

**CITY OF WATERTOWN, NEW YORK
AGENDA**

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on Monday, January 7, 2013, at 7:00 p.m. in the City Council Chambers, 245 Washington Street, Watertown, New York.

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF MINUTES

COMMUNICATIONS

PROCLAMATION

Human Trafficking Awareness Day

PRIVILEGE OF THE FLOOR

RESOLUTIONS

- Resolution No. 1 - Appointment of Commissioner of Deeds
- Resolution No. 2 - Designating Depositories of City Funds for 2013
- Resolution No. 3 - Readopting Fiscal Year 2012-13 Sewer Fund Budget and Approving Supplemental Appropriation No. 3 for Fiscal Year 2012-13 for Various Accounts
- Resolution No. 4 - Selecting Avalon Associates, Inc. as the City of Watertown's Small Cities CDBG and HOME Consultant
- Resolution No. 5 - Authorizing Application for FEMA's Fire Prevention and Safety Grant Program
- Resolution No. 6 - Approving Amendment No. 2 to Professional Services Agreement, GHD Consulting Engineers LLC
- Resolution No. 7 - Accepting of Conveyance by NYSDOT as a City Street, Dedicating Said Street, and Naming the Street as Western Boulevard

ORDINANCES

- Ordinance No. 1 - An Ordinance Authorizing the Issuance of \$200,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Construction or Reconstruction of Sidewalks in Special Assessment District No. 9 Within the City
- Ordinance No. 2 - Ordinance Amending City Municipal Code §293, Vehicles and Traffic – Western Boulevard

LOCAL LAW

PUBLIC HEARING

- 7:30 p.m. Sidewalk Improvement Special Assessment Program, District No. 9
- Establishing Assessment Charge for Sidewalks, Spring and Fall 2013 Pursuant to Section 93 of the City Charter

OLD BUSINESS

- Laid Over Under the Rules – Ordinance Amending the Code of the City of Watertown, §320-34 Accessory Uses in Residence Districts

STAFF REPORTS

1. Electric Vehicle Charging Stations
2. Jefferson County Comprehensive Economic Development Strategy
3. Fluoride Update
4. Tree Watertown Committee 2012 Annual Report
5. The 24th Annual Local Government Conference Workshop on March 28, 2013

NEW BUSINESS

EXECUTIVE SESSION

WORK SESSION

Next Work Session is scheduled for Monday, January 14, 2013, at 7:00 p.m.

ADJOURNMENT

**NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS TUESDAY,
JANUARY 22, 2013.**

Res No. 1

December 21, 2012

To: The Honorable Mayor and City Council

From: Ann M. Saunders, City Clerk

Subject: Commissioner of Deeds

The City Clerk's Office has received additional applications for Commissioner of Deeds Appointment from employers within the City of Watertown. Attached for City Council consideration is a resolution appointing these individuals as Commissioner of Deeds for the City of Watertown for a two-year term ending December 31, 2014.

RESOLUTION

Page 1 of 1

Appointment of Commissioner of Deeds

Introduced by

Council Member BURNS, Roxanne M.

Council Member BUTLER, Joseph M. Jr.

Council Member MACALUSO, Teresa R.

Council Member SMITH, Jeffrey M.

Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

WHEREAS Commissioner of Deeds in the cities of this state shall be appointed by the common councils of such cities, and

WHEREAS Commissioner of Deeds shall hold the term of two years, and

WHEREAS Any person who resides in or maintains an office or other place of business in any such city and who resides in the county in which said city is situated shall be eligible to appointment

NOW THEREFORE BE IT RESOLVED that the following individuals are hereby appointed Commissioner of Deeds for the term expiring December 31, 2014.

Non-City Employees

Martha A. McIntosh
Cynthia E. Cronk

Seconded by

Res No. 2

December 27, 2012

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: Annual Designation of Bank Depositories

In accordance with City Charter Section 30, City Council shall designate at its first meeting in each year the banks located in the City for the deposit of all City funds. Accordingly a resolution has been prepared for City Council consideration which establishes the depositories for City funds for the period January 1, 2013 through December 31, 2013.

RESOLUTION

Page 1 of 1

Designating Depositories of
City Funds for 2013

Council Member BURNS, Roxanne M.
Council Member BUTLER, Joseph M. Jr.
Council Member MACALUSO, Teresa R.
Council Member SMITH, Jeffrey M.
Mayor GRAHAM, Jeffrey E.
Total

YEA	NAY

Introduced by

WHEREAS Section 30 of the City Charter requires the City Council to designate each year at its first meeting some incorporated bank or banks or trust company located in the City of Watertown for the deposit of all moneys belonging to the City,

NOW THEREFORE BE IT RESOLVED that the following banks be and they are hereby designated as depositories of the City of Watertown, New York for the year beginning January 1, 2013 and ending December 31, 2013:

- Community Bank, N.A.
- Key Bank
- WSB Municipal Bank

And,

BE IT FURTHER RESOLVED that Community Bank, N.A., HSBC Bank USA, Key Bank and WSB Municipal Bank each be required to either execute a bond, deliver to the City of Watertown, New York approved collateral or to deposit at a mutually agreed upon depository approved collateral of a value up to TWENTY MILLION DOLLARS (\$20,000,000).

Seconded by

Res No. 3

December 28, 2012

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Authorizing Re-adoption of the Fiscal Year 2012-13 Sewer Fund Budget and Supplemental Appropriation No. 3 for the Water Fund

Michael J. Sligar, Superintendent, is proposing replacing 37 of the City's larger water meters. The meters being replaced are not accurately recording the volume of water that flows through them. The annual revenue lost from the inaccurate readings by these meters is estimated to be over \$76,000. The replacement meters are estimated to cost \$75,000 which was not included in the Fiscal Year 2012-13 Water and Sewer Fund budgets.

