



Town of East Fishkill
Dutchess County, New York
330 Route 376, Hopewell Junction,
New York 12533

**TOWN OF EAST FISHKILL
TOWN BOARD MEETING
MAY 25, 2023 @ 6:00 PM
AGENDA**

Call to Order

Pledge of Allegiance

Supervisor's Presentation

Supervisor's Announcements

Roll Call

Public Hearings

- 1) Consider Amending LL5-2022 with Respect to Civil Penalties for Water Restrictions
 - A) Close Public Hearing
 - B) Adopt Neg Dec and Local Law

Approve Minutes

April 27, 2023

Announcement of Additions to the Agenda

Courtesy of the Floor

Receive and File

Resolutions:

- (1) Award RFP Records Management Services
- (2) Appoint Full Time Clerk to Rotate within Various Departments
- (3) Appoint Full-Time Recreation Director Provisionally Per Civil Service
- (4) Award 40 Warren Drive Demolition

- (5) Engineering Aide Provisional Appointment Pending Civil Service
- (6) Authorize the Supervisor to Sign and File MS4 Annual Report
- (7) Authorize Retaining HVEA for East Hook Rd Bridge and Route 52 Side Walks
- (8) Approve New Planning Zoning Software
- (9) Set Preliminary Budget for Comprehensive Master Plan Review
- (10) Approve Settlement of Tax Certiorari Lemenze vs Town of East Fishkill
- (11) Approve Body Worn Camera Policy
- (12) Approve Hiring Temporary Typists
- (13) Set Public Hearing for August 24, 2023 to Consider Regulating Airbnb Uses with the Town
- (14) Appoint Seasonal Employees in Highway and Water Sewer Department
- (15) Authorize Hiring of Interns for Various Departments
- (16) Approve Contract with Mental Health America
- (17) Reject Lime Kiln Recreation Maintenance Garage – Pole Barn Kit Bid
- (18) Authorize Installation of Town Hall Security Cameras
- (19) Appoint Full-Time Police Assistants
- (20) Authorize Installation of No Parking Signs along Patriot Way

Additions to the Agenda by Majority Vote (If any)

Budget Transfers

Board Member Comments

Adjournment

Next Town Board Meetings: Workshop/Voting Meeting: **June 22, 2023**

Local Law No. ___ of 2023

(A Local Law Amending Local Law 5-2022 with Respect to Civil Penalties for Water Restrictions and Requirements Applicable to Irrigation Systems)

Section 1: Legislative Intent

Pursuant to Local Law 5 of 2022, the Supervisor and Town Board voted in favor of regulations to ensure the integrity of the Town's water supply. The intent of this Amended Local Law is to provide further clarifications and protections to prevent potential disruptions to water service.

Section 2: Amendments to Section 186-34: Enforcement

Section 186-34 of the Town Code contains penalties for violations of water regulations. Section 186-34(A) shall be replaced with the following language:

Pursuant to §§ 135 and 198, Subdivision 3(c), of the Town Law, a violation of any of the provisions of this article is hereby declared to be a violation, punishable by a fine for each violation not exceeding \$250 for the first offense; \$500 for the second offense; \$750 for the third offense; \$1,000 for the fourth offense; \$1,250 for the fifth offense; \$1,500 for the sixth offense; or imprisonment for a period not to exceed 15 months, or both. These noncompliance penalties may, from time to time, be amended by the Town Board while setting annual district rates. Each day said violation continues shall constitute a separate violation. The proper local authorities of the Town, in addition to other remedies, may institute any appropriate action or proceeding to prevent unlawful violation of these rules and regulations to restrain, correct or abate such violation or to prevent any illegal action, conduct or use in or about said water district.

Section 3: Amendments to Section 194-165

Local Law 5 of 2022 created Section 194-165 of the Town Code with respect to future development projects in the Town. The following provisions shall be added as a separate section of the Town Code for all applications that relate to the installation of new, permanently installed irrigation facilities regardless of whether the principal structure on the property has been built:

- A. For all water districts, the property owner shall submit an irrigation application to the Town Engineer for the purpose of installing and/or operating an irrigation system.**
- B. The Town Engineer, or its designee, has the sole discretion to determine the availability of water for the application.**
- C. All Irrigation systems shall include the ability for the Water Department to shut off the irrigation water.**
- D. All irrigation systems shall have a meter installed which shall be separate from building water usage.**
- E. All irrigation systems shall utilize a rain sensor, soil moisture sensor, and controller to program irrigation timing and usage quantity.**

F. All irrigation systems must meet cross connection requirements, such as a double check valve or RPZ, as approved by the Town Engineer.

Section 4: Severability

If any section or subdivision, paragraph, clause, or phrase of this local law shall be adjudged invalid or held unconstitutional by any court of competent jurisdiction, any judgment made thereby shall not affect the validity of this law as a whole or any part thereof other than the part or provision so adjudged to be invalid or unconstitutional.

Section 5: Effective Date

This local law shall take effect immediately upon filing with the Secretary of State.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF EAST FISHKILL
PETER CASSIDY, TOWN CLERK**

**Adopted on the 25th day of
May, 2023**

DRAFT

For Further Information:

Contact Person: Peter J. Cassidy, Town Clerk
Town Hall, 330 Route 376
Hopewell Junction, New York 12533
(845) 221-4303

REASONS SUPPORTING THIS DETERMINATION:

The proposed action would result in regulations to ensure the integrity of the Town's water supply to prevent potential disruptions to water service through new penalties for violations and new requirements for the installation and operation of irrigation systems. The proposed action would not result in any significant adverse impacts for the following reasons:

1. It will not result in any significant fiscal impacts.
2. It will not generate a significant amount of additional vehicles, noise or emission levels.
3. It will not affect rare or endangered species of animal or plant, or habitat of such species.
4. It will not result in any impacts to historic or archeological resources.
5. It will not result in any impacts related to hazardous materials.
6. It will not result in a significant effect on air, water quality or ambient noise levels for adjoining areas.
7. It will not be subjected to unacceptable risk of flooding or major geological hazards.
8. It will not have a substantial aesthetic affect.
9. It will not involve adversely affect any surface water or groundwater.
10. It will not allow for improper uses within specified zoning districts.
11. It will not result in adverse cumulative impacts.
12. It will not result in adverse growth-inducing impacts.
13. It will not conflict with the Town's Comprehensive Plan.

In conclusion, no significant potential impacts were identified as a result of the Proposed Action.

Based on a review of 6NYCRR 617.7, there appear to be no significant adverse environmental impacts.

If Conditioned Negative Declaration, provide on attachment the specific mitigation measures imposed.

THIS NEGATIVE DECLARATION WAS AUTHORIZED AT A MEETING OF THE TOWN BOARD OF THE TOWN OF EAST FISHKILL HELD ON MAY 25, 2023.

Chairperson/Designee

Date

For Type I Actions and Conditioned Negative Declarations, a Copy of this Notice Sent to:

- Commissioner, Department of Environmental Conservation, 50 Wolf Road, Albany, New York 12233-0001
- Appropriate Regional Office of the Department of Environmental Conservation.
- Office of the Chief Executive Officer of the political subdivision in which the action will be principally located.
- Applicant (if any)
- Other involved agencies (if any)

RESOLUTION-2023

(AUTHORIZING HIRING RECORDS MANAGEMENT CONSULTANT TO PERFORM INVENTORY OF TOWN RECORDS FROM IRON MOUNTAIN)

WHEREAS, the need does exist to have a complete inventory of Town Records for proper retention; and

WHEREAS, the Town Clerk has requested that he be able to hire a consultant to perform a Physical Inventory of 2000 cubic feet of records stored at Iron Mountain; and

WHEREAS, the Town Clerk has received one sole bidder in response to the RFP for such services; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Clerk is hereby authorized to hire Barbara Warren and Alden Stevens for the Project with a bid sum not to exceed \$25,000.00; and

BE IT FURTHER RESOLVED, that the Town Supervisor is authorized to sign a contract to effectuate such services.

**BY ORDER OF THE TOWN BOARD
PETER J. CASSIDY, TOWN CLERK**

**DATED: MAY 25, 2023
EAST FISHKILL, NY**

RESOLUTION-xxx/2023
(APPOINTING FULL-TIME CLERK)

WHEREAS, the Town has multiple departments in need of a Clerk to assist with clerical functions necessary to operate; and

WHEREAS, Mary Joe Quinn has been interviewed and recommended to the Town Board to be hired as a Full-time Clerk, to be paid in accordance with the CSEA Union Contract; and

WHEREAS, Mary Joe Quinn will be hired provisionally until it is verified that she is reachable on the Clerk Civil Service list; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board does hereby authorize the provisional hiring of Mary Joe Quinn, as a Full-time Clerk; and

BE IT FURTHER RESOLVED, that that this Appointment shall take effect May 30, 2023.

BY ORDER OF THE TOWN BOARD
PETER J. CASSIDY, TOWN CLERK

DATED: MAY 25, 2023
EAST FISHKILL, NY

Town of East Fishkill

Dutchess County, New York

330 Route 376, Hopewell Junction, New York 12533

Telephone 845-226-6836, Fax 845-227-4018



Scott Bryant, P.E.

Town Engineer

Subject: Full Time Floater

Attn: Supervisor
Town Board Members

From: Scott Bryant

Date: May 15, 2023

The Engineering and Building Departments have the need for a floater on a regular basis to assist with clerical duties. The floater would work between the 2 departments. Several candidates were interviewed from the Civil Service list. Based on the interviews it has been determined Mary Joe Quinn is best suited for the position.

It is my recommendation the Town Board approve the hire of Mary Joe Quinn.

RESOLUTION-xxx/2023

(APPOINTING FULL-TIME RECREATION DIRECTOR)

WHEREAS, the Town Supervisor is requesting the Town Board authorize the provisional appointment of Christine Selback as Full-time Recreation Director; and

WHEREAS, Christine Selback will be hired provisionally until it is verified that she is reachable on the Recreation Director Civil Service list; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board does hereby appoint Christine Selback as Full-time Recreation Director with an annual salary of \$66,625, made retroactive to January 1, 2023; and

BE IT FURTHER RESOLVED, that this appointment shall be made effective May 26, 2023.

