



County of Schenectady

NEW YORK

ANTHONY JASENSKI
CHAIR OF THE LEGISLATURE

GEOFFREY T. HALL
CLERK OF THE LEGISLATURE

SCHENECTADY COUNTY LEGISLATURE

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JUNE 5, 2023
COMMITTEE MEETING SCHEDULE

DATE: 2 June 2023
TO: Honorable Schenectady County Legislators
FROM: Geoffrey T. Hall; Clerk of the Legislature
SUBJECT: Committee Meetings
Monday, June 5, 2023
620 State Street
Legislative Chambers
Sixth Floor – 7:00 PM

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Followed by:	Committee on Economic Development & Planning Legislator Hughes, Chair	page 70
Followed by:	Committee on Health, Housing & Human Services Legislator Ostrelich, Chair	page 82
Followed by:	Committee on Labor & Civil Service Legislator Frisoni, Chair	page 137
Followed by:	Committee on Public Facilities, Transportation & Infrastructure Legislator Patierne, Chair	page 153
Followed by:	Committee on Public Safety & Firefighting Legislator Constantine, Chair	page 185
Followed by:	Committee on Ways & Means Legislator Fields, Chair	page 191



Schenectady County Legislature

Committee on Environmental Conservation, Renewable Energy and Parks

Hon. Sara Mae Pratt, Chair

6th Floor County Office Building 620 State Street, Schenectady, New York 12305

Phone: (518) 388-4280 Fax: (518) 388-4591

DATE: June 2, 2023
TO: Honorable Schenectady County Legislators
FROM: Geoffrey T. Hall, Clerk of the Legislature
SUBJECT: COMMITTEE AGENDA
Committee on Environmental Conservation, Renewable Energy and Parks
Honorable Sara Mae Pratt, Chair
Monday, June 5, 2023 at 7:00 p.m.
Schenectady County Office Building,
Legislative Chambers, Sixth Floor

<u>Item</u>	<u>Title</u>	<u>Sponsor</u>	<u>Co-Sponsor</u>
ECREP	9 A RESOLUTION TO ADOPT THE SCHENECTADY COUNTY HEAT EMERGENCY PLAN	Legislator Pratt	
ECREP	10 A RESOLUTION TO ADOPT THE SCHENECTADY COUNTY TREE ORDINANCE AND SHADE STRUCTURES POLICY	Legislator Pratt	
ECREP	11 A RESOLUTION TO ADOPT THE SCHENECTADY COUNTY COMMUNITY CLIMATE ACTION PLAN	Legislator Pratt	

LEGISLATIVE INITIATIVE FORM

Date: 6/2/2023
Reference: Environmental Conservation, Renewable Energy and Parks
Dual Reference:
Initiative: ECREP 9

Title of Proposed Resolution:

A RESOLUTION TO ADOPT THE SCHENECTADY COUNTY HEAT EMERGENCY PLAN

Purpose and General Idea:

Provides Authorization to Adopt the Updated Schenectady County Heat Emergency Plan

Summary of Specific Provisions:

Authorizes the adoption of the Schenectady County Heat Emergency Plan (HEP) a comprehensive set of recommended actions for the County to take to protect the public against the health effects of excessive heat.

Effects Upon Present Law:

None

Justification:

Since its last adoption in 2010, there have been significant updates, such as defining the heat vulnerability index for the county. Which identifies the vulnerable populations, and the outreach process in the event of extreme heat. Updates to this plan require formal adoption by the County Legislature.

Sponsor: Legislator Pratt

Co-Sponsor:

COUNTY OF SCHENECTADY



RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature
From: Rory Fluman, County Manager *R.F.*
CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Mark LaViolette, Director of Emergency Management
Date: June 2, 2023
Re: Authorization to Adopt the Updated Schenectady County Heat Emergency Plan

The Schenectady County Heat Emergency plan is a comprehensive set of recommended actions for the County to take in order to protect the public against the health effects of excessive heat. This heat emergency plan also identifies particularly vulnerable populations within the county which is important because extreme heat events can be particularly dangerous to children, the elderly, the socially isolated, and non-English speaking populations. It concludes by identifying effective outreach mechanisms to inform County residents of actions taken by the County to combat extreme heat events.

Since its last adoption in 2010, there have been significant updates, such as defining the heat vulnerability index for the county, identifying vulnerable populations, and describing the outreach process in the event of extreme heat. Updates to this plan requires formal adoption by the County legislature.

I recommend your approval.



**SCHENECTADY COUNTY
HEAT EMERGENCY PLAN
2023**

Adopted By:

Purpose

The purpose of the Heat Emergency Plan (HEP) is to provide a recommended set of actions for Schenectady County to protect the public against the health effects of excessive heat when a Heat Emergency occurs, and the National Weather Service (NWS) issues an “extreme heat warning” for our area. The Heat Emergency Plan provides information on our operations to help residents understand our response efforts.

The HEP supports the following functions of local emergency response efforts in the following ways:

- Maximize the protection of lives while minimizing morbidity and mortality related to excessive heat and humidity levels.
- Document strategies and procedures to respond to extreme health related emergencies.

This plan is designed to share the protocols defined by the Schenectady County Office of Emergency Management as well as to inform the public on the resources and services available in the event of Heat Emergencies.

Background

During times of excessive heat, the public is at an elevated risk of heat exhaustion, and heat stroke. In particular, the elderly and those without access to in-home air conditioning are particularly vulnerable. Data from the National Weather Service show that excessive heat caused more fatalities per year during the period from 1994 to 2003 than floods, lightning, tornadoes, and hurricanes combined. Temperatures in Schenectady County have exceeded 90°F in the past, especially during the months of June and July. To reduce illness and death during a Heat Advisory, Excessive Heat Warning, or other period of hot weather, Schenectady County has adopted these guidelines.

Heat Vulnerability Index:

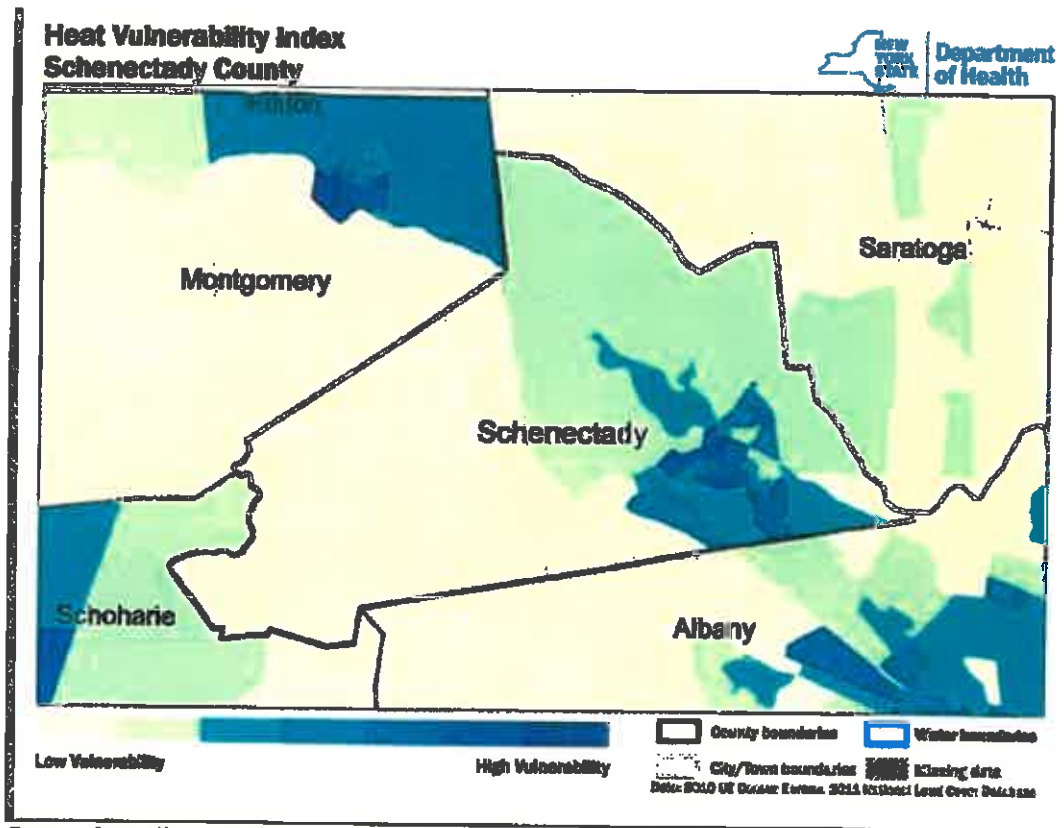
The Heat Vulnerability Index (HVI) helps to quickly identify heat-vulnerable populations. The New York State Department of Health (NYS DOH) calculates a Heat Vulnerability Index for local communities using four categories of vulnerability:

Language Vulnerability	Among populations with limited understanding of English, language is commonly a barrier to accessing resources and understanding alert messages issued in English during heat events. Heat awareness messages should be announced in commonly spoken languages of the specific area to best communicate the risks of heat.
Socio-economic Vulnerability	Economic status of an individual and their community can affect how one copes with extreme heat. While recommendations to use air conditioners during hot days are commonly a part of cool-down messaging, this may not be an affordable option for low-income households. Community resources like cooling centers can help provide the public with a few hours of relief from hot weather. Public transportation to these facilities makes them accessible to families and individuals who may not have their own vehicle.
Environmental Vulnerability	Built environment and urban heat island effect contribute to heat vulnerability in urban areas. Unlike surfaces covered in vegetation, areas covered by sealed surfaces, such as asphalt and concrete (buildings and pavements) tend to retain heat. Developing parks, increasing green space, constructing green roofs, and using materials that cool rooftops and pavements can help with regional cooling.
Elderly Isolation/Elderly Vulnerability	Elderly people are often the first population to be affected by extreme heat. Elderly in rural areas are vulnerable if they are socially isolated from family and the community and face additional challenges including fewer options for healthcare and timely assistance. For these reasons, efforts to reduce the health effects of heat should also target elderly in these areas.

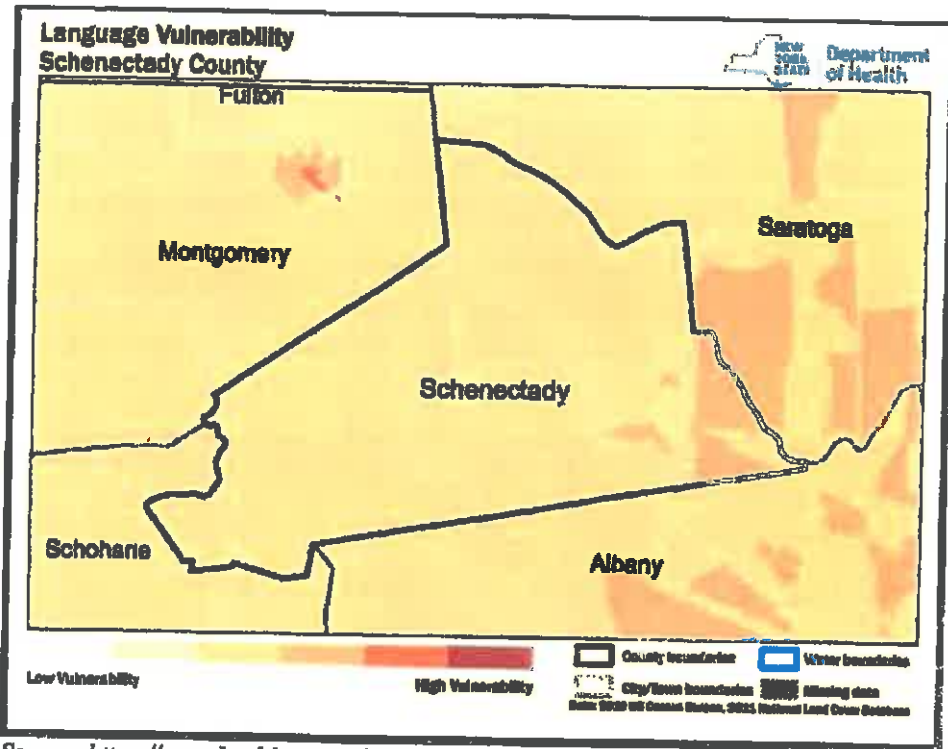
Source: https://www.health.ny.gov/environmental/weather/vulnerability_index/docs/schenectady.pdf

The HVI helps to quickly identify heat-vulnerable populations in New York State using the four vulnerability categories to describe underlying causes of heat vulnerability. This can help inform interventions to target specific vulnerable populations. For example, local agencies can 1) set up more cooling centers in vulnerable areas where homes are less likely to have air conditioning; 2) provide transportation to and from cooling centers when public transportation is unavailable; 3) include risk communication and alerts in multiple languages for populations with low English proficiency; and 4) conduct additional outreach efforts to check on vulnerable populations (those with disabilities, elderly living alone, etc.).

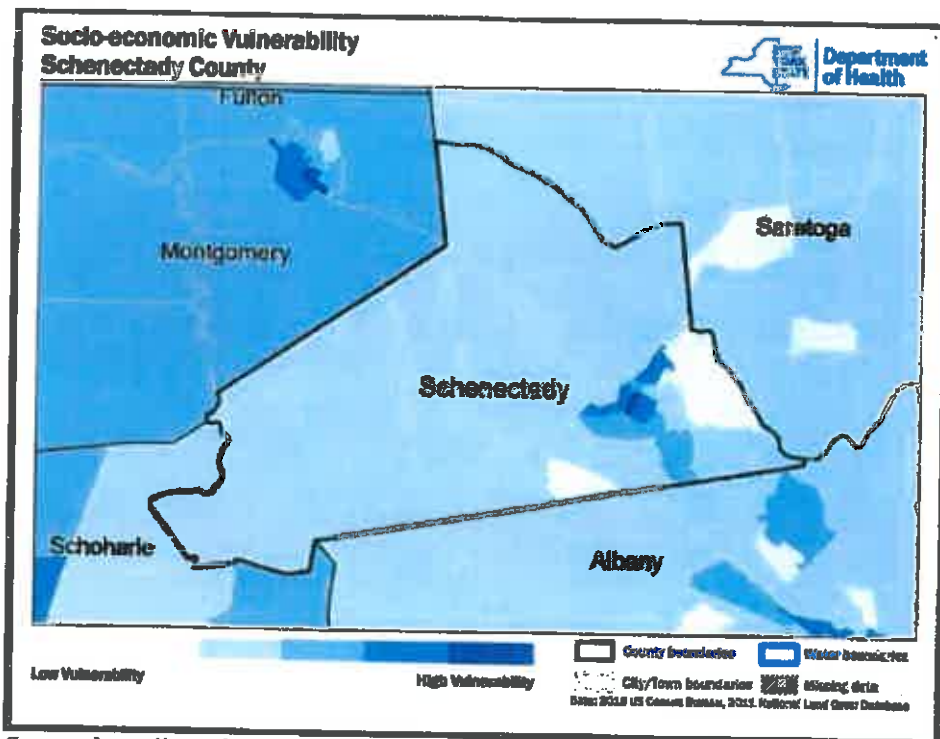
The following maps depict Schenectady County's vulnerability assessment. The county faces a relatively low to middle-level vulnerability index, except for the city of Schenectady and a small part of Niskayuna. These trends are apparent across the four categories of vulnerability. Regardless of these findings, it is still important to have a robust heat emergency plan in place, particularly in the face of climate change and greater unpredictability of weather patterns.



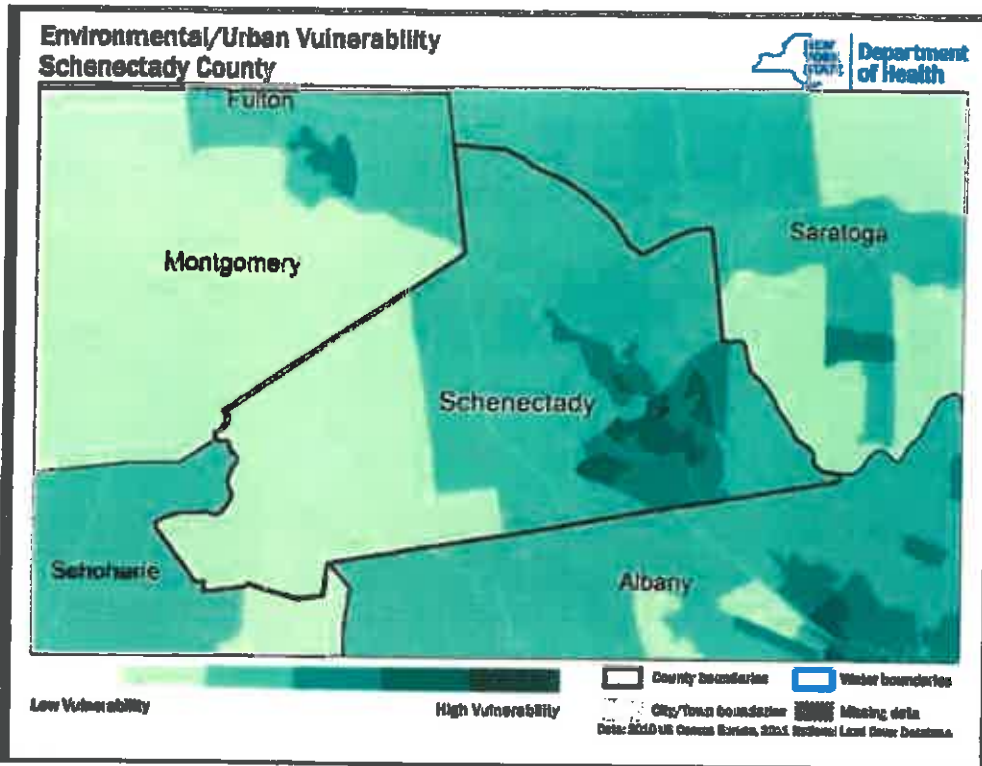
Source: https://www.health.ny.gov/environmental/weather/vulnerability_index/docs/schenectady.pdf



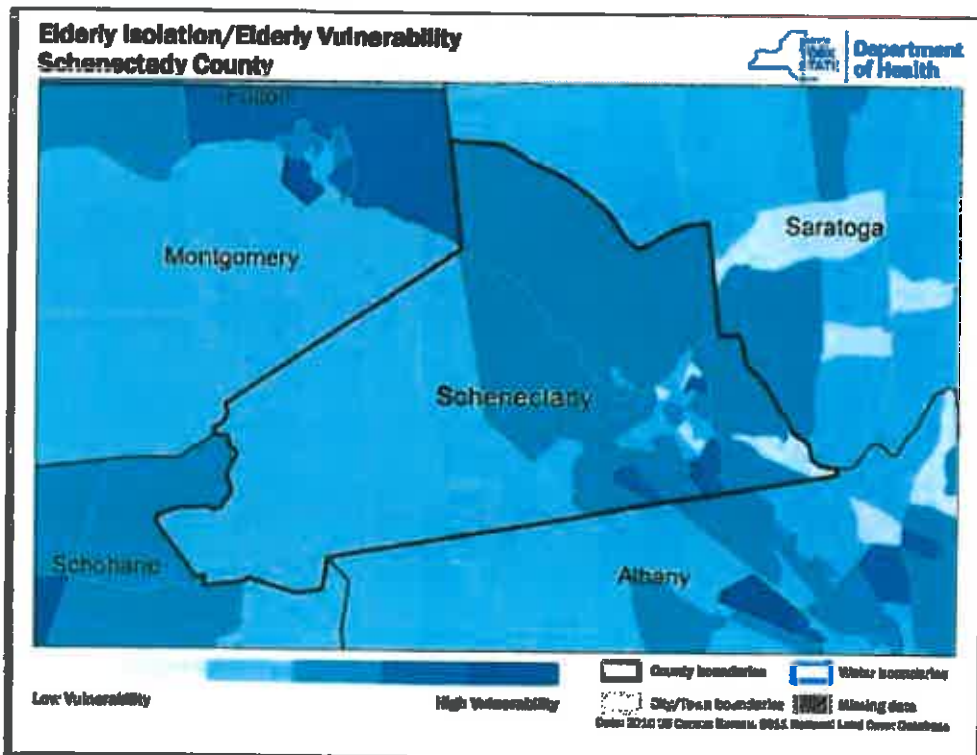
Source: https://www.health.ny.gov/environmental/weather/vulnerability_index/docs/schenectady.pdf



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Source: https://www.health.ny.gov/environmental/weather/vulnerability_index/docs/schenectady.pdf

Vulnerable Populations

Schenectady County has identified a number of vulnerable populations for outreach efforts as well as to ensure availability of cooling centers and other resources in the event of heat emergencies.

As of July 2022, the Census Bureau reports the following demographic characteristics for Schenectady County:

Demographic	Percent of Population	Vulnerability Category
Children Under 5	5.8%	At-Risk Population
People Aged 65 Years and Older	17.7%	Elderly Isolation
Hispanic or Latino	7.8%	Language
People in Poverty	12.9%	Socio-Economic

Source: <https://www.census.gov/quickfacts/fact/table/schenectadycountynewyork/RHI625221#RHI625221>

The numbers above may be overstated because there will be overlap between the numbers, e.g., you can have people in poverty being senior citizens of Hispanic origin, etc.

Outreach

Schenectady County Alert is an emergency notification system enabling and empowering interested parties to be aware of extreme incidents in Schenectady County. Alerts will be sent via text and email. Schenectady County Alert is powered by Smart 911.

Schenectady County Emergency Notification System



Smart911

In the event of an emergency, it is critically important for you to be prepared and for you to be informed. Schenectady County is taking a proactive approach to enabling its citizens to be aware of emergency situations that may impact individuals and businesses in Schenectady County. Schenectady County Alert is an emergency notification system enabling and empowering interested parties to be aware of extreme incidents in Schenectady County.

Schenectady County Alert is powered by Smart 911.

Procedure for Working with the Office of Emergency Management and Utility Companies

Notification of Elevated Heat Conditions

The National Weather Service Forecast Office in Albany will issue a Heat Advisory within 12 hours of expected conditions that include either a heat index of 105°F to 115°F for at most three hours during any day or a heat index above 80°F at night for at least two consecutive nights. The NWS will issue an Excessive Heat Warning when the NWS expects the heat index to exceed 105°F for more than three hours or exceed 115°F at any time. The NWS Warning Coordination Meteorologist will inform the Schenectady County Office of Emergency Management and the County Manager when a Heat Advisory or Excessive Heat Warning is issued for any area within Schenectady County.

Response

The Schenectady County Office of Emergency Management and the County Manager will issue a heat emergency for the county and will determine the availability of locations that may serve public cooling stations during their normal hours when there is a period of elevated heat that may cause heat-related illness. The Office of Emergency Management and County Manager will contact appropriate officials for each potential cooling station (see Appendix 1), and send a list of cooling stations, along with an excessive heat fact sheet (see Appendix 2), to the County's Public Information Office, Manager of Senior and Long-Term Care, County Director of Public Health, and each public safety access point (PSAP). During a severe heat emergency, the Office of Emergency Management or County Manager will seek authorization from the towns to have the cooling stations operate for extended hours and will publicize this information through the County Public Information Office.

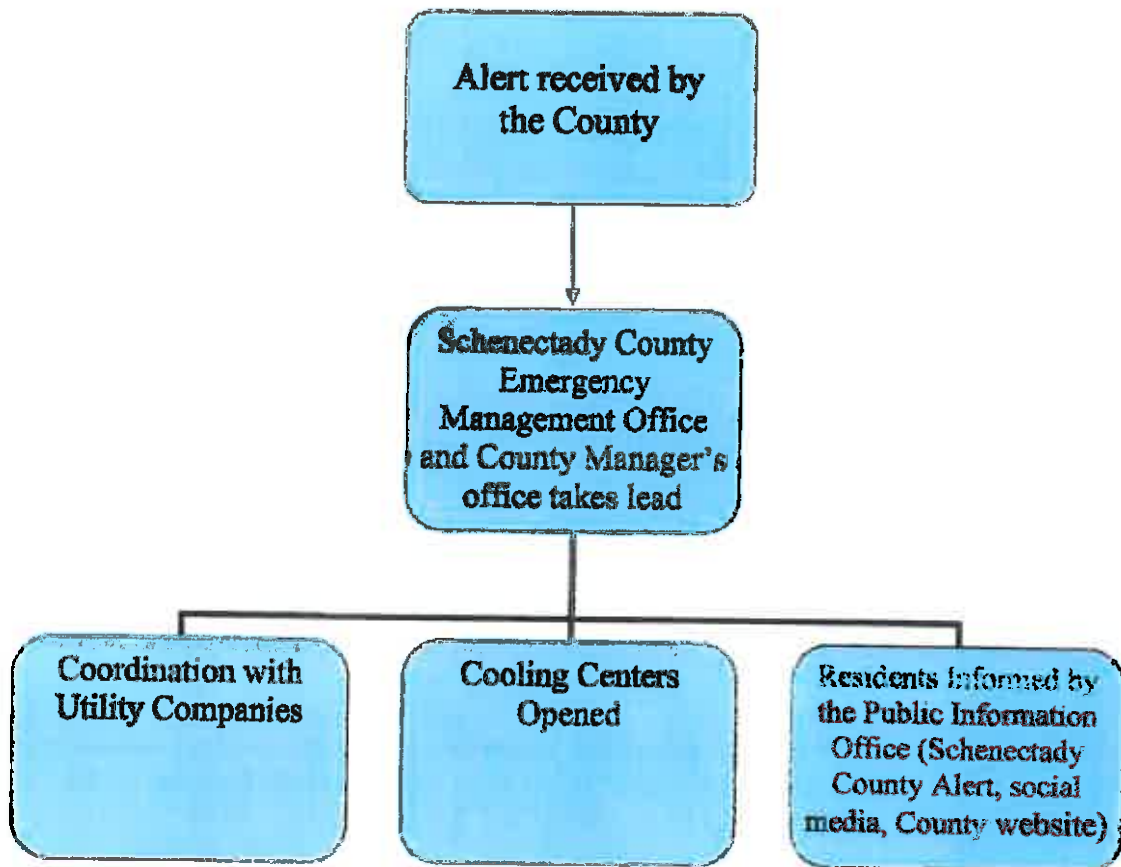
The County Public Information Office will publicize the locations and hours of the cooling stations and ask that people obtain a ride instead of walking to a cooling station. In addition, the Public Information Office will advise the public to avoid spending time outdoors, drink plenty of water, and check on the status of those who are at higher risk.

The Manager of Senior and Long-Term Care, County Director of Public Health, and the PSAPs will assist in communicating the cooling station locations and health tips.

Coordination with Utilities

National Grid (<https://www.nationalgridus.com/Upstate-NY-Home/Default.aspx>) supplies power to residents in the County. The County is in regular contact with officials at National Grid and there is direct communication during conditions that impact power/energy (storms, fire, heat, and snow advisories, etc.).

Triggers, Alerts, and Actions



Keeping County Residents Informed

Schenectady County uses several communications channels (Website, social media, TV station, Radio etc.) to keep resident informed, including on weather related matters:

Medium	Description
--------	-------------

Website <https://www.schenectadycounty.com/>

Schenectady County Alert **Schenectady County Emergency Notification System**



In the event of an emergency, it is critically important for you to be prepared and for you to be informed. Schenectady County is taking a proactive approach to enabling its citizens to be aware of emergency situations that may impact individuals and businesses in Schenectady County. Schenectady County Alert is an emergency notification system enabling and empowering interested parties to be aware of extreme incidents in Schenectady County.

Schenectady County Alert is powered by Smart 911.

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Schenectady County
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Posts About Photos Videos

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233 posts 1,300 followers 5 following

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POSTS TAGGED

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4,029 Tweets



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@SchdyCountyNY

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📍 Schenectady County, Upstate NY 🌐 schenectadycounty.com
📅 Joined March 2009

116 Following 4,029 Followers

Tweets Replies Media Likes

 Schenectady County @SchdyCountyNY · 22h
Investing in the arts can help spark creativity, imagination, and innovation. ...

Last night the County Legislature awarded a total of \$60,000 to 36 organizations whose activities promote the arts, historic preservation, or science.

Plan Updates and Revisions

The Schenectady County Heat Emergency Plan will be reviewed and updated as needed. It may be amended in the following situations:

- A determination by the Schenectady County Emergency Management Office to review the Plan (either post an extreme heat event or other contributing factor).
- New York State requirements and recommendations.
- County Manager's determination that a review is required.

Appendix 1: Cooling Station Locations and Contact Information

Glenville Location:

Glenville Senior Center

32 Worden Rd

(518) 374-0734

Hours: 9 a.m.-4 p.m.

Contact: Vicki Hillis, Director of Human Services, (518) 688-1220 ext. 9

Niskayuna Location:

Niskayuna Community Center

2682 Aqueduct Rd

(518) 372-2519

Hours: 9 a.m.-3 p.m. (Tuesday/Thursday for Senior Center)

Contact: Jaime Puccioni, Town Supervisor, (518) 386-4501

Rotterdam Location:

Rotterdam Town Senior Center

2639 Hamburg Street

(518) 356-1561

Hours: 8 a.m. - 4 p.m.

Contact: Mollie Collins, Town Supervisor, (518) 355-7575 ext.393

Schenectady Location:

Central Library

99 Clinton Street

(518) 388-4500

Hours: 9 a.m.-9 p.m.

Contact: No need to obtain permission for cooling stations at public libraries during normal library hours.

Public Safety Access Point Contacts:

Glenville: (518) 384-0141 (Fax)

Niskayuna: (518) 386-4594 (Fax)

Rotterdam: (518) 355-8068 (Fax)

Schenectady: In-person

Appendix 2: Fact Sheet

SCHENECTADY COUNTY OFFICE OF EMERGENCY MANAGEMENT & HOMELAND SECURITY COORDINATION

Mark LaViolette – Director

130 Princetown Plaza

Princetown, NY 12306

Phone: (518) 370-3113 Fax: (510) 370- 3115

Website: <http://www.schenectadycounty.com>

E-mail: EMO@schenectadycounty.com

FROM THE OFFICE OF EMERGENCY MANAGEMENT -

National Weather Service data show that heat causes more per year than floods, lightning, tornadoes, and hurricanes combined. Based on the ten-year average from 1994 to 2003, excessive heat claimed 237 lives each year; by contrast, floods killed 84, tornadoes, 58, lightning, 63, and hurricanes, 18.

Quick Heat-Beating Tips

- If possible, stay out of the sun. When in the sun, wear sunscreen (at least SPF 15) and a hat to protect your face and head.
- Use an air conditioner if you have one. Set the thermostat no lower than 78 degrees.
- If you do not have an air conditioner, keep rooms well-ventilated with open windows and fans. Consider going to a public pool, air-conditioned store, mall, movie theater or Library.
- Fans work best at night, when they can bring in cooler air from outside.
- Make a special effort to check on your neighbors during a heat wave, especially if they are seniors, young children, and people with special needs. Many older New Yorkers live alone and could suffer unnecessarily in the heat because they are isolated from friends and family.
- Seniors and others who may be sensitive to extreme heat should contact friends, neighbors, or relatives at least twice a day during a heat wave.
- Drink fluids – particularly water – even if you do not feel thirsty.* Avoid beverages containing alcohol, caffeine, or high amounts of sugar.
- Wear lightweight, light-colored, loose clothing that covers as much of your skin as possible.
- Never leave children, pets, or those who require special care in a parked car during periods of intense summer heat.
- Never leave pets outside for extended periods of time. Ensure pets have an ample supply of water.
- Avoid strenuous activity, especially during the sun's peak hours – 11 a.m. to 4 p.m. If you must engage in strenuous activity, do it during the coolest part of the day, usually in the morning between 4 a.m. and 7 a.m.

- Cool showers or baths may be helpful but avoid extreme temperature changes. Never take a shower immediately after becoming overheated – extreme temperature changes may make you ill, nauseated, or dizzy.
- During heat emergencies, cooling centers may be opened, listen to TV and radio news.

*People with heart, kidney or liver disease or on fluid restricted diets should check with their doctors before increasing fluid intake.

HEAT-RELATED ILLNESSES

Seek help if you feel symptoms of heat-related illness.

HEAT CRAMPS: Heat cramps are muscular pains and spasms, usually in the leg or stomach muscles, resulting from heavy exertion during extreme heat. Heat cramps usually occur when the [heat index](#) is between 90 and 105 degrees. Although heat cramps are the least severe of all heat-related health problems, they are often the first signal that the body is having trouble coping with the heat and should be treated immediately with rest and fluids. Stretching, gentle massaging of the spasms, or direct, firm pressure on cramps can reduce pain. Seek medical attention if pain is severe or nausea occurs.

HEAT EXHAUSTION: Heat exhaustion occurs when body fluids are lost through heavy sweating due to vigorous exercise or working in a hot, humid place. Blood flow to the skin increases, causing blood flow to vital organs to decrease. Symptoms include: sweating, pale and clammy skin, fatigue, headache, dizziness, shallow breaths, and a weak pulse.

Heat exhaustion should be treated with rest in a cool area, sipping water or electrolyte solutions, applying cool and wet cloths, elevating the feet 12 inches, and further medical treatment in severe cases. If not treated, the victim's condition may escalate to heat stroke. If the victim does not respond to basic treatment, seek medical attention. Heat exhaustion usually occurs when the heat index is between 90 and 105 degrees.

HEAT STROKE: Heat stroke — also called "sunstroke" — occurs when the victim's temperature control system, which produces perspiration to cool the body, stops working. The skin is flushed, hot and dry, and body temperature may be elevated. In fact, body temperature can rise so high that brain damage and death may result if the body is not cooled quickly. The victim may also be confused, develop seizures, breathe shallowly, and have a weak, rapid pulse.

Heat stroke is the most serious heat-related illness and people exhibiting its symptoms should seek emergency medical attention. Heat stroke usually occurs when the heat index is 130 degrees or higher, but can occur when the heat index surpasses 105 degrees.

LEGISLATIVE INITIATIVE FORM

Date: 6/2/2023
Reference: Environmental Conservation, Renewable Energy and Parks
Dual Reference:
Initiative: ECREP 10

Title of Proposed Resolution:

A RESOLUTION TO ADOPT THE SCHENECTADY COUNTY TREE ORDINANCE AND SHADE STRUCTURES POLICY

Purpose and General Idea:

Provides authorization to Adopt the Schenectady County Shade Structures Policy and Tree Ordinance

Summary of Specific Provisions:

Authorizes the adoption of the Schenectady County shade structures policy and tree ordinance, which is an inclusive policy that encourages the increased planting and preservation of trees in Schenectady County in order to maintain the health and sustainability of the community.

Effects Upon Present Law:

None

Justification:

Trees, which are a form of a shade structure provide relief for our county residents and pets during times of heat. Conserving existing forest cover and planting trees can moderate temperatures, while managing stormwater, and improving habitat. The adoption of this policy would represent a meaningful action to combat the effects of climate change and would exemplify a worthwhile contribution to the betterment of Schenectady County.

Sponsor: Legislator Pratt

Co-Sponsor:

COUNTY OF SCHENECTADY

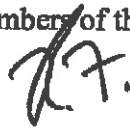


RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature

From: Rory Fluman, County Manager 

CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature

Date: June 2, 2023

Re: Authorization to Adopt the Schenectady County Shade Structures Policy and Tree Ordinance

The Schenectady County tree ordinance and shade structures policy is an inclusive policy that encourages the increased planting and preservation of trees in Schenectady County to maintain the health and sustainability of the community. Trees, which are a form of shade structures, provide relief for County residents and pets during times of heat. Conserving existing forest cover and planting trees can moderate temperatures, managing stormwater, and improve habitat. The preservation of the tree canopy in the County provides a number of environmental and economic benefits, including reducing energy use, removing carbon dioxide from the atmosphere, improving air quality, reducing stormwater runoff and creating a sense of place in urban and suburban areas.

The adoption of this policy would represent a meaningful action to combat the effects of climate change and would exemplify a worthwhile contribution to the betterment of Schenectady County.

I recommend your approval.

Schenectady County Tree Ordinance and Shade Structures Policy

Schenectady County recognizes the important role trees play in promoting the health, sustainability, and beauty of our communities. Therefore, the following tree ordinance policy is created to promote tree preservation, planting, care, shade structure benefits, and education in Schenectady County.

Section 1: Tree Preservation

1.1 Property owners shall work to preserve existing trees on their properties to the greatest extent possible. 1.2 Property owners shall work to preserve any tree that is designated as a protected tree species or a tree that is greater than 18 inches in diameter at chest height. 1.3 Trees that have been determined to be dead, diseased, or hazardous should be removed when possible.

