Staffing concerns are a primary concern for the department. The hiring of Officer Trevor LaGrave was one positive note on the police personnel front. We currently have three vacancies and a retirement is scheduled for January 19, 2018, adding a fourth. Our recruiting campaign has been aggressive and the County just held a new civil service exam for police officers. When the new civil service list is available in early Spring, we hope to find good candidates who will be ready to attend the Zone 5 Police Academy in July. We continue to look for lateral transfers from other departments (our last two hires were laterals). Low staffing levels are a contributing factor to high overtime costs.

A major initiative of this Town Board has been its requirement that our Police Department receive its accreditation under the New York State Law Enforcement Accreditation Program. Administered by the NYS Division of Criminal Justice Services (DCJS) through its Office of Public Safety's Law Enforcement Accreditation Program, the accreditation process was established as a voluntary program to provide law enforcement agencies with a mechanism to evaluate and improve the overall effectiveness of the agency and the performance of staff. The program consists of 110 standards that measure and evaluate the performance of a police department. Of these standards, 52 are administrative, 12 are training and 46 are operations standards. Agencies are required to meet every component of each standard to be considered in compliance. Police Chief Chris Lavin and I met weekly to track progress in meeting the exacting requirements of initial accreditation.

In March, Chief Lavin requested that DCJS schedule an Accreditation Assessment. We submitted final drafts of our written policies on September 1, 2017 and on October 17, 18 and 19, 2017 we hosted an Assessment Panel consisting of three people, two retired police officers and an active Lieutenant in the Rochester, N.Y. police department. On October 26, 2017 the panel submitted its report to the NYS Law Enforcement Accreditation Council and in its conclusion, wrote "the assessment team unanimously recommends that the East Greenbush Police Department be favorably considered for accreditation at this time." The Accreditation Council accepted the recommendation and on December 7, 2017 I accompanied Chief Lavin, his administrative assistant Stephanie Scheibly, and our Accreditation Manager, Officer Jim Condo, to a meeting of the Accreditation Council, where the formal certificate of accreditation was awarded.

During the speeches, it was mentioned that only 25% of all law enforcement agencies in the State of New York are accredited. This is in part due to the degree of difficulty in achieving this goal. Chief Lavin, Officer Condo and the entire East Greenbush Police Department worked hard to put together the extensive materials available for review. They are to be commended for their skill and dedication, and for achieving this honor. In our exit interview with the Assessment Panel, all three of the reviewers took time to praise the knowledge and professionalism of the East Greenbush Police Department.

In 2017 we obtained a Speed Radar Trailer and a License Plate Reader. Trauma kits were obtained and issued to all officers to carry while on patrol. These newly designed compact kits contain a tourniquet and blood clotting gel and are intended to provide self-treatment for life-threatening injuries. Once again, we participated in the Rensselaer County STOP-DWI Enforcement Crackdown special patrols program.

We are still struggling with space and functionality limitations in our Police Department's physical plant.

The Chief of Police will issue his own annual report in his year-to-date monthly report at the end of January.

Public Works

The Department of Public Works had an outstanding year. Commissioner of Public Works, Scott Gallerie, did an excellent job of deploying staff and equipment throughout the year. In 2017 we added the following highly qualified individuals in the Department of Public Works: Amy Binck as a Motorized Equipment Operator Light in the Highway Department; Ryan Condo as a Motorized Equipment Operator Light in the Highway Department; Corey Pinneo as a Motorized Equipment Operator Heavy at the Transfer Station; Clinton Bonner as a Laborer at the Transfer Station and Colleen Lallier as a Clerk in the Water and Sewer Billing Department.

DPW staff operate and maintain the Town's water and sewer systems, bear primary responsibility for all Town roads, including plowing and paving, and care for our parks. These are responsibilities that require constant attention but in addition to doing an excellent job on its primary responsibilities the Department also undertook a number of larger projects, including:

Malibu Hill Sinkhole Project: We replaced a failing storm drain that was deep (16') on the side of a very steep embankment. We used a contractor, Valley Paving, we added labor and provided material such as gravel and culvert pipe.

Brook Street Sinkhole Project: We replaced a failing storm drain that was deep (14') in a busy development. We used a contractor, Keller Construction, to replace approximately 80' of 4' diameter storm drain during the months of January and February 2017.

