

# SCHENECTADY CITY COUNCIL COMMITTEE AGENDA

for  
Monday, April 18, 2016  
5:30 p.m.  
Room 110

*The Council President reserves the right to add or delete any agenda item prior to Committee Meeting.*

## City Development & Planning

- |   |                    |
|---|--------------------|
| 1 Ceremonial Resolution - Honoring Veterans - Honor Flight      | Ed Kosiur          |
| 2 Land Bank Demolition - 320 Hulett Street                      | Steve Strichman    |
| 3 Revocable Permit - Wine Lounge, 508 State Street              | Chris Wallin       |
| 4 Disc - Sidewalk Replacement Program                           | John Polimeni      |
| 5 Disc - Residential Parking Permit - Glenwood & Parkwood Blvd. | Ed Kosiur          |
| 6 Disc - Naming Streets   | Leesa Perazzo      |
| 7 How Realtors Can do Business with the City                    | Marion Porterfield |
| 8 MWBE Participation on City Projects                           | Marion Porterfield |
| 9 Review - 2014 & 2015 Action Plans (CDBG) - (PH 4/25/16)       |                    |
| 10 Review - 2016 - 2017 Action Plans (CDBG) - (PH 4/25/16)      |                    |
| 11 718 Mason Street (Exec)                                      | Rachael Ward       |
| 12 Sale of 13 Park Place  | Steve Strichman    |
| 13 Sale of 2321 Farilee Street                                  | Steve Strichman    |
| 14 Sale of 139 Haigh Avenue                                     | Steve Strichman    |

## Public Safety

- |   |                   |
|---|-------------------|
| 1 GIVE Grant Award - 2016-2017                    | Asst. Chief Seber |
| 2 State Homeland Security Grant Program - FY 2016 | Asst. Chief Seber |

## Intergovernmental Relations

- |                     |               |
|---------------------|---------------|
| 1 Land Bank - Appt. | Richard Ruzzo |
|---------------------|---------------|

## Government Operations

- |   |                 |
|---|-----------------|
| 1 Disc - Tracking Sold Properties                     | Leesa Perazzo   |
| 2 Disc - Nuisance Property Program                    | Rachael Ward    |
| 3 Review - Waiver of Building Permit Fee (PH 4/25/16) | John Mootoveren |
| 4 Review - Real Property Tax Exemptions (PH 4/25/16)  |                 |

## Health & Recreation

- |  |             |
|--|-------------|
| 1 Ceremonial Resolution - Arbor Day - April 29     | Vince Riggi |
| 2 Final Review - Hours of Operation for City Parks | Vince Riggi |

## Public Service & Utilities

- |  |              |
|--|--------------|
| 1 Disc - Polyethylene Materials for Water Service Laterals in City | Vince Riggi  |
| 2 Review - Regarding Street Repair (PH 4/25/16)                    | Rachael Ward |

## Claims

- |   |             |
|---|-------------|
| 1 Tax Certiorari - Highbridge Broadway, LLC | Ryan Bailey |
|---|-------------|

Friday, April 15, 2016

Vol-1



**CITY OF SCHENECTADY  
COUNCIL COMMITTEE AGENDA REQUEST FORM**

**COMMITTEE:** *City Dev. & Planning*

**DATE:** 04/13/16

**TO:** COUNCILMEMBERS

**FROM:** Ed Kosiur

**SUBJECT:** Resolution to honoring Veterans who will be taking the Leatherstocking Honor Flight on May 07, 2016

**Background Information:** Two local Veterans, Sal Harlow and Ed Perkins have been selected to represent the City of Schenectady on the Leatherstocking Honor Flight scheduled for Saturday, May 07, 2016.

**Council Discussion Points:** To honor and recognize them for their service to our Country and of course wish them well on the flight to Washington, DC.

**Staff Required:**

Legislation Required                       Discussion Item

**LEGISLATION WILL BE PREPARED BY**

CD-2

CITY OF SCHENECTADY  
LEGISLATION REQUEST FORM

COMMITTEE ASSIGNMENT: C D & P

DATE: April 13, 2016

TO: City Council  
FROM: Steven Strichman  
SUBJECT: 320 Hulett Street to Land Bank for Demolition

TO BE PLACED ON PDC Committee meeting of 4/18/2015 & 4/25/2015

**Background Information:** The City took title to 320 Hulett Street from Wells Fargo in 2015 by agreement where the Bank gave the City \$40,000 towards the demolition of the property. The Land Bank has agreed to take title to this property and demolish it, using the funds from Wells Fargo that have been deposited with the city.

The Environmental testing, abatement, demolition and maintenance on this property will exceed the \$40,000 given by Wells Fargo.

The Land Bank has bid out the demolition of 21 properties including 320 Hulett Street, and would like to accept title to this property, along with an agreement that upon completion of the demolition, the City will reimburse the Land bank \$40,000 towards the demolition expenses.

The City property management committee approved the transfer of this property to the Land Bank for the purpose of demolition.

**Recommendation:**

Approve the sale of 320 Hulett Street to the Land Bank for \$1 and authorize the transfer of \$40,000 to the Land Bank upon completion of the demolition.

**Legislation to be prepared by:** Steve Strichman

**jjp/bs/2/04**

# Legislative Request Form

## DEPARTMENT OF ENGINEERING

CHRISTOPHER WALLIN, P.E., CITY ENGINEER



CDHP  
3

COMMITTEE ASSIGNMENT:

DATE: April 18, 2016

TO: City Council

FROM: Christopher R. Wallin, P.E., City Engineer

SUBJECT: Authorize the Issuance of Revocable Permit No. 602 to Cappocia Wine Co., LLC for a Sign that is approximately 32" high and 48" wide and overhangs the City Right-of-way with a minimum clearance of 8', on the front of the building located at 508 State Street, Schenectady, NY.

TO BE PLACED ON COUNCIL AGENDA OF: April 25, 2016

### Background Information:

Cappocia Wine Co., LLC would like to have a sign on the front of the building located at 508 State Street, Schenectady, NY (please see the attached application, picture, and email from Christine Primiano from the Planning Dept.).

### Evaluation/Analysis:

Attached please find the Revocable Permit Application and the pictures submitted for sign on the front of the building located at 508 State Street, Schenectady, NY.

### Recommendation:

Authorize the issuance of Revocable Permit No. 602 to Cappocia Wine Co., LLC for a sign on the front of the building located at 508 State Street, Schenectady, NY

LEGISLATION WILL BE PREPARED BY: Engineering

CRW: cd



## City of Schenectady Department of Engineering

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Room 205, City Hall, 105 Jay Street  
Schenectady, New York 12305-1938  
Office (518) 382-5082 Fax (518) 382-1050

**Gary R. McCarthy**  
Mayor

**Christopher R. Wallin, P.E.**  
City Engineer

### REVOCABLE PERMIT NO. 602

The City of Schenectady hereby grants **Revocable Permit No. 602** to **Cappocia Wine Co., LLC** for a **Sign** that is approximately 32" tall and 48" wide and hangs over the City right-of-way, with a minimum clearance of 8' on the front of the building at **508 State Street, Schenectady, NY**.

- a) The **Sign** is approximately 32" tall and 48" wide and hangs over the City right-of-way, with a minimum clearance of 8' on the front of the building at **508 State Street, Schenectady, NY**.
- b) **Cappocia Wine Co., LLC** shall hold the City, its employees or agents harmless for any damage to the **Sign** resulting from their acts in performing of their duties.
- c) So long as the **Sign** remains in the City right-of-way, **Cappocia Wine Co., LLC** shall carry, at **THEIR** expense public liability insurance in an amount not less than \$1,000,000/\$1,000,000 for personal liability and not less than \$1,000,000 for property damage in one accident and \$2,000,000 in the aggregate. The liability policy must the name City of Schenectady as additionally insured to be saved harmless for personal liability and property damage and is subject to the approval of the Corporation Counsel of the City of Schenectady.
- d) The City Engineer of the City of Schenectady reserves the power to revoke the permission granted and to require the removal of the **Sign** except in case of a dangerous condition which shall be corrected immediately upon notification.
- e) **Cappocia Wine Co., LLC** complies with all rules, regulations and building permits relating to the erection and maintenance of the **Sign**.
- f) **Cappocia Wine Co., LLC** agrees to defend, indemnify and hold harmless the City of Schenectady, their officers, agents and employees from any and against any and all claims, suits, liens, judgments, damages, losses and expenses including reasonable legal fees and costs arising in whole or in part and in any manner from acts, omissions, breach or default of **Cappocia Wine Co., LLC**, or their agent, related to their performance related to this revocable permit.

**City of Schenectady  
Department of Engineering**

Room 205, City Hall, 105 Jay Street  
Schenectady, New York 12305-1938  
Office (518) 382-5082 Fax (518) 382-1050

Office Use Only			
Application No.:			
Permit No.:			
Date Issued:			
Liability Insurance	Attached:		On File:

**REVOCABLE PERMIT**

**Instruction:**

This application shall be completed in full, either typed or printed **clearly** in ink, and filed with the City of Schenectady Department of Engineering, at the address above. Be sure to include all items listed in the checklist.

**Description:**

This application shall be used when a property owner or their representative install a new obstruction in City right-of-way at the address listed below in the Installation Area Section.

All required information for the obstruction in City right-of-way can be found herein and/or within the City of Schenectady's Municipal Code Book Section §264-63: Zoning Signs, §228-10: Encroaching Structures and Articles

This Permit shall be allowed for as long as the insurance is still in place and require a fee of **\$100.00** that can be paid in City Hall 105 Jay Street Room 100, Schenectady, NY 12305.

