

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, APPROVING FUNDS TO PURCHASE THE 2017 VERSION OF AUDOCAD COMPUTER DRAFTING SOFTWARE AND A BUDGETARY TRANSFER IN THE ENGINEERING DEPARTMENT BUDGET**

Sponsored by: Finance & Audit Committee: Aldermen: Koop, Scott-Childress, Davis, Schabot, Brown

**WHEREAS**, the current AutoCad 2008 is no longer being supported; and

**WHEREAS**, the electronic design documents submitted to the City Engineer's office by consultants utilizing modern versions of the design software can no longer be viewed due to software format changes; and

**WHEREAS**, the need for the 2017 version of AutoCad computer drafting software is very important and is used on virtually a daily basis for the design of infrastructure projects and to provide maps and information to every other department in the City, as well as the general public; and

**WHEREAS**, a transfer in the Engineering Budget is needed for the purchase of the 2017 version of AutoCad computer drafting software.

**NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AS FOLLOWS:**

**SECTION 1.** The Common Council approves the purchase of the 2017 AutoCad Civil 3D software, including the one (1) year subscription and one (1) year maintenance fee (perpetual licenses to be discontinued as of July 31, 2016, whereupon an additional annual charge of \$2033.58 will be due).

**SECTION 2.** The Engineering Department's budgetary transfer for the purchase of the 2017 Civil 3D software is \$2087.00 with an additional \$4523.08 from contingency for a total of \$6610.08 as set forth in the attached sheet.

**SECTION 3.** That this resolution shall take effect immediately.

Submitted to the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2016

Approved by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2016

\_\_\_\_\_  
Carly Winnie, City Clerk

\_\_\_\_\_  
Steven T. Noble, Mayor

Adopted by Council on \_\_\_\_\_, 2016

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THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER X  
AUTHORIZATION \_\_\_\_\_  
CLAIMS \_\_\_\_\_

CONTINGENCY TRANSFER X  
BUDGET MODIFICATION \_\_\_\_\_  
ZONING \_\_\_\_\_

TRANSFER \_\_\_\_\_  
BONDING REQUEST \_\_\_\_\_  
OTHER \_\_\_\_\_

DEPARTMENT ENGINEERING (AUTOCAD) DATE 6-15-16  
Description WHERE AS THE CURRENT AUTOCAD 2008 IS NO LONGER SUPPORTED, AND WHERE AS ELECTRONIC DESIGN DOCUMENTS SUBMITTED TO THE CITY ENGINEERS OFFICE BY CONSULTANTS UTILIZING MODERN VERSIONS OF THE DESIGN SOFTWARE CAN NO LONGER BE VIEWED DUE TO SOFTWARE FORMAT CHANGES, AS IT IS RESOLVED THAT THE PURCHASE OF CIVIL 3D 2017, INCLUDING 1 YEAR SUBSCRIPTION, AND 1 YEAR MAINTENANCE FEE. (PERPETUAL LICENSES TO BE DISCONTINUED AS OF 7/31/16) WHERE UPON AN ADDITIONAL ANNUAL CHARGE OF \$233.58 WILL BE DEDUCTED.

Estimated Financial Impact \$6610.08

Signature [Handwritten Signature]

Motion by DB

Seconded by RSC

Action Required:

SEQRA Decision:  
Type I Action \_\_\_\_\_  
Type II Action \_\_\_\_\_  
Unlisted Action \_\_\_\_\_

Negative Declaration of Environmental Significance: \_\_\_\_\_

Conditioned Negative Declaration: \_\_\_\_\_

Seek Lead Agency Status: \_\_\_\_\_

Positive Declaration of Environmental Significance: \_\_\_\_\_

Committee Note	YES	NO
<u>[Signature]</u> Douglas Koop, Chairman	✓	
<u>[Signature]</u> Reynolds Scott-Childress Ward 3	✓	
<u>[Signature]</u> Anthony Davis, Ward 6	✓	
<u>[Signature]</u> Steven Schabot, Ward 8	✓	
<u>[Signature]</u> Deborah Brown, Ward 9	X	

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER AUTHORIZATION CLAIMS CONTINGENCY TRANSFER BUDGET MODIFICATION ZONING TRANSFER BONDING REQUEST OTHER

DEPARTMENT ENGINEERING (AUTOCAD) DATE 6-15-16

DESCRIPTION INTERNAL TRANSFERS TO 1440.408 AS ATTACHED TOTALING \$2087.00 WITH AN ADDITIONAL \$4523.08 FROM CONTINGENCY.

Estimated Financial Impact Signature

Motion by

Seconded by

Action Required:

SEQRA Decision: Type I Action Type II Action Unlisted Action

Negative Declaration of Environmental Significance:

Conditioned Negative Declaration:

Seek Lead Agency Status:

Positive Declaration of Environmental Significance:

Table with 3 columns: Committee Vote, YES, NO. Rows include Douglas Koop, Chairman; Reynolds Scott-Childress Ward 3; Anthony Davis, Ward 6; Steven Schabot, Ward 8; Deborah Brown, Ward 9.

**Swenson, Ralph**

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**From:** Adin, Alan  
**Sent:** Monday, June 13, 2016 4:22 PM  
**To:** Swenson, Ralph  
**Subject:** Engineering Account Offset for Purchase of AUTOCAD 2017

This is what I was able to extract from our Office Accounts:

- 1440.211.....\$200.00
- 1440.402.....300.00
- 1440.403.....150.00
- 1440.414.....200.00
- 1440.441.....300.00
- 1440.462.....300.00
- 1440.472.....275.00
- 1440.767.....62.00
- 1440.479.....200.00
- 1440.489.....100.00

**TOTAL.....\$2,087.00**

to 1440.408 DATA PROCESSING SUPPLIES

\$ 8643.66  
- 2087.00  
-----  
6556.66

6610.08  
- 2087.00  
-----  
4523.08



CDWG.com | 800.594.4239

OE400SPS

# SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
HBSV129	3867700	5/11/2016

**BILL TO:**  
 BRIAN WOLTMAN  
 420 BROADWAY

**SHIP TO:**  
 BRIAN WOLTMAN  
 Attention To: KINGSTON  
 COMPTROLLERS OFFICE  
 420 BROADWAY

Accounts Payable  
 KINGSTON, NY 12401-4626

KINGSTON, NY 12401-4626  
 Contact: KYLE  
 MCINTOSH 845.334.3971

Customer Phone #845.334.3943

Customer P.O. # HBSV129 QUOTE

ACCOUNT MANAGER		SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
CHARLIE PIENDL 866.819.6502		DROP SHIP-GROUND	MasterCard/Vlsa Govt	GOVT-EXEMPT
QTY	ITEM NO.	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	4060441	AGOV CIV3D 2017 GV Mfg#: 23711-WWR1K1-1001 Contract: MARKET	5,865.64	5,865.64
1	2599900	Electronic distribution - NO MEDIA AGOV AUTOCAD CIVIL 3D SUB (1YR) <i>ANNUAL FEE</i> Mfg#: 23700-000000-GV60 Contract: MARKET	744.44	744.44
1	3655030	ADSK CIV3D 2016 1YR TERM SUB Mfg#: 237H1-WW6919-T229-VC Contract: MARKET	2,033.58	<del>2,033.58</del>
SUBTOTAL				8,643.66
FREIGHT				0.00
TAX				0.00
<b>TOTAL</b>				<b>8,643.66</b>

*PERPETUAL LICENSE B.E.W.G.  
 DISCONTINUED AS OF 7/31/16*

CDW Government  
 230 North Milwaukee Ave.  
 Vernon Hills, IL 60061

Fax: 847.990.8191

**Please remit payment to:**  
 CDW Government  
 75 Remittance Drive  
 Suite 1515  
 Chicago, IL 60675-1515

CITY OF KINGSTON  
Office of the City Engineer  
rswenson@kingston-ny.gov

Ralph E. Swenson, P.E., City Engineer



Steven T. Noble, Mayor

May 18, 2016

James Noble, President  
Common Council  
Office of the City Clerk  
City Hall  
420 Broadway  
Kingston, New York  
12401

RE: Request for Funds to Purchase AutoCad Computer Drafting Software

Dear President Noble,

The Engineering Department is requesting funds to purchase the most current 2017 version of AutoCad computer drafting software.

The version currently in use in our office is 2008 and we have been informed by AutoCad that they are no longer supporting versions that old. Another problem is that since our program is so out of date, when we are sent drawings from an outside source in a newer format they cannot be converted "down" to our version.

The need for this tool is very important and is used on virtually a daily basis for the design of infrastructure projects and to provide maps and information to every other department in the City as well as the general public.

Because the price of the software license is so great, we did not include an upgrade in our 2016 budget hoping that we could continue using what we had for as long as possible and spare the impact to the Budget. We have reviewed our Department accounts and we do not have enough money available for transfer to offset the cost of the new Program. In view of the recent notice from the AutoCad company, it seems we have no choice but to upgrade.

This software is highly specialized and proprietary and is not a State Bid item so the cost is fixed.

It is respectfully requested that funding in the amount of \$8,643.66 be approved for the Engineering Department to purchase the 2017 AutoCad Civil 3D software.

Should you have any questions concerning this matter, do not hesitate to contact either myself of the City Engineer.

Respectfully,

Alan Adin  
Engineering Technician

Cc: Steve Noble, Mayor  
John Tuey, Comptroller  
Douglas Koop, Chair, Finance Committee

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING THE CITY OF KINGSTON TO ACT AS LEAD AGENCY FOR THE PURPOSES OF ENVIRONMENTAL REVIEW AT THE WASTEWATER TREATMENT PLANT**

Sponsored by: Finance and Audit Committee: Aldermen: Koop,  
Scott-Childress, Davis, Schabot, Brown

**WHEREAS**, the City of Kingston has applied to the Water Infrastructure Grant Program CFA – Round 2 – for certain capital improvements at the Kingston Wasterwater Treatment Plant, that include roof replacements and blower replacement for biological treatment and generator upgrades; and

**WHEREAS**, prior authorizing resolutions lacked sufficient clarity as to the basis for SEQR Type II declaration.

**NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AS FOLLOWS:**

**SECTION 1.** That the Common Council of the City of Kingston authorizes the City of Kingston to act as Lead Agency for the purposes of environmental review and that the Project constitutes a Type II action where “replacement, rehabilitation or reconstruction of a structure or facility in kind, on the same site, including upgrading to meet building codes or fire codes, unless such action meets or exceeds any of the thresholds in Section 617.4” in conformance with Section 617.5 (c) (1) of the SEQR regulations.

**SECTION 2.** That this resolution shall take effect immediately.

Submitted to the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2016

Approved by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2016

\_\_\_\_\_  
Carly Winnie City Clerk

\_\_\_\_\_  
Steven T. Noble, Mayor

Adopted by Council on \_\_\_\_\_, 2016.

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THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER AUTHORIZATION CLAIMS

CONTINGENCY TRANSFER BUDGET MODIFICATION ZONING

TRANSFER BONDING REQUEST OTHER X

DEPARTMENT ENGINEERING (CFA) DATE 6-15-16

Description WHERE AS THE CITY HAS APPLIED TO THE WATER INFRASTRUCTURE GRANT PROGRAM CFA - ROUND 2 FOR CERTAIN CAPITAL IMPROVEMENTS AT THE KWWTTP THAT INCLUDE ROOF REPLACEMENT & BLOWER REPLACEMENT FOR BIOLOGICAL TREATMENT, AND GENERATOR UPGRADES, AND WHERE AS PRIOR AUTHORIZING RESOLUTIONS LACKED SUFFICIENT CLARITY AS TO THE BASIS FOR SEQRA TYPE II DECLARATION

THEREFORE BE IT RESOLVED THAT THE CITY OF KINGSTON IS DECLARED LEAD AGENCY, AND THAT THE "PROJECT" CONSTITUTES A TYPE II ACTION WHERE "REPLACEMENT, REHABILITATION

Estimated Financial Impact

Signature [Handwritten Signature]

Motion by AD

Seconded by [Handwritten Signature]

Action Required:

SEQRA Decision: Type I Action, Type II Action, Unlisted Action

Negative Declaration of Environmental Significance:

Conditioned Negative Declaration:

Seek Lead Agency Status:

Positive Declaration of Environmental Significance:

Table with 3 columns: Committee Vote, YES, NO. Rows include Douglas Koop, Reynolds Scott-Childress, Anthony Davis, Steven Schabot, and Deborah Brown.

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THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT COMMITTEE REPORT

REQUEST DESCRIPTION		
INTERNAL TRANSFER _____	CONTINGENCY TRANSFER _____	TRANSFER _____
AUTHORIZATION _____	BUDGET MODIFICATION _____	BONDING REQUEST _____
CLAIMS _____	ZONING _____	OTHER _____

DEPARTMENT ENGINEERING (CMA) DATE 6-15-16

Description OR RECONSTRUCTION OF A STRUCTURE OR FACILITY, IN- KIND, ON THE SAME SITE, INCLUDING UPGRADING TO MEET BUILDING CODES OR FIRE CODES, UNLESS SUCH ACTION MEETS OR EXCEEDS ANY OF THE THRESHOLDS IN SECTION 617.4 IN CONFORMANCE WITH SECTION 617.5 (C)(1) OF THE SEQR REGULATIONS.

Estimated Financial Impact \$ 2.35 M Signature [Signature]

Motion by \_\_\_\_\_

Seconded by \_\_\_\_\_

Action Required:

SEQRA Decision:

Type I Action \_\_\_\_\_

Type II Action \_\_\_\_\_

Unlisted Action \_\_\_\_\_

Negative Declaration of Environmental Significance: \_\_\_\_\_

Conditioned Negative Declaration: \_\_\_\_\_

Seek Lead Agency Status: \_\_\_\_\_

Positive Declaration of Environmental Significance: \_\_\_\_\_

<u>Committee Vote</u>	<u>YES</u>	<u>NO</u>
Douglas Koop, Chairman		
Reynolds Scott-Childress Ward 3		
Anthony Davis, Ward 6		
Steven Schabot, Ward 8		
Deborah Brown, Ward 9		

F.E.S.  
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**CITY OF KINGSTON**  
**Office of the City Engineer**  
rswenson@kingston-ny.gov

Ralph E. Swenson, P.E., City Engineer



Steven T. Noble, Mayor

May 31, 2016

Mr. James L. Noble, Jr.  
Alderman-At-Large  
President of the Common Council  
Kingston City Hall  
420 Broadway  
Kingston, New York 12401

RE:  
Short EAF and Type II SEQR Determination

Dear President Noble:

City of Kingston has submitted a NYS EFC Water Infrastructure Improvement Grant in an amount of \$2.35M to provide for certain repairs and improvements at our WWTP.

I have reviewed State Environmental Quality Review Act (SEQR) requirements, and it is my understanding that the infrastructure improvements contemplated under this Project constitute a Type II Action where "replacement, rehabilitation or reconstruction of a structure or facility, in-kind, on the same site, including upgrading to meet building codes or fire codes, unless such action meets or exceeds any of the thresholds in section 617.4 of this Part". To assist you in your environmental review, attached is a completed Short Environmental Assessment Form.

Please refer this request for an environmental determination to the appropriate Committee for further action.

Should you have any questions concerning this request, do not hesitate to contact me.

Respectfully,

Ralph Swenson  
City Engineer

Cc: Steven T. Noble, Mayor

Mr. Ralph Swenson, P.E.  
City Engineer  
420 Broadway  
Kingston, New York 12401

Arcadis of New York, Inc.  
855 Route 146  
Suite 210  
Clifton Park  
New York 12065  
Tel 518 250 7300  
Fax 518 250 7301  
[www.arcadis.com](http://www.arcadis.com)

**Subject:**  
**New York State Environmental Facilities Corporation  
Water Infrastructure Improvement Grant Funding**

Water

Dear Mr. Swenson:

Date:  
**March 17, 2016**

In accordance with the requirements of the New York State Environmental Facilities Corporation (NYS EFC) Water Infrastructure Improvements Grant Application, the City of Kingston needs to complete the following two activities prior to the April 15, 2016 application deadline:

Contact:  
**Robert Ostapczuk**

- Provide a certified bond resolution by the City Council in the total amount of the projects shown herein authorizing the issuance of debt for the project, and;
- Provide an environmental review determination in accordance with the State Environmental Review Process (SERP) and the State Environmental Quality Review Act (SEQR). In our opinion the replacement of roofs, aeration system blowers and emergency generators may be considered Type II actions as maintenance of the wastewater treatment plant. We have completed a Short Form Environmental Assessment Form (EAF) for the City's consideration and action, please see attached.

Phone:  
**518-250-7300**

Email:  
**robert.ostapczuk  
@arcadis.com**

Our ref:  
**05477xxx.0000**

Based on the engineering studies completed by Arcadis for the generator, Delaware Engineering, PC for the aeration system blowers and Brinier & Larios, PC for the roof replacement there is an estimated \$1.5M in construction. Based on a 25% contingency, 25% design and construction administration budget, and 5% for legal and administrative costs, we suggest the City authorize bonding for a total of \$2.35M through the NYS EFC. Based on the grant funding program requirements, we believe that the City is eligible for both 0% hardship financing and 25% principal forgiveness (or \$0.58M in grants) resulting in a total loan of \$1.77M.

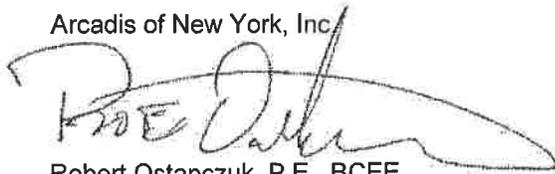
Mr. Ralph Swenson, P.E.  
March 17, 2016

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If you have any questions, please do not hesitate to call me so that I may be of further assistance.

Sincerely,

Arcadis of New York, Inc.

A handwritten signature in black ink, appearing to read "R. Ostapczuk". The signature is written in a cursive style with a large initial "R" and a long horizontal stroke extending to the right.

Robert Ostapczuk, P.E., BCEE

Associate Vice President

Copies:

- A. Winchell, City of Kingston
- B. Cacchio, City of Kingston
- J. Tuey, City of Kingston

Enclosures

# Short Environmental Assessment Form

## Part 1 - Project Information

### Instructions for Completing

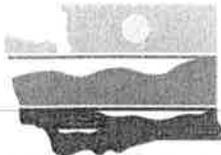
**Part 1 - Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 - Project and Sponsor Information</b>			
Name of Action or Project: 2016 WWTP Improvement Project			
Project Location (describe, and attach a location map): City of Kingston WWTP, 91 E Strand St, Kingston, NY 12401			
Brief Description of Proposed Action: Project includes the repair of various roofs, replacement of blowers and the replacement of multiple generators with a single generator at the WWTP to improve resiliency and protect equipment.			
Name of Applicant or Sponsor: City of Kingston		Telephone: 845-334-3967	
		E-Mail: rswenson@kingston-ny.go	
Address: 420 Broadway			
City/PO: Kingston		State: NY	Zip Code: 12401
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>
			YES <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval: New York State Environmental Facilities Corporation			NO <input type="checkbox"/>
			YES <input checked="" type="checkbox"/>
3.a. Total acreage of the site of the proposed action?		_____ 2.3 acres	
b. Total acreage to be physically disturbed?		_____ 0 acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		_____ 2.3 acres	
4. Check all land uses that occur on, adjoining and near the proposed action.			
<input checked="" type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____			
<input type="checkbox"/> Parkland			



<p>18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)?</p> <p>If Yes, explain purpose and size: _____</p> <p>_____</p> <p>_____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?</p> <p>If Yes, describe: _____</p> <p>_____</p> <p>_____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?</p> <p>If Yes, describe: _____</p> <p>_____</p> <p>_____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p><b>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b></p> <p>Applicant/sponsor name: <u>City of Kingston</u> Date: _____</p> <p>Signature: _____</p>		



DEPARTMENT OF  
**ECOLOGY**  
State of Washington

# State Environmental Review Process (SERP) Checklist

*Checklist to be completed and signed by Ecology*

<b>FUNDING AGENCY INFORMATION</b> <i>(to be completed by the Ecology Project Manager)</i>	
<b>ECY PROJECT MANAGER:</b>	<b>PHONE #:</b> (    )    -
<b>ECY FINANCIAL MANAGER:</b>	<b>PROJECT MGR EMAIL:</b>
<b>ECY PROGRAM:</b>	
<b>GENERAL PROJECT INFORMATION</b>	
<b>LOAN APPLICANT:</b>	
<b>SITE NAME(S):</b>	
<b>LOAN NAME:</b>	<b>LOAN NUMBER:</b>
<b>LOAN APPLICANT CONTACT INFORMATION</b>	
<b>APPLICANT CONTACT PERSON</b> (if different than above):	
<b>ADDRESS:</b>	
<b>CITY, STATE:</b>	<b>PHONE #:</b> (    )    -
<b>ZIP, COUNTY:</b>	<b>EMAIL:</b>

Document how the SERP Packet complies with Ecology guidance and procedures. Provide comments for additional information or to justify approval when not all boxes are checked. Attach appropriate documentation for final approval.

1. The applicant has completed the State Environmental Policy Act (SEPA) or the National Environmental Policy Act (NEPA) for this project<sup>1</sup>.
  - This packet has the following documentation supporting a complete SEPA or NEPA process.
    - a. Project description includes the entire area of effect.
    - b. Project description includes all phases, stages, and elements of the project.
    - c. Resource impacts accurately described.
    - d. SEPA checklist or NEPA document attached.
    - e. The signed SEPA or NEPA determination attached.
    - f. Documentation that the lead agency solicited public comments (affidavit of publication or similar) is attached.
    - g. Any comments received by the lead agency attached.

Comments:

<sup>1</sup> NEPA projects please fill out the Environmental Review Adoption Checklist

2. The project meets the SERP public participation requirement

- The project held a public meeting on this date: \_\_\_\_\_
- a. Meeting open to the public.
  - b. Discussion of environmental impacts on agenda.
  - c. Discussion of alternatives, costs, and rate impacts on agenda.
  - d. Opportunity for public to provide input.

Comments:

3. The project meets the Cost Effectiveness requirements (required for all projects as of FY 2017)

- The project prepared a complete cost effectiveness analysis:
- a. Description of all appropriate alternatives considered.
  - b. Comparison of monetary costs/benefits of each alternative. 
    - Consideration of capital, operation, maintenance, replacement costs on 50-year present value bases.
    - Estimate of sewer rates using commercial financing.
    - Estimate of sewer rates using SRF financing.
  - c. Comparison of non-monetary costs/benefits of each alternative, including environmental impact, energy impacts, growth impacts, and community priorities. 
    - Identify any mitigation or project changes made to address impacts.
  - d. The selected alternative represents the cost effective alternative.
  - e. Comparison of non-monetary costs/benefits of each alternative.
  - f. Demonstrate the selected alternative maximizes water and energy conservation.

Comments:

4. Ecology Determination (check one)

- Affirmed SEPA Determination.
- Adoption of NEPA document and decision
- Further information required (do not sign checklist until SERP package approved)

Comments:

*To request ADA accommodation including materials in a format for the visually impaired, call Water Quality Reception at Ecology, 360-407-6600. Persons with impaired hearing may call Washington Relay Service at 711. Persons with speech disability may call TTY at 877-833-6341.*

SERP Checklist prepared by:

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Ecology Regional Project Manager (date)

SERP Checklist reviewed by:

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Ecology Headquarter SRF Engineer or  
Environmental Review Coordinator (date)

*To request ADA accommodation including materials in a format for the visually impaired, call Water Quality Reception at Ecology, 360-407-6600. Persons with impaired hearing may call Washington Relay Service at 711. Persons with speech disability may call TTY at 877-833-6341.*



## Stepping Through the SEQR Process

**Steps toward satisfying SEQR:** Step through the process by clicking the Step 1 link and after reading each page, click on the link for the next step which you will find at or near the bottom of each page. Or you may click on the links that follow. While the image maps a branching path between steps 4 and 5 and between step 6 and 7, this text version makes a linear representation. You do not go on to step 5 unless you are faced with impacts that cannot be avoided or mitigated through conditions placed on a permit. At step 6 you may review the Draft EIS and determine that it must be returned for revision rather than proceeding to step 7.

### More about Stepping Through the SEQR Process:

Follow the SEQR Path - Mapping of the SEQR path

Step 1. Classifying the Action - The first step in classifying the action is to decide whether it is subject to SEQR

Step 2. Complete the Correct Environmental Assessment Form - NYSDEC SEQR Process - Step 2 Environmental Assessment

Step 3: Coordinate Review - NYSDEC SEQR Process - Step 3 Coordinate Review

Step 4: Determine Significance - The lead agency has 20 calendar days to make its determination of significance

Optional Step: Scope the Draft EIS - Scoping is the process by which the issues to be addressed in the draft EIS are identified

Step 5 Preparation of the Draft EIS - The applicant always has the right to prepare the draft EIS. If the applicant refuses to prepare the draft EIS, the lead agency has the option of preparing the draft EIS, having it prepared by a consultant, or terminating its review of the action

Step 6 Determine the Adequacy of the Draft EIS for Public Review (Accept or Return for Revision) - Upon receipt of a submitted draft EIS, the lead agency has 45 days to determine whether the document is adequate for public review in terms of scope and content

Step 7: Publish Notice that an EIS is Accepted for Public Review - Publish Notice

Step 8 Public Comment - The filing of the Notice of Completion of a Draft EIS starts the public comment period

Step 9 Decide Whether to Hold a Public Hearing - After the lead agency accepts the draft EIS, it must decide whether to hold a public hearing [see 617.9(a)(4)]

Step 10 Preparation of the Final EIS - The lead agency is responsible for the adequacy and accuracy of the final EIS, regardless of who prepares it

Step 11 SEQR Findings - Part 617.11 requires that each involved agency must prepare its own written SEQR findings statement, after a final EIS has been filed and before the agency makes a final decision

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING A LEASE OF SITE B, SLIP 1 ON THE RONDOUT CREEK TO SEA TOW MID HUDSON

Sponsored By: Finance and Audit Committee: Alderman Koop, Scott-Childress, Davis, Schabot, Brown

WHEREAS, Sea Tow Mid Hudson has submitted a request to lease dock space from the City of Kingston for its boats; and

WHEREAS, said lease is in the best interest of the City of Kingston.

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AS FOLLOWS:

SECTION-1. That the Mayor is hereby authorized to enter into a rental agreement for said lease with an expiration date of October 15, 2018, with Sea Tow Mid Hudson for the rental of Site B, Slip 1 dock space on the Rondout Creek for a sixty foot vessel with Hull Identification numbers \_\_\_\_\_ and said agreement shall provide for the following:

A) Rental payments shall include \$43.00 for 2016, \$43.00 for 2017 and \$43.00 for 2018, per linear foot for sixty feet of dock space.

B) The term of this lease shall be from July 15, 2016 to the 15th day of October 2018, with Lessee entitled to dock off the bulkhead during the period October 16 to April 30 for the years 2016 through 2018.

C) Lessee shall provide insurance of no less than One Million Dollars in coverage.

SECTION-2. That this resolution shall take effect immediately.

Submitted to the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2016

Approved by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2016

\_\_\_\_\_  
Carly Winnie, City Clerk

\_\_\_\_\_  
Steven T. Noble, Mayor

Adopted by Council on \_\_\_\_\_, 2016

THE CITY OF KINGSTON COMMON COUNCIL

146

FINANCE AND AUDIT  
COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER \_\_\_\_\_ CONTINGENCY TRANSFER \_\_\_\_\_ TRANSFER \_\_\_\_\_  
 AUTHORIZATION \_\_\_\_\_ BUDGET MODIFICATION \_\_\_\_\_ BONDING REQUEST \_\_\_\_\_  
 CLAIMS \_\_\_\_\_ ZONING \_\_\_\_\_ OTHER \_\_\_\_\_

DEPARTMENT Corporation Counsel DATE June 15, 2016  
 Description Approve three year lease for dock space located at the former Teal site, Slip B, Slip 1, for Sea Tow Mid Hudson commencing June 15, 2016 through October 15, 2018, with <sup>annual</sup> rental payment of \$ 43 for 2016, \$ 43 for 2017 and \$ 43 for 2018 per linear foot for sixty feet of dock space

Estimated Financial Impact 0

Signature [Handwritten Signature]

Motion by SS  
 Seconded by R S-C

Action Required:

SEQRA Decision:  
 Type I Action \_\_\_\_\_  
 Type II Action \_\_\_\_\_  
 Unlisted Action \_\_\_\_\_

Negative Declaration of Environmental Significance: \_\_\_\_\_

Conditioned Negative Declaration: \_\_\_\_\_

Seek Lead Agency Status: \_\_\_\_\_

Positive Declaration of Environmental Significance: \_\_\_\_\_

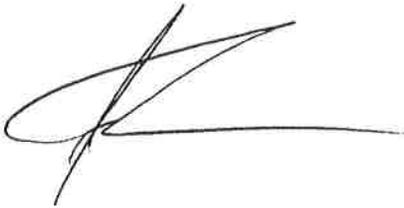
Committee Vote	YES	NO
<u>[Signature]</u> Douglas Koop, Chairman	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<u>[Signature]</u> Reynolds Scott-Childress Ward 3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<u>[Signature]</u> Anthony Davis, Ward 6	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<u>[Signature]</u> Steven Schabot, Ward 8	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<u>[Signature]</u> Deborah Brown, Ward 9	<input checked="" type="checkbox"/>	<input type="checkbox"/>

June 8, 2016

Mr. Jim Noble,

My name is Joseph Thomas and I am the owner of Sea Tow Mid Hudson. I am writing this letter to request a lease for the dock space previously occupied by the M/V Teal located at Kingston City Dock. I know the Teal will not be returning and would like to run my vessel assistance operation off this dock. It is a perfect location for decreased response time to reach boaters in need on the Hudson. I would like to request a three year lease with the right to renew. Please contact me if you have any questions. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to be 'J. Thomas', with a long horizontal stroke extending to the right.