Rockefeller Boulevard: There had been an issue with water bleeding up through the pavement which, according to the neighbors, had been an ongoing issue since Governor's Square was first built. The resulting icing condition in the winter created a hazard at the intersection of Rockefeller Boulevard and 3rd Avenue Extension. We excavated and installed a system of underdrains to carry the water across 3rd Avenue Extension, then repaved the first 1/10th of a mile of Rockefeller Boulevard.

Intersection Redesign at Mohawk Street and Lakeshore Drive: We did a field re-design of the intersection including installation of storm drains, elimination of open ditch drainage, relocation of a fire hydrant, sight distance improvements and repaving. This had been a winter icing issue for quite a number of years as well as being a safety issue due to very limited sight distance.

Luther Road Sidewalk Project: DPW provided project oversight and coordination as well as indirect support for the 1.8 million dollar Luther Road Sidewalk. This project was constructed by Luizzi Brothers Construction and engineered and inspected by Creighton Manning. The project was brought in slightly under budget and a bit late due to a delay in

moving utility poles and the fact that the State DOT had to integrate their contracted paving of Luther Road with our sidewalk construction.

Little League Parking Lot Paving: Utilizing the Rensselaer County Conventional Paving Contract, DPW coordinated the project with the other involved entities including the East Greenbush School District, East Greenbush Girls Softball, and the East Greenbush-Castleton Youth Baseball League. DPW performed the soil stabilization required in the center of the parking lot, as well as backing up the shoulders and restoration work at the end of the project. Newcastle Paving was the contractor on the job.

Spring Avenue Water Main Replacement Project: Approximately 350' of water main on Spring Avenue in Hampton Manor was replaced with new water main. The work was performed in-house by our Water Department. Spring Avenue will be repaved as part of the 2018 project list.

Town Hall Parking Lot: The Town Hall Parking lot was repaved, also using the Rensselaer County Contract for Conventional Asphalt Paving. The front left sidewalk at the Town Hall was replaced just prior to the paving, then DPW performed the requisite preparation work for this project including cleaning and patching the old parking lot with HMA Contracting performing the milling and paving of the lot.

Paving Projects

We resurfaced approximately 4.1 miles of highways this year. Roads that were resurfaced this year were:

Birchwood Drive	McCullough Place
California Avenue	Oakwood Drive
Commons Drive	Old Red Mill Road
Delaware Avenue	Pleasant Street
Herrington Avenue	Ridge Road (Columbia Turnpike to Celeste Drive)
Hill Avenue	Riverview Terrace
Lincoln Avenue	Terrace Avenue
Maine Avenue	Van Buren Avenue

Equipment Upgrades

The Department of Public Works' Equipment Inventory is attached as Appendix 4. In 2017, the Town Board approved \$1,000,080.00 in spending to upgrade a fleet that had been allowed to age with insufficient funds for repair and replacement. In 2017 we upgraded or replaced the following vehicles and equipment:

Highway General Foreman's (Truck No.3) with a 2018 Chevrolet ¾ ton Pickup. We have repurposed the Foreman's old truck so that it can be used by our Building Maintenance staff.

Compact Articulating Loader with Snowblower (Truck No. 6) was purchased to remove snow from sidewalks as well as to provide construction support.

Tandem Dump Truck with Plow (Truck No. 7). We have retrofitted the truck with a new wing plow, stainless steel dump body with material spreader, and added a new hydraulic valve so the truck can operate a four-way plow.

Single Axle Dump Truck with Plow (Truck No. 13). The new truck has been ordered and has been delivered to Zwack Inc. for installation of the front and wing plows, and a stainless steel dump body with material spreader. It is anticipated that the completed truck will be delivered in January 2018.

Single Axle Dump Truck with Plow (No. 15). We have retrofitted the truck with a new front and wing plow and a stainless steel dump body with material spreader.

Single Axle Plow Truck with Plow (No. 17). The new truck has been ordered and has been delivered to Zwack Inc. for installation of the front and wing plows, stainless steel dump body with material spreader. It is anticipated that the completed truck will be delivered in January 2018.