Section 2: Tree Planting

2.1 Schenectady County shall encourage the planting of new trees in public spaces, such as parks, schools, County properties, and other public. 2.2 Property owners shall be encouraged to plant trees on their land, and the county may provide incentives for such actions when possible. 2.3 Schenectady County should work to maintain an updated list of tree species and, when available, offer trees for free or at low cost to residents that are appropriate for planting in the county.

Section 3: Tree Care

3.1 Property owners work to maintain their trees in a healthy and safe condition, including regular inspections to ensure the health and safety of the trees. 3.2 Property owners should work to remove dead or hazardous trees whenever possible. 3.3 Schenectady County shall make every effort to provide educational materials and resources to the public on how to care for their trees.

Section 4: Education

4.1 Schenectady County shall work to provide educational materials and resources to the public on the importance of trees and how to care for them. 4.2 Schenectady County shall make every effort to conduct workshops, public service announcements, and other outreach efforts to educate the public on tree care and preservation.

This tree ordinance and shade structures policy for Schenectady County shall be in effect upon its passage and publication. The policy shall be reviewed and updated as needed by the Schenectady County officials to ensure its continued effectiveness in promoting tree preservation, planting, care, shade structure benefits, and education.

LEGISLATIVE INITIATIVE FORM

Date: 6/2/2023
Reference: Environmental Conservation, Renewable Energy and Parks
Dual Reference:
Initiative: ECREP 11

Title of Proposed Resolution:

A RESOLUTION TO ADOPT THE SCHENECTADY COUNTY COMMUNITY CLIMATE ACTION PLAN

Purpose and General Idea:

Provides Authorization to Adopt the Schenectady County Climate Action Plan

Summary of Specific Provisions:

Authorizes the adoption of the Schenectady County Climate action plan (CAP), which is a strategic plan that sets goals and outlines initiatives that reduce greenhouse gas (GHG) emissions.

Effects Upon Present Law:

None

Justification:

The CAP facilitates coordination between broader community engagement and local government leadership, as well as supports effective action over time because it establishes methods for measuring progress and adjusts accordingly. The adoption of this plan signifies a worthy endeavor in addressing the effects of climate change and aids the County in achieving Sliver-Level status with Climate Smart communities.

Sponsor: Legislator Pratt

Co-Sponsor:


COUNTY OF SCHENECTADY



RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature
From: Rory Fluman, County Manager 
CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Date: June 2, 2023
Re: Authorization to Adopt the Schenectady County Community Climate Action Plan

The Schenectady County Community Climate Action Plan (CAP) is strategic plan that sets goals and outlines initiatives that reduce greenhouse gas (GHG) emissions. Using the GHG emissions inventory as the foundation, this CAP defines GHG reduction targets and identifies priority actions for Schenectady County to take, such as improving energy efficiency of residential buildings, creating rail trails, and prioritizing projects that actively seek to minimize their impact on the environment. The CAP facilitates coordination between broader community engagement and local government leadership, and it supports effective action over time because it establishes methods for measuring progress and adjusts accordingly.

The adoption of this plan signifies a worthy endeavor in addressing the effects of climate change and aids the County in achieving Silver-level status with Climate Smart Communities.

I recommend your approval.

County of Schenectady

PE2 Action: Community Climate Action Plan

NYS Climate Smart Communities Program



Source: Schenectady, NY | Official Website. <https://www.cityofschenectady.com>



**Climate Smart
Communities**

May 2023

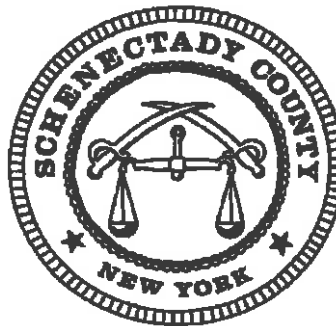


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A team of Cornell students working with professor Allison Chatrchyan in the Cornell Climate Smart Communities (CSC) class at Cornell University (ENVS 4444) for the Cornell Climate Stewards (CCS) program held several virtual meetings with Khila Pecoraro, Recycling and Composting Educator for Cornell Cooperative Extension (CCE) Schenectady County, and Charlie Davidson, Sustainability and Climate Smart Communities Coordinator for Schenectady County, and prepared a draft of this Climate Action Plan for the County of Schenectady, NY. The team of Cornell University students included: Maia Edwards, Finn Lynch, Max Vasicek, Jolle Wasserman, and Jamaur Williamson.

Student teams in the class were paired up to work with local communities or NGOs to assess climate action plans and identify and address their needs for research, policy recommendations, project planning, grant writing, or educational outreach to become NYS Registered or Certified Climate Smart Communities.

The objectives of this team were to conduct research and develop a report with CCE Schenectady County and the County itself to help them design a Certification Action for the NYS Climate Smart Communities program. The main goal was to help CCE Schenectady set a path of action to achieving Silver status as designated by the NYS CSC guidelines.

In addition to those mentioned above, several other individuals from Schenectady County assisted in collecting data and providing insight on the Climate Action Plan (CAP).

EXECUTIVE SUMMARY

Climate Smart Communities (CSC) is a New York State (NYS) program that helps local governments take action to mitigate the effects of climate change through reducing greenhouse gas (GHG) emissions and adapting to a changing climate. The CSC program began in 2009 as an interagency initiative of New York State and is jointly sponsored by the following agencies: Department of Environmental Conservation (DEC); Energy Research and Development Authority (NYSERDA); Department of Public Service; Department of State; Department of Transportation; Department of Health, and the NY Power Authority (NYPA).¹

Through CSC, communities across NYS work together to transition to zero carbon emissions, invest in community resilience, restore ecosystems, build a more just, healthy, and liveable future, and do their part within the region and beyond by contributing to climate change mitigation and adaptation. The program offers free technical assistance, grants, rebates for electric vehicles, and more.

By taking the CSC Pledge, communities commit to taking action on climate change and are designated Registered Climate Smart Communities. Becoming a member of the CSC program is free and voluntary; there are no fees or legal requirements. Instead, the Climate Smart Communities Certification Program includes a set of 100 green actions registered communities can choose from. These range from clean energy upgrades to implementing climate change educational initiatives. Certified communities are the foremost leaders in the state, having gone beyond the CSC pledge by completing and documenting a suite of actions that mitigate and adapt to the effects of climate change at the local level. Each community defines its own best strategies for cutting energy use, reducing emissions, and adapting to the effects of climate change. The CSC program is one of the few programs where local governments can find free technical support that is tailored to the needs of New York State communities.

As of March 2023, 376 NYS communities are registered with CSC: 91 are bronze certified, and 9 are silver certified. The link below shows a map of registered and certified CSCs within NYS:

<https://climatesmart.ny.gov/actions-certification/participating-communities/>

¹ Actions. <https://climatesmart.ny.gov/actions-certification/actions/#open/action/11>. Accessed 7 May 2023.

Schenectady County is currently registered with the CSC program, and was previously Bronze Certified. Updated documents must be submitted for the County to regain Bronze Certification or achieve Silver Certification.

PE2 ACTION: COMMUNITY CLIMATE ACTION PLAN

A climate action plan (CAP) is a strategy document that sets goals and outlines a set of initiatives that a municipality can implement to reduce greenhouse gas (GHG) emissions. Using a GHG emissions inventory as the foundation, a CAP defines GHG reduction targets and identifies which CSC priority actions can help achieve GHG reduction goals. By providing a framework for achieving the GHG targets, the CAP facilitates coordination between broader community engagement and local government leadership. In addition, the CAP supports effective action over time by establishing methods for assessing progress and adjusting the local strategy if GHG targets are surpassed. Development of the CAP and monitoring progress provide a focusing mechanism for the local CSC task force. Drafting a PE2 Climate Action Plan is a bronze and silver priority action for CSC communities and is worth 16 total points.

This CAP is organized into seven sections: (1) *Introduction*; (2) *Energy & Renewables: Buildings and Facilities*; (3) *Land Use, Transportation, and Vehicles*; (4) *Materials Management: Waste Reduction, Re-Use, Recycling, & Composting*; (5) *Natural Resources Management*; (6) *Outreach & Land Stewardship*; and (7) *Climate Adaptation & Preparedness*.

The *Introduction* will provide a summary of the CAP and an overview of GHG emissions inventories for the County of Schenectady. Sections 2-7 will take a more in-depth look at each corresponding area of interest, presenting various findings as well as the proposed CAP goals and recommendations.

Community Inventory Results

In April of 2023, a Community GHG Inventory was conducted for Schenectady County. This was done by extracting data from the Capital District Regional GHG Inventory which contains emissions data for the region from the year 2010. This method was first done by CCS Lynne Bailey and passed on to the team of Cornell students who helped develop this CAP. The main results show that the transportation sector in the County of

Schenectady consumes the largest percentage of the community's energy (40%). The residential sector is second (23%), however the residential, commercial, and industrial sectors combined, account for the largest proportion of the community's energy consumption (49%).

Community-wide GHG emissions in the County of Schenectady were approximately 1,523,806 metric tons of carbon dioxide equivalent (MTCDE) in 2010. The transportation sector accounted for the majority of the community's GHG emissions, with the residential and commercial sectors being second and third, respectively.

Government Inventory Results

Schenectady County's government operations were responsible for the emission of 9,681 MTCDE in 2010. This is equivalent to the amount of carbon sequestered annually by 2,064 acres of pine forest. As is often the case in local governments that do not own a wastewater treatment plant or landfill, the majority of emissions (62%) were a result of energy consumption in the County's Buildings and Other Facilities sector. When combined with energy use from buildings in the Airport Facilities and Lighting in the Streetlights and Outdoor Lighting sectors, stationary energy consumption accounted for 65% of the County's GHG emissions. In 2010, the County spent \$2,371,606 on energy to operate its buildings, lighting, and vehicles.

Energy and GHG Emissions Reduction Target

Based on the Community and Government GHG Inventories, the proposed overall goal is to reduce County-wide energy usage and GHG emissions 40% from 2010 levels by 2030 and a 85% reduction from 2010 levels by 2050, and net zero emissions by 2040. This goal is in line with other municipalities in the state of New York registered as CSCs.

Climate Action Recommendations

This Climate Action Plan (CAP) for Schenectady County includes recommendations for comprehensive policies and programs that will reduce greenhouse gas emissions, enhance operational and energy efficiencies, reduce energy costs, support local job growth, and adapt to a changing climate while improving quality of life, saving taxpayer dollars, and promoting social justice.

The proposed goals and initiatives are presented according to six different areas:

- 1) Energy & Renewables: Buildings and Facilities**
- 2) Land Use, Transportation, and Vehicles**
- 3) Materials Management: Waste Reduction, Re-Use, Recycling, & Composting**
- 4) Natural Resources Management**
- 5) Outreach & Land Stewardship**
- 6) Climate Adaptation & Preparedness**

1. INTRODUCTION

CLIMATE ACTION PLAN SUMMARY

Energy and Renewables: Buildings and Facilities

Proposed Goals:

- Reduce energy consumption, improve energy efficiency and reduce energy related costs.
- Support and promote the use of renewable forms of energy.
- Improve awareness of opportunities for energy efficiency & reductions.
- Reduce overall energy consumption and GHG emissions in the County of Schenectady by at least 85% of 2010 emissions by 2050.
 - Interim target: Reduce GHG emissions by 40% of 2010 emissions by 2030.
- The NY Climate Leadership & Community Protection Act (CLCPA) requires 70% of all of New York's electricity to come from renewable sources by 2030 and 100% zero emission generation by 2040. Schenectady County will strive to follow these guidelines.

Proposed Summary of Initiatives:

- Increase electrification and improve energy efficiency of residential buildings.
- Improve energy performance of commercial buildings.
- Conduct energy audits at all government facilities, and residential homes if possible, to identify opportunities to reduce electricity and natural gas usage.
- Encourage adoption of property assessed clean energy financing (C-PACE) throughout all municipalities in the County.
- Track and take advantage of federal, state and utility energy efficiency programs and incentives.
- Create and adopt 'Green Building' standards.
- Explore Green Power Options and use of Renewable energy certificates (RECs).
- Remove barriers to and provide incentives to promote the use of renewable forms of energy in the County of Schenectady.
- Monitor and evaluate energy usage and greenhouse emissions.
- Establish policies and incentives for new development to achieve high standards for sustainability and resilient design.

Land Use, Transportation, and Vehicles

Proposed Goals:

- Capitalize on existing compact development and promote various modes of transportation and efficiency in providing public services and infrastructure.
- Reduce travel demand specifically that of single-occupancy private vehicles, reducing vehicles miles traveled in the County of Schenectady.
- Improve the existing sidewalk network to promote safe walking.
- Promote consistency and coordination between land use and transportation policies, improvements strategies and decision-making.
- Increase commuter use of public transportation to at least 10% by 2030.
- Increase the share of workers walking or biking to work to at least 10% by 2030.
- Electrify 15% of the County Government vehicle fleet by 2030.
- Decrease total transportation emissions below 2010 levels by 2030.

Proposed Summary of Initiatives:

- Increase funding for and accessibility of public transportation options:
 - Subsidize CDTA bus passes for County residents.
 - Expand the network of bike share programs within the County.
 - Advertise the expansion of these programs to increase use.
- Replace aging County fleet vehicles with electric or hybrid vehicles.
- Expand public electric vehicle charging stations around the County.
- Promote and expand accessibility to transit.
- Promote ridesharing, car and van pooling by offering free or discounted parking within the County
- Develop a Bicycling Master Plan.
- Improve Bike Infrastructure, Create Bicycle Friendly Zones.
- Develop a Pedestrian Master Plan.
- Improve sidewalks.
- Support Safe Routes to School program.
- Create rail trails.
- Assure that new development projects reflect the community's desires for a low carbon/low emissions future.

Materials Management: Waste Reduction, Re-Use, Recycling, & Composting

Proposed Goals:

- Decrease the amount of waste in landfills.
- Increase recycling initiatives.
- Increase widespread community food composting initiatives.
- Purchase environmentally preferable products.
- Reduce greenhouse gas emissions associated with the transportation and disposal of waste.
- Reduce the overall waste generated in the County of Schenectady by 20% by 2030.
- Increase the overall recycling rates in the County of Schenectady by 20%.

Proposed Summary of Initiatives:

- Assess the barriers to residential and commercial recycling and developing outreach programs and educational campaigns.
- Develop infrastructure and technical foundation to divert all major sources of organic waste away from landfills and into composting operations.
- Require County buildings to implement deconstruction and reuse policies on all construction and demolition projects.
- Purchase recycled materials, devices with multiple uses, double sided printers, and more durable products with less packaging.

Natural Resources Management

Proposed Goals:

- Work towards conservation of biodiversity and natural areas.
- Adjust zoning to more efficiently use energy and natural resources.
- Find ways to eliminate burdens on local natural resources such as promoting clean transportation (walking, biking) through methods such as creating new bike paths.
- Create a natural resource inventory to monitor anthropogenic tolls on local natural resources.

Proposed Summary of Initiatives:

- Create a task force to better understand climate risks and threats posed to availability of natural resources. Help plan for climate resiliency.
 - This would be a good addition to the County's current climate adaptation report.
- Develop a natural resource inventory (similar to a GHG inventory for natural resources) to keep track of available resources.
 - This will also help in future years to track the degradation of natural resources so Schenectady County can determine annual natural resource depletion (will help determine necessary changes in resource usage).

Outreach & Land Stewardship

Proposed Goals:

- Engage the local Schenectady community in energy and climate action initiatives.
- Improve climate change awareness and spread awareness of opportunities to reduce climate impact and GHG emissions.
- Create and promote sustainable, 'green' jobs.
- Create a Green Jobs community task force.

Proposed Summary of Initiatives:

- Develop an energy and sustainability training program for County government personnel.
- Work with local partners to engage the community in climate change awareness and sustainability initiatives.
- Adopt an Energy and Sustainability task force as an official body of the County government.
- Obtain and distribute materials from NYSERDA to encourage community and staff to participate in energy reduction initiatives.
- Update/create a Climate Action page on the County website.

Climate Adaptation & Preparedness

Proposed Goals:

- Prepare for and adapt to a changing climate.
- Create a Hazard Mitigation plan for the County of Schenectady.
- Create and encourage public access to all climate related projects and data.

Proposed Summary of Initiatives:

- Adopt a policy to consider climate impact and adaptation on all local projects.
- Seek projects that mitigate and minimize their impact on the environment.
- Carry out outreach on climate change and adaptation issues.
- Assess potential risk to water supply and implement water conservation measures.
- Create a citizen science monitoring program.
- Adopt and implement the local Climate Adaptation Plan.
- Carry out targeted and general outreach on climate change adaptation issues and actions.
- Collaborate with neighboring municipalities and County governments.

GREENHOUSE GAS EMISSIONS INVENTORY

This Climate Action Plan for Schenectady County seeks to establish policies and identify strategies that will reduce GHG emissions to levels consistent with mitigating the worst effects of climate change. Scientific consensus suggests that an 80% reduction in GHG emissions under 1990 levels by 2050 is necessary to achieve that result, and New York State policy has set that as a long-term target for Statewide GHG emissions in the CLCPA Act.

Government Operations GHG Inventory

Schenectady County government has direct control over a significant number of buildings and other facilities and a large fleet of vehicles. Investment in, and management of, these assets can help bring about significant reductions in energy use and GHG emissions.

With the exception of renewable sources such as wind and solar, energy use is closely linked to GHG emissions. Energy consumption in Schenectady County's 35 buildings, covering 945,535 square feet, was the largest source of GHG emissions in 2010 (62% of total emissions, including Scope 3 sources). Energy use by the County's vehicle fleet was the second largest source of GHG emissions, comprising 17% of overall GHG emissions. In 2010, the County's vehicle fleet contained 88 diesel and 111 gasoline powered vehicles and mobile equipment. The County fleet also has a road paver and forklifts powered by propane fuel.

SECTOR	ENERGY USE (MMBtu)	ENERGY COST (\$)	GHG EMISSIONS (METRIC TONS CO₂e)
Buildings and Other Facilities*	88,104	\$ 1,815,454.89	6,021
Electricity	34,525	-	3,152
Natural Gas	52,567	-	2,794
Heating Oil	990	-	74
Propane	21	-	1
Vehicle Fleet**	21,673	\$ 396,747.78	1,577
Diesel	13,605	\$ 244,533.59	1,008
Gasoline	8,026	\$ 151,358.02	566
Propane	42	\$ 856.17	3
Streetlights and Outdoor Lighting	1,515	\$ 125,329.44	138
Electricity	1,515	\$ 125,329.44	138
Airport Facilities*	1,397	\$ 34,073.53	98
Electricity	632	-	58
Natural Gas	765	-	41
TOTAL	112,689	\$ 2,371,605.58	7,834

**Energy cost data for the County buildings and facilities was provided in aggregate and could not be reported by source.*

***The Vehicle Fleet sector also produced 50 metric tons of CO₂e from refrigerants leaking from vehicle air-conditioning systems. These emissions were estimated based on a default quantity of refrigerant leaked per vehicle as defined in the LGOP. Data on the actual amount of refrigerant leaked from County vehicles were unavailable for 2010.*

Figure 1: 2010 Schenectady County Government Energy Use, Costs, and GHG Emissions by Sector and Source

Source: 2010 Greenhouse Gas Inventory and Forecast; Schenectady County. Government GHG Inventory Report_Final_SchenectadyCounty.pdf

Figure 1 breaks down the overall Government Operations GHG emissions by both sector and energy source. Buildings have the most energy use by far (88,104 MMBtu) which corresponds to a significant energy cost of \$1,815,455. Electricity and natural gas are the dominant sources of energy for buildings and other facilities. Figure 2 is helpful in gauging each sector's percentage of total Government Operations emissions.

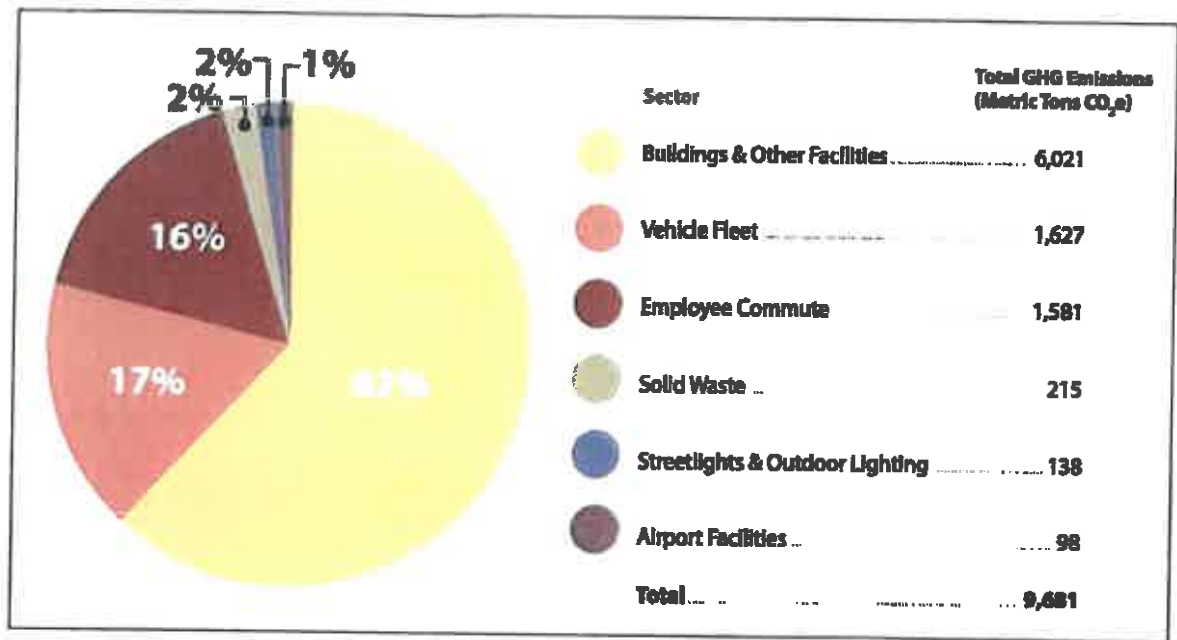


Figure 2: 2010 Schenectady County Government GHG Emissions by Sector.
 Source: Schenectady County Climate Action Plan: June 2012. SchenectadyCounty_CAP_June22_Final.pdf

Community GHG Inventory

A Community GHG Inventory was developed for the year 2010, based on a GHG inventory published in 2013 by The Capital District Regional Planning Commission (CDRPC) for The New York Energy Development and Research Authority (NYSERDA). The emissions by sector are summarized in Table 1 and Figure 3. Schenectady County emitted an estimated 1,523,806 metric tons of carbon dioxide equivalent (MTCDE) in 2010. Energy use by homes and businesses combined for 49% across residential, commercial, and industrial sectors. Of this, residential energy use is the single largest source of emissions (23%), followed by commercial (16%), and industrial (10%). Transportation is the single largest sector in the County coming in at 40% of all GHG emissions.

Table 1: 2010 Schenectady County Community GHG Emissions by Sector

Sector	Metric Tons CO2e	% of Total
Transport	602,981	39.6%
Residential Energy	355,131	23.3%
Commercial Energy	237,056	15.6%
Industrial Energy	151,425	9.9%
Fugitive	125,385	8.2%
Waste	47,460	3.1%
Agriculture	4,368	0.3%
Total	1,523,806	100.0%

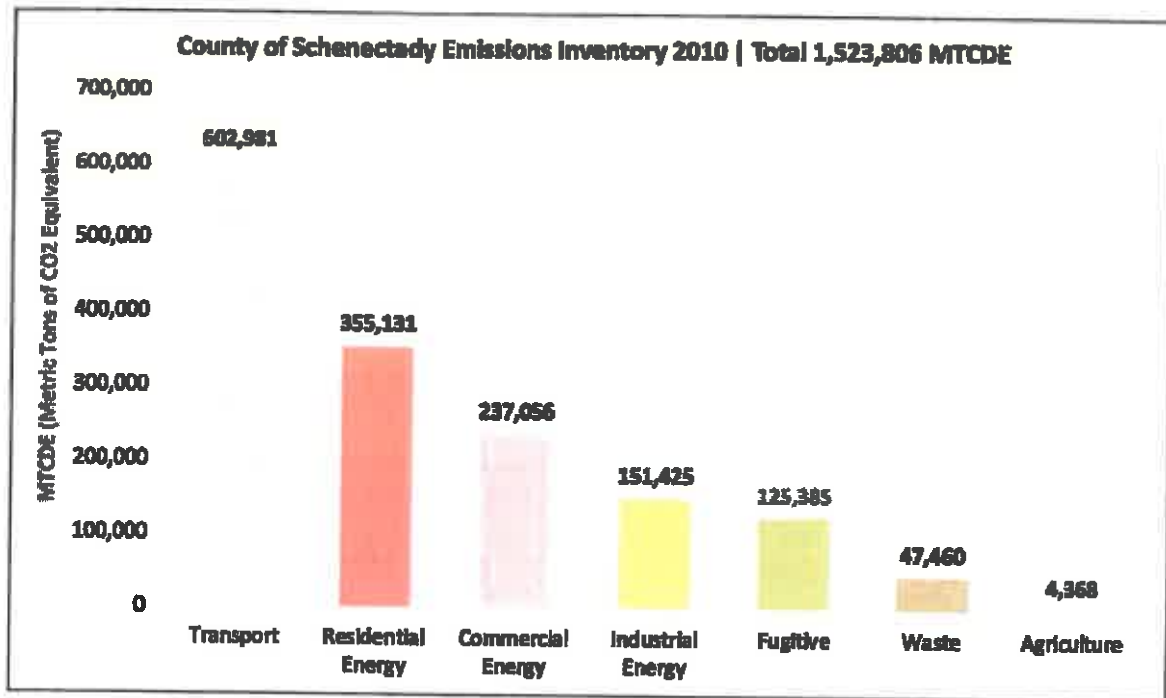


Figure 3: 2010 Schenectady County Community GHG Emissions by Sector

Table 2: 2010 Schenectady County Community GHG Emissions by Source.

Source	Metric Tons CO2e	% of Total
Gasoline	415,605	27.3%
Natural Gas	402,277	26.4%
Electricity	193,991	12.7%
Diesel	186,184	12.2%
Fuel Oil / Propane	130,215	8.5%
Fugitive	125,385	8.2%
Waste	47,460	3.1%
Coal	17,412	1.1%
Agriculture	4,368	0.3%
Biofuels	909	0.1%
Total	1,523,806	100.0%

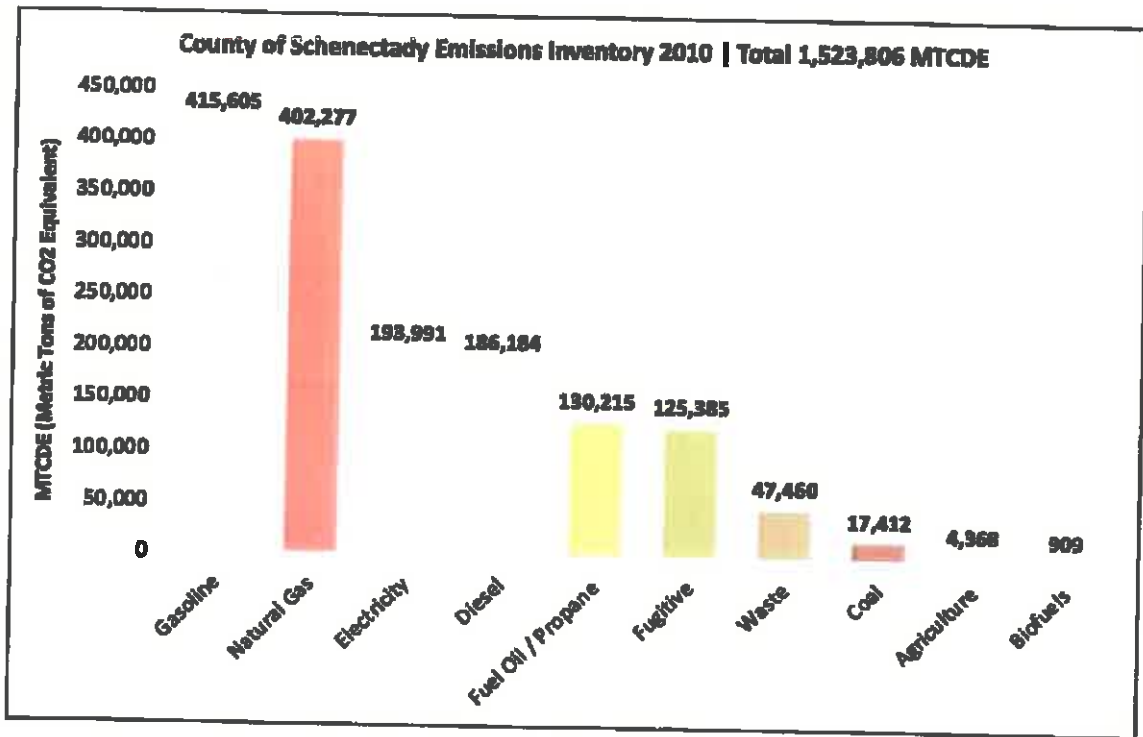


Figure 4: 2010 Schenectady County Community GHG Emissions by Source

The emissions by source are summarized above in Table 2 and Figure 4. Given the County's high transportation emissions, it makes sense that gasoline accounts for the most metric tons of CO2 equivalent. Natural gas and electricity are the next most prevalent sources of GHG emissions due to residential, commercial, and industrial uses. Targeting the transportation sector and making buildings and facilities more energy efficient could be two major points of action for reducing the County of Schenectady's community GHG emissions.

Schenectady County's sustainability efforts and leadership in addressing its contributions to climate change pre-date this CAP by several decades. The Schenectady County Environmental Advisory Council (SCEAC) has led the community with regard to environmental initiatives since 1971. At that time, SCEAC was established by the Schenectady County Legislature to foster unified action on issues affecting the preservation, development and use of the natural and man-made features of the County. Today, SCEAC is highly engaged in issues relating to climate, energy, and sustainability.

Over the past ten years, the Schenectady County government has taken many actions to reduce overall energy consumption throughout the community and within its own operations. Its efforts serve as an excellent example for the rest of the community. The Go Green Schenectady County website, launched in 2010, promotes the County's actions and encourages residents and businesses to follow suit. The following section outlines just a few of the actions the County has taken to identify energy efficiency opportunities and implement strategies for improvement.

Since 2004, the County has worked with the New York State Energy Research and Development Authority (NYSERDA) to take advantage of state resources to improve energy efficiency within County government operations and through the broader community. This includes the County's approach to development projects utilizing assistance from the Metroplex Development Authority, which are strongly encouraged to work with NYSERDA to stabilize utility costs. Participation has also increased in recent years in programs such as:

- The EMPOWER program for income-eligible renters and homeowners
- Energy Smart Communities
- FlexTech

- **Small Commercial Energy Audit Program**

The County has been improving the energy efficiency of its buildings as a low-cost, high return method of going green and saving taxpayer dollars. As early as 2004, the County had an energy performance audit done at the County Central Library. Through the NYSERDA Small Commercial Energy Audit Program, the County also had six of its buildings audited in 2009, including:

- Two Department of Engineering and Public Works (DEPW) Garages
- Airport Tower
- Glenville Library
- Niskayuna Library
- Rotterdam Library

The 2009 audits resulted in numerous energy conservation measure (ECM) recommendations. In 2011, the ECMs were implemented in the Airport Tower and DEPW Garages and have resulted in an annual energy savings of 806 MMBTU (million British Thermal Units), a GHG emissions reduction of 29.4 metric tons CO₂e, and an annual cost savings of more than \$15,000. With an investment of approximately \$88,000, the payback on these investments took less than six years.

5 NEXT STEPS

The Schenectady County Climate Action Plan (CAP) will be presented for adoption to the County Legislature. Upon adoption of the CAP, the next steps are as follows:

- County staff will further research, reevaluate, and refine the CAP strategies to determine which actions would be the most cost effective and feasible to implement, based on existing staff resources, available funding, and government priorities.
- Each year the County will report its progress of reaching its GHG emissions reduction target and will describe the effectiveness and status of the CAP strategies. In alternate years, the progress report will include an updated emissions inventory.
- County staff will review and revise the CAP as needed based on the annual progress reports.
- The County will continue to lead by example through the implementation of energy efficiency, renewable energy, and other programs in its own operations.

2. ENERGY & RENEWABLES: BUILDINGS AND FACILITIES

Buildings and facilities consume large amounts of electricity for heating and cooling, lighting, technology (such as computers or printers), and moving water. Facility operations also require the use of natural gas and oil, primarily for space heating. Air conditioning and refrigeration equipment in buildings can also emit hydrofluorocarbons (HFCs) and other greenhouse gasses when they leak refrigerants or fire suppressants.

Buildings in Schenectady County account for a majority of GHG emissions and a significant portion of energy use. It is important that we retrofit existing buildings to be more energy-efficient and ensure that new buildings are built to high efficiency standards that rely increasingly on renewable energy sources. As the County's energy supply transitions to 100% carbon-free electricity, it is also critical that buildings are built or retrofitted for electric heating and cooling systems. Table 3 explains the main types of energy consumption in Schenectady County.

Table 3: Energy Consumption in Schenectady County

Energy Consumption (Residential, Commercial, Industrial)	
Natural gas consumption	Direct emissions from burning natural gas in County residences and businesses
Electricity consumption	Indirect emissions at regional power plants caused by using electricity in the County
Fuel oil, propane, and wood consumption	Direct emissions from typical fuels consumed that are not supplied by the utility

In 2010, Schenectady County emitted an estimated 1,523,806 MTCDE. This amount of GHG emissions is equivalent to the amount of carbon sequestered annually by 278,861 acres of pine forest (EPA's Greenhouse Gas Equivalencies Calculator), more than double the area of the County. Energy use by homes and businesses is the largest emissions source at 49% spread across residential, commercial, and industrial sectors. Of this,

residential energy use is the single largest source of emissions (23%), followed by commercial (16%) and Industrial (10%).

The County may consider pursuing a number of measures to retrofit its buildings to make them more energy efficient. Such measures include, but are not limited to, electric heat pumps, extensive lighting retrofits, chiller plant optimization, building management systems, and real-time remote monitoring. Other improvements consist of:

- Replace all single pane windows with energy efficient argon-filled double-pane windows.
- Replace existing constant-volume air handlers with variable-volume air handlers; the latter approach reduces energy consumed by fans and provides more efficient dehumidification.
- Investigate the feasibility of replacing existing inefficient air-cooled chiller with a ground-coupled geothermal system.
- Install a building management system with remote access to control and monitor climate conditions in the building.
- Replace the existing roof with an insulated standing seam metal roof and 100-kW solar panels as part of the phased approach.

- Reduce energy consumption, improve energy efficiency and reduce energy related costs.
- Support and promote the use of renewable forms of energy.
- Improve awareness of opportunities for energy efficiency and GHG emissions reductions.
- Reduce overall energy consumption and GHG emissions in the County of Schenectady by at least 85% of 2010 emissions by 2050.
 - Interim target: Reduction in GHG emissions by 40% of 2010 emissions by 2030.
- The CLCPA is requiring 70% of all of New York's electricity to come from renewable sources by 2030 and 100% zero emission generation by 2040. Schenectady County will strive to follow these guidelines.

2.5 RECOMMENDATIONS

Community Recommendations

Reduce Overall Energy Consumption and GHG Emissions

- Create a local financing mechanism for energy retrofits such as a Property Assessed Clean Energy (PACE) program.
- Adopt Local Energy Conservation Code.
- Provide training for local code enforcement on 2010 Energy Conservation Construction Code of New York State (ECCCNYS).
- Create and Adopt 'Green Building' Standards.
- Explore potential for a 'Commercial Energy Policy.'
- Encourage all municipalities to adopt a lighting ordinance.
- Conduct energy audits at all facilities to identify opportunities to reduce electricity and natural gas usage.

Improve awareness of opportunities for energy efficiency and GHG emissions reductions

- Actively promote the use of 'on-bill financing' for residential energy efficiency home improvements.
- Consider a Community Energy Awareness or Energy Challenge Program.
- Create, fund and sustain a County 'Office of Energy & Sustainability.'
- Create and distribute outreach material of energy efficiency, renewable energy programs, including County weatherization programs.
- Work with local foundations to develop and implement energy and other sustainability initiatives.
- Promote NYSERDA and other programs available for advancing renewable energy at residential and commercial level.