All work within the City Right-of-way including sidewalks shall require submission of current liability insurance naming the City as additionally insured under the place held by the person(s) applying for permit.

**Part I: General Information**

1. Applicant's Information

- a. Applicant's Name: Justin Capoccia
- b. Street Address: 508 State Street
- c. City, State, ZIP: Schenectady, NY 12305
- d. Telephone No.: 388-0099
- e. Fax No.: -
- f. Name Permit is be issued to: (Owner/Business/etc.) Capoccia Wine Company LLC.
- g. Address of obstruction: 508 State Street
- h. Type of item to be placed: (Sign/Awning/etc.) Sign

  
Signature:

4/14/2016  
Date:

**PERMIT APPLICATION SKETCH**

City of Schenectady, Dept. of Engineering  
City Hall, 105 Jay Street, Room 205  
Schenectady, NY 12305  
Ph. 518-382-5082 Fax. 518-382-1050

Applicant: Justin Capoccia

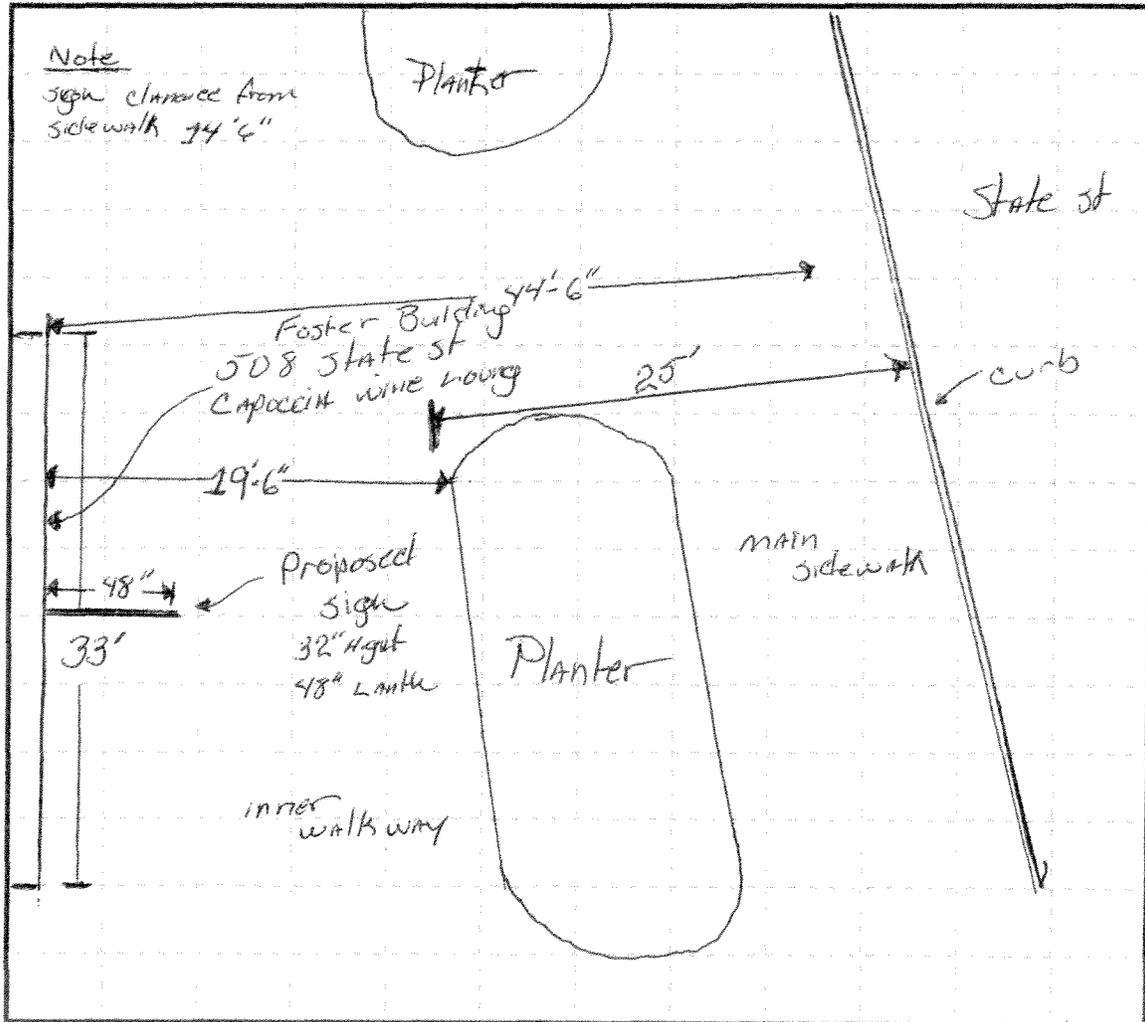
Street Address: 508 State St.

Phone Number: (518) 729-6386

Is there alternate side parking on street? Yes  No

Notes/Comments:

**LOCATION OF WORK**



**\*\*\*PLEASE NOTE\*\*\***

- Show street name and house number.
- Show distance from curb face to building and from curb face to street side edge of proposed sidewalk.
- Show nearest Utility Pole and identify it by the affixed number.
- Draw a rough sketch of the proposed location and indicate sidewalk and driveway width and location where applicable.

qty 1 double sided vinyl on dibond 32x48in



**FASTSIGNS**  
Sign & Graphic Solutions Made Simple.  
1593 Central Ave. Colonie, NY 12205  
518 - 456 - 7446 518@fastsigns.com

*\*please check names and spelling carefully, you are responsible for any mistakes upon your approval of this proof*

Proof # 12134-1



STATE OF NEW YORK  
WORKERS' COMPENSATION BOARD

**CERTIFICATE OF NYS WORKERS' COMPENSATION INSURANCE COVERAGE**

<p><b>1a. Legal Name &amp; Address of Insured (Use street address only)</b> CAPOCCIA WINE COMPANY LLC 2820 BALLTOWN RD SCHENECTADY NY 12309</p> <p><i>Work Location of Insured (Only required if coverage is specifically limited to certain locations in New York State, i.e., a Wrap-Up Policy)</i></p>	<p><b>1b. Business Telephone Number of Insured</b> 518-729-6386</p> <p><b>1c. NYS Unemployment Insurance Employer Registration Number of Insured</b></p> <p><b>1d. Federal Employer Identification Number of Insured or Social Security Number</b> 81-1613299</p>
<p><b>2. Name and Address of the Entity Requesting Proof of Coverage (Entity Being Listed as the Certificate Holder)</b> CITY OF SCHENECTADY 105 JAY ST ROOM # 205 SCHENECTADY NY 12305</p>	<p><b>3a. Name of Insurance Carrier</b> UFFIC</p> <p><b>3b. Policy Number of entity listed in box "1a"</b> 3102W7731</p> <p><b>3c. Policy effective period</b> 03/23/2016 to 03/23/2017</p> <p><b>3d. The Proprietor, Partners or Executive Officers are</b>  <input type="checkbox"/> included. (Only check box if all partners/officers included)  <input checked="" type="checkbox"/> all excluded or certain partners/officers excluded.</p>

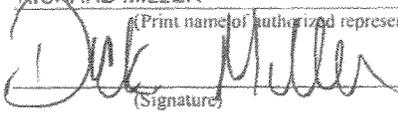
This certifies that the insurance carrier indicated above in box "3" insures the business referenced above in box "1a" for workers' compensation under the New York State Workers' Compensation Law. (To use this form, New York (NY) must be listed under **Item 3A** on the INFORMATION PAGE of the workers' compensation insurance policy). The Insurance Carrier or its licensed agent will send this Certificate of Insurance to the entity listed above as the certificate holder in box "2".

*The Insurance Carrier will also notify the above certificate holder within 10 days IF a policy is canceled due to nonpayment of premiums or within 30 days IF there are reasons other than nonpayment of premiums that cancel the policy or eliminate the insured from the coverage indicated on this Certificate. (These notices may be sent by regular mail.) Otherwise, this Certificate is valid for one year after this form is approved by the insurance carrier or its licensed agent, or until the policy expiration date listed in box "3c", whichever is earlier.*

**Please Note:** Upon the cancellation of the workers' compensation policy indicated on this form, if the business continues to be named on a permit, license or contract issued by a certificate holder, the business must provide that certificate holder with a new Certificate of Workers' Compensation Coverage or other authorized proof that the business is complying with the mandatory coverage requirements of the New York State Workers' Compensation Law.

Under penalty of perjury, I certify that I am an authorized representative or licensed agent of the insurance carrier referenced above and that the named insured has the coverage as depicted on this form.

Approved by: RICHARD MILLER  
(Print name of authorized representative or licensed agent of insurance carrier)

Approved by:  4/14/16  
(Signature) (Date)

Title: AGENT

Telephone Number of authorized representative or licensed agent of insurance carrier: 518-431-5555

*Please Note: Only insurance carriers and their licensed agents are authorized to issue Form C-105.2. Insurance brokers are NOT authorized to issue it.*

## Workers' Compensation Law

### **Section 57. Restriction on issue of permits and the entering into contracts unless compensation is secured.**

1. The head of a state or municipal department, board, commission or office authorized or required by law to issue any permit for or in connection with any work involving the employment of employees in a hazardous employment defined by this chapter, and notwithstanding any general or special statute requiring or authorizing the issue of such permits, shall not issue such permit unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that compensation for all employees has been secured as provided by this chapter. Nothing herein, however, shall be construed as creating any liability on the part of such state or municipal department, board, commission or office to pay any compensation to any such employee if so employed.