Wheeled Loader (No. 25). We have purchased a new John Deere 624K wheeled loader to replace the 1989 John Deere 544E that had given us nearly 15,000 hours of service. The new loader has many environmental-friendly and safety features that the older loaders lacked.

Water Department Single Axle Dump Truck (No. 49). The new truck has been ordered and has been delivered to Zwack Inc. for installation of the stainless steel dump body. It is anticipated that the completed truck will be delivered by the end of December 2017.

Sewer Tractor Trailer (No. 58). We have a resolution pending to purchase a new Heavy Hauler Tractor from Town Bid. If approved by the Town Board, the Tractor will be delivered by the end of December 2018.

Equipment Trailer (No. 59). We have solicited and are reviewing quotes for an Equipment Trailer. Once a selection is made, the trailer would be delivered in four to six weeks making an early February delivery likely.

Above Ground Fuel Tank and Dispenser: In October, the Town Board authorized the purchase of an Aboveground Fuel System for the price of \$92,543.00. This will replace the temporary units we have used since our previous system had to be shut down because of environmental concerns. Construction on the concrete pad is underway. The fuel tank has been ordered by Northeast Petroleum. Weather permitting, the new Fuel System will be operational by the end of January 2018.

Other Pending Projects:

A study to determine the most cost effective way to deal with longstanding water quality issues in Hampton Manor has been undertaken by the Town of East Greenbush. The initial study has been completed; the Town Board is obtaining information to determine the next steps.

Specifications are being developed for construction of a new enclosed building at the Town Park by the Community and Recreation Director. The intent is to go to bid over this winter so that construction can begin in the Spring of 2018.

The 2018 Paving Program is beginning to take shape with the development of a Pavement Rating System with two years of comprehensive data. The Town will now be able to track and quantify its progress in the area of pavement maintenance year over year.

Wastewater Treatment Plant

In 2012 the Town Board authorized the reconstruction of the Town's wastewater collection and treatment system at a cost not to exceed \$14,000,000 and approved the issuance of an amount not-to-exceed \$14,000,000 in bonds and notes to finance the project. On January 27, 2016, the Town Board passed a supplemental bond resolution to increase the cost of the project to \$15,600,000 and approved the issuance of an additional not-to-exceed amount of \$1,600,000 in bonds and notes to complete the financing of the project. The project included reconstruction of the wastewater treatment plant (WWTP), pump stations and the sanitary sewer collection system. The additional \$1.6 million was needed to complete the outfall piping that would improve the connection to the Hudson River.

In December of 2014, the portion of the upgrade project aimed at regulatory compliance was completed, allowing the moratorium on sewer connections to be lifted while construction of longevity improvements aimed at extending the useful life of the facility and providing a sustainable solution for waste management continued with a projected completion date of November 25, 2015. The project encountered several major obstacles, including a sludge spill in March 2015, and a rain event in September 2015 that damaged the structural integrity of the Chlorine Contact Tank. The November 2015 completion date was pushed back to May 27, 2016. Although the May deadline was also missed, the upgrade to the plant itself is now substantially complete, with only punch list items still to be addressed.

In addition, in September 2016, the Town closed on low-cost long term financing for the treatment plant improvement project, which together with enhanced management of this many million dollar public asset will assist in providing a viable treatment system to support residents and businesses in our community. The off-site work on the outfall piping that conveys the treated water from the wastewater treatment plant to the Hudson River was completed in 2017, concluding a major investment in public infrastructure within our Town. Now we'll turn to the

remaining paving and landscaping issues so that we can finally complete what has turned out to be a lengthy and difficult project

Challenges at the wastewater treatment plant continued during 2017 and while difficulties remain, we now have a state-of-the-art facility for the processing and treatment of wastewater.

Order on Consent

In August we received an Order on Consent from the New York State Department of Environmental Conservation (DEC) penalizing the Town for a number of instances in which our testing results exceeded the parameters of our State Pollution Discharge Elimination System (SPDES) permit. These instances occurred intermittently in the years 2015, 2016 and 2017. A civil penalty of \$50,000.00 was assessed by DEC, with the caveat that if the Town were to submit several plans for rectifying the situation, the fine would be reduced to \$10,000.00. The Town was required to submit to DEC a written sampling plan for all SPDES permit limits, levels and monitoring requirements and a Wastewater Treatment Process Control Plan developed by a professional engineer. Both reports were submitted on time, the fine of \$10,000.00 was paid, and the Town Supervisor and Commissioner of Public Works have redoubled their efforts to manage and monitor the testing and reporting functions of the staff at the Treatment Plant.

