

Audit & Control

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2022

Preliminary Budget



Town Board

Chad A. Lupinacci, Supervisor

Joan A. Cergol, Councilwoman

Eugene Cook, Councilman

Mark A. Cuthbertson, Councilman

Edmund J. Smyth, Councilman



AUDIT & CONTROL

Peggy Karayianakis, Director

- Safeguard and administer the Town's assets
- Provide comprehensive financial management information on the financial health of the Town.
- Provides the legally required audit functions in addition to monitoring and reporting on Town agencies in a timely manner

Divisions

- Comptroller
 - Accounts Payable
 - Accounts Receivable
 - Budgeting
 - Financial Reporting
- Payroll
- Purchasing
- Union Representatives
- Administrative Adjudication Bureau

Town Budget Process

- *July:* Directors present their budget requests for the next year.
- *August:* Supervisor's and Comptroller's office meet with Department heads to review their budget requests. Tentative Budget is compiled.
- *September:* Supervisor files tentative budget with Town Clerk, which is distributed to the Town Board, made available to the public.
- *October:* Schedule Public Hearing, tentative budget becomes preliminary. No changes can be made until after the hearing.
- *November:* Public Hearing. Board votes on adopting the budget. Must be done by Nov. 20th.

2021 Achievements

- Maintained a low Fiscal Stress Score.
- Maximize investment income in current low interest rate environment
- Began implementation of upgraded timekeeping system with third party payroll processing and human resources module integration.
- Maintenance of all departmental functions throughout the COVID-19 pandemic
- 2021 Distinguished budget award
- 2019 Award of Financial Reporting
- Continued AAA Bond Rating

2022 Goals

- To attain the 2021 **Excellence in Financial Reporting – Certificate of Achievement** award.
- To attain the 2022 **Budget Excellence - Certificate of Achievement** award.
- Maintain AAA bond status.
- Complete integration of third party payroll processing along with updated timekeeping and human resources integration.
- Continue to perform audits of Town departments and outside agencies
- Implement all relevant GASB pronouncements by effective dates or sooner when feasible.
- Maximize cash flow and rates of return.
- Assist in updating Townwide functionality in a remote environment.

Budget Highlights

- Operating expenses are expected to remain flat for 2021.
- 49.7% decrease in operating revenues as a result of decrease in investment income.
- Staffing has remained steady in the 2022 budget.

Authorized Positions	Fund/ Division	2019 Actual	2020 Modified Budget	2020 Actual	2021 Budget
Administrative Adjudication	A1110	0	1	1	1
Comptroller	A1315	10	10	10	10
Payroll	A1316	2	2	2	2
Purchasing	A1345	4	4	4	4
Union Representatives	A1431	3	3	3	3
Department Total		19	20	20	20

Budget Highlights

- Tax levy increase of \$2.5 million or 1.93%.
 - \$1.0 million of the increase in the General Fund is due to contractual increase related to the Resource Recovery plant.
 - \$700,000 of the increase in the Highway Fund is due to requested increases in the operating budget and increases in employee benefit costs.
 - \$800,000 of the increase in the Consolidated Refuse fund is due to a contractual increase in refuse disposal costs and an increase in employee benefit costs.
- Tax bill for the average homeowner will increase approximately **\$48** for the four major funds.

Environmental Waste Management

Mission

- ❑ Protect Huntington's environment through proper collection, treatment and disposal of solid and liquid wastes. Manage recycling and waste reduction programs. Implement public education programs on proper and safe methods of waste disposal and recycling. Ensure Huntington complies with state and federal clean air and clean water regulations. Work with the Town Board to design new programs and make recommendations for amendments to town code that protect environmental quality and preserve and enhance the Town's natural resources



John Clark,
Director

Environmental Waste Management

Divisions

- ❑ Waste Management Administration
- ❑ Resource Recovery Facility
- ❑ Consolidated Refuse District
- ❑ Recycling Center
- ❑ Huntington Sewer District
- ❑ Centerport Sewer District
- ❑ Scavenger Waste District



Environmental Waste Management



2021 Achievements

- ❑ Commence the rehabilitation of Primary Clarifier Tanks #1 and #2 (of 5) at the STP. Tanks were last rebuilt in 1987 (\$100,000)
- ❑ Televising and cleaning approximately 3 miles of more than 35 miles of sanitary sewers in the HSD collection system (\$150,000)
- ❑ Deployment of a new Jetter/Vactor Truck in the HSD to better service sewer mains, manholes, sludge tanks and sediment boxes (\$465,000)
- ❑ Replacement of the Programmable Logic Controller's (PLC's) in the SCADA System for the Sequential Batch Reactors in the STP (\$75,000)
- ❑ Replacement of the Pre-EQ Tank influent pump for the SBR at the STP (\$40,000)
- ❑ Replacement of influent pump #3 (of 3) in the main pump house of the STP (\$60,000)

Environmental Waste Management

2022 Goals

- ❑ Q-Alert: continued efficient response to resident question about trash pickups, bulk item and appliance pickup, e-waste and general recycling using the O-Alert digital smartphone system

Year	2016	2017	2018	2019	2020	2021 (Est.)
Inquiry Responses	4,116	3,657	3,368	4,167	2,961	2,500

- ❑ Continue to maximize revenues for the Wastewater Disposal District through

Year	2016	2017	2018	2019	2020	2021 (Est.)
Gallons Treated (millions)	21.8	22.1	21.8	19.6	18.1	17.3

- ❑ Meet and exceed the Town's Solid Waste Management targets for recycling and public education efforts in order to off set the dramatic shifts in world markets for recyclable materials

Year	2016	2017	2018	2019	2020	2021 (Est.)
Tons/Year	40,597	36,174	35,431	21,583	23,441	23,000



Environmental Waste Management



2022 Budget Highlights

- ❑ Operating expenses increasing 4% due to contractual increases.