2. The head of a state or municipal department, board, commission or office authorized or required by law to enter into any contract for or in connection with any work involving the employment of employees in a hazardous employment defined by this chapter, notwithstanding any general or special statute requiring or authorizing any such contract, shall not enter into any such contract unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that compensation for all employees has been secured as provided by this chapter.



**CERTIFICATE OF INSURANCE COVERAGE UNDER THE NYS DISABILITY BENEFITS LAW**

**PART 1. To be completed by Disability Benefits Carrier or Licensed Insurance Agent of that Carrier**

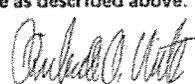
<p>1a. Legal Name and Address of Insured (Use street address only)  <b>CAPOCCIA WINE COMPANY LLC</b>           ATTN: JUSTIN CAPOCCI          2820 BALLTOWN ROAD          SCHENECTADY, NY 12309</p>	<p>1b. Business Telephone Number of Insured          518-729-6386</p> <p>1c. NYS Unemployment Insurance Employer Registration Number of Insured</p> <p>1d. Federal Employer Identification Number of Insured or Social Security Number          811613299</p>
<p>2. Name and Address of the Entity requesting Proof of Coverage (Entity being listed as the Certificate Holder)  <b>CITY SCHENECTADY</b>           105 JAY ST          ROOM #205          SCHENECTADY NY 12305</p>	<p>3a. Name of Insurance Carrier          ShelterPoint Life Insurance Company</p> <p>3b. Policy Number of Entity listed in box "1a":          DBL483429</p> <p>3c. Policy effective period:          03/23/2016 to 03/22/2017</p>

4. Policy covers:

a.  All of the employer's employees eligible under the New York Disability Benefits Law

b.  Only the following class or classes of the employer's employees:

Under penalty of perjury, I certify that I am an authorized representative or licensed agent of the insurance carrier referenced above and that the named insured has NYS Disability Benefits insurance coverage as described above.

Date Signed 4/14/2016 By   
(Signature of insurance carrier's authorized representative or NYS Licensed Insurance Agent of that insurance carrier)

Telephone Number 516-829-8100 Title Chief Executive Officer

**IMPORTANT:** If box "4a" is checked, and this form is signed by the insurance carrier's authorized representative or NYS Licensed Insurance Agent of that carrier, this certificate is COMPLETE. Mail it directly to the certificate holder.  
 If box "4b" is checked, this certificate is NOT COMPLETE for the purposes of Section 220, Subd. 8 of the Disability Benefits Law. It must be mailed for completion to the Worker's Compensation Board, DB Plans Acceptance Unit, 328 State Street, Schenectady, NY 12305.

**PART 2. To be completed by NYS Worker's Compensation Board (Only if box "4b" of Part 1 has been checked)**

**State of New York  
Worker's Compensation Board**

According to information maintained by the NYS Worker's Compensation Board, the above-named employer has complied with the NYS Disability Benefits Law with respect to all of his/her employees.

Date Signed \_\_\_\_\_ By \_\_\_\_\_  
(Signature of NYS Worker's Compensation Board Employee)

Telephone Number \_\_\_\_\_ Title \_\_\_\_\_

Please Note: Only insurance carriers licensed to write NYS Disability Benefits insurance policies and NYS Licensed Insurance Agents of those insurance carriers are authorized to issue Form DB-120.1. Insurance brokers are NOT authorized to issue this form.

## Additional Instructions for Form DB-120.1

By signing this form, the insurance carrier identified in box "3" on this form is certifying that it is insuring the business referenced in box "1a" for disability benefits under the New York State Disability Benefits Law. The Insurance Carrier or its licensed agent will send this Certificate of Insurance to the entity listed as the certificate holder in box "2".

Will the carrier notify the certificate holder within 10 days of a policy being cancelled for non-payment of premium or within 30 days if cancelled for any other reason or if the insured is otherwise eliminated from the coverage indicated on this certificate prior to the end of the policy effective period?  YES  NO

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the policy listed, nor does it confer any rights or responsibilities beyond those contained in the referenced policy.

This certificate may be used as evidence of a Disability Benefits contract of insurance only while the underlying policy is in effect.

**Please Note:** Upon the cancellation of the disability benefits policy indicated on this form, if the business continues to be named on a permit, license or contract issued by a certificate holder, the business must provide that certificate holder with a new Certificate of NYS Disability Benefits Coverage or other authorized proof that the business is complying with the mandatory coverage requirements of the New York State Disability Benefits Law.

### DISABILITY BENEFITS LAW

#### §220. Subd. 8

(a) The head of a state or municipal department, board, commission or office authorized or required by law to issue any permit for or in connection with any work involving the employment of employees in employment as defined in this article, and notwithstanding any general or special statute requiring or authorizing the issue of such permits, shall not issue such permit unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that the payment of disability benefits for all employees has been secured as provided by this article. Nothing herein, however, shall be construed as creating any liability on the part of such state or municipal department, board, commission or office to pay any disability benefits to any such employee if so employed.

(b) The head of a state or municipal department, board, commission or office authorized or required by law to enter into any contract for or in connection with any work involving the employment of employees in employment as defined in this article and notwithstanding any general or special statute requiring or authorizing any such contract, shall not enter into any such contract unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that the payment of disability benefits for all employees has been secured as provided by this article.



CDP-4



**CITY OF SCHENECTADY  
LEGISLATION REQUEST FORM**

**COMMITTEE ASSIGNMENT: City Development & Planning  
DATE: 04/18/2016**

**TO: COUNCILMEMBERS**

**FROM: John Polimeni**

**SUBJECT: Disc - Sidewalk Replacement Program**

**Background Information:**

**Evaluation/Analysis:**

**Recommendation:**

**LEGISLATION WILL BE PREPARED BY \_\_\_\_\_**

2016-5



CITY OF SCHENECTADY  
COUNCIL COMMITTEE AGENDA REQUEST FORM

COMMITTEE: *City Dev. & Planning*

DATE: 04/13/16

TO: COUNCILMEMBERS

FROM: Ed Kosiur

SUBJECT: Residential Parking Permits on Glenwood and Parkwood Blvds.

**Background Information:** Concerns from several residents who live on either Glenwood or Parkwood Blvds, near Nott St. in regard to the lack of parking caused by parking being taken by employees of Ellis Hospital (and soon to be Oneida Middle School in Sept. 2016).

**Council Discussion Points:** Would like to begin discussion with the possibility of issuing residential parking permits for these two streets up to either Woodward Ave., or to The Plaza. Very few of these homes have driveways and there is a two-hour limit on Glenwood Blvd. posted. None on Parkwood. Residents still cannot park because employees from Ellis just simply move their car forward/backward to extend their parking time. I would like to discuss a parking permit system similar to what the City of Albany has for several of their streets. I understand this will require home-rule legislation from NYS. I will present information from the City of Albany for discussion purpose only.

**Staff Required:** Law office and perhaps John Coluccio

Legislation Required

Discussion Item

LEGISLATION WILL BE PREPARED BY



**CITY OF SCHENECTADY  
LEGISLATION REQUEST FORM**

**COMMITTEE ASSIGNMENT:** City Development & Planning  
**DATE:** 04/18/2016

**TO:** COUNCILMEMBERS

**FROM:** Leesa Perazzo

**SUBJECT:** Disc - Naming Streets

**Background Information:**

**Evaluation/Analysis:**

**Recommendation:**

**LEGISLATION WILL BE PREPARED BY \_\_\_\_\_**

# City of Hoboken New Jersey

## Article IX Renaming of City Streets

[Adopted 8-15-2012 by Ord. No. Z-192]

### § 168-901 Criteria for renaming a City street.

- A. Any individual or organization may apply to the City to rename a City street, City streets may only be renamed after a prominent person. Such prominent person must be:
- (1) A real person;
  - (2) A person who has achieved prominence as a result of his or her significant, positive contribution to the United States of America and/or the local community; and
  - (3) A person who has been deceased for at least five years.
- B. Only one street renaming application shall be processed at a time, and only one street name change shall be implemented per year for a major traffic or district collector street. Additional applications shall be placed on a waiting list and processed in order of submission when these criteria can be met.

### § 168-902 Selection of street to be renamed.

- A. The name of the street proposed for renaming shall not be changed if the existing name is of historic significance or the street is significant in its own right.
- B. The street proposed for renaming must start and terminate entirely within City boundaries.
- C. The name of any street shall be the same for its entire length. Renaming only portions of a street shall not be permitted.