Captain Joseph Thomas

Sea Tow Mid Hudson

Office: (845) 336-8145

Cell: (914) 466-4479

[jthomas@seatow.com](mailto:jthomas@seatow.com)

LEASE

Made this \_\_\_\_ day of \_\_\_\_\_, 2016, between the **City of Kingston** a municipal corporation, with its municipal offices located at 420 Broadway, Kingston, New York 12401, hereinafter referred to as the "City," and **Sea Tow Mid Hudson**, with offices at PO Box 456, Lake Katrine, New York 12449, hereinafter referred to as the "Lessee" provides as follows:

WITNESSETH:

1. That the City has agreed to LET and hereby does LET and the Lessee has agreed to TAKE, and hereby does TAKE, those certain premises situated in the City of Kingston, located in the downtown Rondout area and more particularly described as a boat slip with floating dock space from May 1<sup>st</sup> through October 15th each consecutive year covered by the term of this lease with its specific location being within the area designated as site "B," slip one. It is provided herein that in the event of an emergency, the Harbor Master and/or Dock Master has the authority to move Lessee's boats or the boats of patrons any time during this lease. The Harbor Master and/or Dock Master shall use reasonable judgment in exercising said right.
2. Said premises are LET to the Lessee for the sole purpose and in connection with the operation of Lessees' business as a Marine Towing Assistance for a 60' vessel with hull identification numbers \_\_\_\_\_ as defined by the U.S. Coast Guard Certificate of Documentation.
3. The term of this lease shall be from the 15th day of July, 2016, to the 15th day of October 2018. However, in the event the Lessee ceases to use the property in connection with its business as a Marine Towing Assistance as described in the previous paragraph, the lease shall terminate and the Lessee shall vacate the premises and leave them in as good condition as they were in at the time of entry thereon by the Lessee. Lessee will be entitled to dock off the bulkhead during the period of October 16th through April 30th for each consecutive year covered by this lease. Should the Lessee dock off the bulkhead during the aforesaid period of October 16<sup>th</sup> through April 30<sup>th</sup> for each consecutive year, Lessee will be responsible for the payment of an additional electrical surcharge for any electricity used for any of his equipment hooked up to said electric for each of said years used by Lessee.
4. The Lessee agrees to pay the City rent for the term of lease as follows \$43.00 for 2016, \$43.00 for 2017, \$43.00 for 2018, per linear foot for 60 feet of dock space. The abovementioned price includes \$1.00 per linear foot for refuse collection by the City of Kingston. Annual payment shall be made to the City no later than April 15 of each year

commencing on July 15, 2016. In the event payment is not made by that date, this lease shall be null and void and the City may negotiate with other prospective tenants.

5. The Lessee agrees that it will, at its own expense, at all times during the term of this lease, furnish electricity, and sewage removal. In the alternative, any services provided by the City will be provided at the prevailing rate for said service.
6. The City agrees to maintain the site with respect to the following: shall perform general clean-up and litter control; shall perform any maintenance work and/or damage repair to the deck and docking platform; shall maintain and operate the sewage pump-out station; shall perform all capital improvements to the site.
7. The City shall provide management of the site through the Office of the Harbor Master and/or Dock Master as stipulated by resolution of the Common Council.
8. Lessee agrees that it will, at its own expense, at all times during the term of this lease, maintain in force a policy of insurance written by one or more responsible insurance carriers which will insure the City against any liability for an injury to, or death of persons or loss or damage to their property occurring in or about the premises. The liability under such insurance shall be not less than \$1,000,000.00 for any person injured or killed, \$1,000,000.00 for any one accident, and \$50,000.00 property damage. Proof of said insurance will be provided to the City on or before May 1<sup>st</sup> for each consecutive year covered by this lease. Failure of the Lessee to provide proof of insurance may, at the option of the City, result in termination of this lease agreement.
9. The Lessee shall indemnify, save and hold harmless the City from any and all liability, damages, expenses, causes of action, suits, claims, penalties or judgments arising from injury to person or property or from loss of life or property sustained by anyone in and about demised premises, or any part thereof, or in or upon adjacent property or adjoining walkways of any and every nature and from any matter or thing except as otherwise provided herein.
10. Lessee will be responsible to the City for the acts and behavior of his crew, guests and any others present upon the premises of the docking area at the invitation of the Lessee. Slips, moorings and launch services are occupied and used at the sole risk of the Lessee, his guests and agents and servants.
11. Lessees will operate his boats with due care for safety of other boats, property and persons, and will be responsible for damages and injuries which he, his patrons, guests, agents or servants, may cause to other persons, boats, or property in and about the docking facilities. Lessee is required to provide to City, certification from the Coast Guard verifying annual

inspection of the vessel used by the Lessee at the rental dock space, and valid Master Captain's license as issued by the Coast Guard.

12. It shall be the responsibility of the Lessee to provide insurance covering theft, fire and other casualty which may occur to said boat. The City shall in no way be responsible for such theft, fire or casualty to said boat.
13. It is expressly agreed by the Lessee that the City is not in any way an insurer of the Lessee's property or invites, employees or agents. The City shall not be liable for personal injury, loss of life, property loss, or property damage to the above described boat, motor, and accessories or the contents thereof, due to fire, theft, vandalism, collision, marina equipment failure, windstorm, rain, hurricane, or other casualty loss, or the negligence of the marina, its employees, and agents.
14. During period which Lessee's boat is absent from the rental site, the Dock Master and/or Harbor Master can designate said area for the purpose of pick-up and drop-off by non-commercial vessels, and non-local commercial vessels solely for the purpose of dropping off passengers and picking up passengers for return to out-of-town ports. However, Lessee shall have priority upon return to dock site for docking, except for emergency purposes as established by Harbor Master and/or Dock Master. It is understood that there will be NO LOCAL commercial use other than that of the Lessee from the rented slip.

Lessee is indemnified and held harmless from any damage and/or injury arising from the use of lease space by parties directed by the Harbor Master and/or Dock Master to use said space pursuant to the provisions of this paragraph; and from any damage and/or injury arising from the use of said dock space for emergency purposes as provided in paragraph "1," herein. The City will be responsible for any damage to Lessee's vessel arising from relocation of said vessel pursuant to the emergency provision in paragraph "1," providing Lessee is not the cause of said emergency.

15. The Lessee shall not assign this lease or any interest therein, or sublet the premises or any part thereof, or license the use of all or any portion of the premises without first obtaining with written consent of the City; and assignment, subletting or licensing of this lease, without such prior consent shall, at the option of the City, terminate this lease.
16. If the Lessee shall fail to promptly perform any condition, term or agreement contained in this lease or if the Lessee breaches any obligation under this lease, then, in any such event, the Lessee shall be deemed to be in default and the City may without further notice terminate this lease.

17 This lease may be modified or amended only by writing duly authorized and executed by both the City and the Lessee. It may not be amended or modified by oral agreements or understandings between the parties, unless the same shall be reduced to writing duly authorized and executed by both the City and the Lessee.

City of Kingston

By: \_\_\_\_\_  
Steven T. Noble, Mayor

Sea Tow Mid Hudson

By: \_\_\_\_\_  
Joseph Thomas, Captain

State of New York  
ss.:  
County of Ulster

On the \_\_\_\_\_ day of \_\_\_\_\_ in the year 2016, before me, the undersigned a Notary Public in and for said State, personally appeared **Steven T. Noble**, personally known to me or proved to on the basis of satisfactory evidence to the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the same.

\_\_\_\_\_

State of New York  
ss.:  
County of Ulster

On the \_\_\_\_\_ day of \_\_\_\_\_ in the year 2016, before me, the undersigned a Notary Public in and for said State, personally appeared **Joseph Thomas**, personally known to me or proved to on the basis of satisfactory evidence to the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the same.

\_\_\_\_\_

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING THE IMPLEMENTATION AND FUNDING IN THE FIRST INSTANCE 100% OF THE FEDERAL AID AND STATE "MARCHISELLI" PROGRAM AID ELIGIBLE COSTS OF A TRANSPORTATION FEDERAL AID PROJECT AND APPROPRIATING FUNDS THEREFORE**

Sponsored by: Finance and Audit Committee: Aldermen: Koop,  
Scott-Childress, Davis, Schabot, Brown

**WHEREAS**, a Project for the City of Kingston School District Infrastructure Improvements – Safe Routes to School Program, in the City of Kingston, Ulster County, Pin 8761.09 (the Project) is eligible for funding under under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of 100% Federal funds and 0% non-federal funds; and

**WHEREAS**, the City of Kingston desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of construction, construction inspection and construction supervision; and

**WHEREAS**, additional construction and construction inspection funds are being made available through Supplemental Agreement #1 – DO34294.

**NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AS FOLLOWS:**

**SECTION 1.** That the Common Council of the City of Kingston approves the above subject Project.

**SECTION 2.** That the Kingston City Council hereby authorizes the City of Kingston to pay in the first instance 100% of the federal and non-federal share of the cost of construction, construction inspection and construction supervision work for the Project or portions thereof.

**SECTION 3.** That the sum of \$416,000 is hereby appropriated pursuant to a grant under Title 23 U.S. Code, as amended, and made available to cover the cost of participation in the above phase of the Project.

**SECTION 4.** That in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, the Common Council shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the Mayor thereof.

**SECTION 5.** That the Mayor of the City of Kingston be and is hereby authorized to execute all necessary agreements, supplemental agreements, certifications or reimbursement requests for Federal Aid and/or applicable Marchiselli Aid on behalf of the City of Kingston with the New York State Department of Transportation in connection with

the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible.

**SECTION 6.** That a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary agreement in connection with the Project.

**SECTION 7.** That this resolution shall take effect immediately.

Submitted to the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2016

Approved by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2016

\_\_\_\_\_  
Carly Winnie City Clerk

\_\_\_\_\_  
Steven T. Noble, Mayor

Adopted by Council on \_\_\_\_\_, 2016.

**CITY OF KINGSTON**  
**Office of the City Engineer**

rswenson@kingston-ny.gov

Ralph E. Swenson, P.E., City Engineer



Steven T. Noble, Mayor

April 12, 2016

Mr. James L. Noble, Jr.  
Alderman-At-Large  
President of the Common Council  
Kingston City Hall  
420 Broadway  
Kingston, New York 12401

RE: Safe Routes to School Infrastructure Improvement, City of Kingston, Ulster County  
PIN 8761.09  
Supplemental Agreement No. 1

Dear President Noble:

Attached please find recent correspondence from NYSDOT and associated Supplemental Agreement No. 1 for additional construction and construction inspection funds. The modification provides an increase to the total construction related funding from \$73,000 to \$489,000. This is a reimbursable grant. Our local share is any spending beyond the \$489,000 grant amount. The Engineer's construction cost estimate is \$435,423.89 plus construction inspection at \$80,000.00.

This Project was first authorized in December, 2013. Subsequently our Selection Committee recommended acceptance of the Greenman Pedersen Design Proposal in the amount of \$73,000. More recently an environmental review was completed, construction plans and specifications approved by NYSDOT, and authorization to proceed to construction pending.

Please authorize the additional level of funding in the sum of \$416,000 to fulfill the Project funding needs as provided in the sample Resolution, attached, for your reference. When bids are received we will advise the Committee and request further direction.

Please refer these items to the Finance Committee for further discussion.

Should you have any questions concerning this request, do not hesitate to contact me.

Respectfully,

Ralph Swenson  
City Engineer

Cc: Steven T. Noble, Mayor  
Douglas Koop, Chair, Finance Committee  
J. Tuey, Comptroller

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON,  
NEW YORK, AUTHORIZING THE IMPLEMENTATION AND FUNDING IN THE  
FIRST INSTANCE 100% OF THE FEDERAL AID AND STATE "MARCHISELLI"  
PROGRAM AID ELIGIBLE COSTS OF A TRANSPORTATION FEDERAL AID  
PROJECT AND APPROPRIATING FUNDS THEREFORE**

Sponsored by: Finance & Economic Development Committee: Aldermen:  
Hoffay, Horowitz, Carey, Ball, Mills

**WHEREAS**, a Project for the City of Kingston School District Infrastructure Improvements - Safe Routes to School Program in the City of Kingston, Ulster County, PIN 8761.09 (the "Project") is eligible for funding under Title 23 U.S.Code, as amended, that calls for the apportionment of the costs of such program to be borne at the ratio of 100% Federal funds and 0% non-federal funds; and

**WHEREAS**, the City of Kingston desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of preliminary engineering.

**NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AS FOLLOWS:**

**SECTION 1.** That the Common Council of the City of Kingston approves the above project and authorizes the City of Kingston to pay in the first instance 100% of the federal and non-federal share of the cost of preliminary engineering work for the Project or portions thereof.

**SECTION 2.** That the sum of \$73,000.00 is hereby appropriated from the General Fund and made available to cover the cost of participation in the above phase of the Project.

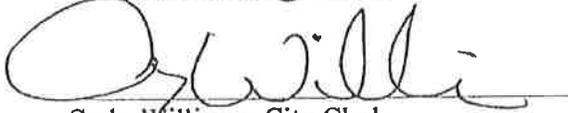
**SECTION 3.** That in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, the Common Council of the City of Kingston shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the Mayor thereof.

**SECTION 4.** That the Mayor of the City of Kingston be and is hereby authorized to execute all necessary agreements, certifications or reimbursement requests for Federal Aid and/or applicable Marchiselli Aid on behalf of the City of Kingston with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible.

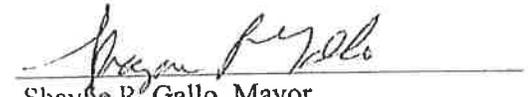
SECTION 5. That a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary agreement in connection with the Project.

SECTION 6. That this resolution shall take effect immediately.

Submitted to the Mayor this 14<sup>th</sup> day of  
November, 2013

  
Carly Williams, City Clerk

Approved by the Mayor this 15<sup>th</sup> day of  
November, 2013

  
Shayne R. Gallo, Mayor

Adopted by Council on November 12, 2013.

**City of Kingston**  
NEW YORK

**OFFICE OF THE CITY ENGINEER**



October 30, 2014

Mr. James L. Noble, Jr.  
Alderman-At-Large  
President of the Common Council  
Kingston City Hall  
420 Broadway  
Kingston, New York 12401

RE: City of Kingston School District Infrastructure Improvements – Safe Routes to School Program in the City of Kingston, Ulster County  
PIN 8761.09

Dear President Noble:

The Consultant Selection Committee has identified a qualified engineering consultant for the above referenced project in conformance with the Federal Aide Selection Process, Greenman-Pedersen, Inc. Previously the Council has authorized funding of this 100% Federally Reimbursable Project under Resolution 197 of 2013 in the amount of \$73,000. In order to progress the Project through the Design Phase I ask that the Council now authorize Mayor Gallo to execute all necessary agreements with Greenman Pedersen, Inc.

Please refer this issue to the appropriate Committee for further discussion.

Should you have any questions concerning this request, do not hesitate to contact me.

Respectfully,

Ralph Swenson  
City Engineer

Cc: Shayne R. Gallo, Mayor  
Andy Zweben, Corp. Counsel  
John Tuey, Comptroller

Resolution 213 of 2014

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH GREENMAN PEDERSEN, INC.

Sponsored By: Finance and Audit Committee: Alderman Mills, Dunn, Will, Ball, Seche

**WHEREAS**, the Consultant Selection Committee had identified a qualifying engineering consultant for the Safe Routes to School Program; and

**WHEREAS**, Council has previously authorized funding of this 100% Federally Reimbursable Project under Resolution 197 of 2013; and

**WHEREAS**, in order to progress the Project through the Design Phase I, Council needs to authorize the Mayor to execute any and all necessary agreements with Greenman Pedersen, Inc.

**NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AS FOLLOWS:**

**SECTION-1.** That the Mayor is hereby authorized to execute any and all Engineering Agreements with Greenman Pedersen, Inc. for the Safe Routes to Schools Pedestrian Improvements.

**SECTION-2.** This resolution shall take effect immediately.

Submitted to the Mayor this 3<sup>rd</sup> day of

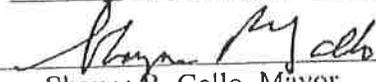
Approved by the Mayor this 4<sup>th</sup> day of

December, 2014

December, 2014



Carly Williams, City Clerk



Shayne R. Gallo, Mayor

Adopted by Council on December 2, 2014

Res 213 2014 Safe Routes School Agree Greenman Pedersen

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING THE CITY OF KINGSTON TO ACT AS LEAD AGENCY FOR THE PURPOSES OF ENVIRONMENTAL REVIEW FOR THE SAFE ROUTES TO SCHOOL PROGRAM**

Sponsored by: Finance and Audit Committee: Aldermen: Mills, Dunn, Dawson, Ball, Brown

**WHEREAS**, in accordance with the NYSEQRA and NYSDOT, and having reviewed the Safe Routes to School Program (PIN 8761.09) documentation that includes Endangered Species Assessment, Section 106 Historic Preservation, Smart Growth Screening Tool and the EAF Long Form, the city requests that Lead Agency be established for the purposes of environmental review.

**WHEREAS**, that a negative declaration of environmental significance be declared.

**NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AS FOLLOWS:**

**SECTION 1.** That the Common Council of the City of Kingston authorizes the City of Kingston to act as Lead Agency for the purposes of environmental review for the Safe Routes to School Program (PIN 8761.09).

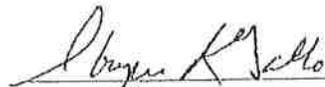
**SECTION-2.** That a SEQR Type II Determination of Negative Declaration of Environmental Impact be declared.

**SECTION 2.** That this resolution shall take effect immediately.

Submitted to the Mayor this 2nd day of September, 2015

Approved by the Mayor this 3rd day of September, 2015

  
Carly Williams, City Clerk

  
Shayne R. Gallo, Mayor

Adopted by Council on September 1, 2015

# New York State Department of Transportation

## Estimate By Group

**Estimate PIN: 876109**

Estimated Cost: \$435,423.89

Contingency: 0.00%

**Estimated Total: \$435,423.89**

Safe Route to School Project throughout the City of Kingston. Included is signal upgrades, new sidewalk ramps, signing upgrades, and a new pedestrian path.

Base Date: 04/30/16

Spec Year: 08

Unit System: E

Work Type: MISCELLANEOUS

Highway Type: Undefined

Urban/Rural Type: Undefined

Season: SPRING (3/21 to 6/20)

County: ULSTER

Midpoint of Latitude: 415555

Midpoint of Longitude: -740154

District: 08

Federal/State Project Number:

Estimate Type: PS&E

*Prepared by Lou Bach on  
03/22/16*

*Checked by Mike Wieszchowski  
on 03/23/16*

*Approved by Peter Faith on  
03/24/16*

Print Date: 3/24/2016

Version Date 11/26/2012

Estimate PIN: 876109

Item Number	Alt	Description	Quantity	Units	Unit Price	Extended Amount
201.06		CLEARING AND GRUBBING	1.00	LS	\$10,000.00	\$10,000.00
203.02		UNCLASSIFIED EXCAVATION AND DISPOSAL	300.00	CY	\$61.09	\$18,327.00
203.03		EMBANKMENT IN PLACE	130.00	CY	\$34.30	\$4,459.00
206.01		STRUCTURE EXCAVATION	5.00	CY	\$143.52	\$717.60
206.03		CONDUIT EXCAVATION AND BACKFILL INCLUDING SURFACE	350.00	LF	\$31.35	\$10,972.50
209.1003		SEED AND MULCH - TEMPORARY	792.00	SY	\$1.93	\$1,528.56
209.13		SILT FENCE-TEMPORARY	1,000.00	LF	\$4.26	\$4,260.00
304.11000008		SUBBASE COURSE (MODIFIED)	186.00	CY	\$94.63	\$17,601.18
402.128202		12.5 F2 TOP COURSE HMA. 80 SERIES COMPACTION	11.00	TON	\$86.33	\$949.63
490.30		MISCELLANEOUS COLD MILLING OF BITUMINOUS CONCRETE	35.00	SY	\$40.71	\$1,424.85
608.0101		CONCRETE SIDEWALKS AND DRIVEWAYS	57.00	CY	\$539.61	\$30,757.77
608.020102		HOT MIX ASPHALT (HMA) SIDEWALKS, DRIVEWAYS AND	128.00	TON	\$215.55	\$27,590.40
608.21000003		CAST IRON EMBEDDED DETECTABLE WARNING UNITS	17.00	SY	\$445.18	\$7,568.06
608.72136108		BOLLARD-FIXED IN GROUND, WITHOUT LIGHTING, WIDTH	4.00	EACH	\$800.33	\$3,201.32
608.73136108		BOLLARD-REMOVABLE, WITHOUT LIGHTING, WIDTH	2.00		\$1,600.00	\$3,200.00
610.1402		TOPSOIL - ROADSIDE	88.00	CY	\$85.49	\$7,523.12
610.1601		TURF ESTABLISHMENT - ROADSIDE	792.00	SY	\$2.79	\$2,209.68
619.01		BASIC WORK ZONE TRAFFIC CONTROL	1.00	LS	\$20,000.00	\$20,000.00
627.50140008		CUTTING PAVEMENT	420.00	LF	\$6.75	\$2,835.00
635.0103		CLEANING AND PREPARATION OF PAVEMENT SURFACES -	709.00	LF	\$1.39	\$985.51
645.5102		GROUND-MOUNTED SIGN PANELS LESS THAN OR EQUAL TO	72.00	SF	\$30.22	\$2,175.84
645.5202		GROUND-MOUNTED SIGN PANELS LESS THAN OR EQUAL TO 30	52.00	SF	\$39.66	\$2,062.32
645.80000215		RADAR MEASURED SPEED DISPLAY ASSEMBLY - SOLAR	2.00	EACH	\$11,161.18	\$22,322.36
645.81		TYPE A SIGN POSTS	12.00	EACH	\$167.90	\$2,014.80
647.61		REM AND DISPOSE GROUND MOUNTED TYPE A SIGN	5.00	EACH	\$67.03	\$335.15
670.2002		GALVANIZED STEEL CONDUIT, 1"	60.00	LF	\$42.96	\$2,577.60
670.7004		SINGLE CONDUCTOR CABLE, NUMBER 6 GAGE	130.00	LF	\$2.76	\$358.80
670.7501		GROUND WIRE NO. 6 AWG	65.00	LF	\$2.96	\$192.40
680.5001		POLE EXCAVATION AND CONCRETE FOUNDATION	20.00	CY	\$1,617.92	\$32,358.40
680.510501		PULLBOX-RECTANGULAR, 26 X 18 INCH, REINFORCED	7.00	EACH	\$1,414.19	\$9,899.33
680.520103		CONDUIT, METAL STEEL, ZINC COATED, 1"	25.00	LF	\$8.20	\$205.00
680.520106		CONDUIT, METAL STEEL, ZINC COATED, 2"	295.00	LF	\$15.86	\$4,678.70
680.58803008		WIRELESS VEHICLE DETECTION SYSTEM INTERSECTION	20.00	EACH	\$671.28	\$13,425.60
680.58804008		WIRELESS VEHICLE DETECTION SYSTEM CONTACT CLOSURE	1.00	EACH	\$2,130.06	\$2,130.06
680.58805008		WIRELESS VEHICLE DETECTION SYSTEM EXTENSION	1.00	EACH	\$594.63	\$594.63

**Estimate PIN: 876109**

680.58806008	WIRELESS VEHICLE DETECTION SYSTEM ISOLATOR MODULE	1.00	EACH	\$528.84	\$528.84
680.58807008	WIRELESS VEHICLE DETECTION SYSTEM SERIAL PORT	2.00	EACH	\$1,317.71	\$2,635.42
680.600630	TRAFFIC SIGNAL POLE-SPAN WIRE 6.000 POUND LOAD. 30	2.00	EACH	\$4,766.67	\$9,533.34
680.6708	TRAFFIC SIGNAL POLE POST TOP MOUNT. 8 FEET MOUNTING	7.00	EACH	\$868.83	\$6,081.81
680.6814	TRAFFIC SIGNAL POLE-BRACKET MOUNT 14 FEET MOUNTING	3.00	EACH	\$1,263.31	\$3,789.93
680.7002	DUAL SPAN WIRE ASSEMBLY WITH UPPER TETHER WIRE	1.00	EACH	\$2,564.56	\$2,564.56
680.730514	SIGNAL CABLE 5 CONDUCTORS. 14 AWG	1,235.00	LF	\$3.08	\$3,803.80
680.731014	SIGNAL CABLE 10 CONDUCTORS. 14 AWG	490.00	LF	\$6.10	\$2,989.00
680.77000001	MODIFY TRAFFIC SIGNAL EQUIPMENT	1.00	LS	\$500.00	\$500.00
680.78000001	MODIFY AND REMOVE TRAFFIC SIGNAL EQUIPMENT	1.00	LS	\$3,000.00	\$3,000.00
680.79000001	REMOVE TRAFFIC SIGNAL EQUIPMENT	1.00	LS	\$3,500.00	\$3,500.00
680.801493UL	NEMA TS 2 SOLID STATE MENU DRIVEN ACTUATED TRAFFIC	1.00	EACH	\$11,000.00	\$11,000.00
680.810101	TRAFFIC SIGNAL MODULE - 12 INCH. RED BALL. LED	8.00	EACH	\$94.60	\$756.80
680.810103	TRAFFIC SIGNAL MODULE - 12 INCH. YELLOW BALL. LED	8.00	EACH	\$82.36	\$658.88
680.810105	TRAFFIC SIGNAL MODULE - 12 INCH. GREEN BALL, LED	8.00	EACH	\$83.13	\$665.04
680.810601	TRAFFIC SIGNAL SECTION - POLYCARBONATE. TYPE I. 12 INCH	24.00	EACH	\$213.59	\$5,126.16
680.8111	TRAFFIC SIGNAL BRACKET ASSEMBLY - 1 WAY	2.00	EACH	\$238.56	\$477.12
680.8112	TRAFFIC SIGNAL BRACKET ASSEMBLY - 2 WAY	3.00	EACH	\$360.41	\$1,081.23
680.813105	PEDESTRIAN SIGNAL MODULE - 12 INCH BI-MODAL. HAND/MAN	18.00	EACH	\$160.82	\$2,894.76
680.813106	PEDESTRIAN SIGNAL SECTION - POLYCARBONATE, TYPE I, 12	36.00	EACH	\$262.34	\$9,444.24
680.8141	PEDESTRIAN SIGNAL BRACKET MOUNT ASSEMBLY	3.00	EACH	\$276.77	\$830.31
680.8142	PEDESTRIAN SIGNAL POST TOP MOUNT ASSEMBLY	15.00	EACH	\$188.16	\$2,822.40
680.81500010	PEDESTRIAN COUNT-DOWN TIMER MODULE	18.00	EACH	\$191.09	\$3,439.62
680.81990003	TRAFFIC SIGNAL BACKPLATES WITH YELLOW REFLECTIVE	8.00	EACH	\$193.85	\$1,550.80
680.8220	FLASHING BEACON SIGN ASSEMBLY	1.00	EACH	\$2,613.05	\$2,613.05
680.82200004	SOLAR POWERED FLASHING BEACON ASSEMBLY	2.00	EACH	\$7,563.33	\$15,126.66
680.82220110	RECTANGULAR RAPID FLASHING BEACONS (RRFB) SOLAR	2.00	EACH	\$5,243.24	\$10,486.48
680.8225	PEDESTRIAN PUSHBUTTON AND SIGN - WITHOUT POST	18.00	EACH	\$255.96	\$4,607.28
680.90920008	ELECTRIC METER SOCKET. 200 AMP. SINGLE PHASE. 240/120	1.00	EACH	\$399.45	\$399.45
680.94000008	TRAFFIC SIGNAL SERVICE ENTRANCE	1.00	EACH	\$1,005.08	\$1,005.08
680.94000015	RAINTIGHT DISCONNECT BOX	1.00	EACH	\$239.54	\$239.54
680.95010615	SERVICE CABLE 1 CONDUCTOR. NO. 06 AWG	200.00	LF	\$2.20	\$440.00
685.11	WHITE EPOXY REFLECTORIZED PAVEMENT STRIPES - 20 MILS	14,540.00	LF	\$0.82	\$11,922.80
688.01	WHITE PREFORMED REFLECTORIZED PAVEMENT STRIPES	215.00	LF	\$3.35	\$720.25
697.03	FIELD CHANGE PAYMENT	20,000.00	DC	\$1.00	\$20,000.00
699.040001	MOBILIZATION	1.00	LS	\$16,747.07	\$16,747.07
	<b>TOTAL OF NON ALTERNATE ITEMS</b>				<b>\$435,423.89</b>

**Estimate PIN: 876109**

**ENGINEERING SHARE 0001** Initial Group

**GROUP TOTAL** \$435,423.89

**TOTAL OF MINIMUM ALTERNATES** \$0.00

**TOTAL OF NON ALTERNATE ITEMS** \$435,423.89

**Number of Items in Project** 71

**ENGINEER'S ESTIMATE** \$435,423.89

**PIN 8761.09; Safe Routes to School Infrastructure Improvements – Construction Inspection  
City of Kingston, Ulster County**

	<b>DESCRIPTION OF ITEMS WITHIN METHOD</b>	<b>APPLICABLE RATE/ AMOUNT OR PERCENTAGE</b>	<b>INTERIM PAYMENTS</b>
<b>Item IV</b>	<ul style="list-style-type: none"> <li>• Overhead Allowance based on actual allowable expenses incurred during the term of this Agreement, subject to audit. Submitted overhead amounts will be audited based upon the Federal Acquisition Regulations, sub-part 1-31.2 as modified by sub-part 1-31.105 ("FAR"), and applicable policies and guidelines of the City, NYSDOT, and FHWA</li> <li>• For the purpose of this Agreement, an accounting period shall be the City's fiscal year. An audit of the accounting records of the CONSULTANT shall be made by the City for each accounting period. For monthly billing purposes, the latest available overhead percentage established by such audit shall be applied to the charges made, under Item IA of this subdivision to determine the charge to be made under this item.</li> </ul>	<ul style="list-style-type: none"> <li>• The overhead allowance shall be established as a percentage of Item IA only (Actual Direct Technical Salaries) of this ARTICLE, and shall be a FAR compliant rate initially established as <u>108%</u>, in all events not to exceed <u>108%</u>, subject to audit.</li> </ul>	
<b>Item V</b>	<ul style="list-style-type: none"> <li>• Negotiated Lump Sum Fixed Fee</li> <li>• Payment of the Fixed Fee for the described scope of services is not subject to pre-audit and is not subject to review or modification based on cost information or unless the Agreement is formally amended or supplemented by reason of a substantial change in the scope, complexity, or character of the work to be performed.</li> </ul>	<ul style="list-style-type: none"> <li>• A negotiated Lump Sum Fixed Fee which in this Agreement for GPI shall equal <u>\$ 6,614</u></li> </ul>	
<b>Item VI</b>	<p>The Maximum Amount Payable under this Agreement including Fixed Fees unless this Agreement is formally amended or supplemented by reason of a substantial change in the scope, complexity, or character of the work to be performed.</p>	<ul style="list-style-type: none"> <li>• Maximum Amount Payable under this Method shall be <u>\$ 80,000</u></li> </ul>	



Department of  
Transportation

ANDREW M. CUOMO  
Governor

MATTHEW J. DRISCOLL  
Commissioner

TODD WESTHUIS, P.E.  
Regional Director

April 7, 2016

Mr. Ralph Swenson, City Engineer  
City of Kingston  
420 Broadway  
Kingston, NY 12401

RE: PIN 8761.09, SAFE ROUTES TO SCHOOL  
INFRASTRUCTURE IMPROVEMENT  
CITY OF KINGSTON, ULSTER COUNTY

SUPPLEMENTAL AGREEMENT #1 – D034294

Dear Mr. Swenson: *Ralph*

Enclosed are eight (8) Supplemental Agreements to include the construction and construction inspection funds and phase for the above-referenced project. Seven (7) executed copies of the agreement, **EACH** with original signatures, notarizations and certified, seal-stamped resolutions, should be returned to this office. A sample resolution is attached for your use.