The Fiscal Year 2012-13 Water Fund budget included \$70,000 for water main replacements for Henry Street, Grant Street and Seward Street. These projects will not be undertaken before the end of the fiscal year. As such, staff is recommending re-appropriating some of these funds to pay for the Water Fund's portion of the water meter replacement project. Staff is recommending re-adopting the Sewer Fund budget to provide funding for its share of the project cost as the Sewer Fund is not forecasting any savings at this time to re-appropriate to the project.

The attached resolution authorizes the transfer of appropriations within the Water Fund Budget and the re-adoption of the Sewer Fund Budget to increase appropriations to cover its share of the water meter replacements.

RESOLUTION

Page 1 of 2

Readopting Fiscal Year 2012-13
Sewer Fund Budget and Approving Supplemental
Appropriation No. 3 for Fiscal Year 2012-13
for Various Accounts

Council Member BURNS, Roxanne M.
Council Member BUTLER, Joseph M. Jr.
Council Member MACALUSO, Teresa R.
Council Member SMITH, Jeffrey M.
Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

Introduced by

WHEREAS Michael J. Sligar, Superintendent, is recommending a water meter replacement project not funded in the Fiscal Year 2012-13 Water and Sewer Fund Budgets that will enhance revenues through more accurate meters, and

WHEREAS the Water Fund’s portion of the water meter replacement project can be funded from the water main replacements included in the Fiscal Year 2012-13 Water Fund Budget for Henry Street, Grant Street and Seward Street funded at a total cost of \$70,000 as the water main replacements will not be undertaken before the end of the fiscal year, and

WHEREAS on May 26, 2012 the City Council passed a resolution adopting the Budget for Fiscal Year 2012-13, of which \$5,326,609 was appropriated for the Sewer Fund, and

WHEREAS on November 19, 2012 the City Council re-adopted the Sewer Fund Budget to increase appropriations by \$185,000 to pay the costs of the change order to the contract with North Country Contractors to reconstruct Clinton Street, and

WHEREAS the Sewer Fund Budget does not currently forecast any projected savings to fund its portion of the water meter replacement project, and

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York that it hereby re-adopts the Fiscal Year 2012-13 Budget for the Sewer Fund in the total amount of \$5,549,109 and

BE IT FURTHER RESOLVED by the City Council of the City of Watertown that the following adjustment be included in the re-adopted Fiscal Year 2012-13 Sewer Fund Budget:

<u>Revenues</u>	
Appropriated Fund Balance	\$ 37,500
Total	<u>\$ 37,500</u>

RESOLUTION

Page 2 of 2

Readopting Fiscal Year 2012-13
 Sewer Fund Budget and Approving Supplemental
 Appropriation No. 3 for Fiscal Year 2012-13
 for Various Accounts

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

Expenditures

G 8120.0465	Equipment < \$5,000	<u>\$ 37,500</u>
Total		<u>\$ 37,500</u>

and,

BE IT FURTHER RESOLVED by the City Council of the City of Watertown, New York that the total amount of \$37,500 is hereby transferred and appropriated from and to the following accounts of the listed funds for FY 2012-13:

F.8340.0465	Equipment < \$5,000	\$ 37,500
F 9950.0800	Transfer to Capital Fund	<u>(37,500)</u>
Total		<u>\$ _____ -</u>

Seconded by

December 31, 2012

To: The Honorable Mayor and City Council

From: Kenneth A. Mix, Planning and Community Development Coordinator

Subject: Selecting Avalon Associates, Inc. as the City of Watertown's Small Cities CDBG and HOME Consultant

The Small Cities Community Development Grant Program requires that consultants used to implement grant programs be selected by a Request For Proposal (RFP) process. Contracts can be awarded to the selected consultant for up to three years. After that, a new RFP must be issued.

On December 3, 2012, an RFP was issued requesting proposals from consultants to write grant applications and implement the programs, if funded, under the CDBG program and the HOME Investment Partnership Program. The housing programs under HOME are operated in a similar manner to those under the CDBG program. The RFP was sent to seven consultants and a public notice was published in the Watertown Daily Times.

One response to the RFP was received from Avalon Associates, Inc. Avalon Associates has been working with the City since 1999. They have written 44 applications for us. Thirty-seven of them have been funded for a total of \$16,335,658. Avalon certainly meets our qualifications and with this track record, there is no reason not to designate them as the City of Watertown's Small Cities CDBG and HOME consultant.

In all of their communities, Avalon Associates hires someone locally to take care of the daily program operations. In Watertown, it has been Neighbors of Watertown, Inc. Utilizing the expertise of Avalon and Neighbors of Watertown has resulted in a very well-run program delivery system.

The resolution prepared for City Council consideration selects Avalon Associates, Inc. for a three-year period (2013, 2014, and 2015) as the City's Community Development consultant for the CDBG and HOME programs. This does not bind the City to contracting with them for each of the three years. A contract will be presented for City Council approval each year.

RESOLUTION

Page 1 of 1

Selecting Avalon Associates, Inc. as the City of Watertown's Small Cities CDBG and HOME Consultant

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

Introduced by

WHEREAS it has been determined that the City of Watertown will need assistance from a qualified Community Development Consultant for the preparation of application materials and, if the applications are successful, for the administration and implementation of grants from the Small Cities Community Development Block Grant Program and HOME Investment Partnerships Program, and

WHEREAS a Request for Proposals was issued on December 3, 2012, seeking proposals from qualified consultants and a single proposal was received from Avalon Associates, Inc., Glens Falls, New York, and

WHEREAS the proposal from Avalon Associates has been reviewed and it has been determined that their selection will be in the best interest of the City,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that it hereby selects Avalon Associates, Inc. as its Community Development consultant for the Small Cities Community Development Block Grant Program and HOME Investment Partnerships Program for a period of up to three years (2013, 2014, and 2015), and

BE IT FURTHER RESOLVED that it will be at the City's discretion as to whether or not it enters into a contract with the selected consultant during each of the three years.