### § 168-903 Application procedure and fees.

The applicant must conform to the following procedure in applying to rename a City street:

- A. The applicant shall submit evidence to the City Director of Human Services that the street renaming proposal is in compliance with § 168-90A(2) and (3) and § **168-902B** and **C**. If the Director determines the submittal does not comply with these sections, the applicant will be so advised, and the City shall take no further action. If the submittal is in compliance with the above-referenced sections, the Director shall issue the application materials described in Subsection **B**.
- B. The applicant shall obtain from the Director of Human Services:
- (1) Official petition forms;
  - (2) Instructions as to fees and required procedures; and

- (3) The application form.
- C. The applicant shall, after filing a completed application form and paying any applicable fees:
  - (1) Obtain a minimum of 1,000 signatures in support of the proposal from legal residents of the City at large or signatures of at least 75% of the abutting property owners along the street proposed for renaming on the petition forms supplied by the Director of Human Services.
  - (2) Make a good-faith effort to obtain a letter of concurrence to the proposed street renaming from the honoree's surviving spouse, children, or parents, in that order. The Director of Human Services shall accept registered mail receipts and copies of all letters as evidence of compliance with this provision.
  - (3) Provide to the Director of Human Services supporting information, including a complete biography of the proposed honoree with references of substantiation; honors received; contributions to the national and/or local community; etc., which will be reviewed by an historian panel appointed pursuant to § 168-904A. This submission shall contain sufficient information to allow the historian panel to accurately assess the appropriateness of renaming a street after the proposed honoree.
- D. The applicant shall have 180 calendar days to complete and submit the information required by Subsection C to the Director of Human Services' office. If the completed application has not been submitted to the Director within 180 calendar days after the application has been received by the applicant, the application shall be invalid. No time extension shall be granted. At the time of submission, the Director shall check the applicant's application and accept it only if it is complete and appears to comply with the requirements of § 168-901 through 168-903.
- (1) If the City Director of Human Services accepts the submission, the applicant shall make an escrow payment to cover the full cost of printing and mailing of postcards and public notices as determined by the City Chief Financial Officer. After the application has been processed, the Chief Financial Officer shall refund any unused portion of the escrow funds to the applicant.

§ 168-904 Review of application and public hearings.

Upon receipt of the applicant's packet, the City shall process the application as follows:

- A. The City Director of Human Services shall, within 14 calendar days after submission of the completed application, refer the street renaming application to a panel of three historians or persons with appropriate expertise appointed by the Director and Mayor for review and determination as to appropriateness of the proposed name and its compliance with criteria for selecting a new street name and determination as to historic significance of the street.
- B. The City Director of Human Services shall notify all neighborhood and business associations recognized by the City which encompass or represent owners of property or businesses located on property abutting the street proposed for renaming of the proposed

renaming and request that they submit in writing to the Director and Mayor their support or opposition to the proposed name change within 45 days.

- C. The historian panel shall have 45 calendar days from the date of receipt to review the application and advise the City Planning Board as to its recommendations. If the panel does not provide a recommendation within the forty-five-day period, the Planning Board shall review the application with no recommendation unless the Planning Board grants a time extension to the historian panel, which shall not exceed 14 calendar days.
- D. Concurrent with the historian panel review under Subsection C of this section, the Chief Financial Officer shall conduct a postcard mailing survey of each legal owner and each legal address abutting the street in question, notifying them that there will be public hearings by the Planning Board and City Council regarding the proposed street renaming and requesting the occupant's and owner's input within 30 calendar days as to the proposed name change. The Chief Financial Officer shall also receive and tabulate all responses to the postcard survey and forward the results to the City Planning Board.
- E. The City Director of Human Services shall prepare and submit to the Planning Board a budget impact statement as to the direct cost of production and installation of new street name signs and related City costs.
- F. The City Planning Board shall conduct a public hearing on the matter and make a recommendation to the City Council as to the best interest of the City.
- G. The City Clerk shall schedule a public hearing before City Council on the matter. Notice of the hearing shall be published in a newspaper of general circulation not less than once within the week prior to the week within which the hearing is to be held.
- H. A public hearing shall be held before City Council on the proposed street name change.
- I. The Council may approve or deny application for a street name change upon determination of the best interests of the City. If Council denies the application, it is filed with no further consideration, and the subject name and street shall not be considered again under this policy for a period of at least two years. If Council approves the application, certified copies of the enabling ordinance shall be filed with the County Division of Planning and County Engineer.

§ 168-905 Council-initiated action to rename a City street.

The Council may rename a street in order to correct errors in street names or to eliminate confusion. Such action may be taken if it is determined that insignificant impact will result and it is desirable for the convenience of the general public. Renaming of a street by the City under provisions of this section shall not be undertaken to rename a street after a person as provided for in other sections of this article. Therefore, City-initiated actions to rename a street under provisions of this section shall be exempt from compliance with § 168-901 through 168-903 and § 168-904A through D. Section 168-904E through I shall continue to be applicable.

§ 168-906 Implementation.

- A. After Council approval of the name change, the Signal and Traffic Division shall install the new name signs adjacent to the existing street name signs. Both signs shall be in place for a period of five years, unless a petition is submitted to City Council from a majority of abutting property occupants requesting that the dual signage period be shortened. Both street name signs shall be maintained for the five-year period at the same level of maintenance approved for street name sign maintenance Citywide, after which time the old name shall be removed.
- B. The City Clerk shall also notify the following organizations and individuals of the street name change through public notice, interoffice correspondence, or other appropriate means within 30 days after approval of the enabling ordinance:
- (1) The applicant;
  - (2) Affected City, county, state, and federal agencies;
  - (3) General public;
  - (4) Emergency service organizations;
  - (5) Owners and occupants of all property abutting the street being renamed; and
  - (6) United States Postal Service.

§ 168-907 through § 168-1000. (Reserved)  
Still more SS1

## City of Norwich, New York

*The following code does not display images or complicated formatting. Codes should be viewed online. This tool is only meant for editing.*

§ 486-16 Street naming and addressing.

**[Added 4-21-2009 by Ord. No. 1-2009]**

The following describes the criteria used to name new streets and assign addresses to properties along those streets. Street names and addresses should be easy to locate. It is important that street names not be duplicated nor sound similar to any other street within the City of Norwich.

Addresses must be consistent to provide easy location of all properties. For the health, safety and welfare of the public, people must be able to describe their location for emergency services, and responding emergency personnel must easily find the location. The City of Norwich Common Council must approve any change in a property address.

### A. Renaming of streets.

- (1) The general policy is that the names of streets and lanes should not be changed.
- (2) The renaming of a specific street should only be considered when duplication of the name occurs within the City of Norwich or when renaming would generally improve the City's administration of essential services or would be in the public's best interest.
- (3) Any street to be renamed shall be by the recommendation of the Planning Commission and resolution of the City Common Council upon approval after a public hearing.

### B. Criteria for name selection. The assignment of street names and addresses shall be based on the following criteria:

- (1) New streets shall be named according to an approved list to be prepared by the Planning Commission and approved by the City Common Council by resolution, provided City Common Council shall retain the authority to name or rename any street as it may determine appropriate for any special circumstance. The list shall be available in the Planning Department office.
- (2) The approved name list may contain the names of local people and families, places, events, native flora and fauna and natural and geological features with cultural and historical significance to this area.
- (3) Only a person's last name should be used as a street name unless additional identification is necessary to prevent duplication with an existing street name.
- (4) Street names cannot contain any punctuation or special characters. Only alphabetical symbols A through Z and blank spaces may be used in street names.
- (5) Anytime a street makes a directional change of approximately 90°, the street name shall change. A directional change of approximately 90° shall mean a horizontal curve where a

reduction in the design speed is required (i.e., a sharp turn versus a sweeping curve).

- (6) Street names should be unique and not repeated from this point forward, with the exception of continuation of existing streets.
- (7) All street names shall be reviewed by the Police Chief and the Fire Chief prior to final naming and renaming to ensure that street names are not confusingly similar to other existing street names or would otherwise be unsuitable for public safety reasons.

C. Names to be avoided:

- (1) Street names being a duplicate of an existing street.
- (2) Similar sounding names such as Beech Street and Peach Street should be avoided.
- (3) No curse words or derogatory terms shall be used for street names.
- (4) Cumbersome, corrupted or modified names, discriminatory or derogatory names from the point of view of race, sex, color, creed, political affiliation or other social factors shall be avoided.
- (5) The reuse of former street names should be avoided because of the confusion this causes in property records management.

D. Street type designations.

- (1) Street type designations, depending on roadway function, length and configuration, exist to define the character of a street. The following designations should be consulted:
  - (a) Street, avenue, road, boulevard: for major thoroughfares or streets of several blocks in length.
  - (b) Drive, trail, way: for streets which are winding or curved.
  - (c) Terrace, heights, gardens, grove, pathway: for minor or short streets.
  - (d) Lanes, mews, close: for narrow streets generally used for service.
  - (e) Crescent: for streets which form a crescent.
  - (f) Court, place: for culs-de-sac.
  - (g) Circle: for streets that are circular.
  - (h) Gate: for a short street that provides an entrance to a subdivision.
  - (i) Square: for streets that form part of a square.
- (2) Qualifying words may be used when a newly created street is in actuality an extension of an

existing street which cannot be renumbered or for which no municipal numbers are available. North, south, east, west and upper and lower are appropriate qualifying words.

- E. Private streets and lanes. The guidelines and criteria for street name selection, as set out in this section, shall apply to private streets and lanes in all areas of the City of Norwich.
- F. Street numbering.
  - (1) This section hereby establishes a system for numbering buildings and structures on all public and private streets in the City of Norwich. This section shall apply to all streets established after the effective date of this article. It is not the intent to cause any numbering changes to any street in existence in the City of Norwich prior to the effective date of this article.
  - (2) The numbering process shall follow the base line method. This base line method will have a north-south base line and an east-west base line. The intersection of such base lines shall hereafter be referred to as the "initial point." The initial point for the City of Norwich shall be the intersection of North Broad Street, South Broad Street, East Main Street and West Main Street. The north-south baseline shall run along the center line of both North Broad Street and South Broad Street and the east-west base line shall run along the center line of both east Main Street and West Main Street.
  - (3) Numbering shall extend all directions from the initial point, with the even numbers being on the right and the odd numbers being on the left when facing away from the initial point. Houses and buildings located on streets not extending to a base line shall be numbered as though such street extended to a base line. Numbers shall be assigned beginning with the number one.
- G. Displaying numbers.
  - (1) The owner of each house or building within the City of Norwich shall display thereon its correct street number. The numbers shall meet the dimensions as specified by the New York State Fire Code, shall be placed as near the street entrance as is practicable and shall be clearly readable from the street in daylight. Any building which houses more than one family or business shall display on each individual entrance the designation of such unit, example: A, B, C or 1, 2, 3.
  - (2) Should the building official find that a building, structure, or premises is either not provided with an address, is not correctly addressed, or is not using the assigned address, he/she shall inform the owner of the proper address and of the necessity to correct a deficiency through notice of address reassignment. The notice of address reassignment shall have an effective date at least 20 days after the mailing date of the notice. It shall be unlawful for any owner to fail to display the correct address, advertise with a wrong address, or use the wrong address after the effective date of a notice of reassignment.
- H. Penalties for violations. Except as otherwise provided in specific sections of this article, each day that a violation continues is a separate municipal violation. Sanctions for each violation in this street numbering section shall include a fine which is the maximum

allowable by law.

