



# February 2024 Department Reports

Submitted to the Board of Trustees for approval at the  
March 13<sup>th</sup> 2024 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>										
<i>Village calls handled by other agencies: RCSO/NYSP</i>	6/3	4/4										
<i>Separate HFPD calls assists outside Village</i>	15	12										
<b>Total Arrests</b>	<b>11</b>	<b>13</b>										
<i>Domestic Related</i>	n/a	3										
<i>Juvenile Arrests</i>	n/a	n/a										
Traffic Tickets Issued	30	41										
Parking Tickets Issued	0	7										

### 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>										
<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>										
<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.

## **February 2024 Arrests: 13 (0 Juvenile, 3 Domestic)**

1. Criminal Possession of Narcotics 3rd; Criminal Possession of Narcotics 3rd; Criminal Possession of Controlled Substance 2nd; Criminal Possession of Controlled substance 7th; Criminal Possession of weapon 3<sup>rd</sup>
2. Endangering the welfare of a Child; Criminal Trespass 2nd
3. Harassment 2nd; Criminal Contempt 1st
4. False Reporting Incident
5. Criminal Mischief 4th
6. Resisting Arrest; Attempted Assault on Officer; Attempted Criminal Mischief 4th
7. Obstruct Governmental Administration 2nd
8. Criminal Possession of a Weapon 4th; Criminal Possession of Weapon 3rd
9. Criminal Possession of Weapon 3rd
10. Criminal Contempt 2nd
11. Driving While intoxicated
12. Aggravated Unlicensed Operator 3rd
13. Aggravated Unlicensed Operator 2nd

## **February 2024 - Call Details**

**FOR THE MONTH OF FEBRUARY 2024 THERE HAVE BEEN 298 CALLS FOR SERVICE IN THE VILLAGE. 290 WERE HANDLED BY HFPD. 4 BY RCSO AND 4 BY NYSP.**

29 ADMIN CALLS	34 INVESTIGATIONS/FOLLOW UPS
5 ANIMAL COMPLAINTS	2 LARCENYS
1 ASSAULT	1 MISSING PERSONS
12 ASSIST FIRE	3 PARKING COMPLAINTS
48 ASSIST EMS CALLS	2 PROPERTY DAMAGE ACCIDENTS
4 BURGLARYS-ACTIVE OR NON-ACTIVE	10 PUBLIC ASSISTS
1 BURGLARY ALARMS	1 STOLEN VEHICLES
1 CRIMINAL MISCHIEF	4 SUSPICIOUS PERSONS
1 CUSTODIAL INTERFERENCE	67 TRAFFIC STOPS
15 DISTURBANCE CALLS	1 TRESPASSING
5 DOMESTICS	4 WARRANT ARREST
1 DRUG COMPLAINT	14 WELFARE CHECKS
1 FRAUD	20 911 HANG UP CALLS
3 HARASSMENT	

**OF THESE CALLS HFPD WAS ASSISTED BY RCSO WITH 12 CALLS AND NYSP WITH 12 CALLS.**

**THE VILLAGE PATROLS ALSO ASSISTED OUTSIDE THE VILLAGE 12 TIMES IN THE LAST MONTH**

1 ADMIN CALL	1 PERSONAL INJURY ACCIDENT
1 ANIMAL COMPLAINTS	2 PROPERTY DAMAGE ACCIDENTS
1 DRIVING COMPLAINT	1 ROAD HAZARD
1 INVESTIGATION/FOLLOWUP	1 SUSPICIOUS PERSONS
1 LOCKOUT	2 STOLEN VEHICLES

**THIS IS A TOTAL OF 302 SEPARATE RESPONSES FOR THE VILLAGE PATROLS**

**JUST FOR A COMPARISON THERE WERE 78 RESPONSES FOR CALLS IN THE TOWN IN THE SAME TIME PERIOD**

41 BY NYSP - 36 BY RCSO - 1 BY ENCON

### ***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>33,716</b>	<i>n/a</i>	2,924									Oil Change
<b>503</b>	<b>90,200</b>	667	29									Going in for Brakes
<b>504</b>	<b>101,163</b>	2,038	1,226									Oil Change
<b>505</b>	<b>98,703</b>	<i>n/a</i>	1,745									Back from shop, has new battery

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

- In conjunction with Rensselaer County Sheriff’s Office, we **conducted a Search Warrant** and seized drugs, and Money. Thank you to the Sheriff’s Office for all the assistance on this and many other incidents.
- Attended the **Rensselaer County Threat Assessment kick off meeting** – More to come when available.
- **New parking tickets are in** (arrived in late February) and Officers have been issuing.
- **I3 Imaging** is donating HFPD Mission Statement sign and installing them the week of 3/10/24, also donating signage for Doors. The new sign for outside PD will be in soon.
- Many **Policies** have been issued and working on more and accreditation with Lexipol.
- **New Scheduling software** is Live.