Seconded by

Res. No. 5

December 31, 2012

To: The Honorable Mayor and City Council
From: Elliott B. Nelson, Assistant to the City Manager
Subject: FEMA Fire Prevention and Safety Grant Authorization

The City of Watertown Fire Department is seeking Council's authorization to file a grant application with FEMA's Fire Prevention and Safety Grants Program for a portable 'Hazard House' in the amount of \$17,190. This grant opportunity requires a 10% match by the City in the amount of \$1,719.

As the attached memo from Fire Chief Dale Herman indicates, this Hazard House would be used to enhance public fire safety education for the elderly, the young, and others who are in an 'at-risk' population for injury or death due to fire.

Also attached for Council's reference is information detailing the Hazard House and its features.

Staff will be available to answer any questions regarding this proposal.

January 7, 2013

RESOLUTION

Page 1 of 1

Authorizing Application for FEMA's
Fire Prevention and Safety Grant Program

Council Member BURNS, Roxanne M.
Council Member BUTLER, Joseph M. Jr.
Council Member MACALUSO, Teresa R.
Council Member SMITH, Jeffrey M.
Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

Introduced by

WHEREAS the City of Watertown Fire Department is seeking City Council approval to apply for grant funding under FEMA's Fire Prevention and Safety Grant Program, and

WHEREAS the purpose of this program is for acquiring equipment designed to enhance public fire safety education to the elderly, the young, and others within a risk population for injury or death due to fires, and

WHEREAS the application, in the amount of \$17,190, requiring the City to match 10% in the amount of \$1,719, would provide funding for said Hazard House,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby authorizes the Fire Department to submit a grant application under FEMA's Fire Prevention and Safety Grant Program, and

BE IT FURTHER RESOLVED that Fire Chief Dale C. Herman is hereby authorized and directed to execute the grant application on behalf of the City of Watertown.

Seconded by



CITY OF WATERTOWN, NEW YORK

FIRE DEPARTMENT
224 South Massey Street
Watertown, New York 13601
(315) 785-7800
Fax: (315) 785-7821
Dale C. Herman, Fire Chief
dherman@watertown-ny.gov



December 31, 2012

Ms. Addison, City Manager
245 Washington Street
Watertown, NY 13601

Ms. Addison,

The Federal Emergency Management Agency (FEMA) announced the application period for Fire Prevention and Safety Grants (FPSG) starting December 17th and closing January 18, 2013. The City of Watertown Fire Department has participated in this funding process in the past and is asking for City Council approval to submit a grant application for a portable Hazard House at an estimated cost of \$17,190. The City's responsibility for the grant is a 10% match or \$1,719. If awarded, our match would be allocated from the existing operating budget during fiscal year 2013-14.

The portable Hazard House would be utilized to enhance public fire safety education to the elderly who are an at risk population for injury or death due to fires and provide a method of education for school age children during the winter months when the safety trailer is not practical to be used. The project is within the scope of the FPSG and would provide an additional tool in the effort to reduce the incidents and severity of fires in our community.

If you have any questions, please feel to contact me.

City of Watertown Fire Department

A handwritten signature in cursive script that reads "Dale C. Herman".

Dale C. Herman
Fire Chief

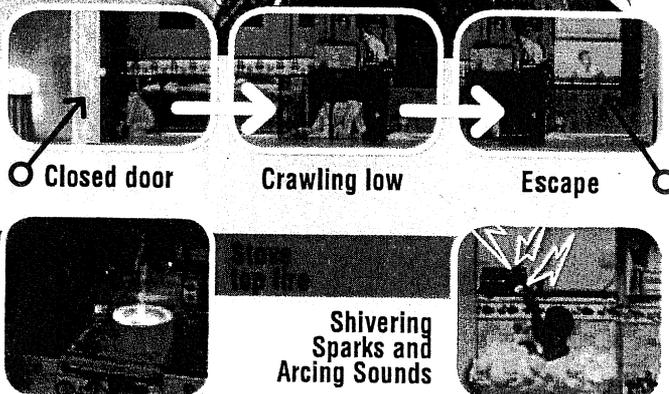
the large group
Hazard House®

» Teach by transforming the house: from hazardous... to safe



Live demo by
Tom Spiller
 Deputy Fire Marshal
 East Hartford, CT

Maximize learning
 and remembering
 using the FX's of
 the house



Over 1500 Hazard House® & Hazard Ham/let® simulators are in use in every state in USA and province in Canada.

Hazard House®

Our house is full of hazards...and we're proud of it!

A Tridimensional, Educational, Interactive Simulator.

Basic Options

Interactive, it allows the audience to participate in transforming the house from hazardous to safe through the use of 3D parts, tokens and stick-on illustrations.