MSL-7



**CITY OF SCHENECTADY  
COUNCIL COMMITTEE AGENDA REQUEST FORM**

**COMMITTEE:** City Development & Planning

**DATE:** 04/14/16

**TO:** COUNCILMEMBERS

**FROM:** Councilmember Porterfield

**SUBJECT:** How realtors can do business with the City

**Background Information:** Realtor has inquired how they can become eligible to show City properties

**Council Discussion Points:** Explain the process that realtors need to take in order to work with the City to show city owned property.

**Staff Required:** Mary Ellen O'Brien

Legislation Required

Discussion Item

**LEGISLATION WILL BE PREPARED BY**

CSF - 8



**CITY OF SCHENECTADY  
COUNCIL COMMITTEE AGENDA REQUEST FORM**

**COMMITTEE:** City Development & Planning

**DATE:** 04/14/16

**TO:** COUNCILMEMBERS

**FROM:** Councilmember Porterfield

**SUBJECT:** MWBE participation on City Project

**Background Information:** Lack of local MWBE contractors on local projects

**Council Discussion Points:** Explain how contractors are made aware of City projects that are out for bid. How does the Affirmative Action Office provide information to MWBE businesses and recruit to meet Section 3 requirements.

**Staff Required:** Miriam Cajuste

Legislation Required

Discussion Item

**LEGISLATION WILL BE PREPARED BY**

CD&P-9



**CITY OF SCHENECTADY  
LEGISLATION REQUEST FORM**

**COMMITTEE ASSIGNMENT:** City Development & Planning  
**DATE:** 04/18/2016

**TO:** COUNCILMEMBERS

**FROM:**

**SUBJECT:** Review - 2014 & 2015 Action Plans (CDBG) - (PH 4/25/16)

**Background Information:**

Public hearing is taking place at the City Council meeting on April 25, 2016.

**Evaluation/Analysis:**

**Recommendation:**

**LEGISLATION WILL BE PREPARED BY \_\_\_\_\_**

**SUBJECT: Presentation of the Proposed Amendments to the 2014 and 2015 Annual Action Plans and Call for a Public Hearing**

**Background Information:**

Funding in the amount of \$297,162 in Community Development Block Grant (CDBG) from the 2014 Annual Action Plan and \$1,027,838 from the 2015 Annual Action Plan, for a total of \$1,325,000 is proposed for reallocation to the following activities:

*Street Rehabilitation or Reconstruction Program, \$650,000:*

Funds will be used for the rehabilitation or reconstruction of approximately two miles of CDBG eligible roadways and include ADA improvements required under Federal law and where specified by the City in various CDBG target areas.

*Acquisition and Demolition of Properties, \$600,000:*

Funds will be used for the acquisition and demolition of approximately ten blighted and abandoned properties.

*Summer Youth Employment Program, \$75,000:*

Funds will be used for 65 low/moderate income City youth to participate for six weeks in the Summer Youth Employment Program.

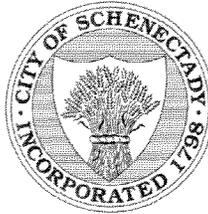
**Evaluation/Analysis:**

Recommendations for funding allocations are being presented as part of the proposed amendments to the 2014 and 2015 Annual Action Plans. The proposed amendments to the 2014 and 2015 Annual Action Plans will also be made available to the public for comment beginning April 6 and ending May 5, 2016.

**Recommendation:**

Presentation of the proposed amendments to the 2014 and 2015 Annual Action Plans and announcement of a thirty-day comment period for comments to be incorporated into the citizen participation process. In addition, a call for a Public Hearing to be held on Monday, April 25th at 7pm in the City Council Chambers, Room 209 to coincide with the regularly scheduled City Council Meeting for the purposes of hearing comments on the proposed amendments to the 2014 and 2015 Annual Action Plans.

**LEGISLATION WILL BE PREPARED BY                     Law Department**



**CITY OF SCHENECTADY  
LEGISLATION REQUEST FORM**

**COMMITTEE ASSIGNMENT:** City Development & Planning  
**DATE:** 04/18/2016

**TO:** COUNCILMEMBERS

**FROM:**

**SUBJECT:** Review - 2016-2017 Action Plans (CDBG) - (PH 4/25/16)

**Background Information:**

Public hearing is taking place at the City Council meeting on April 25, 2016.

**Evaluation/Analysis:**

**Recommendation:**

**LEGISLATION WILL BE PREPARED BY** \_\_\_\_\_

**SUBJECT: Presentation of the 2016-2017 Proposed Action Plan and Call for a Public Hearing**

**Background Information:**

Funding in the amount of \$2,067,628 in Community Development Block Grant (CDBG), \$185,888 in Emergency Solutions Grant (ESG), and \$357,457 in HOME Investment Partnerships for a total of \$2,610,973 has been allocated to the City of Schenectady by the U.S. Department of Housing and Urban Development (HUD) for the 2016-2017 Federal Fiscal Year. The proposed Draft 2016-2017 Action Plan details the funded strategies to achieve City goals and objectives which were recommended in the adopted 2015-2019 Consolidated Plan.

**Evaluation/Analysis:**

Applications for 2016-2017 Federal Fiscal Year funding were reviewed and the recommendations for funding allocations are being presented as part of the 2016-2017 Proposed Action Plan. The 2016-2017 Proposed Action Plan will also be made available to the public for comment beginning April 6 and ending May 5, 2016.

**Recommendation:**

Presentation of the 2016-2017 Proposed Action Plan and announcement of a thirty-day comment period for comments to be incorporated into the citizen participation process. In addition, a call for a Public Hearing to be held on Monday, April 25th at 7pm in the City Council Chambers, Room 209 to coincide with the regularly scheduled City Council Meeting for the purposes of hearing comments on the 2016-2017 Proposed Action Plan.

**LEGISLATION WILL BE PREPARED BY Law Department**



**CITY OF SCHENECTADY  
LEGISLATION REQUEST FORM**

**COMMITTEE ASSIGNMENT** *Pub. Saf.* **DATE: April 14, 2016**

**TO: COUNCILMEMBERS**

**FROM: Assistant Chief Michael Seber**

**SUBJECT: GIVE FY2016/17 Grant Award**

**TO BE PLACED ON COUNCIL AGENDA OF: April 18, 2016**

**Background Information:**

The City of Schenectady Police Department has received grant funding under the Gun Involved Violence Elimination (GIVE) Partnership FY2016/17. The award is granted by New York State through the Department of Criminal Justice Services (DCJS). The grant application is a partnership between the Schenectady Police Department, Schenectady County District Attorney's Office, Schenectady County Probation Department and the Schenectady County Sheriff's.

The total grant award is \$818,654, with the Schenectady Police Department receiving \$365,028. Please see the attached budget summary for a detailed breakdown of funding received by the Police Department, as well as funding received by our partner agencies.

The grant requires no match by the City of Schenectady.

**Recommendation:**

The Police Department recommends acceptance of the GIVE grant.

**LEGISLATION WILL BE PREPARED BY: Assistant Chief Michael Seber**



**Division of Criminal  
Justice Services**

**ANDREW M. CUOMO**  
Governor

**MICHAEL C. GREEN**  
Executive Deputy Commissioner

April 6, 2016

The Honorable Robert Carney  
Schenectady County District Attorney  
612 State Street  
Schenectady, NY 12305

Mr. Michael J. Seber  
Assistant Chief  
Schenectady City Police Department  
531 Liberty Street  
Schenectady, NY 12305

**RE: Gun Involved Violence Elimination**

Dear District Attorney Carney and Assistant Chief Seber:

I am pleased to advise you that the NYS Division of Criminal Justice Services (DCJS) has awarded your jurisdiction a Gun Involved Violence Elimination (GIVE) award of \$818,654 for the contract period 7/01/16 to 6/30/17. These funds are to be used by your partnership to support targeted firearm and violent crime reduction efforts.

The attached spreadsheet represents your county's entire budget request for GIVE and the amount of funding approved by DCJS for each individual request. The process DCJS utilizes to make GIVE award decisions is deliberate and focuses on awarding funds to positions and items deemed critical to the successful implementation of the proposed strategies. Participating agencies are expected to use the approved budget in the "Awarded Budget" column, on the attached, when developing this year's GIVE contract.