Town Historian

In addition to her continuing dedication to our Honor a Veteran program, Town Historian Bobbie Reno conducted research into the life of Edmonia Lewis, a distinguished native of Greenbush, born in 1844. Edmonia Lewis was of both African American and Native American descent, and she overcame long odds to become a famous sculptor. Bobbie Reno made presentations on the life of Edmonia Lewis at the East Greenbush Library, Albany's University Club, and Hudson Valley Community College. In July, we attended a meeting of the Rensselaer County Legislature as they designated that month Edmonia Lewis Month in Rensselaer County. Bobbie also gave lectures on Pvt. Samuel Helms and Betsy Doyle.

Town Services (Parks and Recreation)

In 2016, the Parks Rental Process was reorganized and new rates established. The Parks and Recreation rules and regulations were updated and adopted by the Town Board. In 2017, the Town Board adopted an updated the Amenities Plan (first approved in 2012) to more accurately reflect the goals and objectives established by the Town Services Coordinator and Town Board for the Town Park.

Program accomplishments for the department include:

- Improvements to Woodland and Prospect Heights Parks:

- Another successful year of Summer Camp with increased attendance for the 4th straight year;
- Continued senior social events such as Paint and Punch, afternoon games (Mah Jong, Dominoes, Cards) and Holiday Luncheons;
- Implemented a successful medical equipment loan program;
- Introduced a Chair Yoga class for seniors taught by Amy Walsh of our Town Services Department;
- Concluded another successful Music in the Park series;
- Organized another successful Town Festival;
- Sponsored a successful Spotlight on Youth ceremony;
- Celebrated holidays with an Easter Egg Hunt, Halloween party and Christmas Tree Lighting ceremony, each of which was extremely well-attended;
- Operated seasonal afterschool programs with Bowling in the Spring and Fishing/Hiking in the Fall;
- Sponsored a successful Movie Night at the Town Park;
- Sponsored the annual Town-wide garage sale;
- Utilized grant from NYS Office of Parks and Recreation to study contamination in the pond at the Town Park;
- Coordinated efforts to begin work on clearing space to move the Dog Park at Town Park; and
- Increased revenue from rental of Park Pavilions;
- Began work on a pedestrian walkway around Town Park;
- Received approval to solicit bids to construct an ADA-compliant building at the Town Park.

Appendix 1

2017 Fund Balance Analysis

**Town Of East Greenbush
ANALYSIS OF FUND BALANCE**

Pursuant to Chapter 528 of the Laws of 2000, as required by amendments to Town Law Article 8, the following schedule is presented as an estimate of fund balance for each of the Towns operating funds.