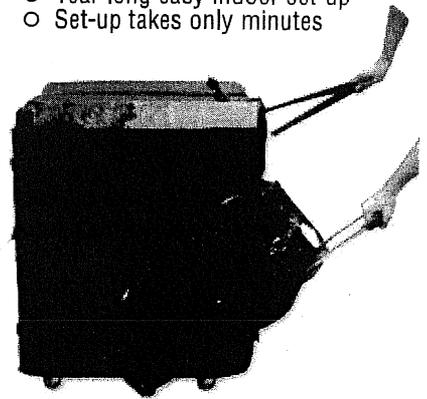
MOVEABLE REALISTIC 3D OBJECTS AND MEMORY FOAM



STICK-ON TOKENS AND ILLUSTRATIONS

Compact and Light

- No truck and driver required
- Transportable in a mini-van
- Year-long easy indoor set-up
- Set-up takes only minutes

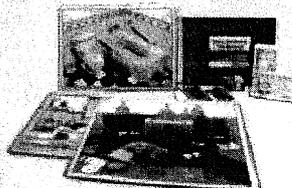


ALL WEATHER PADDED PROTECTIVE COVERS AND ACCESSORY BAG



NEW WIRELESS REMOTE CONTROL

Other Options and Packages



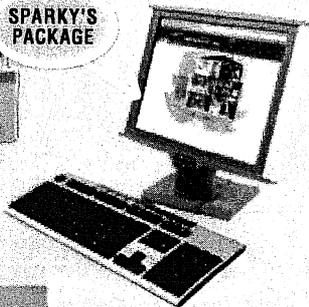
ILLUSTRATIONS



HANDOUT



SPARKY'S PACKAGE



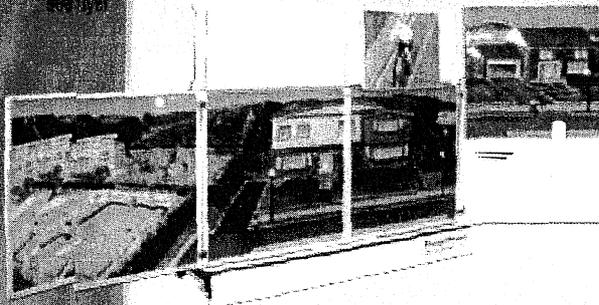
FIRE SAFETY WORLD



INTERACTIVE KIOSK PACKAGE see flyer



MIDAS TOUCH PACKAGE see flyer



NEIGHBORHOOD PACKAGE see flyer

Over 15 years of SAFETY EDUCATION through simulation

Call for more info: (800) 686-8009
Visit our website: www.modeltech.com

Designed and manufactured by

Modeltech
INTERNATIONAL INC.



I'm on page 2!

Large Group Version

"Hazard House" Model # FHH-22.2 2 simulator modules include:

- ▶ BIGGER & LIGHTER! Twice the size it's 40% lighter than the original (per module).
- ▶ More than 20 **NEW** "ultra-tuff" rubber flip illustrations that remove the hazards, and transforms the *Hazard House* into a safe house.
- ▶ **NEW** Residential sprinkler action (4 drop down flips).
- ▶ **NEW** Thin Lighting Panels are remotely activated light panels that toggle between two superimposed image possibilities.
- ▶ Superior circuitry includes high voltage electronic switching for easy maintenance.
- ▶ **NEW** FX including a **NEW** Stove pot lighting effects and revolving handle.
- ▶ **NEW** WIRELESS REMOTE: Long range for full mobility & greater control over the choice of actions. Extra electronics are added to the Hazard House circuitry.

Simulations list with New FX's

Location	Lighting	Fire	Sound
1. Attic Bedroom (<i>new</i>)	Panel (<i>new</i>)	Fire Light	
2. Bathroom	Luminous 3-D		Electrical Zapping
3. Teen Bedroom (<i>new</i>)	Panel (<i>new</i>)	Smoke	Alarm
4. Kitchen (<i>new</i>)	Luminous 3-D (<i>new</i>)	Smoke	Alarm
5. Living Room	Luminous 3-D / cigarette	Smoke / Fire Light	Alarm
6. Computer Room (<i>new</i>)	Luminous 3-D (<i>new</i>)		Electrical Zapping
7. Utility Room	Fire Light	Flame	
8. Stairwell (3 levels)	Luminous 3-D / matches	Smoke / Fire Light	Alarm

- ▶ "Heavy Duty" smoke generators are sturdy and produce high quantities of smoke.
- ▶ **NEW** FX doubles the number of rooms electronically animated. Now close to 100% of the rooms can get SMS interactivity. Coupled with the wireless remote, it will give you long range mobility and a greater control of the selections during your presentation.
- ▶ The Smart Screen (SMS) enables you to show videos, DVD's and your FD website. The SMS enhances the Hazard House demonstrations through automated sequences.
- ▶ Modules have "Quiet ride" casters, bumpers & special leash handles.
- ▶ Comes with 1 wheeled bag to store and transport the accessories & options.
- ▶ Lightweight panel doors with double rail moldings hold the different neighborhood package sets. Offers smooth transition between sets (see neighborhood price list). They also support the illustration holders and protect the house interior when closed.
- ▶ Personalized message banner & color logo of your FD or sponsor (available on request)

+ Available options

^①The name and image of Sparky® and Sparky the Fire Dog® are trademarks of NFPA. All rights reserved.

Warranty: One year parts and labor
Transport : Shipping charges extra

Specs & Prices subject to change without notice
Modeltech Int'l / 800.686.8009

Basic Options

Accessories:

PROTECTIVE COVERS (All Weather) : Two (2) Ultra-light covers made with padded, semi-rigid tear resistant material. Optional neighborhood placards can be transported in pockets on the outside of the Hazard House protective covers.

SHED & 3-D PARTS: "More detailed" moveable 3D-parts (27) stored in shed prop & series of token stick-ons (20) in a plastic box.

Home Fire & Burn Illustrations Bilingual: English & (Spanish or French)

- ▶ 1 set of 26 illustrations focusing on fire and other typical hazard scenes and one storage box:
 - 10 large (12"x16") **NEW!** no-glare illustrations with *quick select* tabs in unbreakable holder.
 - 14 small illustrations (9"x9"). Including 2 illustrations in shed/garage. Comes with storage box.
- ▶ Every illustration has its corresponding prompts on backside or on a reference chart.