**BY ORDER OF THE TOWN BOARD
PETER J. CASSIDY, TOWN CLERK**

**DATED: MAY 25, 2023
EAST FISHKILL, NY**

RESOLUTION

(AWARD 40 WARREN DRIVE DEMOLITION)

Pending

Bid submittal date for Contract ED2023.08

is May 24, 2023

DRAFT

RESOLUTION-xxx/2023
(APPOINTING FULL-TIME TOWN ENGINEERING AIDE)

WHEREAS, the Town Engineer is requesting the Town Board authorize the provisional appointment of Thalia Waldvogel as Full-time Town Engineering Aide; and

WHEREAS, Thalia Waldvogel will be hired provisionally until it is verified that she is reachable on the Town Engineering Aide Civil Service list; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board does hereby appoint Thalia Waldvogel as Full-time Town Engineering Aide, to be paid \$25.57 an hour, in accordance with the CSEA Union Contract; and

BE IT FURTHER RESOLVED, that this appointment shall be made effective June 5, 2023.

BY ORDER OF THE TOWN BOARD
PETER J. CASSIDY, TOWN CLERK

DATED: MAY 25, 2023
EAST FISHKILL, NY

Town of East Fishkill

Dutchess County, New York

330 Route 376, Hopewell Junction, New York 12533

Telephone 845-226-6836, Fax 845-227-4018



Scott Bryant, P.E.
Town Engineer

Subject: Hiring of Thalia Waldvogel

Attn: Supervisor
Town Board Members

From: Scott Bryant

Date: May 15, 2023

The Water and Sewer Department is looking to fill the vacant position of Town Engineering Aide as a result of the resignation of Raymond Hickey in 2022. Several candidates have been interviewed over the past several months. Based on the interviews it has been determined the Thalia Waldvogal is best suited for the position.

It is my recommendation the Town Board approve the hire of Thalia Waldvogel.

RESOLUTION-xxx/2023
**(AUTHORIZING THE SUPERVISOR TO SIGN AND FILE THE MS4 ANNUAL
REPORT)**

WHEREAS, the Town has prepared the 2023 Annual Stormwater Management Plan Report with respect to the MS4 permit and requirements of the New York State DEC; and

WHEREAS, said report has been made available to the public; and

NOW THEREFORE BE IT RESOLVED, that the Town Board does hereby authorize the Town Supervisor to sign and file the above named MS4 Report as prepared by the Town, with the New York State DEC in accordance with law.

**BY ORDER OF THE TOWN BOARD
PETER J. CASSIDY, TOWN CLERK**

**DATED: MAY 25, 2023
 EAST FISHKILL, NY**

DRAFT

MS4 Annual Report Cover Page

MCC form for period ending March 9, 2 0 2 3

This cover page must be completed by the report preparer.
Joint reports require only one cover page.

SPDES ID
N Y R 2 0 A 1 8 3

Choose one:

This report is being submitted on behalf of an individual MS4.

Fill in SPDES ID in upper right hand corner.

Name of MS4

T o w n o f E a s t F i s h k i l l

OR

This report is being submitted on behalf of a Single Entity

(Per Part II.E of GP-0-10-002)

Name of Single Entity

OR

This is a joint report being submitted on behalf of a coalition.

Provide SPDES ID of each permitted MS4 included in this report. Use page 2 if needed.

Name of Coalition

SPDES ID
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MS4 Annual Report Cover Page

MCC form for period ending March 9, 2023

Provide SPDES ID of each permitted MS4 included in this report.

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MS4 Municipal Compliance Certification(MCC) Form

MCC form for period ending March 9,

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Name of MS4

SPDES ID

N	Y	R	2	0	A	1	8	3
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Each MS4 must submit an MCC form.

Section 1 - MCC Identification Page

Indicate whether this MCC form is being submitted to certify endorsement or acceptance of:

- An Annual Report for a single MS4
- A Single Entity (Per Part II.E of GP-0-10-002)
- A Joint Report

Joint reports may be submitted by permittees with legally binding agreements.

If Joint Report, enter coalition name:

MS4 Municipal Compliance Certification(MCC) Form

MCC form for period ending March 9, 2 0 2 3

Name of MS4

SPDES ID
N Y R 2 0 A 1 8 3

Section 2 - Contact Information

Important Instructions - Please Read

Contact information must be provided for **each** of the following positions as indicated below:

- 1. Principal Executive Officer, Chief Elected Official or other qualified individual (per GP-0-08-002 Part VI.J).
- 2. Duly Authorized Representative (Information for this contact must only be submitted if a Duly Authorized Representative is signing this form)
- 3. The Local Stormwater Public Contact (required per GP-0-08-002 Part VII.A.2.c & Part VIII.A.2.c).
- 4. The Stormwater Management Program (SWMP) Coordinator (Individual responsible for coordination/implementation of SWMP).
- 5. Report Preparer (Consultants may provide company name in the space provided).

A separate sheet must be submitted for each position listed above unless more than one position is filled by the same individual. If one individual fills multiple roles, provide the contact information once and check all positions that apply to that individual.

If a new Duly Authorized Representative is signing this report, their contact information must be provided and a signature authorization form, signed by the Principal Executive Officer or Chief Elected Official must be attached.

For each contact, select all that apply:

- Principal Executive Officer/Chief Elected Official
- Duly Authorized Representative
- Local Stormwater Public Contact
- Stormwater Management Program (SWMP) Coordinator
- Report Preparer

First Name MI Last Name

Title

Address

City State Zip

eMail

Phone County

MS4 Municipal Compliance Certification(MCC) Form

MCC form for period ending March 9, 2 0 2 3

Name of MS4

SPDES ID

Section 2 - Contact Information**Important Instructions - Please Read**Contact information must be provided for *each* of the following positions as indicated below:

1. Principal Executive Officer, Chief Elected Official or other qualified individual (per GP-0-08-002 Part VI.J).
2. Duly Authorized Representative (Information for this contact must only be submitted if a Duly Authorized Representative is signing this form)
3. The Local Stormwater Public Contact (required per GP-0-08-002 Part VII.A.2.c & Part VIII.A.2.c).
4. The Stormwater Management Program (SWMP) Coordinator (Individual responsible for coordination/implementation of SWMP).
5. Report Preparer (Consultants may provide company name in the space provided).

A separate sheet must be submitted for each position listed above unless more than one position is filled by the same individual. If one individual fills multiple roles, provide the contact information once and check all positions that apply to that individual.

If a new Duly Authorized Representative is signing this report, their contact information must be provided and a signature authorization form, signed by the Principal Executive Officer or Chief Elected Official must be attached.

For each contact, select all that apply:

- Principal Executive Officer/Chief Elected Official
- Duly Authorized Representative
- Local Stormwater Public Contact
- Stormwater Management Program (SWMP) Coordinator
- Report Preparer

First Name	MI	Last Name
S c o t t		B r y a n t
Title		
T o w n E n g i n e e r		
Address		
3 3 0 R o u t e 3 7 6		
City	State	Zip
H o p e w e l l J u n c t i o n	N Y	1 2 5 3 3 -
eMail		
b r y a n t s @ e a s t f i s h k i l l n y . g o v		
Phone	County	
(8 4 5) 2 2 1 - 2 4 2 8	D u t c h e s s	

MS4 Municipal Compliance Certification(MCC) Form

MCC form for period ending March 9, 2023

Name of MS4

SPDES ID							
N	Y	R	2	0	A		

Section 2 - Contact Information

Important Instructions - Please Read

Contact information must be provided for each of the following positions as indicated below:

1. Principal Executive Officer, Chief Elected Official or other qualified individual (per GP-0-08-002 Part VI.J).
2. Duly Authorized Representative (Information for this contact must only be submitted if a Duly Authorized Representative is signing this form)
3. The Local Stormwater Public Contact (required per GP-0-08-002 Part VII.A.2.c & Part VIII.A.2.c).
4. The Stormwater Management Program (SWMP) Coordinator (Individual responsible for coordination/implementation of SWMP).
5. Report Preparer (Consultants may provide company name in the space provided).

A separate sheet must be submitted for each position listed above unless more than one position is filled by the same individual. If one individual fills multiple roles, provide the contact information once and check all positions that apply to that individual.

If a new Duly Authorized Representative is signing this report, their contact information must be provided and a signature authorization form, signed by the Principal Executive Officer or Chief Elected Official must be attached.

For each contact, select all that apply:

- Principal Executive Officer/Chief Elected Official
- Duly Authorized Representative
- Local Stormwater Public Contact
- Stormwater Management Program (SWMP) Coordinator
- Report Preparer

First Name MI Last Name

Title

Address

City State Zip

eMail

Phone County

MS4 Municipal Compliance Certification (MCC) Form

MCC form for period ending March 9, 2023

Name of MS4

SPDES ID
N Y R 2 0 A 1 8 3

Section 3 - Partner Information

Did your MS4 work with partners/coalition to complete some or all permit requirements during this reporting period? Yes No

If Yes, complete information below.

Submit a separate sheet for each partner. Information provided in other formats will not be accepted. If your MS4 cooperated with a coalition, submit one sheet with the name of the coalition. It is not necessary to include a separate sheet for each MS4 in the coalition.

If No, proceed to Section 4 - Certification Statement.

Partner/Coalition Name
D u t c h e s s C o u n t y R e g u l a t e d M S 4

Partner/Coalition Name (con't.)
C o o r d i n a t i o n C o m m i t t e e

SPDES Partner ID - If applicable
N Y R 2 0

Address
2 7 1 5 R o u t e 4 4 , S u i t e 3

City
M i l l b r o o k

State
N Y

Zip
1 2 5 4 5 -

eMail
e r i n . s o m m e r v i l l e @ n y . n a c d n e t . n e t

Phone
(8 4 5) 6 7 7 - 8 0 1 1

Legally Binding Agreement in accordance with GP-0-08-002 Part IV.G.? Yes No

What tasks/responsibilities are shared with this partner (e.g. MM1 School Programs or Multiple Tasks)?

- MM1 P u b l i c E d u c a t i o n a l B r o c h u r e s
- MM2 M u l t i p l e T a s k s
- MM3 S t a f f T r a i n i n g - M u l t i p l e T a s k s
- MM4 S t a f f T r a i n i n g - M u l t i p l e T a s k s
- MM5 M u l t i p l e T a s k s
- MM6 S t a f f T r a i n i n g - M u l t i p l e T a s k s

Additional tasks/responsibilities

- *Watershed Improvement Strategy Best Management Practices* required for MS4s in impaired watersheds included in GP-0-08-002 Part IX.

East of Hudson (EOH) NYC Watershed

MS4 Municipal Compliance Certification(MCC) Form

MCC form for period ending March 9, 2023

Name of MS4

SPDES ID
N Y R 2 0 A 1 8 3

Section 4 - Certification Statement

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

This form must be signed by either a principal executive officer or ranking elected official, or duly authorized representative of that person as described in GP-0-08-002 Part VI.J.