Staffing	2020 Actual	2021 Modified Budget	2021 Actual	2022 Budget
Resource Recovery	2	3	3	3
Solid Waste Recycling	6	6	6	6
Waste Management Administration	4	3	3	3
Consolidated Refuse District	45	47	45	47
Huntington Sewer District	16	16	16	16
Waste Water Disposal	3	3	3	3
Total	76	78	76	78

<u>Expenses</u>	2020 Actual	2021 Adopted Budget	2021 Projected	2022 Budget
Salary and Wages	\$6,691,249	\$7,189,400	\$6,934,815	\$7,288,563
Employee Benefit and Taxes	523,891	574,465	574,465	582,515
Contractual Costs, Materials & Supplies	42,039,427	42,422,087	42,439,696	44,471,167
Capital Outlay	0	12,000	0	0
Fixed Assets	266,839	135,000	170,000	163,500
Total	\$49,521,406	\$50,332,952	\$50,118,976	\$52,505,745

Environmental Waste Management

2022 Capital Budget (\$1,095,000)

- ❑ Purchase of two rear loading Refuse Vehicles (\$445,000)
- ❑ Replace the Post-EQ tank pump in the SBR of the STP (\$40,000)
- ❑ Rebuild Primary Clarifier Tank Equipment for Tanks #3 and #4 of 5 (\$100,000)
- ❑ Purchase a camera attachment for the HSD to inspect sewer mains in concert with maintaining the collection system (\$35,000)
- ❑ Video, clean and repair sewer lines (\$150,000)
- ❑ Manhole rehabilitation of sanitary sewer collection system (\$50,000)
- ❑ Roof replacement at HSTP (\$100,000)
- ❑ Recycling Center building rehabilitation (\$150,000)



General Services



Andre Sorrentino, Director

OVERVIEW

General Services annual Operating Budget for day to day expense is 15.6 million dollars. Our annual Capital Budget request is for 3.8 million dollars.

We have 113 full time employees and hire around 30 temporary employees each summer.

We maintain 178 Town buildings, over 200 vehicles, 75 parking fields, 2 golf courses, 2 ice rinks, almost 100 ballfields, 80 sports courts, 32 playgrounds and over 100 nature preserves.

General Services



MISSION

The Department of General Services is a multi-functional department whose mission is to provide maintenance services for most Town owned properties, facilities, vehicles and equipment.

General Services



WORKLOAD

The department's workload is separated into 7 divisions, as follows:

BUILDING MAINTENANCE handles the construction, maintenance and repair of all Town owned buildings & structures. This division includes skilled professionals in the following trades: electrical, plumbing, carpentry, masonry, painting and general maintenance.

OFF-STREET PARKING takes care of the maintenance, repair, construction and snow removal of our municipal, park, and commuter parking lots and garages as well as the memorial areas, organic gardens, historic cemeteries and many other Town facilities.

General Services



WORKLOAD

VEHICLE MAINTENANCE provides maintenance & repairs to all Town owned vehicles, except Highway, HART, and Environmental Waste Management. They also take care of the fuel management system and tow in abandoned vehicles as directed by Public Safety.

PARKS & GROUNDS MAINTENANCE handles the care of all parks and other Town owned parcels, including athletic fields, playgrounds and nature preserves. This division also performs he abandoned property clean-ups as directed by Town Board.

DIX HILLS PARK MAINTENANCE takes care of the operation of the ice rinks, swimming pool and the other recreational facilities on the grounds of Dix Hills Park.

General Services



WORKLOAD

GOLF COURSE MAINTENANCE is responsible for the maintenance, construction & repair of Crab Meadow & Dix Hills Golf Courses.

INTER-DEPARTMENTAL SERVICES manages the acquisition & distribution of PPE, office supplies, inter-office mail, USPS mail & packages. In addition, they run the print shop, handle custodial services for the Town Hall & the Flanagan Center.

General Services



2022 Budget Highlights

Authorized Positions	Fund/ Division	2020 Actual	2021 Modified Budget	2021 Actual	2022 Budget
General Services Administration	A1490	6	5	5	5
Building & Grounds	A1621	74	77	77	77
Vehicle Maintenance	A1625	9	9	9	9
Central Supply & Mailroom	A1660	3	3	3	3
Central Printing	A1670	1	1	1	1
Dix Hills Park Maintenance	A7116	10	10	10	10
Golf Course Maintenance	A7183	8	8	8	8
Organic Garden	A8560	0	0	0	0
Department Total		114	113	113	113

		2020 Actual	2021 Modified Budget	2021 Projected	2022 Budget
<u>Expenses</u>					
General Services Administration	A1490	519,535	486,612	492,677	\$ 448,875
Building & Grounds	A1621	9,947,369	9,499,481	9,649,117	9,718,255
Heckscher Amphitheater	A1624	11,054	12,395	12,395	12,000
Vehicle Maintenance	A1625	1,372,125	1,336,658	1,361,658	1,385,405
Central Supply & Mailroom	A1660	396,176	414,175	414,175	417,809
Copy Center	A1670	306,710	356,075	316,075	317,557
Dix Hills Park Maintenance	A7116	1,802,820	1,932,310	1,932,310	1,950,037
Golf Course Maintenance	A7183	1,329,672	1,320,418	1,330,418	1,355,476
Organic Garden	A8560	5,586	7,200	7,200	7,200
Total Expenses		\$15,691,047	\$15,365,324	\$15,516,025	\$15,612,614

General Services



2022 Capital Projects

<input type="checkbox"/> Vehicle and Equipment Replacement	\$830,000
<input type="checkbox"/> Resurface/rebuild courts & parking lots	\$1,000,000
<input type="checkbox"/> Townwide Fencing	\$250,000
<input type="checkbox"/> Crab Meadow G.C. bunker renovation	\$500,000
<input type="checkbox"/> Townwide Infrastructure	\$1,250,000

Public Safety



Divisions

- ☐ **Security**: Daily patrols of 77 town buildings, beaches and parks and railroad stations. Parking enforcement throughout the Town, including streets, municipal and LIRR parking lots and select private parking lots
- ☐ **Park Rangers**: NYS certified armed peace officers. Patrol parks, beaches, Town facilities. Provide event security
- ☐ **Code Enforcement**: Investigate citizen complaints, ensure compliance with state and local property codes, signage and accessory apartment enforcement
- ☐ **Animal Control**: Operate town Animal Shelter and ensure compliance with state and local animal care laws
- ☐ **Special Services**: Parking space and meter maintenance and repair. Abandoned vehicle identification and removal

Public Safety



Joseph Cirigliano, Director

Mission

- ❑ Public Safety strives to enhance the quality of life in the Town of Huntington by providing a safe and secure environment through the enforcement of Town codes and municipal regulations.
- ❑ Public Safety operates a 24-hour, 7 day a week communication center which serves as a vital link providing real time information to the Public Safety Agents and Park Rangers, as well as to the public.