Per the Federal Highway Administration (FHWA) the funding for the phases within this agreement cannot be obligated until the agreement is returned to this office locally-executed.

*In addition, please note that the State Transportation Improvement Program currently has the funds for this phase programmed in 10/2014 (FFY 15). The funds need to be moved to 5/2016 (FFY 16) in order to obligate the funds and move the project forward. A copy of this letter is being forwarded to the Ulster County Transportation Council for their information and action.*

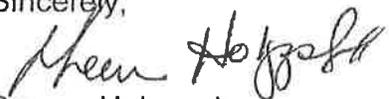
As a reminder per Chapter 15, Administering Construction Contracts; Section 15.4.8 Civil Rights Reporting:

**The Contractor and all subcontractors and suppliers will utilize New York State Department of Transportation Equal Employment Opportunity reporting software, which is currently “Equitable Business Opportunities” (EBO). The Sponsor will monitor prime’s payments to subcontractor and ensure that subcontractors are paid promptly per specifications. In addition, the sponsor is to monitor EEO goals on a monthly basis and take corrective action if goals are not being met; reference NYSDOT Standard Specifications Section 102-11, Equal Employment Opportunity Requirements.**

Mr. Ralph Swenson  
April 7, 2016  
Page Two

Your assistance in having the agreement approved by the City Council and signed by the Mayor and City Attorney is appreciated. Of course, if you have any questions, please call me at (845) 431-5977 or by e-mail at [doreen.holsopple@dot.ny.gov](mailto:doreen.holsopple@dot.ny.gov)

Sincerely,



Doreen Holsopple  
Administrative and Financial Advisor  
Region 8 Local Projects Unit

Enclosures

Copy: Dennis Doyle, Ulster County Transportation Council, Ulster County Planning

**SUPPLEMENTAL AGREEMENT NO 1 to D034294**

This Supplemental Agreement is by and between:

the New York State Department of Transportation ("NYSDOT"), having its principal office at  
50 Wolf Road, Albany, New York, 12232, on behalf of New York State ("State");

And

**City of Kingston** (the Municipality/Sponsor)  
Acting by and through the **Mayor**  
With its office at **420 Broadway, Kingston, Ulster County, New York**

This amends the existing Agreement between the parties in the following respects only:

- X** Amends a previously adopted Schedule A by:
    - amending a project description
    - amending the contract end date
    - X** amending the scheduled funding by:
      - X** adding additional funding:
        - X** adding **construction phase** which covers eligible costs incurred on/after \_\_\_\_\_
        - adding 1,2,3 phase which covers eligible costs incurred on/after xxxxxx
      - increasing funding for a project phases(s)
      - X** adding a pin extension
      - change from Non-Marchiselli to Marchiselli
      - deleting/reducing a project phase(s)
      - other (xxxxx)
- Amends a previously adopted Schedule "B"
- X** Amends a previously adopted agreement by adding Appendix 2-S – Iran Divestment Act
- Amends the Text of the Agreement as follows:

IN WITNESS WHEREOF, the parties have caused this agreement to be executed by its duly authorized officials as of the date first above written.

**Approved for the Municipality/Sponsor**

**Municipality/Sponsor Attorney:**

By: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

STATE OF NEW YORK            )  
  )ss.:  
COUNTY OF ULSTER         )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2016 before me personally came \_\_\_\_\_ to me known, who, being by me duly sworn did depose and say that he/she resides at \_\_\_\_\_; that he/she is the \_\_\_\_\_ of the Municipal/Sponsor Corporation described in and which executed the above instrument; that it was executed by order of the \_\_\_\_\_ of said Municipal/Sponsor Corporation pursuant to a resolution or other authorization which was duly adopted on \_\_\_\_\_ and which a certified copy is attached and made a part hereof, and that he/she signed his/her name thereto by like order.

\_\_\_\_\_  
Notary Public

By: \_\_\_\_\_  
For Commissioner of Transportation

APPROVED AS TO FORM:  
STATE OF NEW YORK ATTORNEY GENERAL

Agency Certification: In addition to the Acceptance of this contract, I also certify that original copies of this signature page will be attached to all other exact copies of this Contract.

By: \_\_\_\_\_  
Assistant Attorney General

**COMPTROLLER'S APPROVAL:**

By: \_\_\_\_\_  
For the New York State Comptroller  
Pursuant to State Finance Law § 112

**SCHEDULE A – Description of Project Phase, Funding and Deposit Requirements**  
**NYS DOT/ State-Local Agreement - Schedule A for PIN 8761.09**

<b>OSC Municipal Contract #:</b> D034294	<b>Contract Start Date:</b> 12/18/13 (mm/dd/yyyy) <b>Contract End Date:</b> 9/30/2018 (mm/dd/yyyy) <input type="checkbox"/> Check, if date changed from the last Schedule A
---	--

**Purpose:**  Original Standard Agreement  Supplemental Schedule A No. 1

**Agreement Type:**  Locally Administered Municipality/Sponsor (Contract Payee): City of Kingston  
 State Administered Other Municipality/Sponsor (if applicable):

State Administered *List participating Municipality(ies) and the % of cost share for each and indicate by checkbox which Municipality this Schedule A applies.*

<input type="checkbox"/> Municipality:	% of Cost share
<input type="checkbox"/> Municipality:	% of Cost share
<input type="checkbox"/> Municipality:	% of Cost share

**Authorized Project Phase(s) to which this Schedule applies:**  PE/Design  ROW Incidentals  
 ROW Acquisition  Construction/CI/CS

**Work Type:** BIKE/PED./FACILITIES **County (If different from Municipality):** Ulster County

**Marchiselli Eligible**  Yes  No *(Check, if Project Description has changed from last Schedule A):*

**Project Description:** City of Kingston School District Infrastructure Improvements

**Marchiselli Allocations Approved FOR ALL PHASES** *To compute Total Costs in the last row and column, right click in each field and select "Update Field."*

<i>Check box to indicate change from last Schedule A</i>	State Fiscal Year(s)	Project Phase			TOTAL
		PE/Design	ROW (RI & RA)	Construction/CI/CS	
<input type="checkbox"/>	Cumulative total for all prior SFYs	\$	\$	\$	\$ 0.00
<input type="checkbox"/>	Current SFY	\$	\$	\$	\$ 0.00
Authorized Allocations to Date		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

**A. Summary of allocated MARCHISELLI Program Costs FOR ALL PHASES** *For each PIN Fiscal Share below, show current costs on the rows indicated as "Current." Show the old costs from the previous Schedule A on the row indicated as "Old." To compute Total Current Costs in the last row, right click in each field and select "Update Field."*

PIN Fiscal Share	"Current" or "Old" entry indicator	Federal Funding Program	Total Costs	FEDERAL Participating Share and Percentage	STATE MARCHISELLI Match	LOCAL Matching Share	LOCAL DEPOSIT AMOUNT (Required only if State Administered)
	Current		\$	\$	\$	\$	\$
	Old		\$	\$	\$	\$	\$
	Current		\$	\$	\$	\$	\$
	Old		\$	\$	\$	\$	\$
	Current		\$	\$	\$	\$	\$
	Old		\$	\$	\$	\$	\$
	Current		\$	\$	\$	\$	\$
	Old		\$	\$	\$	\$	\$
	Current		\$	\$	\$	\$	\$
	Old		\$	\$	\$	\$	\$
<b>TOTAL CURRENT COSTS:</b>			\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

**NYSDOT/State-Local Agreement – Schedule A**

<b>B. Summary of Other (including <u>Non-allocated</u> MARCHISELLI) Participating Costs FOR ALL PHASES</b> For each PIN Fiscal Share, show current costs on the rows indicated as "Current.". Show the old costs from the previous Schedule A on the row indicated as "Old." To compute Total Current Costs in last row, right click in each field and select "Update Field."						
Other PIN Fiscal Shares	'Current' or 'Old' entry indicator	Funding Source	TOTAL	Other FEDERAL	Other STATE	Other LOCAL
8761.09.121	Current	Other (see footnote)	\$73,000.00	\$73,000.00	\$0.00	\$0.00
	Old	Other (see footnote)	\$73,000.00	\$73,000.00	\$0.00	\$0.00
8761.09.321	Current	Other (see footnote)	\$416,000.00	\$416,000.00	\$0.00	\$0.00
	Old		\$	\$	\$	\$
	Current		\$	\$	\$	\$
	Old		\$	\$	\$	\$
	Current		\$	\$	\$	\$
	Old		\$	\$	\$	\$
	Current		\$	\$	\$	\$
	Old		\$	\$	\$	\$
	Current		\$	\$	\$	\$
	Old		\$	\$	\$	\$
	Current		\$	\$	\$	\$
	Old		\$	\$	\$	\$
<b>TOTAL CURRENT COSTS:</b>			\$489,000.00	\$489,000.00	\$ 0.00	\$ 0.00

<b>C. Total Local Deposit(s) Required for State Administered Projects:</b>	\$0.00
--	--------

<b>D. Total Project Costs</b> To compute Total Costs in the last column, right click in the field and select "Update Field."				
Total FEDERAL Cost	Total STATE MARCHISELLI Cost	Total Other STATE Cost	Total LOCAL Cost	Total Costs (all sources)
\$489,000.00	\$0.00	\$0.00	\$0.00	\$489,000.00

<b>E. Point of Contact for Questions Regarding this Schedule A (Must be completed)</b>	Name: <u>Doreen Holsopple</u> Phone No: <u>845-431-5977</u>
--	--

See Agreement (or Supplemental Agreement Cover) for required contract signatures.



## APPENDIX 2-S IRAN DIVESTMENT ACT

As a result of the Iran Divestment Act of 2012 (Act), Chapter 1 of the 2012 Laws of New York, a new provision has been added to the State Finance Law (SFL), § 165-a, effective April 12, 2012. Under the Act, the Commissioner of the Office of General Services (OGS) will be developing a list (prohibited entities list) of "persons" who are engaged in "investment activities in Iran" (both are defined terms in the law). Pursuant to SFL § 165-a(3)(b), the initial list is expected to be issued no later than 120 days after the Act's effective date, at which time it will be posted on the OGS website.

By entering into a renewal or extension of this Contract, Contractor (or any assignee) certifies that once the prohibited entities list is posted on the OGS website, it will not utilize on such Contract any subcontractor that is identified on the prohibited entities list.

Additionally, Contractor understands that during the term of the Contract, should NYSDOT receive information that a person is in violation of the above-referenced certification NYSDOT will offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment which is in violation of the Act within 90 days after the determination of such violation, then NYSDOT shall take such action as may be appropriate including, but not limited to, imposing sanctions, seeking compliance, recovering damages, or declaring the Contractor in default.

NYSDOT reserves the right to reject any renewal, extension or request for assignment for an entity that appears on the prohibited entities list hereafter and to pursue a responsibility review with respect to any entity that is granted a contract extension/renewal or assignment and appears on the prohibited entities list thereafter.

**Resolution 148 of 2016**

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK,  
AUTHORIZING ADOPTING A BOND ORDINANCE IN THE SUM OF \$416,000.00 TO  
FULFILL THE PROJECT FUNDING NEEDS

Sponsored By: Finance and Audit Committee: Aldermen: Koop,  
Scott-Childress, Davis, Schabot, Brown

**WHEREAS**, additional bonding is needed in order to fulfill the Project funding needs  
for the Safe Routes to School infrastructure improvement; and

**NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE  
CITY OF KINGSTON, NEW YORK, AS FOLLOWS:**

**SECTION-1.** That the Common Council authorizes an amount of \$416,000.00 to be  
provided through General Municipal bonding.

**SECTION-2.** This resolution shall take effect immediately.

Submitted to the Mayor this \_\_\_\_\_ day of  
\_\_\_\_\_, 2016

Approved by the Mayor this \_\_\_\_\_ day of  
\_\_\_\_\_, 2016

\_\_\_\_\_  
Carly Winnie, City Clerk

\_\_\_\_\_  
Steven T. Noble, Mayor

Adopted by Council on \_\_\_\_\_, 2016

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT  
COMMITTEE REPORT

147  
148  
Bond 149

REQUEST DESCRIPTION		
INTERNAL TRANSFER _____	CONTINGENCY TRANSFER _____	TRANSFER _____
AUTHORIZATION <u>X</u>	BUDGET MODIFICATION _____	BONDING REQUEST <u>X</u>
CLAIMS _____	ZONING _____	OTHER _____

DEPARTMENT ENGINEERING (SAFE ROUTES) DATE 6-15-16  
 Description WHERE AS THE SAFE ROUTES TO SCHOOL INFRASTRUCTURE IMPROVEMENT PROJECT (PIN 0761.02) HAS RECEIVED DESIGN APPROVAL AND AUTHORIZATION TO PROCEED TO CONSTRUCTION ACTIVITIES, ON THIS 100% REIMBURSABLE PROJECT, AND WHERE AS THE NYSDOT HAS ISSUED SUPPLEMENTAL AGREEMENT #1 THAT PROVIDES FOR \$416,000 FOR CONSTRUCTION EXPENSES,  
NO THEREFORE BE IT RESOLVED THAT BONDING IN THE FULL AMOUNT OF \$416,000.- BE MADE AVAILABLE; AND THAT THE MAYOR BE AUTHORIZED TO EXECUTE ALL NECESSARY DOCUMENTS/AGREEMENTS IN THE FURTHERANCE OF THIS PROJECT  
 Estimated Financial Impact \$416,000.- Signature [Signature]

Motion by SS  
 Seconded by RS-C

Action Required:

SEQRA Decision:  
 Type I Action \_\_\_\_\_  
 Type II Action \_\_\_\_\_  
 Unlisted Action \_\_\_\_\_

Negative Declaration of Environmental Significance: \_\_\_\_\_  
 Conditioned Negative Declaration: \_\_\_\_\_  
 Seek Lead Agency Status: \_\_\_\_\_  
 Positive Declaration of Environmental Significance: \_\_\_\_\_

Committee Vote	YES	NO
<u>[Signature]</u> Douglas Koop, Chairman	✓	
<u>[Signature]</u> Reynolds Scott-Childress Ward 3	✓	
<u>[Signature]</u> Anthony Davis, Ward 6	✓	
<u>[Signature]</u> Steven Schabot, Ward 8	✓	
<u>[Signature]</u> Deborah Brown, Ward 9	X	

**CITY OF KINGSTON**  
**Office of the City Engineer**

rswenson@kingston-ny.gov

Ralph E. Swenson, P.E., City Engineer



Steven T. Noble, Mayor

April 12, 2016

Mr. James L. Noble, Jr.  
Alderman-At-Large  
President of the Common Council  
Kingston City Hall  
420 Broadway  
Kingston, New York 12401

RE: Safe Routes to School Infrastructure Improvement, City of Kingston, Ulster County  
PIN 8761.09  
Supplemental Agreement No. 1

Dear President Noble:

Attached please find recent correspondence from NYSDOT and associated Supplemental Agreement No. 1 for additional construction and construction inspection funds. The modification provides an increase to the total construction related funding from \$73,000 to \$489,000. This is a reimbursable grant. Our local share is any spending beyond the \$489,000 grant amount. The Engineer's construction cost estimate is \$435,423.89 plus construction inspection at \$80,000.00.

This Project was first authorized in December, 2013. Subsequently our Selection Committee recommended acceptance of the Greenman Pedersen Design Proposal in the amount of \$73,000. More recently an environmental review was completed, construction plans and specifications approved by NYSDOT, and authorization to proceed to construction pending.

Please authorize the additional level of funding in the sum of \$416,000 to fulfill the Project funding needs as provided in the sample Resolution, attached, for your reference. When bids are received we will advise the Committee and request further direction.

Please refer these items to the Finance Committee for further discussion.

Should you have any questions concerning this request, do not hesitate to contact me.

Respectfully,

Ralph Swenson  
City Engineer

Cc: Steven T. Noble, Mayor  
Douglas Koop, Chair, Finance Committee  
J. Tuey, Comptroller

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON,  
NEW YORK, AUTHORIZING THE IMPLEMENTATION AND FUNDING IN THE  
FIRST INSTANCE 100% OF THE FEDERAL AID AND STATE "MARCHISELLI"  
PROGRAM AID ELIGIBLE COSTS OF A TRANSPORTATION FEDERAL AID  
PROJECT AND APPROPRIATING FUNDS THEREFORE**

Sponsored by: Finance & Economic Development Committee: Aldermen:  
Hoffay, Horowitz, Carey, Ball, Mills

**WHEREAS**, a Project for the City of Kingston School District Infrastructure Improvements - Safe Routes to School Program in the City of Kingston, Ulster County, PIN 8761.09 (the "Project") is eligible for funding under Title 23 U.S.Code, as amended, that calls for the apportionment of the costs of such program to be borne at the ratio of 100% Federal funds and 0% non-federal funds; and

**WHEREAS**, the City of Kingston desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of preliminary engineering.

**NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF  
THE CITY OF KINGSTON, NEW YORK, AS FOLLOWS:**

**SECTION 1.** That the Common Council of the City of Kingston approves the above project and authorizes the City of Kingston to pay in the first instance 100% of the federal and non-federal share of the cost of preliminary engineering work for the Project or portions thereof.

**SECTION 2.** That the sum of \$73,000.00 is hereby appropriated from the General Fund and made available to cover the cost of participation in the above phase of the Project.

**SECTION 3.** That in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, the Common Council of the City of Kingston shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the Mayor thereof.

**SECTION 4.** That the Mayor of the City of Kingston be and is hereby authorized to execute all necessary agreements, certifications or reimbursement requests for Federal Aid and/or applicable Marchiselli Aid on behalf of the City of Kingston with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible.

**SECTION 5.** That a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary agreement in connection with the Project.

**SECTION 6.** That this resolution shall take effect immediately.

Submitted to the Mayor this 14<sup>th</sup> day of  
November, 2013

  
Carly Williams, City Clerk

Approved by the Mayor this 15<sup>th</sup> day of  
November, 2013

  
Shayne R. Gallo, Mayor

Adopted by Council on November 12, 2013.

**City of Kingston**  
NEW YORK

**OFFICE OF THE CITY ENGINEER**



October 30, 2014

Mr. James L. Noble, Jr.  
Alderman-At-Large  
President of the Common Council  
Kingston City Hall  
420 Broadway  
Kingston, New York 12401

RE: City of Kingston School District Infrastructure Improvements – Safe Routes to School  
Program in the City of Kingston, Ulster County  
PIN 8761.09

Dear President Noble:

The Consultant Selection Committee has identified a qualified engineering consultant for the above referenced project in conformance with the Federal Aide Selection Process, Greenman-Pedersen, Inc. Previously the Council has authorized funding of this 100% Federally Reimbursable Project under Resolution 197 of 2013 in the amount of \$73,000. In order to progress the Project through the Design Phase I ask that the Council now authorize Mayor Gallo to execute all necessary agreements with Greenman Pedersen, Inc.

Please refer this issue to the appropriate Committee for further discussion.

Should you have any questions concerning this request, do not hesitate to contact me.

Respectfully,

Ralph Swenson  
City Engineer

Cc: Shayne R. Gallo, Mayor  
Andy Zweben, Corp. Counsel  
John Tuey, Comptroller

Resolution 213 of 2014

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH GREENMAN PEDERSEN, INC.

Sponsored By: Finance and Audit Committee: Alderman Mills, Dunn, Will, Ball, Seche

WHEREAS, the Consultant Selection Committee had identified a qualifying engineering consultant for the Safe Routes to School Program; and

WHEREAS, Council has previously authorized funding of this 100% Federally Reimbursable Project under Resolution 197 of 2013; and

WHEREAS, in order to progress the Project through the Design Phase I, Council needs to authorize the Mayor to execute any and all necessary agreements with Greenman Pedersen, Inc.

**NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AS FOLLOWS:**

**SECTION-1.** That the Mayor is hereby authorized to execute any and all Engineering Agreements with Greenman Pedersen, Inc. for the Safe Routes to Schools Pedestrian Improvements.

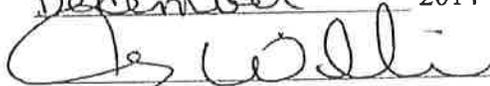
**SECTION-2.** This resolution shall take effect immediately.

Submitted to the Mayor this 3<sup>rd</sup> day of

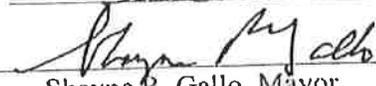
Approved by the Mayor this 4<sup>th</sup> day of

December, 2014

December, 2014



Carly Williams, City Clerk



Shayne R. Gallo, Mayor

Adopted by Council on December 2, 2014

Res 213 2014 Safe Routes School Agree Greenman Pedersen

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AUTHORIZING THE CITY OF KINGSTON TO ACT AS LEAD AGENCY FOR THE PURPOSES OF ENVIRONMENTAL REVIEW FOR THE SAFE ROUTES TO SCHOOL PROGRAM**

Sponsored by: Finance and Audit Committee: Aldermen: Mills, Dunn, Dawson, Ball, Brown

**WHEREAS**, in accordance with the NYSEQRA and NYSDOT, and having reviewed the Safe Routes to School Program (PIN 8761.09) documentation that includes Endangered Species Assessment, Section 106 Historic Preservation, Smart Growth Screening Tool and the EAF Long Form, the city requests that Lead Agency be established for the purposes of environmental review.

**WHEREAS**, that a negative declaration of environmental significance be declared.

**NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AS FOLLOWS:**

**SECTION 1.** That the Common Council of the City of Kingston authorizes the City of Kingston to act as Lead Agency for the purposes of environmental review for the Safe Routes to School Program (PIN 8761.09).

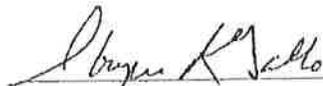
**SECTION-2.** That a SEQR Type II Determination of Negative Declaration of Environmental Impact be declared.

**SECTION 2.** That this resolution shall take effect immediately.

Submitted to the Mayor this 2nd day of September, 2015

Approved by the Mayor this 3rd day of September, 2015

  
Carly Williams, City Clerk

  
Shayne R. Gallo, Mayor

Adopted by Council on September 1, 2015

# New York State Department of Transportation

## Estimate By Group

### Estimate PIN: 876109

Estimated Cost: \$435,423.89

Contingency: 0.00%

**Estimated Total: \$435,423.89**

Safe Route to School Project throughout the City of Kingston. Included is signal upgrades, new sidewalk ramps, signing upgrades, and a new pedestrian path.

