



May 2023 Department Reports

Submitted to the Board of Trustees for approval at the May 10th 2023 Board Meeting

HOOSICK FALLS POLICE DEPARTMENT

Monthly Call/Arrest Overview, 2023

	Jan	Feb	Mar	Ap	May	June	July	Aug	Sept	Oct	Nov	Dec
Calls	346	211	279	268								
<i>Village calls handled by other agencies: RCSO/NYSP</i>	5	9	3	1								
<i>Separate HFPD calls assists outside Village</i>	13	20	14	12								
Total Arrests	5	12	16	6	6							
<i>Domestic Related</i>	1	3	2	0	2							
<i>Juvenile Arrests</i>	0	4	0	0	1							

Calls/Arrest Overview

Calls	Jan	Feb	Mar	Ap	May	June	July	Aug	Sept	Oct	Nov	Dec
Total for 2023*	346	557	836	1104								
<i>Total for 2022*</i>	167	366	653	942	1,299	1,544	1,832	2,167	2430	2672	2943	3103
<i>Total for 2021</i>	109	214	356	483	664	805	961	1105	1237	1331	1420	1554
<i>Total for 2020</i>	116	262	381	508	667	835	963	1091	1204	1310	1399	1488
<i>Total for 2019</i>	137	252	366	482	631	782	939	1086	1207	1344	1470	1608
<i>Total for 2018</i>	109	207	303	408	517	632	769	873	986	1102	1207	1317
Arrests	Jan	Feb	Mar	Ap	May	June	July	Aug	Sept	Oct	Nov	Dec
Totals for 2023	5	17	33	39	45							
<i>Total for 2022</i>	3	7	14	20	26	33	40	48	61	66	74	80
<i>Total for 2021</i>	7	22	27	32	40	48	50	58	64	68	71	73
<i>Total for 2020</i>	13	27	35	38	44	49	60	67	73	81	88	89
<i>Total for 2019</i>	18	33	44	56	77	85	98	105	118	134	146	153
<i>Total for 2018</i>	10	19	24	30	36	59	83	102	124	141	157	164

* = New approach for counting calls started in 2022 and included nearly every call, even non-emergency calls.

Police Vehicle Overview

	Current Mileage	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	MAINTENANCE
502	18,595	715	630	593	878	968								Good
503	87,144	70	79	163	98	968								Needs Vapor Line Replaced (Costly Repair); Seatbelt/Sensor Issue
504	88,008	804	933	879	718	757								Needs Front Brakes/Tire Sensor
505	94,330	2,018	1,267	1,516	1,768	1,932								Needs Catalytic Convertor Replaced (Costly Project)

MAY ARRESTS: 6 (2 Domestic)

- 1 – Bench Warrant – Failure to Appear**
- 2 – Criminal Mischief – 4th - (Domestic)**
- 3 – Bench Warrant – Failure to Appear**
- 4 – Criminal Mischief – 4th - (Domestic)**
- 5 – Harassment – 2nd**
- 6 – Harassment – 2nd**

Juvenile Arrest: 1 – Criminal Mischief 4th; Assault 3rd.

(call data will appear as an addendum at the meeting)

OTHER:

- **Officers participated in the Village Memorial Day Parade.**
- **Officers Dupras and Waters completed the Herkimer Phase 1 Police Academy – Need to finish Firearms, Active Shooter and Behavioral Observation and Suspicious Activity Recognition (BOSAR) Trainings at the Albany County Sheriff’s Office Academy – Once these are completed, they will be able to start their 160-hour Field Training.**
- **Officers Fisher and Warner completed Field Training Officer (FTO) Course.**
- **The department received 13 portable radios from Rensselaer County 911 – The radios and radio system have been upgraded and the cost per radio is over \$10,000 per radio.**

Respectfully submitted by Paul Aleksonis, Officer-In-Charge
Village of Hoosick Falls Police

DEPARTMENT OF CODE ENFORCEMENT

- **Building Permits Issued- 7**
- **Building Permits Closed- 2**
- **Building Permits Expired- 0**
- **Total Active Building Permits- 54**
- **Stop Work Order(s) Issued- 0**
- **Various Inspections- 37**
- **Complaints/Inspections Opened- 40**
- **Complaints/Inspections Closed- 24**
- **Total Active Complaints/Inspections- 96**
- **Fire Calls- 0**
- **Police Calls- 0**
- **Pre Tenant-Inspections- 2**
- **Biannual Inspections- 5**

Active Village Court Cases as of 5/31/2023;

1. Marshall 59 Church St. - Bench Warrant Issued.
2. Daniel- 18 John St. new case structural issues.
3. Farrara- 59 Classic St. Bench Warrant Issued for Failure to Appear.