Public Safety



2021 Achievements

- ☐ **Established Code Enforcement Task Force to proactively investigate violations of Town Code related to safety and quality of life.**
- ☐ **In partnership with the SCPD 2nd Pct. successfully removed trespassers from blighted homes**
- ☐ **Vehicle Immobilization program was effectively initiated enabling the collection of a significant amount of delinquent parking fines**
- ☐ **Animal shelter - Kennels refurbished and HVAC system upgraded to comply with NYS inspection requirements**
- ☐ **Security and Code Enforcement division vehicle fleet upgrades initiated, improving safety and operational readiness, Code Enforcement Vehicles outfitted with mobility platform to conduct business in the field and better serve our residents**

Public Safety



2022 Goals

- ☐ Continue to research and deploy latest technologies and processes to improve operational efficiency
- ☐ Further expand the Park Rangers division to enhance the ability to protect the public at Town beaches, parks, buildings and facilities. Continue to focus on officer safety and equipment standardization.
- ☐ Increase Security division headcount to accommodate significant post-COVID increase in responsibilities
- ☐ Expand community outreach and improve connection to the public to be better able to respond to resident complaints.

Public Safety



2021 Budget Highlights

- ❑ Staff decrease of 2 despite expanded operations
- ❑ Increased NYS Certified Peace Officer Presence

Staffing	2020 Actual	2021 Budget	2021 Actual	Increase (Decrease)
Public Safety Administration	24	27	23	(1)
Control of Animals	7	7	7	0
Code Enforcement-Safety Inspect	3	3	3	0
Rental Registration	3	3	3	0
Zoning & Building Inspections	11	13	11	0
Accessory Apartment Compliance	3	3	2	(1)
Total	51	56	49	(2)

Expenses	2020	2021proj	2022 Budget	Increase (Decrease)
Salary and Wages	\$5,336,844	\$5,349,817	\$5,572,962	\$223,145
Employee Benefits and Taxes	414,046	449,145	445,375	(3,770)
Contractual Costs, Materials & Supplies	213,710	410,177	386,400	(23,777)
Fixed Assets	23,614	162,490	53,000	(109,490)
Total Expenses	\$5,988,214	\$6,371,629	6,457,737	\$86,108

Public Safety



Performance Measures

Description	2019	2020	2021 (estimated)
Code Enforcement NOVs Issued (BAA)	NA	385	620±
Animal Adoptions	63	24	24
Parking Summonses	18499	4,729	8,500±

- ☐ Provide 24-hour security patrols (over 94 square miles)
- ☐ Round the clock monitoring of TOH Security Cameras
- ☐ Increased Peace Officer presence at major public venues and events
- ☐ Parking summons volume rebounding from 2020 levels
- ☐ Investigate approximately 4,000 code complaints
- ☐ Respond to approximately 1,600 abandoned vehicle complaints
- ☐ Took in 145 dogs in 2020 with 102 returned to their owners

Public Safety

Capital Projects 2022

- ☐ Exercise State and Municipal Facilities grant to expand video surveillance of Town facilities in Huntington Station.
- ☐ Rehabilitation and upgrade of the Huntington Station LIRR parking facility surveillance system
- ☐ Begin replacement cycle for aging Animal Control vehicle fleet

Parks & Recreation



William Musto, Director

Mission

- ❑ Parks & Recreation meets the ever-changing recreational interests of residents of all abilities and ages, offering sporting, recreational and cultural programs in a safe, modern, well maintained settings.
- ❑ The Department is responsible for programming at more than thirty (30) parks and trails, sport fields, (2) Ice Rinks, Town Pool, eight (8) beaches, two (2) golf courses, and a spray park.

Parks & Recreation



Operational Responsibilities

- ☐ Dix Hills Park: 150 acres of trails, picnic sites, 9- hole GC, 50-meter swimming pool, state-of-the-art indoor ice skating facility
- ☐ Golf: 18-hole championship Crab Meadow GC
- ☐ Beaches: Lifeguarding, attendants, swim lessons and concessions at eight (8) locations
- ☐ Cultural Affairs: Public Art initiative, Summer Arts Festival, Heckscher Museum of Art and other local non-profit cultural institutions
- ☐ Programs: Year-long calendar 100's of activities, programs, lessons, classes, workshops
- ☐ Camps/Recreational Programs: Over 100 numerous programs/activities for children and adults. During the summer months, the Department operates the Elwood Playground Camp (half day) along with pre-school programs for children ages 3-4. The department provides seven (6) day camps: Adventure Camp; Hockey Camp; Camp Gold Star; Camp Soundview ages 5 through 14. The Department also administers Camp Bright Star, a day camp for children with disabilities ages 6 and older, Project P.L.A.Y. & St. John's Summer camp for residents, ages 4-12, based upon income-level criteria.

Parks & Recreation



Operational Responsibilities

Athletic Permit Application Processing:

The Department is responsible for & processing approximately 150 athletic permits, assigning and scheduling all athletic fields(both Grass & Turf) and 28 lighted sports facilities that provide for 18,500 youth/adult participants that are from 75-80 sports/school organizations hundreds of youth and adult sport organizations. 10 Major Athletic Tournament's; ballfield's permits, collect fees, insurance.

Special Events & Equipment Application Processing:

Issue more than 90 major special events permits; permits for equipment; and signage permits. Process Sports Tournaments. Process field applications, collect fees, insurance, process hold harmless agreements and equipment needs for the applicant.

Parks & Recreation



Operational Responsibilities

Picnic Application Processing:

Processed applications for Crab Meadow Beach Picnic Pavilion, Centerport Beach Picnic Pavilion, Caledonia Park, Elwood Park; Elwood Spray Park, William E. Kessler

Coindre Hall:

The Town of Huntington has an agreement with Suffolk County Parks for the use of the Coindre Hall gym and classrooms. The gym is used for fitness classes, after school sports for children, Gold Star Camp, and adult sports leagues year round.

Parks & Recreation



2021 Achievements

- ☐ Completed implementing new software allowing Rec Card ID and Field Permit acquisition to be fully online.
- ☐ Began Construction at Manor Field Spray park and Playground
- ☐ Replaced Playground Greenlawn Park and John Walsh Park
- ☐ Replaced Manor Field synthetic turf.
- ☐ Issued RFP for traffic signal boxes in Greenlawn.
- ☐ Completed renovations of the Village Green Flanagan Gym in partnership with Empire Sports.
- ☐ Continued to adjust our diverse array of activities and programs in accordance with current COVID-19 protocols.

Parks & Recreation



2021 Achievements

☐ Beaches Division

- Added 3 new floating handicapped beach wheel chairs to accompany the already installed mobimats in order to provide better beach access to all citizens of the Town of Huntington.
- The First Aid Office at Crab Meadow Beach was upgraded to better serve the community.
- Organized a Polar Plunge to take place at Crab Meadow Beach on 12/11/2021 to benefit the Special Olympics.