Base Date: 04/30/16

Spec Year: 08

Unit System: E

Work Type: MISCELLANEOUS

Highway Type: Undefined

Urban/Rural Type: Undefined

Season: SPRING (3/21 to 6/20)

County: ULSTER

Midpoint of Latitude: 415555

Midpoint of Longitude: -740154

District: 08

Federal/State Project Number:

Estimate Type: PS&E

*Prepared by Lou Bach on  
03/22/16*

*Checked by Mike Wieszchowski  
on 03/23/16*

*Approved by Peter Faith on  
03/24/16*

Print Date: 3/24/2016

Version Date 11/26/2012

Estimate PIN: 876109

Item Number	Alt	Description	Initial Group	Quantity	Units	Unit Price	Extended Amount
201.06		CLEARING AND GRUBBING		1.00	LS	\$10,000.00	\$10,000.00
203.02		UNCLASSIFIED EXCAVATION AND DISPOSAL		300.00	CY	\$61.09	\$18,327.00
203.03		EMBANKMENT IN PLACE		130.00	CY	\$34.30	\$4,459.00
206.01		STRUCTURE EXCAVATION		5.00	CY	\$143.52	\$717.60
206.03		CONDUIT EXCAVATION AND BACKFILL INCLUDING SURFACE		350.00	LF	\$31.35	\$10,972.50
209.1003		SEED AND MULCH - TEMPORARY		792.00	SY	\$1.93	\$1,528.56
209.13		SILT FENCE-TEMPORARY		1,000.00	LF	\$4.26	\$4,260.00
304.11000008		SUBBASE COURSE (MODIFIED)		186.00	CY	\$94.63	\$17,601.18
402.128202		12.5 F2 TOP COURSE HMA. 80 SERIES COMPACTION		11.00	TON	\$86.33	\$949.63
490.30		MISCELLANEOUS COLD MILLING OF BITUMINOUS CONCRETE		35.00	SY	\$40.71	\$1,424.85
608.0101		CONCRETE SIDEWALKS AND DRIVEWAYS		57.00	CY	\$539.61	\$30,757.77
608.020102		HOT MIX ASPHALT (HMA) SIDEWALKS, DRIVEWAYS AND		128.00	TON	\$215.55	\$27,590.40
608.21000003		CAST IRON EMBEDDED DETECTABLE WARNING UNITS		17.00	SY	\$445.18	\$7,568.06
608.72136108		BOLLARD-FIXED IN GROUND. WITHOUT LIGHTING. WIDTH		4.00	EACH	\$800.33	\$3,201.32
608.73136108		BOLLARD-REMOVABLE. WITHOUT LIGHTING, WIDTH		2.00		\$1,600.00	\$3,200.00
610.1402		TOPSOIL - ROADSIDE		88.00	CY	\$85.49	\$7,523.12
610.1601		TURF ESTABLISHMENT - ROADSIDE		792.00	SY	\$2.79	\$2,209.68
619.01		BASIC WORK ZONE TRAFFIC CONTROL		1.00	LS	\$20,000.00	\$20,000.00
627.50140008		CUTTING PAVEMENT		420.00	LF	\$6.75	\$2,835.00
635.0103		CLEANING AND PREPARATION OF PAVEMENT SURFACES -		709.00	LF	\$1.39	\$985.51
645.5102		GROUND-MOUNTED SIGN PANELS LESS THAN OR EQUAL TO		72.00	SF	\$30.22	\$2,175.84
645.5202		GROUND-MOUNTED SIGN PANELS LESS THAN OR EQUAL TO 30		52.00	SF	\$39.66	\$2,062.32
645.800000215		RADAR MEASURED SPEED DISPLAY ASSEMBLY - SOLAR		2.00	EACH	\$11,161.18	\$22,322.36
645.81		TYPE A SIGN POSTS		12.00	EACH	\$167.90	\$2,014.80
647.61		REM AND DISPOSE GROUND MOUNTED TYPE A SIGN		5.00	EACH	\$67.03	\$335.15
670.2002		GALVANIZED STEEL CONDUIT. 1"		60.00	LF	\$42.96	\$2,577.60
670.7004		SINGLE CONDUCTOR CABLE. NUMBER 6 GAGE		130.00	LF	\$2.76	\$358.80
670.7501		GROUND WIRE NO. 6 AWG		65.00	LF	\$2.96	\$192.40
680.5001		POLE EXCAVATION AND CONCRETE FOUNDATION		20.00	CY	\$1,617.92	\$32,358.40
680.510501		PULLBOX-RECTANGULAR. 26 X 18 INCH. REINFORCED		7.00	EACH	\$1,414.19	\$9,899.33
680.520103		CONDUIT. METAL STEEL. ZINC COATED. 1"		25.00	LF	\$8.20	\$205.00
680.520106		CONDUIT. METAL STEEL. ZINC COATED. 2"		295.00	LF	\$15.86	\$4,678.70
680.58803008		WIRELESS VEHICLE DETECTION SYSTEM INTERSECTION		20.00	EACH	\$671.28	\$13,425.60
680.58804008		WIRELESS VEHICLE DETECTION SYSTEM CONTACT CLOSURE		1.00	EACH	\$2,130.06	\$2,130.06
680.58805008		WIRELESS VEHICLE DETECTION SYSTEM EXTENSION		1.00	EACH	\$594.63	\$594.63

**Estimate PIN: 876109**

680.58806008	WIRELESS VEHICLE DETECTION SYSTEM ISOLATOR MODULE	1.00	EACH	\$528.84	\$528.84
680.58807008	WIRELESS VEHICLE DETECTION SYSTEM SERIAL PORT	2.00	EACH	\$1,317.71	\$2,635.42
680.600630	TRAFFIC SIGNAL POLE-SPAN WIRE 6.000 POUND LOAD. 30	2.00	EACH	\$4,766.67	\$9,533.34
680.6708	TRAFFIC SIGNAL POLE POST TOP MOUNT. 8 FEET MOUNTING	7.00	EACH	\$868.83	\$6,081.81
680.6814	TRAFFIC SIGNAL POLE-BRACKET MOUNT 14 FEET MOUNTING	3.00	EACH	\$1,263.31	\$3,789.93
680.7002	DUAL SPAN WIRE ASSEMBLY WITH UPPER TETHER WIRE	1.00	EACH	\$2,564.56	\$2,564.56
680.730514	SIGNAL CABLE 5 CONDUCTORS. 14 AWG	1,235.00	LF	\$3.08	\$3,803.80
680.731014	SIGNAL CABLE 10 CONDUCTORS. 14 AWG	490.00	LF	\$6.10	\$2,989.00
680.77000001	MODIFY TRAFFIC SIGNAL EQUIPMENT	1.00	LS	\$500.00	\$500.00
680.78000001	MODIFY AND REMOVE TRAFFIC SIGNAL EQUIPMENT	1.00	LS	\$3,000.00	\$3,000.00
680.79000001	REMOVE TRAFFIC SIGNAL EQUIPMENT	1.00	LS	\$3,500.00	\$3,500.00
680.801493UL	NEMA TS 2 SOLID STATE MENU DRIVEN ACTUATED TRAFFIC	1.00	EACH	\$11,000.00	\$11,000.00
680.810101	TRAFFIC SIGNAL MODULE - 12 INCH. RED BALL. LED	8.00	EACH	\$94.60	\$756.80
680.810103	TRAFFIC SIGNAL MODULE - 12 INCH. YELLOW BALL. LED	8.00	EACH	\$82.36	\$658.88
680.810105	TRAFFIC SIGNAL MODULE - 12 INCH. GREEN BALL, LED	8.00	EACH	\$83.13	\$665.04
680.810601	TRAFFIC SIGNAL SECTION - POLYCARBONATE. TYPE I. 12 INCH	24.00	EACH	\$213.59	\$5,126.16
680.8111	TRAFFIC SIGNAL BRACKET ASSEMBLY - 1 WAY	2.00	EACH	\$238.56	\$477.12
680.8112	TRAFFIC SIGNAL BRACKET ASSEMBLY - 2 WAY	3.00	EACH	\$360.41	\$1,081.23
680.813105	PEDESTRIAN SIGNAL MODULE - 12 INCH BI-MODAL, HAND/MAN	18.00	EACH	\$160.82	\$2,894.76
680.813106	PEDESTRIAN SIGNAL SECTION - POLYCARBONATE, TYPE I, 12	36.00	EACH	\$262.34	\$9,444.24
680.8141	PEDESTRIAN SIGNAL BRACKET MOUNT ASSEMBLY	3.00	EACH	\$276.77	\$830.31
680.8142	PEDESTRIAN SIGNAL POST TOP MOUNT ASSEMBLY	15.00	EACH	\$188.16	\$2,822.40
680.81500010	PEDESTRIAN COUNT-DOWN TIMER MODULE	18.00	EACH	\$191.09	\$3,439.62
680.81990003	TRAFFIC SIGNAL BACKPLATES WITH YELLOW REFLECTIVE	8.00	EACH	\$193.85	\$1,550.80
680.8220	FLASHING BEACON SIGN ASSEMBLY	1.00	EACH	\$2,613.05	\$2,613.05
680.82200004	SOLAR POWERED FLASHING BEACON ASSEMBLY	2.00	EACH	\$7,563.33	\$15,126.66
680.82220110	RECTANGULAR RAPID FLASHING BEACONS (RRFB) SOLAR	2.00	EACH	\$5,243.24	\$10,486.48
680.8225	PEDESTRIAN PUSHBUTTON AND SIGN - WITHOUT POST	18.00	EACH	\$255.96	\$4,607.28
680.90920008	ELECTRIC METER SOCKET. 200 AMP. SINGLE PHASE. 240/120	1.00	EACH	\$399.45	\$399.45
680.94000008	TRAFFIC SIGNAL SERVICE ENTRANCE	1.00	EACH	\$1,005.08	\$1,005.08
680.94000015	RAINTIGHT DISCONNECT BOX	1.00	EACH	\$239.54	\$239.54
680.95010615	SERVICE CABLE 1 CONDUCTOR. NO. 06 AWG	200.00	LF	\$2.20	\$440.00
685.11	WHITE EPOXY REFLECTORIZED PAVEMENT STRIPES - 20 MILS	14,540.00	LF	\$0.82	\$11,922.80
688.01	WHITE PERFORMED REFLECTORIZED PAVEMENT STRIPES	215.00	LF	\$3.35	\$720.25
697.03	FIELD CHANGE PAYMENT	20,000.00	DC	\$1.00	\$20,000.00
699.040001	MOBILIZATION	1.00	LS	\$16,747.07	\$16,747.07
<b>TOTAL OF NON ALTERNATE ITEMS</b>					<b>\$435,423.89</b>

Estimate PIN: 876109

ENGINEERING SHARE 0001 Initial Group

GROUP TOTAL \$435,423.89

TOTAL OF MINIMUM ALTERNATES \$0.00

TOTAL OF NON ALTERNATE ITEMS \$435,423.89

Number of Items in Project 71

ENGINEER'S ESTIMATE \$435,423.89

**PIN 8761.09; Safe Routes to School Infrastructure Improvements – Construction Inspection**  
**City of Kingston, Ulster County**

	<b>DESCRIPTION OF ITEMS WITHIN METHOD</b>	<b>APPLICABLE RATE/ AMOUNT OR PERCENTAGE</b>	<b>INTERIM PAYMENTS</b>
<b>Item IV</b>	<ul style="list-style-type: none"> <li>Overhead Allowance based on actual allowable expenses incurred during the term of this Agreement, subject to audit. Submitted overhead amounts will be audited based upon the Federal Acquisition Regulations, sub-part 1-31.2 as modified by sub-part 1-31.105 ("FAR"), and applicable policies and guidelines of the City, NYSDOT, and FHWA</li> <li>For the purpose of this Agreement, an accounting period shall be the City's fiscal year. An audit of the accounting records of the CONSULTANT shall be made by the City for each accounting period. For monthly billing purposes, the latest available overhead percentage established by such audit shall be applied to the charges made, under Item IA of this subdivision to determine the charge to be made under this item.</li> </ul>	<ul style="list-style-type: none"> <li>The overhead allowance shall be established as a percentage of Item IA only (Actual Direct Technical Salaries) of this ARTICLE, and shall be a FAR compliant rate initially established as <u>108%</u>, in all events not to exceed <u>108%</u>, subject to audit.</li> </ul>	
<b>Item V</b>	<ul style="list-style-type: none"> <li>Negotiated Lump Sum Fixed Fee</li> <li>Payment of the Fixed Fee for the described scope of services is not subject to pre-audit and is not subject to review or modification based on cost information or unless the Agreement is formally amended or supplemented by reason of a substantial change in the scope, complexity, or character of the work to be performed.</li> </ul>	<ul style="list-style-type: none"> <li>A negotiated Lump Sum Fixed Fee which in this Agreement for GPI shall equal <u>\$ 6,614</u></li> </ul>	
<b>Item VI</b>	<p>The Maximum Amount Payable under this Agreement including Fixed Fees unless this Agreement is formally amended or supplemented by reason of a substantial change in the scope, complexity, or character of the work to be performed.</p>	<ul style="list-style-type: none"> <li>Maximum Amount Payable under this Method shall be <u>\$ 80,000</u></li> </ul>	



Department of  
Transportation

ANDREW M. CUOMO  
Governor

MATTHEW J. DRISCOLL  
Commissioner

TODD WESTHUIS, P.E.  
Regional Director

April 7, 2016

Mr. Ralph Swenson, City Engineer  
City of Kingston  
420 Broadway  
Kingston, NY 12401

RE: PIN 8761.09, SAFE ROUTES TO SCHOOL  
INFRASTRUCTURE IMPROVEMENT  
CITY OF KINGSTON, ULSTER COUNTY

SUPPLEMENTAL AGREEMENT #1 – D034294

Dear Mr. Swenson:

*Ralph*  
Enclosed are eight (8) Supplemental Agreements to include the construction and construction inspection funds and phase for the above-referenced project. Seven (7) executed copies of the agreement, **EACH with original signatures, notarizations and certified, seal-stamped resolutions**, should be returned to this office. A sample resolution is attached for your use.

Per the Federal Highway Administration (FHWA) the funding for the phases within this agreement cannot be obligated until the agreement is returned to this office locally-executed.

*In addition, please note that the State Transportation Improvement Program currently has the funds for this phase programmed in 10/2014 (FFY 15). The funds need to be moved to 5/2016 (FFY 16) in order to obligate the funds and move the project forward. A copy of this letter is being forwarded to the Ulster County Transportation Council for their information and action.*

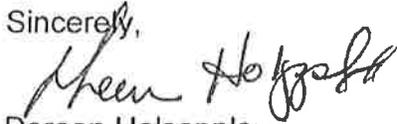
As a reminder per Chapter 15, Administering Construction Contracts; Section 15.4.8 Civil Rights Reporting:

**The Contractor and all subcontractors and suppliers will utilize New York State Department of Transportation Equal Employment Opportunity reporting software, which is currently “Equitable Business Opportunities” (EBO). The Sponsor will monitor prime’s payments to subcontractor and ensure that subcontractors are paid promptly per specifications. In addition, the sponsor is to monitor EEO goals on a monthly basis and take corrective action if goals are not being met; reference NYSDOT Standard Specifications Section 102-11, Equal Employment Opportunity Requirements.**

Mr. Ralph Swenson  
April 7, 2016  
Page Two

Your assistance in having the agreement approved by the City Council and signed by the Mayor and City Attorney is appreciated. Of course, if you have any questions, please call me at (845) 431-5977 or by e-mail at [doreen.holsopple@dot.ny.gov](mailto:doreen.holsopple@dot.ny.gov)

Sincerely,



Doreen Holsopple  
Administrative and Financial Advisor  
Region 8 Local Projects Unit

Enclosures

Copy: Dennis Doyle, Ulster County Transportation Council, Ulster County Planning

**SUPPLEMENTAL AGREEMENT NO 1 to D034294**

This Supplemental Agreement is by and between:

the New York State Department of Transportation ("NYSDOT"), having its principal office at  
50 Wolf Road, Albany, New York, 12232, on behalf of New York State ("State");

And

**City of Kingston** (the Municipality/Sponsor)  
Acting by and through the **Mayor**  
With its office at **420 Broadway, Kingston, Ulster County, New York**

This amends the existing Agreement between the parties in the following respects only:

- X Amends a previously adopted Schedule A by:
    - amending a project description
    - amending the contract end date
    - X amending the scheduled funding by:
      - X adding additional funding:
        - X adding **construction phase** which covers eligible costs incurred on/after \_\_\_\_\_
        - adding 1,2,3 phase which covers eligible costs incurred on/after xxxxxx
      - increasing funding for a project phases(s)
      - X adding a pin extension
      - change from Non-Marchiselli to Marchiselli
      - deleting/reducing a project phase(s)
      - other (xxxxx)
- Amends a previously adopted Schedule "B"
- X Amends a previously adopted agreement by adding Appendix 2-S – Iran Divestment Act
- Amends the Text of the Agreement as follows:

Supplemental Agreement Cover for Local Agreements (11/12)

MUNICIPALITY/SPONSOR: City of Kingston

PIN: 8761.09

BIN: n/a

Comptroller's Contract No: D034294

Supplemental Agreement No. 1

Date Prepared & By: 04/07/2016dh

IN WITNESS WHEREOF, the parties have caused this agreement to be executed by its duly authorized officials as of the date first above written.

Approved for the Municipality/Sponsor

Municipality/Sponsor Attorney:

By: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

STATE OF NEW YORK )  
 )ss.:  
COUNTY OF ULSTER )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2016 before me personally came \_\_\_\_\_ to me known, who, being by me duly sworn did depose and say that he/she resides at \_\_\_\_\_; that he/she is the \_\_\_\_\_ of the Municipal/Sponsor Corporation described in and which executed the above instrument; that it was executed by order of the \_\_\_\_\_ of said Municipal/Sponsor Corporation pursuant to a resolution or other authorization which was duly adopted on \_\_\_\_\_ and which a certified copy is attached and made a part hereof, and that he/she signed his/her name thereto by like order.

\_\_\_\_\_  
Notary Public

By: \_\_\_\_\_  
For Commissioner of Transportation

APPROVED AS TO FORM:  
STATE OF NEW YORK ATTORNEY GENERAL

By: \_\_\_\_\_  
Assistant Attorney General

Agency Certification: In addition to the Acceptance of this contract, I also certify that original copies of this signature page will be attached to all other exact copies of this Contract.

COMPTROLLER'S APPROVAL:

By: \_\_\_\_\_  
For the New York State Comptroller  
Pursuant to State Finance Law§ 112

**SCHEDULE A – Description of Project Phase, Funding and Deposit Requirements**  
**NYSDOT/ State-Local Agreement - Schedule A for PIN 8761.09**

**OSC Municipal Contract #:** D034294      **Contract Start Date:** 12/18/13 (mm/dd/yyyy)      **Contract End Date:** 9/30/2018 (mm/dd/yyyy)  
 Check, if date changed from the last Schedule A

**Purpose:**       Original Standard Agreement       Supplemental Schedule A No. 1

**Agreement Type:**       Locally Administered      Municipality/Sponsor (Contract Payee): City of Kingston  
 Other Municipality/Sponsor (if applicable):

State Administered      List participating Municipality(ies) and the % of cost share for each and indicate by checkbox which Municipality this Schedule A applies.

<input type="checkbox"/> Municipality:	% of Cost share
<input type="checkbox"/> Municipality:	% of Cost share
<input type="checkbox"/> Municipality:	% of Cost share

**Authorized Project Phase(s) to which this Schedule applies:**       PE/Design       ROW Incidentals  
 ROW Acquisition       Construction/CI/CS

**Work Type:** BIKE/PED./FACILITIES      **County (If different from Municipality):** Ulster County

**Marchiselli Eligible**  Yes  No      (Check, if Project Description has changed from last Schedule A):

**Project Description:** City of Kingston School District Infrastructure Improvements

**Marchiselli Allocations Approved FOR ALL PHASES** To compute Total Costs in the last row and column; right click in each field and select "Update Field."

Check box to indicate change from last Schedule A	State Fiscal Year(s)	Project Phase			TOTAL
		PE/Design	ROW (RI & RA)	Construction/CI/CS	
<input type="checkbox"/>	Cumulative total for all prior SFYs	\$	\$	\$	\$ 0.00
<input type="checkbox"/>	Current SFY	\$	\$	\$	\$ 0.00
Authorized Allocations to Date		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

**A. Summary of allocated MARCHISELLI Program Costs FOR ALL PHASES** For each PIN Fiscal Share below, show current costs on the rows indicated as "Current.". Show the old costs from the previous Schedule A on the row indicated as "Old." To compute Total Current Costs in the last row, right click in each field and select "Update Field."

PIN Fiscal Share	"Current" or "Old" entry indicator	Federal Funding Program	Total Costs	FEDERAL Participating Share and Percentage	STATE MARCHISELLI Match	LOCAL Matching Share	LOCAL DEPOSIT AMOUNT (Required only if State Administered)
	Current		\$	\$	\$	\$	\$
	Old		\$	\$	\$	\$	\$
	Current		\$	\$	\$	\$	\$
	Old		\$	\$	\$	\$	\$
	Current		\$	\$	\$	\$	\$
	Old		\$	\$	\$	\$	\$
	Current		\$	\$	\$	\$	\$
	Old		\$	\$	\$	\$	\$
	Current		\$	\$	\$	\$	\$
	Old		\$	\$	\$	\$	\$
<b>TOTAL CURRENT COSTS:</b>			\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

**NYSDOT/State-Local Agreement – Schedule A**

**B. Summary of Other (including Non-allocated MARCHISELLI) Participating Costs FOR ALL PHASES** For each PIN Fiscal Share, show current costs on the rows indicated as "Current.". Show the old costs from the previous Schedule A on the row indicated as "Old." To compute Total Current Costs in last row, right click in each field and select "Update Field."

Other PIN Fiscal Shares	'Current' or 'Old' entry indicator	Funding Source	TOTAL	Other FEDERAL	Other STATE	Other LOCAL
8761.09.121	Current	Other (see footnote)	\$73,000.00	\$73,000.00	\$0.00	\$0.00
	Old	Other (see footnote)	\$73,000.00	\$73,000.00	\$0.00	\$0.00
8761.09.321	Current	Other (see footnote)	\$416,000.00	\$416,000.00	\$0.00	\$0.00
	Old		\$	\$	\$	\$
	Current		\$	\$	\$	\$
	Old		\$	\$	\$	\$
	Current		\$	\$	\$	\$
	Old		\$	\$	\$	\$
	Current		\$	\$	\$	\$
	Old		\$	\$	\$	\$
	Current		\$	\$	\$	\$
	Old		\$	\$	\$	\$
	Current		\$	\$	\$	\$
	Old		\$	\$	\$	\$
<b>TOTAL CURRENT COSTS:</b>			\$489,000.00	\$489,000.00	\$ 0.00	\$ 0.00

<b>C. Total Local Deposit(s) Required for State Administered Projects:</b>	\$0.00
--	--------

<b>D. Total Project Costs</b> To compute Total Costs in the last column, right click in the field and select "Update Field."				
Total FEDERAL Cost	Total STATE MARCHISELLI Cost	Total Other STATE Cost	Total LOCAL Cost	Total Costs (all sources)
\$489,000.00	\$0.00	\$0.00	\$0.00	\$489,000.00

<b>E. Point of Contact for Questions Regarding this Schedule A (Must be completed)</b>	Name: <u>Doreen Holsopple</u> Phone No: <u>845-431-5977</u>
--	--

See Agreement (or Supplemental Agreement Cover) for required contract signatures.



**APPENDIX 2-S**  
**IRAN DIVESTMENT ACT**

As a result of the Iran Divestment Act of 2012 (Act), Chapter 1 of the 2012 Laws of New York, a new provision has been added to the State Finance Law (SFL), § 165-a, effective April 12, 2012. Under the Act, the Commissioner of the Office of General Services (OGS) will be developing a list (prohibited entities list) of "persons" who are engaged in "investment activities in Iran" (both are defined terms in the law). Pursuant to SFL § 165-a(3)(b), the initial list is expected to be issued no later than 120 days after the Act's effective date, at which time it will be posted on the OGS website.

By entering into a renewal or extension of this Contract, Contractor (or any assignee) certifies that once the prohibited entities list is posted on the OGS website, it will not utilize on such Contract any subcontractor that is identified on the prohibited entities list.

Additionally, Contractor understands that during the term of the Contract, should NYSDOT receive information that a person is in violation of the above-referenced certification NYSDOT will offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment which is in violation of the Act within 90 days after the determination of such violation, then NYSDOT shall take such action as may be appropriate including, but not limited to, imposing sanctions, seeking compliance, recovering damages, or declaring the Contractor in default.

NYSDOT reserves the right to reject any renewal, extension or request for assignment for an entity that appears on the prohibited entities list hereafter and to pursue a responsibility review with respect to any entity that is granted a contract extension/renewal or assignment and appears on the prohibited entities list thereafter.

RESOLUTION #149 of 2016

BOND ORDINANCE DATED JULY 12, 2016.

AN ORDINANCE AUTHORIZING THE SAFE ROUTES TO SCHOOL TRANSPORTATION INFRASTRUCTURE PROJECT, IN AND FOR THE CITY OF KINGSTON, ULSTER COUNTY, NEW YORK, AT A MAXIMUM ESTIMATED COST OF \$416,000, AND AUTHORIZING THE ISSUANCE OF \$416,000 BONDS OF SAID CITY TO PAY THE COST THEREOF.

BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF KINGSTON, ULSTER COUNTY, NEW YORK, by the favorable vote of not less than two-thirds of all members of said Council, as follows:

Section 1. The Safe Routes to School Transportation Infrastructure Project, in and for the City of Kingston, Ulster County, New York, consisting of the construction of or improvements to sidewalks, crosswalks, and pedestrian signals, and including incidental improvements and expenses in connection therewith, is hereby authorized at a maximum estimated cost of \$416,000.

Section 2. The plan for the financing thereof is by the issuance of \$416,000 bonds of said City hereby authorized to be issued therefor pursuant to the provisions of the Local Finance Law; provided, however, that the amount of bonds ultimately to be issued shall be reduced to the extent of grants received in connection therewith.

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid class of objects or purposes is ten years, pursuant to subdivision 24 of paragraph a of Section 11.00 of the Local Finance Law.

Section 4. The faith and credit of said City of Kingston, Ulster County, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such bonds as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such bonds becoming due and payable in

such year. There shall annually be levied on all the taxable real property in said City ad valorem taxes sufficient to pay the principal of and interest on said bonds as the same shall become due.

Section 5. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the bonds herein authorized, including renewals of such notes, is hereby delegated to the City Comptroller, the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said City Comptroller, consistent with the provisions of the Local Finance Law.

Section 6. All other matters except as provided herein relating to the bonds herein authorized including the date, denominations, maturities and interest payment dates, within the limitations prescribed herein and the manner of execution of the same, including the consolidation with other issues, and also the ability to issue bonds with substantially level or declining annual debt service, shall be determined by the City Comptroller, the chief fiscal officer of such City. Such bonds shall contain substantially the recital of validity clause provided for in Section 52.00 of the Local Finance Law, and shall otherwise be in such form and contain such recitals, in addition to those required by Section 51.00 of the Local Finance Law, as the City Comptroller shall determine consistent with the provisions of the Local Finance Law.

Section 7. The validity of such bonds and bond anticipation notes may be contested only if:

- 1) Such obligations are authorized for an object or purpose for which said City is not authorized to expend money, or
- 2) The provisions of law which should be complied with at the date of publication of this ordinance are not substantially complied with,

and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or

3) Such obligations are authorized in violation of the provisions of the Constitution.

Section 8. The proceeds of the bonds herein authorized and any bond anticipation notes issued in anticipation of said bonds may be applied to reimburse the City for expenditures made after the effective date of this ordinance for the purpose for which said bonds are authorized. The foregoing statement of intent with respect to reimbursement is made in conformity with Treasury Regulation Section 1.150-2 of the United States Treasury Department.

Section 9. This ordinance shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.150-2. Other than as specified in this ordinance, no monies are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.

Section 10. This ordinance, which takes effect immediately, shall be published in summary form in The Daily Freeman, which is hereby designated as the official newspaper of said City for such purpose, together with a notice of the City Clerk in substantially the form provided in Section 81.00 of the Local Finance Law.

The question of the adoption of the foregoing ordinance was duly put to a vote on roll

call, which resulted as follows:

Alderman \_\_\_\_\_ VOTING \_\_\_\_\_

The ordinance was thereupon declared duly adopted.

CERTIFICATION FORM

STATE OF NEW YORK )  
 ) ss.:  
COUNTY OF ULSTER )

I, the undersigned Clerk of the City of Kingston, Ulster County, New York (the "Issuer"), DO HEREBY CERTIFY:

1. That a meeting of the Issuer was duly called, held and conducted on the 12th day of July, 2016.
2. That such meeting was a **special regular** (circle one) meeting.
3. That attached hereto is a proceeding of the Issuer which was duly adopted at such meeting by the Board of the Issuer.
4. That such attachment constitutes a true and correct copy of the entirety of such proceeding as so adopted by said Board.
5. That all members of the Board of the Issuer had due notice of said meeting.
6. That said meeting was open to the general public in accordance with Section 103 of the Public Officers Law, commonly referred to as the "Open Meetings Law".
7. That notice of said meeting (*the meeting at which the proceeding was adopted*) was caused to be given PRIOR THERETO in the following manner:

**PUBLICATION** (here insert newspaper(s) and date(s) of publication – should be a date or dates falling prior to the date set forth above in item 1)

**POSTING** (here insert place(s) and date(s) of posting- should be a date or dates falling prior to the date set forth above in item

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Issuer this \_\_\_\_ day of July, 2016.

\_\_\_\_\_  
City Clerk

(CORPORATE SEAL)

## LEGAL NOTICE OF ESTOPPEL

The bond ordinance, summary of which is published herewith, has been adopted on July 12, 2016, and the validity of the obligations authorized by such resolution may be hereafter contested only if such obligations were authorized for an object or purpose for which the City of Kingston, Ulster County, New York, is not authorized to expend money, or if the provisions of law which should have been complied with as of the date of publication of this notice were not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of publication of this notice, or such obligations were authorized in violation of the provisions of the Constitution.

A complete copy of the resolution summarized herewith is available for public inspection during regular business hours at the Office of the City Clerk of the City for a period of twenty days from the date of publication of this Notice.

Dated: Kingston, New York,  
\_\_\_\_\_, 2016.

\_\_\_\_\_  
City Clerk

BOND ORDINANCE DATED JULY 12, 2016.

AN ORDINANCE AUTHORIZING THE SAFE ROUTES TO SCHOOL TRANSPORTATION INFRASTRUCTURE PROJECT, IN AND FOR THE CITY OF KINGSTON, ULSTER COUNTY, NEW YORK, AT A MAXIMUM ESTIMATED COST OF \$416,000, AND AUTHORIZING THE ISSUANCE OF \$416,000 BONDS OF SAID CITY TO PAY THE COST THEREOF.

Objects or purposes:	Safe Routes to School Transportation Infrastructure Project, consisting of the construction of or improvements to sidewalks, crosswalks and pedestrian signals
Maximum Estimated Cost:	\$416,000
Period of probable usefulness:	Ten years
Amount of obligations to be issued:	\$416,000 bonds

**BOND ORDINANCE**

At a regular meeting of the Common Council of the City of Kingston, Ulster County, New York, held at the Common Council Chambers, City Hall, 420 Broadway, in said City, on the 12th day of July, 2016, at \_\_\_\_ o'clock P.M., Prevailing Time.

The meeting was called to order by \_\_\_\_\_, and upon roll being called, the following were

PRESENT:

ABSENT:

The following ordinance was offered by Alderman \_\_\_\_\_, who moved its adoption, seconded by Alderman \_\_\_\_\_, to-wit:



ORRICK

July 7, 2016

VIA E-MAIL (jtuey@kingston-ny.gov)

Mr. John Tuey, City Comptroller  
City of Kingston  
City Hall/420 Broadway  
Kingston, NY 12401

Re: City of Kingston, Ulster County, New York  
Safe Routes to School Transportation Infrastructure Project  
\$416,000 Bonds  
Orrick File: 42394-2-72

Dear John:

In accordance with your recent request, we are enclosing the following relative to the above:

- (1) Draft form for the bond ordinance. As you know, this ordinance must be adopted by a super majority vote; that is a vote of at least two-thirds of the total voting strength of the Council.
- (2) A suggested form for the summary Legal Notice of Estoppel. This Legal Notice of Estoppel should be published once in The Daily Freeman, the official newspaper designated in Section 10 of the bond ordinance.