First Name MI Last Name

Title (Clearly print title of individual signing report)

Signature

Date
 / /

The annual report form and any attachments can be sent to the DEC Central Office clicking the Submit Form link below, or by sending it directly to: MS4compliance@dec.ny.gov. All submissions must include the SPDES ID in the title and must be complete before hitting the Submit Form link below:

Submit Form

If unable to submit electronically, hardcopy submissions can be sent to:

Bureau of Water Compliance
Division of Water
4th Floor
625 Broadway
Albany, New York 12233-3505

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2023.

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

SPDES ID

N Y R 2 0 A 1 8 3

Water Quality Trends

The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s are contributed to this report?

1. Has this MS4/Coalition produced any reports documenting water quality trends related to stormwater? If not, answer No and proceed to Minimum Control Measure One. Yes No

If Yes, choose one of the following

- Report(s) attached to the annual report
- Web Page(s) where report(s) is/are provided below

Please provide specific address of page where report(s) can be accessed - not home page.

URL

URL

URL

URL

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2 0 2 3

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

SPDES ID

N	Y	R	2	0	A	1	8	3
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Minimum Control Measure 1. Public Education and Outreach

The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s contributed to this report?

1. Targeted Public Education and Outreach Best Management Practices

Check all topics that were included in Education and Outreach during this reporting period:

- | | |
|---|---|
| <input checked="" type="radio"/> Construction Sites | <input checked="" type="radio"/> Pesticide and Fertilizer Application |
| <input checked="" type="radio"/> General Stormwater Management Information | <input checked="" type="radio"/> Pet Waste Management |
| <input checked="" type="radio"/> Household Hazardous Waste Disposal | <input checked="" type="radio"/> Recycling |
| <input checked="" type="radio"/> Illicit Discharge Detection and Elimination | <input checked="" type="radio"/> Riparian Corridor Protection/Restoration |
| <input checked="" type="radio"/> Infrastructure Maintenance | <input checked="" type="radio"/> Trash Management |
| <input type="radio"/> Smart Growth | <input checked="" type="radio"/> Vehicle Washing |
| <input type="radio"/> Storm Drain Marking | <input checked="" type="radio"/> Water Conservation |
| <input checked="" type="radio"/> Green Infrastructure/Better Site Design/Low Impact Development | <input checked="" type="radio"/> Wetland Protection |
| <input checked="" type="radio"/> Other: | <input type="radio"/> None |

Other

2. Specific audiences targeted during this reporting period:

- | | |
|---|---|
| <input checked="" type="radio"/> Public Employees | <input checked="" type="radio"/> Contractors |
| <input checked="" type="radio"/> Residential | <input checked="" type="radio"/> Developers |
| <input checked="" type="radio"/> Businesses | <input checked="" type="radio"/> General Public |
| <input type="radio"/> Restaurants | <input checked="" type="radio"/> Industries |
| <input checked="" type="radio"/> Other: | <input checked="" type="radio"/> Agricultural |

Other

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2023

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition Town of East Fishkill

SPDES ID
NYR20A183

3. What strategies did your MS4/Coalition use to achieve education and outreach goals during this reporting period? Check all that apply:

- Construction Site Operators Trained
- Direct Mailings
- Kiosks or Other Displays
- List-Serves
- Mailing List
- Newspaper Ads or Articles
- Public Events/Presentations
- School Program
- TV Spot/Program
- Printed Materials:

# Trained			2	3
# Mailings				
# Locations			3	
# In List			6	7
# In List				
# Days Run				1
# Attendees		8	8	2
# Attendees				
# Days Run		3	6	5
Total # Distributed		8	8	2

Locations (e.g. libraries, town offices, kiosks)

T	o	w	n	-	H	a	l	l	-	L	o	b	b	y				
T	o	w	n	-	H	a	l	l	-	B	l	d	g	.	D	e	p	t
D	C	S	W	C	D	-	M	i	l	l	b	r	o	o	k			
D	u	t	c	h	e	s	s	C	o	u	n	t	y	F	a	i	r	

Other:

T	o	w	n	w	e	b	s	i	t	e						
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Web Page: Provide specific web addresses - not home page. Continue on next page if additional space is needed.

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MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2023

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition:

SPDES ID

N	Y	R	2	0	A	1	8	3
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3. Web Page cont.: Provide specific web addresses - not home page.

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MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of East Fishkill

SPDES ID

N	Y	R	2	0	A	1	8	3
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4. Evaluating Progress Toward Measurable Goals MCM 1

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Educate the general public, developers and contractors through public events and the distribution of educational brochures. Educate public employees through conferences, DVD's & other training events. A student and senior citizen art billboard campaign and PSA contest was sponsored by the DC MS4 Committee.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Attendance at presentations, training sessions and quantity of educational brochures distributed is generally consistent with previous reporting periods.

C. How many times was this observation measured or evaluated in this reporting period?

			1	0
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this Measurable Goal during this reporting period?

Yes No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Stormwater pollution prevention and IDDE training CD's being circulated to MS4 Committee DPW's; Billboard campaign will continue to be implemented by MS4 Committee; A student and senior citizen art billboard campaign and PSA contest was sponsored by the MS4 Committee; Continued training for contractors and municipal personnel; Planning printing of stormwater posters.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2023

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

SPDES ID

2. URL(s) con't.:

Please provide specific address(es) where notice(s) can be accessed - not home page.

URL

URL

URL

URL

URL

URL

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MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2023

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition: Town of East Fishkill

SPDES ID: N Y R 2 0 A 1 8 3

3. Where can the public access copies of this annual report, Stormwater Management Program SWMP) Plan and submit comments on those documents?

Enter address/contact info and select radio button to indicate which document is available and whether comments may be submitted at that location. Submit additional pages as needed.

MS4/Coalition Office Annual Report SWMP Plan Comments

Department: East Fishkill Town Clerk
Address: 330 Route 376
City: Hopewell Jct. NY Zip: 12533
Phone: (845) 221-9191

Library Annual Report SWMP Plan Comments

Address:
City: Zip:
Phone: () -

Other Annual Report SWMP Plan Comments

Address: East Fishkill Building Dept.
City: same as above Zip:
Phone: (845) 226-2427

Web Page URL: Annual Report SWMP Plan Comments

http://www.eastfishkillny.gov/pdf/2023-EF-SWMP-Annual-Report.pdf

Please provide specific address of page where report can be accessed - not home page.

eMail Comments

cassidy@eastfishkillny.gov
bryants@eastfishkillny.gov

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2 0 2 3

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

SPDES ID

N	Y	R	2	0	A	1	8	3
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4.a. If this report was made available on the internet, what date was it posted?

Leave blank if this report was not posted on the internet.

0	5
---	---

 /

1	5
---	---

 /

2	0	2	3
---	---	---	---

4.b. For how many days was/will this report be posted?

3	6	5
---	---	---

If submitting a report for single MS4, answer 5.a.. If submitting a joint report, answer 5.b..

5.a. Was an Annual Report public meeting held in this reporting period?

Yes No

If Yes, what was the date of the meeting?

0	5
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 /

2	6
---	---

 /

2	0	2	2
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If No, is one planned?

Yes No

5.b. Was an Annual Report public meeting held for all MS4s contributing to this report during this reporting period?

Yes No

If No, is one planned for each?

Yes No

6. Were comments received during this reporting period?

Yes No

If Yes, attach comments, responses and changes made to SWMP in response to comments to this report.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2023

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition:

SPDES ID

N	Y	R	2	0	A	1	8	3
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7. Evaluating Progress Toward Measurable Goals MCM 2

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Strengthen partnerships with local watershed groups through the DC MS4 Committee. Work with volunteer groups to encourage public participation in the Town's SWMP. Provide public educational material on Town web site. advertise and conduct annual Town clean up events.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Number of events conducted, number of attendees participating in events and volunteering programs remain significantly less than previous reporting periods due to the COVID-19 environment.

C. How many times was this observation measured or evaluated in this reporting period?

		1	0
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

Yes No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Continue to support outreach through the MS4 Coordination Committee and expand partnerships and activities with local watershed groups and Committees. Continue clean-up events with the Town with volunteer/public participation. Respond to public comments on the Annual Report, if applicable. Continue to provide public educational material on Town web site. (See Implementation Schedule on following page)

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2 0 2 3

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

SPDES ID

N	Y	R	2	0	A	1	8	3
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Minimum Control Measure 3. Illicit Discharge Detection and Elimination

The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s contributed to this report?

1. Enter the number and approx. percent of outfalls mapped: 4 0 0 # 1 0 0 %

2. How many of these outfalls have been screened for dry weather discharges during this reporting period (outfall reconnaissance inventory)? 3 7

3.a. What types of generating sites/sewersheds were targeted for inspection during this reporting period?

- Auto Recyclers
- Building Maintenance
- Churches
- Commercial Carwashes
- Commercial Laundry/Dry Cleaners
- Construction Vehicle Washouts
- Cross-Connections
- Distribution Centers
- Food Processing Facilities
- Garbage Truck Washouts
- Hospitals
- Improper RV Waste Disposal
- Industrial Process Water
- Other:
- Landscaping (Irrigation)
- Marinas
- Metal Plateing Operations
- Outdoor Fluid Storage
- Parking Lot Maintenance
- Printing
- Residential Carwashing
- Restaurants
- Schools and Universities
- Septic Maintenance
- Swimming Pools
- Vehicle Fueling
- Vehicle Maint./Repair Shops
- None

Sewersheds:

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	2	3
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition:

Town of East Fishkill																			
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SPDES ID

N	Y	R	2	0	A	1	8	3
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8. URL(s) con't.:

Please provide specific address of page where map(s) can be accessed - not home page

URL

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URL

9. Has an IDDE law been adopted for each traditional MS4 and/or have IDDE procedures been approved for all non-traditional MS4s contributing to this report? Yes No

10. If Yes, has every traditional MS4 contributing to this report certified that this law is equivalent to the NYS Model IDDE Law? Yes No NT

11. What percent of staff in relevant positions and departments has received IDDE training?

7	5
---	---

 %

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	2	3
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

SPDES ID

N	Y	R	2	0	A	1	8	3
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12. Evaluating Progress Toward Measurable Goals MCM 3

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Enforcement of IDDE ordinance as warranted. Conduct required dry weather screening of outfalls. Illicit Discharge Detection & Elimination Hot-line Incident Tracking Sheet utilized. Continue to implement SSDS pump-out and inspection ordinances in EOH and Hillside Lake Watersheds.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

100% of residents located in the EOH Watershed, and 100% located in the Hillside Lake Watershed, have been notified of the SSDS pump-out and inspection ordinance to include follow-up mailings. Approximately 15% of the residents located in the NYCEOH Watershed, and 12% located in the Hillside Lake Watershed, have completed their SSDS pump-out and inspection and provided the appropriate information to the Town.