☐ Cultural Affairs Division

- Administer approximately \$1 million in annual cultural affairs grant contracts with non-profit community agencies.
- Plan and implement Public Art Initiative projects in appropriate public spaces within the Town to enhance community character & livability, and celebrate Huntington's history, culture, and diversity.

Parks & Recreation



2022 Goals



Recreation Administration

- Complete new playground installation at Kew Avenue.
- Complete installation of new pickleball courts at Veterans Park.
- Seek funding for new playground at Al Walker Park with new basketball courts and playground equipment.
- Community oriented programming at Manor Field Building.
- Upgrading the Parks and Recreational Website



Dix Hills Park Division

- Continue to build our youth and adult recreation hockey leagues as we bounce back from the COVID-19 shutdown.
- Finish the Bleaches Installation in Old Rink

Parks & Recreation



2021 Budget Highlights

❏ Operating expenses increasing 0.96% .

Staffing	2020 Actual	2021 Modified	2021 Actual	2022 Budget
Administration (Town Hall)	11	10	11	10
Administration (Dix Hills)	4	4	4	4
Recreation/Playgrounds	1	1	1	1
Total	16	16	16	15

Expenses	2020 Actual	2021 Adopted	2021 Projected	2022 Budget
Salary/Wages/Benefits	\$2,627,443	\$3,086,618	\$2,084,618	\$3,283,765
Employee Benefits and Taxes	207,918	252,120	252,120	263,205
Contractual Costs, Materials/Supplies	1,157,162	1,638,733	1,657,733	1,678,489
Fixed Assets	45,987	22,521	22,521	900
Total	\$4,038,510	\$4,999,992	\$4,016,992	\$5,226,359

Transportation & Traffic Safety



Scott R. Spittal, PE
Director

Mission

- ❑ Promote motorist and pedestrian safety through the installation & maintenance of traffic control devices (traffic signals, stop signs and pavement markings)
- ❑ Enhance the mobility of residents (Huntington Area Rapid Transit (HART) bus and paratransit system)
- ❑ Keep Huntington's streets safe and lit at night through safe and efficient operation and maintenance of the town's nearly 20,000 streetlights

Transportation & Traffic Safety



Divisions

- ❑ HART Bus: operates twenty-six (26) buses and paratransit passenger vehicles providing scheduled-fixed route service, (ADA) compliant paratransit program, special event transport, evacuation/emergencies services and assists Town's Senior Division Home Delivered Meal program
- ❑ Traffic Safety: conducts traffic studies, field investigations and engineers safety improvements to promote safe and efficient movement of pedestrians and vehicles that can involve placement of traffic signals, regulatory and warning signs, pavement markings and other traffic calming techniques. Also reviews pedestrian and vehicular aspects of site plan applications
- ❑ Street Lighting: Installs and maintains 20,000 streetlights inclusive of town, county and state roadways as well as all municipal parking areas and garages. Also reviews exterior lighting designs on commercial site plan applications.

Transportation & Traffic Safety



2021 Achievements

- ❑ Completed and distributed Draft Town Speed Table Policy and Procedure for Local Roads for an internal review
- ❑ Coordinated with Town Board Members and/or directly with constituents to review pedestrian and vehicular safety and street lighting concerns
- ❑ Maintained and upgraded traffic signals (Various Locations)
- ❑ Installed permanent solar powered digital Driver Speed Feedback devices (Various Locations)
- ❑ Coordinated with Town IT Department to initiate a project that will result in Traffic Safety and Street Lighting to use Muncipity to issue work orders.
- ❑ Upgrade traffic signals to energy-saving LED fixtures
- ❑ Replace high-pressure sodium streetlights with energy efficient induction and LED fixture (program nearly 90% complete)
- ❑ Use the Town's GIS system to inventory and track street light maintenance and replacement scheduling
- ❑ Use web-based Q-Alert system to more effectively respond to resident inquiries and complaints

Transportation & Traffic Safety



2022 Goals

- ☐ Continue to maintain and upgrade traffic signals
- ☐ Install additional permanent solar powered digital Driver Speed Feedback devices
- ☐ Finalize and Implement Town Speed Table Policy and Procedures for Local Roads Program
- ☐ Continue upgrading traffic signals from incandescent to LED
- ☐ Evaluate HART's fixed route service plan to boost ridership
- ☐ Coordinate with Public Safety to utilize a grant for installing security cameras at LIRR Parking Garages
- ☐ Replace additional street lights with high efficiency LED fixtures
- ☐ Continue using GIS to more easily locate and repair street lighting outages
- ☐ Coordinate with IT to advance the use of Muncipity to initiate work orders pertaining to Street Lighting and Traffic Signal work. Integrate new I-Pads with Q-Alert to track reported outages and improve response time in reporting to residents

Transportation & Traffic Safety



2022 Budget Highlights

- ❑ Expenses up 3.4% due to contractual increases.

Staffing	2020 Actual	2021 Adopted Budget	2021 Projected	2022 Budget
Bus Operations	25	28	26	30
Transportation & Traffic Safety	5	5	5	5
Townwide Street Lighting District	8	8	8	8
Total	38	41	39	43

Expenses	2020 Actual	2021 Adopted Budget	2021 Projected	2022 Budget
Bus Operations	\$4,007,821	\$4,176,700	\$4,061,344	\$4,453,668
Transportation & Traffic Safety	718,810	787,202	787,202	794,283
Townwide Street Lighting District	2,278,121	2,772,287	2,948,867	2,751,109
Total	\$7,004,752	\$7,736,189	\$7,797,413	\$7,999,060

Transportation & Traffic Safety



2022 Capital Projects

❑ Traffic Signal Modernization (\$400,000)

Funding requested to upgrade traffic signals and implement traffic calming measures.

Human Services



Carmen Kasper, Director

Mission

- ❑ To develop, administer, manage, and promote programs that benefit all the residents of the Town of Huntington.

Human Services



Carmen Kasper, Director

COVID -19

- ☐ Due to COVID-19 the services that this department offers were modified, reduced or temporarily cancelled starting March 2020.
- ☐ Staff reported full time to work in 2021.
- ☐ During 2021, meetings happened via Zoom to morph into hybrid and in-person.
- ☐ All services are fully offered by all divisions, with some restrictions at the Senior Center.

Human Services



Operational Responsibilities

☐ **Minority Affairs:**

Serves as a liaison to the minority communities keeping residents informed of Town services, programs, employment opportunities and events.

☐ **Senior Citizens:**

Provides our Senior Citizens with diversified programs and services, enabling them to remain active, involved and as independent as possible.

Human Services



Operational Responsibilities

☐ Handicapped Services:

Serves as resource and information referral center as well as coordinating blood drives, snow berm removal and a summer employment program.