In due course, please furnish us with the following:

- (a) An ORIGINALLY certified copy of the enclosed bond ordinance.
- (b) An ORIGINAL printer's affidavit of publication of the summary Legal Notice of estoppel from The Daily Freeman.
- (c) Evidence of compliance with SEQR.

With best wishes,

Very truly yours,

*Tom*

Thomas E. Myers  
/es

ORRICK, HERRINGTON & SUTCLIFFE LLP  
51 WEST 52<sup>ND</sup> STREET  
NEW YORK, NY 10019-6142

tel 212-506-5000

fax 212-506-5151

WWW.ORRICK.COM

Thomas E. Myers  
(212) 506-5212  
tmyers@orrick.com

RESOLUTION #150 of 2016

AN ORDINANCE AMENDING AN ORDINANCE IN RELATION TO TRAFFIC ON THE PUBLIC STREETS OF THE CITY OF KINGSTON, NEW YORK ALTERING TRAFFIC FLOW ON GREENKILL AVENUE

**Sponsored By:** General Government/Public Safety Committee  
Aldermen Schabot, Eckert, Dawson, Davis, Brown

WHEREAS, a recommendation has been made by the City of Kingston's Safety Officer to alter the traffic flow on Greenkill Avenue at the Clinton Avenue and Prospect Street Intersections

WHEREAS, in the interest of safety and the needs of the residents, traffic on the streets must be regulated;

NOW, THEREFORE, BE IT RESOLVED THAT THE COMMON COUNCIL OF THE CITY OF KINGSTON DOES ORDAIN AND ENACT THE FOLLOWING:

**Section 1:** ARTICLE 13, SCHEDULE 9, SECTION 390-92, "STOP INTERSECTIONS" shall be amended by ADDING the following:

Stop Signs on Greenkill Avenue (both directions) at the intersection of Clinton Avenue (with 4-way stop signage)

**Section 2:** ARTICLE 13, SECTION 390-94, SCHEDULE 11 "FLASHING SIGNALS" shall be amended by ADDING the following

Greenkill Avenue-Red / Clinton Avenue-Red

**Section 3:** All ordinances and parts thereof, inconsistent here with are hereby repealed.

**Section 4:** This ordinance shall take effect immediately after passage, approval and publication as provided by law.

Submitted to the Mayor this \_\_\_\_\_  
day of \_\_\_\_\_, 2016

Approved by the Mayor this \_\_\_\_\_  
day of \_\_\_\_\_, 2016

\_\_\_\_\_  
CARLY WINNIE, CITY CLERK

\_\_\_\_\_  
STEVEN NOBLE, MAYOR

Adopted by Council on July 12, 2016

**THE CITY OF KINGSTON COMMON COUNCIL**

**PUBLIC SAFETY/GENERAL GOVERNMENT  
COMMITTEE REPORT**

DEPARTMENT DPW DATE 6/22/16

Description Resolution to make the intersection of Clinton and Greenkill Ave a 4 way stop, changing from the present 3 way stop.

(As appropriate, always give cross streets: North, South, East, West directions; and Vehicle & Traffic Section from City of Kingston Code Book)

Signature [Signature]

Motion by LE

Seconded by NP

Action Required: \_\_\_\_\_

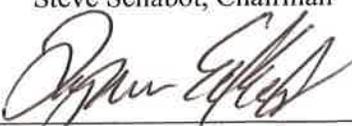
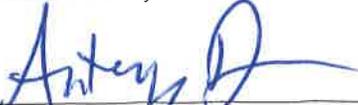
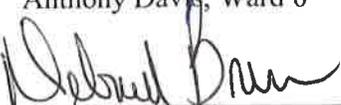
SEQRA Decision:  
 Type I Action \_\_\_\_\_  
 Type II Action \_\_\_\_\_  
 Unlisted Action \_\_\_\_\_

Negative Declaration of Environmental Significance: \_\_\_\_\_

Conditioned Negative Declaration: \_\_\_\_\_

Seek Lead Agency Status: \_\_\_\_\_

Positive Declaration of Environmental Significance: \_\_\_\_\_

<u>Committee Vote</u>	<u>YES</u>	<u>NO</u>
 Steve Schabot, Chairman	✓	
 Lynn Eckert, Ward 1	✓	
 Nina Dawson, Ward 4	✓	
 Anthony Davis, Ward 6	✓	
 Deborah Brown, Ward 9	✓	

RESOLUTION #151 of 2016

AN ORDINANCE AMENDING AN ORDINANCE IN RELATION TO TRAFFIC  
ON THE PUBLIC STREETS OF THE CITY OF KINGSTON, NEW YORK  
REPEALING HANDICAP PARKING ON ADAMS STREET

Sponsored By: General Government/Public Safety  
Aldermen Schabot, Eckert, Dawson, Davis, Brown

WHEREAS, in the interest of safety and the needs of the residents, parking on the streets must be regulated:

NOW, THEREFORE, BE IT RESOLVED THAT THE COMMON COUNCIL OF THE CITY OF KINGSTON DOES ORDAIN AND ENACT THE FOLLOWING:

Section 1: ARTICLE 7, SECTION 390-57, "HANDICAPPED PARKING" is hereby amended by REPEALING the following:

Handicapped Parking at 25 Adams Street

Section 2: All ordinances and parts thereof, inconsistent herewith are hereby repealed.

Section 3: This ordinance shall take effect immediately after passage, approval and publication as provided by law.

Submitted to the Mayor this \_\_\_\_\_  
day of \_\_\_\_\_, 2016

Approved by the Mayor this \_\_\_\_\_  
day of \_\_\_\_\_, 2016

\_\_\_\_\_  
CARLY WINNIE, CITY CLERK

\_\_\_\_\_  
STEVEN T. NOBLE, MAYOR

Adopted by Council on July 12, 2016

Handicap Remove

**THE CITY OF KINGSTON COMMON COUNCIL**

**PUBLIC SAFETY/GENERAL GOVERNMENT  
COMMITTEE REPORT**

DEPARTMENT DPW DATE 6/27/16  
 Description Resolution to remove handicapped sign at 25 Adams St. Holder is deceased!

(As appropriate, always give cross streets: North, South, East, West directions; and Vehicle & Traffic Section from City of Kingston Code Book)

Signature [Signature]

Motion by DB

Seconded by ND

Action Required: \_\_\_\_\_

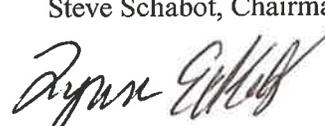
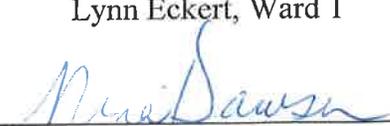
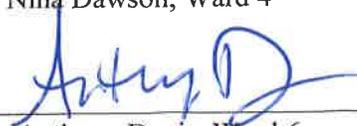
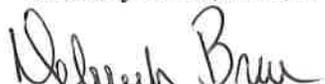
SEQRA Decision:  
 Type I Action \_\_\_\_\_  
 Type II Action \_\_\_\_\_  
 Unlisted Action \_\_\_\_\_

Negative Declaration of Environmental Significance: \_\_\_\_\_

Conditioned Negative Declaration: \_\_\_\_\_

Seek Lead Agency Status: \_\_\_\_\_

Positive Declaration of Environmental Significance: \_\_\_\_\_

<u>Committee Vote</u>	<u>YES</u>	<u>NO</u>
 Steve Schabot, Chairman	✓	
 Lynn Eckert, Ward 1	X	
 Nina Dawson, Ward 4	X	
 Anthony Davis, Ward 6	✓	
 Deborah Brown, Ward 9	X	

## Winnie, Carly

---

**From:** Noble, James  
**Sent:** Tuesday, June 21, 2016 9:56 AM  
**To:** Winnie, Carly  
**Subject:** Fwd: 25 Adam St.

Carly Please add to the PS Committee agenda. Thank you Jim

Sent from my iPhone

Begin forwarded message:

**From:** Deborah Brown <djbrown72@hotmail.com>  
**Date:** June 9, 2016 at 5:06:42 PM EDT  
**To:** jim noble <jnoble39@aol.com>, "jnoble@kingston-ny.gov" <jnoble@kingston-ny.gov>  
**Subject:** 25 Adam St.

Jim Noble,

I have been informed by Mike Schupp that the handicap sign at 25 Adam St. in no longer needed. It is next door to where his Aunt lived who is now deceased and it is not being used by anybody else on the street. Every spot to park on the street is a premium due to most do not have driveways on that narrow thoroughfare.

Thank you for your consideration.

Deh Brown  
Ward 9, Alderwoman

RESOLUTION #152 of 2016

AN ORDINANCE AMENDING AN ORDINANCE IN RELATION TO TRAFFIC  
ON THE PUBLIC STREETS OF THE CITY OF KINGSTON, NEW YORK  
ADDING HANDICAP PARKING ON SOUTH MANOR AVENUE

Sponsored By: Public Safety/General Government Committee  
Aldermen Schabot, Eckert, Dawson, Davis, Brown

WHEREAS, in the interest of safety and the needs of the residents, parking on the streets must be regulated:

NOW, THEREFORE, BE IT RESOLVED THAT THE COMMON COUNCIL OF THE CITY OF KINGSTON DOES ORDAIN AND ENACT THE FOLLOWING:

Section 1: ARTICLE 7, SECTION 390-57, "HANDICAPPED PARKING" is hereby Amended by ADDING the following:

Handicap Parking in front of 69 South Manor Avenue

Section 2: All ordinances and parts thereof, inconsistent herewith are hereby repealed.

Section 3: This ordinance shall take effect immediately after passage, approval and publication as provided by law.

Submitted to the Mayor this \_\_\_\_\_

day of \_\_\_\_\_, 2016

Approved by the Mayor this \_\_\_\_\_

day of \_\_\_\_\_, 2016

\_\_\_\_\_  
CARLY WINNIE, CITY CLERK

\_\_\_\_\_  
STEVEN T. NOBLE, MAYOR

Adopted by Council on July 12, 2016

**THE CITY OF KINGSTON COMMON COUNCIL  
PUBLIC SAFETY/GENERAL GOVERNMENT  
COMMITTEE REPORT**

DEPARTMENT DPW DATE 6/22/16

Description  
Resolution to add Handicapped zone and signage at ~~X~~ S. Manor Avenue  
69  
Permit # 3680791

(As appropriate, always give cross streets North, South, East, West directions; and Vehicle & Traffic Section from City of Kingston Code Book)

Signature Steve Schabot

Motion by AD

Seconded by LE

Action Required: \_\_\_\_\_

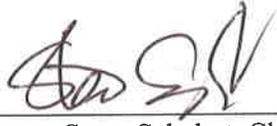
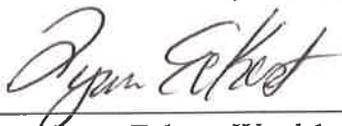
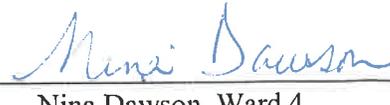
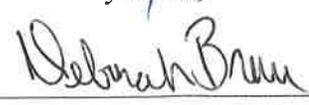
SEQRA Decision:  
 Type I Action \_\_\_\_\_  
 Type II Action \_\_\_\_\_  
 Unlisted Action \_\_\_\_\_

Negative Declaration of Environmental Significance: \_\_\_\_\_

Conditioned Negative Declaration: \_\_\_\_\_

Seek Lead Agency Status: \_\_\_\_\_

Positive Declaration of Environmental Significance: \_\_\_\_\_

<u>Committee Vote</u>	<u>YES</u>	<u>NO</u>
 Steve Schabot, Chairman	/	
 Lynn Eckert, Ward 1	X	
 Nina Dawson, Ward 4	✓	
 Anthony Davis, Ward 6	✓	
 Deborah Brown, Ward 9	X	

**Winnie, Carly**

---

**From:** Noble, James  
**Sent:** Sunday, June 05, 2016 9:23 PM  
**To:** Winnie, Carly  
**Subject:** Fwd:

Carly, Please add to the PS Committee. Thank you. Jim

Sent from my iPhone

Begin forwarded message:

**From:** <8453256072@mms.att.net>  
**Date:** June 2, 2016 at 6:35:13 PM EDT  
**To:** <9019236@mms.att.net>, <jnoble@kingston-ny.gov>, <8453314696@mms.att.net>

Tony Davis. Would like to get on this month's communications a discussion regarding handicap sign at 71 S. Manor Ave.

59

6/5/2016

To whom it concerns :

I AM WRITING THIS LETTER ON BEHALF OF MYSELF AND MY MOTHER TO ASK TO HAVE HANDICAP SIGNS INSTALLED IN FRONT OF OUR HOUSE. MY MOTHER IS LEGALLY BLIND AND I AM ON DISABILITY DUE TO A SERIOUS BACK INJURY FROM A CAR ACCIDENT.

WE HAVE CARS THAT PARK IN FRONT OF OUR HOUSE ALL THE TIME AND IT MAKES IT HARD ON MY MOTHER AND MYSELF.

WE LIVE AT 69 So. MANOR AVE AND IF YOU COULD SEE TO THIS MATTER WE WOULD BE VERY THANKFUL

SINCERELY  
Mary Jaynot - HOMEOWNER  
Wahm Jaynot - SON

WALTER FAUROTÉ  
69 SO. MANOR AVE.  
Kingston N.Y.  
12401

845-332-0430

State  
of



New  
York

MV-854 (7/11)

3680791

JAN NOT TRANSFERABLE  
FEB  
MAR  
APR  
MAY  
JUN  
JUL  
AUG  
SEP  
OCT  
NOV  
● C



Permit expires last day of month & year punched

2012  
2013  
2014  
2015  
2016  
2017  
2018

12-16/435

Issuing Locality and Phone No.:

KINGSTON  
845 331-1671

REMOVE FROM REARVIEW  
MIRROR WHEN DRIVING

RESOLUTION #153 of 2016

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON,  
NEW YORK, RECOMMENDING APPROVAL FOR MODIFICATIONS TO  
THE 2016 WASTEWATER TREATMENT FACILITY SEWER BUDGET

Sponsored by: Finance/Audit Committee  
Aldermen Koop, Scott-Childress, Davis, Schabot, Brown

WHEREAS, the Wastewater Treatment Facility has requested a budget transfer in the amount of \$65,594.15 to cover stand-by pay; and

WHEREAS, the Finance/Audit Committee has received, reviewed and approved this request:

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AS FOLLOWS:

SECTION 1. That the sum of \$7,800.00 be transferred as follows:

FROM:	G1813011.5101	Regular Pay	\$7,800.00
TO:	G1813011.5118	Stand-By Pay	\$7,800.00

SECTION 2. That this resolution shall take effect immediately.

Submitted to the Mayor this \_\_\_\_\_  
day of \_\_\_\_\_, 2016.

Approved by the Mayor this \_\_\_\_\_  
day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
CARLY WINNIE, CITY CLERK

\_\_\_\_\_  
STEVEN T. NOBLE, MAYOR

Adopted by Council July 12, 2016

Financial Impact - \$0

WWTF bud mod

4

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER \_\_\_\_\_  
AUTHORIZATION \_\_\_\_\_  
CLAIMS \_\_\_\_\_

CONTINGENCY TRANSFER \_\_\_\_\_  
BUDGET MODIFICATION  \_\_\_\_\_  
ZONING \_\_\_\_\_

TRANSFER \_\_\_\_\_  
BONDING REQUEST \_\_\_\_\_  
OTHER \_\_\_\_\_

DEPARTMENT WWTF DATE 5/9/16

Description transfer from regular payroll to stand by pay

Estimated Financial Impact 0 Signature [Handwritten Signature]

Motion by AD

Seconded by SS

Action Required:

SEQRA Decision:  
Type I Action \_\_\_\_\_  
Type II Action \_\_\_\_\_  
Unlisted Action \_\_\_\_\_

Negative Declaration of Environmental Significance: \_\_\_\_\_

Conditioned Negative Declaration: \_\_\_\_\_

Seek Lead Agency Status: \_\_\_\_\_

Positive Declaration of Environmental Significance: \_\_\_\_\_

<u>Committee Vote</u>	<u>YES</u>	<u>NO</u>
<u>[Signature]</u> Douglas Koop, Chairman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<u>[Signature]</u> Brad Will, Ward 3	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<u>[Signature]</u> Anthony Davis, Ward 6	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<u>[Signature]</u> Steven Schabot, Ward 8	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<u>[Signature]</u> Deborah Brown, Ward 9	<input checked="" type="checkbox"/>	<input type="checkbox"/>

FROM:		TO:	
G1-8130-11-5101	\$7,800	G1-8130-11-5118	\$7,800

Pg 160

Pg 167

RESOLUTION #154 of 2016

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON,  
NEW YORK, ESTABLISHING STANDARD WORK DAYS FOR ELECTED OFFICIALS  
TO BE REPORTED TO THE OFFICE OF THE NEW YORK STATE COMPTROLLER

Sponsored by: Finance and Audit Committee  
Aldermen Koop, Scott-Childress, Schabot, Brown

WHEREAS, the City Clerk's Office has submitted paperwork to be filed with the New York State Comptroller's Office establishing Standard Work Days for Elected and Appointed Officials; and

WHEREAS, the Common Council has received, reviewed and approved this request:

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AS FOLLOWS:

SECTION 1. That the attached resolution be filed with the New York State Comptroller's Office establishing Standard Work Days.

SECTION 2. That this resolution shall take effect immediately.

Submitted to the Mayor this \_\_\_\_\_  
day of \_\_\_\_\_, 2016.

Approved by the Mayor this \_\_\_\_\_  
day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
CARLY WINNIE, CITY CLERK

\_\_\_\_\_  
STEVEN T. NOBLE, MAYOR

Adopted by Council on

StandardWorkDay

**THE CITY OF KINGSTON COMMON COUNCIL**

**FINANCE AND AUDIT  
COMMITTEE REPORT**

<u>REQUEST DESCRIPTION</u>		
INTERNAL TRANSFER _____	CONTINGENCY TRANSFER _____	TRANSFER _____
AUTHORIZATION _____	BUDGET MODIFICATION _____	BONDING REQUEST _____
CLAIMS _____	ZONING _____	OTHER _____

DEPARTMENT City Clerk DATE \_\_\_\_\_

Description: Recommend approval for filing the attached Standard Workday Resolution with the NYS and Local Retirement System.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Estimated Financial Impact \_\_\_\_\_ Signature \_\_\_\_\_

Motion by RS-C

Seconded by SS

Action Required: \_\_\_\_\_

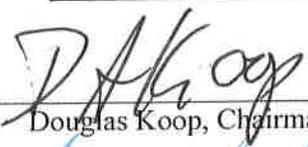
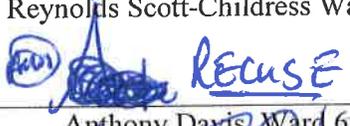
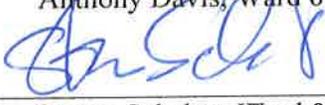
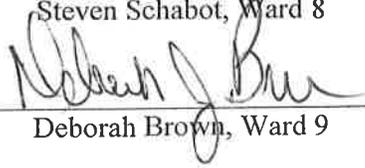
SEQRA Decision:  
 Type I Action \_\_\_\_\_  
 Type II Action \_\_\_\_\_  
 Unlisted Action \_\_\_\_\_

Negative Declaration of Environmental Significance: \_\_\_\_\_

Conditioned Negative Declaration: \_\_\_\_\_

Seek Lead Agency Status: \_\_\_\_\_

Positive Declaration of Environmental Significance: \_\_\_\_\_

<u>Committee Vote</u>	<u>YES</u>	<u>NO</u>
 Douglas Koop, Chairman	✓	
 Reynolds Scott-Childress Ward 3	✓	
 Anthony Davis, Ward 6		✓
 Steven Schabot, Ward 8	✗	
 Deborah Brown, Ward 9		



Office of the New York State Comptroller  
 New York State and Local Retirement System  
 Employees' Retirement System  
 Police and Fire Retirement System  
 110 State Street, Albany, New York 12244-0001

# Standard Work Day and Reporting Resolution for Elected and Appointed Officials

RS 2417-A

(Rev. 8/15)

BE IT RESOLVED, that the City of Kingston / 20024 hereby establishes the following standard work days for these titles and (Name of Employer) (Location Code)

will report the officials to the New York State and Local Retirement System based on their record of activities:

Title	Standard Work Day (Hrs/day) Min. 6 hrs Max. 8 hrs	Name (First and Last)	Social Security Number (Last 4 digits)	Registration Number	Tier 1 (Check only if member is in Tier 1)	Current Term Begin & End Dates (mm/dd/yy-mm/dd/yy)	Record of Activities Result*	Not Submitted (Check only if official did not submit their Record of Activities)
<b>Elected Officials</b>								
Mayor	7	Steven Noble	<del>██████</del>	<del>██████</del>	<input type="checkbox"/>	01/01/16-12/31/19	27.8	<input type="checkbox"/>
Alderman	7	William Carey	<del>██████</del>	<del>██████</del>	<input type="checkbox"/>	01/01/16-12/31/17	6.14	<input type="checkbox"/>
Alderman	7	Anthony Davis	<del>██████</del>	<del>██████</del>	<input type="checkbox"/>	01/01/16-12/31/17	2.45	<input type="checkbox"/>
<b>Appointed Officials</b>								
Corporation Counsel	7	Kevin Bryant	<del>██████</del>	<del>██████</del>	<input type="checkbox"/>	01/19/16-12/31/19	25.33	<input type="checkbox"/>
					<input type="checkbox"/>			<input type="checkbox"/>
					<input type="checkbox"/>			<input type="checkbox"/>

**SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE**

I, Carly Winnie (Name of secretary or clerk) secretary/clerk of the governing board of the City of Kingston (Name of Employer) City of Kingston (Name of Employer) of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 12th day of July, 2016 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the City of Kingston on this 20 day of 20, 2016 (Signature of the secretary or clerk) (Name of Employer)

Affidavit of Posting: I, Carly Winnie (Name of secretary or clerk) being duly sworn, deposes and says that the posting of the Resolution began on                      (Date) and continued for at least 30 days. That the Resolution was available to the public on the

- Employer's website at www.kingston-ny.gov
- Official sign board at 420 Broadway, Kingston, NY
- Main entrance secretary or clerk's office at 420 Broadway, Kingston, NY

(seal)

Alderman Anthony Davis NYS Retirement Workday Log

Date	Meeting/Task	Hrs	Total hrs
1/1/16	Swearing In Ceremony	1	1
1/4	City Caucus Meeting – discuss City resolutions	2.5	3.5
1/5	City Common Council meeting - vote on City resolutions	2.5	6
1/11	Spoke to constituent – Ms. Klein handicap signs	.5	6.5
1/12	Meeting with Mayor Noble - recognition awards, DPW, city bus	.5	7
1/17	meeting to discuss Washington Ave sinkhole - Mayor, Alderman at Large, Wills, Tuey and residents	1	8
1/17	ML King Jr. Community Service- City Officials invited	2	10
1/20	Council Finance meeting	2	12
1/27	Council Public Safety meeting	1.5	13.5
1/28	Community Meeting @Riverview church - City Officials invited	2	15.5
1/30	Ward 6 monthly meeting – residents invited to discuss issues, problems in the Ward	1	16.5
2/1	Common Council Caucus meeting	2	18.5
2/2	Common Council Meeting	1.5	20
2/10	Finance Committee meeting – discussion & Recommendations regarding city finance issues	4	24
2/11	City of Kingston Fire Board meeting – discussion of Issues regarding City fire dept.	.5	24.5
2/16	ML King Jr Dinner – speaker at Kingston Recreation Dept event	1	25.5
2/16	Laws and Rules Committee meeting	1	26.5

2/16	Special Finance Committee meeting – regarding County		
	Sales tax	1	27.5
2/24	Special Common Council Meeting – vote on Ulster		
	County Sales Tax	.5	28.5
2/24	Public Safety Committee meeting – discussion on		
	Issues regarding public safety	2	30.5
2/27	Community meeting – Quick Chek	1	31.5
2/27	meeting with Kingston businessman –S. Aaron	2	33.5
2/29	Finance meeting	1	34.5
2/29	Caucus meeting	3	37.5
3/1	Common Council meeting	1	38.5
3/6	Community Breakfast – St Mary’s Hall		
	Ward 6 constituents	1	39.5
3/9	Finance meeting	3	42.5
3/19	Community meeting	1	43.5
3/23	Public safety meeting	2.5	46
3/24	Water Treatment tour	1	47
3/29	Neighborhood Watch – Birchwood Village	2	49
3/30	Finance meeting	2.5	51.5

~~3~~  
 17.17/mo  
 ÷ 7 hrs  
 2.45 days/mo

Mayor Steve Noble January 1, 2016 - April 4, 2016

January

4	7.0
5	7.3
6	9.5
7	8.0
8	9.0
11	10.0
12	10.8
13	10.5
14	9.8
15	8.0
16	3.0
17	3.5
18	1.5
19	8.0
20	10.3
21	8.5
22	7.5
25	6.8
26	8.0
27	10.5
28	8.3
29	7.8
30	2.3

February

1	8.0
2	8.5
3	11.0
4	10.5
5	7.8
8	8.5
9	10.0
10	11.0
11	8.0
12	9.0
15	4.5
16	10.8
17	9.3
18	7.3
19	9.8
22	6.5
23	8.3
24	8.5
25	11.0
26	8.0
27	4.0

# January 4, 2016 - January 10, 2016

January 2016							February 2016						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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3	4	5	6	7	8	9	7	8	9	10	11	12	13
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24	25	26	27	28	29	30	28	29					
31													

## Monday, January 4

- 9:00am - 10:00am Sinkhole Meeting
- 10:00am - 11:00am Staff Meet and greet
- 11:00am - 12:00pm Greeting various residents
- 1:00pm - 2:00pm Meet with Dan Gartenstein
- 3:00pm - 4:00pm Meeting with Gregg

7 hrs

## Tuesday, January 5

- 9:00am - 9:15am Matt Gillis 15 mins
- 9:30am - 10:00am Kingston Veterans - Bill Forte - 9:30 ( talk to you about what is coming up with the Veterans)
- 10:00am - 10:45am Karen Levine - Interview for Sec job
- 10:45am - 11:00am meet with Kyle re: Raleigh
- 11:00am - 11:45am Rita Worthington - Interview for Sec job @ 11
- 11:45am - 12:30pm Mike Schupp
- 12:30pm - 1:30pm Webinar with NYCOM
- 1:30pm - 2:00pm lunch
- 2:00pm - 2:45pm Lynsey Timbrouck - Interview for Sec. Job @ 3
- 3:00pm - 3:45pm e-mails and calls
- 4:00pm - 4:45pm Tom Hopkins - Interview for Sec. Job @ 4

7.25

## Wednesday, January 6

- 8:00am - 9:30am Pike Plan Commission (Catskill Hudson on Schwenk Drive) ☉
- 10:00am - 11:00am Meeting with Pat Courtney, see email for topic - business services
- 11:00am - 11:30am Meeting with Mary Lou
- 12:00pm - 1:00pm Meet with Kevin G
- 1:15pm - 2:15pm Return Phone Calls
- 2:30pm - 3:30pm E-mails, speak with staff
- 4:00pm - 4:30pm review letters
- 6:30pm - 7:30pm UC Legislature Swearing in Ceremony

9.5

## Thursday, January 7

- 9:30am - 9:45am Meeting with Linsey
- 10:00am - 12:00pm meeting with chief tinti - Invite Chief and John Tuey (Mayor's Conference room)
- 12:00pm - 1:00pm Lunch
- 1:00pm - 2:00pm Meeting with Megan Weiss-Rowe
- 2:30pm - 3:00pm meet with BA Feeney
- 3:15pm - 3:30pm 914-388-0671 Modele Clark
- 3:30pm - 4:30pm Meeting with Tim Weidemann

8 hrs

## Friday, January 8

- 8:00am - 8:45am pick up Deisings
- 9:00am - 11:00am Department Head Meeting (Conference Room 1 - Carly will take notes)
- 11:15am - 12:15pm Calls and e-mails
- 12:15pm - 12:45pm Preparation for Mike Hein's meeting
- 1:00pm - 2:30pm Meeting with Paul Padalino (Crown Street, )
- 2:45pm - 3:00pm Meet with Suzanne Holt
- 3:00pm - 5:00pm Meeting with Mike Hein at Heins office

9 hrs

## Saturday, January 9

- 11:00am - 11:45am Wake - 11-1- Allen Winchell's wife
- 12:00pm - 12:30pm Flea market opening (Tamara 594-5054)

## Sunday, January 10

# January 11, 2016 - January 17, 2016

January 2016							February 2016							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
					1	2			1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13	
10	11	12	13	14	15	16	14	15	16	17	18	19	20	
17	18	19	20	21	22	23	21	22	23	24	25	26	27	
24	25	26	27	28	29	30	28	29						
31														

## Monday, January 11

- 7:30am - 8:00am 7:35 Walter Maxwell Radio spot KCR (389-5494)
- 11:00am - 11:45am Meeting with Cassandra Burke, housing policy
- 12:00pm - 12:45pm lunch
- 1:00pm - 1:30pm return e-mails and calls
- 1:45pm - 2:00pm pick up microwave from Rec, visit Rec
- 2:00pm - 3:30pm Meeting with Mandy Bruck re: KLDC
- 3:30pm - 4:15pm Meeting with Kevin Bryant (914-388-4382)
- 5:00pm - 6:00pm Meeting with Ron Dunn, Chris Rea, Dan Gartenstein
- 6:00pm - 8:00pm Planning Meeting, Meet and Greet, (Chambers)

10 hrs

## Tuesday, January 12

- 8:45am - 10:00am travel- meet Brenna and Mandy at City Hall
- 10:00am - 12:00pm Pattern for Progress - Mid-Hudson Mayor's forum with Brenna, Mandy (Beacon City Hall)
- 12:00pm - 12:15pm Call Rose Marie Diamond (husband retired FF Ronald Joseph "Hopp" Diamond passed)
- 12:30pm - 1:30pm Webinar with NYCOM
- 1:30pm - 2:00pm Lunch
- 2:30pm - 2:45pm call Padalino about Gross Street
- 3:00pm - 4:00pm Meeting with Dan Shuster, Sue Cahill and Jim
- 4:00pm - 4:30pm Meeting with Carl Frankel and Mark Marshall
- 4:30pm - 5:00pm Tony Davis
- 5:00pm - 6:30pm Water dept workshop re cooper lake
- 6:30pm - 8:00pm Kingston CAC Meeting introduction

10.75

## Wednesday, January 13

- 8:30am - 9:00am meet at monkey joes
- 9:30am - 9:45am Jesse Smith - 334-8200, ext 119
- 10:00am - 4:15pm State of the State Address - Convention Center
- 4:15pm - 5:00pm Meeting with Mike Schupp
- 5:00pm - 7:00pm Water Board Meeting (Water Department Offices)

10.5

## Thursday, January 14

- 9:15am - 10:00am Meeting with Michael and Megan re Grant
- 10:00am - 10:15am Urgent meeting with Mark Brown (750-7404)
- 10:15am - 10:45am Meeting with Guillermo Rodriguez (Vida Real, Pine Street)
- 11:00am - 11:45am Meeting with Ray Curren, Kitty McCollough,
- 12:00pm - 1:00pm Chris Rea Proposal Planning
- 1:00pm - 2:00pm Grant Manager Proposal Planning
- 2:00pm - 2:45pm Betty Greenwald, Real Estate Broker, Artist-
- 2:45pm - 3:45pm Business Services Proposal Planning
- 2:45pm - 3:45pm Communications Manager/Hodge Proposal
- 2:45pm - 3:45pm EE Part Timer Proposal Planning
- 5:00pm - 7:00pm Karmabee Farwell Celebration
- 5:30pm - 7:00pm KUBA Annual Meeting (Senate Garage)

9.75

## Friday, January 15

- 8:00am - 8:30am 8:00-8:30am, Jeannette Provenzano and Alan
- 8:30am - 9:45am Meeting with Mike Hein at his office
- 10:00am - 10:45am Meeting with Al Nace (594-3231 cell)
- 10:45am - 11:00am meeting with Lisa Bruck
- 11:00am - 12:00pm Pike Plan Investigation Meeting (Mayor's
- 12:00pm - 12:45pm Meeting with John Tuey re: proposals
- 12:45pm - 1:00pm Lunch with Jules
- 1:30pm - 2:30pm Meeting
- 2:30pm - 3:30pm Meeting with Jean Sangi, Joe Sangi, John
- 3:30pm - 3:45pm call Mike Darcy, Energize NY and PACE
- 3:45pm - 4:00pm call Jack Finch (389-9868)
- 4:00pm - 5:00pm Bill Knowles (845-443-3905)

More Items...