C. How many times was this observation measured or evaluated in this reporting period?

		1	2
--	--	---	---

(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

Yes No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Additional public education measures relative to the hazards associated with illicit discharges. Dry weather inspections of outfalls & development of permit mapping requirements. Continue to identify and eliminate illicit discharges to the MS4 & conduct IDDE training for staff. Continue to monitor residential septic pump out & inspections in EOH & Hillside Lake Watersheds.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	2	3
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition:

Town of East Fishkill

SPDES ID

N	Y	R	2	0	A	1	8	3
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Minimum Control Measures 4 and 5.
Construction Site and Post-Construction Control

The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s contributed to this report?

--	--	--

1a. Has each MS4 contributing to this report adopted a law, ordinance or other regulatory mechanism that provides equivalent protection to the NYS SPDES General Permit for Stormwater Discharges from Construction Activities? Yes No

1b. Has each Town, City and/or Village contributing to this report documented that the law is equivalent to a NYSDEC Sample Local Law for Stormwater Management and Erosion and Sediment Control through either an attorney certification or using the NYSDEC Gap Analysis Workbook? Yes No NT

If Yes, Towns, Cities and Villages provide date of equivalent NYS Sample Local Law.
 09/2004 03/2006 NT

2. Does your MS4/Coalition have a SWPPP review procedure in place? Yes No

3. How many Construction Stormwater Pollution Prevention Plans (SWPPPs) have been reviewed in this reporting period?

	1	2
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4. Does your MS4/Coalition have a mechanism for receipt and consideration of public comments related to construction SWPPPs? Yes No NT

If Yes, how many public comments were received during this reporting period?

		0
--	--	---

5. Does your MS4/Coalition provide education and training for contractors about the local SWPPP process? Yes No

6. Identify which of the following types of enforcement actions you used during the reporting period for construction activities, indicate the number of actions, or note those for which you do not have authority:

- | | | | | | | | | |
|--|---|---|--|---|--|--|---|------------------------------------|
| <input checked="" type="radio"/> Notices of Violation | # | <table border="1"><tr><td></td><td></td><td></td><td></td><td>1</td></tr></table> | | | | | 1 | <input type="radio"/> No Authority |
| | | | | 1 | | | | |
| <input type="radio"/> Stop Work Orders | # | <table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table> | | | | | | <input type="radio"/> No Authority |
| | | | | | | | | |
| <input type="radio"/> Criminal Actions | # | <table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table> | | | | | | <input type="radio"/> No Authority |
| | | | | | | | | |
| <input type="radio"/> Termination of Contracts | # | <table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table> | | | | | | <input type="radio"/> No Authority |
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| <input type="radio"/> Administrative Fines | # | <table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table> | | | | | | <input type="radio"/> No Authority |
| | | | | | | | | |
| <input type="radio"/> Civil Penalties | # | <table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table> | | | | | | <input type="radio"/> No Authority |
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| <input type="radio"/> Administrative Orders | # | <table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table> | | | | | | <input type="radio"/> No Authority |
| | | | | | | | | |
| <input type="radio"/> Enforcement Actions or Sanctions | # | <table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table> | | | | | | <input type="radio"/> No Authority |
| | | | | | | | | |
| <input type="radio"/> Other | # | <table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table> | | | | | | <input type="radio"/> No Authority |
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MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition:

Town of East Fishkill

SPDES ID

N	Y	R	2	0	A	1	8	3
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Minimum Control Measure 4. Construction Site Stormwater Runoff Control

The information in this section is being reported (check one):

- On behalf of an individual MS4
 On behalf of a coalition

How many MS4s contributed to this report?

--	--	--

1. How many construction projects have been authorized for disturbances of one acre or more during this reporting period?

			1
--	--	--	---

2. How many construction projects disturbing at least one acre were active in your jurisdiction during this reporting period?

			4
--	--	--	---

3. What percent of active construction sites were inspected during this reporting period? NT

1	0	0
---	---	---

 %

4. What percent of active construction sites were inspected more than once? NT

1	0	0
---	---	---

 %

5. Do all inspectors working on behalf of the MS4s contributing to this report use the NYS Construction Stormwater Inspection Manual? Yes No NT

6. Does your MS4/Coalition provide public access to Stormwater Pollution Prevention Plans (SWPPPs) of construction projects that are subject to MS4 review and approval? Yes No NT

If your MS4 is Non-Traditional, are SWPPPs of construction projects made available for public review? Yes No

If Yes, use the following page to identify location(s) where SWPPPs can be accessed.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2023

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

SPDES ID
N Y R 2 0 A 1 8 3

6. con't.:

Submit additional pages as needed.

MS4/Coalition Office

Department

E a s t F i s h k i l l E n g i n e e r i n g D e p t .

Address

3 3 0 R o u t e 3 7 6

City

H o p e w e l l J c t .

N Y

Zip

1 2 5 3 3 -

Phone

(8 4 5) 2 2 1 - 2 4 2 8

Library

Address

City

Zip

-

Phone

() -

Other

Address

E a s t F i s h k i l l B u i l d i n g D e p t .

City

Zip

-

Phone

(8 4 5) 2 2 1 - 2 4 2 7

Web Page URL(s): Please provide specific address where SWPPPs can be accessed - not home page.

URL

URL

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

SPDES ID

N	Y	R	2	0	A	1	8	3
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7. Evaluating Progress Toward Measurable Goals MCM 4

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Town staff/consultant training on General Construction Permit requirements. Stormwater Management Officer (SMO) training session conducted. Diligent SWPPP compliance inspections and enforcement by Town. Detailed review of SWPPPs in accordance with GP-20-001 requirements.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Increased awareness of Town staff/consultants re: Green Infrastructure. As a result of contractor training sessions and increased stormwater compliance inspection by the Town, it has been observed that construction sites have improved their implementation of erosion and sediment control measures and BMPs.

C. How many times was this observation measured or evaluated in this reporting period?

		5	2
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

Yes No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

SMO Training Session to be conducted by Town. Continue to provide contractor training sessions by Town staff, DCSWCD and NYS. SWPPP reviews and SWPPP compliance inspections in accordance with GP-0-20-001.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2 0 2 3

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition: Town of East Fishkill

SPDES ID
N Y R 2 0 A 1 8 3

Minimum Control Measure 5. Post-Construction Stormwater Management

The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s contributed to this report?

1. How many and what type of post-construction stormwater management practices has your MS4/Coalition inventoried, inspected and maintained in this reporting period?

	# Inventoried	# Inspections	# Times Maintained
<input type="radio"/> Alternative Practices			
<input checked="" type="radio"/> Filter Systems			
<input checked="" type="radio"/> Infiltration Basins	2	2	2
<input checked="" type="radio"/> Open Channels	3	3	0
<input checked="" type="radio"/> Ponds	3	3	2
<input checked="" type="radio"/> Wetlands			3
<input type="radio"/> Other			

2. Do you use an electronic tool (e.g. GIS, database, spreadsheet) to track post-construction BMPs, inspections and maintenance? Yes No

3. What types of non-structural practices have been used to implement Low Impact Development/Better Site Design/Green Infrastructure principles?

- Building Codes
- Municipal Comprehensive Plans
- Overlay Districts
- Open Space Preservation Program
- Zoning
- Local Law or Ordinance
- None
- Land Use Regulation/Zoning
- Watershed Plans
- Other Comprehensive Plan

Other: P r e s e n t a t i o n s t o B o a r d M e m b e r s

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition:

Town of East Fishkill

SPDES ID

N	Y	R	2	0	A	1	8	3
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4a. Are the MS4s contributing to this report involved in a regional/watershed wide planning effort?
 Yes No

4b. Does the MS4 have a banking and credit system for stormwater management practices?
 Yes No

4c. Do the SWMP Plans for each MS4 contributing to this report include a protocol for evaluation and approval of banking and credit of alternative siting of a stormwater management practice?
 Yes No

4d. How many stormwater management practices have been implemented as part of this system in this reporting period?

		0
--	--	---

5. What percent of municipal officials/MS4 staff responsible for program implementation attended training on Low Impace Development (LID), Better Site Design (BSD) and other Green Infrastructure principles in this reporting period?

	5	0
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 %

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

SPDES ID

N	Y	R	2	0	A	1	8	3
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6. Evaluating Progress Toward Measurable Goals MCM 5

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Implement Retrofit Plan for phosphorus reduction as per EOH permit requirements. Detailed review of SWPPP post-construction permanent stormwater management facilities and development of maintenance and easement agreements. Town staff/consultant training on GP-0-20-001 permit requirements.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Increased awareness by Town staff/consultants of Green Infrastructure measures to include inspection and maintenance requirements. Retrofit Plan for phosphorus reduction as per EOH permit requirements developed in compliance with permit requirements.

C. How many times was this observation measured or evaluated in this reporting period?

		1	2
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

Yes No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Provide Green Infrastructure training sessions to Town staff/Board members. Continue to implement Retrofit Plan in accordance with NYCEOH and NYSDEC permit requirements. Continue to provide Town staff/consultant training on GP-0-20-001 permit requirements and NYS Stormwater Management Design Manual updates.
(See Implementation Schedule on following page)

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	2	3
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

SPDES ID

N	Y	R	2	0	A	1	8	3
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Minimum Control Measure 6. Stormwater Management for Municipal Operations

The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s contributed to this report?

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1. Choose/list each municipal operation/facility that contributes or may potentially contribute Pollutants of Concern to the MS4 system. For each operation/facility indicate whether the operation/facility has been addressed in the MS4's/Coalition's Stormwater Management Program(SWMP) Plan and whether a self-assessment has been performed during the reporting period. A self-assessment is performed to: 1) determine the sources of pollutants potentially generated by the permittee's operations and facilities; 2) evaluate the effectiveness of existing programs and 3) identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program, if it's not done already.