NYS AUD Trial Balance	A (1) General Fund	DA (2) Highway Fund	SF (4) Fire Prot Fund	SM(Misc) (13) Ambulance Fund	SS1 (7) Gen Sew Fund	SS2 (8) Ham Sew Fund	SS3 (9) Course Sew Fund	SS4 (10) 3rd Ave Sew Fund	SS (7,8,9,10) Total Sewer Funds	SW1 (5) Gen Wal Fund	SW2 (6) Ham Wal Fund	SW (5,6) Total Water Fund
Fund Balance at 12/31/16(NYS AUD)	3,886,459	386,834	0	63,161	1,088,222	1,209,529	895,541	607,558	3,800,850	1,214,485	(47,581)	1,166,904
Estimated Surplus (Deficit) for 2017	0	0	0	0	0	0	0	0	0	0	0	0
Estimated Fund Balance at 12/31/17	3,886,459	386,834	0	63,161	1,088,222	1,209,529	895,541	607,558	3,800,850	1,214,485	(47,581)	1,166,904
LESS												
Est. for encumbrances at current year-end 12/31/17	500,000	0	0	0	58,500	19,500	19,500	52,500	150,000	0	0	0
GEIS Designations	1,204,649											
Library Debt Assigned	40,660											
Appropriated in subsequent year's budget 2018	80,000	0	0	0	0	73,273	73,273	41,667	186,213	0	0	0
Reserved for stated purposes 12/31/17:												
Use Drug Forfeiture estimate	55,000	0	0									
Drug 1/Repair,Capital 2.misc.pre, (AUD 2016)	493,935	5,005	0	0	0	0	0	0	0	0	0	0
Est. unappropriated, unreserved Unassigned fund'bal.	1,512,215	381,829	0	63,161	1,029,722	1,116,756	802,768	513,391	3,462,637	1,214,485	(47,581)	1,166,904
Total Appropriations	9,050,479	2,685,431	113,220	1,040,163	1,242,429	414,146	414,146	1,115,003	3,185,724	2,635,074	128,540	2,763,614
Recommended Floor; 10% of appropriations	905,048	268,543	11,322	104,016	124,243	41,415	41,415	111,500	318,572	263,507	12,854	276,351
Reasonable Limit 20% of appropriations	1,810,096	537,086	22,644	208,032	248,486	82,830	82,830	223,000	637,144	527,014	25,708	552,722
Percentage of est. unappropri. Unreserved Fund balance	16.71%	14.22%	0.00%	6.07%	82.88%	269.65%	193.84%	46.04%	108.69%	46.09%	-37.02%	42.22%
INTERFUND BORROWING - Due From Other Funds (NYS AUD 12/31/16)												
GEIS Mitigation	\$ 20,447		391							47,581.00		47,581.00
GEIS Traffic	\$ 471,471											
GEIS Land Use and GIS	\$ 5,678											
GEIS Recreation	\$ 275,147											
GEIS Water Sewer	\$ 431,906											
6/30/2017 Bank Accounts	\$ 1,204,649											

Appendix 2

Building Department User Fees

Building Permit Fees

1. Residential:

a. New construction up to 1,000 s.f.	\$200.00
For each 100 sf or part thereof over 1,000 s.f.	\$25.00
b. Addition to a structure including but not limited to: Dormer, build -out, basement access / egress	\$.40 per s.f., minimum fee of \$100.00
c. Deck, porch, stairway, landing, fire escape, pergola and portico	
Up to 200 s.f.	\$50.00
Over 200 s.f.	\$100.00
d. Modification- installation of roofing, siding, window(s), fencing, driveway and foundation repair	
Up to \$ 1000 value	\$30.00
\$ 1,001-\$ 3,000	\$50.00
\$ 3001-\$ 5,000	\$100.00
For each \$5000.00 value or part thereof	\$10.00
e. Plumbing / HVAC	
HVAC	\$50.00
Fireplace, wood, gas, stove, pellet or insert	\$50.00
Plumbing	\$35.00
Chimney, masonry or metal	\$50.00
f. Garage and Accessory Structure:	
Garage, carport, barn, shed, accessory	\$.25 per s.f., minimum fee of \$30.00
g. Swimming pools:	
Above ground / inflatable or temporary	\$50.00
In ground	\$100.00
h. Demolition:	
	\$.10 per s.f. minimum fee of \$250.00
i. Certificate of Occupancy, per dwelling unit:	\$50.00
j. Solar installation	\$250.00
k. Home generator	\$100.00

Permit Fees Continued

2. Non - Residential:

a. New construction:	\$.50 per s.f. minimum fee of \$500.00
b. Addition to a structure:	\$.50 per s.f. minimum fee of \$500.00
c. Modification to structure or part thereof:	\$.05 per s.f. minimum fee of \$500.00
d. Sign installation / re - face	\$5.00 per s.f.
e. Demolition:	\$.25 per s.f. minimum fee of \$500.00
f. Certificate of Occupancy:	
Up to 2,000 sf of gross floor area	\$200.00
Over 2,000 sf of gross floor area	\$300.00
Industrial Occupancy	\$500.00
g. Solar Installation	\$.10 per s.f. minimum fee of \$500.00
h. Paving	\$.25 per s.f. minimum fee of \$250.00

3. Fire Safety / Property Maintenance Inspections:

a. Non residential	\$50.00 per unit
b. Public assembly	\$50.00 for 1-50 occupants \$100.00 for 51 + occupants