**AS A NOTE: IT IS REQUESTED IF ANY RESIDENT HAS WHAT THEY BELIEVE ARE **EXPLOSIVE MATERIALS**, PLEASE DON'T BRING IT/THEM TO THE POLICE STATION. WE WILL COME TO YOU!**

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>										
<i>Bi-Annual Inspections</i>	13	4										
<i>Pre-Tenant Inspections</i>	5	4										
<i>Required Annual Inspections</i>	0	0										
<i>Fire Calls</i>	1	1										
<i>Police Calls</i>	0	2										
<b>Total Active Building Permits</b>	<b>51</b>	<b>49</b>										
<i>Building Permits - Issued</i>	6	4										
<i>Building Permits - Closed</i>	4	6										
<i>Building Permits - Expired</i>	3	2										
<i>Stop Work Order(s) Issued</i>	0	0										
<b>Total Active Complaints/Inspections</b>	<b>85</b>	<b>94</b>										
<i>Complaints/Insp. - Opened</i>	31	22										
<i>Complaints/Insp. - Closed</i>	39	24										

**Active Village Court Cases as of 2/31/2024;**

1. Marshall 59 Church St. - Bench Warrant Issued.
2. Daniel- 18 John St. new case structural issues. **Going through Demo process.**
3. Farrara- 59 Classic St. Inspection is complete, he is working on building issues.
4. Nesbit- 33 River Rd. Recently completed interior inspection.
5. **West- 63<sup>rd</sup> St.**

**Homes that are Red Tagged as Uninhabitable as of 2/31/2024;**

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) 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. –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) Rensselaer County involved. New Owner
12. 74 1<sup>st</sup> St. (O'Donnell) Vacant
13. 19 5<sup>th</sup> St. (Harrington) Bank Owned Vacant
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.
16. 63 River Rd. (Perry) in foreclosure. **On-line Auction under way.**
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.
19. 36 3<sup>rd</sup> St. (Lampron) Interior water damage, water turned off at the street.
20. 33 River Rd. (Nesbit)

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

1. 97 Classic St. Abandoned (McGovern)
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.

**Notes:**

- I completed and submitted the 2023 NYS Code Report.
- I attended the FEMA Flood Insurance Training @ HVCC.

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

## TREASURER'S REPORT

- Enter and pay vouchers for last months invoices
- Submitted monthly NYS retirement report.
- Water department received new water meter parts, Data entry for new meter end points and invoicing for those parts

- Submitted request #5 for Greenway Grant, grant extension is until April 2024, McAulffe Landscaping and Ken Holbrook met and planned more landscaping, etc for the North End to be completed early April
- 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
- Waiting for Estoppel Period end date of March 14<sup>th</sup> in order to email for bids for the Daniels Demolition Costs.
- Training Deputy Clerk and new Village Clerk.
- Phone calls emails with Edmunds Gov Tech and Williamson Law book regarding set up users and passwords for New Village clerk and other issues we are having with Quickbooks specifically on my computer, certain reports are not printing, seems to be ok at this point
- Normal daily phone calls and emails
- Preparing for upcoming election
- Preparing for upcoming water/sewer/refuse billing
- Preparing budget figures for the 2024-25 fiscal year

Respectfully submitted by Denise McMahon  
Village Treasurer

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## **VILLAGE CLERK/DEPUTY CLERK REPORT**

- Processing water, sewer, refuse payments in Quickbooks and Williamson Law Book software.
- Processing e-checks and credit card payments for utility bills.
- 3 Death Certificates
- 1 Handicap Parking permits
- Data entry, deed changes for Water/Sewer/Refuse bills into water software
- Answering voicemails and other various daily tasks that arise
- Assist training office staff.

Respectfully submitted by Judy VanDerKar  
Deputy Village Clerk

# HIGHWAY DEPARTMENT

- Patching potholes
- Plowed a couple of times.
- Put up St. Patrick’s Day flags.
- Water main break on Main St
- Weekly transfer station cleaning
- Cleaned out wet well @ Lyman St pumpstation.
- Cleaned sidewalks for parade.
- Purchased and installed temporary no-parking signs for the road cones we use for the parades.
- Set up cameras on the greenway and some other areas in the village.
- Serviced all equipment.
- Capitol tractor here to service backhoe loader and skid steer
- Cleaned and fluid filmed all equipment.
- Repaired brake lights on truck 3
- Assisted Building inspector with John St demolition.
- Helped Little League with their sewer.
- Replaced plow blade on truck #8.

Respectfully submitted by Ken Holbrook  
DPW Superintendent

# SEWER DEPARTMENT

- Monthly DEC sampling
- Weekly process control sampling.
- Replaced pumps at Kokley Ave pumpstation.
- Clean all debris from Lyman St pumpstation.
- Greased all equipment [blowers, pumps]
- Continuous issues with Lyman St pumps
- Waste #s 148,650 gallons taken in
- \$7432.50 billed

## First Half of Fiscal Year 23-24

<b>SEWER</b>	<b>June '23</b>	<b>July '23</b>	<b>Aug '23</b>	<b>Sept '23</b>	<b>Oct '23</b>	<b>Nov '23</b>
<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**

<b>SEWER</b>	<b>Dec '23</b>	<b>Jan '24</b>	<b>Feb '24</b>	<b>Mar '24</b>	<b>April '24</b>	<b>May '24</b>
<i>Gallons Delivered '23-'24:</i>	190,300 gal	119,300 gal	148,650			
<i>Monthly Income '23-'24:</i>	\$9,515.00	\$5,965	\$7,432.50			
<b><i>Income YTD – '23-'24:</i></b>	<b>\$80,492.50</b>	<b>\$86,460.50</b>	<b>\$93,893</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 the 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.
- February 1 – CT Male sampling GAC.
- February 2 – Surpass chemical delivery – 312 gal. Sodium Hypochlorite.
- February 21 – Fixed service line and replaced lead gooseneck at 166 Main.
- Replaced water meter encoders and endpoints.

### 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