Municipal Government Recommendations

Reduce Overall Energy Consumption and GHG Emissions

- Adopt and implement 'Municipal Energy Conservation Policy.'
- Create and implement a 'Government Facility Energy Improvement Plan.'
- Encourage streetlight conversion throughout the entire County and partner with other municipalities to achieve 100% conversion.
 - Note: The County has already converted some streetlights with energy efficient lighting such as LEDs.
- Adopt and implement 'Municipal Green Building Policy.'

- Adopt and implement 'Municipal Energy Efficient Procurement Policy.'
- Track and take advantage of federal, state and utility energy efficiency programs and Incentives.
- Consider becoming a 'Green Power Community' by participating in EPA Green Power Partnership.
- Explore the purchase of Renewable energy certificates (RECs), also known as 'green tags,' 'green certificates,' and 'renewable energy credits,' that can be used to meet renewable energy targets.
- Continue exploration of community scale municipal renewable facilities - such as municipal geothermal utility.

Improve awareness of opportunities for energy efficiency and GHG emissions reductions

- Create and implement a 'Government Facility Energy Improvement Plan.'
- Work with local foundations to develop and implement energy and other sustainability initiatives.
- Identify and describe training efforts to educate County staff on energy conservation and efficiency.
- Annually report energy use and energy budget.
- Work with utility providers to simplify billing records and access to utility usage data.

3. LAND USE, TRANSPORTATION, AND VEHICLES

Despite its relatively small land area of just over 200 square miles, Schenectady County has traditionally been a heavily auto-dominated landscape with transportation options centered around the use of private vehicles. Over 80% of Schenectady County's 70,044 total workers commute to work alone in a personal vehicle, and more than half of the County's workforce commutes more than 20 minutes to work every day. Only 4% of the County's workers commute by public transportation, shown in Figure 5 ("Transportation Departments - Schenectady County, NY (Permits & Road Conditions)"). The number of Vehicle Miles Traveled (VMT) in Schenectady County in 2021 was 1.2 million, or 7,474 VMT per capita ("Schenectady County, NY Population by Year, Race, & More"). This is lower than the national average of 9,590 VMT per capita but higher than the New York state average of 6,767 VMT per capita ("Table 5-3: Highway Vehicle-Miles Traveled (VMT): 2005, 2010, Bureau of Transportation Statistics"). Nearly one in four of the County's 223 vehicle fleet have a mileage over 100,000 miles, and the fleet includes only 2 electric vehicles and 2 hybrid vehicles. Transportation is the single largest emissions sector in the County of Schenectady, accounting for 40% of the County's 1,523,806 MTCDE total yearly emissions (Capital District 2010 Regional GHG Inventory). Despite this, in 2022, Schenectady County was the first County to join the Capital District Transportation Authority (CDTA) Universal Access Program, which gives County employees unlimited ridership opportunities across the CDTA's service network. This includes access to the Central District Physicians' Health Plan (CDPHP) *Cycle!* bike sharing program.

Schenectady County Transportation Statistics

Find Schenectady County Means of Transportation To Work and Commute Transportation Times. Data Source: U.S. Census Bureau; American Community Survey, 2018 ACS 5-Year Estimates.

Schenectady County Means of Transportation To Work

	Schenectady County	New York
Total Workers (Age 16+)	70,044	8,857,402
Car, Truck, or Van	63,943	5,515,207
Car, Truck, or Van - Drive Alone	59,122	4,913,896
Car, Truck, or Van - Carpool	4,821	601,311
Car, Truck, or Van - Carpool, 2 Person	3,726	457,762
Car, Truck, or Van - Carpool, 3+ People	1,095	143,549
Public Transportation (Excluding Taxi)	2,876	2,591,512
Bus or Trolley Bus	2,787	533,192
Streetcar or Trolley Car, Subway or Elevated	7	1,782,956
Railroad or Ferry Boat	82	275,364
Walking	2,018	569,444
Taxi, Motorcycle, Bicycle, or Other Means	1,209	181,239

Figure 5: 2018 Schenectady County Transportation Statistics

Source: Transportation Departments - Schenectady County, NY (Permits & Road Conditions).

<https://www.countyoffice.org/ny-schenectady-county-department-of-transportation/>. Accessed 4 May 2023.

PROPOSED GOALS

- Capitalize on existing compact development and promote various modes of transportation and efficiency in providing public services and infrastructure.
- Reduce travel demand specifically that of single-occupancy private vehicles, reducing vehicles miles traveled in the County of Schenectady.
- Improve the existing sidewalk network to promote safe walking.
- Promote consistency and coordination between land use and transportation policies, improvements strategies and decision-making.

- Increase commuter use of public transportation to at least 10% by 2030.
- Increase the share of workers walking or biking to work to at least 10% by 2030.
- Electrify 15% of the County Government vehicle fleet by 2030.
- Decrease total transportation emissions below 2010 levels by 2030.

III. RECOMMENDATIONS

- Increase funding for and accessibility of public transportation options:
 - Subsidize CDTA bus passes for County residents.
 - Expand the network of bike share programs within the County.
 - Advertise the expansion of these programs to increase use.
- Replace aging County fleet vehicles with electric or hybrid vehicles.
- Expand public electric vehicle charging stations around the County.
- Promote and expand accessibility to transit.
- Promote ridesharing, car and van pooling by offering free or discounted parking within the County
- Develop a Bicycling Master Plan.
- Improve Bike Infrastructure, Create Bicycle Friendly Zones.
- Develop a Pedestrian Master Plan.
- Improve sidewalks.
- Support Safe Routes to School program.
- Create rail trails.
- Assure that new development projects reflect the community's desires for a low carbon/low emissions future.
- Providing a tax benefit or financial incentive through parking policies and fees that offer incentives to use transit.
- Work with local business associations and local business leaders to promote transit, ridesharing, and carpooling.
- Review each development/transportation plan and project as an opportunity to improve safety, access and mobility for all travelers and promote alternatives to the automobile as integral elements of the local transportation system.

4. MATERIALS MANAGEMENT: WASTE REDUCTION, RE-USE, RECYCLING, & COMPOSTING

FINDINGS

Waste management emissions make up a small percentage of the total emissions of Schenectady County. Solid waste makes up about 2% of the total emissions by government facilities. Solid waste and wastewater treatment combined makes up about 4% of total emissions by the community. The majority of waste generated by the government (99%) is municipal solid waste (MSW) and the remaining 1% is medical waste. Government and community waste emissions originate from landfills where methane escapes and from combustion in waste-to-energy (WTE) plants. The County does not own or operate its own landfill or WTE plants and therefore has no direct sources of emissions. As a result, Schenectady County lists waste as scope 3 emissions and attributes them indirectly as waste generated by residents, businesses, and government buildings.

There are 4 wastewater treatment plants (WWTP) in the County, including the City of Schenectady WWTP, Niskayuna SD WWTP, Duanesburg SD WWTP, and Rotterdam SD WWTP. Wastewater treatment can create methane and nitrous oxide emissions. Due to the plants being fully aerobic, they all report very little to no methane emissions. Each plant, however, releases a small amount of nitrous oxide due to lack of specific denitrification treatment. Table 4 provides a summary of the emissions generated by the County due to waste management.

Table 4: 2010 County of Schenectady Waste Management Emissions

Waste	MTCO ₂ e
Solid Waste (Government)	215
Solid Waste (Community)	43,160
Wastewater Treatment	13,676
Total	57,051

Waste reduction, reuse, recycling, and composting can provide significant benefits in combating climate change by eliminating or diverting the materials that may generate methane in a landfill and by providing valuable materials for industrial feedstocks that will help manufacturers reduce demand for energy and reduce pollution in the production process.

The importance of outreach and educational campaigns for the promotion of waste reduction, reuse, recycling and composting programs cannot be overemphasized. Regular communication with the public improves participation and the quality of the materials collected. A commitment to waste reduction and recycling from the County government will help increase citizen participation in these programs.

It is recommended that the County of Schenectady:

- Adopt a written Municipal policy establishing waste reduction and recycling goals that work towards 'zero-waste.'
- Establish procedures to track total municipal government waste generated, recycled and disposed of by type (regular trash, C&D waste, tires, electronic equipment, other) by volume/weight.
- Develop a baseline for municipal government waste generated, recycled and disposed.
- Set up procedures to conduct periodic waste composition analyses (waste audits) to determine the greatest potential for reduction, set material-specific waste reduction goals and increase capture rates of recyclable materials.

4.6 PROPOSED GOALS

- Decrease the amount of waste in landfills.
- Increase recycling initiatives.
- Increase widespread community food composting initiatives.
- Purchase environmentally preferable products.
- Reduce greenhouse gas emissions associated with the transportation and disposal of waste.
- Reduce the overall waste generated in the County of Schenectady by 20% by 2030.
- Increase the overall recycling rates in the County of Schenectady by 20%.

RECOMMENDATIONS

County Recommendations

- **Require County buildings to implement deconstruction and reuse policies on all construction and demolition projects.**
 - **Can provide an example for the private and local municipalities to do the same**
- **Ensure that all the necessary equipment is provided to promote recycling practices.**
- **Purchase recycled materials, devices with multiple uses, double sided printers, and more durable products with less packaging.**
- **Incorporate food waste into current yard waste composting operations.**

Community Recommendations

- **Increase community recycling rate by assessing barriers to residential and commercial recycling and developing outreach programs and educational campaigns.**
 - **Emphasize educational engagement through school districts.**
 - **Develop an electronic newsletter promoting sustainability initiatives and events.**
 - **Enhance user-friendliness of the County's website.**
- **Develop infrastructure and technical foundation to divert all major sources of organic waste away from landfills and into composting operations.**
 - **Encourage residential backyard composting through education and subsidies.**
 - **By composting on site, additional emissions are avoided from hauling compost to centralized facilities.**
 - **Connect grocery stores and farms to commercial composting facilities.**

5. NATURAL RESOURCES MANAGEMENT

FINDINGS

Natural Resources are defined as any naturally occurring/produced materials that help sustain human life (fundamental activities such as eating and drinking) and/or non fundamental desires such as commerce and economic activity. Natural resources in Schenectady County include air, water, soil, trees, wildlife, and a wide variety of habitats including forests and reservoirs (Natural Resources Inventory).

Current County Resources:

Schenectady County has developed a Climate Vulnerability and Adaptation Report. The document lists potential constraints on natural resources including:

- Population Increases can constrain water resources.
- Economic status to have enough resources to address these constraints (socioeconomic disadvantage).

The report also includes important supply and demand data for Schenectady County, including information on the aquifer system:

Table 5. Major Aquifer Systems in New York State

System	Daily Demand (million gallons/day)	Daily Recharge (million gallons/day)	Well Field Storage (million gallons)	Days of Supply with No Inflow
Jamestown - Cassadaga Creek (Crain 1966)	4.8	30.1	3,000	625
Schenectady - Mowhawk River (Winslow et al. 1965)	26	15 (Plus Mowhawk River Infiltration)	500	19
Endicott/Johnson City - Susquehanna River (Randal 1977)	18	41	1,700	106
Cortland Homer Prairie - Tioughnioga River (Miller 2004)	6.5	24	>1,000	-150

Source: *Climate Vulnerability and Adaptation Report - For the City of Schenectady* | January 2021.
<https://cityofscheneectady.com/DocumentCenter/View/3409/City-of-Schenectady-Climate-Vulnerability-Adaptation-Report-2021>

Additionally, the DEC created a guide for creating natural resource inventories for Hudson River communities. This is a good starting point to look at for a potential Schenectady County NRI. Although the guide is made for Hudson River communities, it is applicable to Schenectady County because of the Mowhawk River that cuts through the County. Guidelines for inventory components include: municipal boundaries,

transportation and utility networks, regional water boundaries, surface water features, topography, and major landmarks (Creating a Natural Resources Inventory, Hudson River Estuary Program). Additionally, the DEC recommends including an inventory map to show “the location and extent (as known) of existing resources,” (Creating a Natural Resources Inventory, Hudson River Estuary Program). Table 6 summarizes the suggested inventory components and data for NYS river communities:

Table 6: Suggested Inventory Components and Recommended Data

Inventory Component	Recommended Data
Base Map	Municipal boundaries, transportation and utility networks, topography, regional watershed boundaries, streams and water boundaries, landmarks, and aerial imagery.
Geology and Soils	
<i>Bedrock and Surficial Geology</i>	Bedrock and surficial geology features
<i>Soils</i>	Soil surveys
<i>Slopes</i>	Percent slope (calculated from digital elevation model)
Water Resources	
<i>Groundwater and Aquifers</i>	Unconsolidated aquifers
<i>Watersheds</i>	Regional, sub, and smaller watershed boundaries
<i>Streams and Waterbodies</i>	National Hydrography Dataset streams and waterbodies
<i>Floodplains</i>	FEMA floodway and floodplains
<i>Wetlands</i>	National Wetlands Inventory data, DEC Freshwater Wetlands data
Water Quality: Assessment and Standards	DEC Water Quality Classifications, DEC Waterbody Inventory/Priority Waterbodies List
Water Quality: Potential and Known Contamination Sites	SPDES permit and hazardous waste sites
Habitats and Wildlife	
<i>Significant Biodiversity Areas</i>	Schenectady County significant biodiversity areas
Mohawk River Coastal and Shoreline Habitat	Tidal wetlands, submerged aquatic vegetation, shoreline habitat type, significant natural communities
<i>Streams and Riparian Habitat</i>	DEC trout streams, migratory fish runs, known aquatic barriers
<i>Wetland Habitat</i>	See wetlands section above
<i>Forests</i>	Significant natural communities, large forest patches, matrix forests
<i>Grasslands and Shrublands</i>	Significant natural communities, NYS Bird, Amphibian, and Reptile Atlas data
Rare Plant and Animal Species and Significant Natural Communities	Areas of known importance for rare species, NYS Bird, Amphibian, and Reptile Atlas
<i>Unfragmented Habitat Blocks</i>	N/A
Climate	
<i>Climate Conditions and Projections</i>	Mohawk River sea level rise projections
Cultural Resources	
<i>Historic Resources</i>	National Register, NYS historic districts
<i>Scenic Resources</i>	Scenic areas of Statewide Significance, byways
<i>Recreation Resources</i>	Public trails, conservation lands, outdoor recreation amenities
Land Use	
<i>Zoning and Tax Maps</i>	Municipal zoning and real property tax records
<i>Land Use and Land Cover</i>	National land cover data
<i>Farmland</i>	Agricultural districts and important farm soil regions
Conservation and Public Lands	Conservation easements

Source: Creating a Natural Resources Inventory. Hudson River Estuary Program.
https://www.dec.ny.gov/docs/remediation_hudson_pdf/nriall.pdf

List of Natural Parks & Wetlands:

Figure 6 shows the NYS protected lands for Schenectady County, as is represented in the New York Protected Areas Database (NYPAD). This excludes unknown areas (shown in red on the map) that are scattered throughout the County. These red zones have unknown designations, GAP status, and their category is fee: local government.

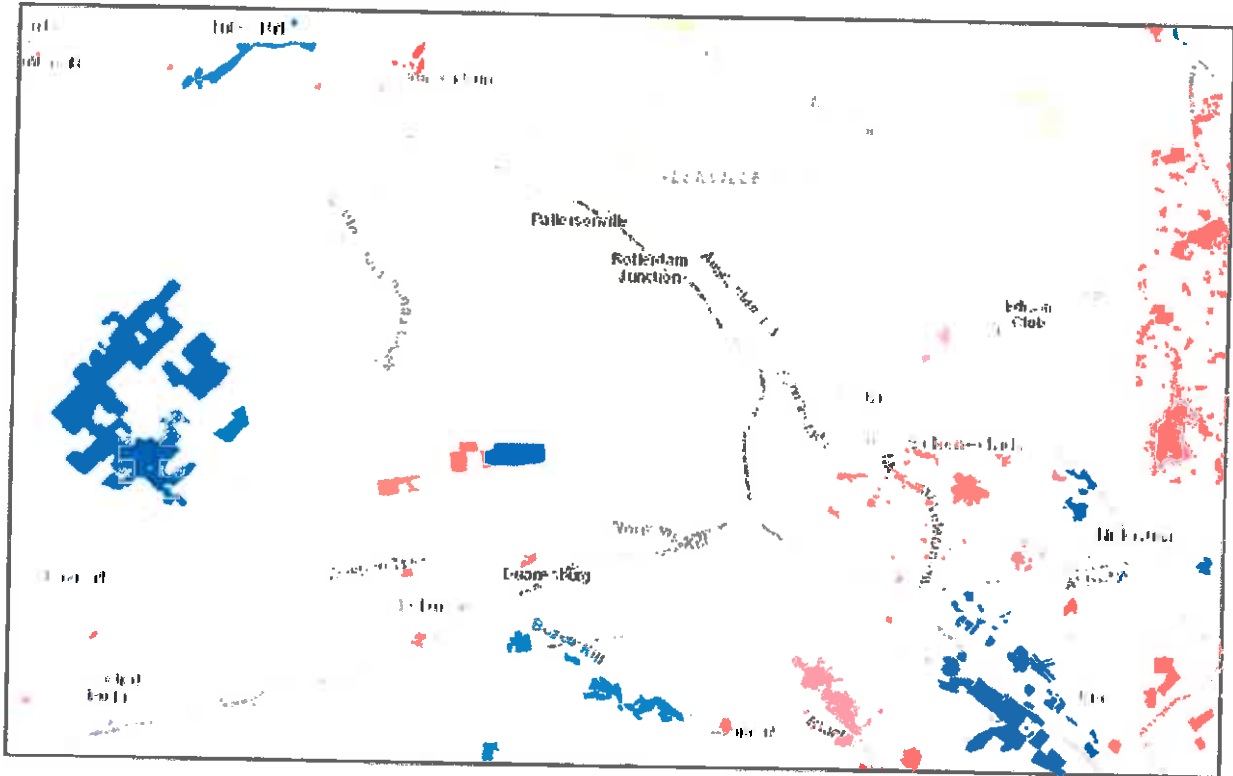


Figure 6: NYS Protected Areas In Schenectady County

Source: NYPAD Interactive Map | NYPAD. <https://www.nypad.org/InteractiveMap>. Accessed 4 May 2023.

Table 7. Suggested Inventory Components and Recommended Data

Local Name	Local Designation	Local Manager/Owner	Category	Area	GAP Status
Chimney Sanctuary	Private Conservation Land	The Nature Conservancy	Fee: NGO	57	2
Featherstonhaugh State Forest	State Forest	NYS Department of Environmental Conservation	Fee: State	868	3
Mohawk Hudson Land Conservancy	Conservation Easement	Private	Easement: NGO	0	3
U.S. Nature Resources Conservation Service	WRP	Private	Easement: Federal	28	2
Moccasin Hill Sanctuary	Private Conservation Land	The Nature Conservancy	Fee: NGO	98	2
Schenectady Air National Guard Municipal Airport	Military Land	Department of Defense	Proclamation: Federal	125	N/A
Lake Kil Natural Area	Private Conservation Land	The Nature Conservancy	Fee: NGO	132	2
Mohawk River	State Park	NYS Office of Parks, Recreation and Historic Preservation	Fee: State	85	3

Source: NYPAD Interactive Map | NYPAD. <https://www.nypad.org/InteractiveMap>. Accessed 4 May 2023.

Table 8: Suggested Inventory Components and Recommended Data

GAP Status	Definition
2	"Managed for biodiversity - disturbance events suppressed."
3	"Managed for multiple uses - subject to extractive (e.g. mining or logging) or OHV use."
4	"No known mandate for biodiversity protection."

Source: NYPAD Interactive Map | NYPAD. <https://www.nypad.org/interactiveMap>. Accessed 4 May 2023.

The County also has three nature preserves: The County Forest Preserve, The Indian Kill Preserve, and The Plotter Kill Preserve (Schenectady County Nature Preserves & Bike Trail). These preserves are all open to the public for hiking, walking, and biking. The unknown red zones on the NYPAD map make up parts of these three County preserves. Schenectady contains several other natural parks including:

- Town of Schenectady: Anderson Dog Park, Blatnick Park, Central Park, Great Falls Natural Trail, Maalwyck Park, Riverside Park, Sanders Town Preserve
- Town of Delanson: Schenectady County Forest, Christman Bird & Wildlife Sanctuary
- Other: Collins Park in Scotia, Mohawk-Hudson Bike-Hike Trail in Niskayuna ("Schenectady County Forest")

PROPOSED GOALS

- Work towards the conservation of biodiversity and natural areas. Potential solutions include monthly County clean up volunteer days.
- Adjust zoning to more efficiently use energy and natural resources within the County.
 - Note: an NRI would facilitate the ability for natural resources to be included/considered throughout all stages of zoning plans.
- Find new ways to eliminate burdens on local natural resources.
 - For example, promote clean transportation (e.g., walking and biking) through methods such as creating new bike paths.
- Create a natural resource inventory to monitor anthropogenic tolls on local natural resources.

EC RECOMMENDATIONS

Importance of Developing a Natural Resources Inventory (NRI):

- Similar to a GHG inventory, an NRI can monitor anthropogenic tolls on the environment while specifically monitoring the effects on local natural resources.
- Developing an NRI is an adaptation climate strategy. Documenting changing natural resource characteristics as climate change worsens can help the County better conserve those resources for both current future generations.
- An NRI can specifically help the County prepare for its quick population growth. Since 2010, Schenectady County population size has grown by 2.8% (“Population of Counties in New York”). Specifically, the County’s population is expected to reach 162,000 by 2030 and 163,000 by 2040 (“Capital District Population & Projects”).
- Population growth may lead to development pressures as more housing, stores, etc. are needed to support more people. New infrastructure may encroach on previously untouched natural habitats or other natural areas/resources in Schenectady County to support additional developments. Although the County has not yet released specific information regarding additional land use needs, the following information indicates the potential for future development pressures:
 - The approved 2023 Schenectady County Operating Budget and 2023-2028 Capital Improvement Program:
 - \$49 million devoted to increased infrastructure investments including \$41 million for 2023 capital projects and \$4.8 million for airport improvements.
 - Preparedness-related investments include a Planning Environmental Linkage (PEL) study to “reroute the I-890 Exit 4C interchange at Washington Avenue and State Street” (“Schenectady County Legislature Approves 2023 Budget”).
 - 18 vacant lots and buildings in Hamilton Hill (owned by the City of Schenectady) were recently purchased by Capital Region Land Bank (and partners). These 18 properties will be turned into 40+ affordable homes (“Mayor McCarthy and Capital Region”). This shows the current need for additional housing in Schenectady County. However, there is also a need for “neighborhood stabilization” due to abandoned property issues (“Neighborhood Stabilization”). So, there is room for the County to address population growth by combatting the abandoned property problem before expanding development to untouched natural areas.

6. OUTREACH & LAND STEWARDSHIP

The entire community of Schenectady is affected by the changing climate, energy choices, and opportunities for economic improvement connected with vigorous climate action. It is therefore important that the entire community have public access to the conversation of climate action within the County, including protection from risks and the benefits of participation.

Climate action should involve all community members and stakeholders in the County of Schenectady. Therefore, strategies for mainstreaming and integrating environmental stewardship and climate action must be thought of at the start of every project. Incorporating adaptation strategies and projects in community outreach and educational programs will help to spread awareness of climate change and motivation for action.

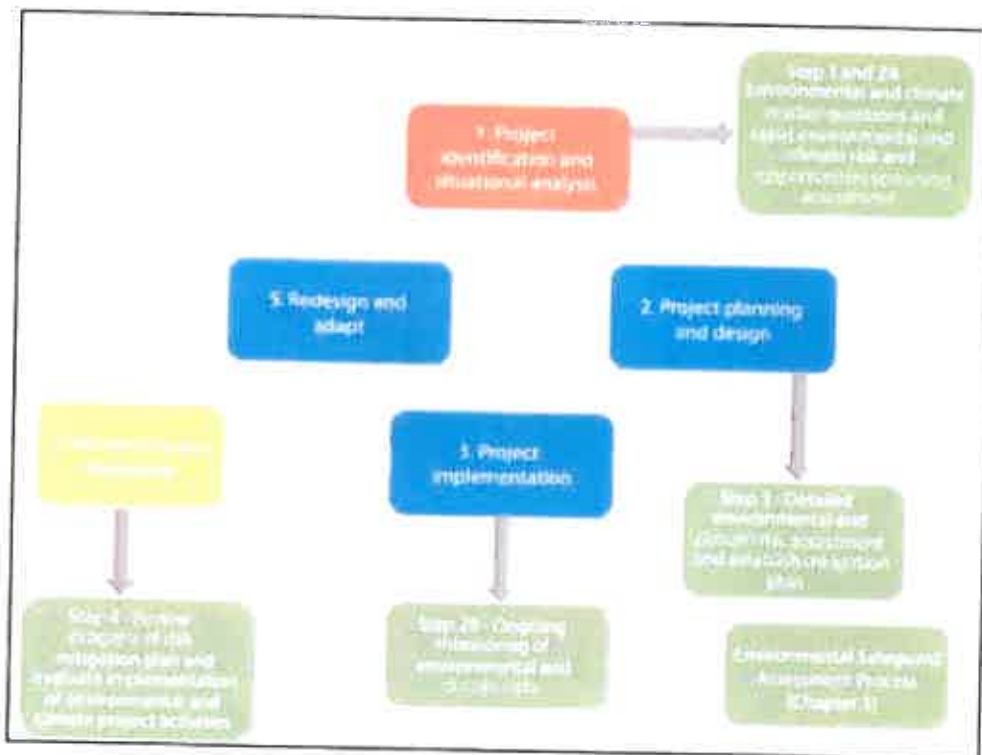


Figure 7: A Model for Incorporating Environmental Stewardship into County Projects.

Figure 7 provides a model with steps that can be taken to incorporate environmental stewardship at the beginning of every project cycle. This method was developed by World Vision in their Environmental Stewardship and Climate Action Handbook ("Environmental Stewardship and Climate Action Handbook"): To achieve the concerted action that will propel the County of Schenectady into a low-carbon, prosperous and innovative future, there is a need for vision, leadership, and a communications strategy which can be supplemented with a model alike.

The following is a quote from the *Center for Research on Environmental Decision Making* (Shome, Debika, and Sabine M. Marx. "The Psychology of Climate Change Communication"):

"The ultimate solutions to climate change are workable, cost-effective technologies which permit society to improve living standards while limiting and adapting to changes in the climate. Yet scientific, engineering, and organizational solutions are not enough. Societies must be motivated and empowered to adopt the needed changes. For that, the public must be able to interpret and respond to often bewildering scientific, technological, and economic information. Social psychologists are aware, through their painstaking scientific research, of the difficulties that individuals and groups have in processing and responding effectively to the information surrounding long-term and complex societal challenges."

PROPOSED GOALS

- Engage people who live, work, and play in the County of Schenectady in energy and climate action.
- Improve awareness of opportunities to improve energy efficiency and reduce GHG emissions.
- Promote and create 'Green' Jobs.
- Create, promote, and expand a Climate Smart and Green Jobs Community Task Force.

- **Public Education**
 - Expand programs such as Schenectady Roots & Wisdom that bring together residents and engage community members in climate action.
 - Engage teachers and students in green Infrastructure projects.
- **Energy Challenge**
 - Create an energy awareness program such as that in Red Hook or Hudson, NY (“10% Red Hook Challenge” & “Save Energy & Monday: Central Hudson”).
 - Expand knowledge of resources such as MyEnergyPlan that can help households reduce energy costs.
- **Sustainability Ambassadors Program**
 - Train County leaders as recognized County ambassadors who will advance green initiatives, outreach, and sustainability.
- **Communications Media**
 - Use ‘Facebook’, ‘Instagram’, and other social media to engage the community in action planning.
 - Update the Climate Action and CSC page on the County’s website.
 - Create public access for the action plan.

7. CLIMATE ADAPTATION & PREPAREDNESS

The [January 2021 Climate and Vulnerability Report](#) for the City of Schenectady provides a thorough overview of the most prevalent climate risks the County faces, and details many proposed actions. The greatest climate risks in Schenectady are and will be increased flooding and extreme heat.

Flooding and Intense Downpours

There are over 5,700 properties in Schenectady County that have greater than a 26% chance of being severely affected by flooding in the next three decades. Flooding can cause damage to homes and businesses while cutting off utilities, emergency services, transportation, and impacting the economy. The flood risk for Schenectady County over the next 30 years is moderate, which means that flooding will affect day-to-day life within the community. This is based on the level of risk the properties face rather than the proportion of properties with risk.

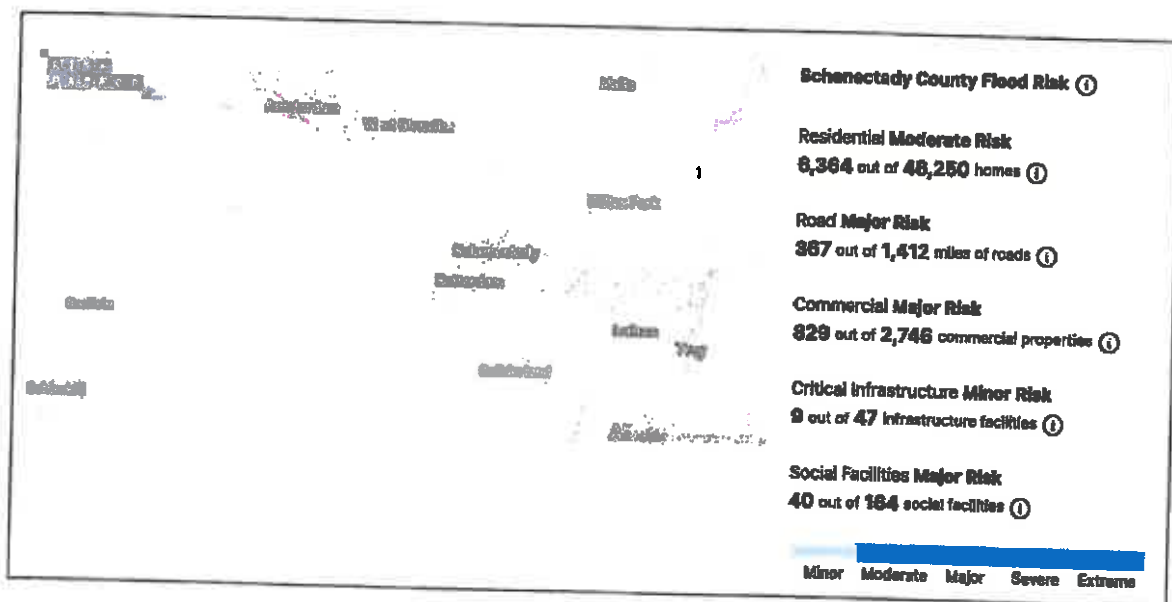


Figure 8: Map of Schenectady County Flood Risk.

Source: "Schenectady County, New York Flood Factor® Report." Risk Factor, <https://riskfactor.com>. Accessed 4 May 2023.

Overall, Schenectady's roads, commercial infrastructure, and social facilities face major risk due to flooding in the upcoming decades.

Deeper floods caused by major events, such as hurricanes, are rare, but affect a greater number of properties than shallow floods caused by heavy rains. Nonetheless, Schenectady County must adapt to its changing environment in preparation for unseen events that will impact more properties ("Schenectady County, New York Flood Factor Report").

Extreme Heat

"Hot" Days

Whenever the "feels like" temperature exceeds 96°F, it is considered a hot day in Schenectady County. 30 years ago, the number of days above 96°F would have been around 2 days. This year approximately 7 days are expected to reach or exceed 96°F.

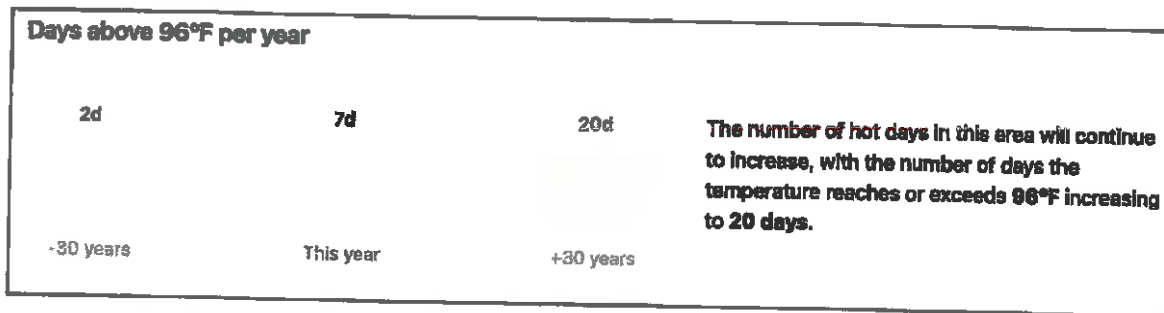


Figure 9: Schenectady County Heat Risk - "Hot" Days per Year

Source: "Schenectady County, New York Flood Factor® Report." Risk Factor, <https://riskfactor.com>. Accessed 4 May 2023.

Health Caution Days

A "feels-like" temperature exceeding 90°F can be physically hazardous, especially for high-risk individuals such as young children and seniors. 30 years ago, the number of days above 90°F in Schenectady County would have been around 11 days. This year approximately 21 days are expected to reach or exceed 90°F.

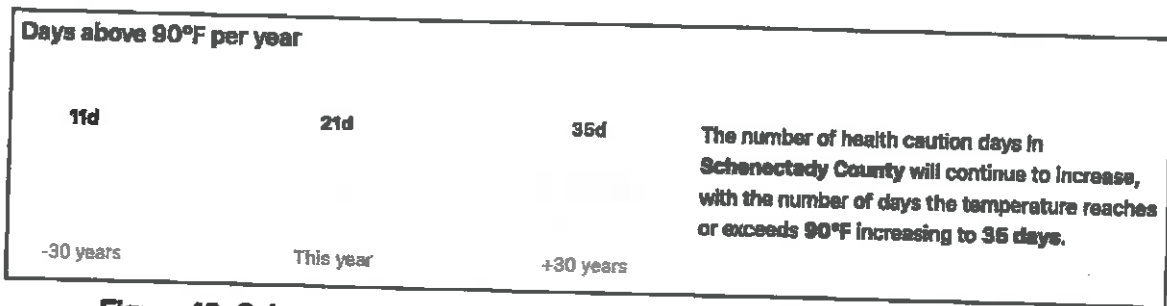


Figure 10: Schenectady County Heat Risk - Health Caution Days per Year
 Source: "Schenectady County, New York Flood Factor® Report." Risk Factor, <https://riskfactor.com>. Accessed 4 May 2023.

Dangerous Days

Temperatures become dangerously hot when the "feels-like" temperature reaches about 100°F. This increases the likelihood of heat exhaustion, stroke, and even death. In 2023, Schenectady will have approximately 3 dangerous temperature days, as compared to 1 day 30 years ago ("Schenectady County, New York Heat Factor Report").

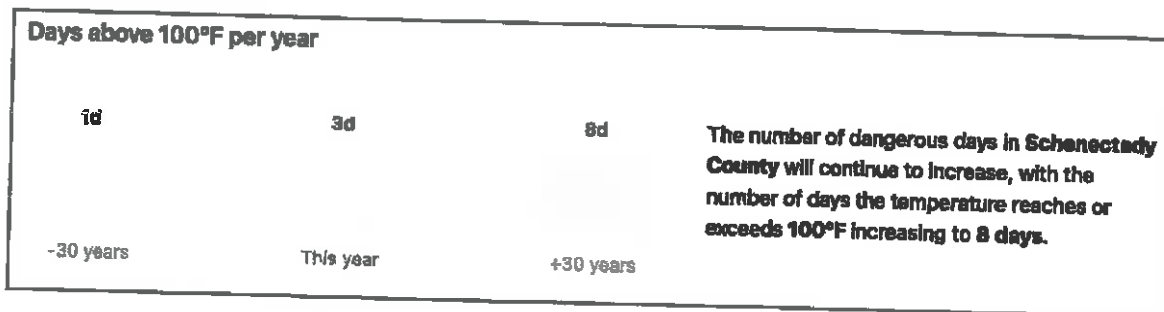


Figure 11: Schenectady County Heat Risk
 Source: "Schenectady County, New York Flood Factor® Report." Risk Factor, <https://riskfactor.com>. Accessed 4 May 2023.

PROPOSED GOALS

- Develop green infrastructure as a cost-effective and sustainable flood management solution.
- Develop "cool" public facilities for community use.
- Incorporate adaptation strategies into community outreach and education plans.