☐ Veterans Affairs:

Provides assistance, information and referral to veterans. Assists veterans and their families in achieving housing, employment, health benefits, and assistance to families in crisis.

Human Services

Operational Responsibilities



Women's Services:

The Huntington Women's Advisory Council has a membership of over 60 not-for-profit and for profit agencies **and** businesses. Meets approximately 4 to 5 times per year, with a focus on women in the workplace, arts, education, health, fashion, family and substantive women's issues.

Human Services



Operational Responsibilities

Huntington Human Services Institute:

Allows us to partner with outside agencies in the planning, promotion and presentation of various town-wide events to meet the needs of residents.

Human Services



2021 Achievements

☐ **Minority Affairs:**

Back Pack Program, Holiday Turkeys, Holiday Shopping Trip, Holiday Gift Collection, Saint John's Summer Camp. During COVID-19, hot meals, produce and eggs were distributed to residents at the Manor Field Center and at several houses of worship. Works with DOL to employ school and out of school youth.

Collaborates with NYS State in their 311 initiative, that delivers food to home-bound people .

Human Services



2021 Achievements

☐ Senior Citizens:

Nutrition: Meal distribution on Mondays continue, prepared by kitchen staff.

Over 250 seniors drive-by for meal pick up every week.

Home Delivered Meal Program increased to 170 seniors.

Provided 4,560 Shelf Stable Meals to seniors.

Distributed 449 Farmers Market coupons.

New walk-in freezer purchased and installed paid for by SCOFA.

Human Services



2021 Achievements

☐ Senior Citizens Continued:

Senior Center: COVID-19 Vaccine site- Sun River Health.
In-person activities started June 29 with limited capacity, senior clubs have resumed.

Part time Social Worker in partnership with SYJCC:
Bereavement and Caregiver Support in-person;
servicing seniors' emotional needs.

Weekly packets handed with meals, emailed to over 2500 seniors.

Partnered with UM ARMY to do senior home repairs and home beautification.

Continue telephone reassurance outreach to seniors.

Human Services



2021 Achievements

☐ Senior Citizens Continued:

Adult Day Care: reopened for in-person attendance;
Resumed advertising in print and on Cablevision for
extensive outreach.

Beach House: reopened to in-person activities and
games.

BH and BH Cottage was painted and floors were
redone.

BH indoor and outdoor bathrooms were painted,
renovated and updated to meet American Disabilities
Act (ADA) code.

Human Services



2021 Achievements

☐ Handicapped Services:

Continues to provide the Snow Berm Program and Town of Huntington Beach Passes to eligible seniors.

☐ Veterans Affairs:

Unveiling Ceremony of the WWII Plaques. Three hundred and fifty new names added.

9/11 Ceremony.

Veterans Day Ceremony Honoring all Veterans attended by Veterans and their families.

Human Services



2021 Achievements

☐ Women's Services:

Maintained communication with members via email and Zoom, Presentations given via Zoom on Mental Health Issues regarding Psychological First Aid During the Pandemic, Healthy Eating/Lifestyle During the Pandemic, Mental Health Awareness and Positive Brain Works.

Human Services



2021 Achievements

☐ Human Services:

Consolidated all Human Services Department Staff in the Flanagan building.

The African - American Task Force:

Re-established September 2020 and continues to meet via Zoom. Black History Month via Zoom.

Anti-Bias Concert in Heckscher Park.

The Huntington Anti-Bias Task Force:

Continues to promote the “Hate has no Home in the Town of Huntington” campaign.

Participated in the NIOT event in Northport.

Human Services



2021 Achievements

☐ Human Services Continued:

The Anti-Bias Task Force: *Continued*
Publishes monthly newsletters.

Organizing the Social Justice Ambassadors Program.

The Asian American Advisory Task Force:
Established in April 2021.

Anti-Bias Concert in Heckscher Park.

Human Services



2021 Achievements

☐ Human Services Continued:

Citizens Advisory Committee for Persons with Disabilities (CAC): Help with the loop system in the Town board room.

Extension of HART service to new Sloan Kettering Facility, Stony Brook, St. Catherine's and St. Charles building.

Access Newsletter, quarterly editions providing up to date information to the persons with disabilities community

Celebrated 45th Anniversary.

Human Services



2021 Achievements

☐ Human Services Continued:

The Hispanic Task Force:
Celebrated 30th Anniversary.

Cooperated with Heritage Month Celebration on
October 15, 2021.

Human Services



2022 Goals

- ☐ Continue constant communication with members of all Department Divisions and the Town to continue expanding and improving services.
- ☐ Work with all Town Directors and PIO in the development of informational booklet related to services offered to Persons with Disabilities (ADA).
- ☐ Continue maximum staff utilization.
- ☐ Increase Minority outreach to business and community to find common needs to serve them better and more efficiently.
- ☐ Apply for grants to enhance and improve the Senior Center.

Human Services



2022 Goals

- ☐ Increase dissemination of critical information to help people with disabilities.
- ☐ Provides additional support services due to increased issues related to COVID-19.
- ☐ Maintain and follow all necessary guidelines for COVID-19 protocols required by the state.
- ☐ Increase meal pick-up distribution.
- ☐ Increase indoor services at the Senior Center and the Beach House - with caution.
- ☐ Increase Adult Day Care attendance.

Human Services



2022 Budget Highlights

- ❑ Operating expenses increasing 1.3% due to contractual increases.

	Fund/ Division	2020 Actual	2021 Modified Budget	2021 Actual	2022 Budget
Authorized Positions					
Programs for the Aging	A6772	9	9	9	9
Sr. Citizens Day Care Center	A6773	4	4	4	4
Sr. Nutrition Program	A6775	5	5	5	5
Human Services	A7620	5	5	5	5
Sr. Citizens C.H.O.R.E.	A7624	1	1	1	1
Services to the Handicapped	A8845	0	0	0	0
Department Total		24	24	24	24

		2020 Actual	2021 Adopted Budget	2021 Projected	2022 Budget
Expenses					
Salary and Wages		\$ 2,154,716	\$ 2,285,899	\$ 2,291,370	\$ 2,322,550
Employee Benefits and Taxes		166,480	182,665	182,665	185,600
Contractual Costs, Materials & Supplies		571,853	591,650	592,650	591,650
Fixed Assets		742	5,300	23,956	5,300
Total Expenses		\$ 2,893,791	\$ 3,065,514	\$ 3,090,641	\$ 3,105,100

Engineering Services



James J. Ahrens, P.E., Interim Director

The Department of Engineering Services is a **Multi-functional Department** providing a variety of **Engineering, Building, Fire Protection, and Water Services** to Town Residents.