Please note and complete the following information within 30 days of receiving this notice to further facilitate the development of your contract:

- Ensure that all prior year contracts are in compliance with contract conditions (up-to-date progress reports, vouchers, fiscal cost reports and detailed itemization forms).
- Contracts will be one year renewals as delineated in the SFY 2015-16 GIVE Request for Applications.
- Grantees receiving in excess of \$25,000 must submit:
  - Local Assistance MWBE Subcontractor/Supplier Utilization Proposal Form (DCJS-3301)
  - Local Assistance MWBE NPS Discretionary Budget Determination Worksheet (DCJS-3309)

These forms can be located at:

<http://www.criminaljustice.ny.gov/ofpa/mwbe/mwbe-forms.htm>

- Grantees receiving in excess of \$250,000 must also submit the Local Assistance MWBE Equal Employment Opportunity Staffing Plan (DCJS-3300).

This form can be located at: <http://www.criminaljustice.ny.gov/ofpa/mwbe/mwbe-forms.htm>.

Should you have any questions, please contact Charles Tyree in the DCJS Office of Public Safety at (518) 485-7623 or e-mail [Charles.Tyree@dcjs.ny.gov](mailto:Charles.Tyree@dcjs.ny.gov) or Joann Tierney-Daniels in the DCJS Office of Program Development and Funding at (518) 457-8404 or e-mail at [Joann.Tierney-Daniels@dcjs.ny.gov](mailto:Joann.Tierney-Daniels@dcjs.ny.gov). The GIVE initiative is a critical component of New York's shooting and homicide reduction strategy. We look forward to continuing our strong partnerships to make New York the safest large state in the nation.

Very truly yours,



Michael C. Green  
Executive Deputy Commissioner

MCG:JTD:kaf

Attachment (1)

cc: Dominic Dagostino, Schenectady County Sheriff's Office  
Joseph Mancini, Schenectady County Probation  
Joann Tierney-Daniels, DCJS  
Charles Tyree, DCJS

## Schenectady County

### POLICE DEPARTMENT BUDGET

PERSONNEL	Requested Budget	Awarded Budget
<b>Job Title / Position</b>		
Police Detective - Give Task Force Investigator	\$72,518	\$72,518
Police Detective - Give Task Force Investigator	\$72,518	\$72,518
Intelligence Analyst Supervisor - 1 full time	\$66,950	\$66,950
<b>Fringe Benefits for Positions</b>		
Police Detective - Give Task Force Investigator	\$22,532	\$22,532
Police Detective - Give Task Force Investigator	\$22,532	\$22,532
Intelligence Analyst Supervisor - 1 full time	\$18,215	\$18,215
<b>Overtime to Support Initiatives/Strategies</b>		
Uniformed Patrol Overtime	\$50,563	\$50,563
Detective Overtime	\$25,000	\$25,000
Junior Crime Analyst Overtime	\$2,200	\$2,200
<b>TOTAL PERSONNEL</b>	<b>\$353,028</b>	<b>\$353,028</b>
<b>EQUIPMENT / SOFTWARE</b>		
Neighborhood Camera Upgrade (360 degree camera)	\$5,000	\$5,000
<b>TOTAL EQUIPMENT</b>	<b>\$5,000</b>	<b>\$5,000</b>
<b>OTHER EXPENSES / SUPPLIES</b>		
Confidential Funds and Buy Money	\$5,000	\$5,000
<b>TOTAL SUPPLIES</b>	<b>\$5,000</b>	<b>\$5,000</b>
<b>CONSULTANT SERVICES</b>		
<b>TOTAL CONSULTANT SERVICES</b>	<b>\$0</b>	<b>\$0</b>
<b>TRAVEL &amp; TRAINING</b>		
DCJS Sponsored Events and Meetings	\$2,000	\$2,000
<b>TOTAL TRAVEL &amp; TRAINING</b>	<b>\$2,000</b>	<b>\$2,000</b>
<b>POLICE DEPARTMENT TOTAL</b>	<b>\$365,028</b>	<b>\$365,028</b>

<b>DISTRICT ATTORNEY'S OFFICE BUDGET</b>			
<b>PERSONNEL</b>		<b>Requested Budget</b>	<b>Awarded Budget</b>
<b>Job Title / Position</b>			
	ADA - Major Crimes Bureau Chief	\$95,558	\$95,558
	ADA - Senior Assistant DA in the Major Crimes Bureau	\$71,561	\$71,561
	ADA - Bureau Chief of Investigations and Intelligence	\$25,000	\$25,000
<b>Fringe Benefits for Positions</b>			
	ADA - Major Crimes Bureau Chief	\$27,740	\$27,740
	ADA - Senior Assistant DA in the Major Crimes Bureau	\$20,993	\$20,993
	ADA - Bureau Chief of Investigations and Intelligence	\$7,400	\$7,400
<b>TOTAL PERSONNEL</b>		<b>\$248,252</b>	<b>\$248,252</b>
<b>OTHER EXPENSES / SUPPLIES</b>			
	Operations Gun Halt Call-ins	\$1,500	\$1,500
<b>TOTAL SUPPLIES</b>		<b>\$1,500</b>	<b>\$1,500</b>
<b>CONSULTANT SERVICES</b>			
	Operation Gun Halt Coordinator - Focused Deterrence	\$25,000	\$25,000
<b>TOTAL CONSULTANT SERVICES</b>		<b>\$25,000</b>	<b>\$25,000</b>
<b>DISTRICT ATTORNEY'S OFFICE TOTAL</b>		<b>\$274,752</b>	<b>\$274,752</b>

<b>SHERIFF'S OFFICE BUDGET</b>			
<b>PERSONNEL</b>		<b>Requested Budget</b>	<b>Awarded Budget</b>
<b>Job Title / Position</b>			
	Correction Officers - Assigned to the Gang Unit (50%)	\$33,053	\$33,053
<b>Fringe Benefits for Positions</b>			
	Correction Officers - Assigned to the Gang Unit (50%)	\$10,000	\$10,000
<b>TOTAL PERSONNEL</b>		<b>\$43,053</b>	<b>\$43,053</b>
<b>CONSULTANT SERVICES</b>			
	Outreach Workers Specialists (1Life2Live)	\$39,200	\$39,200
<b>TOTAL CONSULTANT SERVICES</b>		<b>\$39,200</b>	<b>\$39,200</b>
<b>SHERIFF'S OFFICE TOTAL</b>		<b>\$82,253</b>	<b>\$82,253</b>

<b>COUNTY PROBATION BUDGET</b>			
<b>PERSONNEL</b>		<b>Requested Budget</b>	<b>Awarded Budget</b>
<b>Job Title / Position</b>			
	Senior Probation Intelligence Officer	\$68,091	\$68,091
<b>Fringe Benefits for Positions</b>			
	Senior Probation Intelligence Officer	\$18,530	\$18,530
<b>Overtime to Support Initiatives/Strategies</b>			
	Overtime to Support Initiative/Strategies	\$10,000	\$10,000
<b>TOTAL PERSONNEL</b>		<b>\$96,621</b>	<b>\$96,621</b>
<b>COUNTY PROBATION TOTAL</b>		<b>\$96,621</b>	<b>\$96,621</b>

**COUNTY GRAND TOTAL - \$818,654 \$818,654**



PS-2

**CITY OF SCHENECTADY  
LEGISLATION REQUEST FORM**

**COMMITTEE ASSIGNMENT** *Pub. Safety* **DATE: April 14, 2016**

**TO: COUNCILMEMBERS**

**FROM: Assistant Chief Michael Seber**

**SUBJECT: FY2016 State Homeland Security Grant Program (SHSP)**

**TO BE PLACED ON COUNCIL AGENDA OF: April 18, 2016**

**Background Information:**

The NYS Division of Homeland Security and Emergency Services (DHSES) provides funding to municipalities through the State Homeland Security Grant Program (SHSP). The grant application was prepared by the Capital District Urban Area Working Group (UAWG) which represents Albany, Rensselaer, and Schenectady Cities and Counties.

The City of Schenectady Police Department is the recipient of a portion of the grant in the amount of \$177,964.00. The funds will be used as follows:

- Neighborhood Camera System (\$19,964): purchase hardware to support the infrastructure of the camera system;
- Portable camera system (\$25,000): purchase a portable camera system that allows deployment in areas where there are no camera's (i.e.: large gatherings such as Christmas Parade; summer night; park events, etc.);
- Camera in Patrol Supervisors Vehicle (\$15,000): purchase a camera mounted on a patrol supervisors vehicle that would stream back real-time video to the EOC during an emergency incident;
- Bulletproof vest (\$33,000): purchase bulletproof vest for the Special Operations Squad (aka SWAT), replacing older out dated vest;
- Radio system (\$25,000): purchase mobile radio system for the EOC;
- Pole mounted LPRs (\$20,000): purchase pole mounted license plate readers;
- Mobile LPRs (\$40,000): purchase two (2) mobile license plate readers to be installed in police traffic enforcement vehicles.

The funding period is 9/1/2016 through 8/31/2018. There is no match required by the City.

**Recommendation/Action**

The Police Department recommends acceptance of this Homeland Security grant award.

**LEGISLATION WILL BE PREPARED BY: Assistant Chief Michael Seber**



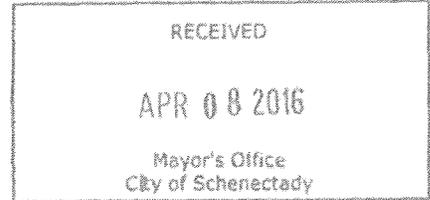
Homeland Security and Emergency Services

ANDREW M. CUOMO  
Governor

JOHN P. MELVILLE  
Commissioner

April 1, 2016

The Honorable Gary McCarthy  
Mayor, City of Schenectady  
105 Jay Street  
Schenectady, NY 12305



Dear Mayor McCarthy:

I am pleased to inform you that the City of Schenectady is awarded \$177,964 under the FY2016 State Homeland Security Program (SHSP), per the consensus agreement decided by your region. As per Federal guidelines, 25 percent of the total awarded to the Albany-Schenectady-Troy Urban Area must be directed towards law enforcement terrorism prevention activities. These activities should be consistent with the efforts of your local Counter Terrorism Zone (CTZ). Please note that the contract for this award will be executed upon the State's receipt of the official grant award from FEMA.

