



City of Kingston
2021 Departmental Reports:
Summary of Duties, 2021 Accomplishments, and 2022 Goals

Compiled by the Mayor's Office
January 2022

Message from Mayor Noble

Our City Departments accomplished a great deal in 2021. We have built a strong, capable team to better serve our residents, and I thank each and every City employee, from the Fire Department for the 5,000 calls they attended to last year, to the Building Department, which saw a dramatic increase in permits and inspections, to the Water Department and Waste Water Treatment Plant workers who provide us with clean water. From the men and women of DPW for making sure our streets are clean and cared for each week, to the Parks & Recreation Department for providing programming and safe refuge for families and children, to the Police Department for answering 20,000 calls for service, and to the staff at City Hall who serve a variety of residents' needs each and every day.

During my tenure as your Mayor, it has been my commitment to build and retain a diverse, inclusive workforce. My new recruitment and retention plan, which was unveiled during the 2022 budget process, will help us keep our valuable City employees with starting salary increases, and will help draw well-qualified candidates to vacant positions.

In May, we will celebrate the 150th Anniversary of our fair City. We will have a series of celebrations, and the work on the City Hall tower will be completed, as will the beautiful lunettes here in Council Chambers which are currently being repaired and restored. It's important to celebrate how far we have come as a community, cherish and continue the preservation of our most valued assets both environmental and historical, and to plan for the next generations.



Steven T. Noble
Mayor

Table of Contents

| | |
|--|-----------|
| Arts and Cultural Affairs | 4 |
| Assessor | 5 |
| Building and Safety | 6 |
| City Clerk | 7 |
| Communications & Community Engagement | 8 |
| Community Development | 9 |
| Comptroller | 10 |
| Engineering | 11 |
| Fire | 12 |
| Grants | 13 |
| Health and Wellness | 14 |
| Housing | 15 |
| Human Rights | 16 |
| Information Technology | 17 |
| Parks and Recreation | 18 |
| Planning | 19 |
| Police | 20 |
| Public Works | 21 |
| Waste Water Treatment Plant | 22 |

Department of Art and Cultural Affairs

Kitt Potter, Director

2021 Budget: \$163,272

The Department of Art and Cultural Affairs provides the creative community of Kingston with a resource at the local level of government. They work in partnership with the Kingston Arts Commission to protect the rights and needs of artists in the City. They represent the arts in City projects and can connect creatives with funding resources. They can also offer assistance in planning for events, festivals, and filming projects related to arts and culture. The Office also researches grant opportunities for the City.

2021 Accomplishments:

- The Department embarked on creating an Arts and Culture Master Plan. This will be the City's first comprehensive study of the impact and needs of our creative community.
- A new director of Arts and Cultural Affairs was hired.
- The Department helped to coordinate six major film shoots in the City.
- The Department helped organize multiple events within the community.

2022 Goals:

- Complete the Arts and Culture Master Plan and present the final draft to the public. Have the Common Council adopt the plan.
- Working with local arts organizations and publications, pursue means to establish a community calendar for arts planning and information sharing and improve the creative resources page on the Kingston city website.
- Establish relationships with local corporations/organizations to develop ongoing affordable artist housing and art workspaces.
- Initiate the development of a Percent for Arts program to fund public art projects, residencies, and education.
- Partner with city agencies and the cultural sector to better communicate free/affordable cultural offerings across socio-economic accessibility, and language barriers.
- In collaboration with local museums, galleries, colleges, nonprofits, and artists, broaden the scope of various visual art forms exhibited at City Hall's gallery space.

Office of the Assessor

Daniel Baker, Assessor
Judy Piazza, Deputy Assessor

2021 Budget: \$371,393

The Office of the Assessor is responsible for assessing all real and personal property liable to taxation within the corporate limits of the City. This includes 8,654 total parcels with a fair market value of \$2.748 billion. The Office also manages the Assessment Grievance Process, Small Claims Assessment Review, and Tax Certiorari Claims. They also record all property transactions inside the City. Annually, they determine the base proportions and the adjusted base proportions and submit these determinations to the Comptroller, Common Council, and the Mayor. The Office also reviews all permitted and known non-permitted improvements throughout the City.