4. Miscellaneous:

a. Telecommunication tower:	
1. New tower	\$5,000.00
2. Co-location / replacement of equipment	\$2,500.00
d. Wind generation	\$2500.00 per tower
e. Fuel storage tank: installation / removal	\$100.00
f. Cut and fill more than 1/2 acre	\$250.00
g. Fireworks display one time event	\$100.00
h. Operating permit	\$250.00
i. Inspection before or after regular work hours and unwarranted inspection.	\$ 100 per hour minimum \$250.00
j. Zoning compliance / research request letter	\$50.00
k. Returned check fee	\$35.00
l. Renewal of permit	\$35.00 minimum 50% of current fee

Appendix 3

Development Projects Under Review

<u>PROJECT NAME:</u>	<u>LOCATION</u>	<u>DEVELOPER/ENGINEER</u>	<u># OF UNITS OR SQ. FT.</u>	<u>STATUS</u>
Covered Bridge PDD/Major Subdivision	Michael Road	Quadrini/Arico	269 units	Sketch Plan Not Approved
Deer Pond Major Subdivision	Elliot Road	SAI Development/ Arico	64 Lot Subdivision	Planning Board
East Greenbush Tech Park PDD/Major Site Plan	Tech Valley Drive	Tom Hoffman/Hershberg & Hershberg	269,000 sq ft	Preliminary Review
Fucillo Ford Major Site Plan	634 Columbia Turnpike	Fucillo/Steve Hart	22,000 sq. ft.	Approved
L. Browe Asphalt Services PDD/Major Site Plan	Sun Oil Road	Lorne Browe/Scott Collins	Pavement Batch Plant w/ 3 Silc Recommended by PB	Final Approval
Michael's Auto Plaza Minor Site Plan	601/603 Col. Tpke	Eugene Rubinchuck/Steve Hart	1,344 sq ft	Approved
Moscatiellos Minor Site Plan	550 3rd Ave. Ext	Mike Moscatiello/Advance Eng.	Site Improvements	Approved
Witbeck Cluster Subdivision Major Subdivision	Phillips Road	Witbeck Family Trust/Steve Hart	54 Lot Cluster Subdivision	Preconstruction Approval by PB
Price Chopper Site Plan Modification	501 Col. Tpke	Nigro Companies	Site Improvements	Approved
Regeneron Site Plan Modification	81 Col. Tpke	Regeneron/Steve Hart	Addition	Approved
Regeneron Bulk Storage Site Plan Modification	81 Col. Tpke	Regeneron/Steve Hart	Storage Canopy	Approved

Regeneron PDD/Major Site Plan	Tempel Lane/Mill Creek	Regeneron/Steve Hart	187,000 sq ft	Approved
Town Center PDD PDD/Major Site Plan	Columbia Tpk	Tyler Culberson/Steve Hart	12,800 sq.ft comm/ 300 Units PB	Sketch Plan Accepted by
Greenbush Reformed Church	682 Col. Tpk	Greenbush Reformed/Frank Palumbo	3-Lot Minor Subdivision	Waivers Granted
Kmart Site Plan Modification	164 Col. Tpk	Tyler Culberson/Steve Hart	Site Improvements	Sketch Plan Accepted
Chipotle Restaurant Site Plan Modification	279 Troy Road	Nigro Companies	Building Improvements	Approved
UABDC Site Plan Modification	University Place	UABDC/GPI	Parking Lot Improvements	Approved