## Saturday, January 16

- 2:00pm - 5:00pm MLK Ulster Corp Event

3

## Sunday, January 17

- 1:00pm - 3:00pm Sink hole tour (88 Washington Ave Kingston, NY, United States)
- 4:00pm - 5:30pm MLK celebration (pointe of praise church)

3.5

# January 18, 2016 - January 24, 2016

January 2016							February 2016						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29					
31													

## Monday, January 18

Holiday

- 11:30am - 1:00pm Heroes in Our Backyard Luncheon (Chateau)

1.5

## Tuesday, January 19

- 8:30am - 9:45am UC Association of Town Supervisors and Mayors (Olympic Diner, Washington Avenue)
- 10:00am - 10:30am sign Payroll with Peggy
- 10:30am - 11:00am Meet with Dan Baker and Staff, Assessor's Office
- 11:15am - 11:45am Briefing with Mike Schupp
- 12:00pm - 12:30pm lunch with Jules
- 12:30pm - 12:45pm drive with John
- 12:45pm - 1:45pm Meeting with Mike Hein, John Tuey, Hein's office
- 2:00pm - 3:30pm Kingston Connectivity Meeting (City Hall) - Cornwell, Christopher
- 3:30pm - 4:00pm Call with Shumer's office
- 4:00pm - 5:00pm Meeting with Junior League (917-699-5326)

## Wednesday, January 20

- 7:30am - 9:00am Chamber Breakfast, Congressman Gibson special guest (Best Western Plus)
- 9:00am - 10:15am Bagel Cafe at KHS (Nadine A. 845-849-5258)
- 9:30am - 10:30am Press conference
- 11:00am - 11:30am Meeting with Commissioner of Jurors (481-9385)
- 11:30am - 12:00pm lunch
- 12:00pm - 1:00pm Bonnie Landi with Congressman Gibson (City)
- 1:00pm - 2:30pm Age Well (Mayor's Conference Room, City Hall) -
- 2:00pm - 3:00pm Meeting with Jeremy and Henry Ellenbogen
- 3:00pm - 3:15pm Meeting with Ed Boyle (Mike had Maureen set it)
- 4:00pm - 4:15pm Briefing with Mike Schupp
- 6:30pm - 8:30pm Finance/Audit Committee (Conference Room 1)

10:25

## Thursday, January 21

- 8:00am - 10:00am KLDC Meeting
- 10:00am - 11:30am Meeting with Union
- 12:00pm - 12:30pm Meet with Lynsey
- 1:00pm - 2:00pm Eat Well Kingston Meeting
- 2:00pm - 2:30pm RNN Video (missed press conference) (Karen McBride 914-417-2764)
- 3:00pm - 4:00pm Meeting with Peg O'Leary (926-0062)
- 4:00pm - 4:30pm Meeting with Commissioner Iapoce (334-5221 Secretary Ellie City Hall)

3.5

## Friday, January 22

- 9:00am - 9:30am Meeting with Carly Winnie
- 9:30am - 11:00am Meeting with Jordan Scruggs, Michael Berg, Brenna- Midtown Rising grant
- 11:00am - 11:30am John Mchugh, Exec Dire. ARC of Ulster Green (331-4300 x 212 Connie Muller secretary)
- 11:30am - 2:00pm Meeting and Lunch with Kevin Cahill
- 2:00pm - 2:30pm Maria Moreno - ( Getting married at city Hall Mayor is marrying them )
- 2:45pm - 3:00pm Call Paul O'Neil (845-481-9385)
- 3:00pm - 3:45pm Meeting-Tim Weideman (845-430-0426)
- 4:00pm - 4:30pm Meeting- Kevin Gilfeather about EE, Amee, few other things

1.5

## Saturday, January 23

- 3:00pm - 5:00pm Family Party

## Sunday, January 24

- 5:00pm - 6:00pm Mass at Vida Real

# January 25, 2016 - January 31, 2016

January 2016						February 2016							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29					
31													

## Monday, January 25

- Dan B out sick
- Kyle out sick
- 9:00am - 10:00am Meeting- Chief Tinti (845-943-5766)
- 10:00am - 11:00am Bed Bugs Coalition Leadership Team Meeting (3382700)
- 11:00am - 12:00pm Meeting with co-owners of Food exchange on 311 Wall St. (490-4425)
- 12:00pm - 1:00pm calls, e-mails, speak to staff
- 1:00pm - 2:30pm Walk through- Matt Gillis CMRR; Kevin Bryant, Jim Noble, and Joe Safford (Cornell Street)
- 2:30pm - 3:00pm Meeting with Rich Siegel (705-7119)
- 3:00pm - 3:45pm Meeting with Tamara Taylor (594-5054)

6.75

## Tuesday, January 26

- Kyle out sick
- 9:00am - 10:00am Meeting with Kevin and Ameer on Activenet
- 10:00am - 11:00am Lynsey- Movies Under the Stars Committee Meeting (Conference Room #1)
- 11:00am - 11:30am Meeting with Gerald Burke (663-8898)
- 11:30am - 12:00pm Meeting- Rob Dassie
- 12:00pm - 12:30pm lunch
- 1:00pm - 2:30pm Meeting with RUPCO Kevin O'Connor (331-2140 x281)
- 2:30pm - 3:00pm Call mike Hein
- 3:30pm - 4:30pm Meeting with Ralph and Alan re: all projects
- 6:00pm - 8:00pm Community Development Advisory Board meeting (Conference Room #1)

8

## Wednesday, January 27

- 7:30am - 9:30am Energize NY Breakfast Launch
- 10:00am - 11:00am Meeting with Ralph Swenson, Dean Pullman, Steve Schabot (334 3rd Avenue, flooding)
- 11:00am - 12:00pm Meeting with Pat Courtney, Jen Metzger, Ralph re: LED streetlights (914-388-7412)
- 12:00pm - 1:30pm Rotary Club Luncheon (Christina's Restaurant- 812 Ulster Ave. Kingston, NY)
- 1:30pm - 2:00pm Conference Call- Dave, Peter and Jennifer (Sales Tax)
- 2:00pm - 2:30pm Meeting with Steve Schabot (845-594-5061)
- 3:30pm - 4:00pm Tree Commission Meeting, Meet and Greet (Conference room 1)
- 4:00pm - 6:00pm Police Commission Meeting (Police Department)

10.5

## Thursday, January 28

- 9:00am - 10:00am Meeting- St. Patrick's Day Parade Committee (Jim Carey, Bill Carney, and John Kelly) and Lt. Mike Bonse and
- 10:00am - 11:00am Meeting with WWTP & CAMO (Mayor's Office) - Toppie, Maureen
- 10:30am - 10:35am Introduction to Bard Students
- 11:00am - 11:30am Meeting- Shawn Bodie (NYS Solar Farm) (845-532-4763)
- 12:00pm - 1:00pm work with lynsey
- 1:15pm - 1:45pm return calls
- 2:00pm - 3:00pm Meeting with Barton and Loguidice, Glenn Gidaly (646-660-0445)
- 2:00pm - 3:00pm Project Updates/Grant Options (Kingston City)
- 3:00pm - 3:45pm Jose Villa- Casa Villa (914-388-3187)
- 6:00pm - 7:30pm Community Meeting with Nina Dawson and

8.25

## Friday, January 29

- 9:30am - 9:45am Meeting with Lynsey- DPW Board of Commissioners App and PR
- 10:00am - 11:00am Meeting with John Eickman, Eric Keyser re: Kiwanis Kingston Classic and 10K Mayors Cup
- 11:00am - 11:30am Phone Call with Mike Dombrowski (EE student at ESF) (he is calling mayor's office, Julie and Steve on Call)
- 12:00pm - 1:00pm calls and e-mails
- 1:00pm - 1:45pm Meeting- Alana Mikhalevsky - Central Hudson Anthony Campagiorni - Central Hudson Chris Silva -
- 2:00pm - 3:00pm Scott Woebse (590-3348)
- 3:00pm - 3:30pm Meeting- Anna Mae Knowles (845-331-4481)
- 3:30pm - 4:15pm Conference Call- Age Well Kristen Wilson and Margaret Gagnon (845-340-3990 x347 (Kristen Wilson))
- 6:45pm - 7:45pm Laser tag (Patels)

7.75

## Saturday, January 30

- 7:45am - 8:45am Breakfast with Jim Quigley (Broadway Lights Diner)
- 9:00am - 10:00am WKNY- Scott Harrington (718 Broadway #1, Kingston, NY 12401)

2.25

## Sunday, January 31

# February 1, 2016 - February 7, 2016

February 2016

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

March 2016

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## Monday, February 1

- Carly Personal Day**
- 8:00am - 8:45am Meeting Frank Campagna (71 Ten Broeck Ave (845-331-7581 Ext. 11))
- 9:00am - 11:00am Sales Tax Prep
- 11:00am - 12:00pm Invitation: Sales Tax (Feb 1 11:00 AM EST in 6th Floor - COB - County Executive's Office) (6th Floor - COB - County Executive's Office) - Laurie Sheeley/County Executive/Ulster County
- 12:00pm - 12:30pm Lunch
- 1:00pm - 2:00pm Carl Harris- Senate House (Senate House Visitor Center- 308 Clinton Ave- 845-338-2786)
- 2:00pm - 2:30pm Meeting- Maritza Ovsak and Marjorie Leopold (845-532-2703)
- 3:00pm - 3:30pm Call- Thomas D. Racicot (845-240-0334)
- 4:00pm - 4:30pm Meeting with Ron Dietl (845-339-4512) 8

## Tuesday, February 2

- Mandy in at 12**
- 8:30am - 10:00am Meeting with Supervisors (Olympic Diner)
- 10:00am - 11:45am Department Head Meeting, Conference Room 1
- 12:30pm - 1:00pm Work on Council Communications
- 1:15pm - 1:45pm Meeting with Ray Curran (917-693-2154)
- 2:00pm - 2:30pm Ann Lent (845-706-0375)
- 3:00pm - 3:45pm Marriage- Linda J. Sobel and Gene M. Stabile- 646-546-9833 (Chambers)
- 4:00pm - 5:00pm Meeting with William Wallens, Chief Tinti, and Deputy Chief Wallace (518.464.8292 (William Wallens)) 8.5

## Wednesday, February 3

- Alan and Ralph out at Training**
- Mandy out sick**
- 8:00am - 9:30am Pike Plan Commission (Catskill Hudson on Schwenk Drive) ☉
- 10:00am - 11:00am Speaking at Hodge, Elisa Ball (331-5050 x 3207)
- 11:30am - 12:00pm Meeting- Radio ad with WKZE for the Live Well Kingston Coalition (Kristen Wilson, Fern Sues, and Paul)
- 1:00pm - 1:45pm Jean Jacobs- Ethics Board with Kevin B. (845-616-2788)
- 2:00pm - 2:45pm Anna Brett- FOHK (845-339-5403)
- 3:00pm - 3:30pm Meeting- Sandra Childs (Pointe of Praise Church)
- 4:00pm - 5:00pm Opening of pakt
- 6:00pm - 8:00pm Ulster County Tourism Kick-off Party (Ole Savannah ) 11

## Thursday, February 4

- Mandy out sick**
- 8:00am - 8:30am Meeting with Chris at Monkey Joes
- 8:30am - 8:45am Meeting with John T.
- 8:45am - 9:15am Meeting with Chief Brown
- 10:00am - 10:45am Samantha Liotta, Brian Mahoney (Luminary)
- 10:45am - 11:00am Pre-meeting with Karl Slovin
- 11:00am - 12:00pm Meeting with Jonathan Butler, Kevin 10.5
- 12:00pm - 1:00pm Phone calls, e-mails
- 1:00pm - 1:45pm Uptown Garage (Mary Orpella)
- 2:45pm - 3:00pm Interview with Candace (TWC News)
- 3:00pm - 3:45pm Meeting with Supervisor Wilbur and Bill
- 3:45pm - 4:30pm Work
- 4:30pm - 5:00pm Pick up Matthew at school
- 5:00pm - 7:00pm Rec Commission Meeting, Volunteer Recognition

## Friday, February 5

- Kyle out sick**
- Mandy leaving at 12- sick**
- 9:00am - 10:00am Meeting with DPW staff (Hasbrouck Ave Dispatch) 7.75
- 10:00am - 10:30am Meeting with Tom Edwards
- 11:00am - 11:30am Eric Garces- Trolley Museum (484-714-4624)
- 12:00pm - 1:00pm Lunch with Jules
- 1:00pm - 2:00pm Meeting- Senator Amedore (721 Broadway Suite 100, Kingston 845-331-3810 x1485)
- 2:15pm - 2:30pm Phone Interview: WAMC Northeast Public Radio
- 2:45pm - 3:00pm Call Matt Gillis
- 3:30pm - 4:30pm Work
- 4:30pm - 5:15pm Meeting with UGARC (139 Cornell Street)

## Saturday, February 6

- 

## Sunday, February 7

-

# February 8, 2016 - February 14, 2016

February 2016

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
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March 2016

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
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## Monday, February 8

- 7:30am - 8:00am 7:35 Walter Maxwell Radio spot KCR (389-5494) ☉
- 10:15am - 10:30am Scheduled Phone Call with Pete Wetzler (845-338-2111) 4.5
- 11:00am - 11:45am Award Ceremony - John Sielidowski- Contact person- Megan Weiss-Rowe (845-594-6997) (Chambers)
- 12:00pm - 12:30pm lunch
- 1:00pm - 2:00pm Meeting with Meridith Robb (Center 4 Creative Education) (845.338.7664 )
- 2:00pm - 2:30pm Margie Menard, Director, Kingston Library
- 2:30pm - 3:00pm work
- 3:00pm - 3:30pm Meeting with Micahel Jubee (845-222-8898)
- 3:30pm - 4:00pm Work
- 4:00pm - 4:30pm Meeting with Kim Lyons- NYS Nurses

## Tuesday, February 9

- 9:00am - 10:00am Meeting with Waste Water Treatment Dept. (Waste Water Treatment Facility)
- 10:00am - 11:00am Meeting with Kevin G. and Ameer on Activenet
- 11:00am - 11:45am Meeting with Ward Todd (845-338-5100 x101)
- 12:00pm - 12:30pm Calls
- 1:00pm - 1:30pm Harv Hilowitz- Verticon (845-590-0925)
- 1:45pm - 2:00pm Call Mandy (Wants to meet with you briefly regarding your message) 10
- 2:00pm - 3:00pm Meeting with Central Hudson Environmental Group: Wayne Mancroni, Jesse Gallo, Mark McLean, Alana
- 3:00pm - 4:00pm Work
- 4:00pm - 5:00pm Complete Streets Advisory Council meeting (Conference Room 1)
- 5:00pm - 7:00pm Police board meeting (KPD)

## Wednesday, February 10

- 8:00am - 9:00am Meeting with KPD (KPD Headquarters)
- 9:00am - 10:00am Work
- 10:00am - 11:00am Meeting- Live Well Kingston with Kristen Wilson (845-309-6147)
- 11:00am - 11:30am Meeting with Jack Bartman (Kingston Model Railroad Club) (845-778-0145)
- 11:30am - 12:00pm work
- 12:00pm - 1:00pm Meet with Kevin B and John
- 1:00pm - 2:00pm Meeting with Dennis Larios and Kevin G.
- 2:00pm - 3:00pm Meeting- Age Well focus/discussion group
- 3:00pm - 3:30pm Meeting with Kevin Gage (Kiwanis) 11
- 3:30pm - 5:00pm Return Calls/E-mails
- 5:00pm - 7:00pm Water Board Meeting (Water Department Offices)

## Thursday, February 11

- Jackie Leaving at 1:30
- UCCAC Board Meeting ☉
- 9:00am - 10:00am Work
- 10:00am - 10:30am Meeting with Chief Tinti and Deputy Chief
- 10:30am - 11:00am Meeting with Chief Tinti, Deputy Chief
- 11:00am - 11:15am Meeting with Frank Birardi (845-453-7348)
- 11:15am - 12:00pm Work
- 12:00pm - 2:00pm Kiwanis Luncheon (Contact Person- Sheila Blair)
- 2:30pm - 3:30pm Meeting with Chris Roehr, NYSEDA and Brenna
- 3:30pm - 3:45pm Call Jax Spinnenweber (845-331-2322)
- 3:45pm - 4:00pm Call Megan Weiss-Rowe ((845-594-6997))
- 4:00pm - 5:00pm Fire Board Meeting (Fire Department) ☉
- More Items... 8

## Friday, February 12

- Jackie out in the AM
- Tawana Off
- 8:00am - 8:30am Radio with KCR ☉ 9
- 9:00am - 10:00am work
- 10:00am - 11:00am Meeting David Scarpino (Contact Person is
- 11:15am - 12:00pm Meeting with Kevin Godbey (Kingston
- 12:00pm - 12:15pm Meeting with Dan G.
- 12:45pm - 1:00pm Call Laurie Mozian (917-439-2092)
- 1:00pm - 1:30pm Meeting with Susie Lynn- Arts Commission
- 1:30pm - 2:30pm Press Conference (Common Council Chambers)
- 3:00pm - 4:00pm Meeting with Tom Scaglione and DOT and Ralph
- 4:00pm - 4:30pm work
- 4:30pm - 5:00pm School Group Visit (Mary Redmond, 527-5676)

## Saturday, February 13

- 

## Sunday, February 14

-

# February 15, 2016 - February 21, 2016

February 2016							March 2016						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6			1	2	3	4	5
7	8	9	10	11	12	13	6	7	8	9	10	11	12
14	15	16	17	18	19	20	13	14	15	16	17	18	19
21	22	23	24	25	26	27	20	21	22	23	24	25	26
28	29						27	28	29	30	31		

## Monday, February 15

- Holiday
- 8:30am - 1:00pm Work - Returning Email, Commission Work, 116 Wilbur Avenue

4.5

## Tuesday, February 16

- snow day
- 8:30am - 9:15am Meeting with Mandy
- 9:45am - 10:45am Work on Employee Survey
- 11:00am - 11:30am Meeting with Tami Herendeen (511NY Rideshare) (845-340-8535)
- 11:45am - 12:30pm Marriage- Unique Walker and John Santiago
- 12:45pm - 1:45pm Event- Chuck Schumer's Press Conference
- 2:00pm - 2:30pm Meeting with KPD (KPD Headquarters)
- 3:00pm - 3:15pm Meeting with Brenna
- 3:15pm - 4:00pm work
- 4:00pm - 4:30pm Meeting with KPD (KPD Headquarters)
- 4:30pm - 6:00pm Work
- 4:45pm - 5:00pm Call Dave Scarpino (917-450-4295)
- 6:00pm - 7:15pm Black History Celebration

10.75

## Wednesday, February 17

- 8:45am - 9:30am Meeting with Michael Berg and Megan Weiss-Rowe
- 10:00am - 11:00am Meeting with Mary Kimball, John, and Brenna
- 11:00am - 11:15am Scheduled Call with Bonnie Landi (845-399-2757)
- 11:45am - 12:15pm Meeting with Citibus Department (DPW training room on O'Reilly Street.)
- 12:00pm - 1:00pm Zephyr teachout lunch
- 1:00pm - 1:45pm Meeting with Dr. Sawyer and Mike Moriello (Attorney), Scott Dutton, Sue C, Joe S, Tom Tiano, Kevin B
- 2:00pm - 2:45pm Meeting with Dr. Habeeb (845-338-4536)
- 2:45pm - 4:30pm calls
- 4:30pm - 5:00pm Meeting with Bill Carey (845-336-4024 x145 or 845-389-9008)
- 5:00pm - 6:00pm Meeting with Kevin B

9.25

## Thursday, February 18

- Chief Brown Vacation
- 8:00am - 9:00am KLDC Meeting
- 9:00am - 10:00am work
- 10:30am - 11:30am Event Student Success Center AT&T (At KHS Room 516A (Contact Person- Megan Weiss-Rowe))
- 11:30am - 12:30pm Tentative Meeting with Megan Weiss-Rowe
- 12:30pm - 1:00pm Calls
- 1:00pm - 2:00pm lunch
- 2:00pm - 2:30pm Marriage Ceremony Tracey Castle and Darryl
- 2:30pm - 2:45pm Call Ariel Z (Daily Freeman) (845-400-1239)
- 2:45pm - 3:30pm Meeting with John Perry and Robert Tonner
- 3:30pm - 4:00pm Meeting with Matthew
- 4:00pm - 4:15pm Call Tom Caplen (845-901-9604)
- 5:00pm - 5:15pm Pick up Matthew

7.25

## Friday, February 19

- Chief Brown Vacation
- 9:00am - 10:00am Meeting with Brad Will
- 10:00am - 10:45am Meeting with Gwen McCann, Cindy Kouhout, Dr. John Carr (The Children's Home of Kingston) ((Cindy Kouhout:
- 11:00am - 11:45am Steve dentist appt (Dr. Goldfarb 331-3260)
- 12:00pm - 12:30pm Meeting with Rob Iannucci and Tom Edwards
- 12:30pm - 1:15pm Meeting With Rob Iannucci, Dan Marsh, Steve
- 1:15pm - 1:30pm Call Kevin G.
- 1:30pm - 2:45pm Steve Doctor appt (Elaine Lindgren 340-9506)
- 2:45pm - 3:15pm Meeting with Fran Fox-Pizzonia- Planned
- 3:15pm - 5:00pm Calls
- 3:45pm - 4:00pm Call Jesse Smith (845-334-8200 x119)
- 5:00pm - 5:15pm pick up matthew
- 6:00pm - 7:00pm Black History Week Carnival

9.75

## Saturday, February 20

- 12:00pm Elected Leaders Network →

## Sunday, February 21

- ← 12:00pm Elected Leaders Network
- 12:00pm - 3:00pm Chocolate Lovers Brunch
- 5:00pm - 7:00pm Dance Lessons for Dancing Under the Stars (87 Liberty Street, Newburgh)

# February 22, 2016 - February 28, 2016

February 2016

Su	Mo	Tu	We	Th	Fr	Sa
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21	22	23	24	25	26	27
28	29					

March 2016

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## Monday, February 22

- Chief Brown Vacation
- 9:00am - 10:00am Harley Fitting
- 10:30am - 11:15am Meeting with Tony Marmo, Frank Faluotico, and Nina Postupack (845-338-9111/845-702-4778)
- 11:30am - 12:00pm Meeting with Parks and Rec Staff
- 12:00pm - 1:00pm lunch
- 1:00pm - 2:00pm WBPM Radio (845-340-1555) (721 suite 101)
- 2:15pm - 2:45pm Meeting with Jack Weeks, Lisa Klein, and the architect (845-706-8368)
- 3:00pm - 3:30pm Meeting with Jennifer Schwartz Berky (845.389.2404)
- 3:30pm - 4:15pm Work
- 4:15pm - 4:45pm Meeting: Pat Courtney, Jen Metzger, and George Woodbury (phone), and ralph (914-388-7412)
- 5:00pm - 6:00pm Meeting with Chris

## Wednesday, February 24

- Carly Sick Day
- Chief Brown Vacation
- 8:30am - 8:45am Call with Jimmy Buff. Wdst
- 9:00am - 9:45am Work
- 9:40am - 10:00am 9:40- meet bus at traffic circle
- 9:45am - 11:15am FF15 Rally (Midtown Center)
- 11:30am - 12:30pm work
- 1:30pm - 1:45pm Call Marc Molinaro (845-392-3299)
- 2:00pm - 3:30pm Meeting with Robert Ostapczuk, Ralph, Allen, George Cacchio, Alan, Mike, and John (518 250 7300)
- 3:45pm - 4:00pm IF you want: Call Patricia Doxy (845-400-1205)
- 5:00pm - 6:00pm Bruderhof Dinner
- 6:00pm - 7:00pm Council meeting

## Friday, February 26

- Chief Brown Vacation
- John T. Off
- 9:00am - 10:00am work
- 10:00am - 10:30am Meeting with Nina Dawson
- 11:00am - 11:30am Meeting with Donna Brooks and Kaycee
- 12:00pm - 12:45pm Meeting with CCE
- 12:45pm - 12:50pm 5 minutes with Judy
- 1:00pm - 1:30pm Scheduled Phone Call with Zephyr Teachout
- 1:45pm - 2:00pm Sandy H. (845-417-8266)
- 2:00pm - 2:30pm Meeting with Lucinda Poindexter and Board
- 2:30pm - 2:45pm Call Tony Davis (325-6072)
- 2:45pm - 3:00pm shenne@hvc.rr.com
- More Items...