<u>Operation/Activity/Facility</u>	<u>Addressed in SWMP?</u>		<u>Self-Assessment Operation/Activity/Facility performed within the past 3 years?</u>	
	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Yes	<input type="radio"/> No
Street Maintenance.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Bridge Maintenance.....	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Winter Road Maintenance.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Salt Storage.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Solid Waste Management.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
New Municipal Construction and Land Disturbance..	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Right of Way Maintenance.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Marine Operations.....	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Hydrologic Habitat Modification.....	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Parks and Open Space.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Municipal Building.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Stormwater System Maintenance.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Vehicle and Fleet Maintenance.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Other.....	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2 0 2 3

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition:

SPDES ID

2. Provide the following information about municipal operations good housekeeping programs:

- Parking Lots Swept (Number of acres X Number of times swept) # Acres
 - Streets Swept (Number of miles X Number of times swept) # Miles
 - Catch Basins Inspected and Cleaned Where Necessary #
 - Post Construction Control Stormwater Management Practices Inspected and Cleaned Where Necessary #
 - Phosphorus Applied In Chemical Fertilizer # Lbs.
 - Nitrogen Applied In Chemical Fertilizer # Lbs.
 - Pesticide/Herbicide Applied # Acres
- (Number of acres to which pesticide/herbicide was applied X Number of times applied to the nearest tenth.)

3. How many stormwater management trainings have been provided to municipal employees during this reporting period?

4. What was the date of the last training? / /

5. How many municipal employees have been trained in this reporting period?

6. What percent of municipal employees in relevant positions and departments receive stormwater management training? %

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2 0 2 3

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

SPDES ID

7. Evaluating Progress Toward Measurable Goals MCM 6

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Continued inspection and maintenance of conveyance systems within the MS4. Identify facilities or operations in need of modification, improvement or replacement. Prioritize good housekeeping efforts based on geographic and/or priority areas of concern. Provide Municipal Operations/Good Housekeeping training session to municipal employees.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

On-going inspection and maintenance of conveyance systems and cleaning of catch basins has improved water quality and drainage conditions. Provided Municipal Operations/Good Housekeeping training session to municipal employees.

C. How many times was this observation measured or evaluated in this reporting period?

(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

Yes No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Continue street sweeping program, conveyance system inspection & maintenance and catch basin cleaning program. Incorporate Green Infrastructure in upgrades of conveyance system if applicable to the MEP.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2023

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

SPDES ID

N	Y	R	2	0	A	1	8	3
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Additional Watershed Improvement Strategy Best Management Practices

The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s contributed to this report?

MS4s must answer the questions or check NA as indicated in the table below.

MS4 Description	Answer	Check NA	(POC)
NYC EOH Watershed			
Traditional Land Use	1,2,3,4,5,6,7a-d,8a,8b,9	10,11,12	Phosphorus
Traditional Non-Land Use	1,2,3,4,7a-d,8a,8b,9	5,10,11,12	Phosphorus
Non-Traditional	1,2,77a-d,8a,8b,9	3,4,5,10,11,12	Phosphorus
Onondaga Lake Watershed			
Traditional Land Use	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Non-Traditional	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Greenwood Lake Watershed			
Traditional Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Non-Traditional	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Oyster Bay			
Traditional Land Use	1,4,7a-d,9,10,11,12	2,3,5,6,8a,8b	Pathogens
Traditional Non-Land Use	1,4,7a-d,9,10,11,12	2,3,5,6,8a,8b	Pathogens
Non-Traditional	1,4,7a-d,9	2,3,4,5,8a,8b,10,11,12	Pathogens
Peconic Estuary			
Traditional Land Use	1,4,7a-d,8a,9,10,11,12	2,3,5,6,8b	Pathogens and Nitrogen
Traditional Non-Land Use	1,4,7a-d,8a,9,10,11,12	2,3,5,6,8b	Pathogens and Nitrogen
Non-Traditional	1,4,7a-d,8a,9	2,3,4,5,8b,10,11,12	Pathogens and Nitrogen
Oscawana Lake Watershed			
Traditional Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Non-Traditional	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
1.127 Embayments			
Traditional Land Use	1,2,3,4,7a-d,9,10,11,12	5,6,8a,8b	Pathogens
Traditional Non-Land Use	1,2,3,4,7a-d,9,10,11,12	5,6,8a,8b	Pathogens
Non-Traditional	1,2,3,4,7a-d,9	5,6,8a,8b,10,11,12	Pathogens

1. Does your MS4/Coalition have an education program addressing impacts of phosphorus/nitrogen/pathogens on waterbodies? Yes No N/A

2. Has 100% of the MS4/Coalition conveyance system been mapped in GIS? Yes No N/A

If N/A, go to question 3.

If No, estimate what percentage of the conveyance system has been mapped so far. %

Estimate what percentage was mapped in this reporting period. %

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	2	3
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of East Fishkill

SPDES ID

N	Y	R	2	0	A	1	8	3
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3. Does your MS4/Coalition have a Stormwater Conveyance System (infrastructure) Inspection and Maintenance Plan Program? Yes No N/A

4. Estimate the percentage of on-site wastewater treatment systems that have been inspected and maintained or rehabilitated as necessary in this reporting period?

	5	0
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 %

5. Has your MS4/Coalition developed a program that provides protection equivalent to the NYSDEC SPDES General Permit for Stormwater Discharges from Construction Activities (GP-0-08-001) to reduce pollutants in stormwater runoff from construction activities that disturb five thousand square feet or more? Yes No N/A

6. Has your MS4/Coalition developed a program to address post-construction stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one acre that provides equivalent protection to the NYS DEC SPDES General Permit for Stormwater Discharges from Construction Activities (GP-0-08-001), including the New York State Stormwater Design Manual Enhanced Phosphorus Removal Standards? Yes No N/A

7a. Does your MS4/Coalition have a retrofitting program to reduce erosion or phosphorus/nitrogen/pathogen loading? Yes No N/A

7b. How many projects have been sited in this reporting period?

		0
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7c. What percent of the projects included in 7b have been completed in this reporting period?

		0
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 %

7d. What percent of projects planned in previous years have been completed?

1	0	0
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 %

No Projects Planned

8a. Has your MS4/Coalition developed and implemented a turf management practices and procedures policy that addresses proper fertilizer application on municipally owned lands? Yes No N/A

8b. Has your MS4/Coalition developed and implemented a turf management practices and procedures policy that addresses proper disposal of grass clippings and leaves from municipally owned lands? Yes No N/A

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	2	3
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of East Fishkill

SPDES ID

N	Y	R	2	0	A	1	8	3
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9. Has your MS4/Coalition developed and implemented a program of native planting?
 Yes No N/A
10. Has your MS4/Coalition enacted a local law prohibiting pet waste on municipal properties and prohibiting goose feeding?
 Yes No N/A
11. Does your MS4/Coalition have a pet waste bag program?
 Yes No N/A
12. Does your MS4/Coalition have a program to manage goose populations?
 Yes No N/A

RESOLUTION-2023
**(AUTHORIZING HVEA FOR ARCHITECTURAL/ENGINEERING CONSULTANT
CONTRACTS)**

WHEREAS, the Town Board has previously entered into an Architectural/Engineering service contract with HVEA Engineers of Beacon, NY to provide consulting services; and

WHEREAS, it is the desire of the Town Board to designate said firm of HVEA Engineers as the Town's consulting engineers for the design of the Route 52 Sidewalk Project near John Jay at cost not to exceed \$391,712 which will be paid for with the Tap Grant; and

WHEREAS, it is the desire of the Town Board to designate said firm of HVEA Engineers as the Town's consulting engineers for the design of the East Hook Road Bridge Replacement at cost not to exceed \$361,858 which will be paid for by FEMA Disaster Relief Funding as a result of Hurricane Ida (8/26/21); and

NOW, THEREFORE, BE IT RESOLVED, that HVEA Engineers be and hereby is designated as a consulting engineering firm for the Town of East Fishkill for these projects.

**BY ORDER OF THE TOWN BOARD
PETER J. CASSIDY, TOWN CLERK**

**DATED: MAY 25, 2023
EAST FISHKILL, NY**



Town of East Fishkill

Dutchess County, New York
330 Rt. 376, Hopewell Junction, New York 12533

Scott Bryant, P.E.
Town Engineer

Town Engineer's Memo

Subject: HVEA – Design Contract – Route 52/JJHS Sidewalk Project

Attn: Supervisor
Town Board Members

Date: May 12, 2023

The Town has been awarded a TAP Grant in the amount of \$1,793,520 of which \$501,000. Has been allocated for design. HVEA has submitted a design proposal totaling \$391,712. The excess funds of approximately \$109,000 can be transferred to the construction and construction inspection phases.

It is my recommendation that the Town Board approve this contract.



Town of East Fishkill

Dutchess County, New York

330 Rt. 376, Hopewell Junction, New York 12533

Scott Bryant, P.E.
Town Engineer

Town Engineer's Memo

Subject: HVEA – Design Contract – East Hook Road Bridge Replacement

Attn: Supervisor
Town Board Members

Date: May 12, 2023

The East Hook Bridge will be replaced through FEMA Disaster Relief Funding as a result of damage from Hurricane Ida (8/26/21).

HVEA has submitted a proposal in the amount of \$361,858. for the design of the bridge replacement. It is my recommendation that the Town Board approve this contract.

RESOLUTION-xxx-2023

(AWARD THE BID FOR NEW SOFTWARE FOR THE DEPARTMENT OF ENGINEERING)

WHEREAS, the Town Engineer has requested that we purchase a new software program to modernize and streamline operations in multiple departments; and

WHEREAS, the Town Engineer has received the attached bids; and

WHEREAS, the Town Engineer has requested the Town Board to authorize the bid that OPENGOV has submitted for software and services; and

BE IT FURTHER RESOLVED, that OPENGOV be and hereby is awarded the bid for a one-time set up fee in the amount of \$38,190.00 and an annual subscription fee of \$34,452.00.

**BY ORDER OF THE TOWN BOARD
PETER J. CASSIDY, TOWN CLERK**

**DATED: MAY 25, 2023
EAST FISHKILL, NY**

Town of East Fishkill

Dutchess County, New York

330 Route 376, Hopewell Junction, New York 12533

Telephone 845-226-6836, Fax 845-227-4018



Scott Bryant, P.E.
Town Engineer

Subject: New Software for the Department of Engineering

Attn: Supervisor
Town Board Members

From: Scott Bryant, P.E. Town Engineer

Date: May 16, 2023

The Building, Planning, Zoning and Engineering Departments are currently using Muncipity for Permitting, and tracking workflow. However, as of December 2023, this program will no longer be supported by General Code. Accordingly, over the past several months, we have been exploring other Software options and meeting with several companies to find the one that best suits our needs.