Senior Citizens Home Risk Package Bilingual: English & (Spanish or French)

Fires & falls for seniors are presented on 10 **NEW!** no-glare illustrations in an unbreakable holder. Also get an anti-skid rug, replacement flips & a storage box (toilet grab bars & falling down stairs).

Emergency Preparedness Illustrations Bilingual: English & (Spanish or French)

A set of 10 large (12" x 16") **NEW!** no-glare Illustrations that depict what to do in case of emergencies (natural or man-made). Demonstrates the steps to take to ensure your safety.



Sparky's Hazard House Package

ALL OF THE ABOVE!!!!

Get the FHH-22.2 & all of the above items in the SPARKY EDITION of Hazard House.
-Plus get an exclusive • Sparky® Header Banner • 10 "All Risk" Illustrations for all ages

Hazard House Education Program:

NEW! *Sparky's Hazard House* handouts: This fire prevention reminder invites the audience to visit your personalized "Hazard House" web site (1000 units)

Hazard House Fire Safety World: This web portal is linked to your web site & includes a variety of fire safety games, tips and ideas. Kids tackle the age appropriate quiz to print out a certificate. Monthly statistics and regular updates will be made available.

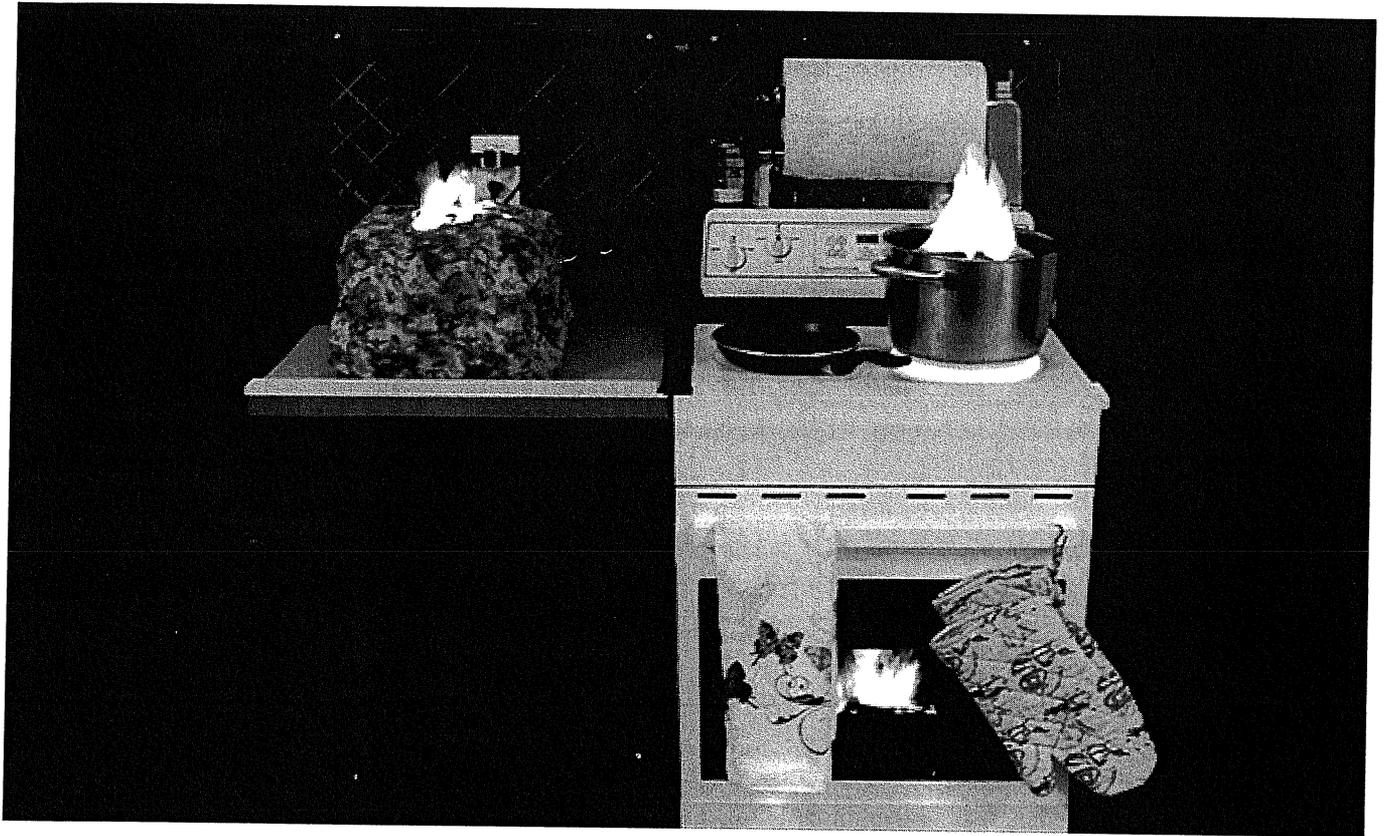
Extended Warranty: (annual fee) add up to 3 extra years to the basic 1-year plan. Parts & Labor.

The name and image of Sparky® and Sparky the Fire Dog® are trademarks of NFPA. All rights reserved.

Warranty: One year parts and labor
Transport : Shipping charges extra

Specs & Prices subject to change without notice
Modeltech Int'l / 800.686.8009





Res No. 6

January 2, 2013

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Approving Amendment No. 2 to Agreement Between City of Watertown and GHD Consulting Engineers, LLC

On August 20, 2012, the City Council approved Amendment No. 1 to Professional Services Agreement with GHD Consulting Engineers LLC for the disinfection improvements to the Watertown Wastewater Treatment Plant.