2021 Accomplishments:

- Completed the 2021 Assessment Roll
- Second year maintain the assessment roll *without* non-reappraisal reassessment
- Settled Tax Certiorari cases without going to trial
- Only fifteen Small Claims Assessment Review complaints filed in 2021

2022 Goals:

- Complete the 2022 Assessment Roll on time
- Hire a new Data Collector
- Hire a new Deputy Assessor
- Settle more tax certiorari cases
- Maintain accurate assessments in the ever-changing market



Department of Building Safety and Zoning Enforcement

Stephan Knox, Director

2021 Budget: \$806,580

Paul Economos, Assistant Director

The Department of Building Safety and Zoning Enforcement has three primary responsibilities when it comes to code enforcement: Housing, Building, and Zoning. For housing code enforcement, staff verify health standards related to property maintenance and building construction. They investigate alleged violations and work towards resolutions. Building code enforcement involves protecting the public by reviewing and approving building plans. They also issue building permits and conduct inspections. The final area of code enforcement is zoning. A Zoning Enforcement Officer provides guidance, prepares documents, issues permits and maintains records pertaining to zoning law in the City.

2021 Accomplishments:

- 1,141 Rental unit inspections completed
- 2,158 Building construction and plumbing inspections completed
- 1,837 Building, plumbing, and electrical permits issued
- 1,036 Certificates of Occupancy issued
- 679 Certificates of Compliance reviewed and issued
- 405 Operating permits issued
- Commercial property fire inspection program has been fully implemented
- All department staff have completed required continuing education credits to maintain NYS code enforcement certification
- One hybrid electric vehicle added to the Building Safety fleet

2022 Goals:

- Increase resources and staff to enable Building and Safety Dept to reduce services times for plan reviews, inspection requests, and complaint responses.
- Inspect all City properties with assembly spaces
- Increase cross-training of staff to reduce the department's vulnerability when staff are absent
- Continue utilizing IT resources to improve inspection and reporting services.

City Clerk and Registrar's Office

Elisa Tinti, City Clerk

Dee Sills, Deputy City Clerk

2021 Budget, City Clerk: \$279,241

Registrar: \$97,996

The City Clerk and Registrar's Office is responsible for keeping all records, vital statistics, documents, and other papers that belong to the City. The Office acts as the Clerk of the Common Council and attends all its meetings. All legislation, minutes, and communications are recorded and documented by the City Clerk and Registrar. They are also responsible for maintaining the City's fee schedule and insurance policies. The Office also records and maintains marriage licenses, and birth and death certificates. The Office oversees City Hall, its maintenance staff, and its day-to-day functions. The Office also oversees the City Visitor's Center, the Rondout Docks, and the Volunteer Fireman's Museum.

2021 Accomplishments:

- Continue to implement Local Law #10 of 2019, the Municipal ID Program. 225 IDs were issued in 2021
- Added a full time bi-lingual clerk to create a more welcoming environment
- Processed 221 FOIL requests and successfully streamlined the FOIL request process
- Developed an easier process to record and livestream all meetings of the Common Council and its committees
- Continue to manually archive the Birth and Marriage records into Muncicity.
- Organized a clean-up of attic storage area

2022 Goals:

- Organize and prepare numerous celebrations for the 150th Anniversary of the City of Kingston
- Archive another decade of Birth, Death, Marriage, and Burial records
- Scan, organize, and publish an additional decade of Common Council Resolutions on the City website
- Implement additional Office Trainings and prepare a Safety Policy and Procedure Handbook for City Hall

Office of Communications and Community Engagement

Summer Smith, Director

2021 Budget: \$75,064

The Office of Communications and Community Engagement works to support the City of Kingston by communicating effectively, professionally, and consistently with all stakeholders. The office ensures that all stakeholders feel respected by and engaged with the local government. It also conveys vital information to residents, business owners, and media, on a regular basis in an accessible format. The Communications Department assists City departments in communicating their achievements, obstacles, and changes in service delivery to the general public.