- Incorporate adaptation strategies in community outreach and climate education.
- Investigate potential use of riparian buffers along the Mohawk River.
 - 2.5 miles of Schenectady County border the Mohawk River and are at higher risk of flooding. Installation of riparian buffers along this area would mitigate flooding in this area.
- Encourage the planting of community rain gardens and bioswales.
- Increase the number of cooling centers and make sure that they are in each neighborhood.
- Create an Environmental Justice committee or task force that oversees the equitable implementation and distribution of resources used for climate adaptation.

The following page summarizes the proposed actions from the January 2021 Climate Vulnerability & Adaptation report that are still applicable for the county of Schenectady.

Table 9: Climate Vulnerability & Adaptation Report Actions

Asset Category	Vulnerability	Proposed Adaptation/Mitigation Strategy	Responsible Entity	Priority
Energy Sources & Infrastructure	Energy price fluctuations	Community Choice Aggregation	City Council	Medium
Energy Sources & Infrastructure	Higher temps will impact demand for energy	Invest in cooling strategies/infrastructure (e.g. green roofs, tree planting, green spaces, etc.) Incentivize energy-efficient and energy-conserving building technology	Parks Dept., Utilities & Facilities	Medium
Energy Sources & Infrastructure	Increase in extreme weather events will increase likelihood of transformer failure and widespread outages	Micro-grid incentives and solar development to offset load. Tree trimming near power lines, transformers, and utility poles to lessen impacts from storms.	Parks Dept., Utilities	Low
Energy Sources & Infrastructure	Availability of renewables	REC purchasing, Solar development projects	Finance Dept. (with help of CSC Group)	Low
Transportation	Bus stop locations in poor condition. Shelter from weather events is critical	Work with local community organizations to obtain funding to improve bus stop shelters	CDTC, CDTA, CDRPC	High
Transportation	Lack of infrastructure to support and promote non-motorized movement throughout the city.	Increase pedestrian and multi-modal transportation-oriented design.	Engineering, DOT, CDTC, CDTA	High

Transportation	Number of railway and vehicular bridges could be at risk from flooding or erosion based on their locations	Develop alternative transportation plans for flooding events, invest in green transportation infrastructure in these areas in particular	Engineering, DOT	High
Transportation	Public transportation located within 100-year floodplain (26 bus routes)	Create a plan for rerouting buses as needed, in conjunction with new road plans as they are made.	CDTA, OGS, Development	Medium
Transportation	Heavy rainfall could increase number of landslides that are located close to busy streets and highways	Create more green spaces and buffer zones near particularly vulnerable areas	Development	Medium
Wastewater/Stormwater Infrastructure	High energy use, water quality impairment and water usage	Evaluate and update existing infrastructure and facilities (energy efficiency and flood-proofing); drought water restrictions	Water Dept	High
Wastewater/Stormwater Infrastructure	Lack of green infrastructure	Implement a green purchasing policy - upgrade facilities with greener technology as they age/break	OGS (Water Dept)	Medium
Wastewater/Stormwater Infrastructure	Increased demand for water supply	Enhanced monitoring of groundwater levels Implement water conservation strategies.	Water Dept	Low
Wastewater/Stormwater Infrastructure	WWTP is in an area that has frequent flooding events	Implement stormwater management plans. Invest in flood-proof technology for the plant; continual monitoring of water levels near the plant, research potential relocation of plant (long-term goal)	OGS (Water Dept)	Low
Wastewater/Stormwater Infrastructure	Flooding by WWTP could impact water quality	Increase water quality testing after flooding events; create a plan for warning residents and providing an emergency supply of clean water	Water Dept., Fire Department, DEC	Low
Critical Facilities	Identify vulnerable facilities throughout City	Pinpoint facilities most at risk and rank them by importance and level of risk. Then develop a plan to improve and monitor facility infrastructure and/or relocate the facility	Office of General Services, Development Dept., Facilities and Utilities Dept	High
Critical Facilities	Comprehensive plan to address facilities potentially at risk	See above	--	High

Ecological	Ice Jams	Implement a managed retreat approach in the historic Stockade District as outlined in the 2013 FEMA Stockade Resilience Study. Invest in live monitoring along the Milwaukee River.	Development, Engineering, Mayor's Office, DHSES/FEMA	High
Ecological	Low diversity and fair to poor health conditions. Limited tree canopies in LMI neighborhoods	Conduct a full assessment of trees in the city, create a comprehensive Tree Maintenance Plan to maintain existing trees and plant new, more resilient, and non-invasive ones	Development Dept., DEC	Medium
Ecological	Certain plants and animal species may be at risk with rising temperatures	Inventory vulnerable species of plants and animals in the city, create a plan to study and protect the habitat of these species	Local community/grass roots organizations in partnership with City	Medium
Ecological	Invasive species will become more prevalent with rising water temperatures and cause more destruction to existing species	Develop and implement invasive species management plan	Parks Dept., SCEAC	Low
Ecological	Significant flooding (Irene)	Restore wetland areas, restrict development adjacent to flood prone areas along the river, increase permeable surface requirements and preserve natural ecosystems.	Development, Engineering	Low

Public Health	High heat days and heat related death or illness	Increase number of cooling centers and making sure they are in every neighborhood	Fire Dept.	High
Public Health	Poor air quality - disproportionately impacting LMI neighborhoods	Monitor air quality and make public data to inform people	Mayor's Office	High
Public Health	Vector Born Disease	Develop policy to handle possible increases in disease and/or infection	Mayor, Emergency Response Team	Medium
Public Health	Limited healthy and local food choices available	Build grocery stores in LMI areas. Promote local small-scale agriculture and CSAs/Farmer's Markets	Development, Golub Corp., SICM, Electric City Food Coop, City Mission	Medium
Public Health	Potential risk to water supply	Drought restrictions on water use; provide educational resources to public on water conservation	Water Dept., Fire Dept., DEC	Low

Socioeconomic	Social vulnerability (CDC)	Prioritize climate mitigation and adaptation efforts in areas that are most socially vulnerable	All Departments	High
Socioeconomic	Economic vulnerability	Increase access to jobs training focused on green building	Affirmative Action, Development	Low
Environmental Justice	Brownfield site locations	Create map and inventory of local sites; form economic partnerships with community groups to fund brownfield redevelopment	Development, Metroplex, DEC	High
Environmental Justice	Proximity to commercial and industrial sites	Zoning reforms including increase in the number of multi-family homes allowed in the city	Development Dept.	High
Environmental Justice	Limited access to green spaces	Increase funding toward gardens and parks in LMI (socially and economically disadvantaged) neighborhoods; repurpose vacant lots	Development Dept., DEC	Low

Source: *Climate Vulnerability and Adaptation Report - For the City of Schenectady* | January 2021.
<https://cityofschenectady.com/DocumentCenter/View/3409/City-of-Schenectady-Climate-Vulnerability-Adaptation-Report-2021>

D CONCLUSIONS

Schenectady County has been a climate leader in New York, joining CSC in April 2009. Over the past decade, the Schenectady County government has taken many actions to reduce overall energy consumption and GHG emissions throughout the community and within its own operations. Its efforts serve as an excellent example for the rest of the community. This climate action plan outlines a set of actions the County can take to pursue the goal of reducing energy usage and GHG emissions by 85% from 2010 levels by 2050, with a short-term target of 40% reduction from 2010 levels by 2030. These actions will help the County remain a leader in protecting the climate for future generations, and increase the resiliency of Schenectady County to future climate impacts.

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Schenectady County Legislature

Committee on Economic Development and Planning

Hon. Gary Hughes, Chair

6th Floor County Office Building 620 State Street, Schenectady, New York 12305

Phone: (518) 388-4280 Fax: (518) 388-4591

DATE: June 2, 2023
TO: Honorable Schenectady County Legislators
FROM: Geoffrey T. Hall, Clerk of the Legislature
SUBJECT: COMMITTEE AGENDA
Committee on Economic Development and Planning
Honorable Gary Hughes, Chair
Monday, June 5, 2023 at 7:00 p.m
Schenectady County Office Building,
Legislative Chambers, Sixth Floor

Item	Title	Sponsor	Co-Sponsor
EDP	9 A RESOLUTION CONFIRMING THE APPOINTMENT OF A PERSON TO VARIOUS BOARDS, COUNCILS OR COMMISSIONS	Legislator Hughes	
EDP	10 A RESOLUTION REGARDING THE CONVEYANCE OF CERTAIN PROPERTY TO THE TOWN OF ROTTERDAM FOR COMMUNITY PURPOSES	Legislator Hughes	

LEGISLATIVE INITIATIVE FORM

Date: 6/2/2023
Reference: Economic Development and Planning
Dual Reference:
Initiative: EDP 9

Title of Proposed Resolution:

A RESOLUTION CONFIRMING THE APPOINTMENT OF A PERSON TO VARIOUS
BOARDS, COUNCILS OR COMMISSIONS

Purpose and General Idea:

Provides Authorization for the Confirmation of an Appointment to the Capital District Regional
Planning Commission Board

Summary of Specific Provisions:

Authorizes the confirmation of the appointment Yi-Mei Han to the Capital District Regional
Planning Commission Board.

Effects Upon Present Law:

None

Justification:

Necessary to effectuate the above appointment.

Sponsor: Legislator Hughes

Co-Sponsor:

COUNTY OF SCHENECTADY



RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature
From: Rory Fluman, County Manager *R.F.*
CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Date: June 2, 2023
Re: Confirmation of Appointment to the Capital District Regional Planning
Commission Board

I hereby appoint, subject to your confirmation, the following individual to the board indicated for the terms indicated:

Capital District Regional
Planning Commission Board

Term Expires

Yi-Mei Han

(Replacing Barbara Mauro)

December, 31, 2024

Yi-Mei Han, CPESC

Environmental Programs Manager

WORK EXPERIENCE

Niskayuna, New York.

County of Schenectady, Schenectady New York

05/2017 – Present

Environmental Programs Manager

Provides stormwater, hazard mitigation and environmental impact studies

- Prepare MS4 Annual report per NYSDEC guideline
- Erosion and Sediment Control SWPPP review
- Hazard Mitigation Plan revision and update per FEMA and DHSSES guidelines
- Supervise summer Intern to detect illicit discharge with outfall and culvert inspections program
- WQCC local member and former chair
- Hazard mitigation plan planning committee
- Assist County with FEMA and DEC grant applications

City of Schenectady, Schenectady New York

12/2005 – 05/2017

GIS Coordinator

Develop, manage, creation, storage and maintenance of City's Public Works GIS Information

- Create and update City's water and sewer infrastructure using ArcGIS 3, 9 and 10.
- Generate and provide GIS maps to various departments in the City
- Prepare MS4 Annual report per NYSDEC guideline
- Represent the City as a Watershed Board Technical Committee
- Oversee City's Industrial Pretreatment Program (IPP) per NYSDEC guideline for point source

City of Schenectady, Schenectady New York

02/2000 – 12/2005

Jr. Civil Engineer

Prepare, review, and revise construction plans, specifications and design of engineering and public works projects

- Participate in field survey, inspection and data taking for the purpose of collecting information to serve as the basis of estimates, plans and specifications for engineering and public works projects
- Prepare engineering estimates, specifications and bidding documents for materials, equipment and construction projects for various municipal agencies and departments

College Internship, Department of Transportation, Columbus Ohio

06/1998 – 01/1999

Research Assistant, National I-Lan Institute of Agriculture and Technology, Taiwan

09/1993 – 06/1994

EDUCATION

State University of New York, Albany New York

08/2001 – 05/2005

Graduate Study – GIS in Geography and Planning

The Ohio State University, Columbus Ohio

08/2001 – 05/2005

Bachelor of Science – Civil Engineering

SKILLS & HONORS

Certified Professional of Erosion and Sediment Control (CPESC) - Certification ID NO. 3759

ESRI software, ArcGIS 10, NYSDEC 4 Hour Erosion and Sediment Control Certified

Digital Image Analysis

Member of the Northeast Arc User Group (NEARC)

Member of The Order of Engineers

Former Technical Committee of the Schenectady County Inter-Municipal Watershed Board

Former Chair of the Schenectady County WQCC

Hazard Mitigation Plan Planning Committee of the Schenectady County

LEGISLATIVE INITIATIVE FORM

Date: 6/2/2023
Reference: Economic Development and Planning
Dual Reference: Ways and Means
Initiative: EDP 10

Title of Proposed Resolution:

A RESOLUTION REGARDING THE CONVEYANCE OF CERTAIN PROPERTY TO THE TOWN OF ROTTERDAM FOR COMMUNITY PURPOSES

Purpose and General Idea:

Provides Authorization to Transfer Various Properties to The Town of Rotterdam.

Summary of Specific Provisions:

Authorizes approval to transfer five (5) properties to the Town of Rotterdam:

SBL	Location	Description
28-3-10	River Rd	Adjacent to the town-owned property next to the Exit 26 tolls.
38-2-3	W. Campbell Rd	Adjacent to town-owned Great Flats Nature Preserve Parking
58.20-2-1	Guilderland Ave	Landlocked along the thruway necessary as a noise buffer Colonial Manor Estates.
59.11-10-19	Circle Dr. maintains.	Land is located in the Coldbrook neighborhood that the town
59.14-9-39.11	Rensselaer	Strip of land to the entrance of Fiero Park.

Effects Upon Present Law:

None

Justification:

Paul Romano, Director of the Real Property Tax Service Agency, indicates that these properties already border the existing town property lines, the town currently maintains these properties and they have been identified by the town to be beneficial to its existing residents as well. By taking action the County would save money by stopping the continual cost of annual taxes and also eliminate other liabilities associated with owning these properties.

Sponsor: Legislator Hughes

Co-Sponsor:

COUNTY OF SCHENECTADY



RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature
From: Rory Fluman, County Manager *R.F.*
CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Jaclyn Falotico, Commissioner of Finance
Paul Romano, Director of Real Property Tax Services Agency
Date: June 2, 2023
Re: Authorization to Transfer Various Properties to the Town of Rotterdam

Attached are memoranda from Jaclyn Falotico, Commissioner of Finance, requesting authorization to transfer Five properties owned by the County to the Town of Rotterdam. These properties either already border existing town property, are already maintained by the town, or has been identified by the town to be beneficial to its residents. The county would also no longer be responsible for paying annual taxes for those properties and eliminate other liabilities.

Paul Romano, Director of the Real Property Tax Service Agency, has included a list of those parcels.

I recommend your approval.

County of Schenectady
620 State Street, 3rd Floor,
Schenectady, N. Y. 12305
(518) 388-4260
(518) 388-4248 Fax

County Finance

Memo

TO: Rory Fluman, County Manager
FROM: Jaclyn Falotico, Commissioner of Finance *JK*
CC: Paul Romano, Director of Real Property Tax Service Agency
DATE: May 26, 2023
SUBJECT: Transfer of County-Owned Property to the Town of Rotterdam

Attached is a memorandum from Paul Romano, Director of Real Property, requesting authorization to transfer five County properties to the Town of Rotterdam. The list of properties is outlined in Mr. Romano's memo. This action eliminates the County's liability by no longer owning these parcels.

I recommend your approval.

County of Schenectady
620 State Street, 3rd Floor,
Schenectady, N. Y. 12305
(518) 388-4260
(518) 388-4248 Fax

County Finance

Memo

TO: Jaclyn L. Falotico, Commissioner of Finance
FROM: Paul G. Romano, Director
Real Property Tax Service Agency
DATE: May 16, 2023
SUBJECT: County Property Transfer – Town of Rotterdam

In reviewing the list of County owned properties, we reached out to the Town of Rotterdam to consider taking title to some for town purposes. The Town has agreed to take title to the five parcels below. In each case, they either border existing town property, are already maintained by the town or can be beneficial to town residents.

The parcels are:

<u>SBL</u>	<u>Location</u>	<u>Description</u>
28.-3-10	River Rd.	- Adjacent to town owned property next to the Exit 26 tolls.
38.-2-3	W. Campbell Rd.	- Adjacent to town owned Great Flats Nature preserve parking.
58.20-2-1	Guilderland Ave.	- Landlocked along thruway necessary as a noise buffer behind Colonial Manor Estates
59.11-10-19	Circle Dr.	- Land located in the Coldbrook neighborhood that the town maintains.
59.14-9-39.11	Rensselaer Ave.	- Strip of land adjacent to the entrance of Fiero Park.

We are asking the Legislature for authorization to transfer these properties to the Town of Rotterdam. By taking action, the County would save money by stopping the continual costs of annual taxes and also eliminate other liabilities associated with owning these parcels.

Thank you for your consideration.

MAP IDENTIFICATION NO.:
28.00-3-10

DATE PRINTED: May 16, 2023

TOWN OF ROTTERDAM



This tax map was prepared for tax purposes only and is not to be reproduced or used for surveying or conveying.

MAP IDENTIFICATION NO.:
58.20-2-1

DATE PRINTED: May 16, 2023

TOWN OF ROTTERDAM

0 35 70 140 Feet



This tax map was prepared for tax purposes only and is not to be reproduced or used for surveying or conveying.

MAP IDENTIFICATION NO.:
59.11-10-19

DATE PRINTED: May 16, 2023

TOWN OF ROTTERDAM



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Schenectady County Legislature

Committee on Health, Housing and Human Services

Hon. Michelle Ostrelich, Chair

6th Floor County Office Building 620 State Street, Schenectady, New York 12305

Phone: (518) 388-4280 Fax: (518) 388-4591

DATE: June 2, 2023
TO: Honorable Schenectady County Legislators
FROM: Geoffrey T. Hall, Clerk of the Legislature
SUBJECT: COMMITTEE AGENDA
Committee on Health, Housing and Human Services
Honorable Michelle Ostrelich, Chair
Monday, June 5, 2023 at 7:00 p.m.
Schenectady County Office Building,
Legislative Chambers, Sixth Floor

Item	Title	Sponsor	Co-Sponsor
HHHS	9 A RESOLUTION TO ACCEPT MONIES FROM THE NYS DEPARTMENT OF HEALTH FOR THE WOMEN, INFANTS, AND CHILDREN PROGRAM	Legislator Ostrelich	
HHHS	10 A RESOLUTION REGARDING THE ACCEPTANCE OF MONIES FROM THE NYS DEPARTMENT OF HEALTH TO SUPPORT THE COUNTY'S IMMUNIZATION ACTION PLAN	Legislator Ostrelich	
HHHS	11 A RESOLUTION TO ACCEPT MONIES FROM THE NYS OFFICE OF CHILDREN AND FAMILY SERVICES FOR THE HEALTHY SCHENECTADY FAMILIES PROGRAM	Legislator Ostrelich	
HHHS	12 A RESOLUTION TO ACCEPT MONIES FROM THE NYS OFFICE FOR PEOPLE WITH DEVELOPMENTAL DISABILITIES	Legislator Ostrelich	

Item	Title	Sponsor	Co-Sponsor
HHHS	13 A RESOLUTION TO ACCEPT MONIES FROM THE NYS OFFICE OF ADDICTION SERVICES AND SUPPORT FOR THE DUAL DIAGNOSIS COORDINATOR PROGRAM	Legislator Ostrelch	

LEGISLATIVE INITIATIVE FORM

Date: 6/2/2023
Reference: Health, Housing and Human Services
Dual Reference: Ways and Means
Initiative: HHHS 9

Title of Proposed Resolution:

A RESOLUTION TO ACCEPT MONIES FROM THE NYS DEPARTMENT OF HEALTH FOR THE WOMEN, INFANTS, AND CHILDREN PROGRAM

Purpose and General Idea:

Authorization to enter into a Multi-Year Agreement with the NYS Department of Health for Women, Infants, and Children Funding

Summary of Specific Provisions:

Authorizes the acceptance of funding in the amount of \$777,600 from the NYSDOH for Women, Infants, and Children (WIC) funding. The period of this agreement begins on October 1, 2023, and ends on September 30, 2028.

Effects Upon Present Law:

The Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate special supplemental nutrition grant funding from the NYS Department of Health for the WIC Program.

Increase Appropriation Code By:

A544082.429050	WIC Program Contract for Services	<u>\$8,536</u>
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Increase Revenue Code By:

A44082.4482	Women, Infant and Children Program	<u>\$8,536</u>
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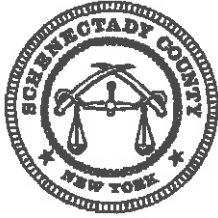
Justification:

Keith Brown, Director of Public Health, indicates that the WIC program aims to protect the health of low-income pregnant, postpartum, and breastfeeding women as well as infants and children up to age 5. The County is receiving \$34,143/year more than the last time it received WIC funding as this program strives to do its best by increasing the availability of nutritious food, disseminating information on healthy eating habits, and providing referrals to health care.

Sponsor: Legislator Ostrellich

Co-Sponsor:

COUNTY OF SCHENECTADY



RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature

From: Rory Fluman, County Manager *R.F.*

CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Keith Brown, Director of Public Health
Jaclyn Falotico, Commissioner of Finance

Date: June 2, 2023

Re: Authorization to Enter into a Multi-Year Agreement with the NYS Department of Health for Women, Infants, and Children Funding

Attached is a memorandum from Keith Brown, Director of Public Health, requesting authorization to enter into a multi-year agreement with the NYS Department of Health for Women, Infants, and Children (WIC) funding. The funding is in the amount of \$777,600 and has a term of October 1, 2023, to September 30, 2028. The County is receiving an annual increase of \$34,143 per year when compared to last year's WIC funding.

As Mr. Brown indicates, the WIC program aims to protect the health of low-income pregnant, postpartum, and breastfeeding women as well as infants and children up to age 5. The program strives to do this by increasing the availability of nutritious food, disseminating information on healthy eating habits, and providing referrals to health care.

The attached memorandum from Jaclyn Falotico, Commissioner of Finance, details the necessary budget amendment.

I recommend your approval.



**SCHENECTADY COUNTY
PUBLIC HEALTH SERVICES
INTEROFFICE MEMO**

TO: Rory Fluman, County Manager
FROM: Keith Brown, Public Health Director
RE: Legislative Action
Legislature Regular Meeting: Requesting Legislative approval to accept Special Supplemental Nutrition for Women, Infants, and Children (WIC) Funding
CC: Shane Barga, Deputy County Manager
Jaclyn Falotico, Commissioner of Finance
DATE: 4/5/23

Dear Rory,

Schenectady County Public Health Services (SCPHS) has been awarded a multi-year grant from the New York State Department of Health in the amount of \$777,600 for the upcoming period of 10/01/2023 - 09/30/2028.

The WIC program serves to safeguard the health of low-income pregnant, postpartum, and breastfeeding women, infants, and children up to age 5 who are at nutritional risk by providing nutritious foods to supplement diets, information on healthy eating including breastfeeding promotion and support, and referrals to health care.

This is a five-year grant starting on October 1, 2023 and ending September 30, 2028.

I am requesting Legislative approval to accept these grant funds. Thank you for your assistance with this request.

Sincerely,

Keith Brown, MPH
Public Health Director

County of Schenectady
620 State Street, 3rd Floor,
Schenectady, N. Y. 12305
(518) 388-4260
(518) 388-4248 Fax



Memo

TO: Rory Fluman, County Manager
FROM: Jaclyn Falotico, Commissioner of Finance *JF*
DATE: June 1, 2023
SUBJECT: Budget Amendment – Special Supplemental Nutrition for WIC
Public Health Services

The Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate special supplemental nutrition grant funding from the NYS Department of Health for the WIC Program.

Increase Appropriation Code By:

A544082.429050	WIC Program Contract for Services	<u>\$8,536</u>
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Increase Revenue Code By:

A44082.4482	Women, Infant and Children Program	<u>\$8,536</u>
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I recommend that this budget amendment be presented to the Schenectady County Legislature for consideration.



Department of Health

KATHY HOCHUL
Governor

JAMES V. McDONALD, M.D., M.P.H.
Acting Commissioner

MEGAN E. BALDWIN
Acting Executive Deputy Commissioner

March 7, 2023

Rory Fluman
County Manager
620 State Street, 6th Floor
Schenectady, NY 12305

Re: RFA#: 20140, Special Supplemental Nutrition for Women, Infants and Children (WIC) – Reissue, Grants Gateway #: DOH01-WIC2LR-2023

Dear Rory Fluman,

Congratulations! I am writing to inform you that Schenectady County has been selected for an award under the above referenced RFA. Selection was based on the competitive review and evaluation of your organization’s response to this Request for Applications, released in May 2022.

The annual award amount is \$777,600 for the anticipated contract period of October 1, 2023 to September 30, 2028. Details of your award are summarized below:

Table with 4 columns: WIC Award, BFPC Award, BP Award, Final Award. Values: \$723,700, \$48,300, \$5,600, \$777,600

This award amount is intended to support programming to a target caseload of 3,025 participants at the following sites and locations:

Table with 4 columns: New/Existing, Site Type, Site Number/Name, Site Address. Row: Existing, Permanent, 1/Schenectady County WIC Clinic, 650 Franklin Street, Suite 200, Schenectady, NY 12305

Final grant awards are contingent on the review and approval of the Office of the State Comptroller (OSC).

As the RFA indicates, you may request a debriefing of your application. It will be limited only to your application and will not include any discussion of other applications. Requests for debriefing must be received no later than fifteen (15) calendar days from the date of this letter. To request a debriefing, please send an email to James L. Browning at BSFP-FMS.Procure@health.ny.gov. In the subject line, please write: Debriefing Request Special Supplemental Nutrition for Women, Infants and Children (WIC) – Reissue.

The required timeline for on-time execution of this contract is outlined below. An on-time contract allows the grantee to receive a contract advance (if applicable) and prompt payment of

vouchers. Grantees have approximately 30 days from the date of this letter to submit all required contract documents to WICBudget@health.ny.gov. If the budget and supporting documents are not submitted in the scheduled number of calendar days, your agency may receive a Suspension of Prompt Contracting* letter. Failure to meet the timeframes below may result in a late contract, and/or delayed payments to the grantee.

Your contract will be available in the Grants Gateway shortly. Please check your task list.

Required Process Step	Responsible	Timeframe
Submit required supporting documentation (Workers Comp and Disability coverages, MWBE, current Charities Registration status) to WICBudget@health.ny.gov . Update Vendor Responsibility Questionnaire on OSC's website.	Grantee	4/7/2023
Log into NYWIC and complete the annual program budget. Submit budget for review in NYWIC. <i>Then change status to Contract Information Submitted in Grants Gateway.</i>	Grantee	4/18/2023
Program Manager Review and Approval – <i>during this time additional edits by the grantee may be required.</i>	State Agency	5/9/2023
Contract Manager Review and Approval - <i>final contract documents approved prior to signatures</i>	State Agency	5/30/2023
Grantee Signature	Grantee Contract Signatory or System Administrator	6/13/2023
Contract Package Validation - vendor responsibility verification and all internal agency approvals.	State Agency	6/23/2023
Agency Signature	State Agency	7/3/2023
To Attorney General and OSC	State Agency	7/20/2023
Contract Executed before the contract start date of 10/1/2023	OSC	8/4/2023

All contractors are strongly encouraged to complete Grants Gateway training. Training opportunities are posted on <https://grantsmanagement.ny.gov/live-webinars>.

We look forward to working with you on the successful implementation of the project and will be contacting you shortly to check on your status of the required documents. If you have any questions or concerns before that time, please contact WICBudget@health.ny.gov.

Sincerely,



Corie Nadzan, M.P.A., R.D., C.L.C.
NYS WIC Director
Bureau of Supplemental Food Programs

**New York State Prompt Contracting Law establishes timeframes for processing new and renewal contracts and provides for interest payments when contract payments are late due to untimely processing of contracts. If there are delays in the contract process on the part of the contractor, it would render the contractor ineligible for interest for the number of days of delay.*

**FFY 2024 - Federal Award Identification
DOH01-C38246GG-3450000
204 Schenectady County Public Health Services**

Dear WIC Grantee,

Pursuant to 2 CFR 200.332, this letter is to confirm and identify your New York State Department of Health contract # DOH01-C38246GG-3450000 as a grant funded program under the following Federal award(s). Attached is the Federal award identification of the specific fund sources used for the contract.

If you have any questions about the source of funding of your contract with the Department, please contact the NYSDOH Bureau of Supplemental Foods Program, Central Office, for assistance at wicbudget@health.ny.gov.

Thank you,

**Fiscal Management Section
Bureau of Supplemental Food Programs**

FFY 2024 - Federal Award Identification
DOH01-C38246GG-3450000
204 Schenectady County Public Health Services

2024 NSA

(1) Subrecipient Name	COUNTY OF SCHENECTADY
(2) Subrecipient's Unique Entity Identifier	JE9WHU4NGJJ8
(3) Federal Award Identification Number (FAIN)	244NY704W1003
(4) Federal Award Date	TBD
(5) Subaward Period of Performance Start and End Date	10/01/2023 - 09/30/2028
(6) Subaward Budget Period Start and End Date	10/01/2023 - 09/30/2024
(7) Amount of Federal Funds Obligated by this action by the pass-through entity to the subrecipient	\$723,700.00
(8) Total Amount of Federal Funds Obligated to the subrecipient by the pass-through entity including the current financial obligation	\$723,700.00
(9) Total Amount of the Federal Award committed to the subrecipient by the pass-through entity	\$3,618,500.00
(10) Federal award project description	WIC Nutrition Services and Administration
(11) Name of Federal awarding agency, pass-through entity, and contact information for awarding official of the Pass-through entity	USDA - Food and Nutrition Service New York State Department of Health wicbudget@health.ny.gov
(12) Assistance Listings Number and Title	10.557 - WIC Special Supplemental Nutrition Program for Women, Infants, and Children
(13) Research and Development Award	No
(14) Indirect cost rate for the Federal award	15.00%

2022 BFPC

(1) Subrecipient Name	COUNTY OF SCHENECTADY
(2) Subrecipient's Unique Entity Identifier	JE9WHU4NGJJ8
(3) Federal Award Identification Number (FAIN)	224NY744W5003
(4) Federal Award Date	1/28/2022
(5) Subaward Period of Performance Start and End Date	10/01/2023 - 09/30/2028
(6) Subaward Budget Period Start and End Date	10/01/2023 - 09/30/2024
(7) Amount of Federal Funds Obligated by this action by the pass-through entity to the subrecipient	\$46,766.00
(8) Total Amount of Federal Funds Obligated to the subrecipient by the pass-through entity including the current financial obligation	\$46,766.00
(9) Total Amount of the Federal Award committed to the subrecipient by the pass-through entity	\$241,500.00
(10) Federal award project description	WIC Breastfeeding Peer Counseling
(11) Name of Federal awarding agency, pass-through entity, and contact information for awarding official of the Pass-through entity	USDA - Food and Nutrition Service New York State Department of Health wicbudget@health.ny.gov
(12) Assistance Listings Number and Title	10.557 - WIC Special Supplemental Nutrition Program for Women, Infants, and Children
(13) Research and Development Award	No
(14) Indirect cost rate for the Federal award	15.00%

**FFY 2024 - Federal Award Identification
DOH01-C38246GG-3450000
204 Schenectady County Public Health Services**

2023 BFPC

(1) Subrecipient Name	COUNTY OF SCHENECTADY
(2) Subrecipient's Unique Entity Identifier	JE9WHU4NGJJ8
(3) Federal Award Identification Number (FAIN)	234NY744W5003
(4) Federal Award Date	TBD
(5) Subaward Period of Performance Start and End Date	10/01/2023 - 09/30/2028
(6) Subaward Budget Period Start and End Date	10/01/2023 - 09/30/2024
(7) Amount of Federal Funds Obligated by this action by the pass-through entity to the subrecipient	\$1,534.00
(8) Total Amount of Federal Funds Obligated to the subrecipient by the pass-through entity including the current financial obligation	\$1,534.00
(9) Total Amount of the Federal Award committed to the subrecipient by the pass-through entity	\$241,500.00
(10) Federal award project description	WIC Breastfeeding Peer Counseling
(11) Name of Federal awarding agency, pass-through entity, and contact information for awarding official of the Pass-through entity	USDA - Food and Nutrition Service New York State Department of Health wicbudget@health.ny.gov
(12) Assistance Listings Number and Title	10.557 - WIC Special Supplemental Nutrition Program for Women, Infants, and Children
(13) Research and Development Award	No
(14) Indirect cost rate for the Federal award	15.00%

2024 Food

(1) Subrecipient Name	COUNTY OF SCHENECTADY
(2) Subrecipient's Unique Entity Identifier	JE9WHU4NGJJ8
(3) Federal Award Identification Number (FAIN)	244NY704W1006
(4) Federal Award Date	TBD
(5) Subaward Period of Performance Start and End Date	10/01/2023 - 09/30/2028
(6) Subaward Budget Period Start and End Date	10/01/2023 - 09/30/2024
(7) Amount of Federal Funds Obligated by this action by the pass-through entity to the subrecipient	\$5,600.00
(8) Total Amount of Federal Funds Obligated to the subrecipient by the pass-through entity including the current financial obligation	\$5,600.00
(9) Total Amount of the Federal Award committed to the subrecipient by the pass-through entity	\$28,000.00
(10) Federal award project description	WIC Food
(11) Name of Federal awarding agency, pass-through entity, and contact information for awarding official of the Pass-through entity	USDA - Food and Nutrition Service New York State Department of Health wicbudget@health.ny.gov
(12) Assistance Listings Number and Title	10.557 - WIC Special Supplemental Nutrition Program for Women, Infants, and Children
(13) Research and Development Award	No
(14) Indirect cost rate for the Federal award	15.00%

LEGISLATIVE INITIATIVE FORM

Date: 6/2/2023
Reference: Health, Housing and Human Services
Dual Reference: Ways and Means
Initiative: HHHS 10

Title of Proposed Resolution:

A RESOLUTION REGARDING THE ACCEPTANCE OF MONIES FROM THE NYS DEPARTMENT OF HEALTH TO SUPPORT THE COUNTY'S IMMUNIZATION ACTION PLAN

Purpose and General Idea:

Authorization to enter into a Multi-Year Agreement with the NYS Department of Health Bureau of Immunization for the Immunization Action Plan Program.

Summary of Specific Provisions:

Authorizes the acceptance of funding in the amount of \$395,225 from the NYS Department of Health Bureau of Immunization for the Immunization Action Plan Program (IAP). The period of this agreement begins on April 1, 2023, and ends on March 31, 2028.

Effects Upon Present Law:

The Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate grant funding from the NYS Department of Health for the Immunization Action Plan Program.

Increase Revenue Code By:

A34012.340110	Immunization Grant	<u>\$1,768</u>
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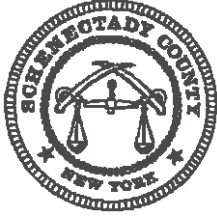
Justification:

Keith Brown, Director of Public Health, indicates that the IAP grant will be used towards efforts to expand vaccine prevalence within the County. Extending the vaccine coverage will work to reduce disparities in immunizations and enhance the accuracy of immunization data that is made available by the NYS Immunization Information Systems. The County Public Health Services will work with stakeholders, such as healthcare professionals, schools, and hospitals as well as statewide organizations to implement this goal. The County is receiving \$1,798/year more than the last time it received this funding.

Sponsor: Legislator Ostrelich

Co-Sponsor:

COUNTY OF SCHENECTADY




RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature

From: Rory Fluman, County Manager 

CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Keith Brown, Director of Public Health
Jaclyn Falotico, Commissioner of Finance

Date: June 2, 2023

Re: Authorization to Enter into a Multi-Year Agreement with the NYS Department of Health Bureau of Immunization for the Immunization Action Plan Program Grant

Attached is a memorandum from Keith Brown, Director of Public Health, requesting authorization to enter into a multi-year agreement with the NYS Department of Health Bureau of Immunization for the Schenectady County Public Health Services Immunization Action Plan (IAP) Program. The funding is in the amount of \$395,225 and has a term of April 1, 2023, to March 31, 2028. This grant will be used towards efforts to expand vaccine prevalence within the County.

The Schenectady County Public Health Services will work with stakeholders, such as health care professionals, schools, hospitals, and statewide organizations in order to implement this goal. As Mr. Brown indicates, extending vaccine coverage will work to reduce disparities in immunizations and enhance the accuracy of immunization data that is made available by the New York State Immunization Information System.

The attached memorandum from Jaclyn Falotico, Commissioner of Finance, details the necessary budget amendment.

I recommend your approval.