Appendix 4

Town of East Greenbush Vehicle Inventory

2017



TOWN OF EAST GREENBUSH INVENTORY OF VEHICLES AND EQUIPMENT

AS OF SEPTEMBER 30, 2017

BUMPER NUMBER	DEPARTMENT	YEAR	MAKE	MODEL	PLANNING LIFE	ANTICIPATED REPLACEMENT YEAR	ANTICIPATED REPLACEMENT COST	EQUIPMENT PRIORITY CODE	COMMENTS
1	PUBLIC WORKS	2004	CHEVROLET	1500 PICKUP TRUCK	10	2014	\$ 30,000.00	B	
2	HIGHWAY	2007	CHEVROLET	2500 PICKUP TRUCK	10	2017	\$ 30,000.00	B	PRIME MOVER FOR SIDEWALK ROLLER
3	HIGHWAY	2017	CHEVROLET	2500 PICKUP TRUCK	10	2027	\$ 30,000.00	A	
5	HIGHWAY	2017	FORD	F550 DUMP TRUCK	10	2027	\$ 50,000.00	B	
7	HIGHWAY	1998	MACK	TANDEM DUMP/PLOW TRUCK	15	2013	\$ 220,000.00	A	FRONT LINE PLOW TRUCK
8	HIGHWAY	2005	GRADALL	XL 3100 HYDRAULIC EXCAVATOR	20	2025	\$ 250,000.00	A	
9	HIGHWAY	2004	INTERNATIONAL	SINGLE AXLE DUMP/PLOW TRUCK	15	2019	\$ 200,000.00	A	FRONT LINE PLOW TRUCK
10	HIGHWAY	2012	INTERNATIONAL	SINGLE AXLE DUMP/PLOW TRUCK	15	2027	\$ 200,000.00	A	FRONT LINE PLOW TRUCK
11	HIGHWAY	2011	INTERNATIONAL	SINGLE AXLE DUMP/PLOW TRUCK	15	2026	\$ 200,000.00	A	FRONT LINE PLOW TRUCK
12	HIGHWAY	2002	FORD	F150 PICKUP TRUCK	12	2014	\$ 20,000.00	B	USED FOR BUILDINGS
13	HIGHWAY	1997	MACK	SINGLE AXLE DUMP/PLOW TRUCK	15	2012	\$ 200,000.00	A	FRONT LINE PLOW TRUCK
15	HIGHWAY	2001	MACK	SINGLE AXLE DUMP/PLOW TRUCK	15	2016	\$ 200,000.00	A	FRONT LINE PLOW TRUCK
16	HIGHWAY	2006	INTERNATIONAL	SINGLE AXLE DUMP/PLOW TRUCK	15	2021	\$ 200,000.00	A	FRONT LINE PLOW TRUCK
17	HIGHWAY	1997	MACK	SINGLE AXLE DUMP/PLOW TRUCK	15	2012	\$ 200,000.00	A	FRONT LINE PLOW TRUCK
19	HIGHWAY	1985	FORD	UTILITY VAN	15	2000	\$ 40,000.00	B	
20	HIGHWAY	2003	FORD	F250 UTILITY PICKUP TRUCK	15	2018	\$ 30,000.00	B	
21	HIGHWAY	1996	FORD	SINGLE AXLE DUMP TRUCK	20	2016	\$ 120,000.00	A	BLACKTOP TRUCK
22	HIGHWAY	2004	FORD	F450 DUMP TRUCK	10	2014	\$ 50,000.00	B	
23	HIGHWAY	2001	JOHN DEERE	624H WHEELED LOADER	15	2016	\$ 130,000.00	A	
24	HIGHWAY	2006	FORD	F350 UTILITY TRUCK	15	2021	\$ 30,000.00	B	SERVICE TRUCK
25	HIGHWAY	2017	JOHN DEERE	624K II WHEELED LOADER	15	2032	\$ 165,000.00	B	
26	HIGHWAY	2004	JOHN DEERE	6420 MOWING TRACTOR	20	2024	\$ 75,000.00	A	BOOM MOWER
27	HIGHWAY	2007	CHEVROLET	C1500 PICKUP TRUCK	15	2022	\$ 30,000.00	A	
28	HIGHWAY	2003	GEHL	SKID STEER	20	2023	\$ 55,000.00	B	
29	HIGHWAY	2017	WACKER-NEUSON	WL-32 COMPACT LOADER	15	2027	\$ 70,000.00	B	
32	HIGHWAY	1991	FORD	F800 SINGLE AXLE DUMP TRUCK	20	2011	\$ 120,000.00	B	SPARE BLACKTOP TRUCK
34	HIGHWAY	1997	FORD	VACUUM SWEEPER	20	2017	\$ 275,000.00	B	
35	HIGHWAY	2003	BANDIT	15" WOOD CHIPPER	20	2023	\$ 40,000.00	B	
36	HIGHWAY	2004	CATERPILLAR	416D BACKHOE/LOADER	20	2024	\$ 80,000.00	A	
37	HIGHWAY	1992	CHEVROLET	RACK TRUCK	20	2012	\$ 50,000.00	B	
38	HIGHWAY	2003	FREIGHTLINER	F170 BOOM TRUCK	20	2023	\$ 50,000.00	B	
39	HIGHWAY	1999	CHEVROLET	C7500 SINGLE AXLE DUMP TRUCK	20	2019	\$ 120,000.00	B	
41	WATER	2012	FORD	F250 PICKUP TRUCK	10	2022	\$ 30,000.00	A	
42	WATER	2012	FORD	F450 DUMP TRUCK	10	2022	\$ 50,000.00	A	
43	WATER	2012	FORD	F250 UTILITY PICKUP TRUCK	10	2022	\$ 30,000.00	A	
44	WATER	2006	FREIGHTLINER	UTILITY VAN	15	2021	\$ 40,000.00	A	
45	WATER	2003	JCB	214 BACKHOE/LOADER	20	2023	\$ 80,000.00	A	
47	WATER	2003	BOBCAT	S250 SKID STEER	20	2023	\$ 55,000.00	B	
49	WATER	1991	FORD	F800 SINGLE AXLE DUMP TRUCK	20	2011	\$ 150,000.00	A	BEING REPLACED
51	SEWER	2004	FORD	F150 PICKUP TRUCK	20	2024	\$ 30,000.00	A	
52	SEWER	2007	CHEVROLET	C1500 PICKUP TRUCK	15	2022	\$ 30,000.00	A	