2021 Accomplishments:

- Press releases: 110
- Newsletters: 47 (subscribers: 2351)
- Snow Emergencies: 3
- YouTube videos processed: 215+ (channel subscribers: 275)
- Public meetings: 6
- Assisted in Budget presentation
- Worked with IT and Clerk's Office on process as hybrid meetings & equipment evolved
- Manage Zoom webinar function and set up all board/commission meetings & public meetings
- Joined the Public Safety Advisory Council & attend monthly meetings
- Worked closely with the ARPA consultants to facilitate the public engagement process
- Worked closely with the Zoning consultants to facilitate the public engagement process
- Worked with the Climate Action Plan 2030 team for public meetings & engagement
- Worked with the Traffic Safety Education Team to select consultant
- Assisted with monthly business roundtable meetings
- Weekly roadwork updates

2022 Goals:

- Continue collaborating and build stronger relationships with local organizations
- Expand reach across all communication channels
- Work to update, clean up, and maintain City of Kingston website
- Support each department in sharing their news and accomplishments across all channels
- Attend more community events when available

Office of Community Development

Amanda Bruck, Director

2021 Budget: \$303,670

The Office of Community Development is responsible for developing viable urban communities by providing decent housing and a suitable living environment, and to expand economic opportunities, principally for low and moderate income persons. The primary means toward this end are to extend and strengthen partnerships among all levels of government and the private sector, including for- and not-for-profit organizations, and to aid in the production and operation of affordable housing. The Office of Community Development offers guidance, information, and opportunities for residents and organizations of the City of Kingston through the Community Development Block Grant, Housing Rehabilitation, and First Time Homebuyer Programs, along with the Rondout Youth Programs, and the Lead Line Replacement Program.

2021 Accomplishments:

- A substantial amendment was written to reallocate previous years' unspent allocations by redirecting CDBG dollars to other activities
- Annual Action Plan was approved and funding was released by the US Treasury
- The City of Kingston is back in compliance with HUD

2022 Goals:

- Continue to work to complete reporting that had not previously been done over a period of years
- Continue work on the upcoming FY2022 Annual Action Plan



Comptroller's Office

John Tuey, Director / Comptroller

2021 Budget: \$438,125

The Comptroller's Office is responsible for the financial administration of the City. The Comptroller's Office oversees tax collection, payroll, accounts payable, purchasing, parking enforcement, budget, and accounting.

2021 Accomplishments:

- Partnered with the City's fiscal advisor on a debt analysis project to compare the City's debt structure to market metrics and municipal peers
- Implemented a new electronic payment system for the Clerk's office, and continued the implementation of Kronos at City Hall and the Fire Department
- The City's 2020 Annual Financial Report to NYS reflected positive results. The City's rating of 1.7 out of 100 (lower number is favorable) is the best score the City has received
- Successfully developed and adopted the 2022 City budget that included a zero dollar tax increase from the prior year. It is the seventh consecutive City budget at the same tax levy level

2022 Goals:

- Continue partnership with other City departments on a multitude of software projects, including Kronos and extending the electronic payment system to other offices
- Maintain continuance of services during the ongoing Covid-19 pandemic
- Continued excellence in financial management and reporting



Department of Engineering

John Schultheis, City Engineer

Greg Krupp, Engineering Technician

2021 Budget: \$270,437

The Office of the City Engineer is responsible for planning, procuring, and managing capital projects. This includes identifying City needs and the best means of serving those needs, as well as receiving and evaluating bids, and awarding contracts. The department also conducts inspections and observations during construction. They also prepare reports and permit applications for the Wastewater Treatment Plant. They review the CHIPS program annual mileage report. They also advise Public Works and the Common Council on modifications of traffic control devices, such as signs and traffic signals.

2021 Accomplishments:

- Completed the Broadway Streetscape Project
- Completed the Pedestrian Safety Action Plan
- Completed the Broadway Sewer replacement
- Completed the Broadway and Grand intersection realignment

2022 Goals:

- Develop a priority list of failed sewers in coordination with DPW to allow repairs to be performed ahead of street re-surfacing
- Continue with the design and construction of several large capital projects
- Streamline routine tasks, such as vendor procurement and vendor payment
- Look for opportunities for staff to advance their knowledge and skills while promoting retention
- Fill upcoming vacant positions with qualified employees



Kingston Fire Department

Chris Rea, Chief

Darren Bondar, Assistant Chief

2021 Budget: \$7,830,965

The Kingston Fire Department (KFD) is responsible for all fire suppression in the City of Kingston. This includes first responder level EMS, gas leaks, rope rescue, fire investigations, fire prevention, extrication, and investigations of hazardous materials incidents. The department also heads the Board of Electrical Examiners, which is responsible for issuing Electrical Licenses.