**SCHENECTADY COUNTY
PUBLIC HEALTH SERVICES
INTEROFFICE MEMO**

TO: Rory Fluman, County Manager
FROM: Keith Brown, Public Health Director
RE: Legislative Action
Legislature Regular Meeting: Requesting Legislative approval to renew the Immunization Action Plan (IAP) Contract
CC: Shane Bargy, Deputy County Manager
Jaclyn Falotico, Commissioner of Finance
DATE: 5/19/2023

Dear Rory,

NYSDOH Bureau of Immunization intends to provide Schenectady County Public Health Services (SCPHS) with funding for our Immunization Action Plan (IAP) Program. This funding will be provided through a contract with NYSDOH for \$395,225.00 for five years, starting on 4/1/2023 through 3/31/2028. The contract period will be on a 4/1 – 3/31 contract cycle.

The purpose of this contract is to increase vaccine coverage levels for children, adolescents, and adults in New York State. The local health department utilize existing infrastructure and collaborations to work in partnership with health care practitioners, schools, birthing hospitals, community agencies, and statewide organizations to achieve this goal.

With this funding we will continue working towards increasing childhood and adult immunization coverage in accordance with the recommendations of CDC's Advisory Committee on Immunization Practices by working with Schenectady County providers, perinatal hepatitis B prevention, reducing disparities in immunizations among special/underserved populations, and improving the accuracy and completeness of immunization data reported in the New York State Immunization Information System (NYSIIS). I have attached the letter received from NYSDOH for your review. Thank you for your consideration of this request

Sincerely,

Keith Brown, MPH
Public Health Director

County of Schenectady
620 State Street, 3rd Floor,
Schenectady, N. Y. 12305
(518) 388-4260
(518) 388-4248 Fax

County Finance

Memo

TO: Rory Fluman, County Manager
FROM: Jaclyn Falotico, Commissioner of Finance *JF*
DATE: June 1, 2023
SUBJECT: Budget Amendment – Immunization Action Plan Program
Public Health Services

The Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate grant funding from the NYS Department of Health for the Immunization Action Plan Program.

Increase Revenue Code By:

A34012.340110	Immunization Grant	<u>\$1,768</u>
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I recommend that this budget amendment be presented to the Schenectady County Legislature for consideration.



Department of Health

KATHY HOCHUL
Governor

JAMES V. McDONALD, M.D., M.P.H.
Acting Commissioner

MEGAN E. BALDWIN
Acting Executive Deputy Commissioner

3/21/2023

Schenectady County Department of Health
107 Nott Terrace, Suite 304
Schenectady, New York 12308
Attention: Keith Brown

Re: Non-competitive procurement award 20266-Immunization Action Plan

Dear Keith Brown,

Congratulations! I am writing to inform you that the Schenectady County Department of Health has been selected for an award under the above referenced non-competitive procurement.

The award amount is \$395,225.00 for the anticipated contract period of 4/1/2023-3/31/2028. Final grant awards are contingent on the review and approval of the Office of the State Comptroller (OSC).

The required timeline for on-time execution of this contract is outlined below. An on-time contract allows the grantee to receive a contract advance (if applicable) and prompt payment of vouchers. Grantees have approximately 15 days from the date of this letter to submit all required contract documents in the Grants Gateway. If the budget, workplan and supporting documents are not submitted in the scheduled number of calendar days, your agency may receive a Suspension of Prompt Contracting* letter. Failure to meet the timeframes below may result in a late contract, and/or delayed payments to the grantee.

Your contract will be available in the Grants Gateway shortly. Please check your task list.

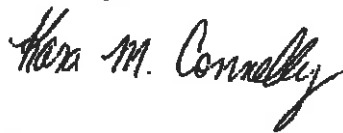
Table with 3 columns: Required Process Step, Responsible, and Timeframe. It lists four steps: logging into Grants Gateway, program manager review, contract manager review, and grantee signature, with corresponding responsible parties and deadlines.

Contract Package Validation - vendor responsibility verification and all internal agency approvals.	State Agency	5/3/2023
Agency Signature	State Agency	5/11/2023
To Attorney General and OSC	State Agency	5/26/2023
Contract Executed before the contract start date of 4/1/2023	OSC	6/10/2023

All contractors are strongly encouraged to complete Grants Gateway training. Trainings are posted to [Grants Management | Grants Management \(ny.gov\)](#).

We look forward to working with you on the successful implementation of the project. Your Program Manager will be contacting you shortly to check on your status of the required documents. If you have any questions, or concerns before that time, please call the Administration Unit at the Bureau of Immunization at 518-473-4437 or email ImmAdmin@health.ny.gov.

Sincerely,



Kara Connelly
Assistant Director
Bureau of Immunization

Please be advised, in accordance with Office of Management and Budget requirements, this contract is a sub award under the following Federal Award:

- Subrecipient name (which must match the name associated with its unique entity identifier);
- Subrecipient's unique entity identifier;
- Federal Award Identification Number (FAIN);
- Federal Award Date (see §200.39 Federal award date) of award to the recipient by the Federal agency;
- Subaward Period of Performance Start and End Date;
- Amount of Federal Funds Obligated by this action by the pass-through entity to the subrecipient (amount to be budgeted on the current year's matrix for the FAIN# Indicated above);
- Total Amount of Federal Funds Obligated to the subrecipient by the pass-through entity including the current obligation (life to date cumulative amount on the FAIN# above);
- Total Amount of the Federal Award committed to the subrecipient by the pass-through entity (five year or total contract value, regardless of FAIN);
- Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA);
- Name of Federal awarding agency, pass-through entity, and contact information for awarding official of the Pass-through entity;
- CFDA Number and Name; the pass-through entity must identify the dollar amount made available under each Federal award and the CFDA number at time of disbursement;
- Identification of whether the award is R&D; and
 - Indirect cost rate for the Federal award (including if the de minimis rate is charged per §200.414 Indirect (F&A) costs).
 - An approved federally recognized indirect cost rate negotiated between the subrecipient and the Federal Government or, if no such rate exists, either a rate negotiated between the pass-through entity and the subrecipient (in compliance with this part), or a de minimis indirect cost rate as defined in §200.414 Indirect (F&A) costs, paragraph (f);

**New York State Prompt Contracting Law establishes timeframes for processing new and renewal contracts and provides for interest payments when contract payments are late due to untimely processing of contracts. If there are delays in the contract process on the part of the contractor, it would render the contractor ineligible for interest for the number of days of delay.*

LEGISLATIVE INITIATIVE FORM

Date: 6/2/2023
Reference: Health, Housing and Human Services
Dual Reference: Ways and Means
Initiative: HHHS 11

Title of Proposed Resolution:

A RESOLUTION TO ACCEPT MONIES FROM THE NYS OFFICE OF CHILDREN AND FAMILY SERVICES FOR THE HEALTHY SCHENECTADY FAMILIES PROGRAM

Purpose and General Idea:

Authorization to Amend a Multi-Year Agreement with the NYS Office of Children and Family Services for the Healthy Schenectady Families Program.

Summary of Specific Provisions:

Authorizes the amendment of funding in the amount of \$25,195 for year 3 and from the NYS Office of Children and Family Services for the Healthy Schenectady Families Program. The period of this agreement began on July 1, 2020, and ends on June 30, 2025.

Effects Upon Present Law:

The Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate increased funding from the NYS Office of Children and Family Services for the Healthy Schenectady Families program.

Increase Appropriation Code By:

A544035.415012	Healthy Schenectady Families OCFS Grant	<u>\$25,195</u>
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Increase Revenue Code By:

A44035.440129	Healthy Schenectady Families Grant	<u>\$25,195</u>
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Justification:

Keith Brown, Director of Public Health, indicates that the Healthy Schenectady Families Program's work in supporting the development of strong families and individuals by offering education, and home visits to pregnant women and families with newborn infants. The Healthy Schenectady Families Program grant will have an increase of \$77,442 for year 4 and year 5 will stay consistent with a budget of \$964,831 making the amended value of this 5-year contract term \$4,076,781.

Sponsor: Legislator Ostrelich

Co-Sponsor:

COUNTY OF SCHENECTADY




RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature

From: Rory Fluman, County Manager 

CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Keith Brown, Public Health Director
Jaclyn Falotico, Commissioner of Finance

Date: June 2, 2023

Re: Authorization to Amend a Multi-Year Agreement with the NYS Office of Children and Family Services for the Healthy Schenectady Families Program

Attached is a memorandum from Keith Brown, Public Health Director, requesting authorization to amend a multi-year agreement with the NYS Office of Children and Family Services for the Healthy Schenectady Families Program. The contract, which has a period starting on July 1, 2020 and ending June 30, 2025.

The County is currently in year 3 of this contract. As a result of this change, the budget for year 3 will now increase by \$25,195 for a total of \$887,389. Year 4's budget will then increase by \$77,442 for a total of \$964,831 for the year. Year 5 will stay constant with a budget of \$964,831. The amended contract value for the full 5-year term is now \$4,076,781.

This funding increase will help support the Health Schenectady Families Program's work in supporting the development of strong families and individuals by offering education home visits to pregnant women and families with newborn infants.

The attached memorandum from Jaclyn Falotico, Commissioner of Finance, details the necessary budget amendment.

I recommend your approval.



**SCHENECTADY COUNTY
PUBLIC HEALTH SERVICES
INTEROFFICE MEMO**

TO: Rory Fluman, County Manager
FROM: Keith Brown, Public Health Director
RE: Legislative Action
Legislature Regular Meeting: Requesting Legislative Approval to accept increased funding of 4% for Healthy Schenectady Families (HSF) Program
CC: Shane Barga, Deputy County Manager
Jaelyn Falotico, Commissioner of Finance
DATE: 5/19/2023

Dear Rory,

NYS Office of Children and Family Services (OCFS) has notified Schenectady County Public Health Services (SCPHS) of its intent to increase the funding that supports the Healthy Schenectady Families program as part of an amended multi-year contract. As of March 2023, our yearly funding will increase by 4%, equaling and increase of \$25,195.00. This will bring our year current budget total to \$887,389 for the current year covering 7/1/22 to 6/30/23. The total for budget year 4 and 5, 7/1/23-6/30/24 and 7/1/24-6/30/25, to \$964,831.

This multi-year contract C028894 is for the period of 7/1/2020 to 6/30/2025, with a current budget year of 7/1/22 to 6/30/23.

I am requesting Legislative approval to accept these funds and continue this multi-year contract to continue the important work Healthy Schenectady Families performs in our community. I have attached the letter received from OCFS and other supporting documents for your review. Thank you for your assistance with this request.

I am requesting Legislative approval to accept these grant funds. Thank you for your assistance with this request.

Sincerely,

Keith Brown, MPH
Public Health Director

County of Schenectady
620 State Street, 3rd Floor,
Schenectady, N. Y. 12305
(518) 388-4260
(518) 388-4248 Fax



Memo

TO: Rory Fluman, County Manager
FROM: Jaclyn Falotico, Commissioner of Finance *JF*
DATE: June 1, 2023
SUBJECT: Budget Amendment – Healthy Schenectady Families Program
Public Health Services

The Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate increased funding from the NYS Office of Children and Family Services for the Healthy Schenectady Families program.

Increase Appropriation Code By:

A544035.415012	Healthy Schenectady Families OCFS Grant	<u>\$25,195</u>
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Increase Revenue Code By:

A44035.440129	Healthy Schenectady Families Grant	<u>\$25,195</u>
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I recommend that this budget amendment be presented to the Schenectady County Legislature for consideration.



**Office of Children
and Family Services**

KATHY HOCHUL

Governor

SHEILA J. POOLE

Commissioner

November 21, 2022

Schenectady County Public Health Services
620 State Street
Schenectady, NY 12305

Re: Procurement [#168] - [Healthy Families New York (HFNY) Contract Amendment Letter

Dear Rory Fluman,

Congratulations! Your organization has been tentatively selected for a contract amendment from the New York State Office of Children and Family Services (OCFS) (Non-Competitive Procurement #168 Healthy Families New York). The amendment includes a 4% increase to your original award from the 2021-2022 contract period. The amendment will become final upon funding approval and your successful completion of the contract process.

To finalize the amendment, your staff must work with OCFS to complete the contract development process. This letter provides important information you will need and contact information for the OCFS staff who will assist you. **Please keep this letter for reference and share it with anyone in your organization who will be working on contract development.**

Once contract development is complete, your contract amendment must be approved by the Office of the State Comptroller (OSC) and finalized by OCFS. It will then be "fully executed" and you can begin receiving funding and/or an extension of time to provide services on your existing contract. You will receive notification when this has occurred.

It is important that you begin the contract development process immediately. This is necessary to meet our goal of having an approved contract before the contract start date.

OCFS does NOT expect you to begin providing services without this contract being fully executed. If you choose to do so, you run the risk of incurring expenses that OCFS may not be able to pay. If you have any questions about this, please contact your OCFS Program Manager listed at the end of this document.

Please be advised that your agency must continue to adhere by all contract requirements in your approved contract.

Award Information

Please note that your award is not final unless your contract is successfully developed and approved (as described above). Annual funding is contingent upon funding available and the state

budget being passed. Your program will receive an annual continuation of funding letter that will notify your agency should your annual funding amount change from below.

Proposed contract information:

Contract Number:	C028894
Contract Term:	7/1/2020-6/30/2025
Amended Contract Period:	7/1/2022 – 6/30/2023
4% Increase:	\$ 25,195.00
Amended Period Amount:	\$887,389.00
Amended Required Match Year 3:	\$ 88,739.00
Amended Required Match Years 4 and 5:	\$86,484.00
Amended Contract Value:	\$ 4,076,781.00

Contract Management System (CMS):

You will use OCFS's online Contract Management System (CMS) during contract development and to submit claims and reporting information throughout the life of your contract. You also may receive correspondence through CMS. CMS is accessed at the following link <https://my.nv.gov/> and works with Chrome and Edge Internet browsers.

Helpful information about how to use CMS is available online at <https://ocfs.nv.gov/main/contracts/cms/CMS-Contractor-Manual.pdf>. Your staff will be able to complete specific tasks based on their assigned CMS "role." Information on CMS roles is in the CMS Contractor Manual.

Important: If your organization does not currently have access to CMS, or if you need to add or remove users, or change roles for your organization, please complete the CMS Authorization Form and return it to OCFS immediately. The CMS Authorization Form (OCFS-4821) and instructions are available here: <https://ocfs.nv.gov/main/documents/>. Once users are authorized for your organization, if you need to assign additional staff to work on specific contracts or change assignments, please reach out to your OCFS Program Manager for assistance.

Helpful Hint: It is recommended that you designate at least two individuals for each CMS role so that multiple staff can work on contract and claim tasks. However, for each specific contract, you will assign one primary staff member for each role. The primary staff member will receive all future system emails for work on that specific contract.

Contract Due Date

Our goal is to have a fully executed contract prior to the contract start date and to meet prompt contracting deadlines. To accomplish this, you will be given 28 calendar days to fully develop your contract amendment and work with OCFS staff to make any needed refinements. If you do not submit all required documents by this deadline, OCFS will be unable to complete the contract amendment process and your contract approval will be delayed.

Helpful Hint: When uploading documents to CMS, be sure to upload each as a PDF to prevent system errors. Do not use formats such as Excel or MS Word.

Your agency is required to continue using the OCFS' web-based Contract Management System (CMS) to manage contract development activities. Information on how to obtain user IDs and how to use CMS can be found online at <https://ocfs.ny.gov/main/contracts/cms/CMS-Contractor-Manual.pdf>.

Contracting Guides & Requirements

The following documents are attached to this letter and will assist you with the contracting process. You may also contact the OCFS staff listed at the end of this letter.

- OCFS Agency Contact Information
- Contract Requirement Tip Sheet – a comprehensive tip sheet with contracting requirements.

Additional information may be found here [Form Search | Forms | OCFS \(ny.gov\)](#) to assist you in contract development.

Webinars

OCFS will schedule webinars to assist with the contract development process and answer questions. Details of these events was sent to your organizations via email for November 28th, 2022. contact soon. Please feel free to share this invite with appropriate staff:
<https://meetny.webex.com/meetny/i.php?MTID=mc426eabc0f5185be26efa22cbeb4074>

OCFS Contacts

Your OCFS Program Manager, identified on the last page of this document, will contact you about the contract development process and the tasks that your staff must complete. If you have questions before then, you may contact them by phone or email. Please also review the CMS Manual and contracting guide documents referenced above.

OCFS Contacts

Your OCFS Program Manager and the Fiscal and Administrative Unit (FAU), are identified in the attached OCFS Agency Contact Information Sheet. They will contact you about the contract development process and the tasks that your staff must complete. If you have questions before then, you may contact them by phone or email. Please also review the CMS Manual and contracting guide documents referenced above.

We look forward to continuing working with you.

Sincerely,

Allison Contento

Allison Contento
OCFS Program Coordinator, Healthy Families New York

Attachments

**OCFS Agency Contact Information
Re: Healthy Families New York PR #168**

Program Staff:

Name & Title	Telephone	Email
Melanie Schraa Program Supervisor	518-486-4610	melanie.schraa@ocfs.ny.gov
Jennifer Denny Program Manager	518-486-5599	jennifer.denny@ocfs.ny.gov

FAU Staff:

Name & Title	Telephone	Email
Meghan Manny FAU Contracting Unit Supervisor	518-474-9850	meghan.manny@ocfs.ny.gov
Christopher Herrick, FAU Contract Staff	518-473-8536	christopher.herrick@ocfs.ny.gov
Bethany Albano, FAU Contract Staff	518-402-6767	bethany.albano@ocfs.ny.gov
Chelsea Hartmann FAU Contract Staff	518-474-7824	chelsea.hartmann@ocfs.ny.gov
Judith Rodriguez FAU Claiming Unit Supervisor	518-474-9832	judith.rodriguez@ocfs.ny.gov
Michael Solt Claim Program Aide	518-402-3289	michael.solt@ocfs.ny.gov
Travis Koonz Claim Program Aide	518-486-1341	travis.koonz@ocfs.ny.gov
Christopher Donnellan Claim Program Aide	518-474-7856	christopher.donnellan@ocfs.ny.gov

Contract Requirement Tip Sheet

<p>Vend Rep Questionnaire</p>	<p>Not for profit vendors must register and update their Vendor Responsibility Questionnaire online through NYS OSC VendRep system. Vendors will need to register and update their questionnaire six (6) months prior to any contract, renewal and or amendment going to OSC, this can be done via online through NYS OSC VendRep system https://www.osc.state.ny.us/vendrep/info_vrsystem.htm https://onlineservices.osc.state.ny.us/Enrollment/login?0</p> <p>OCFS recommends completing the VR Questionnaire online in the VendRep System. The process is centralized (can be used for several contracts) and easier to update.</p> <p>For direct VendRep System user assistance, the OSC Help Desk may be reached at 866-370-4672 or 518-408-4672 or by email at ciohelpdesk@osc.state.ny.us.</p>
<p>Grants Gateway</p>	<p>In order to do business in NYS, all not for profit vendors, need to create an account in Grants Gateway and must maintain a "prequalified" status throughout the contract development and amendment process, including when the contract is sent to OSC for approval. Municipalities are exempt.</p> <p>Login: https://grantsgateway.ny.gov</p> <p>Applications must update required documents as they expire in. The Grants Gateway System (GGS) will send an email to the user identified in the GGS.</p> <p>Required Documents:</p> <ul style="list-style-type: none"> ✓ <i>Certificate of Incorporation or Equivalent Document;</i> ✓ <i>IRS 501 c Determination Letter (2);</i> ✓ <i>IRS 990;</i> ✓ <i>Audit/Reviews and Findings;</i> ✓ <i>CHAR500 or CHAR410;</i> ✓ <i>Board of Directors Profile;</i> ✓ <i>Senior Leadership Resumes;</i> ✓ <i>Corporate Bylaws</i> <p>Grants Gateway Help Desk Availability: Hours: Monday thru Friday 8am to 8pm Phone: 1-800-820-1890 or Email: grantsgateway@its.ny.gov</p>
<p>Charities Registration</p>	<p>Unless vendors are exempt, all not-for profit vendors must register with the Department of Law/Charities Bureau to receive a Charities Registration # and file a Charities Registration Statement annually. Please go to NYS Attorney General website: http://www.charitiesnys.com/charities_new.jsp</p>

Disability Benefits Coverage	<p>All vendors, except for Municipalities who are exempt, must provide proof of Disability Benefits Coverage by uploading one of the following forms into CMS:</p> <ul style="list-style-type: none"> • DB-120.1 Certificate of Disability Benefits Insurance; • DB-155 Certificate of Disability Benefits Self-Insurance; • CE-200 Certificate of Attestation of Exemption from New York State Workers' Compensation and /or Disability Benefits Coverage <p>The form must list NYS OCFS as the certificate holder and the dates of the certificate must be current. The address for NYS OCFS is 52 Washington Street, Rensselaer, NY 12144.</p> <p>Be sure the certificate is signed, not expired, listed with the vendor's name who holds the contract with the Federal ID, the correct form is used and OCFS is the certificate holder.</p>
Workers Compensation Coverage	<p>All vendors must provide proof of worker's compensation coverage by uploading one of the following forms into CMS:</p> <ul style="list-style-type: none"> • C105.2 Certificate of Workers Compensation Insurance • U28.3 Issued by the State Insurance Fund • SI-12 Certificate of Workers Compensation Self-Insurance • Form GSI-105.2 Certificate of Participation In Workers Compensation Group Self Insurance • CD-200 Certificate of Attestation of Exemption from NYS Workers Compensation and/or Disability Benefits coverage <p>The form must list NYS OCFS as the certificate holder and the dates of the certificate must be current. The address for NYS OCFS is 52 Washington Street, Rensselaer, NY 12144.</p> <p>Be sure the certificate is signed, not expired, listed with the vendor's name who holds the contract with the Federal ID, the correct form is used and OCFS is the certificate holder.</p>
Statewide Financial System (SFS)	<p>With the implementation of SFS vendors are required to maintain their own address and other information directly in the system. OCFS does not have access to change this information.</p> <p>For vendor Self-Service Directions and Information (Vendor Self-Service System) click on http://osc.state.ny.us/vendors/index.htm</p>

LEGISLATIVE INITIATIVE FORM

Date: 6/2/2023
Reference: Health, Housing and Human Services
Dual Reference: Ways and Means
Initiative: HHHS 12

Title of Proposed Resolution:

A RESOLUTION TO ACCEPT MONIES FROM THE NYS OFFICE FOR PEOPLE WITH DEVELOPMENTAL DISABILITIES

Purpose and General Idea:

Authorization to Accept Funding from the NYS Office For People with Developmental Disabilities.

Summary of Specific Provisions:

Authorizes to accept funding in the amount of \$ 2,626 from the NYS Office for People with Developmental Disabilities (OPWDD).

Effects Upon Present Law:

The Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate increased state aid from the NYS Office for People with Development Disabilities.

Increase Revenue Code By:

A34310.349009	State Aid – OPWDD Admin	<u>\$2,626</u>
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Justification:

Keith Brown, Director of Public Health, indicates that the increased funding through OPWDD includes an additional \$2,626 to the current County Mental Health Administration due to accommodate the cost-of-living adjustment (COLA) increase of 5.4%

Sponsor: Legislator Ostrelch

Co-Sponsor:

COUNTY OF SCHENECTADY



RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature

From: Rory Fluman, County Manager *R.F.*

CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Keith Brown, Director of Public Health
Jaclyn Falotico, Commissioner of Finance

Date: June 2, 2023

Re: Authorization to Accept Funding from the NYS Office for People with Developmental Disabilities

Attached is a memorandum from Keith Brown, Director of Public Health, requesting authorization accept funding from the NYS Office for People with Developmental Disabilities in the amount of \$2,626. This funding will support the County Mental Health administration.

The attached memorandum from Jaclyn Falotico, Commissioner of Finance, details the necessary budget amendment.

I recommend your approval.



**SCHENECTADY COUNTY
PUBLIC HEALTH SERVICES
INTEROFFICE MEMO**

TO: Rory Fluman, County Manager
FROM: Keith Brown, Public Health Director
RE: Legislative Action June Legislative Meeting
Requesting Legislative Approval to accept funding from the NYS OPWDD
CC: Shane Barge, Deputy County Manager
Jaclyn Falotico, Commissioner of Finance
DATE: 5/16/23

Dear Rory,

I am writing to request a modification to the 2023 County Budget. The Office of Community Services has been notified by the NYS Office for People with Development Disabilities (OPWDD) of an increase of \$2,626 to state aid based on the most recent letter dated 02/17/2023.

This funding increase through OPWDD includes an additional \$2,626 to fund current County Mental Health Administration due to accommodate the cost-of-living adjustment (COLA) increase of 5.4%.

I am requesting Legislative approval to increase revenue as follows:

A34310.349009 – OPWDD Admin – \$2,626

Sincerely,

■

Keith Brown, MPH
Public Health Director

County of Schenectady
620 State Street, 3rd Floor,
Schenectady, N. Y. 12305
(518) 388-4260
(518) 388-4248 Fax

County Finance

Memo

TO: Rory Fluman, County Manager
FROM: Jaclyn Falotico, Commissioner of Finance *JF*
DATE: May 26, 2023
SUBJECT: Budget Amendment – Increase in State Aid – OPWDD – Public Health Services

The Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate increased state aid from the NYS Office for People with Development Disabilities.

Increase Revenue Code By:

A34310.349009	State Aid – OPWDD Admin	<u>\$2,626</u>
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I recommend that this budget amendment be presented to the Schenectady County Legislature for consideration.



**Office for People With
Developmental Disabilities**

KATHY HOCHUL
Governor

KERRI E. NEIFELD
Commissioner

February 17, 2023

Darin Samaha, Director
Schenectady County Community Services
Schenectady County Mental Health
797 Broadway, Suite 304
Schenectady, NY 12308

Dear Mr. Samaha,

The New York State Office for People With Developmental Disabilities has approved State Aid to your county for 2023. In accordance with the 2022-23 State Budget passed by the Legislature, we are approving revised State Aid Amounts as outlined on the attached schedule. Please note that the schedule reflects funding categories according to program and funding types, as well as adjustments made to your State Aid levels.

The 2023 State Aid funding for Local Assistance is being adjusted to accommodate the cost-of-living adjustment (COLA) effective April 1, 2022, of 5.4 percent.

Furthermore, to improve accountability in the spending of OPWDD's limited State Aid and to identify the specific individuals who are being supported with these resources, OPWDD is requiring program information from agencies that have State Aid contracts in 2023. This information should include the type of program (services provided), the names of the individuals served, the address of where the individuals live, and TABS number if possible.

This information should be sent to Ellen Serencsics at Ellen.Serencsics@opwdd.ny.gov.

In addition, in an effort to fully maximize federal funding, OPWDD continues to encourage counties to participate in the Federal Salary Sharing program through the Office of Mental Health. Federal Salary Sharing enables States and Counties to receive federal reimbursement for the portion of local government expenditures related to the administration and oversight of Medicaid programs.

Please note: There is a 10% hold back on the quarterly advances to the county. These funds will be released based on the submission of final county claim information.

Adjustments will be made, where appropriate, to reflect the transfer of workshop/day training funds to day habilitation/prevocational services under the waiver program.

Additionally, I want to remind you of several policies influencing State Aid:

- (1) Prior to receiving local assistance, the recipient agency must have applied for and received, or received formal notification of refusal, of all Federal Aid which may be appropriate for such services.

Executive Office

44 Holland Avenue, Albany, NY 12229-0001 | TEL: 866-846-8733 | www.opwdd.ny.gov

- (2) Purchase of equipment costing in excess of \$1,500, must be included on the equipment list of the County's Final Approved Local Assistance Budget. Equipment not included on the Final Budget will require written approval from the Developmental Disabilities Services Office prior to purchase.
- (3) Out of State travel must be approved in writing by the Developmental Disabilities Services Office prior to departure.
- (4) Agencies are allowed reimbursement for depreciation and interest on capital costs, which have not already been financed through State and/or Federal Aid for capital construction costs.
- (5) Operating costs may include interest incurred on any obligation, which is necessarily related to the efficient and economic delivery of approved services to persons with developmental disabilities.

If you have any questions, please do not hesitate to contact me.

Sincerely,



Joan Volpe
Director, DDRO Region 3
Division of Service Delivery

Attachment

cc: Abiba Kindo, Deputy Commissioner, Regional Office
Ann Marie Peterson, Associate Deputy Commissioner, Regional Field Operations
Wendy Colonno, Deputy Director, Region 3 Regional Office
Ellen Serencsics, Administrator for Regional Field Office, Region 3
Christine Carey, Director of Fiscal Management
Craig Rogers, Director of Budget Services
Beth Baker, Supervisor of Agency Accounts
Steve Pommer, OPWDD Community Funding
Yvette Kuinlan, Region 3 Contract Management Supervisor

Executive Office

44 Holland Avenue, Albany, NY 12228-0001 | TEL: 866-948-8733 | www.opwdd.ny.gov

NEW YORK STATE OFFICE FOR PEOPLE WITH DEVELOPMENTAL DISABILITIES

Capital New York

2023 Local Assistance to the County Spending Plan

DBSO	COUNTY	CORPID	PROVIDER	FUNDING TYPE	2022 STATE AID (Reallocations Excluded)	4/1/22 COLA @ 5.4%	2023 STATE AID
CAPITAL DISTRICT	SCHENECTADY	70440	ADMINISTRATION	Non-620	48,633	2,626	51,259

Executive Office

44 Holland Avenue, Albany, NY 12229-0001 | TEL: 866-846-9733 | www.opwdd.ny.gov

LEGISLATIVE INITIATIVE FORM

Date: 6/2/2023
Reference: Health, Housing and Human Services
Dual Reference: Ways and Means
Initiative: HHHS 13

Title of Proposed Resolution:

A RESOLUTION TO ACCEPT MONIES FROM THE NYS OFFICE OF ADDICTION SERVICES AND SUPPORT FOR THE DUAL DIAGNOSIS COORDINATOR PROGRAM

Purpose and General Idea:

Authorization to Accept Funding from the NYS Office of Addiction Services and Support.

Summary of Specific Provisions:

Authorizes to accept funding in the amount of \$9,084 from the NYS Office of Addiction Services and Support (OASAS)

Effects Upon Present Law:

The Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate grant funding from the NYS Office of Addiction Services and Support for the Dual Diagnosis Coordinator Program.

Increase Appropriation Code By:

A544310.445002	Seminars/Conferences	<u>\$9,084</u>
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Increase Revenue Code By:

A34310.348603	Narcotic Addiction Control - Admin	<u>\$9,084</u>
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Justification:

Keith Brown, Director of Public Health, indicates that the increased funding would fund retention incentives, education, career development in addiction treatment, and equipment needs for the County's Dual Diagnosis Coordinator Program.

Sponsor: Legislator Ostrelich

Co-Sponsor:

COUNTY OF SCHENECTADY




RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature

From: Rory Fluman, County Manager 

CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Keith Brown, Director of Public Health
Jaclyn Falotico, Commissioner of Finance

Date: June 2, 2023

Re: Authorization to Accept Funding from the NYS Office of Addiction Services and Support

Attached is a memorandum from Keith Brown, Director of Public Health, requesting authorization to accept funding from the NYS Office of Addiction Services and Support in the amount of \$9,084. This would fund retention incentives, education, career development in addiction treatment, and equipment needs for the County's Dual Diagnosis Coordinator Program. This program helps the Schenectady County Office of Community Services identify whether an individual has both a substance abuse problem and a mental health disorder, and then treat accordingly.

The attached memorandum from Jaclyn Falotico, Commissioner of Finance, details the necessary budget amendment.

I recommend your approval.



**SCHENECTADY COUNTY
PUBLIC HEALTH SERVICES
INTEROFFICE MEMO**

TO: Rory Fluman, County Manager
FROM: Keith Brown, Public Health Director
RE: Legislative Action June Legislative Meeting
Requesting Legislative Approval to accept funding from the NYS OASAS

CC: Shane Bargo, Deputy County Manager
Jaclyn Falotico, Commissioner of Finance

DATE: 5/16/23

Dear Rory,

I am writing to request a modification to the 2023 Narcotics Abuse Prevention and Assistance program budget. The Office of Community Services grant has been approved by the NYS Office of Addiction Services and Support (OASAS) of \$9,084 specifically for the Dual Diagnosis Coordinator Program.

OASAS states the funds may be utilized for retention incentive, education, career development in addiction treatment, and equipment needs for the Schenectady County Dual Diagnosis Program.

I am requesting Legislative approval to increase revenue as following:

A34230.348601 - Narcotic Addiction Control Admin - \$9,084

Sincerely,

Keith Brown, MPH
Public Health Director

County of Schenectady
620 State Street, 3rd Floor,
Schenectady, N. Y. 12305
(518) 388-4260
(518) 388-4248 Fax

County Finance

Memo

TO: Rory Fluman, County Manager
FROM: Jaclyn Falotico, Commissioner of Finance *JF*
DATE: June 1, 2023
SUBJECT: Budget Amendment – NYS OASAS Dual Diagnosis Program
Public Health Services

The Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate grant funding from the NYS Office of Addiction Services and Support for the Dual Diagnosis Coordinator Program.

Increase Appropriation Code By:

A544310.445002	Seminars/Conferences	<u>\$9,084</u>
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Increase Revenue Code By:

A34310.348603	Narcotic Addiction Control - Admin	<u>\$9,084</u>
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I recommend that this budget amendment be presented to the Schenectady County Legislature for consideration.

STATE OF NEW YORK AGREEMENT FACE PAGE

<p>STATE AGENCY:</p> <p>Office of Addiction Services and Supports 1450 Western Avenue Albany, NY 12203-3526</p>	<p>BUSINESS UNIT/DEPT. ID: OAS01/3670000</p> <p>CONTRACT NUMBER: CFA0324-T</p> <p>CONTRACT TYPE: <input checked="" type="checkbox"/> Multi-Year Agreement <input type="checkbox"/> Fixed Term Agreement</p>
<p>CONTRACTOR SFS PAYEE NAME:</p> <p>SCHENECTADY COUNTY OF</p>	<p>TRANSACTION TYPE:</p> <p><input type="checkbox"/> New <input checked="" type="checkbox"/> Amendment</p>
<p>CONTRACTOR DOS INCORPORATED NAME:</p> <p>Schenectady County Office of Community Services</p>	<p>PROJECT NAME:</p> <p>Substance Abuse Prevention and Treatment Block Grant Supplement</p>
<p>CONTRACTOR IDENTIFICATION NUMBERS:</p> <p>NYS Vendor ID Number: 1000002365 Federal Tax ID Number: 146002431 DUNS Number (if applicable): 102574808</p>	<p>AGENCY IDENTIFIER: 70440</p> <p>CFDA NUMBER (Federally Funded Grants Only): 93.959</p>
<p>CONTRACTOR PRIMARY MAILING ADDRESS:</p> <p>797 Broadway Schenectady, NY 12308</p> <p>CONTRACTOR PAYMENT ADDRESS: <input checked="" type="checkbox"/> Check if same as primary mailing address</p> <p>CONTRACT MAILING ADDRESS: <input checked="" type="checkbox"/> Check if same as primary mailing address</p>	<p>CONTRACTOR STATUS:</p> <p><input checked="" type="checkbox"/> Municipality <input type="checkbox"/> Tribal Nation <input type="checkbox"/> Not-for-Profit</p> <p>Charities Registration Number:</p> <p>Exemption Status/Code:</p> <p><input type="checkbox"/> Sectarian Entity</p>

STATE OF NEW YORK AGREEMENT FACE PAGE

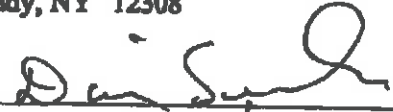
<p>CURRENT CONTRACT TERM: From: 3/15/2021 To: 3/14/2023</p> <p>CURRENT CONTRACT PERIOD: From: 3/15/2021 To: 3/14/2023</p> <p>AMENDED TERM: From: 3/15/2021 To: 3/14/2023</p> <p>AMENDED PERIOD: From: 3/15/2021 To: 6/14/2023</p>	<p>CONTRACT FUNDING AMOUNT <i>(Multi-year - enter total projected amount of the contract; Fixed Term - enter current period amount):</i></p> <p>CURRENT: \$9,084</p> <p>AMENDED: \$0,000</p> <p>FUNDING SOURCE: Federal Substance Abuse Prevention and Treatment Block Grant</p>
<p>ATTACHMENTS PART OF THIS AGREEMENT:</p> <p><input checked="" type="checkbox"/> Attachment A: <input checked="" type="checkbox"/> A-1 Program Specific Terms and Conditions <input checked="" type="checkbox"/> A-2 Federally Funded Grants and Requirements Mandated by Federal Laws</p> <p><input checked="" type="checkbox"/> Attachment B: <input checked="" type="checkbox"/> B-1 Contract Budget and Funding Summary - SAPT Supplemental Award #1 <input type="checkbox"/> B-2 Contract Budget and Funding Summary - SAPT Supplemental Award #2</p> <p><input type="checkbox"/> Attachment C: <input type="checkbox"/> C-1 Scope of Work - SAPT Supplemental Award #1 <input type="checkbox"/> C-2 Scope of Work - SAPT Supplemental Award #2</p> <p><input type="checkbox"/> Attachment D: <input type="checkbox"/> D-1 Payment and Reporting Schedule (Initial Advance) <input type="checkbox"/> D-2 Payment and Reporting Schedule (Reimbursement Only)</p>	

STATE OF NEW YORK AGREEMENT SIGNATURE PAGE

IN WITNESS THEREOF, the parties hereto have executed or approved this Contract on the dates below their signatures.

