



# May 2024 Department Reports

Submitted to the Board of Trustees for approval at the  
June 12<sup>th</sup> Regular Board Meeting



## HOOSICK FALLS POLICE DEPARTMENT

### Monthly Call/Arrest Overview, 2024

	Jan	Feb	Mar	Ap	May	June	July	Aug	Sep	Oct	Nov	Dec
<b>Total Calls</b>	<b>259</b>	<b>298</b>	<b>262</b>	<b>336</b>	<b>339</b>							
<i>Village calls handled by other agencies: RCSO/NYSP</i>	6/3	4/4	4/4	0/1	2/2							
<i>Separate HFPD calls assists outside Village</i>	15	12	27	13	20							
<b>Total Arrests</b>	<b>11</b>	<b>13</b>	<b>10</b>	<b>17</b>	<b>9</b>							
<i>Domestic Related</i>	n/a	3	n/a	n/a	2							
<i>Juvenile Arrests</i>	n/a	n/a	2	2								
Traffic Tickets Issued	30	41	52	40	36							
Parking Tickets Issued	0	7	34	5	15							

### Calls/Arrest Overview

<b>Calls</b>	Jan	Feb	Mar	Ap	May	June	July	Aug	Sept	Oct	Nov	Dec
<b>Total for 2024*</b>	<b>259</b>	<b>557</b>	<b>819</b>	<b>1,155</b>	<b>1,494</b>							
<i>Total for 2023*</i>	346	557	836	1104	1,443	1,789	2,170	2,654	3,143	3,576	3940	4,302
<i>Total for 2022*</i>	167	366	653	942	1,299	1,544	1,832	2,167	2,430	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
<b>Arrests</b>	Jan	Feb	Mar	Ap	May	June	July	Aug	Sept	Oct	Nov	Dec
<b>Totals for 2024</b>	<b>11</b>	<b>24</b>	<b>34</b>	<b>51</b>	<b>60</b>							
<i>Totals for 2023</i>	5	17	33	39	45	61	66	83	97	108	128	145
<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.

## ***May 2024 Arrests: 9 (0 Juvenile, 2 Domestic)***

1. Violation of probation
2. Aggravated Unlicensed Operator 3<sup>rd</sup>, Uninspected
3. Leaving the scene of accident, DWI
4. Criminal Mischief, Harassment (Domestic)
5. Aggravated unlicensed operator 3<sup>rd</sup>, Unreadable plate
6. Aggravated unlicensed operator 3<sup>rd</sup>, Uninspected
7. Leaving the scene of accident, Aggravated unlicensed operator 3<sup>rd</sup>
8. Assault 3<sup>rd</sup>, Menacing 2<sup>nd</sup>, Criminal Mischief 4<sup>th</sup> (Domestic)
9. Assault 3<sup>rd</sup>, Menacing 2<sup>nd</sup>, Criminal obstruction of breathing

## ***May 2024 - Call Details***

**FOR THE MONTH OF MAY 2024 THERE HAVE BEEN 343 CALLS FOR SERVICE IN THE VILLAGE. 339 WERE HANDLED BY HFPD. 2 BY RCSO AND 2 BY NYSP.**

39 ADMIN CALLS	2 LARCENEY
13 ANIMAL COMPLAINTS	1 MENTAL HEALTH
2 ASSAULTS	6 MISSING PERSONS
9 ASSIST FIRE	1 PARKING COMPLAINTS
84 ASSIST EMS CALLS	1 PROPERTY CHECK
3 BURGLARY ALARMS	3 PROPERTY DAMAGE ACCIDENTS
2 CRIMINAL MISCHIEF	17 PUBLIC ASSISTS
1 CUSTODIAL INTERFERENCE	3 SUSPICIOUS PERSONS
13 DISTURBANCE CALLS	2 SUSPICIOUS VEHICLES
7 DOMESTICS	48 TRAFFIC STOPS
3 DRIVING COMPLAINTS	2 TRESPASSING
1 DRUG COMPLAINT	4 WARRANT ARREST
3 FRAUD	3 WELFARE CHECKS
9 HARASSMENT	13 911 HANG UP CALLS
44 INVESTIGATIONS/FOLLOW UPS	