During the course of starting this work, some structural issues were discovered and have now been performed. This Amendment lists the cost to incorporate those recommended structural repairs into the final design plans and specifications. As stated in City Engineer Kurt Hauk's attached report, these documents have been reviewed and recommended by the Chief Plant Operator and the Superintendent of Water.

The cost of the additional services by GHD is \$29,300 which will bring the total contract amount to \$741,900. Funding will be provided through the 2012-13 Sewer Fund Budget. Attached is a resolution for Council consideration.

RESOLUTION

Page 1 of 1

Approving Amendment No. 2 to Professional Services Agreement, GHD Consulting Engineers LLC

Introduced by

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

WHEREAS on August 20, 2012, the City Council of the City of Watertown approved Amendment No. 1 to Professional Services Agreement with GHD Consulting Engineers LLC for the disinfection improvements to the Watertown Wastewater Treatment Plant, and

WHEREAS Amendment No. 2 results in an additional amount of \$29,300 to the Agreement,

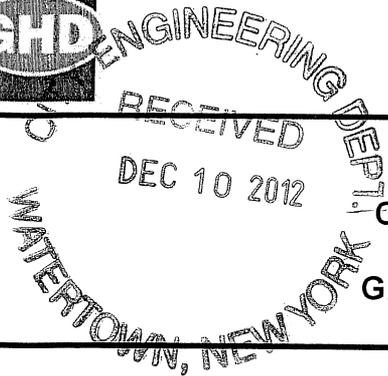
NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves Amendment No. 2, a copy of which is attached and made part of this resolution, in the amount of \$29,300 to Professional Services Agreement with GHD Consulting Engineers LLC for the disinfection improvements to the Watertown Wastewater Treatment Plant, and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to execute the Agreement on behalf of City Council.

Seconded by



AMENDMENT NO. 2



TO AGREEMENT BETWEEN CITY OF WATERTOWN, NEW YORK AND GHD CONSULTING ENGINEERS, LLC

WHEREAS, the City of Watertown, New York (OWNER) and GHD CONSULTING ENGINEERS, LLC (ENGINEER) entered into an Agreement dated February 1, 2012 for Disinfection Improvements to the Watertown Wastewater Treatment Plant (Project); and

WHEREAS, the OWNER authorized ENGINEER to complete Additional Services in Amendment No. 1 on August 21, 2012; and

WHEREAS, ENGINEER completed Additional Services for Amendment No. 1 and developed recommendations to address structural concerns regarding the Control Building, Sludge Disposal Building and Train A - Chlorine Contact Tank in a memorandum dated October 29, 2012; and

WHEREAS, the OWNER has requested ENGINEER to incorporate the recommendations included in the October 29, 2012 memorandum and into the final design of the Project; and

WHEREAS, the OWNER has requested ENGINEER to incorporate site design elements that exceed one (1) acre of land disturbance requiring the preparation of a full Stormwater Pollution Prevention Plan in conformance with the New York State Department of Environmental Conservation (NYSDEC) SPDES General Permit 0-10-001 for Stormwater Discharges from Construction Activities; and

NOW, THEREFORE, OWNER and ENGINEER agree to amend the Agreement to add Additional Inspection Services, as follows.

SCOPE OF SERVICES

- 1) **Add the following to Part I – Basic Services; A1.03 Final Design Phase:**
 - D. Provide structural design and preparation of contract drawings and specifications for modifications to the following existing structures:
 1. Train A - Chlorine Contact Tanks – Provide design for installation of surface-mounted flexible water stops at the vertical construction joints where the existing waterstop is missing or damaged.
 2. Control Building – Provide design for repositioning and refastening misaligned panels located on the south wall of the Control Building.
 3. Sludge Disposal Building – Provide design for the repair of damaged pre-cast tee wall panels, installation of new sealant between the panels and repair of damaged based connections. In addition, all wall panels will be provided with a protective coating.
 - E. Prepare a full Stormwater Pollution Prevention Plan (SWPPP) in conformance with the Redevelopment Criteria outlined in the New York State Stormwater Management Design Manual. SWPPP will include the following:
 1. Construction Phase Erosion and Sediment Control Plan – Provide written narrative, inspection protocols, inspection forms and Contractor certification forms in addition to an erosion control plans and details.



- 2. Post-Construction Stormwater Management – Provide stormwater best management practices (BMP) design to meet the New York State Stormwater Management Design Manual Redevelopment Criteria for runoff reduction, water quality and quantity control.
 - 3. Notice of Intent – Prepare and file one (1) Notice of Intent with the NYSDEC.
- 2) **Add the following to Part I – Basic Services; A1.05 Construction Phase; paragraph 7:**
- c. Qualified Stormwater Inspections – Perform weekly erosion control inspections by a qualified inspector per the requirements of SPDES General Permit 01-10-001.
 - d. Notice of Termination – Perform final site inspection following construction to document site stability and general conformance to project plans and prepare and file the Notice of Termination with the NYSDEC.

PAYMENTS TO ENGINEER

OWNER shall pay ENGINEER the following lump sum amounts for completion of these additional scope of services.

Final Design Phase

Train A Chlorine Contact Tank Repairs	\$ 0.00
Control Building Wall Panel Repairs	\$ 0.00
Sludge Disposal Building Wall Panel Repairs	\$ 14,600.00
SWPPP Preparation	<u>\$ 13,000.00</u>
Total Design Phase	\$ 27,600.00

Construction Phase

Stormwater Construction Inspections	\$ 1,700.00
Total	\$ 1,700.00

AUTHORIZATION

The return of one signed copy of this Amendment No. 2, together with a copy of a formal resolution of approval, constitutes acceptance of this Amendment and shall be written authorization for ENGINEER to proceed with the Scope of Service outlined above.