2021 Accomplishments:

- KFD responded to 4882 calls for service. Of those calls, 2572 were for medical emergencies
- KFD had an average turnout time of 52 seconds, and an average arrival time of 3 minutes and 23 seconds
- KFD personnel continued to provide medical coverage at various Covid vaccination sites
- A new Emergency One fire engine was put in service at the Wiltwyck Station
- KFD continued training with a focus on special teams training and use of the Ylster County Emergency Service Training Center

2022 Goals:

- Through grant funds, purchase a Rescue Boat and All-Terrain Vehicle. Personnel will be trained on the various incidents in which this equipment will be involved
- Replace a fire engine at Company 3 on Garraghan Drive
- Personnel will train with Green County's rope team in Spring 2022
- Build on community relations through Fire Prevention education



Office of Grants Management

Ruth-Ann Devitt-Frank, Director

Vacant, Grants Manager

2021 Budget: \$245,808

The Office of Grants Management is responsible for researching grant opportunities for municipal projects and writing and submitting grant applications. They oversee the City's grant portfolio and ensure grants projects are advanced and managed properly. This involves supporting other departments in communicating with Common Council and ensuring that reporting and other agency requirements for funded projects are completed. They manage grant finance, including vendor payments and reimbursement requests. They also manage all details of selected projects, including consultant procurement, Project Advisory Committee development/oversight, securing required approvals/permits/resolutions, fulfilling reporting requirements, and project close-out.

2021 Accomplishments:

- Oversaw a portfolio of approximately 60 grant projects, which are funded by \$58.8 million in awards from state and federal agencies, and private organizations
- Continued implementation of the eCivis Change Management Plan, including development of means to integrate Munis accounting software with eCivis
- Advanced the DRI Dietz Stadium & Andretta Pool projects with the completion of splash pad addition
- Coordinated with Ulster County Economic Development to advance DRI Small Grants Program
- Oversaw the completion of the City's first Arts & Culture Master Plan
- Completed 5-year capital plan in conjunction with the Comptroller's Office for presentation to the Common Council in early 2022

2022 Goals:

- Complete the eCivis Change Management plan and ensure all project managers are fully online
- Streamline offline project management processes across departments for standardization and to reduce duplication
- Finalize the Grant Policy and Procedure Manual for Common Council approval
- Begin construction of Dietz Stadium and Andretta Pool Improvements Phase 2
- Finalize the \$17.3 million ARPA funds spending plan in conjunction with Mayor's Office

Department of Health and Wellness

Emily Flynn, Director

Kristin Kessler, Project Manager

2021 Budget: \$67,771

The Department of Health and Wellness is responsible for coordinating the Live Well Kingston Commission (LWK), being a community liaison, and supporting projects that increase health in the City. The LWK is split into six subcommittees: Age Well, Eat Well, Grow Well, Heal Well, Travel Well, and Play Well. Along with coordination, the Department is tasked with communicating about health, community projects, and LWK initiatives through social media, the LWK website, meeting notes, press releases, interviews, and networking. The Department also manages grant projects, expands community connections, and implements many LWK projects.

2021 Accomplishments:

- Applied for and won 3 years of department funding. Went into contract with State DOH for a 5 year CHSC grant project.
- Hired a new Project Manager for the CHSC grant.
- Started managing the Traffic Safety Education Marking Campaign Project
- Hosted four interns
- Facilitated the Live Well Kingston Commission and supported Focus Team projects
- Updated a section of the Ulster County Health Department's Community Health Improvement Plan

2022 Goals:

- Support and supervise the CHSC Project Manager and project
- Manage the pedestrian and bicycle master plan
- Hire a second Project Manager to forward LWK Focus Teams and initiatives
- Facilitate community garden projects and expanded support
- Create policy for the Midtown Center Kitchen, park development, and support the Community Preservation Plan
- Support the Kingston Emergency Food Collaborative
- Implement a "Parks in Healthcare" project
- Revitalize LWK communications



Department of Housing Initiatives

Bartek Starodaj, Director

2021 Budget: \$83,201

The Department of Housing Initiatives is a newly established department dedicated to supporting housing planning in the City of Kingston. The Department manages housing-related grants, supports the construction of new market-rate and affordable housing, develops policies to protect existing residents, and addresses the connection between housing and sustainability, health, and mobility. The Department also reviews the disposition of city-owned property suitable for housing development and collaborates with local and regional housing organizations, including the Kingston City Land Bank.