**OF THESE CALLS HFPD WAS ASSISTED BY RCSO WITH 7 CALLS AND NYSP WITH 7 CALLS.**

**THE VILLAGE PATROLS ALSO ASSISTED OUTSIDE THE VILLAGE 20 TIMES IN THE LAST MONTH**

4 ADMIN CALLS	3 ANIMAL COMPLAINTS
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1 ASSIST EMS CALLS

1 MISSING PERSON

1 BURGLARY ALARM

1 PERSONAL INJURY TRAFFIC ACCIDENT

2 DISTURBANCE

1 SUSPICIOUS PERSON

1 DOMESTIC COMPLAINTS

1 UNK PROB/IMMINANT DANGER

3 DRIVING COMPLAINT

1 WELFARE CHECK

**THIS IS A TOTAL OF 359 SEPARATE RESPONSES FOR THE VILLAGE PATROLS**

**JUST FOR A COMPARISON THERE WERE 72 CALLS IN THE TOWN IN THE SAME TIME PERIOD**

36 BY NYSP - 35 BY RCSO - 1 BY ENCON

**21 UNANSWERED CALLS IN THE TOWN THIS MONTH.**

2 ANIMAL COMPLAINTS

1 MISSING PERSON

1 ASSIST FIRE DEPT

1 PUBLIC ASSIST

3 ASSIST EMS CALLS

1 SUSPICIOUS PERSON

2 DRIVING COMPLAINTS

1 TREE DOWN IN ROADWAY

1 INTOXICATED DRIVERR

8 911 HANG UPS/OPEN LINES

### ***Police Vehicle Overview***

	<b>Current Mileage</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUNE &amp; JULY*</b>	<b>AUG ***</b>	<b>SEPT &amp; OCT*</b>	<b>NOV</b>	<b>DEC</b>	<b>MAINTENANCE</b>
<b>502</b>	<b>39,014</b>	<i>n/a</i>	2,924	1,782	1,457	2,059						n/a
<b>503</b>	<b>90,927</b>	667	29	727	1,163	2,132						n/a
<b>504</b>	<b>101,163</b>	2,038	1,226	1,909	3,944	6,057						New Battery
<b>505</b>	<b>98,805</b>	<i>n/a</i>	1,745	102	2,180	3,235						Going for service and tires next week

#### ***Other:***

- Officer Waters and Salgado completed Field Training Officer School.

Respectfully submitted by OIC Sergeant John Hudson  
 Hoosick Falls Police Department

# DEPARTMENT OF CODE ENFORCEMENT

## *Monthly Overview – Inspections, Building Permits, and Complaints*

	Jan	Feb	Mar	Ap	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>Total Inspections</b> (Various types)	<b>34</b>	<b>32</b>	<b>46</b>	<b>40</b>	<b>30</b>							
<i>Bi-Annual Inspections</i>	13	4	8	6	6							
<i>Pre-Tenant Inspections</i>	5	4	3	7	1							
<i>Required Annual Inspections</i>	0	0	0		0							
<i>Fire Calls</i>	1	1	0	1	1							
<i>Police Calls</i>	0	2	1	0	0							
<b>Total Active Building Permits</b>	<b>51</b>	<b>49</b>	<b>49</b>	<b>53</b>	<b>57</b>							
<i>Building Permits - Issued</i>	6	4	4	5	13							
<i>Building Permits - Closed</i>	4	6	4	3	7							
<i>Building Permits - Expired</i>	3	2	1	4	2							
<i>Stop Work Order(s) Issued</i>	0	0	0	0	0							
<b>Total Active Complaints/Inspections</b>	<b>85</b>	<b>94</b>	<b>85</b>	<b>88</b>	<b>94</b>							
<i>Complaints/Insp. - Opened</i>	31	22	26	35	24							
<i>Complaints/Insp. - Closed</i>	39	24	28	29	20							

**Active Village Court Cases as of 5/31/2024;**

1. Marshall 59 Church St. - Bench Warrant Issued.
2. Farrara- 59 Classic St. Inspection is complete, he is working on building issues. **Closed \$500 Fine**
3. Nesbit- 33 River Rd. **Masonry work nearly complete. We should finish Court Case in July.**
4. **West- 6 3<sup>rd</sup> St. Case Closed \$250 Fine, new owner.**
5. **Deitrich- 11 5<sup>th</sup> St. Closed \$200 Fine.**
6. **Top- 49 River St. Rescheduled for July.**