IN WITNESS WHEREOF, the parties hereto have made and executed this Amendment No. 2 as of the last date entered below.

ENGINEER:

OWNER:

GHD CONSULTING ENGINEERS, LLC

CITY OF WATERTOWN, NEW YORK

By: Gerald C. Hook
Gerald C. Hook, P.E.

By: _____

Title: President

Title: _____

Date: 12/6/12

Date: _____

BGM/dlr



CITY OF WATERTOWN
ENGINEERING DEPARTMENT
MEMORANDUM

DATE: January 2, 2013

TO: Sharon Addison, City Manager

FROM: Kurt W. Hauk, City Engineer

SUBJECT: Amendment #2: Wastewater Treatment Plant Outfall Disinfection System Design

Enclosed is Amendment #2 to the Wastewater Treatment Plant Agreement for the Disinfection System Design.

During the course of this work, some structural issues were discovered as outlined in the June 27, 2012 memorandum and the scope of work for Amendment #1. Council approved Amendment #1 to perform the additional structural inspections and evaluations in August 2012.

GHD has performed the required work outlined in Amendment #1. Amendment #2 lists the cost to incorporate those recommended structural repairs into the final design plans and specifications. These documents have been reviewed and recommended by the Chief Plant Operator and the Superintendent of Water.

The cost of the additional services is \$29,300 which would bring the total contract amount to \$741,900.

Please prepare a resolution for Council consideration.

cc: Amy Pastuf, Purchasing Agent
Mike Sligar, Superintendent of Water
Jim Mills, Comptroller
Mark Crandall, Chief Operator STP
File

January 2, 2012

To: The Honorable Mayor and City Council

From: Elliott B. Nelson, Confidential Assistant to the City Manager

Subject: Accepting Ownership of the Stateway Plaza Entrance Road

On December 16, 2002, the City Council voted to accept ownership of the Stateway Plaza entrance road upon completion of construction work performed by the New York State Department of Transportation. This work was completed on July 2, 2012 and the property is ready to be conveyed to the City. As agreed upon in 2002, the four parcels involved in this land transaction are now combined into a single parcel.

§ 243 of the City Charter of the City of Watertown dictates that new streets be accepted upon the recommendation of the City Engineer. As such, City Engineer Kurt Hauk is recommending Council adopt this legislation.

Staff will be available at the City Council meeting to answer any questions regarding this resolution.

RESOLUTION

Page 1 of 1

Accepting of Conveyance by NYSDOT as a City Street, Dedicating Said Street, and Naming the Street as Western Boulevard

Introduced by

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.
 Total

YEA	NAY

WHEREAS the City Council agreed on December 16, 2002 to accept ownership of the Stateway Plaza entrance road upon completion of construction work performed by the New York State Department of Transportation, and

WHEREAS the New York State Department of Transportation has completed the work and transferred ownership to the City of Watertown on July 2, 2012, and

WHEREAS the City council has desired to name the completed street Western Boulevard, and

WHEREAS the four individual parcels conveyed from the New York State Department of Transportation to the City of Watertown have been administratively combined into a single parcel, and

WHEREAS the provisions of §243 of the City Charter have been met and the City Engineer recommends acceptance of the conveyance, and

WHEREAS the City Engineer shall have City Monuments installed in the future as a public work,

NOW THEREFORE BE IT RESOLVED that the attached deed be accepted for highway purposes, and

BE IT FURTHER RESOLVED that said roadway is hereby dedicated to public use as a Watertown City Street pursuant to Section 243 of the Watertown City Charter and Section 34(4) of the New York General City Law, and

BE IT FURTHER RESOLVED that said street shall be known and appropriately signed hereafter as Western Boulevard.