2021 Accomplishments:

- Planned a series of community kick-off events for the comprehensive rezoning of the City. This included virtual and in-person design meetings, a citywide survey, and walking tours.
- Coordinated the selection of suitable sites and vendors for the Tiny Homes pilot project
- Oversaw the first holistic study focusing on vacant properties in Kingston in collaboration with Pattern for Progress.

2022 Goals:

- Investigate, evaluate, secure, and administer additional grant funding to facilitate initiatives consistent with departmental goals and resources
- Complete the construction of the Tiny Homes pilot project
- Thoroughly review city-owned properties to determine potential for housing development or other uses that meet community needs
- Support the planning and construction of new market-rate and affordable housing throughout the City
- Investigate additional City policies that enhance housing security and tenant rights
- Complete the comprehensive rezoning process “Kingston Forward” through a transparent and participatory process
- Through a grant by the Local Initiatives Support Corporation, work with Corporation Counsel to resolve title issues on city-owned properties, acquire new properties through the foreclosure process, and enforce maintenance of bank-owned “zombie” properties
- In coordination with Building and Safety, create a master list of properties that suffer from long-term vacancy

Office of Human Rights

Tawana Washington, Director

2021 Budget: \$33,935

The Office of Human Rights is responsible for fostering mutual respect and understanding among all racial, religious, and nationality groups within the workplace and community. They are also responsible for conducting and recommending such educational programs that will increase good-will among inhabitants of the community and open new opportunities in all phases of community life. The Office sees that there is no discrimination in housing because of race, color, creed, national origin, sex, marital status, or any other classes protected under State and/or Federal law. They also organize and provide Anti-Discrimination Harassment training for City Employees.

2021 Accomplishments:

- Helped organize and conduct Sexual Harassment and Workplace Violence training for City employees
- Attended virtual gatherings and connected with other Human Rights Agencies across NYS
- Assisted in the formation of Title VI Assurances for the City of Kingston to be in compliance with the State and Federal Government DOT regulations
- Began collection of workplace demographic data for the Bi-annual Federal EEO-4 Report
- Created the City of Kingston Compliment and Compliant form
- Provided Discrimination Harassment training for Kingston Housing Authority Staff

2022 Goals:

- Continue to strive to make the Human Rights Commission more visible in the community
- Participate in more community festivities
- Continue to make the community more aware of Landlord and Tenant's Rights and Responsibilities



Department of Information Technology

Kyle McIntosh, Director

2021 Budget: \$582,525

The Information Technology Department is responsible for the daily oversight of a wide variety of technology aspects for all of the City's departments. These duties include coordinating system and network operations and maintenance, researching hardware and software alternatives, recommending purchasing options, evaluating and implementing new technologies, and on-site staff training. The Information Technology Department currently supports over 175+ personal computers, 20+ servers, 180+ desk phones, 60+ cellphones, and other related devices on a 24/7 basis.

2021 Accomplishments:

- Kronos electronic time keeping system project is about 85% complete
- Wifi and Surveillance system at multiple locations completed, including Kingston Point Beach, Loughran Park ,Hasbrouck Park, and TR Gallo Park
- Handled all of KPD's video and discovery related records requests, with over 617 requests recorded
- Facilitated virtual meetings via Zoom/Livestream to YouTube for multiple departments
- Muncicity 5 upgrade completed, online permitting into 2022
- Email retention and archiving done, including litigation and FOIL search tools

2022 Goals:

- Kronos implementation and finalization in DPW, WWTP, Parks and Recreation, and Building Dept.
- Muncicity 5 upgrade started, with online permitting to be completed into 2022
- Microsoft Exchange/365, start moving to the cloud
- Managed Detection and Response setup (vendor to be decided)