In my letter to you on February 26, 2016 I outlined the following State priorities these grant funds are intended to sustain or enhance: Sustainment and Advancement of Regional Partnerships; Maturation of Citizen Preparedness Efforts; Development of Cyber Security Programs; Enhancement of Law Enforcement Information-sharing Capabilities; Continued Coordination of Emergency Management Planning Efforts; and Sustainment of Effective Programs and Existing Capabilities.

The performance period for this grant is expected to be from September 1, 2016 through August 31, 2019. My grants management staff will be preparing the contract for these funds which will be transmitted to you electronically via our E-Grants System. I ask that you expedite your local administrative process to be able to accept the funds and request that the contract is electronically signed in a timely manner.

DHSES remains committed to providing you with outstanding support in the administration of your homeland security programs. If you have any questions, please contact me at (518) 242-5000 or my Director of Grants, Shelley Wahrlich, at (518) 402-2123.

Thank you for your continued support of New York State's homeland security efforts.

Sincerely,

John P. Melville  
Commissioner

IR-1



**CITY OF SCHENECTADY  
LEGISLATION REQUEST FORM**

**COMMITTEE ASSIGNMENT:** Intergovernmental Relations  
**DATE:** 04/18/2016

**TO:** COUNCILMEMBERS

**FROM:** Richard Ruzzo

**SUBJECT:** Land Bank - Appointment

**Background Information:**

**Evaluation/Analysis:**

**Recommendation:**

**LEGISLATION WILL BE PREPARED BY \_\_\_\_\_**

## Chad Putman

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**From:** Ryan Bailey  
**Sent:** Thursday, April 14, 2016 2:29 PM  
**To:** Chad Putman  
**Cc:** Leesa Perazzo  
**Subject:** Land Bank Board Replacement

72-3 states that the Board shall consist of an odd number of members (not less than five nor more than eleven), and consist of the following:

- (1) One member appointed by the Mayor of the City of Schenectady.
- (2) Two members appointed by the City Council of Schenectady.
- (3) Upon joining the Land Bank, two members appointed by the governing body of other participating Capital Region foreclosing entities.

Let me know if you have any questions.

Thanks,

---

Ryan P. Bailey  
Assistant Corporation Counsel  
City of Schenectady - Law Department  
City Hall - Room 201  
105 Jay Street  
Schenectady, NY 12305

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Land Reutilization Corporation of the Capital Region  
105 Jay Street, Room 14  
Schenectady, NY 12305

518.382-5049  
[LandBank@Schenectadyny.gov](mailto:LandBank@Schenectadyny.gov)

April 15, 2016

To City Council President Leesa Perazzo:

As you may know the Schenectady City Council has the chartered authority to appoint two of the Land Bank's seven Board Members for three year terms each.

The first appointment is Joseph T. Berlant whose term expired this year on March 25. The second is myself with an expiring term of March 25, 2017.

The Land Bank's Governance Committee and its Board are in consensus that we would like to have Joe's tenure extended for another term and would ask that City Council reappoint him to the post.

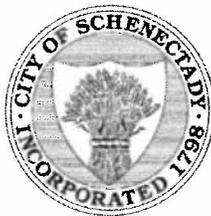
Joe's previous experience as the City of Schenectady's Deputy Director of Housing, his attendance at almost every meeting in the past three years and his considerable amount of care and professionalism in his current officers' role as Treasurer suit the LB Board of Directors well.

We would like to recommend for Schenectady City Council consideration Joe Berlant's reappointment, with an expiration date of March 25, 2019.

Sincerely

Richard Ruzzo, Chair

60-1



**CITY OF SCHENECTADY  
LEGISLATION REQUEST FORM**

**COMMITTEE ASSIGNMENT: Government Operations  
DATE: 04/18/2016**

**TO: COUNCILMEMBERS**

**FROM: Leesa Perazzo**

**SUBJECT: Disc - Tracking Sold Properties**

**Background Information:**

**Evaluation/Analysis:**

**Recommendation:**

**LEGISLATION WILL BE PREPARED BY \_\_\_\_\_**



**CITY OF SCHENECTADY  
LEGISLATION REQUEST FORM**

**COMMITTEE ASSIGNMENT:** Government Operations  
**DATE:** 04/18/2016

**TO:** COUNCILMEMBERS

**FROM:** Rachael Ward

**SUBJECT:** Disc - Nuisance Property Program

**Background Information:**

**Evaluation/Analysis:**

**Recommendation:**

**LEGISLATION WILL BE PREPARED BY \_\_\_\_\_**

## Article IV- Residential Property Nuisances

### 183-15, Legislative Findings

- A. Declaration of legislative findings.
  - 1. The City of Schenectady, like all municipalities, is home to owner-occupants and citizens who rent properties.
  - 2. The vast majority of Schenectady's landlords do their best to keep their properties in good condition for their tenants and want to make Schenectady a nice place to live.
  - 3. The City of Schenectady may be able to help landlords further those goals by notifying landlords of nuisances which occur on their property.
- B. All previous definitions and point values used in this chapter shall be applied to this subsection.
- C. Residential Property Nuisance Defined. Residential property nuisances defined. For purposes of this section, a residential public nuisance shall be deemed to exist whenever through violations of any of the following provisions resulting from separate incidents at a building, erection or place, 12 or more points are accumulated within a period of 3 months, or 18 or more points within a period of 6 months, in accordance with the following point system. Where more than one violation occurs during a single incident, the total points for the incident shall be the highest point value assigned to any single violation.
- D. Residential property defined. For the purposes of this subsection any property with a rental unit located on it, which is meant to be rented for residential purposes, shall be considered residential property, regardless of what type of zoning the property is subject to.
- E. Abatement. For the purposes of this chapter, "abatement" shall mean a concerted effort by a person with an interest the property to severely diminish or eliminate the activity or activities constituting the nuisance found to exist at or within the premises. Abatement may include, by way of example and not exclusion: hiring of security personnel, lighting changes, video or audio monitoring equipment, signage, cooperation with police and other enforcement agencies, bureaus, departments and authorities, eviction or court action.
- F. For purposes of this section, a conviction for an offense in a court of competent jurisdiction or an administrative bureau shall not be required. Instead, the city shall prove by a preponderance of the evidence that the violations have occurred. However, a conviction, as defined and applied in accordance with the provisions of § 1.20 of the Criminal Procedure Law, in any court of competent jurisdiction, or a written acknowledgment of violation in a civil compromise proceeding in the Bureau of Consumer Protection, shall constitute conclusive proof of a violation. Conviction of an attempt to commit a violation of any of the specified provisions shall be considered a conviction for a violation of the specified provision.

### 183-16 Additional Powers of the Mayor with Respect to Residential Property Nuisances

- A. In addition to the powers granted to the Mayor in the other subsections of this chapter, a warning letter may be sent to a property owner, owners, or people with control over the property after half of the points required to declare it a residential public nuisance have acclimated during the relevant timeframe.

- B. Once a property accumulates the points as described in 183-15(c), a person or persons who owns or controls the property may be required to attend a meeting with the Mayor or his or her designee to discuss the nuisances and the abatement plan.
- C. In addition to any other criteria determined by the Mayor, any property subject to this chapter which causes three or more legitimate complaints to be made to the Police Department over a period of 30 days will be reviewed by City staff.

#### 183-17 Assistance Provided by the City

- A. If a property owner has problems with a tenant which they believe the City can help with, they may request a meeting with the Corporation Counsel in order to see how the City may assist with their issue.
- B. Any assistance which the Corporation Counsel believes is appropriate may be provided, including but not limited to support with the eviction process and facilitating inspections by City staff.



**CITY OF SCHENECTADY  
LEGISLATION REQUEST FORM**

**COMMITTEE ASSIGNMENT:** Government Operations  
**DATE:** 04/18/2016

**TO:** COUNCILMEMBERS

**FROM:** John Mootoveren

**SUBJECT:** Review - Waiver of Building Permit Fee (PH 4/25/16)

**Background Information:**

Public hearing is taking place at the City Council meeting on April 25, 2016.

**Evaluation/Analysis:**

**Recommendation:**

**LEGISLATION WILL BE PREPARED BY \_\_\_\_\_**



**CITY OF SCHENECTADY  
LEGISLATION REQUEST FORM**

**COMMITTEE ASSIGNMENT:** Government Operations  
**DATE:** 04/18/2016

**TO:** COUNCILMEMBERS

**FROM:**

**SUBJECT:** Review - Real Property Tax Exemptions (PH 4/25/16)

**Background Information:**

Public hearing is taking place at the City Council meeting on April 25, 2016.