Homes that are Red Tagged as Uninhabitable as of 5/31/2023;

1. 46 River Road- Another new owner, this one from Texas, I have met with him.
2. 7 1st St. – (Hudson) Vacant Abandoned- Recent Auction, Mailed letter to new owners.
3. 76 1st St. - (Sheldon) Vacant Zombie Bank Owned.
4. 51 Hoosick St. (Dufty) Vacant & bank owned.
5. 1 Lyman St. (Teleford) I have spoken to new owner. Clean up and rehab work to begin soon. I mailed follow up letter to new owners.
6. 26 Water St. – Court Case complete, has new owner, Building Permit Issued.
7. 57 Center St. – (Galvin) Vacant
8. 15 Spring St.- (Avlon) Bank owned Vacant
9. 32 3rd St.- (Schwartz) Vacant, has another new owner, Building Permit for Rehab has been issued and the rehab work has begun.
10. 20 Elm St.- (Capano) Property recently sold again.
11. 30 Madison St. (Weatherwax) Vacant, some cleanup has been completed. Recent Auction, Stop Work Order Issued, mailed letter with violations to new owner.
12. 1 Center ST. (Saiid) Rensselaer County involved. New Owner
13. 74 1st St. (O'Donnell) Vacant
14. 19 5th St. (Harrington) Bank Owned Vacant
15. 18 High St. (Philpsak) Recently sold again. Rehab has begun, converting to a single family.
16. 167 Church St. (Paz) County Auction purchased that owner has done nothing with.
17. 63 River Rd. (Perry) in foreclosure.
18. 8 Troy St.- Tree fell on home, no power. Meters are on the house.
19. 49 River St.- Bank has ownership, met with Property Preservation on site 7/6.
20. 17 Willow St. (Kaukas) Interior water damage, water turned off at the street.
21. 36 3rd St. (Lampron) Interior water damage, water turned off at the street.

Other Vacant Properties that I have open Code Cases;

1. 97 Classic St. Abandoned (McGovern)
2. 16 Lyman St. Abandoned (Lawton)- **I met with the new owner. Rehab to begin soon.**
3. 101 RR Ave. Abandoned (Harris)
4. 24 Lyman St. Vacant New Owner I met with him Friday morning. Has a new roof, Building Permit for Rehab has been issued.
5. 18 John St.- **See new Cottrell Report.**

Unsafe Structures Do Not Enter:

1. 1 Center St. **New owner.**

Notes- I was on vacation the 1st week of the month. I attended Village Court to obtain the Administrative Inspection Warrant then went into 18 John St w/ Bill Cottrell to complete the inspection. Leading up to the Parade Ken and I worked to try to get as many lawns cleaned up as possible. I ran the Planning Board Meeting in ref to Webster Ave Sub-Division, Public Hearing is scheduled for June 27th. I attended a 1hr NDPA class where they reviewed drowning stats.

Respectfully submitted by Mark E. Surdam
Code Enforcement Officer & Building Safety Inspector

TREASURER'S REPORT

- Submitted monthly NYS retirement report
- Spreadsheets regarding CSEA Union negotiations
- Coding and data entry for monthly invoices to be paid
- Breaking down trial balance in Excel in order to enter date for fiscal year 21-22 AUD
- Correspondence with Rensselaer County pertaining to new vendor, Applied Business Systems, who will now be printing, folding, stuffing and mailing the village property tax bills.
- Assisting Highway Supt. Ken Holbrook regarding CHIPS reports and various bills
- Assisting Deputy Clerks with Data entry for property tax bills into QuickBooks in order to receive payments correctly and timely
- Assisting Deputy Clerks receiving utility and property tax payments
- Correspondence with lawyers regarding 2 workman's compensation cases
- Figure and Prepare Health Insurance buyout payment for 1 police officer
- Enter new budget figures into QuickBooks for 23-24 fiscal year
- Correspondence with Orrick, Herrington & Sutcliffe Bond Counsel regarding 7,000,000 Bond Resolution for Lead removal and water storage upgrades
- Ongoing assistance to front office in absence of Village Clerk
- Research records for former employees for NYS Retirement System

Respectfully submitted by Denise McMahon
Village Treasurer

VILLAGE CLERK/DEPUTY CLERK REPORT

- Processing water, sewer, refuse bills in QuickBooks and Williamson Law Book software
- Processing e-checks and credit card payments for utility bills
- 3 Death Certificates
- 4 Handicap Parking permits
- 7 Property Transfers
- Data entry for June property tax bills into QuickBooks, receiving payments on taxes, entering payments into QuickBooks and BAS Tax Software
- Answering voicemails and other various daily tasks that arise