Department of Parks and Recreation

Lynsey Timbrouck, Director of Recreation

2021 Budget: \$2,153,236

The Department of Parks and Recreation is responsible for developing and implementing programs and events for all age groups. This includes renting City parks, pavilions, and facilities to the community and local agencies. Parks staff also operates the Kingston Point Beach and Andretta Pool throughout the summer months. The maintenance staff is responsible for maintaining approximately 150 acres of park land, as well as the community centers, pool, and Dietz stadium year-round. The Department also coordinates with the Kingston City School District's Athletic Department to manage and operate Dietz Stadium.

2021 Accomplishments:

- Registered 146 park and pavilion rentals, and 84 Dietz stadium rentals
- Re-opened the Rondout Neighborhood Center Afterschool Program, serving approximately 115 children to date
- Opened Adults Softball League, Adult Co-Ed Beach Volleyball League, and Disc Golf League, Youth Biddy Basketball League, Senior Line Dancing Program, and many more
- Provided free Movies Under the Stars and Music in the Parks series
- Offered Environmental Education programming in schools, serving 757 students
- Completed Climate Action Plan 2030 and updated Greenhouse Gas Emission Inventory
- Completed the Green Fleet and Anti-Idling Policy. Adopted NYStretch Energy Code
- Completed Everette Hodge Center ADA Door Installation Project, Kingston Point Park Improvements Project Phase 1, Pavement Project at Block Park, Rickel Knox Park Reconstruction, and Barmann Park upgrades
- Designed, mapped, and installed signage on Empire State Trail

2022 Goals:

- Create and implement new and diverse programs and events
- Continue to be flexible with programming during unprecedented times
- Complete the AMNC kitchen renovation project
- Complete the Van Buren St. Shade Structure project
- Complete and implement the Organics Diversion Plan
- Develop a Climate Action Implementation Plan
- Launch Community Choice Aggregation Program

Department of Planning

Suzanne Cahill, Director

2021 Budget: \$806,016

The Department of Planning is responsible for overseeing the Planning Board, the Heritage Area Commission (HAC), the Historic Landmarks Preservation Commission (HLPC), the City Historian, the Tree Commission, and the Lighthouse. The Planning Board reviews site plans, subdivisions, new applications for special permits, renewals that come up, curb cut requests, rezoning and zoning text amendments proposals, variance applications by request of the City ZEO, SEQR projects, and special projects of the Common Council. The HAC review a variety of applications for general reviews, costal consistency reviews, and reviews on projects situated within the Broadway Overlay Design District. The HLPC handle a variety of technical reviews for proposals which are located within the historic districts or for which properties are independently designated outside of a district.

2021 Accomplishments:

- Restructured and Streamlined Commission meeting and review process. HAC reviewed 76 applications, and HLPC reviewed 63 applications
- Planning Board reviewed 117 applications
- The comprehensive Zoning Re-write Project kicked off. Planning Department provided assistance and guidance on zoning amendments and regularly discussed zoning matters with Building and Safety Department Staff

2022 Goals:

- Comprehensive re-write of Zoning city-wide
- Have the Irish Cultural Center of the Hudson Valley project get back on track
- Working with NYS on the Quarry Waters project to develop lands into a premium state park facility
- Continue to review several larger housing and mixed use and commercial developments



Kingston Police Department

Egidio Tinti, Chief of Police

Michael Bonse, Deputy Chief

2021 Budget: \$11,991,362

The Kingston Police Department is responsible for protecting all persons and property in the City of Kingston. This includes the enforcement of City ordinances, Federal and State laws, maintaining the peace and order of the City, promoting and preserving a feeling of security, recognizing and protecting the constitutional rights of all persons, and assisting persons in urgent situations. The Department consists of three divisions: Patrol, Detectives, and Administration. The primary responsibility of the patrol division is to respond to calls for service and enforce all law, including vehicle and traffic laws. The detective division is responsible for conducting criminal investigations, ranging from mundane crimes to the most severe and violent crimes. The administrative division is responsible for the police department budget, the training and development of all department members, and the creation and implementation of departmental policies and procedures.