53	SEWER	2006	FORD	E350 TV VAN	20	2026	\$ 75,000.00	A	
54	SEWER	2003	FORD	F150 PICKUP TRUCK	10	2013	\$ 30,000.00	B	
55	SEWER	1997	FORD	F800 TANK JET	20	2017	\$ 120,000.00	A	
56	SEWER	1990	GMC	7000 CAMEL TANK JET	20	2010	\$ 120,000.00	B	SPARE TANK JET
57	SEWER	2002	MACK	CL713 TANK TRUCK	15	2017	\$ 350,000.00	A	LISTED FOR AUCTION
58	SEWER	1997	MACK	TRACTOR-TRAILER	20	2017	\$ 150,000.00	A	
60	PARKS	1995	HURST	UTILITY TRAILER	30	2025	\$ 30,000.00	A	
63	PARKS	1992	KRIST	UTILITY TRAILER	30	2022	\$ 30,000.00	B	
64	PARKS	1996	CUSTOM	UTILITY TRAILER	30	2026	\$ 300,000.00	B	
71	BUILDING	2004	JEEP	LIBERTY	12	2016	\$ 30,000.00	A	
72	BUILDING	2005	FORD	EXPLORER	12	2017	\$ 30,000.00	A	
73	BUILDING	2013	JEEP	PATRIOT	12	2025	\$ 30,000.00	A	
80	TRANSFER STATION	1985	EAST	PLASTIC TRAILER	30	2015	\$ 50,000.00	A	
81	TRANSFER STATION	1979	STRIC	STORAGE TRAILER	40	2019	\$ 30,000.00	B	
82	TRANSFER STATION	2002	MANMAC	TRASH TRAILER	20	2022	\$ 50,000.00	A	
83	HIGHWAY	1999	DYNAPAC	CC92 36" ROLLER	20	2019	\$ 20,000.00	A	
84	HIGHWAY	1996	LOCK	UTILITY TRAILER	20	2016	\$ 15,000.00	A	
85	HIGHWAY	2001	TOWMA	UTILITY TRAILER	20	2024	\$ 12,000.00	A	
86	HIGHWAY		INGERSOLL	DD-16 36" ROLLER	20		\$ 20,000.00	B	
87	HIGHWAY	1996	CUSTOM	UTILITY TRAILER	20	2016	\$ 12,000.00	B	
89	HIGHWAY	2002	LOCKE	HYDRO-SEEDER	20	2022	\$ 25,000.00	B	LISTED FOR AUCTION
TOTAL VALUE OF FLEET							\$ 5,969,000.00		