HIGHWAY DEPARTMENT

- Annual street sweeping
- Sidewalk sweeping
- Assisted town with some sweeping
- Worked on Gazebo
- Started the fountain
- Mowing and trimming
- Had stumps in the park ground
- Assisted water dept with shut off issue on Hoosick st
- Working on Floodwall. approximately 2/3 finished
- Mowed and trimmed south end of greenway
- Repaired Tahoe Drive
- Got Village ready for Memorial day
- Painted lines and crosswalks on main st
- Weekly transfer station cleaning
- Cleaning of municipal bldg

Respectfully submitted by Ken Holbrook
DPW Superintendent

SEWER DEPARTMENT

- All paperwork for DEC
- All regular maintenance [blowers pumps decanters]
- Mowing and trimming
- Koester out to repair decanter
- Siewert out for yearly pm
- Cleaning of tank 1
- Spring cleaning around plant and pumpstations

SEWER	June '22	July '22	Aug '22	Sept '22	Oct '22	Nov '22
<i>Gallons Delivered '22-'23:</i>	280,050 gal	178,150 gal	259,400 gal	224,900 gal	254,700 gal	220,550 gal
<i>Monthly Income '22-'23:</i>	\$14,002.50	\$8,907.50	\$12,970	\$11,245	\$12,735	\$11,027.50
<i>Income YTD – '22-'23:</i>	\$14,002.50	\$22,910	\$35,880	\$47,215	\$59,950	\$70,977.50
<i>Income YTD – '21-'22:</i>	\$11,137.50	\$22,637.50	\$35,460.00	\$50,135.00	\$64,862.50	\$77,790.00
<i>Income YTD – '20-'21:</i>	\$12,172.50	\$22,042.50	\$32,405.00	\$46,067.50	\$59,300.50	\$69,195.50
<i>Income YTD – '19-'20:</i>	\$10,947.00	\$26,052.00	\$40,829.50	\$56,402.00	\$73,477.00	\$86,427.00

SEWER	Dec '22	Jan '23	Feb '23	Mar '23	April '23	May '23
<i>Gallons Delivered '21-'22:</i>	<i>202,400 gal</i>	<i>71,025 gal</i>	<i>114,500 gal</i>	<i>93,650 gal</i>	<i>218,200 gal</i>	<i>246,350 gal</i>
<i>Monthly Income '21-'22:</i>	<i>\$10,120</i>	<i>\$3,551.25</i>	<i>\$5,722.50</i>	<i>\$4,682.50</i>	<i>\$10,910</i>	<i>\$12,317.50</i>
<i>Income YTD – '21-'22:</i>	<i>\$81,097.50</i>	<i>\$84,648.75</i>	<i>\$90,371.25</i>	<i>\$95,053.75</i>	<i>\$105,963.75</i>	<i>\$118,281.25</i>
<i>Income YTD – '21-'22:</i>	<i>\$85,880.00</i>	<i>\$90,495.00</i>	<i>\$93,712.50</i>	<i>\$99,375.00</i>	<i>\$109,027.50</i>	<i>\$115,782.50</i>
<i>Income YTD – '20-'21:</i>	<i>\$77,076.75</i>	<i>\$82,601.75</i>	<i>\$85,806.75</i>	<i>\$92,404.25</i>	<i>\$105,509.25</i>	<i>\$116,101.75</i>
<i>Income YTD – '19-'20:</i>	<i>\$95,034.50</i>	<i>\$101,389.50</i>	<i>\$105,274.50</i>	<i>\$113,697.00</i>	<i>\$131,124.50</i>	<i>\$144,034.50</i>

Respectfully submitted by Ken Holbrook
Waste Water Treatment Plant Operator

WATER DEPARTMENT

- Regular maintenance throughout plant including: cleaning of filter units, calibration of chemical feed pumps, daily rounds and checks including lab tests, cleaning of chemical equipment, grounds maintenance and necessary repairs to distribution system.
- Monthly bacteriological water samples sent to Bender Lab.
- April 3 – Surpass chemical delivery – 300 gal. Sodium Hypochlorite.
- April 10 – Drained GAC balance tank and took OOS.
- April 13 – CT Male sampling GAC.
- April 18 – Meeting w/ CHA and CT Male; new water source.
- April 21 – Surpass chemical delivery – 350 gal. Sodium Hypochlorite.
- April 24 – Removed leaking valve in main on Cummings St.
- April 25 – Installed check valve in Little League forced sewer main.
- April 25 – CT Male sampling backwash water.

Submitted by Francis J. Hurlburt
Superintendent, Water