Engineering Services is comprised of four (4) Divisions:

- ❑ ***ENGINEERING SERVICES***
- ❑ ***BUILDING & HOUSING***
- ❑ ***FIRE PREVENTION***
- ❑ ***DIX HILLS WATER DISTRICT***

NOVEMBER 4, 2021

Engineering Services



James J. Ahrens, P.E. Interim Director

MISSION

- The Mission of the Department is to provide:
 - **Engineering Designs** - Safe, Code Complaint and Economical
 - **Construction Management of New and Renovation Projects** within the Town - public and private sector
 - **Courteous & Efficient Services to the Public** - who are seeking permits, CO's, and various inspections
 - **Safe Drinking Water** - in strict compliance with Federal Standards for the Dix Hills Water District
 - **Fire Prevention** through enforcement of State, County, and Town Fire Safety Codes

Engineering Services



James J. Ahrens, P.E, Interim Director

OPERATIONAL RESPONSIBILITIES

ENGINEERING SERVICES

- ***In-House Design & Development of Plans & Specs*** - renovations and new capital construction projects
- ***Construction Management & Inspection of Projects*** - including oversight of outside Professional Consultants for more complex projects
- ***Projects include:*** • roadway/drainage improvements • parking lots • traffic calming • parks • marine construction • building design/renovations/construction
- ***Engineering Division Supports:*** Parks & Recreation, Planning, Maritime Services, & General Services

Engineering Services



James J. Ahrens, P.E., Interim Director

OPERATIONAL RESPONSIBILITIES

BUILDING & HOUSING

- **Administration of Building Permit Process** - to ensure construction compliance with all Federal, State, and Local Codes.
- **Issuance of Building Permits and Certificates of Occupancy** - Department issues approximately **2700 Building Permits** per year.
- **Plan Reviews** - performs detailed plan reviews of drawings for new and renovation projects including site plans and subdivisions
- **Inspections** - performs Field Inspections for Buildings, Site Development and Plumbing. Department performs approximately **60-70 Building-Site Inspections/Day; 15 Plumbing Inspections/Day**
- **Records Maintenance & Retention** - maintains files for thousands of permits and CO's; on-going conversion of digital scanning

Engineering Services



James J. Ahrens, P.E., Interim Director

OPERATIONAL RESPONSIBILITIES

FIRE PREVENTION

- ***Administration & Enforcement of Fire Safety Codes*** - to ensure construction compliance with New York State and Town of Huntington Fire Codes.
- ***Issuance of Construction Permits*** - for installation of: fire sprinklers, fire alarms, various types of extinguishing systems, and carbon monoxide detection systems
- ***Issuance of Operational Permits*** - related to 24 types of activities/ processes within Town Fire Code; i.e., storage of aerosol products, welding, & other hot work activities
- ***Issuance of General Fire Safety Inspection Certificates*** - related to annual inspections of commercial properties
- ***Inspections / Investigations*** - performs Field Inspections related to above permits and certificates, as well as conducts investigative assessments of all major fires to ascertain cause and origin

Engineering Services



James J. Ahrens, P.E., Interim Director

OPERATIONAL RESPONSIBILITIES

DIX HILLS WATER DISTRICT

- ***Administration & Implementation of Federal Drinking Water Standards*** - to ensure strict compliance with EPA/Federal Codes and deliver high quality drinking water to residents
- ***The District maintains:***
 - 17 Supply Wells
 - 3 Water Storage Tanks
 - 5 Emergency Electrical Generators
 - 3 Specialized Water Treatment Systems
 - 170 Miles of Water Mains
 - 1290 Fire Hydrants
 - 2000 System Valves (approx)
- ***The District serves:*** approximately 8500 homes & businesses

Engineering Services



James J. Ahrens, P.E., Interim Director

2021 Achievements

- Manor Field Synthetic Turf Installation
- Manor Field Spray Park & Playground Construction Award
- Manor Field Septic System Upgrade
- Woodhull Rd/Nassau Rd Intersection Improvements
- Crab Meadow Beach Pavilion Renovation
- Crab Meadow Beach Flat Roof Waterproofing
- James D. Conte Community Center Design Completion
- Village Green Frontage & Parking Improvements
- Depot Road Sidewalks
- Halesite Marina Park Bulkhead - Design Award
- Dix Hills Ice Rink - Shingle Roof Replacement

(cont'd)

Engineering Services



James J. Ahrens, P.E., Interim Director

2021 Achievements [cont'd]

- Woodbine Marina Bulkhead - Design Award
- LIRR South Parking Lot Reconstruction
- Greenlawn Park Playground
- John Walsh Park Playground
- Kew Avenue Playground
- Town Hall Generator - Design Award
- Heckscher Park Tennis Courts - Construction Award
- Veterans Park Pickleball Courts - Construction Award
- Elwood Park Sanitary System Upgrade

Photos and additional information of selected projects above follow:

Engineering Services



Manor Field Synthetic Turf Installation

- LandTek installed over 100,000 sf of 2.25" Silt Film Synthetic Turf Field
- Approx \$560,000 Removal and Installation of Field



James J. Ahrens, P.E., Interim Director

Engineering Services



Manor Field Spray Park & Playground - Construction Award

- Construction has begun on Spray Park & Playground
- Approximately \$1.5M



James J. Ahrens, P.E., Interim Director

Engineering Services



James J. Ahrens, P.E., Interim Director

Woodhull Rd/Nassau Road Intersection

- In-House Engineering Completed Design of Woodhull Rd/Nassau Road Intersection Improvements
- Construction awarded to Macedo Contracting - work completed
- Construction cost approximately \$214,000



Engineering Services



James J. Ahrens, P.E., Interim Director

Crab Meadow Beach Pavilion Repairs



- Design performed by In-House Engineering
- Work includes Repair/Replacement of Exterior Stucco Siding; Removal/Replacement of Coping Stones; Restoration of Guardrails and Metal Gates; Window Replacement, and Brick Façade Waterproofing
- Construction awarded to JGM Construction of Huntington; Substantial Completion - June 30, 2021
- Construction cost approximately \$260K