**Homes that are Red Tagged as Uninhabitable as of 5/31/2024;**

1. 46 River Road- Another new owner, this one from Texas, I have met with him.
2. 7 1<sup>st</sup> St. – (Hudson) Foundation repairs are complete.
3. 76 1<sup>st</sup> St. - (Sheldon) Vacant Zombie Bank Owned.
4. 51 Hoosick St. (Dufty) Vacant & bank owned.
5. 1 Lyman St. (Teleford) New Violations Issued. **Letter received from owner.**
6. 26 Water St. –New owner, Building Permit Issued. McAuliffe cleaned up yard.
7. 57 Center St. – (Galvin) Vacant
8. 15 Spring St.- (Avlon) Bank owned Vacant- Building has been secured with plywood.
9. 32 3<sup>rd</sup> 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. New owners live in Fl.
11. 1 Center ST. (Saiid) New Owner, major structural issues.
12. 74 1<sup>st</sup> St. (O'Donnell) Vacant

13. 19 5<sup>th</sup> St. (Harrington) New violations issued for roof issue.
14. 18 High St. (Philpsak) Recently sold again. Rehab has begun, converting to a single family.
15. 167 Church St. (Paz) County Auction purchased that owner has done nothing with. **Back on list for next County Auction.**
16. 63 River Rd. (Perry) in foreclosure. **Recently purchased by investors.**
17. 8 Troy St.- Tree fell on home, no power. Meters are on the house.
18. 17 Willow St. (Kaukas) Interior water damage, water turned off at the street. **On list for the next County Auction.**
19. 36 3<sup>rd</sup> St. (Lampron) Interior water damage, water turned off at the street.
20. 33 River Rd. (Nesbit) Village Court
21. **6 Manton St. (Guile) Multiple issues, resulted from Fire Call.**
22. **99 RR Ave. On the list for the next County Auction.**

**Other Vacant Properties that I have open Code Cases;**

1. 97 Classic St. Abandoned (McGovern) **Bank owns, some recent roof repairs have been completed.**
2. 101 RR Ave. Abandoned (Harris)- New owner has contacted me. Building Permit Issued.

**Unsafe Structures Do Not Enter:**

1. 1 Center St. New owner. Severe structural issues.

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

## TREASURER'S REPORT

- Enter and pay vouchers for last month's invoices
- Submitted monthly NYS retirement report.
- Water department ordered new water meter endpoints to replace residents non-working endpoints, wait list. Clerk's office and water department noting residents that have called and are waiting.
- Finalized all unpaid water/sewer/refuse bills from April 2023, August 2023 and December 2023 and unpaid services for relevy list to be sent to Rensselaer County for relevy onto June 2024 Village Property Tax Bills. Total Water relevy is \$192,784.55, Total sewer relevy is \$197,039.96, total refuse relevy including unpaid invoices is \$137,749.92
- Preparing to Submit request #6 for Greenway Grant, grant extension is until April 2024, should be final request
- Ongoing LED Streetlight update conference call. Forwarded paperwork on financing information to Fiscal Advisors for their review and suggestions on which way to borrow: BAN (Bond Anticipation Note) or TELP (Tax Exempt Lease Purchase). Also working with Cynthia Petit at Key Bank for Letter of Credit required by National Grid for buyout of fixtures. \$170.00 cost for the letter and \$1,000 fee for the LOC. Passed bond resolution to move forward with financing for the project.
- Continue Training new deputy village clerk and Village Clerk.

- Submitted paperwork to NYS OSC for 4 sewer debt exclusions.
- Water Department read for final reading of fiscal year in order to reclassify April and May revenue to the 23-24 fiscal year
- Normal daily phone calls and emails
- Treasurer and Village Clerk training and set up to transition to NYSLRS gold certification
- Trouble shooting water/sewer/refuse billing questions and training of same
- Update employee time off for year end
- Continuing financials to submit NYS AUD for year ending 5-31-23

Respectfully submitted by Denise McMahon  
Village Treasurer

## VILLAGE CLERK/DEPUTY CLERK REPORT

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>• Invoicing property tax</li> <li>• Receiving / Making payments</li> <li>• Transfer station tickets</li> <li>• Tax searches</li> <li>• Death certificates</li> <li>• Handicap sticker</li> <li>• Sort the mail</li> </ul> | <ul style="list-style-type: none"> <li>• Tend to the window</li> <li>• Answers phone/ questions</li> <li>• Answering Emails</li> <li>• 10 property changes</li> <li>• Making deposits</li> <li>• Vouchers on bills</li> </ul> |
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Respectfully submitted by Olivia Schneider  
Village Clerk