A seven person panel with representatives from Building, Planning, Zoning and Engineering was formed to review submitted proposals. After several interviews with potential software providers we had narrowed the field down to the following 3 companies:

	<u>ONE-TIME SET UP FEE</u>	<u>ANNUAL SUBSCRIPTION FEE</u>
IWORQ Systems	\$32,000.00	\$32,000.00
OPENGOV	\$38,190.00	\$34,452.00
TYLER TECHNOLOGIES	\$90,375.00	\$22,402.00

We had follow-up interviews with the above companies and ultimately eliminated IWORQ Systems once we reviewed their process in greater depth as they weren't able to meet our needs. Tyler Technologies was also eliminated as it has a substantially higher initial cost and reviews from existing users were mixed.

Therefore, it is our recommendation that the Town Board approve OPENGOV as our new software program for the above referenced departments.

RESOLUTION

(AUTHORIZING ORGANIZATION OF MASTER PLAN COMMITTEE)

WHEREAS, NYS Law requires a Town to adopt and maintain a comprehensive Master Plan and for said plan to be used by the Town Board as its guide in developing its Zoning Law; and

WHEREAS, NYS Law recommends that the Master Plan be updated every 10 years to stay current with the needs of the Town; and

WHEREAS, it has been well in excess of 10 years since the Town was updated; and

WHEREAS, to begin preparation for setting up a Master Plan Committee to assist the Town Board with the process a coordinator/consultant must be engaged to establish the process and seek candidates for the Committee;

NOW, THEREFORE, BE IT RESOLVED, that the Supervisor is hereby authorized to seek consultants for the Town Board's consideration; and

BE IT FURTHER RESOLVED, that there is hereby appropriated the sum of \$50,000.00 for the initial expenses.

**BY ORDER OF THE TOWN BOARD
PETER CASSIDY, TOWN CLERK**

**DATED: MAY 25, 2023
EAST FISHKILL, NY**

RESOLUTION

**(AUTHORIZING THE SETTLEMENT OF A
TAX CERTIORARI – KENNETH B. LEMENZE)**

WHEREAS, Kenneth B. Lemenze, filed a tax certiorari for the year 2022; and

WHEREAS, after discussions and review with the Town Assessor it was deemed that a reduction in the roll would be appropriate; and

WHEREAS, it is necessary to review and approve this reduction;

NOW, THEREFORE, BE IT RESOLVED, that the Town Attorney be and hereby is authorized to execute a Consent Judgment and Stipulation of Settlement with respect to the above referenced tax certiorari proceedings as follows:

Tax Map No.: 6457-01-442693-0000

<u>Assess. Year</u>	<u>Assessed Valuation</u>		<u>Amount of Reduction</u>
	<u>Reduced From</u>	<u>Reduced To</u>	
2022	\$700,000	\$540,000	\$160,000

BE IT FURTHER RESOLVED, that upon approval of the Justice of the Supreme Court, all appropriate steps will be taken by the appropriate Town Officials to effectuate the changes herein.

**BY ORDER OF THE TOWN BOARD
PETER CASSIDY, TOWN CLERK**

**Dated: May 25, 2023
East Fishkill, NY**

RESOLUTION

(ADOPTING BODY CAMERA POLICY FOR POLICE DEPARTMENT)

WHEREAS, the Town Board serving in its role as Police Commissioners from time to time updates and adopts policies for the Police Department; and

WHEREAS, the Town Board previously accepted a grant from Dutchess County to cover a substantial part of the cost of equipping the Police Department with body cameras; and

WHEREAS, the Board reviewed the annexed policy with respect to body cameras; and

WHEREAS, the Chief has reviewed the policy with the Policy Union and the Chief recommends its adoption;

NOW, THEREFORE, BE IT RESOLVED, that the annexed Body Camera Policy is hereby adopted for application to the Police Department; and

BE IT FURTHER RESOLVED, that this policy will become effective on June 30, 2023.

**BY ORDER OF THE TOWN BOARD
PETER CASSIDY, TOWN CLERK**

**DATED: MAY 25, 2023
EAST FISHKILL, NY**

Police Department
Town of East Fishkill

2468 Route 52

Hopewell Junction, New York 12533

845-221-2111

May 2023

Subject: Body-Worn Camera

I. Purpose:

The purpose of this policy is to serve as a guideline for the use of Body-Worn Cameras by members of the Town of East Fishkill Police Department while in the performance of their duties.

II. Policy:

This policy will provide the Town of East Fishkill Police Department and its members with guidelines on recording, storing, retaining, releasing, viewing and maintaining data from body-worn cameras which are used to document a member's enforcement related activities. Body-worn cameras will also assist in gathering evidence, promoting transparency and providing an objective record of an incident. The use of the Body-worn camera is intended to enhance the mission of the Department by accurately capturing contacts between members of the Department and the public.

This policy does not govern the use of surreptitious recording devices used in undercover operations.

III. Definitions:

A. "Body-Worn Cameras" - small video cameras, typically attached to a member's clothing, that maximizes the camera's ability to capture video and audio data of the member's law enforcement related activities.

B. "Agency Administrator" – The Chief of Police shall designate an Agency Administrator who will have full access to and user rights within the data storage system. The Agency Administrator can assign and track equipment, control passwords, oversee needed repairs, delete non-evidentiary recordings, conduct audits and quality control reviews, and act as a liaison with body-worn camera representatives.

C. "Enforcement Related Activity" – Situations during a member's official duties that include, but are not limited to:

1. Calls for service.
2. Traffic stops.
3. Search warrants
- 4 Arrests.
5. Confrontational/adversarial citizen contacts.

IV. Devices:

- A.** Members shall only use body-worn cameras issued or approved by the Department.
- B.** With regards to body-worn cameras, all members will receive training to include, but not limited to:
1. Activation
 2. Deactivation
 3. Upload procedures
 4. Proper maintenance
 5. The Department's Body-Worn Camera Policy and Procedures.

V. Member Responsibilities:

- A.** Uniformed members should wear the body-worn camera in a conspicuous manner or otherwise notify persons that they are being recorded, whenever possible.
- B.** Any member assigned to the detective division or assigned to a non-uniformed position may carry a body-worn camera at any time the member believes that it may be useful. Unless conducting a lawful recording in an authorized undercover capacity, non-uniformed members should wear the body-worn camera in a conspicuous manner when in use or otherwise notify persons that they are being recorded whenever possible.
- C.** When using a body-worn camera, the assigned member shall record their name, shield number, date and time at the beginning and at the end of each shift, regardless of whether any activity was recorded. This procedure is not required when the body worn camera and related software captures the user's unique identification, date and time of each recording.
- D.** Members should document in all reports, the presence of video captured by a body-worn camera during the course of any enforcement related activity
- E.** Any time a member reasonably believes a recorded contact may be beneficial in a non-criminal matter (e.g., a confrontational citizen contact), the officer should promptly notify a supervisor of the existence of the recording.

VI. Recording:

A. When to activate the body-worn camera:

1. This policy is not intended to describe every possible situation in which the recorder should be used, although there are many situations where its use is appropriate or valuable to record an incident. Members should activate their body-worn camera audio and video functions upon engaging in an enforcement related activity that occurs while the officer is on duty, unless:

- There is an immediate threat to the officer's safety.
- Turning on the body-worn camera would be impracticable and place the officer in a tactical disadvantage.
- When activating the body-worn camera could delay an member's response to the safety needs of a citizen during a critical incident.
- During the course of activation, the body-worn camera malfunctions.

B. Discretionary recording:

1. Members shall have the latitude to continue recording in situations where a legitimate law enforcement interest outweighs an individual's privacy.

2. Discretionary situations may include, but are not limited to:

- Conversations with confidential informants and undercover officers.
- Conversations with all law enforcement personnel that involve case tactics or strategy.
- Places such as, but not limited to, locker rooms and restrooms.
- A potential witness who requests to speak to an officer confidentially or desires anonymity.
- A victim or witness who requests that he or she not be recorded.
- Recording people who are nude or when sensitive human areas are exposed.

3. Surreptitious Recording: New York State Law permits an individual to surreptitiously record any conversation in which one party to the conversation has given their permission. Members may surreptitiously record any conversation during the course of a criminal investigation in which the member reasonably believes that such a recording will be lawful and beneficial to the investigation.

C. Deactivation of recording:

Officers shall have the discretion to terminate the recording when the enforcement related activity has concluded.

D. Prohibited use of a Body-Worn Camera:

1. Members are prohibited from using department-issued body-worn camera for personal use.

2. Recordings shall not be used by any member for the purpose of embarrassment, intimidation or ridicule.

3. Officers should insure that their body-worn camera is not recording any court proceedings.
4. When a known explosive device is present.

VII. Storage & Retention:

A. Downloading procedures:

1. Data shall be downloaded in accordance with current procedure for storing digital files. Downloads should occur at the end of the member's shift.
2. All body-worn camera data relating to a criminal incident should be considered digital evidence and processed accordingly.
3. Each data file will include searchable information including, but not limited to: date and time the video was captured; incident number if applicable; and body-worn camera identifier of assigned officer.

B. Measures to prevent data tampering:

1. All video, audio and data captured by the body-worn camera, irrespective of the content, are at all times the property of the Town of East Fishkill Police Department. Members may not copy, publish, share or disseminate any audio, video, image or data to anyone except as authorized. Furthermore, members may not edit, delete or alter any video or audio captured by the body-worn camera.
2. When the Department authorizes a third-party to act as its agent in the storage and or maintaining of body-worn camera footage, the agent shall not be permitted to independently access, delete, view or alter any video footage without the express written consent of the agency administrator or Chief of Police.

C. Retention schedule:

1. The Department's retention schedules shall be in compliance with the minimum standards required by the New York State Archives. This shall include the minimum retention dates as follows:
 - Evidentiary data shall be retained for a minimum of 180 days.
 - Non-evidentiary data shall be retained for a minimum of 180 days.

Note: The established retention schedule can be extended beyond the 180-day minimum as necessary.

VIII. Access:

A. Permitted review of footage:

1. Members will be permitted to review video footage of an incident in which they were involved for purposes of:

- When preparing written reports, members can review their recordings as a resource.
- Conducting a criminal investigation.
- Preparing for courtroom testimony or courtroom presentation.
- Providing testimony pursuant to an administrative inquiry.
- Assisting the officer in professional development.

2. Supervisors may also review recordings as it pertains to:

- Investigating reports of a member's alleged misconduct, personnel complaint or criminal conduct.
- Reports of a member's performance or meritorious conduct.
- Recordings that are of value as training tools.

3. Pursuant to lawful process or by court personnel who are otherwise authorized to review evidence in a related case.

B. Public disclosure of data:

1. Any and all disclosure of body-worn camera data must be consistent with the Department's record release policy and applicable statutes regarding, but not limited to, evidence discovery and disclosure pursuant to the Freedom of Information Law (FOIL). Any requests for such data should be reviewed by the Department's legal advisor.