CONTRACTOR:

Schenectady County Office of Community Services
797 Broadway
Schenectady, NY 12308

By: 
Darin Samaha
Printed Name

Title: Director of Community Services
Date: 1/11/2023

STATE AGENCY:

NYS Office of Addiction Services and Supports
1450 Western Avenue
Albany, NY 12203-3526

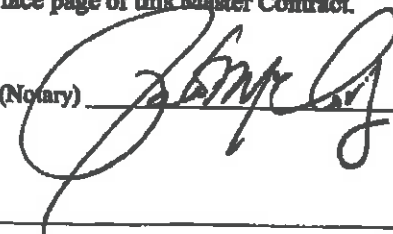
By: _____
Karen C. Stackrow

Title: Director of Contracts and Procurements
Date: _____

STATE OF NEW YORK

County of Schenectady

On the 11th day of January, 2023, before me personally appeared Darin Samaha, to me known, who being by me duly sworn, did depose and say that he/she resides at 797 Broadway, that he/she is the Director, Community Services of the Schenectady County DSS, the contractor described herein which executed the foregoing instrument, and that he/she signed his/hers name thereto as authorized by the contractor named on the face page of this Master Contract.

(Notary) 

Patrick J. McCloskey
Notary Public, State of New York
REG. #: 01MC6263599
Qualified in Schenectady County
My Commission Expires: June 11, 2024

Your organization must retain the complete contract with the original notarized wet signature at your facility and be able to produce upon request for 10 years.

**New York State Office of Addiction Services and Supports
Attachment B- 1: Budget**

SBRRPAPB300
03/10/2022 15:45

BUDGET PERIOD: 03/15/2021 - 03/14/2023

AGENCY CODE: 70440

CONTRACT NO.: CFA0324

CONTRACTOR: Schenectady County Office of Community Services

Initiative: WF - Workforce Development

Budget Categories	TOTAL	All Other Services
		4080 10 WF
Personal Services	\$0	\$0
FICA & Fringe Benefits	\$0	\$0
Other than Personal Services	\$8,500	\$8,500
Equipment	\$0	\$0
Property/Space	\$0	\$0
Agency Administration	\$0	\$0
Total Expenses	\$8,500	\$8,500
	Award \$8,500	
Funding Source		
S01F: SAPT Supplemental #1	\$8,500	\$8,500

**Award amount is the amount of federal funds obligated to your organization for this initiative from the supplemental funding under the Substance Abuse Prevention and Treatment Block Grant Program, in accordance with the Coronavirus Response and Relief Supplemental Appropriations Act.
FAIN: B08T1083539**

**New York State Office of Addiction Services and Supports
Attachment B- 1: Budget**

SBRRPAPB300
03/10/2022 15:45

BUDGET PERIOD: 03/15/2021 - 03/14/2023

AGENCY CODE: 70440

CONTRACT NO.: CFA0324

CONTRACTOR: Schenectady County Office of Community Services

Initiative: SB - Stabilization

Budget Categories	TOTAL	All Other Services
		4080 11 SB
Personal Services	\$0	\$0
FICA & Fringe Benefits	\$0	\$0
Other than Personal Services	\$0	\$0
Equipment	\$584	\$584
Property/Space	\$0	\$0
Agency Administration	\$0	\$0
Total Expenses	\$584	\$584
Award	\$584	
Funding Source		
S01F: SAPT Supplemental #1	\$584	\$584

Award amount is the amount of federal funds obligated to your organization for this initiative from the supplemental funding under the Substance Abuse Prevention and Treatment Block Grant Program, in accordance with the Coronavirus Response and Relief Supplemental Appropriations Act.
FAIN: B08T1083539

Attachment C-1 – Scope of Work (Eligible Workforce Funding Initiatives)

Objective: Providers use strategies within the constraints of the grant, including but not limited to incentives to recruit, retain and strengthen workforce in eligible programs.

Eligible Employees: A provider may use funds as outlined below ONLY for employees that work in programs the provider operates among the following Eligible CFR Program Types:

Eligible Program Types - Workforce

CFR Program Code	CFR Program Type	Grant Category
2030	Residential Opioid Treatment	Treatment
2050	Outpatient Opioid Treatment	Treatment
2150	KEEP Units Outpatient	Treatment
3039	Medically Supervised Withdrawal Services - Residential <i>** except hospital based</i>	Treatment
3059	Medically Supervised Withdrawal Services - Outpatient	Treatment
3510	Medically Monitored Withdrawal	Treatment
3520	Medically Supervised Outpatient	Treatment
3528	Enhanced Medically Supervised Outpatient	Treatment
3530	Outpatient Rehabilitation	Treatment
3550	Inpatient Rehabilitation Services <i>** except hospital based</i>	Treatment
3551	Residential Rehabilitation Services for Youth (RRSY)	Treatment
3560	Intensive Residential	Treatment
3570	Community Residential	Treatment
3580	Supportive Living	Treatment
3600	Residential Services	Treatment
4045	Specialized Services Substance Abuse Programs	Treatment
4480	HIV Early Intervention Services	Treatment
5990	Dual Diagnosis Coordinator	Treatment
6030	Residential Opioid Treatment to Abstinence	Treatment
0465	Job Placement Initiative	Recovery
0810	Case Management	Recovery
0850	Family Support Navigator	Recovery
0950	Peer Engagement	Recovery
3078	Continuum of Care Rental Assistance Case Management	Recovery
3270	NY NY III: Post-Treatment Housing	Recovery
3370	NY NY III: Housing for Persons at Risk for Homelessness	Recovery
3470	Permanent Supported Housing	Recovery
3480	Permanent Supported Housing - High Frequency Medicaid Consumers	Recovery
3920	Youth Clubhouse	Recovery
3970	Recovery Community Centers	Recovery
3980	Recovery Community Organizing Initiative	Recovery
4072	Vocational Rehabilitation	Recovery
3100	Prevention Resource Centers	Prevention
5520	Primary Prevention Services	Prevention
5550	Other Prevention Services	Other Prevention

Workforce Strategies: The following strategies comprise a list of eligible Workforce Development/Training initiatives permitted under this contract, covering the OASAS system of prevention, treatment and recovery. Contracted entities may not operate within all sectors of the OASAS system (i.e., prevention, treatment and recovery) and, therefore, may not be authorized to utilize awarded funds for all Workforce Development/Training initiatives listed below. Such initiatives may include, but are not limited to:

Recruitment and Retention

Funds may be utilized for Recruitment and Retention incentives for staff titles as specified by CFR title codes 100 Support Staff, 200 Direct Care, 300 Clinical, 400 Production Staff, 500 Program Administration Staff, and 600 Agency Administration Staff. Recruitment and Retention incentives are limited to:

- Retention and hiring incentives, which are limited to no more than 10% of an individual's annual salary, but the total cannot exceed \$10,000 per employee. Incentive payment may be spread out over time;
- Retirement Contributions or other one-time fringe benefit payment*;
- Differential Pay;
- Hazard Pay.

Education

Funds may be utilized in the following ways to support and retain prevention, treatment and recovery provider staff:

- Training, exam, and application fees to newly certify or support existing
 - Credentialed Alcoholism and Substance Abuse Counselors (CASACs),
 - Credentialed Prevention Professionals (CPPs),
 - Credentialed Prevention Specialists (CPSs), and
 - Certified Recovery Peer Advocates;
- Conference registration fees and professional training for staff delivering prevention, treatment and recovery services;
- Other professional training including continuing education for credentialed/licensed professionals, Addiction and Mental Health specialty designations for physicians and other primary care providers, nurses (i.e. Certified Addiction Registered Nurse - CARN) and other professionals.

Ongoing Support

Funding may be utilized to develop long-term employee engagement strategies. These can include, but are not limited to, participation in "Best Companies to Work For" process, which includes engagement data based on agency-wide standardized surveys, or funding for registration fees. Providers can also propose their own process for funding employment engagement activities. Funds may be utilized for workforce development including, but not limited to, retaining consultants, developing or acquiring training curriculum, providing stipends, and attending or providing training events. Building on current trauma-informed care, funding may be utilized to support training, ongoing consultation, and steps to implement evidenced-based models of care. Funding for individual technical assistance around health equity is another allowable use.

Career Development in Addiction Treatment

Funding may be utilized for the creation, promotion and/or enhancement of psychiatry and addiction fellowship programs for medical doctors, physician assistants, nurse practitioners, and/or programs for career development of other licensed/credentialed professionals. Providers may also contract with college-level nursing, physician assistant and/or medical schools to create Addiction Fellowship Programs and support new students for degrees in addiction, social work, or mental health. Funding could also encourage interdisciplinary practice in the delivery of prevention, treatment, and recovery services. Providers may collaborate with academic and policy research entities to develop strategies for training treatment and recovery staff based on needs assessments and provider interest and may include evidence-based practice training and implementation. Prevention provider will receive this type of support through another award opportunity.

* These funds should not be used for on-going salary or fringe benefit increases that cannot be supported beyond the grant period. Funds awarded under this scope of work may not be transferred or used for any other project or purpose.

Attachment C-1 - Scope of Work (Eligible Stabilization Funding Initiatives)

Objective: Providers may use funding for fiscal and programmatic stabilization necessary to address the impact of COVID-19 on program operations and infrastructure.

Eligible providers:

- Voluntary, community-based providers of substance use disorder treatment, prevention, and/or recovery services that (1) are currently certified and/or funded by OASAS; (2) were operational prior to January 31, 2020; (3) pre-qualified in the Grants Gateway; and (4) have completed a certified Vendor Responsibility questionnaire are eligible to receive funds.
- **Ineligible:** Gambling services programs/providers, hospitals, governmental entities not directly operating a substance use disorder treatment, prevention, and/or recovery service, and proprietary providers.

The following table identifies provider types eligible to receive stabilization funding by CFR Program Types:

Eligible Provider Types - Workforce

Program Code	Program Type	Grant Category
2030	Residential Opioid Treatment	Treatment
2050	Outpatient Opioid Treatment	Treatment
2150	KEEP Units Outpatient	Treatment
3039	Medically Supervised Withdrawal Services - Residential <i>** except hospital based</i>	Treatment
3059	Medically Supervised Withdrawal Services - Outpatient	Treatment
3510	Medically Monitored Withdrawal	Treatment
3520	Medically Supervised Outpatient	Treatment
3528	Enhanced Medically Supervised Outpatient	Treatment
3530	Outpatient Rehabilitation	Treatment
3550	Inpatient Rehabilitation Services <i>** except hospital based</i>	Treatment
3551	Residential Rehabilitation Services for Youth (RRSY)	Treatment
3560	Intensive Residential	Treatment
3570	Community Residential	Treatment
3580	Supportive Living	Treatment

3600	Residential Services	Treatment
4045	Specialized Services Substance Abuse Programs	Treatment
4480	HIV Early Intervention Services	Treatment
5990	Dual Diagnosis Coordinator	Treatment
6030	Residential Opioid Treatment to Abstinence	Treatment
0465	Job Placement Initiative	Recovery
0810	Case Management	Recovery
0850	Family Support Navigator	Recovery
0950	Peer Engagement	Recovery
3078	Continuum of Care Rental Assistance Case Management	Recovery
3270	NY NY III: Post-Treatment Housing	Recovery
3370	NY NY III: Housing for Persons at Risk for Homelessness	Recovery
3470	Permanent Supported Housing	Recovery
3480	Permanent Supported Housing - High Frequency Medicaid Consumers	Recovery
3920	Youth Clubhouse	Recovery
3970	Recovery Community Centers	Recovery
3980	Recovery Community Organizing Initiative	Recovery
4072	Vocational Rehabilitation	Recovery
3100	Prevention Resource Centers	Prevention
5520	Primary Prevention Services	Prevention
5550	Other Prevention Services	Other Prevention

NOTE: Hospitals operating any of the above program types ARE NOT eligible.

Allowable Use of Funds:

Funds may be used to support fiscal or programmatic stability of eligible programs indicated in the chart above. Allowable uses of funds include, but are not limited to:

- Program operating costs to resume, sustain, and/or improve SUD program services, such as:
 - Payroll expenses,

- Implementation of infectious disease control measures,
- Supplies
- Equipment needs, such as security systems or durable medical equipment -
- Repairs and maintenance including minor renovations that do not change the structure of the building (limited to \$75,000)
- Reimbursement of all or a portion of remaining principal for loans incurred to sustain SUD program operations

Funding is intended to supplement these expenses and cannot be used to supplant any existing grants or resources.

Expenditures supported by these funds must be reasonable and/or necessary for providing SUD services in both nature and amount and were not previously and will not otherwise be reimbursed by other funding or programs. Unreasonable and/or unnecessary costs are not allowable. Appendix X of the Consolidated Fiscal and Reporting Manual lists items of expense that are considered non-allowable.

* These funds should not be used for on-going costs that cannot be supported beyond the grant period. Funds awarded under this scope of work may not be transferred or used for any other project or purpose.

Ayesha Amzad

From: OASAS.sm.Grants <OASAS.sm.Grants@oasas.ny.gov>
Sent: Thursday, March 9, 2023 2:05 PM
To: Ayesha Amzad; oasas.sm.COVIDFunds; OASAS.sm.OASASBudget
Cc: Darin J. Samaha; Jennifer E. Hayden
Subject: RE: Agency 70440 Contract CFA0324-T

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good afternoon Ayesha –

- 1) Renewal of Mental Health licensures are allowable under the Workforce Scope of Work. However, the renewal must occur within the contract period and is for someone solely working in a SUD program.
- 2) CFR code 327 is within the 300 series and is an eligible title under the Workforce Scope of Work.

Thank you,

Andrew Ilardo

Contract Management Specialist II

New York State Office of Addiction Services and Supports (NYS OASAS)

1450 Western Avenue, Albany, NY 12203-3526

www.oasas.ny.gov



**Office of Addiction
Services and Supports**

OASAS. Every Step of the Way.

From: Ayesha Amzad <ayesha.amzad@schenectadycounty.com>
Sent: Tuesday, March 7, 2023 10:46 AM
To: oasas.sm.COVIDFunds <COVIDFunds@oasas.ny.gov>; OASAS.sm.Grants <OASAS.sm.Grants@oasas.ny.gov>; OASAS.sm.OASASBudget <OASAS.sm.OASASBudget@oasas.ny.gov>; OASAS.sm.Grants <OASAS.sm.Grants@oasas.ny.gov>
Cc: Samaha, Darin J (SCHENECTADY Co) <darin.samaha@schenectadycounty.com>; Hayden, Jennifer E (SCHENECTADY Co) <jennifer.hayden@schenectadycounty.com>
Subject: FW: Agency 70440 Contract CFA0324-T
Importance: High

ATTENTION: This email came from an external source. Do not open attachments or click on links from unknown senders or unexpected emails.

Good Morning,

I have a couple follow-up questions.

1. Is a Mental Health Licensure allowable? If so, what documents are needed to submit for reimbursement?
2. Our dual diagnosis coordinator CFR code is 327, is this 327 title code acceptable for the 300 Clinical CFR code for retention and hiring incentives?

Recruitment and Retention

Funds may be utilized for Recruitment and Retention incentives for staff titles as specified by CFR title code 100 Support Staff, 200 Direct Care, 300 Clinical, 400 Production Staff, 500 Program Administration Staff, or 600 Agency Administration Staff. Recruitment and Retention incentives are limited to:

- Retention and hiring incentives, which are limited to no more than 10% of an individual's salary, but the total cannot exceed \$10,000 per employee. Incentive payment may be spread over time;
- Retirement Contributions or other one-time fringe benefit payment*;
- Differential Pay;
- Hazard Pay.

Thank you,
Ayesha

Ayesha Amzad (she, her, hers)
Accountant
Schenectady County
Office of Community Services
797 Broadway, Suite 304
Schenectady, NY 12305
Phone: (518) 386-2065
Fax: (518) 386-2212

From: Ayesha Amzad
Sent: Friday, March 3, 2023 10:18 AM
To: OASAS.sm.Grants <OASAS.sm.Grants@oasas.ny.gov>; oasas.sm.COVIDFunds <COVIDFunds@oasas.ny.gov>; Bradshaw, Melany (OASAS) <Melany.Bradshaw@oasas.ny.gov>
Cc: Jennifer E. Hayden <Jennifer.Hayden@SchenectadyCounty.com>
Subject: RE: Agency 70440 Contract CFA0324-T

Good Morning,

Thank you. Is a Mental Health Licensure allowable? If so, what documents are needed to submit for reimbursement?

Thank you,
Ayesha

Ayesha Amzad (she, her, hers)
Accountant
Schenectady County
Office of Community Services
797 Broadway, Suite 304
Schenectady, NY 12305
Phone: (518) 386-2065
Fax: (518) 386-2212

From: OASAS.sm.Grants <OASAS.sm.Grants@oasas.ny.gov>
Sent: Friday, March 3, 2023 9:50 AM
To: Ayesha Amzad <ayesha.amzad@schennectadycounty.com>; oasas.sm.COVIDFunds <COVIDFunds@oasas.ny.gov>; Bradshaw, Melany (OASAS) <Melany.Bradshaw@oasas.ny.gov>
Cc: Jennifer E. Hayden <Jennifer.Hayden@schennectadycounty.com>
Subject: RE: Agency 70440 Contract CFA0324-T

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good morning –

Renewal of CASCAC certifications are allowable under the Workforce Scope of Work. However, the renewal must occur within the contract period and is for someone working in a SUD program.

Thank you,

Andrew Ilardo

Contract Management Specialist II

New York State Office of Addiction Services and Supports (NYS OASAS)

1450 Western Avenue, Albany, NY 12203-3526

www.oasas.ny.gov



**Office of Addiction
Services and Supports**

OASAS. Every Step of the Way.

From: Ayesha Amzad <ayesha.amzad@schenectadycounty.com>

Sent: Thursday, March 2, 2023 4:17 PM

To: oasas.sm.COVIDFunds <COVIDFunds@oasas.ny.gov>; OASAS.sm.Grants <OASAS.sm.Grants@oasas.ny.gov>; Bradshaw, Melany (OASAS) <Melany.Bradshaw@oasas.ny.gov>

Cc: Hayden, Jennifer E (SCHENECTADY Co) <jennifer.hayden@schenectadycounty.com>

Subject: Agency 70440 Contract CFA0324-T

Importance: High

ATTENTION: This email came from an external source. Do not open attachments or click on links from unknown senders or unexpected emails.

Hi,

Just following up on the question below. Can we submit a reimbursement for CASAS licensure renewal?

Thank you,

Ayesha

Ayesha Amzad (she, her, hers)

Accountant

Schenectady County

Office of Community Services

797 Broadway, Suite 304

Schenectady, NY 12305

Phone: (518) 386-2065

Fax: (518) 386-2212

From: Ayesha Amzad

Sent: Wednesday, January 18, 2023 10:27 AM

To: OASAS.sm.Grants <OASAS.sm.Grants@oasas.ny.gov>
Cc: Darin J. Samaha <darin.samaha@schenectadycounty.com>; Jennifer E. Hayden
<Jennifer.Hayden@SchenectadyCounty.com> <Jennifer.Hayden@SchenectadyCounty.com>
Subject: Grant Question

Good Morning,

Can we submit a reimbursement for CASAC licensure renewal through our grant? There is a screenshot below saying the funds may be utilized to support existing CASACs. I have attached the CASAC documents for your reference.

Education

Funds may be utilized in the following ways to support and retain prevention, treatment and recovery provider staff:

- Training, exam, and application fees to newly certify or support existing
 - Credentialed Alcoholism and Substance Abuse Counselors (CASACs),
 - Credentialed Prevention Professionals (CPPs),
 - Credentialed Prevention Specialists (CPSs), and
 - Certified Recovery Peer Advocates;
- Conference registration fees and professional training for staff delivering prevention, treatment and recovery services;
- Other professional training including continuing education for credentialed/licensed professionals, Addiction and Mental Health specialty designations for physicians and other primary care providers, nurses (i.e. Certified Addiction Registered Nurse - CARN) and other professionals.

Thank you,
Ayesha

Ayesha Amzad (she, her, hers)
Accountant
Schenectady County
Office of Community Services
797 Broadway, Suite 304
Schenectady, NY 12305
Phone: (518) 386-2065
Fax: (518) 386-2212

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Schenectady County Legislature

Committee on Labor and Civil Service

Hon. Pete Frisoni, Chair

6th Floor County Office Building 620 State Street, Schenectady, New York 12305

Phone: (518) 388-4280 Fax: (518) 388-4591

DATE: June 2, 2023
TO: Honorable Schenectady County Legislators
FROM: Geoffrey T. Hall, Clerk of the Legislature
SUBJECT: COMMITTEE AGENDA
Committee on Labor and Civil Service
Honorable Pete Frisoni, Chair
Monday, June 5, 2023 at 7:00 p.m.
Schenectady County Office Building,
Legislative Chambers, Sixth Floor

Item	Title	Sponsor	Co-Sponsor
LCS	5 A RESOLUTION TO CREATE AND ELIMINATE CERTAIN POSITIONS AT THE SCHENECTADY COUNTY PUBLIC HEALTH SERVICES	Legislator Frisoni	
LCS	6 A RESOLUTION TO CREATE AND ELIMINATE CERTAIN POSITIONS IN THE BUREAU OF PURCHASING IN THE DEPARTMENT OF FINANCE	Legislator Frisoni	
LCS	7 A RESOLUTION TO CREATE AND ELIMINATE CERTAIN POSITIONS IN THE DEPARTMENT OF SOCIAL SERVICES	Legislator Frisoni	

LEGISLATIVE INITIATIVE FORM

Date: 6/3/2023
Reference: Labor and Civil Service
Dual Reference: Ways and Means
Initiative: LCS 5

Title of Proposed Resolution:

A RESOLUTION TO CREATE AND ELIMINATE CERTAIN POSITIONS AT THE SCHENECTADY COUNTY PUBLIC HEALTH SERVICES

Purpose and General Idea:

Provides Authorization to Eliminate and Create Positions in the Public Health Department.

Summary of Specific Provisions:

Authorizes the elimination of the positions of Public Health Sanitarian (CSEA Grade 15) and Public Health Aide (CSEA Grade 7) and the creation of the positions of two (2) Senior Public Health Sanitaires (CSEA Grade 10).

Effects Upon Present Law:

The County of Schenectady's Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate staffing changes within Public Health Services.

Establish and Increase Appropriation Code By:

A514090.111	Personnel Services – Senior Public Health Sanitarian (2)	<u>\$71,304</u>
A514090.111	Personnel Services – Public Health Technician	<u>\$23,871</u>

Decrease Appropriation Code By:

A514090.111	Personnel Services – Public Health Sanitarian	<u>\$30,486</u>
A514012.111	Personnel Services – Public Health Aide	<u>\$20,832</u>

Justification:

Keith Brown, Director of Public Health, indicates that these new positions would be funded by two grants, one by HUD and the other by the CDC's Childhood Lead Poisoning Prevention Program, and would support the County's lead program which currently educates, screens, inspects and remediates homes with lead hazards in the City of Schenectady.

Sponsor: Legislator Frisoni

Co-Sponsor:

COUNTY OF SCHENECTADY



RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature

From: Rory Fluman, County Manager *R.F.*

CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Keith Brown, Public Health Director
Jaclyn Falotico, Commissioner of Finance
Joe McQueen, Director of Human Resources

Date: June 2, 2023

RE: Authorization to Create Eliminate and Create Positions in the Public Health Department

Attached is a memorandum from Keith Brown, Public Health Director, requesting authorization to eliminate the positions of Public Health Sanitarian (CSEA Grade 15) and Public Health Aide (CSEA Grade 7) and create the positions of two (2) Senior Public Health Sanitarians (CSEA Grade 18) and Public Health Technician (CSEA Grade 10). These new positions would be funded by two grants, one by HUD and the other by the CDC's Childhood Lead Poisoning Prevention Program.

These new positions would support the County's Lead program which currently educates, screens, inspects, and remediates homes with lead hazards in the City of Schenectady. In addition, the program provides care coordination, environmental management, and daily blood lead level screenings for children within the County. These new positions would help the department in addressing increased caseloads that this program is currently experiencing.

The attached memoranda from Jaclyn Falotico, Commissioner of Finance, and Joe McQueen, Director of Human Resources, detail the actions necessary to create the position.

I recommend your approval.



**SCHENECTADY COUNTY
PUBLIC HEALTH SERVICES
INTEROFFICE MEMO**

TO: Rory Fluman, County Manager
FROM: Keith Brown, Public Health Director
RE: Legislative Action

Requesting Legislative Approval to create & eliminate positions to support the HUD and CLPPP programs.

CC: Shane Bargy, Deputy County Manager
Jaclyn Falotico, Commissioner of Finance
DATE: 5/16/23

Dear Rory,

Schenectady County Public Health Services (SCPHS) is requesting the following:

Part I

Addition of 2 Senior Public Health Sanitarian positions to support the HUD (\$1,000,000) and Childhood Lead Poisoning Intervention and Prevention Program (CLPPP+) (\$512,000) with the future elimination of a Sanitarian position. Positions would be fully funded by the CLPPP+ and HUD grants.

- A4090 Senior Public Health Sanitarian - Gr. 18 \$66,210
- A4090 Senior Public Health Sanitarian - Gr. 18 \$66,210

Promotion of current Public Health Sanitarian to Senior Public Health Sanitarian would allow the elimination of Public Health Sanitarian - Gr. 15 \$56,617.

Part II

A4012 Public Health Aide (Grade 7 \$38,687) position be eliminated (position funded by ELC Schools COVID) and a A4090 Public Health Technician (Grade 10 \$44,332) position be created in its place to support HUD and CLPPP+ and paid for by HUD & CLPPP+ grant.

This program supports education, screening, inspection, and remediation of lead hazards within homes in the City of Schenectady and care coordination, environmental management, and screening of daily blood lead levels of children within Schenectady County. Environmental Health staff also work directly with homeowners/landlords to remediate hazards to ensure the home is lead safe while working with other community organizations such as City Codes, Section 8, and local health care providers. Given the increased workload associated with increased caseloads, additional staff will be required to perform these activities.

I am requesting Legislative approval to add these grant funded positions to enhance our childhood lead prevention activities. Thank you for your assistance with this request.

Sincerely,

Keith Brown, MPH
Public Health Director

County of Schenectady
620 State Street, 3rd Floor,
Schenectady, N. Y. 12305
(518) 388-4260
(518) 388-4248 Fax



Memo

TO: Rory Fluman, County Manager
FROM: Jaclyn Falotico, Commissioner of Finance *JF*
DATE: May 26, 2023
SUBJECT: Budget Amendment – Public Health Services
Creation and Elimination of Various Positions

The County of Schenectady's Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate staffing changes within Public Health Services.

Establish and Increase Appropriation Code By:

A514090.111	Personnel Services – Senior Public Health Sanitarian (2)	<u>\$71,304</u>
A514090.111	Personnel Services – Public Health Technician	<u>\$23,871</u>

Decrease Appropriation Code By:

A514090.111	Personnel Services – Public Health Sanitarian	<u>\$30,486</u>
A514012.111	Personnel Services – Public Health Aide	<u>\$20,832</u>

I recommend that this budget amendment be presented to the Schenectady County Legislature for consideration.

Memo

To: Rory Fluman, County Manager
From: Joe McQueen, Director of Human Resources
Date: May 31, 2023
Re: Elimination and Creation of Positions in Public Health Services

The Office of Public Health Services has requested the elimination of the positions Public Health Sanitarian and Public Health Aide, and the creation of two (2) Senior Public Health Sanitarian positions and a Public Health Technician position.

I recommend the creation of two (2) positions of Senior Public Health Sanitarian at a CSEA Grade 18 and the position of Public Health Technician at a CSEA Grade 10.

All necessary action will be taken by the Civil Service Commission at their June 2023 meeting.

Thank you.

LEGISLATIVE INITIATIVE FORM

Date: 6/2/2023
Reference: Labor and Civil Service
Dual Reference: Ways and Means
Initiative: LCS 6

Title of Proposed Resolution:

A RESOLUTION TO CREATE AND ELIMINATE CERTAIN POSITIONS IN THE BUREAU OF PURCHASING IN THE DEPARTMENT OF FINANCE

Purpose and General Idea:

Provides Authorization to Eliminate and Create Positions in the Bureau of Purchasing

Summary of Specific Provisions:

Authorizes the elimination of the position of Requisition Clerk (CSEA Grade 7) and create the position of Purchasing Aide (CSEA Grade 7).

Effects Upon Present Law:

The County of Schenectady's Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate staffing changes within the Bureau of Purchasing.

Establish and Increase Appropriation Code By:

A511345.111	Personnel Services – Purchasing Aide	<u>\$38,687</u>
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Decrease Appropriation Code By:

A511345.111	Personnel Services – Requisition Clerk	<u>\$38,687</u>
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Justification:

Thomas Bellick, Purchasing Agent, indicates, this change would better accommodate the needs of the Bureau of Purchasing Department to strengthen the workflow of the purchasing team, as well as this change, is budget neutral.

Sponsor: Legislator Frisoni

Co-Sponsor:

COUNTY OF SCHENECTADY




RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature

From: Rory Fluman, County Manager 

CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Thomas Bellick, Purchasing Agent
Jaclyn Falotico, Commissioner of Finance
Joe McQueen, Director of Human Resources

Date: June 2, 2023

RE: Authorization to Create Eliminate and Create Positions in the Bureau of Purchasing

Attached is a memorandum from Thomas Bellick, Purchasing Agent, requesting authorization to eliminate the position of Requisition Clerk (CSEA Grade 7) and create the position of Purchasing Aide (CSEA Grade 7). As Mr. Bellick indicates, this change will better accommodate the needs of the Bureau of Pruchasing.

The attached memoranda from Jaclyn Falotico, Commissioner of Finance, and Joe McQueen, Director of Human Resources, detail the actions necessary to create the position.

I recommend your approval.

Memorandum

From: Thomas Bellick, Purchasing Agent

To: Rory Fluman, County Manager

CC: Jaclyn Falotico, Shane Bargo, Margaret Aragosa, Joe McQueen,

Re: Budget Amendment, to create Purchasing Aide

Date: June 2, 2023

I am requesting a change to the Bureau of Purchasing's 2023 Budget that would eliminate one position: Requisition Clerk – Grade 7 - \$38,687 and create 1 position of Purchasing Aide – Grade 7 - \$38,687.

This new position will strengthen the workflow of the Purchasing team, and is budget neutral.

Sincerely,



Thomas Bellick, Purchasing Agent

518/388-4240

County of Schenectady
620 State Street, 3rd Floor,
Schenectady, N. Y. 12305
(518) 388-4260
(518) 388-4248 Fax

County Finance

Memo

TO: Rory Fluman, County Manager
FROM: Jaclyn Falotico, Commissioner of Finance *JF*
DATE: June 1, 2023
SUBJECT: Budget Amendment – Bureau of Purchasing
Creation and Elimination of Various Positions

The County of Schenectady's Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate staffing changes within the Bureau of Purchasing.

Establish and Increase Appropriation Code By:

A511345.111	Personnel Services – Purchasing Aide	<u>\$38,687</u>
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Decrease Appropriation Code By:

A511345.111	Personnel Services – Requisition Clerk	<u>\$38,687</u>
-------------	--	-----------------

I recommend that this budget amendment be presented to the Schenectady County Legislature for consideration.

Memo

To: Rory Fluman, County Manager

From: Joe McQueen, Director of Human Resources

Date: May 31, 2023

Re: Elimination and Creation of Positions in the Purchasing Department

The Purchasing Department has requested the elimination of the position Requisition Clerk and the creation of the position Purchasing Aide.

I recommend the creation of the position Purchasing Aide at a CSEA Grade 7.

No further action is needed to be taken by the Civil Service Commission.

Thank you.

LEGISLATIVE INITIATIVE FORM

Date: 6/2/2023
Reference: Labor and Civil Service
Dual Reference: Ways and Means
Initiative: LCS 7

Title of Proposed Resolution:

A RESOLUTION TO CREATE AND ELIMINATE CERTAIN POSITIONS IN THE DEPARTMENT OF SOCIAL SERVICES

Purpose and General Idea:

Authorizes the elimination of the position of Associate Commissioner of Economic Assistance and Supports and the creation of the position of Deputy Commissioner of Social Services

Summary of Specific Provisions:

Authorizes the elimination of the position of Associate Commissioner of Economic Assistance and Supports and the creation of the position of Deputy Commissioner of Social Services

Effects Upon Present Law:

The County of Schenectady's Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate staffing changes within the Department of Social Services.

Establish and Increase Appropriation Code By:

A516010.111	Personnel Services – Deputy Commissioner of Social Services	<u>\$120,000</u>
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Decrease Appropriation Code By:

A516010.111	Personnel Services – Associate Commissioner of Economic Assistance and Supports	<u>\$105,678</u>
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Justification:

The County of Schenectady's Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate staffing changes within the Department of Social Services recommended by senior staff within the Department of Social Services. Specifically, an Associate Commissioner of Economic Assistance and Support position at an annual salary of \$105,678 is proposed to be eliminated and replaced with the creation of a Deputy Commissioner of Social Services position at an annual salary of \$120,000.

Sponsor: Legislator Frisoni

Co-Sponsor:

COUNTY OF SCHENECTADY




RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature

From: Rory Fluman, County Manager 

CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Brandy Hillard-Bouldin, Director of Social Services
Jaclyn Falotico, Commissioner of Finance
Joe McQueen, Director of Human Resources

Date: June 2, 2023

RE: Authorization to Create Eliminate and Create Positions at the Department of Social Services

Attached is a memorandum from Brandy Hillard-Bouldin, Director of Social Services, requesting authorization to eliminate the position of Associate Commissioner of Economic Assistance and Supports and create the position Deputy Commissioner of Social Services. As Ms. Hillard-Bouldin indicates, this new position will assist in the planning, development, and attainment of the department's objectives as well as oversee the management and operations of the department.

The attached memoranda from Jaclyn Falotico, Commissioner of Finance, and Joe McQueen, Director of Human Resources, detail the actions necessary to create the position.

I recommend your approval.

SCHENECTADY COUNTY

DEPARTMENT OF SOCIAL SERVICES



797 Broadway, Suite 301
Schenectady, NY 12305
518-388-4400
518-388-4644 (FAX)

Brandy Hillard-Bouldin
Commissioner

MEMORANDUM

TO: Rory Fluman, County Manager
FROM: Brandy Hillard-Bouldin, DSS Commissioner
DATE: June 2, 2023
RE: Personnel Request

After considering and analyzing the organizational structure of the Department of Social Services, I have come to the professional conclusion we would be best served by creating a specific Deputy Commissioner position that could assist me with duties related to the overall management and operation of the Department. The current organizational structure has Deputy Commissioner functions delegated to other titles in the office which are not appropriate to their positions. Consequently, I would respectfully request the creation of a Deputy Commissioner position in the Social Services Department. To maintain cost neutrality for the creation of this new position I would propose giving up the title of Associate Commissioner of Economic Supports which currently exists in the 2023 County Budget. I would request the funds remaining in the Associate Commissioner of Economic Supports be transferred to the newly created position of Deputy Commissioner. I am asking that the position of Deputy Commissioner of Social Services be classified as noncompetitive due to the requirement for policy making duties, as well as responsibilities related to personnel administration. The incumbent would also be responsible to act on behalf of the Commissioner of Social Services in my absence. The incumbent will also have agency wide responsibility for assisting in the implementation of the mission of the department through the participation in the planning, development, attainment of departmental objectives and be involved in decision making as it relates to labor matters.