## Tuesday, February 23

- Chief Brown Vacation
- 7:30am - 9:00am Chamber Breakfast Meeting (Best Western Plus, 503 Washington Avenue, Kingston, NY)
- 8:30am - 10:00am Ulster County Supervisors and Mayors Meeting
- 10:00am - 10:30am Meeting with Rick Dassie (845-4301548)
- 10:30am - 11:00am Meeting with Carly and Lynsey (St. Paddy's Day)
- 11:00am - 11:30am Meeting with Megan Offner (917-647-1748)
- 11:45am - 12:00pm Scheduled Phone Call with Shirley Smedes
- 12:15pm - 1:00pm lunch
- 1:15pm - 1:45pm Meeting with Citibus Department (DPW training)
- 2:00pm - 2:45pm Meeting with Chief Tinti
- 3:00pm - 4:00pm Press Event: Shamrock Run (Contact Person-)
- 4:00pm - 4:30pm work

## Thursday, February 25

- Chief Brown Vacation
- 7:30am - 8:30am Kingston Sunrise Rotary Club Meeting (Contact
- 9:00am - 9:45am Meeting with Mandy, Bernard Feeney, Brad
- 10:00am - 10:30am Meeting with Clay Laugier ( (518) 653-3040)
- 11:00am - 11:30am Meeting with Mike Amari (BSP) (856-332-7725)
- 11:30am - 12:00pm Meeting with Megan and Michael
- 12:00pm - 12:30pm lunch
- 12:30pm - 12:45pm Interview with Candace Dunkley
- 1:00pm - 2:00pm Meeting with Tom Perna, Scott Herrington,
- 2:00pm - 2:15pm Call Keith White (Husband of Maryann White- in
- 2:15pm - 2:30pm Scheduled phone call with Robert Henderson
- 2:45pm - 3:00pm Scheduled Phone Call with Jackie Ruzzo
- More Items: Housing Auth Bd Meeting  
Ribbon Cutting + Mixer 7:00

## Saturday, February 27

- used book sale 9 -4
- 11:00am - 12:00pm Ward 6 Meeting (Quick Check)
- 6:00pm - 9:00pm Harley Davidson Fundraiser

## Sunday, February 28

- 1:00pm - 2:00pm Keegan Ales Shamrock Run Kickoff Party

# February 29, 2016 - March 6, 2016

February 2016						March 2016								
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
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7	8	9	10	11	12	13	6	7	8	9	10	11	12	
14	15	16	17	18	19	20	13	14	15	16	17	18	19	
21	22	23	24	25	26	27	20	21	22	23	24	25	26	
28	29						27	28	29	30	31			

## Monday, February 29 9.5

- Tawana out sick
- 9:00am - 10:30am Meeting- Sue, Donna, Brian, and John, Kevin, Doug Koop, Dan, and Brian (Conference Room 1)
- 11:00am - 12:00pm Meeting with Josh Ratner, Mary Beth Davis-Steyer and Kristen Wilson
- 12:00pm - 1:00pm Press Conference (TBA)
- 1:00pm - 1:30pm Meeting/Interview with Paula Mitchell
- 1:30pm - 2:00pm Meeting with Kevin
- 2:00pm - 2:45pm Meeting with Chris Silva, Al Nace and Kevin G.
- 3:00pm - 3:30pm Meeting with Jack Deegan (845-331-6340)
- 3:30pm - 3:45pm Candace Dunkley (116 Wilbur Ave)
- 3:45pm - 4:45pm work
- 5:15pm - 5:25pm Pick up matthew
- 6:30pm - 6:45pm Special Finance Committee Meeting

## Tuesday, March 1 10.75

- 8:45am - 9:15am Tentative Meeting with Larry Kithcart
- 9:30am - 9:45am Call Sandy (Hudson River Cruises) (845-417-8266)
- 9:45am - 11:45am Meeting With Marc Molinaro and his team,
- 12:00pm - 12:45pm Go over assignments with lynsey
- 1:15pm - 1:30pm Call Dante Armanto (845-443-1138)
- 1:15pm - 1:30pm Call Jesse Smith (845-334-8200 x119)
- 1:30pm - 1:45pm Meeting with Bonnie Landi
- 1:45pm - 2:00pm Call Lynn Woods (845-331-2031)
- 2:00pm - 2:30pm Marriage Ceremony Rhonda Monroe and Saffjon
- 2:30pm - 2:45pm Call Paul Kirby (845-400-1212)
- 2:45pm - 3:00pm Call Paula Mitchell (845-702-1459)
- 3:00pm - 3:30pm Meeting with Geoff Miller (Reher Center) ((845)
- 3:45pm - 4:30pm Meeting with Teresa Thomas Washington
- 6:00pm - 7:30pm Tentative The Re>Think Local "Town Hall" (Lace

## Wednesday, March 2 8.5

- Lynsey Dr. Appt 3:30-4:30
- Tawana Out
- 8:00am - 9:30am Pike Plan Commission - Unable to Attend this one (Catskill Hudson on Schwenk Drive) ☹
- 8:30am - 12:30pm HREMAC Meeting - 8:30-12:30
- 1:00pm - 2:30pm livewell kingston
- 3:00pm - 3:30pm Meeting with Matt Gillis (845-417-8254)
- 3:30pm - 3:45pm Call Hank Gross- Mid Hudson News (845-695-2923)
- 3:45pm - 4:15pm Meeting with Scott Harrington (845-399-1531)
- 4:30pm - 4:45pm Scheduled call Mike Hein (845-340-3800)
- 5:00pm - 5:15pm Call Kevin Gilfeather
- 5:15pm - 5:30pm Call Lynn Johnson (518-862-4826)

## Thursday, March 3 6.25

- 10:00am - 11:30am Catch up on calls/e-mails
- 12:00pm - 1:00pm Meeting with Mike Hein
- 1:00pm - 1:30pm lunch
- 1:30pm - 1:45pm Call Jesse Smith (845-334-8200 x119)
- 2:00pm - 2:45pm Meeting with Jillian Fisher (845-399-9236)
- 3:00pm - 3:30pm Scheduled Phone Interview: Robert Mitchell (845-331-3324)
- 3:30pm - 4:30pm Work
- 3:30pm - 4:00pm Sue Cahill
- 4:00pm - 4:15pm Call Kristen Wilson (845-340-3990 x347)

## Friday, March 4 6

- 9:00am - 10:00am Work
- 10:00am - 10:30am Meeting with Rebecca and a few others (Downtown Business Association) (r.milne@milneinc.com)
- 10:30am - 10:45am Call Ariel Z (Freeman) (845-400-1239)
- 10:45am - 11:00am Angel (woman who owns warehouse) (Stopping in quickly)
- 11:00am - 11:45am Meeting with John, Carly, Brian, Sue, and Ralph
- 12:00pm - 12:30pm Marriage Ceremony with Samantha Jones and William Burnett (845-337-2588)
- 12:45pm - 1:45pm Lunch with Jules
- 1:45pm - 2:00pm Chief Brown
- 2:00pm - 2:45pm Meeting with Hillary and Owen Harvey
- 3:00pm - 4:00pm Meeting with Russell Yeager and Mandy

## Saturday, March 5 2.5

- 4:00pm - 4:30pm Hudson River Foundation (Waterfront 215-275-7930 (Helena's Cell))
- 6:00pm - 8:00pm YMCA Event (Have RSVP'ed for three (\$60)

## Sunday, March 6 1

- 4:00pm - 5:00pm New Progressive Church - Grand Re-opening (845-430-2819 (Rita Worthington))
- 6:00pm - 9:00pm Dinner at Rebecca's

# March 7, 2016 - March 13, 2016

March 2016						April 2016							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30

## Monday, March 7

7.5

- steve tenner - episode
- Sue C. Off
- 9:00am - 9:30am Meeting with Brenna (Going over applications)
- 10:00am - 11:00am Meeting with Mike, Ralph, Kevin, and Chief
- 11:15am - 11:45am Meeting with Noa Simons and Eileen Benyra
- 12:00pm - 1:00pm WWTP tour with Bob and Allen, and Julie
- 1:00pm - 1:45pm Meeting with Ariel Z (Daily Freeman) and John T.
- 1:45pm - 2:00pm call Carly
- 2:00pm - 2:15pm Interview with Candace (Re: Chris Rea)
- 2:15pm - 2:30pm Call John T
- 2:30pm - 2:45pm Meeting with Dan G.
- 3:15pm - 3:30pm call jim (845-750-1896) (bike racks)
- 3:30pm - 4:00pm Meeting with Howard Crawford (845-331-0682)
- 4:00pm - 4:30pm Meeting with Dave- Ole Savannah (845-750-3235)

## Tuesday, March 8

9.5

- Brenna Out
- Sue C. Off
- 10:00am - 10:30am Meeting with Chief Tinti and Dep Chief Wallace
- 10:45am - 11:15am e-mails and calls
- 11:30am - 11:45am Scheduled Call: Steven Tenner (845-706-4778)
- 12:00pm - 12:30pm lunch
- 1:00pm - 1:45pm Meeting with Avery Smith and Kevin G.
- 2:00pm - 2:30pm Meeting with Bob Ryan (Ryan & Ryan Insurance)
- 3:00pm - 3:30pm Meeting with Craig Hart and Lou Frangella (U.S.
- 3:45pm - 4:15pm Meeting with Douglas Galderisi (845-750-7984)
- 4:15pm - 4:30pm Call Megan before you go there
- 6:00pm - 8:00pm Police Community Forum - 6:30pm Start (New

## Wednesday, March 9

10.5

- Lynsey Off
- 8:30am - 8:45am Call Jesse Smith (845-334-8200 x119)
- 8:45am - 9:00am Call Mike S. (Called back 3/8 but was leaving for the
- 9:00am - 9:30am Video shoot with the New York State School
- 10:00am - 11:00am Calls and e-mails
- 11:00am - 12:00pm meeting with Lynsey
- 12:00pm - 12:30pm review letters
- 12:45pm - 1:15pm calls
- 1:30pm - 2:30pm Local Government Class Visit- Chambers
- 3:00pm - 3:15pm Meeting with Fire Dept
- 3:30pm - 4:00pm Interview with Kristen Wilson (845-309-6147)
- 4:30pm - 5:00pm Interview with Michael Hagerty (845-853-3810)
- 5:00pm - 7:00pm Water Board Meeting (Water Department Offices)

## Thursday, March 10

8

- Lynsey Off
- Put up post about CHE Work
- UCCAC Board Meeting ☺
- 9:00am - 10:30am breakfast with ministers at Desings
- 10:00am - 10:45am Press Conference: Kingston Classic (In front of
- 11:00am - 12:00pm Meeting with Sue, Brenna, Kevin B.
- 12:15pm - 1:00pm Meeting with Kevin Godbey and Brenna
- 1:00pm - 1:30pm Interview with Megan Weiss Rowe
- 1:30pm - 2:00pm Meeting with Deb Brown and Kevin B.
- 2:00pm - 2:45pm Meeting with Dan, Joe Safford, Tom Tiano, and
- 3:00pm - 3:30pm lunch
- 3:45pm - 4:15pm meet with Brenna
- 4:30pm - 5:30pm Hodge Center Lego Building

## Friday, March 11

12

- Lynsey Off
- Mike S. Out
- 8:00am - 8:30am Radio with KCR ☺
- 9:00am - 9:30am Interview with Kathleen Murray (443-255-5252)
- 10:00am - 10:30am Meeting with Harry VanDeMark
- 11:00am - 11:30am Marriage Ceremony with Jerontay Russell and
- 11:30am - 12:15pm Meeting with George Redder, Mandy, and
- 12:15pm - 12:45pm Meeting with Alex Betke (518-265-7842)
- 1:00pm - 1:30pm lunch
- 2:00pm - 2:30pm Kendra - Holy Week Parking
- 2:45pm - 3:00pm Call Gerald Benjamin (845-257-6800)
- 3:15pm - 3:45pm Marriage Ceremony with Sabrina De Castro and

More Items...

Meeting w/Barb  
Biddy League Banquet 8:30

## Saturday, March 12

## Sunday, March 13

3

- 1:00pm - 4:00pm St. Patricks Day Parade



# March 21, 2016 - March 27, 2016

March 2016

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2016

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## Monday, March 21

<input type="checkbox"/>
Brenna Out
Carly Out
Ralph out

## Tuesday, March 22

<input type="checkbox"/>
Carly Out
ralph out

## Wednesday, March 23

<input type="checkbox"/>
Carly out in the AM
Chief Brown Out
Jackie Out
Ralph out

## Thursday, March 24

<input type="checkbox"/>
Brenna Out
Chief Brown Out
Jackie Out
Ralph Out

## Friday, March 25

<input type="checkbox"/>
Holiday

## Saturday, March 26

<input type="checkbox"/>
--------------------------

## Sunday, March 27

<input type="checkbox"/>
--------------------------

# March 28, 2016 - April 3, 2016

March 2016

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2016

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## Monday, March 28 6.5

- Brenna Out (After DOT Meeting)
- Jackie Out
- Kevin G Vacation
- 9:30am - 10:30am DOT Meeting (Martin Evans), Brenna, Kristen (City Hall) - Noble, Steve
- 11:00am - 11:45am Meeting with Ralph, Allen, Dave Compagny, Stan Brown
- 12:00pm - 12:30pm Lunch
- 1:00pm - 3:30pm Calls and e-mails
- 3:30pm - 4:30pm Meeting with Lynsey

## Tuesday, March 29 7.5

- John out
- Kevin G. Vacation
- Kristen IN
- 9:30am - 9:45am Call Bill Knowles (Volunteer Firemen's Hall and
- 10:00am - 10:45am Meeting with Mike S.
- 11:00am - 11:45am Meeting with Dr. Padalino (845-943-3003)
- 12:15pm - 12:30pm quick meeting with Brenna and Meg
- 12:45pm - 1:00pm Call Mike Hein (cell 845-380-2179)
- 1:00pm - 1:30pm Meeting with Chief Tinti and Officer Hulbert
- 1:30pm - 2:00pm Meeting with Jackie Decicco
- 2:00pm - 2:30pm Marriage Ceremony with Shawn DeRyder and
- 2:30pm - 3:00pm Municipal Broadband Call
- More Items... *300 wedding*  
*400 meeting*

## Wednesday, March 30 12.5

- Kevin G Vacation
- Kristen IN
- 8:30am - 9:15am Meeting with Mandy
- 9:30am - 10:30am Broadway Technical Advisory Committee (Conference Room #1)
- 10:30am - 11:15am Meeting with Pat Courtney-Strong and Linda Marston Reid (914-388-7412)
- 11:30am - 12:45pm Press Conference: Health Alliance Affiliation
- 1:00pm - 1:45pm Meeting with John Ford and Glenn Maische
- 1:45pm - 2:00pm quick meeting with Pat Johnson
- 2:00pm - 2:45pm Meeting with Vince Guido (845-331-6302)
- 3:30pm - 4:30pm Housing Authority Board Meeting (The Storms
- 5:30pm - 9:00pm Hudson Valley Tech Meet up

## Thursday, March 31 9.25

- Kevin G. Vacation
- Ralph and Alan out
- 9:15am - 9:45am Meeting with Meg
- 10:00am - 11:00am Meeting with Kristen Wilson about LWK
- 11:00am - 11:30am review e-mails
- 11:45am - 12:30pm Conference call with Chief Tinti, Dept. Chief,
- 12:30pm - 12:45pm Call Bob Miller (WPBM) (845-242-4050)
- 1:00pm - 1:15pm Call Garret Roche (917-750-5684)
- 1:15pm - 1:30pm call Heidi Kirschner (845-338-3810 x105)
- 1:45pm - 2:00pm Tentative Meeting w/ Jackie?
- 2:00pm - 2:45pm Meeting with Chief Tinti and Brian
- 3:00pm - 3:30pm Meeting with Mike Schupp
- More Items... *Peoples Place Raffle*

## Friday, April 1 9

- John out
- Kevin G. Vacation
- Mandy Off
- 7:05am - 7:20am WPBM
- 9:00am - 9:30am Meeting with Wendy
- 9:45am - 10:00am Call Dr. Padalino (845-943-3003)
- 10:00am - 10:45am Meeting with Tom Hoffay
- 10:45am - 11:00am Meeting with Mike
- 11:00am - 11:30am Meeting with Vinny Costello (845-481-5511)
- 11:30am - 11:45am Meeting with Toni
- 12:00pm - 12:30pm lunch
- 12:30pm - 12:45pm Call Carl Chipman (845-389-0615)
- More Items... *100 meeting*  
*200 meeting*

## Saturday, April 2 1

- 11:00am - 12:00pm Post Office Re-naming (90 Cornell Street)

## Sunday, April 3

# April 4, 2016 - April 10, 2016

April 2016						May 2016					
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th
					1	2	1	2	3	4	5
3	4	5	6	7	8	9	8	9	10	11	12
10	11	12	13	14	15	16	15	16	17	18	19
17	18	19	20	21	22	23	22	23	24	25	26
24	25	26	27	28	29	30	29	30	31		

## Monday, April 4

7.25

- Kristen IN
- Mandy Off
- 9:00am - 11:00am Department Head Meeting
- 11:00am - 11:30am Meeting with Lynsey and John
- 12:00pm - 12:45pm Meeting with Sue and Contractor and Chief Tinti
- 1:00pm - 2:00pm return calls and e-mails
- 2:00pm - 2:30pm speak to Kristen
- 3:00pm - 3:30pm Meeting with Joe Deegan and Dan Marsh (845-339-9100)
- 3:30pm - 3:45pm go see Janet
- 3:45pm - 4:15pm Meeting with John Bujak (845-338-3339)

## Tuesday, April 5

8.25

- Kristen IN
- Mandy Off
- 9:00am - 9:30am meeting with kevin g. and meg
- 9:45am - 10:15am go through e-mails
- 10:30am - 11:15am Meeting with Stephen Sobierajski (We Connect the Dots) (631-560-5001)
- 11:30am - 12:30pm DOT Physical-Steve (Bring Forms from Diane, Emergency One )
- 12:45pm - 1:30pm Go over Live Well agenda
- 1:45pm - 2:00pm Scheduled Phone call with Joe Hessler (Central
- 2:00pm - 2:30pm Meeting with Brenna- Kristen will be with her for
- 2:45pm - 3:00pm Call John Keyser (914-388-7749)
- 3:00pm - 5:00pm Eat Well Kingston Meeting - (HR conference
- 5:00pm - 5:15pm Call Kyle Barnett (452-5900 or 914-388-7770 (cell))

## Wednesday, April 6

11.5

- John at conference
- Kristen IN
- 8:00am - 9:00am Pike Plan Commission (Catskill Hudson on Schwenk
- 9:00am - 10:00am KUBA
- 10:00am - 10:15am Meeting with meg
- 10:30am - 11:00am Meeting with Carly and Chief Brown
- 11:00am - 11:45am Meeting with Laurent Rejto (HV Film
- 12:00pm - 1:00pm meeting with Megan and Lynsey
- 1:00pm - 1:30pm Meeting with Sharon Murray-Cohen (JFS)
- 2:00pm - 2:30pm Meeting with Tom Edwards (845-399-0899)
- 2:30pm - 2:45pm call Chris White- UC Planning Dept
- 2:45pm - 3:00pm Call Ed Sweeny (845-339-0522)
- More Items... *315 Meeting* *345 EIC Meeting* *7:30*

## Thursday, April 7

7.75

- John at conference
- Mandy Off
- 8:45am - 9:30am review with Lynsey
- 10:00am - 11:00am Meeting Kingston Waterfront Business Association (Rondout Business Association) (97 Broadway, Art Society of Kingston (ASK) (contact person- Nancy- 845-514-3998 or
- 11:00am - 11:15am call David Scarpino ((cell) 845-802-3386 work- 845-334-2750)
- 11:00am - 11:30am Meeting with Bill Carey
- 11:30am - 12:30pm Home for lunch
- 1:00pm - 1:45pm Meeting with Azriel Alleyne (Freedom Solar Alliances) Julie, and Brenna
- 2:00pm - 2:30pm Meeting with Glenn Grubard (845-532-5382)
- 3:00pm - 4:00pm Meeting with Fire Dept
- 4:15pm - 4:30pm Call Anna Brett (845-339-5403)

## Friday, April 8

7.25

- John at conference
- Mandy Off
- 8:00am - 8:30am Radio with KCR ☺
- 9:00am - 10:30am Prep for 3 Fairview Avenue
- 11:00am - 12:00pm On site meeting with Frank Berardi and Kevin B. (3 Fairview Ave Extension (845-453-7348))
- 12:00pm - 1:00pm lunch
- 1:00pm - 1:15pm Meeting with Pat
- 1:15pm - 1:45pm Meeting with Kevin B
- 2:00pm - 2:45pm Meeting with Tom Hoffay
- 3:00pm - 3:15pm Call Rob Ferris (914-489-1530)
- 3:30pm - 4:00pm Photo session with Alison Cook and Julie (213-507-4713)
- 4:00pm - 4:15pm call David Juran (914-656-9283)

## Saturday, April 9

1

- 10:00am - 11:00am WKNY Radio Show

## Sunday, April 10

Kevin Bryant January 19, 2016 - April 19, 2016

January

19	10
20	12
21	8
22	7
24	4
25	4
26	7
27	8
28	10.5
29	4.5

February

1	7.25
2	11
3	8
4	7
5	5.5
7	2
8	7.75
9	9
10	13
11	9.25
12	9
16	9.5
17	7
18	8
19	7
22	4.5
23	9
24	9.75
25	7
26	4
29	9.25

March

1	11.25
2	8.75
3	9
4	6.5
6	2
7	5.25
8	8.5
9	11.5
10	6.75
11	8
13	1
14	6.5

# January 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 New Year's Day	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18 Martin Luther King Jr. Day	19 9:30-10:30 Meeting, Review files, motions 10:30-11:30 calls Laws & Rules Meeting	20 10:30 Meetings files, motions & Briefs, calls Research Finance 6:30-10:30	21 10:00 AM Meeting Files reviewed Research 8	22 7 10:30-5:30 Review files, research calls meetings	23
24 12-1pm Research bills 1-4pm Review email and contracts	25 4 12-4 pm Inspection CMRA Call File	26 7 12:30-7:30 files, calls meeting	27 8 9:30-5:30 Meetings File Inspection CMRA	28 10:5 7:45-6:15 Files, meetings research calls	29 4:5 10am-12:30 Meeting, files calls 3:30-5:30 meetings calls	30 4
31 4						

# February 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
	<p>10:30 ~ 12:45 Hester Meetings Meyer, Conly Face</p> <p>4pm ~ 7 Files + call 7-9 Caucus (7/2)</p>	<p>8: AM ~ 4pm Dept Head meetings Files, phone</p> <p>4pm ~ 9pm calls Files, phone meetings, Comm (7/2)</p> <p>9: AM ~ 6pm Contracts, emails files, phone calls research (9)</p>	<p>3:30 ~ 5:30 Meeting, Files research (8)</p> <p>3:30 ~ 5:30 Meeting, Files research (8)</p>	<p>4:15 AM meetings, research, calls work Files (7)</p>	<p>5:15 AM meetings Files, research 3pm (5/2)</p> <p>7 AM ~ 5:30 Files, calls research</p>	6	
<p>7:5 AM ~ 7 AM Email, Document review (2)</p>	<p>8: 9 AM ~ 9:45 emails, calls (7/3/4)</p> <p>12pm ~ 7pm Files, Meeting, calls</p>	<p>9: AM ~ 6pm Contracts, emails files, phone calls research (9)</p>	<p>10:30 AM ~ 1:30 PM Contracts, Files, research (email meeting) Executive meeting Executive session (13)</p>	<p>11: 9:30 files, meetings email contracts research, phone calls 6:45pm (9/2)</p>	<p>12: 8:15 AM ~ 5:15 Files, research, phone calls, emails Conference (9)</p>	13	
14	<p>15 President's Day</p>	<p>16: 8:30 AM meeting Files, phone calls Research, phone calls emails 6pm (9/2)</p>	<p>17: AM Files, meetings phone calls, emails 6pm (9)</p>	<p>18: 10: AM Files review documents, calls, meetings, email 6pm (8)</p>	<p>19: 11: AM Files, documents email, phone calls (7) meetings 6pm</p>	20	
21	<p>22: 8 AM ~ 10 AM Review doc 2pm ~ 5:30 pm Committee Files, meeting (4/2)</p>	<p>23: 8:30 AM Files, meeting email, docs (9) 5:30 pm</p>	<p>24: 9: AM Files, Governors Rally Meetings, docs email, calls (9/3/4) Special Council (9/3/4)</p>	<p>25: 11 AM Files, Meetings Calls, documents (7) 6pm</p>	<p>26: 2pm ~ 6pm Files, inspectors meetings (4)</p>	27	
28	<p>29: 8:45 AM ~ 10: AM Calls, Docs 1pm ~ 9pm file calls, meeting, file Special Finance, caucus (9/3/4)</p>	<p><del>23: 8:30 AM Files, meeting email, docs (9) 5:30 pm</del></p>					

# March 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		<b>1</b> 9:45 AM - 9 pm Files calls Meeting with Satchess County Exec meetings (Common 11/14)	<b>2</b> 8 AM - 11 AM Pike Plan Meeting Files - 6 pm 12:15 pm meeting Files, Inspector, ILK diagonal (3/24)	<b>3</b> 9 AM - 6 pm meeting files email County meeting (9)	<b>4</b> 10:45 AM 5:15 meetings, phone, email docs, research (6 1/2)	<b>5</b>
<b>6</b> 9 pm - 11 pm Research - Unit/Law returning wall (2)	<b>7</b> 7 pm meeting, docs email, phone calls (5 1/2)	<b>8</b> 9 AM Inspiration, email, research meetings 3 pm 4 pm meetings 6:30 calls (8 1/2)	<b>9</b> 10 AM - 9:30 pm meetings, calls email, doc Finance committee meeting (11 1/2)	<b>10</b> 10:15 AM meetings appointments research 5 pm email (6 3/4)	<b>11</b> 10 AM, docs, calls, inspection meetings, research upm (8)	<b>12</b>
<b>13</b> 3:30 - 4:30 Docs (0)	<b>14</b> 12 pm - 6:30 pm meetings docs, calls (6 1/2)	<b>15</b> 10 AM - 7:15 meetings, calls file review, email (9 1/4)	<b>16</b> 10 AM meetings documents, file review, email Phone calls 10-11:30 pm (10 1/2)	<b>17</b> 9 AM - 6 pm files, docs, email meetings, phone calls (9)	<b>18</b> 8:30 - 10 am Meeting 11 AM - 6 pm Research, calls documents (8 1/2)	<b>19</b>
<b>20</b>	<b>21</b> 1 pm - 5 pm Files, email phone calls (4)	<b>22</b> 9 AM - 3 pm Inspector Files, calls, email, records 4:30 pm - 7 pm (8 1/2)	<b>23</b> 10:30 AM - 6:30 Meetings Files, email Calls (8)	<b>24</b> 8:15 AM - 8 pm files, calls meetings (11 3/4)	<b>25</b> 4 pm - 5 pm Brad Hill Meeting (1)	<b>26</b>
<b>27</b>	<b>28</b> 8 AM - 9:30 Files 11:30 AM - 5:30 Files, meetings email phone calls (7 1/2)	<b>29</b> 9:15 AM - 4:15 meeting email docs file phone (7)	<b>30</b> 8:20 AM - 5:45 Files, meetings phone calls email (9 1/4)	<b>31</b> 4:30 AM - 12:30 Calls, Email meetings 3 pm - 5:45 (5 3/4)		

# April 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					9:30 - 5:30 Files, meetings phone calls email	<del>9:30 - 5:30</del> Files, meetings phone calls email
3	12pm - 9:45 Files, email phone calls  Caucus	9:AM - 9:15pm Files, meetings phone calls  Council	8:AM Pike Meeting plan 8:29am  10:AM - 5pm meetings, email phone calls files	9:15AM - 5:30pm Files, phone calls meetings email	8:AM - 5:pm Files, phone Email Meeting	
	(9 3/4)	(12 1/4)	(7 1/2)	(8 1/4)	(9)	
10	9:00 - 9:30 Files 2pm - 6pm Emails Meetings Calls	11:30AM - 8pm Files, meetings email, calls	9AM - 4pm Files, Meeting email, calls  6pm - 9pm Finance Meeting	8:AM - 4:30pm Files, meetings phone calls email	3:30pm - 5:30 File, email Phone Calls Meetings Phone Conference Comptroller	8:30AM - 11:45am Ethics Meeting
	(4 1/2)	(8 1/2)	(10)	(8 1/2)	(2)	(3 1/4)
17	11:15AM - 4pm email, calls files, meeting	8:AM - 4:30pm email, calls Files, meeting  ZBA meeting LHR meeting				
	(4 3/4)	(13 1/2)				
24	25	26	27	28	29	30

**Local Law of 2016**

**LOCAL LAW OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK,  
AMENDING THE CODE OF THE CITY OF KINGSTON, CHAPTER 49, ETHICS**

Sponsored By: Laws & Rules Committee: Aldermen: Eckert,  
Carey, Brown, Scott-Childress, Mills

**WHEREAS**, it is the desire of the City of Kingston to amend the current Ethics Code contained in Chapter 49 of the Code of the City of Kingston.

**NOW, THEREFORE, BE IT ENACTED BY THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AS FOLLOWS:**

**SECTION-1.** That the Common Council of the City of Kingston amends the current Ethics Code of the City of Kingston, New York, as attached hereto.

**SECTION-2.** That the invalidity of any provision of this Local Law shall not affect the validity of any other provision of this Local Law that can be given effect without such invalid provision.

**SECTION-3.** This Local Law shall take effect immediately upon filing in the Office of the New York State Secretary of State in accordance with Section 27 of the Municipal Home Rule Law.

Submitted to the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2016

Approved by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2016

\_\_\_\_\_  
Carly Winnie, City Clerk

\_\_\_\_\_  
Steven T. Noble, Mayor

Adopted by Council on \_\_\_\_\_, 2016



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## Chapter 49: Ethics, Code of

§ 49-1 Purpose.