2. Body-worn camera data may be reviewed or released to members of the media with permission of the Chief of Police and the Department's legal advisor.

IX. Maintenance:

A. Members shall inspect and test their body-worn camera prior to each shift in order to verify proper functionality.

B. Documentation shall be maintained by the Department to identify which body-worn camera is assigned to each officer.

C. Officers will leave written notification for the Department's administrator at the end of their shift of any equipment malfunctions.

D. The Chief of Police shall designate an agency administrator to have oversight of responsibilities for body-worn cameras.

X. Discipline:

Audio and video captured by the body-worn camera shall not be used as the sole basis to initiate internal investigations against a member of the Department, although it may be used for all other lawful, including evidentiary, purposes in an investigation or disciplinary matter involving a member.

Prior to being questioned by the department or any other investigatory agency, concerning a violation of law or the Department's Policy Manual an employee, upon request, shall have the right to review all recordings regarding any related conduct.

RESOLUTION

(APPOINT TOWN HALL TEMPORARY PART-TIME TYPISTS)

WHEREAS, the Town is in need from time to time of temporary employees commonly referred to as Floaters to assist in the clerical functions necessary to operate Town Departments; and

WHEREAS, Nerina Pirrelli and Rebecca Santos have been interviewed and are recommended to be hired as Temporary Typists; and

NOW, THEREFORE, BE IT RESOLVED, that the applicants are hereby appointed as Temporary Part-time Typists in the Town, being paid at the hourly rate of \$16.28; and

BE IT FURTHER RESOLVED, that said typists shall work at the pleasure of the Town Supervisor in accordance with all the previously established rules and regulations and will be removed from the payroll upon completion of their tasks.

**BY ORDER OF THE TOWN BOARD
PETER J. CASSIDY, TOWN CLERK**

**DATED: MAY 25, 2023
EAST FISHKILL, NY**



Town of East Fishkill

Dutchess County, New York

330 Route 376, Hopewell Junction, New York 12533

Date: May 19, 2023

To: Town Board

From: Gina Grippo

There have been several Temporary Typists that have left in the past couple of years and we are currently in need of additional Typists. I am requesting that the following be hired as Temporary Typists to work in multiple departments as needed.

Nerina Pirrelli

Rebecca Santos

Thank you,

RESOLUTION

**(SCHEDULE A PUBLIC HEARING FOR AUGUST 24, 2023 TO CONSIDER ADOPTING
NEW RESTRICTIONS WITH RESPECT TO SHORT-TERM RENTALS)**

WHEREAS, residents have voiced concerns pertaining to short-term rentals in the community; and

WHEREAS, the Supervisor and Town Board seek to ensure that its residents are able to live in safe and peaceful neighborhoods; and

WHEREAS, the Supervisor and Town Board have directed staff to research potential regulations pertaining to short-term rentals; and

WHEREAS, the Supervisor and Town Board wish to schedule a public hearing to solicit feedback from the public on short-term rentals;

NOW, THEREFORE, BE IT RESOLVED that the Town Board schedules a Public Hearing for a local law concerning short-term rental regulations for August 24, 2023 at 6:00 PM at Town Hall located at 330 Route 376, Hopewell Junction, New York 12533.

**BY ORDER OF THE TOWN BOARD
PETER J. CASSIDY, TOWN CLERK**

**DATED: May 25, 2023
EAST FISHKILL, NY**

RESOLUTION-xxx/2023

(APPOINT SEASONAL EMPLOYEES IN HIGHWAY AND WATER SEWER)

WHEREAS, the Town has interviewed Wayne Mayes, Charlie Harris, Philip Napolitano, and Naythan Williams-Johnson; and

WHEREAS, the Town is requesting the hiring of Wayne Mayes as Seasonal Motor Equipment Operator (MEO) for the Water Sewer Department, and the hiring of Philip Napolitano, Charlie Harris, and Naythan Williams-Johnson as Seasonal Laborers for the Highway Department; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board does hereby authorize the hiring of Wayne Mayes, Philip Napolitano, Charlie Harris, and Naythan Williams-Johnson, subject to receipt of a pre-employment drug screening; and

BE IT FURTHER RESOLVED, that Naythan Williams-Johnson, Charlie Harris, and Philip Napolitano will be paid an hourly rate of \$17.00, and that Wayne Mayes will be paid in accordance with the attached rate table; and

BE IT FURTHER RESOLVED, upon completion of their seasonal tasks, they shall be removed from the payroll.

**BY ORDER OF THE TOWN BOARD
PETER J. CASSIDY, TOWN CLERK**

**DATED: MAY 25, 2023
EAST FISHKILL, NY**

Seasonal
MEO

2023

1	24.00
2	24.50
3	25.00
4	25.50
5	26.00



Town of East Fishkill

Sewer and Water Department
330 Route 376, Hopewell Junction, New York 12533
Telephone 845-223-5114

May 17, 2023

2023 Seasonal MEO Hire

The Sewer and Water Department, in conjunction with the Engineering Department, has identified the need for a seasonal hire. The hire will be utilized performing maintenance activities throughout the 19 Water and Sewer Districts. Initial activities will include meter installations, equipment troubleshooting, and general operations such as system flushing and other minor facilities maintenance.

Based upon multiple interviews, it has been determined that Wayne Mayes is best suited for the position.

It is my recommendation that the Town Board approve the seasonal hire of Wayne Mayes.

George Cronk
Asst. Town Engineer

RESOLUTION

(AUTHORIZING THE HIRING OF INTERNS FOR VARIOUS DEPARTMENTS)

WHEREAS, the Town Board has previously authorized Interns to assist in clerical functions for Town Departments; and

WHEREAS, the Town, at the discretion of the Town Supervisor, may hire Interns for the 2023 summer season; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby acknowledges the hiring of Sebastian Kaldor, Salena Gafur, DeShawn Primarolo-Ratliff, Jeffrey Shah, Alexandra Webb, Fiona Mohl, Stephanie Jean-Baptiste, Stephan Jean-Baptiste, Stephanie Risucci, and Ava Michaelides; and

BE IT RESOLVED, that the interns are hereby appointed as seasonal employees in the Town, first year interns will be paid an hourly rate of \$14.20 and returning interns will be paid an hourly rate of \$15.20; and

BE IT FURTHER RESOLVED, that said Interns shall work at the pleasure of the Town Supervisor in accordance with all the previously established rules and regulations and will be removed from the payroll upon completion of their tasks.

**BY ORDER OF THE TOWN BOARD
PETER J. CASSIDY, TOWN CLERK**

**DATED: MAY 25, 2023
EAST FISHKILL, NY**



Town of East Fishkill

Dutchess County, New York

330 Route 376, Hopewell Junction, New York 12533

Date: May 17, 2023

To: Town Board

From: Gina Grippo

I am requesting that the following be hired for the Town's 2023 Summer Internship Program.

Sebastian Kaldor (New)

Salena Gafur (New)

DeShawn Primarolo-Ratliff (Return)

Jeffrey Shah (Return)

Alexandra Webb (Return)

Fiona Mohl (Return)

Stephanie Jean-Baptiste (Return)

Stephan Jean-Baptiste (Return)

Stephanie Risucci (New)

Ava Michaelides (New)

Thank you,

RESOLUTION

**(AUTHORIZING CONTRACT WITH MENTAL
HEALTH AMERICA TO ASSIST TOWN POLICY)**

WHEREAS, over the last few years there has been a significant increase in calls to the Police for assistance with emotionally distressed persons; and

WHEREAS, even when it is determined no violence is eminent the Police must remain sometimes on the site for a substantial period of time; and

WHEREAS, even though the Police have been trained to handle mental health situations often times more detailed training and skills are needed; and

WHEREAS, Mental Health America assists the Police Departments in the County by providing greater services and follow up in these situations; and

WHEREAS, the communities utilizing these services have had greater success in preventing repeated calls thus eliminating Police involvement as well as overtime, etc.; and

WHEREAS, the Town Board would like to have a Pilot Program during 2023;

NOW, THEREFORE, BE IT RESOLVED, that the Supervisor be and hereby is authorized to retain Mental Health America, as a professional service, to establish a Pilot Program in 2023.

**BY ORDER OF THE TOWN BOARD
PETER CASSIDY, TOWN CLERK**

**DATED: MAY 25, 2023
EAST FISHKILL, NY**

RESOLUTION-xxx-2023

(AUTHORIZING THE REJECTION OF LIME KILN RECREATION MAINTENANCE GARAGE – POLE BARN KIT BID)

WHEREAS, the Town Board previously advertised for bids with respect to Lime Kiln Recreation Maintenance Garage – Pole Barn Kit (Contract ED2023.07); and

WHEREAS, the Town Clerk received said bids and opened the same; and

WHEREAS, upon a review of said bids, the Town Board is rejecting all bids at this time for cost reasons; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Clerk be and hereby is authorized to notify all bidders that said bids have been rejected.

**BY ORDER OF THE TOWN BOARD
PETER J. CASSIDY, TOWN CLERK**

**DATED: MAY 25, 2023
EAST FISHKILL, NY**



Town of East Fishkill

Dutchess County, New York

330 Rt. 376, Hopewell Junction, New York 12533

Scott Bryant, P.E.

Town Engineer

Town Engineer's Memo

Subject: Lime Kiln Recreation Maintenance Building
Bid Results

Attn: Supervisor
Town Board Members

Date: May 12, 2023

The Town solicited bids for the above referenced project and only 1 bid was received.

As a result it is my recommendation the bid be rejected and re-evaluate the project.

Lime Kiln Rec Maintenance Garage - Pole Barn Kit
Town of East Fishkill-Bid Opening - May 15, 2023
Contract ED2023.07 - Rejected

Bidder	Addendum 1	Bid Bond	Non-Collusion	Pt. 1 - (Pole Barn Kit Only)	Pt.2 - (Pole Barn Kit & Install)
Parrott Enterprises, Inc.	√	√	√	\$135,000.00	\$414,750.00
2					
3					
4					
5					

RESOLUTION-xxx/2023

(AUTHORIZE SECURITY CAMERAS FOR TOWN HALL)

WHEREAS, the current cameras at the Town Hall need to be replaced along with installing new ones both inside and outside the building; and

WHEREAS, three quotes were received and the lowest quote is from A&R Security; and

WHEREAS, the cost for installing security cameras in and around the Town Hall will be \$8,195.00; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board does authorize the installation of security cameras at the Town Hall by A&R Security in the amount of \$8,195.00

**BY ORDER OF THE TOWN BOARD
PETER J. CASSIDY, TOWN CLERK**

**DATED: MAY 25, 2023
EAST FISHKILL, NY**



Town of East Fishkill

Dutchess County, New York

330 Route 376, Hopewell Junction, New York 12533

Date: May 17, 2023

To: Town Board

From: Gina Grippo

I have requested quotes from three (3) companies to replace and add additional cameras to the Town Hall both indoors and outdoors. The following has submitted quotes:

A&R Security	\$8,195.00
O'Tooles	\$8,545.00
Custom Entertainment Systems	\$13,113.79

Being A&R Security is the lowest, I am requesting the Town Board to authorize them to install new cameras and system to the East Fishkill Town Hall.