The position of Associate Commissioner was budgeted at \$105,678. I am requesting to establish the annual salary for the Deputy Commissioner title at \$120,000. I would propose that any deficiency which exists between the two titles could be made up through the vacancy rate contained within the personnel lines here at the Department of Social Services.

Thank you in advance for your consideration.

County of Schenectady
620 State Street, 3rd Floor,
Schenectady, N. Y. 12305
(518) 388-4260
(518) 388-4248 Fax

County Finance

Memo

TO: Rory Fluman, County Manager
FROM: Jaclyn Falotico, Commissioner of Finance *JF*
DATE: June 1, 2023
SUBJECT: Budget Amendment – Department of Social Services
Creation and Elimination of Various Positions

The County of Schenectady's Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate staffing changes within the Department of Social Services.

Establish and Increase Appropriation Code By:

A516010.111	Personnel Services – Deputy Commissioner of Social Services	<u>\$120,000</u>
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Decrease Appropriation Code By:

A516010.111	Personnel Services – Associate Commissioner of Economic Assistance and Supports	<u>\$105,678</u>
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I recommend that this budget amendment be presented to the Schenectady County Legislature for consideration.

Memo

To: Rory Fluman, County Manager

From: Joe McQueen, Director of Human Resources

Date: May 31, 2023

Re: Elimination and Creation of Positions in the Department of Social Services

The Schenectady County Department of Social Services has requested the elimination of the position Associate Commissioner of Economic Assistance and Support and the creation of the position Deputy Commissioner of Social Services.

I recommend the creation of the position Deputy Commissioner of Social Services at a JC 15.

No further action is needed to be taken by the Civil Service Commission.

Thank you.



Schenectady County Legislature
Committee on Public Facilities, Transportation and Infrastructure
Hon. Richard Patierne, Chair

6th Floor County Office Building 620 State Street, Schenectady, New York 12305
Phone: (518) 388-4280 Fax: (518) 388-4591

DATE: June 2, 2023
TO: Honorable Schenectady County Legislators
FROM: Geoffrey T. Hall, Clerk of the Legislature
SUBJECT: COMMITTEE AGENDA
Committee on Public Facilities
Honorable Patierne, Chair
Monday, June 5, 2023 at 7:00 p.m
Schenectady County Office Building,
Legislative Chambers, Sixth Floor

Item	Title	Sponsor	Co-Sponsors
PFTI	16 A RESOLUTION REGARDING AN ENVIRONMENTAL EASEMENT FOR COUNTY-OWNED PROPERTY IN THE CITY OF SCHENECTADY	Legislator Patierne	
PFTI	17 A RESOLUTION APPROVING CAPITAL BUDGET AMENDMENTS FOR THE REPLACEMENT OF A DIESEL GENERATOR AT THE COUNTY AIRPORT	Legislator Patierne	

LEGISLATIVE INITIATIVE FORM

Date: 6/2/2023
Reference: Public Facilities, Transportation and Infrastructure
Dual Reference: Ways and Means
Initiative: PFTI 16

Title of Proposed Resolution:

A RESOLUTION REGARDING AN ENVIRONMENTAL EASEMENT FOR COUNTY-OWNED PROPERTY IN THE CITY OF SCHENECTADY

Purpose and General Idea:

Provides Authorization to Enter into an Environmental Easement with the NYS Department of Environmental Conservation for Property Located at 222 South Ferry Street in the City of Schenectady.

Summary of Specific Provisions:

Authorization to enter into an Environmental Easement with the NYS Department of Environmental Conservation for Property Located at 222 South Ferry Street in the City of Schenectady.

Effects Upon Present Law:

None.

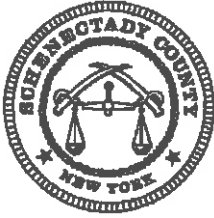
Justification:

Christopher Gardner, County Attorney, indicates that this site has a history of contamination that was caused by industrial users decades ago. By entering into this agreement, the County is obligated to perform regular tests on this site and groundwater as part of the remediation efforts for this site.

Sponsor: Legislator Patierne

Co-Sponsor:

COUNTY OF SCHENECTADY




RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature

From: Rory Fluman, County Manager 

CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Christopher Gardner, County Attorney

Date: June 2, 2023

Re: Authorization to Enter into an Environmental Easement with NYS Department of Environmental Conservation for the Property Located at 222 South Ferry Street in the City of Schenectady

Attached is a memorandum from Christopher Gardner, County Attorney, requesting authorization to Enter into an Environmental Easement with NYS Department of Environmental Conservation for the property located at 222 South Ferry Street in the City of Schenectady.

I recommend your approval.

**COUNTY OF SCHENECTADY
OFFICE OF THE COUNTY ATTORNEY
Inter-Department Correspondence Sheet**

To: Rory Fluman
County Manager

From: Christopher H. Gardner *CHG*
County Attorney

Dated: May 16, 2023

Re: 222 South Ferry Street, Site #447047
Environmental Easement Package (Reza Lot)

Copies to: Geoffrey Hall, Clerk of the Legislature
M. Joe Landry, Counsel to the Legislature
Ray Gillen, Chairman, Metroplex
Marylou Riddle, Executive Secretary to the County Manager
Charlie Davidson, Sustainability Coordinator

The New York State Department of Environmental Conservation is requiring that the County Legislature approve the Environmental Easement and other related documents as part of its remediation of the Superfund site.

The property is subject to an Environmental Easement held by the New York State Department of Environmental Conservation pursuant to Title 36 of the Environmental Conservation Law.

The Environmental Easement outlines the County's obligations for site and ground water testing and delineates steps that need to be taken during the stewardship and future development of the property.

The Reza lot, as this parcel is referred to has been converted to parking which has been essential to the success of The VanGogh Exhibit at Washington Avenue Armory with the assistance of Ray Gillen and Metroplex.

I recommend that this matter be forwarded to the County Legislature for their consideration at the June meetings of the County Legislature. Specifically, we are looking for the Legislature to give the County Manager authority to enter into this Easement and approval all other steps necessary to complete this transaction.

CHG/kah
Enclosures

Young Sommer LLC

ATTORNEYS AT LAW

EXECUTIVE WOODS, FIVE PALISADES DRIVE, ALBANY, NY 12205
Phone: 518-438-9907 • Fax: 518-438-9914

www.youngsommer.com

Lisa M. Gorman, Legal Assistant
Telephone Extension: 233
lgorman@youngsommer.com

May 15, 2023

Via Federal Express

Christopher Gardner, Esq.
Schenectady County Attorney
620 State Street
Schenectady, NY 12305

Re: 222 South Ferry Street Site # 447047 - Environmental Easement Package

Dear Mr. Gardner:

Enclosed please find the following documents for your review:

1. Environmental Easement;
2. Environmental Easement Checklist; and
3. NYS Form TP-584.

Please sign where indicated and return the documents in the enclosed Federal Express envelope.

If you have any questions or require anything further, please contact our office.

Thank you,



Lisa M. Gorman
Legal Assistant to Robert A. Panasci, Esq.

Enc.

**ENVIRONMENTAL EASEMENT GRANTED PURSUANT TO ARTICLE 71, TITLE 36
OF THE NEW YORK STATE ENVIRONMENTAL CONSERVATION LAW**

THIS INDENTURE made this _____ day of _____, 20____, between Owner, County of Schenectady, Trustee for Schenectady County Community College, having an office at 620 State Street, County of Schenectady, State of New York (the "Grantor"), and The People of the State of New York (the "Grantee"), acting through their Commissioner of the Department of Environmental Conservation (the "Commissioner", or "NYSDEC" or "Department" as the context requires) with its headquarters located at 625 Broadway, Albany, New York 12233,

WHEREAS, the Legislature of the State of New York has declared that it is in the public interest to encourage the remediation of abandoned and likely contaminated properties ("sites") that threaten the health and vitality of the communities they burden while at the same time ensuring the protection of public health and the environment; and

WHEREAS, the Legislature of the State of New York has declared that it is in the public interest to establish within the Department a statutory environmental remediation program that includes the use of Environmental Easements as an enforceable means of ensuring the performance of operation, maintenance, and/or monitoring requirements and the restriction of future uses of the land, when an environmental remediation project leaves residual contamination at levels that have been determined to be safe for a specific use, but not all uses, or which includes engineered structures that must be maintained or protected against damage to perform properly and be effective, or which requires groundwater use or soil management restrictions; and

WHEREAS, the Legislature of the State of New York has declared that Environmental Easement shall mean an interest in real property, created under and subject to the provisions of Article 71, Title 36 of the New York State Environmental Conservation Law ("ECL") which contains a use restriction and/or a prohibition on the use of land in a manner inconsistent with engineering controls which are intended to ensure the long term effectiveness of a site remedial program or eliminate potential exposure pathways to hazardous waste or petroleum; and

WHEREAS, Grantor, is the owner of real property located at the address of 222 South Ferry Street in the City of Schenectady, County of Schenectady and State of New York, known and designated on the tax map of the County Clerk of Schenectady as tax map parcel number: Section 39.71 Block 1 Lot 14.11, being the same as that property conveyed to Grantor by deed dated January 5, 2022 and recorded in the Schenectady County Clerk's Office in Liber and Page Liber 2075, Page 836. The property subject to this Environmental Easement (the "Controlled Property") comprises approximately .98 +/- acres, and is hereinafter more fully described in the Land Title Survey dated December 19, 2022 and revised on January 24, 2023 prepared by Donald E. Albrecht, which will be attached to the Site Management Plan. The Controlled Property description is set forth in and attached hereto as Schedule A; and

WHEREAS, the Department accepts this Environmental Easement in order to ensure the protection of public health and the environment and to achieve the requirements for remediation established for the Controlled Property until such time as this Environmental Easement is extinguished pursuant to ECL Article 71, Title 36; and

NOW THEREFORE, in consideration of the mutual covenants contained herein and the terms and conditions of Order on Consent Index Number: R4-20210928-80, Grantor conveys to Grantee a permanent Environmental Easement pursuant to ECL Article 71, Title 36 in, on, over, under, and upon the Controlled Property as more fully described herein ("Environmental Easement").

1. **Purposes.** Grantor and Grantee acknowledge that the Purposes of this Environmental Easement are: to convey to Grantee real property rights and interests that will run with the land in perpetuity in order to provide an effective and enforceable means of encouraging the reuse and redevelopment of this Controlled Property at a level that has been determined to be safe for a specific use while ensuring the performance of operation, maintenance, and/or monitoring requirements; and to ensure the restriction of future uses of the land that are inconsistent with the above-stated purpose.
2. **Institutional and Engineering Controls.** The controls and requirements listed in the Department approved Site Management Plan ("SMP") including any and all Department approved amendments to the SMP are incorporated into and made part of this Environmental Easement. These controls and requirements apply to the use of the Controlled Property, run with the land, are binding on the Grantor and the Grantor's successors and assigns, and are enforceable in law or equity against any owner of the Controlled Property, any lessees and any person using the Controlled Property.
 - A. (1) The Controlled Property may be used for:

Commercial as described in 6 NYCRR Part 375-1.8(g)(2)(iii) and Industrial as described in 6 NYCRR Part 375-1.8(g)(2)(iv)
 - (2) All Engineering Controls must be operated and maintained as specified in the Site Management Plan (SMP);
 - (3) All Engineering Controls must be inspected at a frequency and in a manner defined in the SMP;
 - (4) The use of groundwater underlying the property is prohibited without necessary water quality treatment as determined by the NYSDOH or the Schenectady County Department of Health to render it safe for use as drinking water or for industrial purposes, and the user must first notify and obtain written approval to do so from the Department;
 - (5) Groundwater and other environmental or public health monitoring must be performed as defined in the SMP;
 - (6) Data and information pertinent to Site Management of the Controlled Property must be reported at the frequency and in a manner defined in the SMP;
 - (7) All future activities on the property that will disturb remaining contaminated material must be conducted in accordance with the SMP;

(8) Monitoring to assess the performance and effectiveness of the remedy must be performed as defined in the SMP;

(9) Operation, maintenance, monitoring, inspection, and reporting of any mechanical or physical components of the remedy shall be performed as defined in the SMP;

(10) Access to the site must be provided to agents, employees or other representatives of the State of New York with reasonable prior notice to the property owner to assure compliance with the restrictions identified by this Environmental Easement.

B. The Controlled Property shall not be used for Residential or Restricted Residential purposes as defined in 6NYCRR 375-1.8(g)(2)(i) and (ii), and the above-stated engineering controls may not be discontinued without an amendment or extinguishment of this Environmental Easement.

C. The SMP describes obligations that the Grantor assumes on behalf of Grantor, its successors and assigns. The Grantor's assumption of the obligations contained in the SMP which may include sampling, monitoring, and/or operating a treatment system, and providing certified reports to the NYSDEC, is and remains a fundamental element of the Department's determination that the Controlled Property is safe for a specific use, but not all uses. The SMP may be modified in accordance with the Department's statutory and regulatory authority. The Grantor and all successors and assigns, assume the burden of complying with the SMP and obtaining an up-to-date version of the SMP from:

Site Control Section
Division of Environmental Remediation
NYSDEC
625 Broadway
Albany, New York 12233
Phone: (518) 402-9553

D. Grantor must provide all persons who acquire any interest in the Controlled Property a true and complete copy of the SMP that the Department approves for the Controlled Property and all Department-approved amendments to that SMP.

E. Grantor covenants and agrees that until such time as the Environmental Easement is extinguished in accordance with the requirements of ECL Article 71, Title 36 of the ECL, the property deed and all subsequent instruments of conveyance relating to the Controlled Property shall state in at least fifteen-point bold-faced type:

This property is subject to an Environmental Easement held by the New York State Department of Environmental Conservation pursuant to Title 36 of Article 71 of the Environmental Conservation Law.

F. Grantor covenants and agrees that this Environmental Easement shall be incorporated in full or by reference in any leases, licenses, or other instruments granting a right to use the Controlled Property.

G. Grantor covenants and agrees that it shall, at such time as NYSDEC may require, submit to NYSDEC a written statement by an expert the NYSDEC may find acceptable certifying under penalty of perjury, in such form and manner as the Department may require, that:

(1) the inspection of the site to confirm the effectiveness of the institutional and engineering controls required by the remedial program was performed under the direction of the individual set forth at 6 NYCRR Part 375-1.8(h)(3).

(2) the institutional controls and/or engineering controls employed at such site:
(i) are in-place;
(ii) are unchanged from the previous certification, or that any identified changes to the controls employed were approved by the NYSDEC and that all controls are in the Department-approved format; and

(iii) that nothing has occurred that would impair the ability of such control to protect the public health and environment;

(3) the owner will continue to allow access to such real property to evaluate the continued maintenance of such controls;

(4) nothing has occurred that would constitute a violation or failure to comply with any site management plan for such controls;

(5) the report and all attachments were prepared under the direction of, and reviewed by, the party making the certification;

(6) to the best of his/her knowledge and belief, the work and conclusions described in this certification are in accordance with the requirements of the site remedial program, and generally accepted engineering practices; and

(7) the information presented is accurate and complete.

3. Right to Enter and Inspect. Grantee, its agents, employees, or other representatives of the State may enter and inspect the Controlled Property in a reasonable manner and at reasonable times to assure compliance with the above-stated restrictions.

4. Reserved Grantor's Rights. Grantor reserves for itself, its assigns, representatives, and successors in interest with respect to the Property, all rights as fee owner of the Property, including:

A. Use of the Controlled Property for all purposes not inconsistent with, or limited by the terms of this Environmental Easement;

B. The right to give, sell, assign, or otherwise transfer part or all of the underlying fee interest to the Controlled Property, subject and subordinate to this Environmental Easement;

5. Enforcement

A. This Environmental Easement is enforceable in law or equity in perpetuity by Grantor, Grantee, or any affected local government, as defined in ECL Section 71-3603, against the owner of the Property, any lessees, and any person using the land. Enforcement shall not be defeated because of any subsequent adverse possession, laches, estoppel, or waiver. It is not a

8. **Amendment.** Any amendment to this Environmental Easement may only be executed by the Commissioner of the New York State Department of Environmental Conservation or the Commissioner's Designee, and filed with the office of the recording officer for the county or counties where the Property is situated in the manner prescribed by Article 9 of the Real Property Law.
9. **Extinguishment.** This Environmental Easement may be extinguished only by a release by the Commissioner of the New York State Department of Environmental Conservation, or the Commissioner's Designee, and filed with the office of the recording officer for the county or counties where the Property is situated in the manner prescribed by Article 9 of the Real Property Law.
10. **Joint Obligation.** If there are two or more parties identified as Grantor herein, the obligations imposed by this instrument upon them shall be joint and several.
11. **Consistency with the SMP.** To the extent there is any conflict or inconsistency between the terms of this Environmental Easement and the SMP, regarding matters specifically addressed by the SMP, the terms of the SMP will control.

Remainder of Page Intentionally Left Blank

THIS ENVIRONMENTAL EASEMENT IS HEREBY ACCEPTED BY THE PEOPLE OF THE STATE OF NEW YORK, Acting by and Through the Department of Environmental Conservation as Designee of the Commissioner,

By:

Andrew O. Guglielmi, Director
Division of Environmental Remediation

Grantee's Acknowledgment

STATE OF NEW YORK)
) ss:
COUNTY OF ALBANY)

On the _____ day of _____, in the year 20__, before me, the undersigned, personally appeared Andrew O. Guglielmi, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name is (are) subscribed to the within instrument and acknowledged to me that he/she/ executed the same in his/her/ capacity as Designee of the Commissioner of the State of New York Department of Environmental Conservation, and that by his/her/ signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Notary Public - State of New York

SCHEDULE "A" PROPERTY DESCRIPTION

DEED AND ENVIRONMENTAL EASEMENT DESCRIPTION
LANDS NOW OR FORMERLY OF
COUNTY OF SCHENECTADY
CITY OF SCHENECTADY, COUNTY OF SCHENECTADY, STATE OF NEW YORK
AREA = 42,722± SQUARE FEET OF LAND

All that certain tract, piece or parcel of land situate in the City of Schenectady, County of Schenectady, State of New York, lying Easterly of South Church Street, Northwesterly of South Ferry Street, and being more particularly bounded and described as follows:

BEGINNING at the point of intersection of the Easterly street boundary of South Church Street (right-of-way width varies) with the division line between the lands now or formerly of County of Schenectady as described in Book 2075 at Page 836 on the South and the lands now or formerly of Mill Lane Apartments, LLC as described in Book 1968 at Page 501 on the North and runs thence from said Point of Beginning South 80 deg. 18 min. 30 sec. East along said division line 123.13 feet to its point of intersection with the division line between the said lands now or formerly of County of Schenectady on the West and the said lands now or formerly of Mill Lane Apartments, LLC on the East; thence South 09 deg. 14 min. 20 sec. West along the last mentioned division line 33.00 feet to its point of intersection with the common division line between the said lands now or formerly of County of Schenectady on the Southwest and the said lands now or formerly of Mill Lane Apartments, LLC and lands now or formerly of NYSARC, Inc. as described in Book 1515 at Page 131 on the Northeast; thence South 63 deg. 45 min. 50 sec. East along the last mentioned common division line 165.84 feet to its point of intersection with the Northwesterly street boundary of South Ferry Street (42-foot-wide right-of-way); thence South 29 deg. 24 min. 17 sec. West along said Northwesterly street boundary 154.49 feet to its point of intersection with the common division line between the said lands now or formerly of County of Schenectady generally on the North and the lands now or formerly of Zachary Prusky as described in Book 1975 at Page 511 and other lands now or formerly of County of Schenectady as described in Book 2079 at Page 411 generally on the South; thence along the last mentioned common division line the following three (3) courses: 1) North 60 deg. 39 min. 26 sec. West 128.45 feet to a point; 2) North 13 deg. 52 min. 46 sec. East 8.27 feet to a point; and 3) North 80 deg. 22 min. 29 sec. West 109.90 feet to its point of intersection with the first herein mentioned Easterly street boundary of South Church Street; thence along said Easterly street boundary the following two (2) courses: 1) North 09 deg. 28 min. 55 sec. East 81.77 feet to a point; and 2) North 09 deg. 52 min. 59 sec. East 92.57 feet to the point or place of beginning and containing 42,722± square feet of land.

Subject to any easements, covenants, rights-of-way, or restrictions of record.

**ENVIRONMENTAL EASEMENT
CHECKLIST/CERTIFICATION
SITE No. 447047**

The following requirements and attachments must be included as part of the submission to the Department for an Environmental Easement. Upon completion of the review, an attorney must sign the checklist indicating that they have fully completed the checklist. The Department will not accept submissions which have not been signed as being accurate and complete by both the Remedial Party and Attorney. Where the property owner is not the Remedial Party, the Department also requires the Owner to sign the checklist.

1) Special Circumstances

The last owner search was completed and the deed transfer is by Quit Claim or other restricted transfer deed Yes No

The property in the Brownfield Cleanup Agreement includes lands under water Yes No

The property has multiple owners Yes No

If you answered "Yes" to any of these items, contact the Department's Environmental Easement contact person for a determination as to whether further title work is necessary.

2) Verification of ownership of the property

- Submit documentation (such as a corporate resolution) that the signatory on the easement has authority to sign the Easement
- Ownership of the property matches the current deed.
- Verification reviewed and included for authority to sign Easement.
- Updated copies of legal organizational documents have been reviewed and are included. Examples of the appropriate documentation will include, for:
 - corporations: articles of incorporation, organizational agreements, minutes of annual meetings, resolutions, authorities for signature;
 - partnerships: a copy of the partnership agreement; verification that necessary parties are participating in the Easement;
 - trusts: trust agreement, affidavit of no change in the trust; and
 - estates: estate letters, powers of attorney.

3) Verification of Property Subject to Easement

- Description of the property for the Easement and DEC Agreement/Order/SAC matches description of property in the deed (Separate submittal must be included to explain to the satisfaction of the Department why there is any discrepancy).
- The Tax Map Identifier (SBL) matches on all documents.

4) Survey Review

- Survey includes metes and bounds description.
- Survey includes a graphic scale.
- Survey includes Tax Map Section, Block and Lot.
- Survey includes physical address and is consistent with the DEC Agreement/Order/SAC.
- The survey must bear the name, address, telephone number, signature and certification of the professional land surveyor who performed the survey, his or her official seal and registration number, the date the survey was completed, the dates of all of the surveyor's revisions.
- The survey boundaries must be drawn to a convenient scale, with that scale clearly indicated. A graphic scale, shown in feet and meters, must be included.
- The symbols and abbreviations that are used on the survey must be identified by the use of a legend.
- Diagrams must be accurately presented.
- The point of beginning of the legal description must be shown.
- The legal description must be correct.
- The legal description must state the acreage.
- If the deed(s) description differs from the measured bearings/angles/distances, both must be indicated on the survey.
- The survey must show the location of all buildings/monuments/overlaps/encroachments upon the surveyed property with their locations defined by measurement perpendicular to the nearest perimeter boundaries.
- The survey must depict the location of visible improvements within five feet of each side of boundary lines.
- The survey must show ponds, lakes, springs, rivers or a natural water boundary bordering on or running through the surveyed property; the survey must measure the location of the natural water boundary and note on the survey the date of the measurement.
- The survey must correctly depict the environmental easement area with corresponding metes & bounds description and acreage, and include the following sentence: *"This property is subject to an environmental easement held by the New York State Department of Environmental Conservation pursuant to Title 36 of Article 71 of the New York Environmental Conservation Law. The engineering and institutional controls for this Easement are set forth in the Site Management Plan (SMP). A copy of the SMP must be obtained by any party with an interest in the property. The SMP can be obtained from NYS Department of Environmental Conservation, Division of Environmental Remediation, Site Control Section, 625 Broadway, Albany, NY 12233 or at derweb@dec.ny.gov".* This reference must be located on the face of the survey and be in at least 15-point type.
- If the survey consists of more than one sheet, sheets must be numbered and the total number of sheets must be indicated on each sheet.

- In addition to county-specific requirements, submittal of the approved survey to the Department must include the following:
- A "D" sized copy (24" x 36") of the final signed, stamped map
 - A 600 DPI scan of the final signed, stamped map
 - An Autocad .dwg or exported .dxf file of the polyline (at a minimum) of the final survey

5) Submissions

- The Environmental Easement Package being submitted to the Department includes the applicable documents set forth in Attachment A.

PLEASE READ THE FOLLOWING CAREFULLY

The Remedial Party and the Remedial Party's attorney understand and acknowledge that the New York State Department of Environmental Conservation will rely on each and every answer in this statement: (1) to determine whether the Easement Package can be reviewed in a timely fashion; and (2) to determine whether the Easement Package should be approved. The Remedial Party and the Remedial Party's attorney understand and acknowledge that any false statement or misrepresentation herein will constitute cause for the revocation of the Certificate of Completion issued in reliance on this checklist and accompanying documentation. The Remedial Party and the Remedial Party's attorney further acknowledge that the failure to provide the Department with valid and enforceable Environmental Easement on the property may be grounds for the Department to revoke any Certificate of Completion for the site.

Statement of Certification and Signatures

I have reviewed the information being submitted in relation to this Easement Package and this information, to the best of my knowledge and belief, is accurate and correct. I further acknowledge that the failure to provide the Department with valid and enforceable Environmental Easement on the property may be grounds for the Department to revoke any Certificate of Completion for the site.

1) By Remedial Party:

I hereby affirm that information provided on this form and its attachments is true and complete to the best of my knowledge and belief. I further acknowledge that the failure to provide the Department with valid and enforceable Environmental Easement on the property may be grounds for the Department to revoke any Certificate of Completion for the site.

Date: _____ Signature: _____

Print Name: _____

2) By Remedial Party's Attorney:

I hereby affirm that I am the attorney for Schenectady County (entity); that I am authorized by that entity to make this certification; that this certification was prepared by me or under my supervision and direction; and that information provided on this form and its attachments is true and complete to the best of my knowledge and belief.

Date: _____ Signature: _____

Print Name: Robert A. Panasci

Attachment

Attachment A

Documents required to be sent in hard copy with electronic formats copied to the Project Manager and Project Attorney for a complete Environmental Easement package:

- 1) Copy(ies) of current deed(s) and supporting title documentation (see Department Title Requirements).**
- 2) Copy of tax map.**
- 3) Proof of authority to obligate owner of property as set forth in "Verification of ownership of property" on the Easement checklist.**
- 4) Legal description of the easement area, electronic copy to be in an electronic text format (i.e., MS Word or Rich Text Format).**
- 5) One full-sized, signed Survey and an electronic Survey submitted as a fully rendered PDF (not scanned).**
- 6) A draft Notice to Municipality, with appropriate site-specific provisions.**
- 7) Easement Checklist with certification signed by Remedial Party and Remedial Party's attorney.**
- 8) Signed transfer tax forms (TP-584 or ACRIS Forms).**

Hard copy submission shall be sent to:

**Cheryl Salem
New York State Department of Environmental Conservation
Office of General Counsel
625 Broadway
Albany, NY 12233-1500**



Department of Taxation and Finance

TP-584 (9/10)

Recording office time stamp

Combined Real Estate Transfer Tax Return, Credit Line Mortgage Certificate, and Certification of Exemption from the Payment of Estimated Personal Income Tax

See Form TP-584-I, instructions for Form TP-584, before completing this form. Print or type.

Schedule A - Information relating to conveyance

Form with sections for Grantor/Transferor and Grantee/Transferee, including fields for Name, Mailing address, City, State, ZIP code, and Social Security number.

Location and description of property conveyed

Table with 5 columns: Tax map designation - Section, block & lot; SWIS code; Street address; City, town, or village; County.

Type of property conveyed (mark an X in applicable box)

Form with checkboxes for property types (One- to three-family house, Residential cooperative, etc.) and a date of conveyance field.

Condition of conveyance (mark an X in all that apply)

Form with checkboxes for various conditions of conveyance (a. Conveyance of fee interest, b. Acquisition of a controlling interest, etc.).

Form for recording officer's use, including fields for Amount received, Date received, and Transaction number.

Schedule B – Real estate transfer tax return (Tax Law Article 31)

Part 1 – Computation of tax due

- 1 Enter amount of consideration for the conveyance (if you are claiming a total exemption from tax, mark an X in the Exemption claimed box, enter consideration and proceed to Part 3) Exemption claimed
- 2 Continuing lien deduction (see instructions if property is taken subject to mortgage or lien)
- 3 Taxable consideration (subtract line 2 from line 1)
- 4 Tax: \$2 for each \$500, or fractional part thereof, of consideration on line 3
- 5 Amount of credit claimed for tax previously paid (see instructions and attach Form TP-684.1, Schedule G)
- 6 Total tax due* (subtract line 5 from line 4)

1.		0.00
2.		
3.		
4.		
5.		
6.		0.00

Part 2 – Computation of additional tax due on the conveyance of residential real property for \$1 million or more

- 1 Enter amount of consideration for conveyance (from Part 1, line 1)
- 2 Taxable consideration (multiply line 1 by the percentage of the premises which is residential real property, as shown in Schedule A)
- 3 Total additional transfer tax due* (multiply line 2 by 1% (.01))

1.		
2.		
3.		

Part 3 – Explanation of exemption claimed on Part 1, line 1 (mark an X in all boxes that apply)

The conveyance of real property is exempt from the real estate transfer tax for the following reason:

- a. Conveyance is to the United Nations, the United States of America, New York State, or any of their instrumentalities, agencies, or political subdivisions (or any public corporation, including a public corporation created pursuant to agreement or compact with another state or Canada) a
- b. Conveyance is to secure a debt or other obligation b
- c. Conveyance is without additional consideration to confirm, correct, modify, or supplement a prior conveyance c
- d. Conveyance of real property is without consideration and not in connection with a sale, including conveyances conveying realty as bona fide gifts d
- e. Conveyance is given in connection with a tax sale e
- f. Conveyance is a mere change of identity or form of ownership or organization where there is no change in beneficial ownership. (This exemption cannot be claimed for a conveyance to a cooperative housing corporation of real property comprising the cooperative dwelling or dwellings.) Attach Form TP-684.1, Schedule F f
- g. Conveyance consists of deed of partition g
- h. Conveyance is given pursuant to the federal Bankruptcy Act h
- i. Conveyance consists of the execution of a contract to sell real property, without the use or occupancy of such property, or the granting of an option to purchase real property, without the use or occupancy of such property i
- j. Conveyance of an option or contract to purchase real property with the use or occupancy of such property where the consideration is less than \$200,000 and such property was used solely by the grantor as the grantor's personal residence and consists of a one-, two-, or three-family house, an individual residential condominium unit, or the sale of stock in a cooperative housing corporation in connection with the grant or transfer of a proprietary leasehold covering an individual residential cooperative apartment j
- k. Conveyance is not a conveyance within the meaning of Tax Law, Article 31, § 1401(e) (attach documents supporting such claim) k

* The total tax (from Part 1, line 6 and Part 2, line 3 above) is due within 15 days from the date of conveyance. Make check(s) payable to the county clerk where the recording is to take place. For conveyances of real property within New York City, use Form TP-684-NYC. If a recording is not required, send this return and your check(s) made payable to the NYS Department of Taxation and Finance, directly to the NYS Tax Department, RETT Return Processing, PO Box 5045, Albany NY 12205-0045. If not using U.S. Mail, see Publication 55, Designated Private Delivery Services.

Schedule C – Credit Line Mortgage Certificate (Tax Law Article 11)

Complete the following only if the interest being transferred is a fee simple interest.
This is to certify that: (mark an X in the appropriate box)

1. The real property being sold or transferred is not subject to an outstanding credit line mortgage.
2. The real property being sold or transferred is subject to an outstanding credit line mortgage. However, an exemption from the tax is claimed for the following reason:
 - a. The transfer of real property is a transfer of a fee simple interest to a person or persons who held a fee simple interest in the real property (whether as a joint tenant, a tenant in common or otherwise) immediately before the transfer.
 - b. The transfer of real property is (A) to a person or persons related by blood, marriage or adoption to the original obligor or to one or more of the original obligors or (B) to a person or entity where 50% or more of the beneficial interest in such real property after the transfer is held by the transferor or such related person or persons (as in the case of a transfer to a trustee for the benefit of a minor or the transfer to a trust for the benefit of the transferor).
 - c. The transfer of real property is a transfer to a trustee in bankruptcy, a receiver, assignee, or other officer of a court.
 - d. The maximum principal amount secured by the credit line mortgage is \$3 million or more, and the real property being sold or transferred is not principally improved nor will it be improved by a one- to six-family owner-occupied residence or dwelling.

Note: for purposes of determining whether the maximum principal amount secured is \$3 million or more as described above, the amounts secured by two or more credit line mortgages may be aggregated under certain circumstances. See TSB-M-96(6)-R for more information regarding these aggregation requirements.

- e. Other (attach detailed explanation).
3. The real property being transferred is presently subject to an outstanding credit line mortgage. However, no tax is due for the following reason:
 - a. A certificate of discharge of the credit line mortgage is being offered at the time of recording the deed.
 - b. A check has been drawn payable for transmission to the credit line mortgagee or mortgagee's agent for the balance due, and a satisfaction of such mortgage will be recorded as soon as it is available.
4. The real property being transferred is subject to an outstanding credit line mortgage recorded in _____ (insert liber and page or reel or other identification of the mortgage). The maximum principal amount of debt or obligation secured by the mortgage is _____. No exemption from tax is claimed and the tax of _____ is being paid herewith. (Make check payable to county clerk where deed will be recorded.)

Signature (both the grantors and grantees must sign)

The undersigned certify that the above information contained in Schedules A, B, and C, including any return, certification, schedule, or attachment, is to the best of their knowledge, true and complete, and authorize the person(s) submitting such form on their behalf to receive a copy for purposes of recording the deed or other instrument effecting the conveyance.

Grantor signature	Title	Grantee signature	Title
Grantor signature	Title	Grantee signature	Title

Reminder: Did you complete all of the required information in Schedules A, B, and C? Are you required to complete Schedule D? If you marked e, f, or g in Schedule A, did you complete Form TP-584.1? Have you attached your check(s) made payable to the county clerk where recording will take place? If no recording is required, send this return and your check(s), made payable to the NYS Department of Taxation and Finance, directly to the NYS Tax Department, RETT Return Processing, PO Box 5045, Albany NY 12205-0045. If not using U.S. Mail, see Publication 55, Designated Private Delivery Services.

Schedule D – Certification of exemption from the payment of estimated personal income tax (Tax Law, Article 22, § 663)

Complete the following only if a fee simple interest or a cooperative unit is being transferred by an individual or estate or trust.

If the property is being conveyed by a referee pursuant to a foreclosure proceeding, proceed to Part 2, mark an X in the second box under Exemption for nonresident transferors/sellers, and sign at bottom.

Part 1 – New York State residents

If you are a New York State resident transferor/seller listed in Form TP-584, Schedule A (or an attachment to Form TP-584), you must sign the certification below. If one or more transferor/seller of the real property or cooperative unit is a resident of New York State, each resident transferor/seller must sign in the space provided. If more space is needed, photocopy this Schedule D and submit as many schedules as necessary to accommodate all resident transferors/sellers.

Certification of resident transferors/sellers

This is to certify that at the time of the sale or transfer of the real property or cooperative unit, the transferor/seller as signed below was a resident of New York State, and therefore is not required to pay estimated personal income tax under Tax Law § 663(a) upon the sale or transfer of this real property or cooperative unit.

Signature	Print full name	Date
Signature	Print full name	Date
Signature	Print full name	Date
Signature	Print full name	Date

Note: A resident of New York State may still be required to pay estimated tax under Tax Law § 685(c), but not as a condition of recording a deed.

Part 2 – Nonresidents of New York State

If you are a nonresident of New York State listed as a transferor/seller in Form TP-584, Schedule A (or an attachment to Form TP-584) but are not required to pay estimated personal income tax because one of the exemptions below applies under Tax Law § 663(c), mark an X in the box of the appropriate exemption below. If any one of the exemptions below applies to the transferor/seller, that transferor/seller is not required to pay estimated personal income tax to New York State under Tax Law § 663. Each nonresident transferor/seller who qualifies under one of the exemptions below must sign in the space provided. If more space is needed, photocopy this Schedule D and submit as many schedules as necessary to accommodate all nonresident transferors/sellers.