§ 49-2 Definitions.

§ 49-3 Standards of conduct.

§ 49-4 Annual disclosure.

§ 49-5 Board of Ethics.

§ 49-6 Penalties

§ 49-7 Effect on filing of claims.

§ 49-8 Distribution of copies.

§ 49-9 Forms.

§ 49-1 Purpose.

Pursuant to the provisions of § 806 of the General Municipal Law, the City Council of the City of Kingston recognizes that there are standards of ethical conduct for public officers and employees which must be observed if a high degree of moral conduct is to be expected and if public confidence is to be maintained by our City government. It is the purpose of this chapter to promulgate these rules of ethical conduct for officers and employees of the City of Kingston. These rules shall serve as a guide for official conduct of officers and employees of the City of Kingston. The rules of ethical conduct of this chapter, as adopted, shall not conflict with but shall be in addition to any prohibition of Article 18 of the General Municipal Law or any other general or special law relating to ethical conduct and interest in contracts of municipal officers and employees.

§ 49-2 Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

CITY GOVERNMENT

Includes the Mayor City Council and all departments, offices, boards, committees, bureaus and instrumentalities of the government of the City of Kingston.

CITY WORKPLACE

Either:

A.

Any building, shop area, office or part thereof under the control of the City and designated as a place to conduct City business; or

B.

Any place where a City officer or employee is acting on City business.

CONFIDENTIAL INFORMATION

Any data acquired through the course of employment or public office which is protected from disclosure by law.

CUSTOMER or CLIENT

A.

Any person to whom an officer or employee of the City of Kingston has supplied goods or services, including, but not limited to, professional services, during the previous 24 months, having, in the aggregate, a value greater than \$1,000; or

B.

Any person to whom an officer's or employee's outside employer or business has supplied goods or services, including, but not limited to, professional services, during the previous 24 months, having, in the aggregate, a value greater than \$1,000, but only if the officer or employee knows or has reason to know the outside employer or business supplied the goods or services. For the purpose of this section, if the city officer or employee's outside employer employees in excess of one hundred individuals, and the officer or employee does not serve in a management provision, the provisions of section 13-3(4) shall not apply.

FAMILY

Includes spouse, domestic partner, sibling, parent, children (including children of spouse or domestic partner), grandchildren and the spouses of any of them, and any member of the individual's household.

GIFT and FINANCIAL BENEFIT

Includes anything of value, including, but not limited to, money, services, referrals, discounts, licenses, permits, contracts, authorizations, loans, travel, entertainment, hospitality, or any other gratuity or promise thereof. A financial transaction may be a financial benefit but shall not be a gift unless it is on terms not available to the general public. "Gift" and "financial benefit" do not include campaign contributions authorized by law.

HOUSEHOLD

Any and all persons who reside in the same dwelling unit as the officer or employee.

NOT-FOR-PROFIT ENTITY

A legal entity created under the Not-for-Profit Corporation Law of the State of New York.

OFFICER OR EMPLOYEE OF THE CITY OF KINGSTON

An officer or employee of the City of Kingston, whether paid or unpaid, including, without limitation, all officers, employees, volunteers, interns and members of any advisory and/or decision making board, body, council, commission, agency, department, district, administration, bureau, or committee of the City of Kingston. "Officer or employee of the City of Kingston" shall not include a judge, justice, officer, or employee of the Unified Court System.

#### OUTSIDE EMPLOYER OR BUSINESS

##### A.

Any activity, other than service to the City of Kingston, from which the officer or employee of the City of Kingston receives compensation, or the promise of compensation, for work performed, services rendered or goods sold or produced while a City officer or employee; or

##### B.

Any entity, other than the City of Kingston, of which the officer or employee of the City of Kingston is a member, owner, principal, shareholder, officer, or employee and from which he or she receives compensation for services rendered or goods sold or produced; or

##### C.

Any entity in which an officer or employee of the City of Kingston has an ownership interest, except a corporation of which the officer or employee of the City of Kingston owns less than 5% of the outstanding stock. For purposes of this definition, "compensation" shall not include reimbursement for necessary expenses, including travel expenses.

#### PERSON

Includes both individuals and entities.

#### POLITICAL PARTY OFFICER

Any person serving or acting as the Chair, Vice Chair, First Vice Chair, Secretary, Treasurer, delegate, or equivalent officers by whatever name or title known, of any political party or committee organized for the purpose of nominating persons for elective office in the government of the City of Kingston.

#### SUBORDINATE OF AN OFFICER OR EMPLOYEE OF THE CITY OF KINGSTON

Another officer or employee of the City of Kingston over whose activities any officer or employee of the City of Kingston has direction, supervision, or control.

#### § 49-3 Standards of conduct.

##### A.

General prohibition. A City officer or employee shall not use his or her official position or office, or take or fail to take any action, in a manner which he or she believes, or has reason to believe, may result in a personal financial benefit for any of the following persons:

- i. The City officer or employee;
- ii. His or her outside employer or business;

- iii. A member of his or her household;
- iv. A customer or client;
- v. A member of his or her family; or
- vi. Any firm, corporation, association, partnership or other organization in which the City officer or employee, or a member of his or her family, serves as an officer or director, whether compensated or not compensated.

B.

Specific City officers and employees.

- i. Officers or employees who are professionally licensed. Except as provided in Section 13-3(O) below, all City officers and employees with professional licenses are prohibited from knowingly exercising any discretion in any matter of City business which shall involve any person or entity which is a client of his or her business or firm or a business partner, contractor or subcontractor in a business endeavor of his or her business or firm;
- ii. Officers or employees who are authorized to review engineering drawings, conduct inspections and issue permits:
  - a) No City officer or employee who is authorized to review and approve engineering drawings, conduct inspections or issue permits shall engage in a business within the City or have a financial interest in any firm engaged in a business within the City if said business conducts, as a regular and significant part of its business, matters requiring such inspections or such permits;
  - b) No officer or employee who is authorized to review and approve engineering drawings, conduct inspections and/or issue permits shall act as an expert witness for any entity other than the City, under circumstances where all or part of his or her expert testimony is based on certifications or credentials provided and/or paid for by the City, while employed by the City;
  - c) Any such City officer and/or employee shall recuse himself/herself from reviewing any engineering drawings, conducting any such inspection or issuing any necessary permits that directly pertain to any person or entity which is a customer or client of his or her business or firm, or a person materially involved in a business endeavor of his or her business or firm.

C.

Gifts. Except as set forth below, a City officer or employee shall not directly or indirectly solicit, accept or agree to accept any gift or favor, whether in the form of money, services, loans, travel, entertainment, hospitality, material items, promise or any other

form, under circumstances in which it could reasonably be inferred that the gift was intended to influence such City officer or employee, or could reasonably be expected to influence such City officer or employee, in the performance of his or her official duties or was intended as a reward for any official action taken by such City officer or employee. This restriction shall not be construed as applying to the following situations in which gifts or benefits are:

- i. Received by the officer or employee from his or her parent, spouse, child or sibling;
- ii. Accepted on behalf of the City and transferred to the City;
- iii. Received as refreshments or meals at a widely attended gathering;
- iv. Received for the solemnization of a marriage by an officer or employee of the City of Kingston listed in § 11 of the Domestic Relations Law at a place other than his or her normal place of business or at a time other than his or her normal hours of business and which have a value of \$75 or less;
- v. Received as nonmonetary awards from charitable organizations; or
- vi. Received as City services or benefits, or the use of City facilities, generally available on the same terms and conditions to residents or a class of residents in the municipality.

D.

Confidential information. He or she shall not disclose confidential information acquired by him or her in the course of his or her official duties or use such information to further his or her personal interest or the personal interest of other individuals or entities for personal gain or profit.

E.

Representation before one's own agency. He or she shall not receive or enter into any agreement, express or implied, for compensation for services to be rendered in relation to any matter before any municipal agency of which he or she is an officer, member or employee or of any municipal agency over which he or she has jurisdiction or to which he or she has the power to appoint any member, officer or employee.

F.

Representation before any agency for a contingent fee. He or she shall not receive or enter into any agreement, express or implied, for compensation for services to be rendered in relation to any matter before any agency of his or her municipality whereby his or her compensation is to be dependent or contingent upon any action by such agency with respect to such matter, provided that this subsection shall not prohibit the fixing at any time of fees based upon the reasonable value of the services rendered.

G.

Disclosure of interest in legislation. To the extent that he or she knows thereof, any officer or employee of the City, whether paid or unpaid, who participates in the discussion or gives official opinion to any City Board or Agency or to the Common Council the City, shall publicly disclose on the official record at an open meeting the nature and extent of any direct or indirect financial or other private interest he or she has in such matter, including any involvement in current or past litigation.

H.

Investments in conflict with official duties. Officers and/or employees shall not knowingly invest or hold any investment, directly or indirectly, in any financial, business, commercial or other private transaction which creates a conflict with their official City duties.

I.

Outside employer or business. Officers and/or employees shall not engage in, solicit, negotiate for or promise to accept work for an outside employer or business who does business with the City which creates a conflict with or impairs the proper discharge of his official duties or results in personal gain.

J.

No city officer and/or employee shall permit a former city officer and/or employee to appear before any board or agency of the City in relation to any case, proceeding, project or application in which the former officer and/or employee personally participated during the period of his or her service or employment or which was under his or her active consideration.

K.

No city officer and/or employee shall act in a way so as to coerce or solicit any other city officer and/or employee on behalf of any political candidate or organization.

- i. Officers or employees shall not use City work time or City workplace to influence any person to participate in an election campaign or political event or to contribute to a political party, committee, campaign or candidate.
- ii. Officers or employees shall not use a City workplace to influence, or authorize or request another to influence, any officer or employee to support or refuse to support a political party, committee, campaign or candidate.
- iii. Officers or employees shall not display, distribute or otherwise utilize election campaign literature or materials at a City workplace; however, this prohibition shall not be construed as prohibiting the wearing of small lapel pins of less than one inch in diameter by any person.

- iv. Nothing in this subsection shall be construed to deny any officer or employee the right to support or refuse to support any political party, committee, campaign or candidate outside of the workplace.

L.

Inducement of others. No officer or employee of the City shall induce, threaten or coerce or aid another officer or employee of the City to violate any of the provisions of this Code of Ethics.

M.

City employees. No officer or employee of the City shall direct or cause any subordinate officer or employee to do or perform any service or work outside of the scope of his or her public work responsibilities or employment.

N.

City property. No officer or employee shall use, request or permit the use of City-owned property, including, but not limited to, vehicles, equipment, materials or supplies, for personal convenience, use or profit, except when such goods or services are available to the public generally or are used by the officer or employee in compliance with City policy for such use, or where the use of City-owned property for personal use is part of the officer or employee's compensation.

O.

Conflict with other codes of conduct.

- i. Because of the need for professional integrity and the fact that various professional associations have adopted standards of ethics and/or conduct for their members, the City hereby recognizes that each City officer or employee who is affected by a professional Code of Ethics and/or conduct be bound, in the first instance, by said Codes of Ethics and/or conduct. Any conflict between the provisions of this chapter and a given professional code of conduct of a City officer or employee shall be resolved by the Ethics Board. An officer or employee's professional code of conduct shall be examined in the context of the City Code of Ethics and the New York State Public Officers Law for relevance and applicability as issues arise.
- ii. The Ethics Board is authorized and required to obtain advisory opinions from the appropriate professional association to clarify any given situation.

P.

Interest in contracts with the City.

- i. Prohibited interests. No City officer or employee shall have any financial interest in a business relationship, financial instrument, contract with the City, or an interest in a bank or trust company, that is prohibited by § 801 of the

General Municipal Law of the State of New York. Any contract willfully entered into by or with the City in which there is an interest prohibited by that section shall be null, void, and wholly unenforceable, to the extent provided by § 804 of that law.

- ii. Disclosable interests. Any City officer or employee who has, will have, or later acquires an interest in any actual or proposed contract with the City shall disclose, in writing, the nature and extent of that interest in accordance with § 803 of the General Municipal Law and promptly file such written disclosure with the City Clerk. The City Clerk shall cause a copy of that disclosure to be filed promptly with the Ethics Board.
- iii. Violations. Any City officer or employee who willfully and knowingly violates the provisions of this section shall be subject to penalties as set forth in section 49-6 below or as provided by § 805 of the General Municipal Law.

Q.

Recusal. When a City officer or employee is required to recuse himself or herself under this Code of Ethics, he or she must state that he or she is doing so at a public meeting on the public record. The officer or employee shall immediately refrain from participating in the matter further.

R.

Subsections A through Q are a comprehensive but not necessarily an exclusive list of provisions regarding ethical behavior of City employees and officers. City employees and officials should seek the assistance of the Board of Ethics when in doubt regarding any particular behavior or issue.

**§ 13-4 Annual disclosure.**

A.

Every official and employee listed in § 13-4C hereinafter must file an Annual Disclosure Form with the Board of Ethics. Annual Disclosure Forms shall be due for filing by February 15.

B.

Employees and officers who must file Annual Disclosure Forms:

Mayor

City Clerk

Corporation Counsel

Assistant Corporation Counsel

Alderman at Large

Members of the Common Council

City Comptroller

Assessor

Superintendent of the Department of Public Works

Police Chief  
Fire Chief  
Assistant Fire Chief  
Superintendent of the Kingston Water Department  
Recreation Superintendent  
City Planner  
Members of the City Planning Board  
Members of the City Zoning Board of Appeals  
Director of Economic and Community Development  
Director of Civil Service  
City Engineer  
Members of Human Rights Commission  
Director of the Office of Human Rights  
Members of the City Board of Ethics  
Members of the City of Kingston Local Development Corporations  
Members of the City of Kingston Revolving Loan Fund

D.

Annual disclosure form. See § 49-8, Forms.

**§ 49-5 Board of Ethics.**

A.

Ethics Board established. The Board of Ethics for the City of Kingston, which shall consist of five members, is hereby established. The Corporation Counsel, or Assistant Corporation Counsel in his or her stead, shall serve as counsel to the Board of Ethics. In the event the Corporation Counsel identifies a conflict of interest, or a conflict of interest is identified in writing by the Board of Ethics, outside counsel shall be secured for the Board. There will be a budget line established and maintained for outside counsel in an amount of at least \$10,000.00. Written retainer agreements shall be required for retention of services of outside counsel. Such retainer agreements shall be subject to the approval by the Mayor of the City of Kingston. In the event that the matter involves the Mayor or a member of his family or household as those terms are defined above, the Alderman at Large shall act in the Mayor's place.

B.

Qualifications of members of Ethics Board.

- i. No Ethics Board member shall hold office in a political party or hold elective office in the City.
- ii. At any given time, no more than two Ethics Board members may be registered in the same political party.

- iii. Ethics Board members must be residents of the City throughout their tenure as Board members.
- iv. One member of the Board of Ethics shall be a city official or city employee

C.

Appointment of Ethics Board members; term of office.

- i. The Mayor shall appoint the members of the Ethics Board. The Mayor shall solicit recommendations from the Common Council with regard to three members of the Board. The Board of Ethics shall select its Chairperson annually.
- ii. Each Board member shall be appointed to a five-year term. For the initial terms, one member will be appointed for five years; one member for four years; one member for three years; one member for two years and one member for one year.

D.

Ethics Board vacancies. Vacancies on the Board of Ethics shall be filled by Mayoral appointment for the unexpired term of the member.

E.

Removal of Ethics Board members. An Ethics Board member may be removed from office by the Common Council for failure to meet the qualifications set forth in this chapter, substantial neglect of duties of office, or violation of this chapter, after written notice and opportunity for reply.

F.

Ethics Board meetings. The Ethics Board shall meet at least bi-annually. A quorum shall be three members, and a majority of the full Board shall be required for the Ethics Board to take formal action. The Chair or any member may call a meeting of the Ethics Board.

G.

Jurisdiction, powers and duties of Ethics Board.

- i. The Ethics Board may only act with respect to officers and employees of the City of Kingston.
- ii. The termination of a municipal officer's or employee's term of office or employment with the City (on a voluntary or involuntary basis) shall not affect the jurisdiction of the Ethics Board with respect to the requirements imposed by this chapter or by the Act, if any, on a former officer or employee. However, in no event shall the Ethics Board have jurisdiction over a former officer or employee where a hearing has not been commenced pursuant to the provisions of this chapter within one year of the termination of a City officer's or employee's term of office or employment with the City.

iii. The City Ethics Board shall have the following powers and duties:

- a) Each year, on or before January 15, the City Ethics Board shall report to the Mayor and the City Council regarding the Board's operations of the previous year and to make recommendations to the Mayor and the City Council, as needed, for changes to this chapter.
- b) The City Ethics Board shall prescribe and promulgate rules and regulations by resolution of the Board, governing its own internal organization and procedures in a manner consistent with this chapter, and to cause to be filed with the office of the City Clerk and the office of the Corporation Counsel a copy of those rules and regulations and any amendments thereto;
- c) To request that the Mayor appoint such staff as is necessary to carry out its duties under this chapter;
- d) To review, index, and maintain on file lists of officers and employees and annual and other disclosure statements filed with the Ethics Board pursuant to this chapter;
- e) To review, index, maintain on file, and dispose of written complaints and to make notifications and conduct inquiries pursuant to this chapter;
- f) To conduct hearings, recommend disciplinary action to the appropriate appointing authority, pass resolutions, make referrals, and initiate appropriate actions and proceedings pursuant to this chapter;
- g) To render, index, and maintain on file advisory opinions pursuant to this chapter;
- h) To provide for training, assistance, and education to officers and employees pursuant to this chapter, including the development and distribution of a plain-language ethics guide for use by City employees and officers, including all forms developed by the Ethics Board

H.

Review of lists and disclosure statements;

- i. The Ethics Board shall review:
  - a) The lists of officers and employees, prepared pursuant to this chapter, who must file annual disclosure statements to determine whether the lists are complete and accurate;
  - b) All annual disclosure statements.

c) All amendments to disclosure statements.

- ii. If the Ethics Board determines that a filed annual disclosure statement is deficient or reveals a possible or potential violation of this chapter, the Ethics Board shall notify the person in writing, state the deficiency or possible or potential violation, provide the person with a thirty-day period to cure the deficiency, and advise the person of the penalties for failure to comply with this chapter. Such notice shall be confidential to the extent permitted by the Public Officers Law. If the person fails to cure the deficiency within the specified time period, the Commission shall send a notice of delinquency:
  - a) To the reporting person
  - b) In the case of the Mayor or a City Council member, to the entire City Council; and
  - c) In the case of all other municipal officers and employees, to the appointing authority for such person.

I.  
Inquiries and hearings;

- i. Upon receipt of a written inquiry, or on its own initiative, the Ethics Board shall have the power and duty to conduct any hearing necessary to carry out the provisions of this chapter. The Ethics Board may administer oaths or affirmations. In conducting any hearing pursuant to this section, the Ethics Board may subpoena witnesses and require the production of any books or records which it may deem relevant and material.
- ii. Nothing in this section shall be construed to permit the Ethics Board to conduct a hearing with respect to itself or any of its members or staff. In the event the Ethics Board receives an inquiry alleging that the Ethics Board or any of its members or staff has violated any provision of this chapter, or any other law, the Board shall promptly transmit a copy of the complaint to the Mayor who shall conduct an investigation of the complaint and forward the results of said investigation to the Common Council for action pursuant to section 3(e) above.
- iii. The Ethics Board shall state, in writing, the disposition of every written inquiry it receives and of every hearing it conducts and shall set forth the reasons for the disposition. All such statements and all written inquiries shall be indexed and maintained on file by the Ethics Board.

- iv. Any person filing a written inquiry with the Ethics Board shall be notified in writing of its disposition.
- 

J.

Referrals by Ethics Board;

- i. Disciplinary action. In the case of a hearing held by the Board, the due process procedural mechanisms shall be substantially similar to those set forth in Article 3 of the State Administrative Procedure Act. The Ethics Board shall conduct and complete the hearing with reasonable promptness, unless, in its discretion, the Ethics Board refers the matter to the authority or person or body authorized by law to impose disciplinary action or unless the Ethics Board refers the matter to the appropriate prosecutor. If such a referral is made, or if a matter is the subject of another governmental inquiry investigation or judicial proceeding, the Ethics Board may adjourn the matter pending a final determination of such matter by the other authority, person, body, or law enforcement agency.
- ii. Law enforcement. The Ethics Board shall refer to the appropriate law enforcement agency any facts or evidence that comes into its possession that reasonably indicates possible criminal violations.
- iii. Construction as to Ethics Board. Nothing in this section shall be construed to permit an Ethics Board to take any action with respect to any alleged violation of this chapter, or of any other law, by an Ethics Board member or members. Any inquiries and investigations regarding Ethics Board members shall be conducted under procedures consistent with the procedures set forth in this chapter.

K.

Advisory opinions.

- i. Upon the written request of any person, the Ethics Board may render a written advisory opinion with respect to the interpretation or application of this chapter.
- ii. Advisory opinions and requests for advisory opinions shall be indexed and maintained on file by the Ethics Board in the City Attorney's office.

L.

Public inspection of records; public access to meetings.

- i. Records of the Ethics Board, including completed financial disclosure forms, are available for public inspection pursuant to the provisions of §§ 84 through 90 of the Public Officers Law. With regard to completed disclosure forms, notice of any request for inspection will be provided to the city officer or employee. The Ethics Board shall review any request for redaction of information from disclosure forms by an individual city officer or employee, and will authorize redaction of such information in accordance with the provisions of the Public Officer's Law and applicable precedent. Any decision regarding the redaction of such material can be appealed to the Freedom of Information Appeals Officer.
- ii. Meetings of the Ethics Board shall be accessible to the public pursuant to the provisions of §§ 100 through 111 of the Public Officers Law.

#### §49-6 Penalties for Offenses

- i. **Void Contracts:** Any contract or agreement entered into by or with the City in which there is an interest prohibited by this law shall be null, void and wholly unenforceable, to the extent provided by Section 804 of the General Municipal Law unless ratified by the Common Council. Such ratification shall not affect the imposition of any civil penalties pursuant to this local law or any other provision of law. Upon determination by the Board of Ethics that such a violation has occurred, the Board of Ethics shall have the power, upon consultation with the head of the department involved, or with the Mayor, to render forfeit and void the transaction in question.
- ii. **Civil Penalties:** Any City Officer or employee who violates any provision of this chapter, including any reporting individual who knowingly and willfully fails to file an annual statement of financial disclosure or who knowingly and willfully with intent to deceive makes a false statement or give information which such individual knows to be false on such statement of financial disclosure filed pursuant to this law, shall be assessed a civil penalty in an amount not to exceed \$10,000. Assessment of a civil penalty hereunder shall be made by the City Board of Ethics. Assessment of a civil penalty shall be final unless modified, suspended or vacated within 30 days of imposition and, upon becoming final, shall be subject to review at the instance of the affected reporting individual in a proceeding commenced against the City Board of Ethics pursuant to Article 78 of the Civil Practice Law and Rules.
- iii. **Disciplinary Action:** Any City Officer or employee who violated any provision of this chapter may be warned or reprimanded or suspended or removed from office or employment, or be subject to any other sanction authorized by law or collective bargaining agreement, by the appointing authority or body authorized by law to impose such sanctions. A warning, reprimand, suspension, removal or other authorized sanction may be imposed in addition to any other penalty contained in this section or in any other provision of law.

**§ 49-7 Effect on filing of claims.**

Nothing herein shall be deemed to bar or prevent the timely filing by a present or former municipal officer or employee of any claim, account, demand or suit against the City of Kingston, or any agency thereof, on behalf of himself, herself or any member of his or her family arising out of any personal injury or property damage or for any lawful benefit authorized or permitted by law.

**§ 49-8 Distribution of copies.**

The City Clerk of the City of Kingston shall cause a copy of this Code of Ethics to be distributed to every officer and employee of the City within 30 days after the effective date of this chapter. Each officer and employee elected or appointed thereafter shall be furnished a copy before entering upon the duties of his office or employment. Failure to distribute any such copy or failure of any officer or employee to receive such copy shall have no effect on the duty of compliance with such code or the enforcement of provisions thereof.

**§ 49-9 Forms.**

The Annual Disclosure Form required by § 13-4 of this chapter shall be in the following format.[1]



**CITY OF KINGSTON**

**ANNUAL STATEMENT OF  
FINANCIAL DISCLOSURE FORM**

---

NAME (Please Print)

---

POSITION and DEPARTMENT

---

CALENDAR YEAR



you, your spouse, domestic partner or dependent children. Do not include any maintenance connected with a matrimonial action, alimony or child support payments.

<u>Individual</u>	<u>Name &amp; Address of Income Source or Employer</u>	<u>Nature of Income</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

None (Check if applicable)

B. If any individual listed in 2A above is employed in the practice of law, is a NYS Department of State licensed real estate broker or agent, practices a profession licensed by the Department of Education, or If an individual practices with a firm or corporation and is a partner or shareholder of the firm or corporation, provide a general description of principal subject areas of matters undertaken by the firm or corporation. Do not list names of individual clients, customers or patients.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. **Relatives in the City of Kingston service.** List each relative who is an officer or employee of the City of Kingston, whether paid or unpaid, including relative's name, relationship to you, title, and department. Relatives include your spouse, domestic partner, child, stepchild, grandchild, brother, sister, parent, stepparent, plus any person you claimed as a dependent on your latest income tax return, and that dependent's spouse or domestic partner.

None (Check if applicable)

<u>Name of Relative</u>	<u>Relationship to You</u>	<u>Title</u>	<u>Department</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

4. **Money you owe.** List any debts of \$10,000 or more that you owe to an officer or employee of the City of Kingston or anyone that you are aware of who does business with the City of Kingston. Do not list debts that you owe to banking companies that have an official banking relationship with the City of Kingston.

None (Check if applicable)

<u>Creditor</u>	<u>Type of Obligation</u>
_____	_____
_____	_____

**Money owed to you.** List any debts of \$10,000 or more that officers or employees of the City of Kingston or anyone that you are aware of who does business with the City of Kingston owes you.

None (Check if applicable)

Debtor

Type of Obligation

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**5. Interest in Contracts.** Describe any interest you, your spouse, domestic partner or dependent children have in any contract involving the City of Kingston.

None (Check if applicable)

Name of Family Member

Contract Description

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**6. Investments.** Itemize and describe all investments in excess of \$5,000.00 or five percent (5%) of the value in any business, corporation, partnership, or other assets including stocks, bonds, loans, pledged collateral, and other investments, for you, your spouse, domestic partner or dependent children excluding investments in publicly traded securities and interest in real property.

None (Check if applicable)

Name of Family Member

Name & Address of Business

Description of Asset

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Name of Family Member

Location of Real Estate  
(including home, if owned)

Description of  
Investment

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**7. Trusts.** Identify each interest in a trust or estate or similar beneficial interest in any assets in excess of \$2,000.00, except for IRS eligible retirement plans or interests in an estate or trust of a relative, for you, your spouse, domestic partner or dependent children.

None (Check if applicable)

Name of Family Member

Trustee/Executor

Description of  
Trust/Estate

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**8. Gifts and Honorariums.** List the source of all gifts aggregating in excess of \$75.00 received during the last year by you, your spouse, domestic partner or dependent children excluding gifts from a relative. The term "gifts" includes gifts of cash, property, personal items, payments to third-parties on your behalf, forgiveness of debt, honorariums and any other payments whether or not they are reportable as income. This does not include campaign contributions made to a political committee.

None (Check if applicable)

Name of Family Member

Name & Address of Donor

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**9. Loans.** Describe all loans to you (and/or your spouse, and/or domestic partner, and/or dependent children) in excess of \$5,000.00. This does not include any loan issued in the ordinary course of business by a financial institution to finance educational costs, the cost of home purchase or improvements for a primary or secondary residence, or purchase of a personally owned motor vehicle, household furniture or appliances. If any such reportable loan has been guaranteed by any third party, list the liability and name of the guarantor.

None (Check if applicable)

Name of Family Member

Name & Address of Creditor

Type of loan &  
Collateral, if any

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**10. Political Parties.** List any position you held as an officer of a political party, political committee or political organization within the last five (5) years. The term "political organization" includes any independent body or any organization that is affiliated with or a subsidiary of a political party.

None (Check if applicable)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Certification:**

I hereby certify under penalty of perjury, that I have received a copy of the City of Kingston Ethics and Disclosure Law (Chapter 49 Local Law No. 2-2013 as amended) and that the information disclosed on this form is true and complete to the best of my knowledge.

I hereby acknowledge my continuing responsibility to disclose any conflicts of interest or potential conflicts of interest and/or recuse myself from any act or action as required by the City of Kingston's Ethics Law. I certify that I will undertake and carry out this responsibility to the best of my ability.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

State of New York     }  
County of \_\_\_\_\_ } ss.:

On the \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_ before me the undersigned, a Notary Public in and for said State, personally appeared \_\_\_\_\_ personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity and that by his/her signature on the instrument, the individual, or person upon behalf of which the individual acted, executed the instrument.

\_\_\_\_\_  
(Signature and Office of individual taking acknowledgement)

**The deadline for filing is May 1st.** Please return the completed form to the City of Kingston at 420 Broadway, City Clerk's Office, Kingston, NY 12401.