Engineering Services

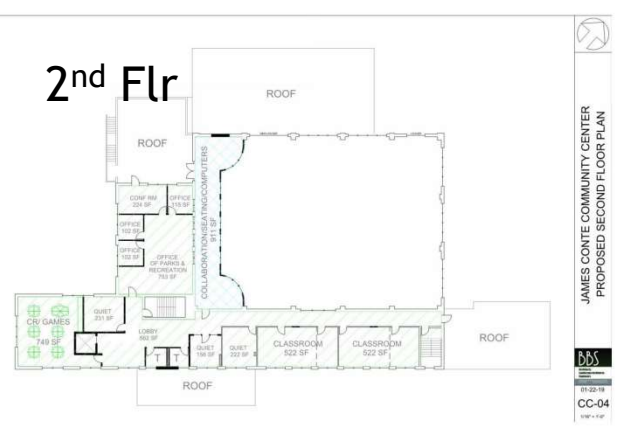
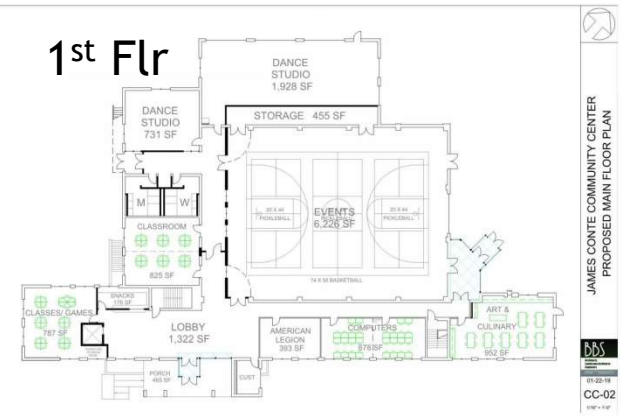
James E. Conte Center



James J. Ahrens, P.E., Interim Director

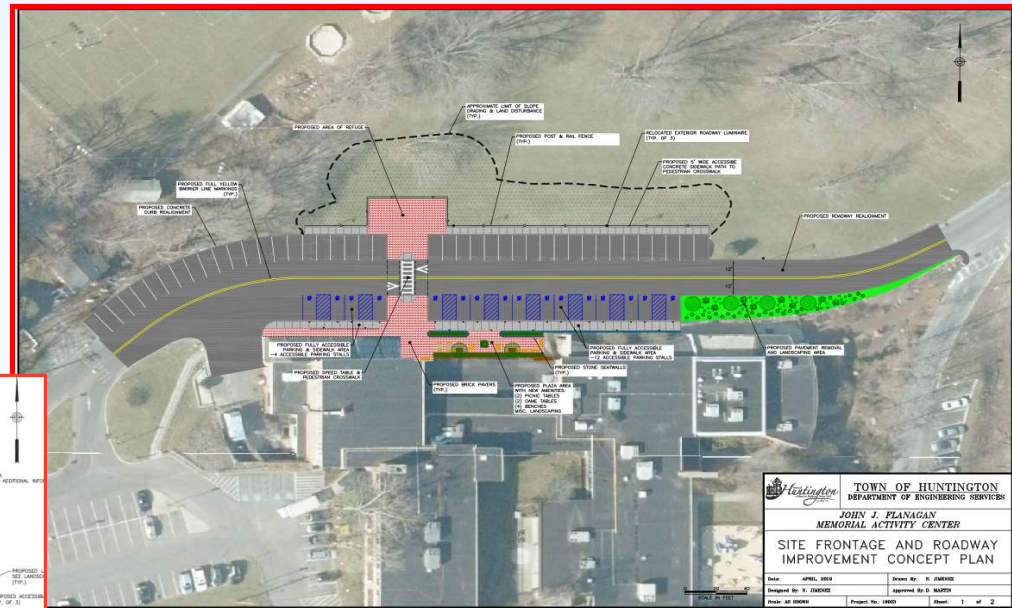
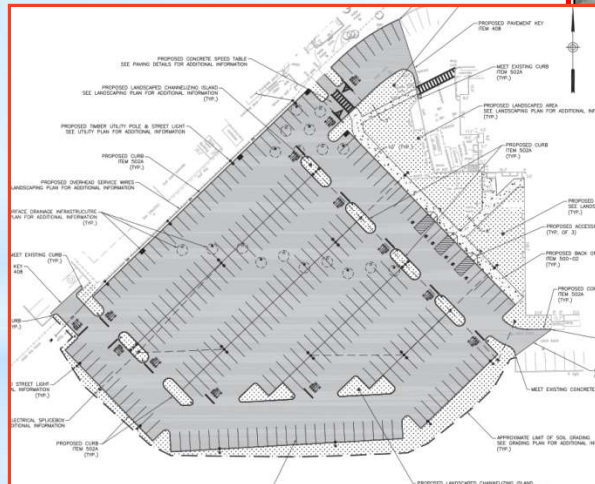


**Construction/Renovation
Cost - \$10M**



Village Green Frontage/Parking Improvements

Construction Cost
Approximately \$1.4 M



Construction Start – November 2021

Engineering Services



James J. Ahrens, P.E., Interim Director

Depot Road Sidewalks



- *Sidewalk, Curb, & Drainage Improvements*
- *Vondran Street to Brompton Place*
- *Approximate Construction Cost - \$390K*

Engineering Services

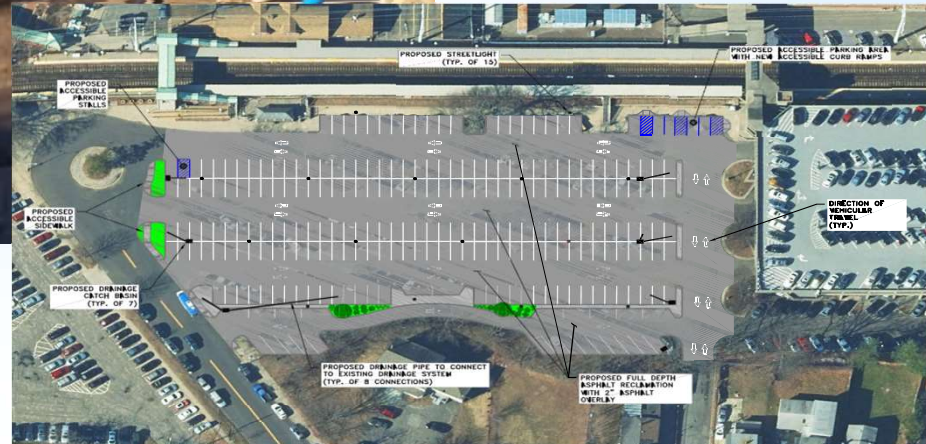


James J. Ahrens, P.E., Interim Director

LIRR South Parking Lot



- Increased Parking, Lighting & Drainage Improvements, Retaining Wall
- Requires Coordination with LIRR & PSEG for underground cabling for LIRR Rectifier Project
- Approximate Construction Cost - \$740K



Greenlawn Park Playground



-
- A photograph of a modern playground. The structure is primarily blue and green. It features a large, winding white slide on the left. In the center, there's a platform with a green railing and a blue ladder. To the right, there's another slide and a climbing structure with green rings. The ground is covered in brown mulch. In the background, there are trees and a clear blue sky.