Thank you,



A&R Security

20 Fowler Avenue
Poughkeepsie, New York 12603
845-471-1830

License by the NYS Department of State
License #12000279252

“Securing the Hudson Valley”

May 9, 2023

Town of East Fishkill
330 Route 376
Hopewell Junction, New York 12533

Re: Installation of an Indoor/Outdoor Closed Circuit TV System to be located at:
330 Route 376
Hopewell Junction, New York 12533

Dear Gina:

We thank you for the chance to present this proposal and your interest in our company.

A & R Security Systems, Inc. is a licensed New York State alarm installation company licensed by the New York State Department of State #12000279252. We specialize in the installation of automatic security and fire alarm systems using the most dependable state-of-the-art equipment. All installations meet and/or exceed the national electrical codes as well as National Fire Protection Code #72.

We propose the following:

Indoor Cameras

We will provide and install (8) HikVision cameras. They will replace the existing cameras.

Outdoor Cameras

We will provide and install (7) HikVision cameras.

They will be located: Two (2) at the front entrance viewing the entrance driveway area
One (1) on the left side of the building viewing the parking lot
Two (2) on the rear of the building viewing the rear employee parking
Two (2) on the right side of parking viewing the employee parking

Digital Video Recorder

We will provide and install one (1) HikVision, 16 channel, 20 TB, Digital Video Recorder (DVR). It will be located in the office where the existing DVR is located.

Monitor

We will provide and install one (1) 22" flat screen monitor. It will be located with the DVR.



Securing The Hudson Valley

*Note: Full access to site is necessary during installation. Static IP address is required for remote viewing. This price is not prevailing wage.

Purchase Price

The above Indoor/Outdoor Camera System can be purchased, installed and tested with a 12-month guarantee on parts and labor for your one-time fee, including equipment, installation and labor, for eight thousand one hundred ninety-five dollars (\$8,195.00) plus tax. (50% of purchase price due before any work is performed in the amount of \$4097.50).

Option

Re: Installation of an Outdoor Closed Circuit TV System to be located at:
Financial Rear Annex Building
330 Route 376
Hopewell Junction, New York 12533

Outdoor Cameras

We will provide and install (2) HikVision cameras on the building viewing the driveway and front of building

Network Video Recorder

We will provide and install one (1) HikVision, 4 channel, 6 TB, Network Video Recorder (NVR). It will be located owner to decide.

Monitor

We will provide and install one (1) 22" flat screen monitor. It will be located with NVR.

Option Price

The above Outdoor Camera System can be purchased, installed and tested with a 12-month guarantee on parts and labor for your one-time fee, including equipment, installation and labor, for thousand hundred ninety-five dollars (\$1,295.00) plus tax. (50% of purchase price due before any work is performed in the amount of \$647.50).

Yes

No





We accept Master Card and Visa credit cards.

Sincerely,
Patrick E. Rose
Fire and Security Consultant



Re: Installation of an Indoor/Outdoor Closed Circuit TV System to be located at:
330 Route 376
Hopewell Junction, New York 12533

Acceptance of Above Proposal

Name (Signature)	Name (Print)
Company (if applicable)	Date

Please sign and return the attached proposal.

PER:dv



RESOLUTION-xxx/2023

(APPOINTING PROVISIONAL POLICE ASSISTANTS)

WHEREAS, the Town of East Fishkill Police Department is requesting the Town Board authorize the provisional appointments of Dylan Sala, Omar Vega, and Nicholas McSorley as Full-time Police Assistants; and

WHEREAS, Nicholas McSorley currently holds the position of Part-time Police Assistant; and

WHEREAS, Dylan Sala and Omar Vega currently hold provisional appointments as Full-time Police Assistants; and

WHEREAS, an Eligible List has been canvassed, exhausted, and deemed nonmandatory by Dutchess County, therefore granting second provisional appointments to Dylan Sala and Omar Vega; and

WHEREAS, Nicholas McSorley, Dylan Sala and Omar Vega will be hired provisionally until it is verified that they are reachable on the Police Assistant Civil Service list; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board does hereby appoint Nicholas McSorley, Dylan Sala and Omar Vega as Full-time Police Assistants, to be paid in accordance with the CSEA Union Contract; and

BE IT FURTHER RESOLVED, that this appointment shall be made effective May 28, 2023.

**BY ORDER OF THE TOWN BOARD
PETER J. CASSIDY, TOWN CLERK**

DATED: MAY 25, 2023
EAST FISHKILL, NY

RESOLUTION-xx/2023
(AUTHORIZE REQUEST TO
INSTALL NO PARKING SIGNS ALONG PATRIOT WAY)

WHEREAS, a request was made by John Jay High School Administration to install no parking signage on Patriot Way along the John Jay side the length of the John Jay Drop Off Area; and

WHEREAS, the Highway Superintendent concurs with the John Jay High School Administration and requests the Town Board to authorize the installation of such; and

NOW, THEREFORE, BE IT RESOLVED, that the Highway Superintendent is authorized to install the appropriate no parking signs on Patriot Way along the John Jay side the length of the John Jay Drop Off Area.

BY ORDER OF THE TOWN BOARD
PETER J. CASSIDY, TOWN CLERK

DATED: MAY 25, 2023
EAST FISHKILL, NY

DRAFT

RESOLUTION

**(AUTHORIZING THE SIGNING OF AN INTERMUNICIPAL
AGREEMENT FOR SERVICES WITH EAST FISHKILL LIBRARY)**

WHEREAS, the Town has property (Baseball Field 5) that encroaches on the Library's property; and

WHEREAS, the Town currently and will continue to maintain the Library's property; and

WHEREAS, the Town and Library have come together and prepared an Intermunicipal Agreement for the services to be rendered regarding the Library's property and Field 5; and

WHEREAS, the Town Board is asked to authorize the Supervisor to sign the Intermunicipal Agreement; and

NOW, THEREFORE, BE IT RESOLVED, that the Supervisor be and hereby is authorized to execute the Intermunicipal Agreement for services with the East Fishkill Library.

**BY ORDER OF THE TOWN BOARD
PETER J. CASSIDY, TOWN CLERK**

**DATED: MAY 25, 2023
EAST FISHKILL, NY**

**INTERMUNICIPAL AGREEMENT
BETWEEN
TOWN OF EAST FISHKILL
AND
EAST FISHKILL PUBLIC LIBRARY DISTRICT**

THIS AGREEMENT, made and entered this _____ day of _____, 2023, by and between the Town of East Fishkill (hereinafter “the Town”) and the East Fishkill Public Library District (hereinafter “the Library”), municipal corporations organized under the laws of the State of New York is entered into pursuant to Article 5-G of the General Municipal Law.

WITNESSETH:

WHEREAS, the Library has a place of business at the East Fishkill Community Library, 348 Route 376 in Hopewell Junction, NY which encompasses 1.89 acres; and

WHEREAS, the Town previously required a portion of the Library’s land in order to meet the necessary size requirements of the existing regulation recreation field (Field 5), as more particularly described in the area attached as Exhibit “A” annexed hereto; and

WHEREAS, the Town now requires that a lighting system be added to Field 5, the design of which calls for one of the lighting posts to be installed on to the portion of the Library’s land; and

WHEREAS, the Field 5 fence does not adequately prevent baseballs from landing on Library grounds or striking the building; and

WHEREAS, the Town and the Library agree that it is in their mutual best interests to confirm their agreement and understanding as to the encroachment.

NOW THEREFORE, in consideration of the mutual covenants herein contained, and compliance with the terms and conditions herein specified, the parties hereto agree as follows:

1. The Library shall permit the Town, and any of its agents, contractors or other entities affiliated with the Town, to enter on and use a portion of the Library’s land to install a light post, for purposes related to the use of the Town’s athletic fields, and for other purposes contained in this agreement.
2. The Town shall maintain and repair the existing Field 5 fence and extend the fence ten (10) feet into the “foul territory” by no later than 120 days following the execution of this agreement to help mitigate potential damage to the Library grounds and building.

3. The Town shall not erect any further improvements on or alter any portion of the Library's land without obtaining prior written consent of the Library.
4. The Town, with no expense to the Library, shall maintain and care for certain grounds of the Library's property, including, snow removal, lawn maintenance, and Field 5 fence repair.
5. The Town agrees that it will access the portion of the Library's grounds that includes the field in a reasonable manner so as not to unreasonably create a liability or damage to the Library. In the event that the Town performs its duties, rights and obligations hereunder in a negligent manner, causing damages or liability to the Library, the Town shall hold harmless and indemnify the Library from any damages or liability, not including attorney's fees and costs of the Library.
6. The Town shall, to the maximum extent permitted by law, have a duty to defend, indemnify and hold harmless the Library against any and all claims, demands, lawsuits, judgments, settlements, or other costs and expenses (including reasonable attorney's fees) arising out of the use of the portion of the recreation field which falls on the Library's property.
7. The Town, and any agent or contractor of, or other entity affiliated with, the Town, shall provide commercial general liability insurance at \$1,000,000 per occurrence/\$2,000,000 aggregate and \$5,000,000 excess liability insurance naming the Library as an additional insured on a primary and non-contributory basis for any accident or loss causing personal injury, property damage or accidental death, as a result of any use of Library property arising under this agreement.
8. Nothing in this agreement shall commence a period of use by the Town of the field for purposes of adverse possession as both parties agree such use of the property is not hostile under this Agreement.
9. This Agreement shall commence as of the date of execution thereof and shall continue for a period of five (5) years, and automatically renew annually thereafter.
10. This Agreement may be suspended or terminated without cause by either party upon 30 days notice to the other party.
11. This Agreement shall take effect upon the boards of both parties approving a resolution authorizing such Agreement.

EAST FISHKILL PUBLIC LIBRARY DISTRICT

DATE

TOWN OF EAST FISHKILL

DATE