2021 Accomplishments:

- KPD responded to over 19,916 requests for service
- Over 921 arrests were made, including 59 felony cases
- Over 1052 traffic tickets were issued, and over 799 accidents were investigated
- Over the course of the year we collected nearly 800 pounds of unwanted drugs from the “Drug Drop Box” at KPD HQ
- Continued to the Kingston IPVI Task Force to combat Domestic Violence
- Detectives were assigned 357 cases as of December. 28 have been closed by arrest and 117 closed by investigation
- Special Investigations Unit opened 95 cases as of December 28, 2021
- In addition to 21 hours of in-service training, all members of the department also attended a one day training course on the new Taser 7 ECD. 40 members also attended 14 outside training courses
- Hired 15 new officers, and made 11 promotions

2022 Goals:

- Maintain focus on officer wellness training as part of an officer’s well-being
- Enhance evidence based policing through use of city wide camera systems and LPRs
- Upgrade and convert our existing evidence management system to electronic submission via Impact RMS
- Increase community policing efforts through monthly community meetings
- Focus on community centered recruitment efforts
- Increase and enhance supervisory/management training for duty supervisors

Department of Public Works

Edward Norman, Superintendent
Ryan Coon, Deputy Superintendent

2021 Budget: Public Works \$6,712,983
Sewer \$5,073,019

The Department of Public Works includes a workforce of 67 persons divided into eight primary divisions. The administration ensures the safe and smooth operation of its various divisions and plans/budgets projects. The safety division is responsible for developing safety and health programs, and provides training programs. The street division is responsible for traffic control, street paving and repair, painting, striping, signage, and sidewalk and curb installation. The sewer maintenance division ensures that sewer mains remain in proper working order through routine cleaning of catch basins and sewer mains. Sanitation is responsible for solid waste, yard waste, and recycling services. The waste water treatment division protects public health and ensures a minimal impact on the aquatic environment. Fleet maintenance maintains, repairs, and services all vehicles and equipment owned and operated by the City. Lastly, the parks maintenance division assists the Parks and Recreation Department with on-going maintenance and development of the City parks, streetscapes, and athletic complexes.

2021 Accomplishments:

- 12,500 tons of blacktop were placed in the City of Kingston, encompassing 16 streets
- 92 catch basin were repaired and/or replaced
- 115 manholes replaced
- Approximately 31 miles of sewer were jet-rodded
- Responded to 1053 utility mark outs to identify and locate City owned utilities in vicinity of excavations in response to Dig Safe NY
- Swept all City streets at least 5 times
- Sewer repairs on Lucas Ave, Wurts St, Moore St, Navara St, Wilbur Ave, and Elmendorf St
- Recycled over 1655 tons of material
- Collected over 7635 tons of City wide refuse
- Responded to six winter storms

2022 Goals:

- Create a Building and Grounds subdivision dedicated to maintaining bio swales, sidewalks, medians, and the new roundabout
- Plan to pave 15 streets and install 7000 tons of blacktop
- Move forward with midtown sewer projects that are currently being engineered
- Storm water system installation on Wilbur Avenue in preparation of paving project
- Work with Engineering Department to survey conditions of sanitary and storms sewers in anticipation of paving

Waste Water Treatment Plant

Allen Winchell, Senior Operator

2021 Budget: Plant \$1,713,192
Pump Stations \$287,317

The Waste Water Treatment Plant is responsible for inspecting equipment on a regular basis and monitoring operating conditions, meters, and gauges. They collect and test water and sewage samples, as well as record meter and gauge readings and operational data. The WWTP documents and reports test results to regulatory agencies and follow all US Environmental Protection Agency regulations thereby ensuring safety standards are met. They operate equipment to purify and clarify water and process and dispose of sewage.

2021 Accomplishments:

- Continued no SPDES permit failures
- Average removal rates exceeded 95%
- DEC inspection exceeded expectations
- Fire alarm system installed to meet safety regulations
- Upgrade treatment plant lighting
- Refurbish existing belt press
- Install new control panel on gravity belt thickener

2022 Goals:

- Start outfall and ammonia removal upgrades
- Propose a new headwork design
- Complete the design and installation of generator loadbank