Engineering Services



James J. Ahrens, P.E., Interim Director

2022 Goals

Capital Budget Projects

- Halesite Marina Park Reconstruction – Construction Phase
- Manor Park Spray Park and Playground – completion of Construction
- James D. Conte Community Center Construction – commence Construction
- Heckscher Park Museum of Art Exterior Renovation – commence Construction
- Flanagan Center Frontage/Parking Improvements – complete Construction
- LIRR Parking Garage Repairs
- Parks / Playgrounds – New and Renovated
 - Monarch Park Butterfly Garden
 - Al Walker Park Playground
- Dix Hills Water District Upgrades

Building Department Improvements

The Building Department is currently in the process of transitioning to a more efficient and user-friendly software package called Muncipity which will simplify the permitting process internally for our staff as well as externally for homeowners and contractors. The goal is to shorten the time frame for issuing permits and CO's, and also allow residents, contractors, expeditors, and other authorized agents to access the status of their permits, CO's and other selected documents.

Engineering Services



James J. Ahrens, P.E., Interim Director

Dix Hills Water District Upgrades

Plant Rehabilitation \$840,000

Repair, replacement and rehabilitation of existing plants are needed and have been phased in over a five year period. The rehabilitation of the plants will include upgrades to electrical systems, pumps and caustic tank replacement, and new well or new treatment facility to address 1,4 Dioxane. This project will be funded through a bond issue.

Water Meter Replacement \$200,000

Continuation of replacement and installation of approximately 9,000 water meters throughout the district. This will be funded through a bond issue.



Engineering Services



James J. Ahrens, P.E., Interim Director

2021 Budget Highlights

Operating expenses increasing 2% due to contractual increases.

AUTHORIZED POSITIONS	Fund/ Division	2020 Actual	2021 Modified Budget	2021 Actual	2022 Budget
Town Engineer	A1440	10	11	10	10
Building Department	B1620	23	25	25	25
Fire Prevention-Safety Inspection	B3620	6	6	6	6
Dix Hills Water District	SW18321	14	14	14	14
Department Total		53	56	55	55

EXPENSES	2020 Actual	2021 Modified Budget	2021 Projected	2022 Budget
Salary and Wages	\$4,709,338	\$4,861,638	\$4,875,130	\$4,841,348
Employee Benefits and Taxes	\$366,611	\$398,705	\$398,705	\$386,815
Contractual Costs, Materials & Supplies	\$1,696,853	\$1,944,735	\$1,863,408	\$1,845,385
Fixed Assets	\$229,998	\$200,785	\$194,430	\$96,500
Capital Outlay		\$2,500		\$2,500
Total Expenses	\$7,002,800	\$7,408,363	\$7,331,673	\$7,172,548

Maritime Services



Fred Uvena, Interm Director
Sr. Harbormaster

Mission

- ☐ Operate, maintain and manage Huntington's waterfront facilities: 8 beaches, 13 waterfront parks - picnic areas, boardwalks, docks, bulkheads, 5 boat ramps and 2 marinas
- ☐ Code enforcement on 63 miles of coastline, placement and maintenance of 127 navigation markers, the issuance of mooring permits, launch service, marina management and kayak permits and ramp permits
- ☐ Manage marine resource programs (shellfish management, aquaculture, wetlands preservation and water quality protection)
- ☐ Review and issuance of Marine Permits for infrastructure built on the waterfront docks, bulkheads and coastal erosion
- ☐ Manage a launch service with 115 customers
- ☐ Upland spill response team for the Town of Huntington for any illicit discharge

Maritime Services



Operational Responsibilities

- ☐ **Maritime Conservation:** Management of fisheries and shellfish preservation, wetlands, water quality protection, and all other technical & environmental responsibilities related to the waterfront.
- ☐ **Beach Maintenance:** Operate and maintain the Town's waterfront assets: 32 facilities and 10 vessels and 4 pump out stations
- ☐ **Harbors & Waterways:** Enforce Town codes and require compliance with all State and local laws governing on-the-water or near-water activities.
- ☐ **Infrastructure Permits :** Process 10 to 15 permits annually for construction of bulkheads, docks and ramps and coastal erosion.

Maritime Services



2021 Achievements

- ☐ NARCAN training for Bay Constables
- ☐ Installation of additional kayak bars at Town beaches (bringing total capacity to 975 spaces)
- ☐ Safe Boating Week public boating safety classes and lectures
- ☐ Public Outreach education as part of Huntington's MS4 program designed to help prevent pollution from storm water runoff
- ☐ Replace both gazebo roofs and Halesite Park
- ☐ Replaced bulkheading at Centerport Millpond
- ☐ Cleaned up Woodbine Marina and disposed of all cement floats and docks
- ☐ Replacing wood railing on the bulkhead of the Billy Joel Park
- ☐ Replaced playground at Goldstar Battalion Beach

Maritime Services



2022 Goals

- ☐ Continue updating Milldam Marina with new pilings with new slide poles, finger slips and update electric (possibly go solar)
- ☐ Acquire two new outboard motors for the Marine 3
- ☐ Economic Development project to provide spaces for transient boaters to tie up at the Town dock in Huntington Harbor
- ☐ Streamline process for assigning slips at Town marinas and kayak permits
- ☐ Replacement of Crab Meadow Boardwalk
- ☐ Building a playground at Centerport Beach and Crescent Beach
- ☐ Obtain a payloader for moving sand for beach replenishment

Maritime Services



2022 Budget Highlights

❏ Operating expenses decreased (-3.4%)

Staffing	2020	2021	2022	Increase (Decrease)
Harbor & Waterways	6	6	6	0
Beach Maintenance	2	2	2	0
Marinas & Docks	4	3	3	0
Maritime Services Administration	2	2	2	0
Total	14	13	13	0

Expenses	2020	2021	2022	Increase (Decrease)
Salary and Wages	\$1,574,466	\$1,507,033	\$1,564,794	\$57,761
Employee Benefits and Taxes	123,325	123,740	125,020	\$1280
Contractual Costs, Materials & Supplies	322,451	468,885	450,250	(\$18,635)
Fixed Assets	82,810	192,485	84,000	(\$108,485)
Total	\$2,103,055	\$1,997,628	\$2,001,288	(\$68,079)