If none of these exemption statements apply, you must complete Form IT-2863, Nonresident Real Property Estimated Income Tax Payment Form, or Form IT-2864, Nonresident Cooperative Unit Estimated Income Tax Payment Form. For more information, see Payment of estimated personal income tax, on Form TP-584-I, page 1.

Exemption for nonresident transferors/sellers

This is to certify that at the time of the sale or transfer of the real property or cooperative unit, the transferor/seller (grantor) of this real property or cooperative unit was a nonresident of New York State, but is not required to pay estimated personal income tax under Tax Law § 663 due to one of the following exemptions:

- The real property or cooperative unit being sold or transferred qualifies in total as the transferor/seller's principal residence (within the meaning of Internal Revenue Code, section 121) from _____ Date _____ to _____ Date _____ (see instructions).
- The transferor/seller is a mortgagor conveying the mortgaged property to a mortgagee in foreclosure, or in lieu of foreclosure with no additional consideration.
- The transferor or transferee is an agency or authority of the United States of America, an agency or authority of New York State, the Federal National Mortgage Association, the Federal Home Loan Mortgage Corporation, the Government National Mortgage Association, or a private mortgage insurance company.

Signature	Print full name	Date
Signature	Print full name	Date
Signature	Print full name	Date
Signature	Print full name	Date

LEGISLATIVE INITIATIVE FORM

Date: 6/2/2023
Reference: Public Facilities, Transportation and Infrastructure
Dual Reference: Ways and Means
Initiative: PFTI 17

Title of Proposed Resolution:

A RESOLUTION APPROVING CAPITAL BUDGET AMENDMENTS FOR THE REPLACEMENT OF A DIESEL GENERATOR AT THE COUNTY AIRPORT

Purpose and General Idea:

Provides authorization to amend the 2023 Capital Budget for the replacement of a diesel generator at the County Airport.

Summary of Specific Provisions:

Provides authorization to amend the 2023 Capital Budget in the amount of \$64,000 for the replacement of a diesel generator at the County Airport.

Effects Upon Present Law:

CAPITAL BUDGET

Increase Capital Project 561230046

Increase Appropriation Code By:

H545610.401000	Airport – Capital Projects – Equipment	<u>\$64,000</u>
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Increase Revenue Codes By:

H99901.503101	Interfund Transfer – General Fund	<u>\$64,000</u>
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Increase Appropriation Codes By:

A599950.906	Transfer to Capital Fund	<u>\$64,000</u>
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Increase Appropriated Fund Balance By:

A599	Appropriated Fund Balance	<u>\$64,000</u>
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Justification:

The existing generator is 45 years old at the end of its useful life. The lowest bid for replacement was \$128,950, however Director of Public Works Paul Sheldon indicates that additional work may need to be done bringing the total project cost to \$150,000. This exceeds the \$86,000 currently budgeted for the project.

Sponsor: Legislator Patierne

Co-Sponsor:

COUNTY OF SCHENECTADY



RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature

From: Rory Fluman, County Manager *R.F.*

CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Paul Sheldon, Director of Public Works
Jaclyn Falotico, Commissioner of Finance

Date: April 7, 2023

Re: Authorization to Amend the 2023 Capital Budget for the Replacement of a Diesel Generator at the Airport

Attached is a memorandum from Paul Sheldon, Director of Public Works, requesting authorization to amend the 2023 Capital Budget in the amount of \$64,000 for the replacement of a Diesel Generator at the Airport. The Airport, which serves a variety of clients, relies on the generator in the event of a power grid for critical operations such as runway lighting and tower communications. The existing generator, however, is 45-years old and is reaching the end of its useful life.

The lowest bid for the generator's replacement and one year of maintenance came in at \$128,950. But as Mr. Sheldon indicates, additional work may be needed, bringing the project's total to \$150,000. This exceeds the current project budget of \$86,000.

The attached memorandum from Jaclyn Falotico, Commissioner of Finance, details the necessary budget amendment.

I recommend your approval.

**Schenectady County
Inter-Department Memorandum**


DATE: May 31, 2023
TO: Rory Fluman, County Manager
FROM: Paul Sheldon, P.E., Director of Public Works
COPIES: File
SUBJECT: Diesel Generator Replacement for Schenectady County Airport

We are requesting a budget amendment in the amount of \$64,000.00 for the replacement of the existing generator at the County Airport. The proposed 100 kw single phase generator is replacing a 45-year-old generator that is reaching the end of its useful life. The new generator is being purchased through a New York State Office of General Services bid. The low bidder Milton CAT provided an estimate of \$128,950.00 for the installation of the new generator, removal of the existing generator, and one year of routine maintenance. Additional work may be needed including fuel removal, additional wiring needs, site work and any additional testing required for the commissioning of the generator. The total project cost is estimated at \$150,000.00. The current project budget is \$86,000.00.

The Schenectady County Airport serves a variety of clients including Richmor Aviation and the Air National Guard. Providing reliable power during a grid outage is essential to maintain critical operations including runway lighting and tower communications.

The bidder has notified us there is nearly a 32-week lead time on receiving new generators due to supply shortages. We anticipate work to begin in April 2024.

Please advise should you need additional information.



Paul J. Sheldon

County of Schenectady
620 State Street, 3rd Floor,
Schenectady, N. Y. 12305
(518) 388-4260
(518) 388-4248 Fax

County Finance

Memo

TO: Rory Fluman, County Manager
FROM: Jaelyn Falotico, Commissioner of Finance *bf*
DATE: June 1, 2023
SUBJECT: Capital Budget Amendment – Airport Generator

The Department of Finance provides the following amendment to the County's 2023 Capital Budget to provide for additional appropriation for the Airport Generator.

CAPITAL BUDGET

Increase Capital Project 561230046

Increase Appropriation Code By:

H545610.401000	Airport – Capital Projects - Equipment	<u>\$64,000</u>
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Increase Revenue Codes By:

H99901.503101	Interfund Transfer – General Fund	<u>\$64,000</u>
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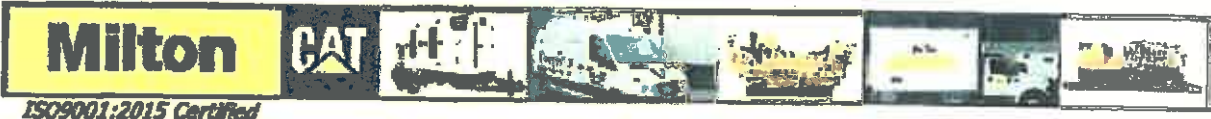
Increase Appropriation Code By:

A599950.906	Transfer to Capital Fund	<u>\$64,000</u>
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Increase Appropriated Fund Balance By:

A599	Appropriated Fund Balance	<u>\$64,000</u>
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I recommend that this budget amendment be presented to the Schenectady County Legislature for consideration.



Milford, MA
Saratov, NY
North Reading, MA

Londonderry, NH
Binghamton, NY
Richmond, VT

Clifton Park, NY
Brewer, ME
Wareham, MA

Syracuse, NY
Scarborough, ME
Cranston, RI

TO: Schenectady County
ATTN: Steve Luciano

QUOTE NO: 23-93561
DATE: 5/23/23

PROJECT

Schenectady County Airport – Scotia, NY

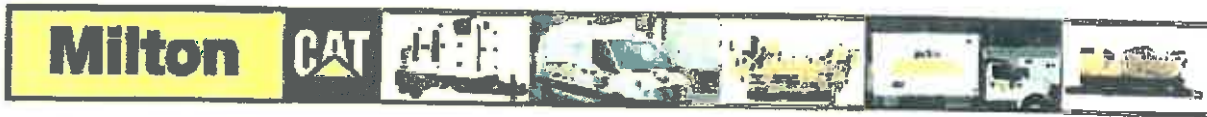
Sourcewell Contract #092222-CAT / Sourcewell Member ID# 94432 – Schenectady County, NY

We are pleased to offer the following equipment for consideration:

One (1) New Outdoor Caterpillar Model D100GC Diesel Emergency Packaged Generator Set. This unit is rated 100 KW, Standby power, 120/240 volt, 60 hertz, 1800 rpm, Single phase, 1.0 pf. The following equipment/services are included:

- UL 2200 Listed and Labeled
- EPA Certified for Stationary Emergency Application
- Permanent Magnet Generator
- Generator Heater
- Electronic Governor
- Unit Mounted Radiator
- Jacket Water Heater
- Vibration Isolators
- Starting Batteries with Rack and Cables
- 10 amp Battery Charger
- Charging Alternator
- Engine/Generator Unit Mounted Control Panel 203 Gallon (24 hours of run time at 100% load) Fuel Tank, Double Walled w/Leak Detection, UL142 Listed with 5 gallon spill fill containment
- 600 Amp Unit Mounted Circuit Breaker
- Enclosure - Painted Steel Factory Installed Sound Attenuated, Color- White
 - 75 dBA @ 23'
 - Mounted on fuel tank base above
 - Structural steel base
 - Thermal/acoustic insulation
 - Interior muffler with rain cap
 - Interior 120 VAC GFI receptacle(s)
 - Services wired for AC and DC
- Load bank
 - 50kW, 240V, NEMA 3R - roof mounted over radiator plenum
 - Auto load control option
- Automatic transfer switch:
 - Quantity 1, 600 ampere, 2 pole, open transition, open style with loose control panel wiring harness
- Standard factory & production testing
- Start-up and Test
- Customer Training
- 4 Year Sourcewell Warranty from Date of Start-Up
- Generator and ATS Operation and maintenance manuals
- Installation of generator set and automatic transfer switch by Schenectady Hardware & Electric

Cat Generator	D100GC	
Generator List Price	\$	52,831
SW Member Discount %		19%
SW Member Discount \$	\$	10,038
Sub-Total	\$	42,793
Net Priced items*	\$	-
Sub-Total	\$	42,793



Services / Source Goods	List Price
600A ATS	\$ 10,876
50kW Load Bank	\$ 15,913
Installation	\$ 49,336
Startup	\$ 5,573
Inbound Freight	\$ 3,715
Outbound Freight	\$ 3,963
Sub Total	\$ 89,376
SW Member Discount	
SW Member Discount	\$ 4,469
Services Total	\$ 84,907

Net Price, Set on Concrete Pad.....\$127,700.00

**Generator set lead time – approx. 32 weeks
 ATS lead time – approx. 16 weeks**

OPTION - Customer Value Agreement:
 We are pleased to offer a Customer Value Agreement (CVA) which provides for routine maintenance of your new Caterpillar generator set for the first year. At the end of the first year of operation, Milton CAT will complete a comprehensive system inspection, oil, and filter replacement, submit engine oil and coolant samples for laboratory analysis, and fuel filter replacement (diesel models). You will be provided with complete documentation of all results and services performed.

20-200 KW Diesel \$1,250.00

Note:

1. Includes remote monitoring through Caterpillar.
2. Prices reflect single generator.
3. CVA programs can be customized to suit your specific needs, such as semi-annual and quarterly programs.
4. CVA Pricing may vary based on installation location and accessibility (geographically, rooftop, etc.)
5. Pricing for extended warranties is available upon request.
6. Pricing reflects installations within 50 miles of your local Milton CAT branch. Additional travel time and mileage fees may apply.

This quotation is valid for 30 days. Due to the fluctuating costs associated with key materials such as steel, aluminum, and copper, Milton CAT reserves the right to review quotation pricing at the time of order and again at time of equipment release. If material costs increase by greater than 2%, Milton CAT will update our quotation accordingly. We appreciate your understanding during this volatile time and look forward to partnering with you as we work through it together.

Payment Terms:
 With Credit Department Approval – Net 30 Days and 100% Paid Prior To Start Up.
 Sales tax is not included.
 Credit card payments are not accepted.

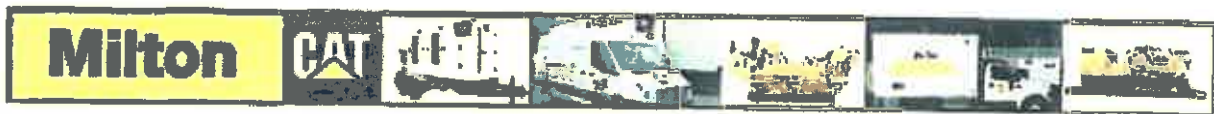
This is a quotation on the goods named above and subject to the conditions noted herein:

Scope:

1. The equipment, services and testing defined in this proposal constitute the entire offer. No other items are included or implied.
2. Any changes to the scope of work contained herein and/or additional terms and conditions added by the Purchaser may void pricing and terms of this agreement. If such a situation arises, Seller may provide a revised agreement to reflect pricing and terms as changed or as required by the Purchaser.

System Check Test and Start up:

1. All customer connections must be completed prior to start up.
2. Block heaters, battery chargers, exhaust systems, exhaust lagging, vibration isolators, breaker connections, fuel tanks filled, etc. must be performed by the installing contractor.



Clarifications:

1. Cost of bond/Temporary sanitary facilities/Temporary water/Remove trash to a central point only/Architectural access doors/Asbestos removal & remediation of any type/ Concrete work outside of new pad/Site work other than that for concrete pad/Site clearing/Demolition of items not specifically shown/Ceiling removal & replacement/Painting, sanding & identification/Heat tracing/Snowmelt system/Cutting and Patching of any kind/Interim fees or use fees/Overtime/Allowances of any kind/Seismic restraint/Utility location services/BIM
2. If a WCR rating other than that proposed is required because of a system coordination study (by others), a revised quotation will be provided.
3. In order to meet NEC requirements to monitor life safety start circuits, redundant start wiring to each ATS may be required. This should be reviewed by the Electrical Engineer of record and confirmed before installation.
4. All NETA testing is excluded.
5. All Third-Party testing and commissioning are excluded.
6. All Coordination Studies are excluded.
7. All programming, settings, and testing of relays and protective devices is excluded.
8. All Ground Fault testing is excluded.
9. All Arc Flash Studies are excluded.
10. All fuel is excluded.
11. All installation of equipment is by others.
12. All rigging is by others.
13. Items marked as ships loose on the Bill of Material to be installed by others.
14. Assembly of enclosure (if applicable) is not included in this proposal (i.e. exterior lighting, exhaust elbow, hoods, vents, etc.).
15. If any disassembly and reassembly of the generator set or enclosure is required for rigging purposes, please contact Milton CAT for revised pricing.
16. All permits, registrations, inspections, etc. are excluded.
17. Milton Cat reserves the right to correct errors and omissions
18. Videotaping of training performed by Milton CAT Technicians is strictly prohibited.
19. Federal, State, and local code compliance is strictly the responsibility of the owner and/or the owner's representatives.
20. Title and risk of loss will pass to Buyer upon delivery of the equipment to project site or designated delivery address.
21. Buyer may not cancel a purchase order or return equipment without Milton Cat's written consent. Any cancellation or return is subject to additional charges.

This price is firm and valid for 30 days. Please see attached Terms and Conditions. Please note sales tax, if applicable, is not included in our price. We appreciate this opportunity to quote you on your equipment requirements and hope to be favored with your valued order.

We look forward to serving your future purchase and/or rental needs.

Sincerely,

Evan Allen / Sales Representative / Milton CAT / 518-320-2783 / evan_allen@miltoncat.com



MILTON CAT POWER SYSTEMS STANDARD TERMS & CONDITIONS

- A. Customer is responsible for all installation of the equipment supplied by Milton Cat Power Systems, unless otherwise specified in writing.
- B. All equipment needed to perform any loading or unloading of the equipment supplied by Milton Cat Power Systems is the responsibility of the buyer.
- C. All permits, fees and regulatory requirements are the responsibility of the buyer.
- D. Milton Cat Power Systems limits the scope of supply for this quotation to the equipment and services listed in our bill of material. Unless specifically listed in our bill of material, equipment not indicated is assumed to be supplied by others. We have detailed the equipment proposed in the bill of material. Please check it to be certain that it meets your requirements.
- E. Milton Cat Power Systems reserves the right to correct any errors or omissions.
- F. Milton Cat Power Systems offers no warranty as part of this agreement other than that which is passed on to the owner by the original equipment manufacturer.
- G. Milton Cat Power Systems assumes no liability of losses or delays arising from Acts of God, fires, weather conditions, labor controversies, delays in supplies, or other causes beyond the control of Milton Cat Power Systems.
- H. Any changes to the scope of work contained herein and/or additional terms and conditions added by the customer may void pricing and terms of this agreement. If such a situation arises, Milton Cat Power Systems may provide a revised agreement to reflect pricing and terms as changed or required by the customer.
- I. The Price of any equipment scheduled for shipment on a date beyond a period of twelve (12) months from date of purchase order is subject to increase by seller, unless otherwise agreed to in writing.
- J. Contracts which include penalty or liquidated damage clauses, waivers of subrogation, or naming a third party additionally insured are not acceptable or binding on Milton Cat Power Systems, unless accepted and confirmed in writing by an officer of Milton Cat Power Systems.
- K. Successors and Assigns. Customer shall not assign or transfer any of its obligations, responsibilities, rights or interests under this Agreement without the advance written consent of Milton Cat Power Systems. Any assignment or transfer by the customer in violation hereof shall be void and without force or effect.
- L. There will be a cancellation fee for any orders cancelled, once placed and accepted by Milton Cat Power Systems. Cancellation fees will be addressed and negotiated at time of cancellation.
- M. Milton Cat Power Systems will not be responsible for any labor or material charges by others associated with the start-up and installation of this equipment unless previously agreed upon, in writing by Milton Cat Power Systems.
- N. Customer Acceptance: This proposal is accepted at the price and per the terms indicated. (Please provide the entire proposal form to Milton Cat Power Systems with signature). Milton Cat Power Systems requires a purchase order to proceed with the order.
- O. Force Majeure: Neither Party shall be liable to the other Party, or be deemed to be in breach of the above-referenced Purchase Order/Contract, for any delay or failure to perform its obligations (other than payment obligations), if such delay or failure is due to any cause beyond the control of such Party, which includes but is not limited to acts of God, unavailability or shortages of materials or energy, fire, flood, unusually severe weather, epidemics, quarantine restrictions, war, terrorism, embargo, strikes, labor disputes, explosions, riots, laws, rules, regulations, restrictions, orders or acts of any governmental authority or any cause beyond the reasonable control of such Party or its suppliers. In the event that performance of this Purchase Order is hindered, delayed or adversely affected by causes of the type described above ("Force Majeure"), then the Party whose performance is so affected shall promptly notify the other Party's authorized representative in writing and this Purchase Order or Contract may be completed with such adjustments to delivery schedule as may reasonably be required by the existence of Force Majeure.
- P. Transactions that utilize any national purchasing agreements such as Sourcwell are governed by the terms and conditions of that national agreement. Any terms and conditions that are inconsistent or contradict those terms and conditions will not be accepted by Milton Cat Power Systems.

 Name (print)

 Title

 Signature

 Date



Schenectady County Legislature

Committee on Public Safety and Firefighting

Hon. Thomas Constantine, Chair

6th Floor County Office Building 620 State Street, Schenectady, New York 12305

Phone: (518) 388-4280 Fax: (518) 388-4591

DATE: June 2, 2023
TO: Honorable Schenectady County Legislators
FROM: Geoffrey T. Hall, Clerk of the Legislature
SUBJECT: COMMITTEE AGENDA
Public Safety and Firefighting
Honorable Thomas Constantine, Chair
Monday, June 5, 2023 at 7:00 p.m.
Schenectady County Office Building,
Legislative Chambers, Sixth Floor

<u>Item</u>	<u>Title</u>	<u>Sponsor</u>	<u>Co-Sponsors</u>
PSF	8 A RESOLUTION REGARDING BUDGETARY AMENDMENTS TO THE OPERATING BUDGET OF THE OFFICE OF EMERGENCY MANAGEMENT	Legislator Constantine	

LEGISLATIVE INITIATIVE FORM

Date: 6/2/2023
Reference: Public Safety and Firefighting
Dual Reference: Ways and Means
Initiative: PSF 8

Title of Proposed Resolution:

A RESOLUTION REGARDING BUDGETARY AMENDMENTS TO THE OPERATING BUDGET OF THE OFFICE OF EMERGENCY MANAGEMENT

Purpose and General Idea:

Provides Authorization to Amend the Office of Emergency Management’s 2023 Operating Budget.

Summary of Specific Provisions:

Authorization to amend the Office of Emergency Management’s 2023 Operating Budget (EMO) in the amount of \$81,000.

Effects Upon Present Law:

The Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate grant funding through the FY 2020 Regional Catastrophic Preparedness Grant Program in the Schenectady County Office of Emergency Management.

Increase Appropriation Code By:

A543640.415401	Regional Catastrophic Preparedness Grant Program 2020	<u>\$81,000</u>
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Justification:

Mark LaViolette, Director of the Office of Emergency Management, indicates that the amendment would accommodate additional work needed for the FY2020 Regional Catastrophic Preparedness Grant Program. While EMO has completed much of the work associated with this program, specifically conducting a tabletop exercise, two ICS training classes, as well as exercises involving the Emergency Operations Center and the County Water Rescue Task Force, they still need to compile the results of those exercises and review impacted policies and procedures.

Sponsor: Legislator Constantine

Co-Sponsor:

COUNTY OF SCHENECTADY



RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature

From: Rory Fluman, County Manager *R.F.*

CC: Geoffrey T. Hall, Clerk of the Legislature
Alissa Foster, Deputy Clerk of the Legislature
Mark LaViolette, Director of the Office of Emergency Management
Jaclyn Falotico, Commissioner of Finance

Date: June 2, 2023

Re: Authorization to Amend the Office of Emergency Management's 2023 Operating Budget

Attached is a memorandum from Mark LaViolette, Director of the Office of Emergency Management, requesting authorization to amend the Office of Emergency Management's (EMO) 2023 Operating Budget in the amount of \$81,000. This would accommodate addition work needed for the FY2020 Regional Catastrophic Preparedness Grant Program. While EMO has complete much of the work associated with this program, specifically conducting a tabletop exercise, two ICS training classes, and exercises involving the Emergency Operations Center and the County's Water Rescue Task Force, they still need to compile results of those exercises and review impacted policies and procedures.

The attached memorandum from Jaclyn Falotico, Commissioner of Finance, details the necessary budget amendment.

I recommend your approval.



County of Schenectady
NEW YORK

Mark LaViolette
Director

Office of Emergency Management

130 Princetown Plaza
Schenectady, New York 12308

Phone (518) 370-3113
Fax (518) 370-3115

May 8, 2023

To: Rory Fluman

From: Mark LaViolette

Subject: FY2020 Regional Catastrophic Preparedness Grant Program Budget
Amendment - \$81,000.00

County Manager Fluman,

Schenectady and Rensselaer County received the FY2020 Regional Catastrophic Preparedness Grant Program. The total amount of the award was \$184,883.00.

As of today, much of the work funded by this program has been completed. We have conducted a tabletop exercise and presented the resulting After Action Report. Two ICS training classes were held and well attended. We also completed exercises of our Emergency Operations Center, one of our large shelters and the County's Water Rescue Task Force.

There is still much work to be done. Along with our consultant, we are compiling the results of the exercises and plan to review impacted policies and procedures. Evaluations of our capabilities across the County are essential to taking full advantage of the RCPGP.

Because of this work yet to be done, we are seeking a 2023 budget amendment in the amount of \$81,000.00 which represents the balance of the available grant funding.

Sincerely,

Mark LaViolette
Director

County of Schenectady
620 State Street, 3rd Floor,
Schenectady, N. Y. 12305
(518) 388-4260
(518) 388-4248 Fax

County Finance

Memo

TO: Rory Fluman, County Manager
FROM: Jaclyn Falotico, Commissioner of Finance *JK*
DATE: June 1, 2023
SUBJECT: Budget Amendment – FY 2020 Regional Catastrophic Preparedness Grant Program
Office of Emergency Management

The Department of Finance provides the following amendment to the 2023 Operating Budget to accommodate grant funding through the FY 2020 Regional Catastrophic Preparedness Grant Program in the Schenectady County Office of Emergency Management.

Increase Appropriation Code By:

A543640.415401	Regional Catastrophic Preparedness Grant Program 2020	<u>\$81,000</u>
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I recommend that this budget amendment be presented to the Schenectady County Legislature for consideration.

OCFS Agency Contact Information

Program Staff:

Name & Title	Telephone	Email
Adam Berry Program Supervisor	518-474-7899	adam.berry@ocfs.ny.gov
Michele Kelley Program Manager	518-408-0051	michele.kelley2@ocfs.ny.gov

FAU Staff:

Name & Title	Telephone	Email
Meghan Manny FAU Contracting Unit Supervisor	518-474-9850	meghan.manny@ocfs.ny.gov
Christopher Herrick FAU Contract Staff	518-473-8536	christopher.herrick@ocfs.ny.gov
Chelsea Hartmann FAU Contract Staff	518-474-7824	chelsea.hartmann@ocfs.ny.gov
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Schenectady County Legislature

Committee on Ways and Means

Hon. Philip Fields, Chair

6th Floor County Office Building 620 State Street, Schenectady, New York 12305

Phone: (518) 388-4280 Fax: (518) 388-4591

DATE: June 2, 2023
TO: Honorable Schenectady County Legislators
FROM: Geoffrey T. Hall, Clerk of the Legislature
SUBJECT: COMMITTEE AGENDA
Committee on Ways and Means
Honorable Philip Fields, Chair
Monday, June 5, 2023 at 7:00 p.m.
Schenectady County Office Building,
Legislative Chambers, Sixth Floor

Item	Title	Sponsor	Co-Sponsors
WM	6 A RESOLUTION AUTHORIZING ACCEPTANCE OF BIDS RECEIVED AT PUBLIC AUCTION FOR SALE OF REAL PROPERTY OWNED BY THE COUNTY OF SCHENECTADY AND AUTHORIZING THE EXECUTION OF QUITCLAIM DEEDS	Legislator Fields	
R	11	The Committee on Rules	
PSF	8 A RESOLUTION REGARDING BUDGETARY AMENDMENTS TO THE OPERATING BUDGET OF THE OFFICE OF EMERGENCY MANAGEMENT	Legislator Constantine	

Item	Title	Sponsor	Co-Sponsors
PFTI	16 A RESOLUTION REGARDING AN ENVIRONMENTAL EASEMENT FOR COUNTY-OWNED PROPERTY IN THE CITY OF SCHENECTADY	Legislator Patierne	
PFTI	17 A RESOLUTION APPROVING CAPITAL BUDGET AMENDMENTS FOR THE REPLACEMENT OF A DIESEL GENERATOR AT THE COUNTY AIRPORT	Legislator Patierne	
LCS	5 A RESOLUTION TO CREATE AND ELIMINATE CERTAIN POSITIONS AT THE SCHENECTADY COUNTY PUBLIC HEALTH SERVICES	Legislator Frisoni	
LCS	6 A RESOLUTION TO CREATE AND ELIMINATE CERTAIN POSITIONS IN THE BUREAU OF PURCHASING IN THE DEPARTMENT OF FINANCE	Legislator Frisoni	
LCS	7 A RESOLUTION TO CREATE AND ELIMINATE CERTAIN POSITIONS IN THE DEPARTMENT OF SOCIAL SERVICES	Legislator Frisoni	
HHHS	9 A RESOLUTION TO ACCEPT MONIES FROM THE NYS DEPARTMENT OF HEALTH FOR THE WOMEN, INFANTS, AND CHILDREN PROGRAM	Legislator Ostrelich	

Item	Title	Sponsor	Co-Sponsors
HHHS	10 A RESOLUTION REGARDING THE ACCEPTANCE OF MONIES FROM THE NYS DEPARTMENT OF HEALTH TO SUPPORT THE COUNTY'S IMMUNIZATION ACTION PLAN	Legislator Ostrelich	
HHHS	11 A RESOLUTION TO ACCEPT MONIES FROM THE NYS OFFICE OF CHILDREN AND FAMILY SERVICES FOR THE HEALTHY SCHENECTADY FAMILIES PROGRAM	Legislator Ostrelich	
HHHS	12 A RESOLUTION TO ACCEPT MONIES FROM THE NYS OFFICE FOR PEOPLE WITH DEVELOPMENTAL DISABILITIES	Legislator Ostrelich	
HHHS	13 A RESOLUTION TO ACCEPT MONIES FROM THE NYS OFFICE OF ADDICTION SERVICES AND SUPPORT FOR THE DUAL DIAGNOSIS COORDINATOR PROGRAM	Legislator Ostrelich	
EDP	10 A RESOLUTION REGARDING THE CONVEYANCE OF CERTAIN PROPERTY TO THE TOWN OF ROTTERDAM FOR COMMUNITY PURPOSES	Legislator Hughes	

LEGISLATIVE INITIATIVE FORM

Date: 6/2/2023
Reference: Ways and Means
Dual Reference: Ways and Means
Initiative: WM 6

Title of Proposed Resolution:

A RESOLUTION AUTHORIZING ACCEPTANCE OF BIDS RECEIVED AT PUBLIC AUCTION FOR SALE OF REAL PROPERTY OWNED BY THE COUNTY OF SCHENECTADY AND AUTHORIZING THE EXECUTION OF QUITCLAIM DEEDS

Purpose and General Idea:

A Resolution Authorizing Acceptance Of Bids Received At Public Auction For Sale Of Real Property Owned By The County Of Schenectady And Authorizing The Execution Of Quitclaim Deeds

Summary of Specific Provisions:

As Finance Commissioner Jaclyn Falotico, memorandum states, these properties were acquired through tax delinquency and the foreclosure process. The auction ran from April 26, 2023 and ended May 24, 2023, the Finance Department held a public auction of county-owned properties acquired through tax delinquency and foreclosure. The auction contained 27 parcels, 26 of which sold.

Effects Upon Present Law:

None.

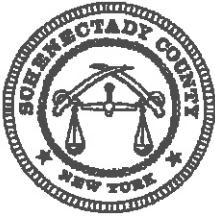
Justification:

Sale proceeds for the auction totaled \$1,226,350 and will be used to offset the tax delinquencies associated with the foreclosed properties sold at the auction.

Sponsor: Legislator Fields

Co-Sponsor:

COUNTY OF SCHENECTADY




RORY FLUMAN
COUNTY MANAGER

OFFICE OF THE COUNTY MANAGER
620 STATE STREET
SCHENECTADY, NEW YORK 12305

TELEPHONE: (518) 388-4355
FAX: (518) 388-4590

To: Honorable Chairperson and Members of the Legislature

From: Rory Fluman, County Manager 

CC: Geoffrey T. Hall, Clerk of the Legislature
Jaclyn Falotico, Commissioner of Finance
Paul Romano, Director of Real Property Tax Service Agency

Date: June 2, 2023

Re: Authorization to Sell County-Owned Property Pursuant to the Terms and Conditions of the May 24, 2023 Public Auction

From April 26, 2023 through May 24, 2023, the Finance Department held its second online version of the County's Annual Public Auction of County owned properties acquired through the foreclosure procedure.

All properties sold resulted in a total bid sale of \$1,226,350. The proceeds from the Auction are used to offset prior delinquencies owed on these properties.

The attached listing details the properties auctioned, bidder's name and bid price for each of the properties that received bids.

As set forth in the Public Auction's Terms and Conditions of Sales, I am requesting authorization from the County Legislature to accept the bids set forth and finalize the sale of the 26 properties to the highest bidder resulting in the properties return to the tax rolls.

This was a very successful auction. I recommend your approval.

County of Schenectady
620 State Street, 3rd Floor,
Schenectady, N. Y. 12305
(518) 388-4260
(518) 388-4248 Fax

County Finance

Memo

TO: Rory Fluman, County Manager

FROM: Jaelyn Falotico, Commissioner of Finance *JF*

CC: Paul Romano, Director of Real Property Tax Services
Robert Zych, Director of Treasury Systems

DATE: June 1, 2023

SUBJECT: 2023 Spring Tax Foreclosure Auction Results

The Schenectady County Department of Finance held its second online auction of properties acquired through the County's tax delinquency and foreclosure process. This auction was the first auction held in the spring and included properties that did not make the fall auction. The auction began April 26, 2023 and ended May 24, 2023 and contained 27 parcels, 26 of which sold.

As Paul Romano, Director of Real Property Tax Service Agency, indicates in the attached memorandum, sale proceeds for the auction totaled \$1,226,350 and will be used to offset tax delinquencies associated with the foreclosed properties.

A listing is attached providing details relating to the properties auctioned by the County, the name of the winning bidder, and the winning bid price for each parcel. The Department of Finance respectfully requests legislative authorization to accept the bids and finalize the sale of the properties.

County of Schenectady
620 State Street, 3rd Floor,
Schenectady, N. Y. 12305
(518) 388-4260
(518) 388-4248 Fax

County Finance

Memo

TO: Jaclyn Falotico, Commissioner of Finance

FROM: Paul Romano, Director
Real Property Tax Service Agency *PR*

CC: Robert Zych, Director of Treasury Systems

DATE: June 1, 2023

SUBJECT: 2023 Schenectady County Public Auction – Successful Bidders

The Finance Department held an online public auction of properties acquired through the Article 11 tax foreclosure proceedings. The live bidding ended on May 24, 2023. Of the 27 properties offered for sale, the County received bids on 26 resulting in a total bid sale of \$1,226,350.

The attached listing details the properties auctioned, winning bidder's name and winning bid price for each property.

As set forth in the Public Auction's Terms and Condition of Sale, we are requesting authorization from the County Legislature to accept the bids attached and finalize the sale of the 26 properties.

Thank you for your consideration.

Enclosures

**2023
SCHENECTADY COUNTY
PUBLIC AUCTION
BIDDER'S LIST**

LOT #	SBL/ADDRESS	BIDDER	WINNING SALE PRICE
<u>TOWN OF DUANESBURG</u>			
1	64.00-1-4.4 - Western Tpke.	Joe O'Neill	\$ 18,000.00
2	65.00-2-3.52 - 8841-8419 Western Tpke.	Richard Peterson	\$ 136,000.00
3	67.00-1-8 - Schoharie Tpke.	Paul Collins	\$ 9,000.00
4	75.12-1-7 - 10218 Duanesburg Rd.	Mohamed A. Hafez	\$ 59,000.00
<u>TOWN OF GLENVILLE</u>			
5	12.1-1-15 - Touareuna Rd.	Alexandre G. Hack	\$ 5,000.00
6	22.17-2-13.1 - Swaggertown Rd.	Lisa A. Chiesa	\$ 8,000.00
<u>TOWN OF NISKAYUNA</u>			
8	40.5-1-22 - 1310 Mitchell Ave.	Mark Murawski	\$ 7,000.00
9	40.5-1-25.1 - Mitchell Ave.	Mark Murawski	\$ 9,000.00
10	40.5-2-3 - 1272 Michael Ave.	Chrisendat Birball	\$ 750.00
11	40.5-2-7 - 1300 Michael Ave.	Jhefferson Rodrigues	\$ 850.00
12	40.5-2-10 - 1310 Michael Ave.	Jhefferson Rodrigues	\$ 1,000.00
13	40.5-2-16 - 1368 Michael Ave.	Ruby Karn	\$ 2,000.00
14	50.7-1-30 - Peters Ln.	Soundwear Streamline, LLC	\$ 200.00
15	60.18-1-21 - 235 Fillmore Ave.	Brian Burris	\$ 350.00
16	60.18-2-7 - 442 Fillmore Ave.	Jhefferson Rodrigues	\$ 6,000.00
17	61.17-1-16 - 4312 Buckingham Dr.	Rock Hall Builders, LLC	\$ 193,000.00
<u>TOWN OF PRINCETOWN</u>			
18	19-1-7.2 - 4375 Rynex Corners Rd.	Claudio Giovannone	\$ 6,000.00
19	26-1-10 - Reynolds Rd.	Lauren Krizmanich	\$ 3,000.00
20	57.03-2-6 - 397 Birchwood Dr.	Donald Jones	\$ 102,000.00
<u>TOWN OF ROTTERDAM</u>			
21	13.17-2-25.211 - Riverside Dr.	Teresa Van Alphen	\$ 650.00
22	27.-2-2.3 - Crawford Rd.	William Hanley	\$ 150.00
23	47.-8-11 - 694 Mariaville Rd.	Yevgeniy Sandul	\$ 307,000.00
24	57.16-1-5 - 217 Long Meadow Ln.	Akhtar Sohali	\$ 351,000.00
26	59.7-6-43 - Peyton Rd.	Brian Burris	\$ 1,000.00
27	59.14-8-7 - Palazini Dr.	Soundwear Streamline, LLC	\$ 200.00
28	59.18-4-67 - Hamburg St.	Fabio Urbano	\$ 200.00
TOTAL			\$ 1,226,350.00