## HIGHWAY DEPARTMENT

- Spent most of May getting ready for Memorial Day
- Sweeping all month
- Sidewalk cleaning
- Mowing and trimming
- Weekly trash pickup
- Put up flags
- Started Veterans' banners
- Weekly transfer station cleaning
- Worked on bear cleanup at transfer station
- Completed emergency electric fencing at transfer station for bear
- Weekly ball field mowing
- Got quote back for paving
- Water break on rt 22
- Painted lines
- Started St Mary's fountain

- Set out flowerpots
- Got transmission repaired in truck #3
- Replaced drive shaft in loader
- One DPW member out part of the month due to jury duty

Respectfully submitted by Ken Holbrook  
DPW Superintendent

## SEWER DEPARTMENT

- Weekly sampling for process control
- Monthly sampling for DEC
- All paperwork for DEC
- Mowing and trimming plant and pumpstations
- Purchased new mower for sewer plant
- All maintenance at plant and pumpstations
- Changed oil in blowers
- Bar rack maintenance
- Pista Grit service
- Waste hauler numbers: 239,000 gallons taken in; \$11,950

### First Half of Fiscal Year 23-24

<u>SEWER</u>	June '23	July '23	Aug '23	Sept '23	Oct '23	Nov '23
<i>Gallons Delivered '23-'24:</i>	173,400 gal	275,450 gal	223,120 gal	252,600 gal	238,950 gal	215,200 gal
<i>Monthly Income '23-'24:</i>	\$8,670.00	\$13,772.50	\$11,156.00	\$12,630	\$11,947.50	\$10,760
<b><i>Income YTD – '23-'24:</i></b>	<b>\$8,670.00</b>	<b>\$22,442.50</b>	<b>\$33,598.50</b>	<b>\$46,228.50</b>	<b>\$58,176.00</b>	<b>\$68,936.00</b>
<i>Income YTD – '22-'23:</i>	\$14,002.50	\$22,91.00	\$35,880.00	\$47,215.00	\$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

### Second Half of Fiscal Year 23-24

<u>SEWER</u>	Dec '23	Jan '24	Feb '24	Mar '24	April '24	May '24
<i>Gallons Delivered '23-'24:</i>	190,300 gal	119,300 gal	148,650 gal	152,700 gal	251,950 gal	239,000 gal
<i>Monthly Income '23-'24:</i>	\$9,515.00	\$5,965	\$7,432.50	\$7,635	\$12,597.50	\$11,950
<b><i>Income YTD – '23-'24:</i></b>	<b>\$80,492.50</b>	<b>\$86,460.50</b>	<b>\$93,893</b>	<b>\$101,528</b>	<b>\$114,125.50</b>	<b>\$126,075</b>
<i>Income YTD – '21-'22:</i>	\$81,097.50	\$84,648.75	\$90,371.25	\$95,053.75	\$105,963.75	\$118,281.25
<i>Income YTD – '21-'22:</i>	\$85,880.00	\$90,495.00	\$93,712.50	\$99,375.00	\$109,027.50	\$115,782.50
<i>Income YTD – '20-'21:</i>	\$77,076.75	\$82,601.75	\$85,806.75	\$92,404.25	\$105,509.25	\$116,101.75
<i>Income YTD – '19-'20:</i>	\$95,034.50	\$101,389.50	\$105,274.50	\$113,697.00	\$131,124.50	\$144,034.50

Respectfully submitted by Ken Holbrook  
Wastewater 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 JH Consulting.
- May 6 – Mark Millsbaugh going over specs for new balance tank.
- May 7 – Surpass chemical delivery – 300 gal. Sodium Hypochlorite.
- May 8 – HACH servicing instruments.
- May 10 – Saratoga Networks here doing program upgrades
- May 14 – Ross Valve replaced finished pump 2 solenoid.
- May 23 – Delaware Engineering here for new dehumidifier bid quote.
- May 24 – Surpass chemical delivery – 320 gal. Sodium Hypochlorite.
- May 28 – Repaired 6” cast water main break on NY22.

## *Last Year - 2023*

<b>Additional Water Sold</b>	<b>Jan - Mar</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept - Dec</b>
Gallons	<i>n/a</i>	74,800	173,000	171,400	91,200	29,200	100,800
Monthly Revenue	<i>n/a</i>	\$561	\$1,299.75	\$1,285.50	\$684	\$219	\$756
<b>Total Revenue, 2023</b>	<i>n/a</i>	<b>\$561.00</b>	<b>\$1,860.75</b>	<b>\$3,146.25</b>	<b>\$3,830.25</b>	<b>\$4,049.25</b>	<b>n/a</b>

Submitted by Francis J. Hurlburt  
Superintendent, Water