**Evaluation/Analysis:**

**Recommendation:**

**LEGISLATION WILL BE PREPARED BY** \_\_\_\_\_

HR-1



**CITY OF SCHENECTADY  
COUNCIL COMMITTEE AGENDA REQUEST FORM**

**COMMITTEE: Health & Rec**

**DATE: 3/30/2016**

**TO: COUNCILMEMBERS**

**FROM: Vince Riggi**

**SUBJECT: Arbor Day April 29, 2016 resolution**

**Background Information: Re-tree Schenectady is planning their 2016 tree plantings and a resolution is a requirement for Schenectady to be named a "Tree City USA" each year. This can be added to this cycle or the cycle of April 18th since it will be presented at the April 25th City Council meeting**

**Council Discussion Points:**

**Staff Required:**

**Legislation Required**

**Discussion Item**

**LEGISLATION WILL BE PREPARED BY Law**

HR-2



**CITY OF SCHENECTADY  
LEGISLATION REQUEST FORM**

**COMMITTEE ASSIGNMENT: Health & Recreation  
DATE: 04/18/2016**

**TO: COUNCILMEMBERS**

**FROM: Vince Riggi**

**SUBJECT: Final Review - Hours of Operation for City Parks**

**Background Information:**

Public hearing took place at the City Council meeting on April 11, 2016. There were two (2) speakers and both were in favor of the proposal.

**Evaluation/Analysis:**

**Recommendation:**

**LEGISLATION WILL BE PREPARED BY \_\_\_\_\_**

§ 186-10

Hours.

Parks shall be opened daily to the public from dawn until ~~9:00 p.m.~~ dusk, except Central Park, which shall be open daily from dawn until 10:00 p.m., and except the Central Park Casino, which may remain open until 11:00 p.m. on weekdays and 12:00 p.m. on weekends, and except Vale Park, which shall be open from 9:00 a.m. until dusk. No person other than those employed in the parks shall enter or remain in them except when open, as above specified, or except when traveling to or from the Casino in Central Park during its hours of operation as defined in its operating lease, without the consent of the Parks Superintendent. For the purposes of this section, dusk shall be defined as the end of civil twilight, according to the United States Naval Observatory Astronomical Application Department.

PS-11-1



**CITY OF SCHENECTADY  
COUNCIL COMMITTEE AGENDA REQUEST FORM**

**COMMITTEE:PS&U**

**DATE: 4/7/2016**

**TO: COUNCILMEMBERS**

**FROM: Vince Riggi**

**SUBJECT: use of polyethylene for service laterals in the city**

**Background Information:**

**Council Discussion Points: For discussion to see if this can be doable for the city which will in turn save the homeowner considerable material costs. Since this material is used in Rotterdam, Scotia and Niskyuna it merits discussion from us along with input from the water dept.**

**Staff Required: Paul Lafond and/or our plumbing inspector**

**Legislation Required**

**Discussion Item**

**LEGISLATION WILL BE PREPARED BY**

## Chad Putman

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**From:** Vincent Riggi [v\_riggi@verizon.net]  
**Sent:** Friday, April 08, 2016 1:51 PM  
**To:** Leesa Perazzo; Leesa Perazzo  
**Cc:** John Ferrari; Marion Porterfield; Chad Putman; Marion Porterfield; John Ferrari  
**Subject:** Re: Polyethylene for use in water service laterals  
**Attachments:** Council Committee Agenda Request Form.docx; Council Committee Agenda Request Form.docx

I'm re-sending since it looks like this email bounced back to me for some reason.....

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**From:** Vincent Riggi <v\_riggi@verizon.net>  
**To:** Leesa Perazzo <lperazzo@schenectadyny.gov>  
**Cc:** John Ferrari <jferrari@schenectadyny.gov>; Marion Porterfield <mporterfield@schenectadyny.gov>; Chad Putman <cputman@schenectadyny.gov>  
**Sent:** Thursday, April 7, 2016 1:31 PM  
**Subject:** Polyethylene for use in water service laterals

Good afternoon Leesa, I believe you have spoken with Mr Carroll about the use of polyethylene pipe for water service laterals in the city, and he is planning on contacting all council members. It would have a dramatic effect on the cost of materials and I believe it is something that should be discussed in public service & utilities at our next committee cycle of April 18th. I'll attach a request form. Thanks, Vince

PS011



**CITY OF SCHENECTADY  
LEGISLATION REQUEST FORM**

**COMMITTEE ASSIGNMENT: Public Services & Utilities  
DATE: 04/18/2016**

**TO: COUNCILMEMBERS**

**FROM: Rachael Ward**

**SUBJECT: Review Section 151 & 228 re: Street Repair (PH 4/25/16)**

**Background Information:**

**Evaluation/Analysis:**

**Recommendation:**

**LEGISLATION WILL BE PREPARED BY \_\_\_\_\_**

To be added to City Code Section 151-11 Responsibilities; public convenience; accident protection.

[Amended 8-16-1993 by Ord. No. 93-34; 12-27-2010 by Ord. No. 2010-20]

In the excavation cut or opening of any street or public ground for any purpose, the owner, excavator, public utility or plumber, plumbing contractor or company will be held responsible for the trench they open, and public safety and convenience shall be duly regarded and conserved by the construction of such bridges across open trenches as may be required and, thereafter, placement of amber signal lights, signs and barricades in conspicuous places sufficient for public safety and all other such means of protection as may be necessary must be provided. Barricades shall include the excavator's name and emergency telephone number. Guidelines found in the New York State Department of Transportation Traffic and Safety Division Manual of Uniform Traffic Devices must be adhered to. Any person, company or business entity found not in compliance with this chapter shall be subject to immediate revocation of permit privileges for the job being performed and suspension of all future work privileges until the job is brought into compliance, a stop-work order, recovery of cost of materials, labor and inspection fees at prevailing rates, forfeiture of any permit fee and/or deposit paid.

All permit holders making excavations in any street or public ground must permanently repair excavation sites to the standards and details of the Department of Engineering. All permit holders must guarantee their permanent restoration work for a period of five (5) years from the City's date of acceptance of the permanent restoration. All permit holders are required to completely re-excavate, refill, and repave any permanent restoration work that sinks or buckles for a period of five (5) years following the City's date of acceptance. Upon receiving notification of any permanent restoration work that sinks or buckles the City Engineer, on five (5) days written notice, may require the permit holder to completely re-excavate, refill and repave the excavation site to the standards and details of the Department of Engineering. Where a permit holder fails or refuses to completely re-excavate, refill and repave the excavation site within five (5) days after written notice is sent, the City Engineer may perform such restoration at the expense of the permit holder. In the event of an emergency where permanent restoration work sinks or buckles, the City Engineer may, without notice, effect such restoration at the expense of the permit holder. The Corporation Counsel may institute an appropriate action or proceeding at law against such person, corporation or other entity for recovery of the costs and administrative expenses of such restoration by the City Engineer, plus any penalties prescribed by this chapter and the costs of such action or proceeding.

Within thirty (30) days from project completion, all excavations and areas or disturbance made within a City street or public ground must be repaired or restored to the standards and details of the Department of Engineering. In the event winter weather conditions prevent permanent repair or permanent restoration, all excavations and areas of disturbance must be restored to winter conditions. At the conclusion of winter conditions, permanent restoration must be performed in accordance with the standards and details of the Department of Engineering.

To be added to City Code Section 228-20.2 Right-of-way permission.

[Added 2-11-2002 by Ord. No. 2002-3]

A. No permit to use or open any City right-of-way which would require resurfacing or reconstruction, except for emergency work as determined by the City Engineer, shall be issued to any such person within a five (5) year period after the completion of the construction of any capital project performed by the City relating to such City right-of-way. Notwithstanding the foregoing, the City Engineer may issue a permit to open the City right-of-way within a five (5) year period following the construction of any capital project upon a finding that the need for the work could not have reasonably been anticipated prior to or during the construction of any capital project. In the event a permit is issued to open any City right-of-way within five (5) years following the construction of any capital project, all persons, corporations or other entities completing asphalt restoration within the City right-of-way shall make such restorations or repairs in accordance with the standards and details of the Department of Engineering. The permit holder must guarantee such restorations or repairs for a period of five (5) years from the City's date of acceptance.

AB. Right-of-way permission agreement. The City of Schenectady, by nonexclusive right-of-way permission agreement, may hereafter authorize a provider of fiber optic or similar telecommunications services to enter in or upon the public right-of-way for the purpose of installing, erecting, maintaining or operating fiber optic or other similar telecommunications equipment within or upon the City of Schenectady's public rights-of-way in accordance with the provisions of this section and all other applicable laws or regulations.

BC. Any provider of fiber optic or similar telecommunications services seeking a right-of-way permission agreement shall be required to satisfy the following requirements:

- (1) Initial permit fee: An initial permit fee in the amount of \$50,000 shall be payable to the City of Schenectady in connection with any right-of-way permission agreement. The City shall have the right to accept the installation or provision of services or equipment having an equivalent value, as determined by the Department of Engineering and Public Works, in satisfaction of the initial permit fee. The determination as to whether or not to accept such services/equipment shall be in the sole judgment and discretion of the City.
- (2) Annual permit fee. An annual permit fee equal to the greater 5% of the grantee's gross revenues attributed to facilities located within the City of Schenectady, or \$5,000, shall be paid to the City of Schenectady pursuant to the right-of-way permission/agreement.
- (3) Nonexclusive right-of-way permission: In accordance with a right-of-way permission agreement, the Commissioner of Public Works/City Engineer shall, subject to receipt of all approved maps, drawings or other documents or information as shall be required by the Department of Engineering and Public

Works, issue any necessary contractor permit(s) authorizing the construction, installation, maintenance, location, upgrading, repair, relocation, operation, reconstruction, removal and replacement of grantee's facilities, in the public right-of-way pursuant to the agreement.

- (4) Standard right-of-way permission agreement: In accordance with the requirements of this section, the Commissioner of Public Works/City Engineer may promulgate and adopt any necessary rules and regulations governing the terms of the right-of-way permission agreement for the City of Schenectady.