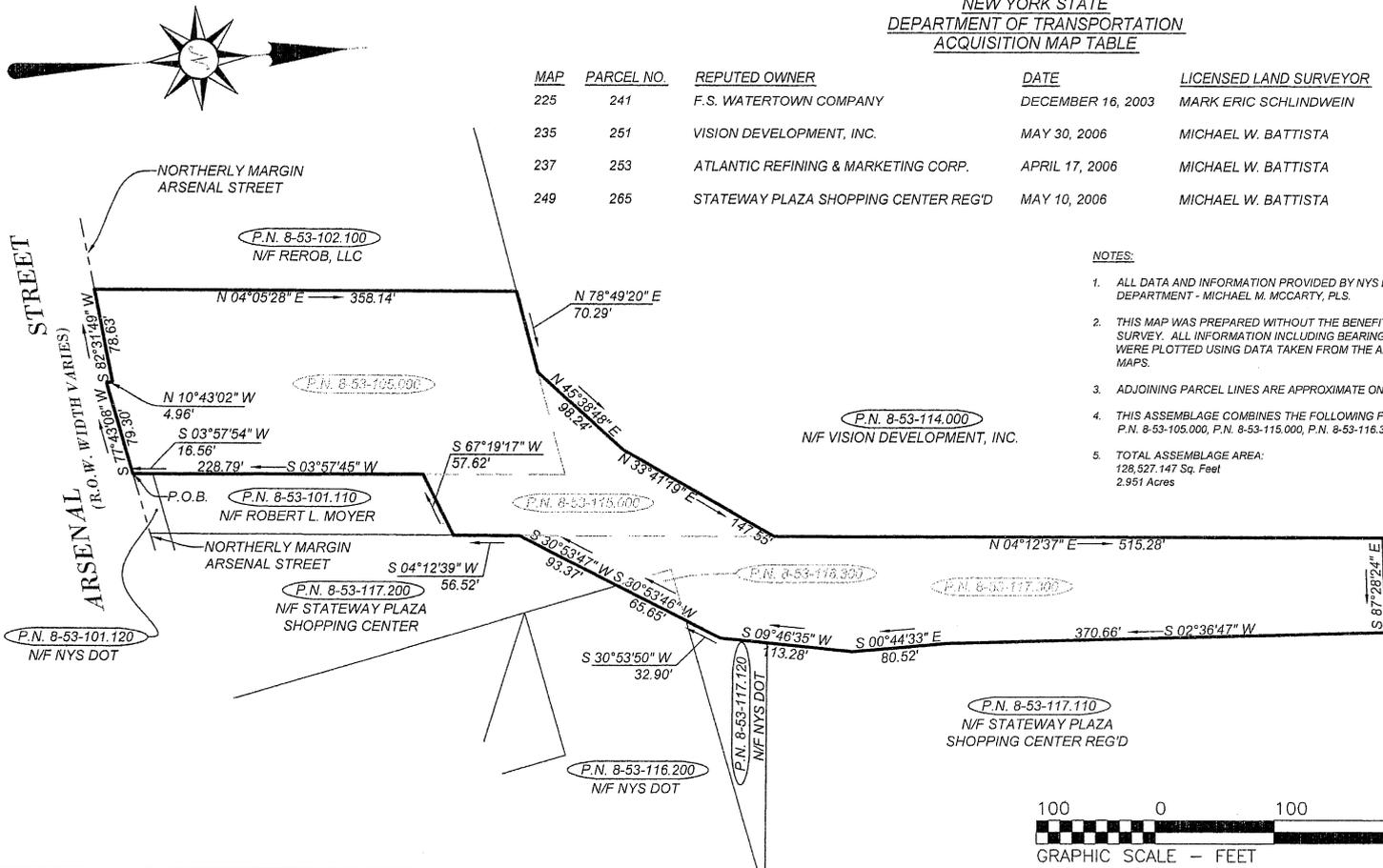
Seconded by

NEW YORK STATE
DEPARTMENT OF TRANSPORTATION
ACQUISITION MAP TABLE

MAP	PARCEL NO.	REPUTED OWNER	DATE	LICENSED LAND SURVEYOR	TAX MAP PARCEL NO.
225	241	F.S. WATERTOWN COMPANY	DECEMBER 16, 2003	MARK ERIC SCHLINDWEIN	8-53-105.000
235	251	VISION DEVELOPMENT, INC.	MAY 30, 2006	MICHAEL W. BATTISTA	8-53-115.000
237	253	ATLANTIC REFINING & MARKETING CORP.	APRIL 17, 2006	MICHAEL W. BATTISTA	8-53-116.300
249	265	STATEWAY PLAZA SHOPPING CENTER REG'D	MAY 10, 2006	MICHAEL W. BATTISTA	8-53-117.300

NOTES:

- ALL DATA AND INFORMATION PROVIDED BY NYS DOT RIGHT-OF-WAY DEPARTMENT - MICHAEL M. MCCARTY, PLS.
- THIS MAP WAS PREPARED WITHOUT THE BENEFIT OF AN ACTUAL FIELD SURVEY. ALL INFORMATION INCLUDING BEARINGS AND DISTANCES WERE PLOTTED USING DATA TAKEN FROM THE ABOVE REFERENCED MAPS.
- ADJOINING PARCEL LINES ARE APPROXIMATE ONLY.
- THIS ASSEMBLAGE COMBINES THE FOLLOWING FOUR PARCELS: P.N. 8-53-105.000, P.N. 8-53-115.000, P.N. 8-53-116.300, P.N. 8-53-117.300.
- TOTAL ASSEMBLAGE AREA:
128,527.147 Sq. Feet
2.951 Acres



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STORINO GEOMATICS, LAND SURVEYING
SERVICES & CONSULTING, PLLC
UNAUTHORIZED ALTERATION OR ADDITION TO A SURVEY
MAP BEARING A LICENSED LAND SURVEYOR'S SEAL IS A
VIOLATION OF SECTION 7209, SUB-DIVISION 2, OF THE
NEW YORK STATE EDUCATION LAW.

COPIES FROM THE ORIGINAL OF THIS SURVEY MAP NOT
MARKED WITH AN ORIGINAL OF THE LAND SURVEYOR'S
INKED SEAL OR HIS EMBOSSED SEAL AND ORIGINAL
SIGNATURE IN RED INK SHALL NOT BE CONSIDERED TO
BE A VALID TRUE COPY.

ANYONE POSSESSING AN UNAUTHORIZED COPY MAY
FACE CIVIL AND POSSIBLE CRIMINAL DAMAGES.
UNAUTHORIZED COPIES MAY CONTAIN FRAUDULENT,
INCORRECT, ERRONEOUS, OR MISLEADING INFORMATION
OR OMIT IMPORTANT AND RELEVANT INFORMATION. DO
NOT USE OR RELY ON UNAUTHORIZED COPIES.

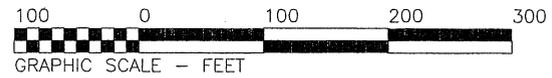
THE SEAL, SIGNATURE, AND CERTIFICATION ARE HEREBY
REVOKED AND OTHERWISE VOID ON ALL UNAUTHORIZED
COPIES.

CERTIFICATIONS INDICATED HEREON SIGNIFY THAT THIS
SURVEY WAS PREPARED IN ACCORDANCE WITH THE
CODE OF PRACTICE FOR LAND SURVEYORS ADOPTED
BY THE NEW YORK STATE ASSOCIATION OF
PROFESSIONAL LAND SURVEYORS. SAID CERTIFICATIONS
SHALL RUN ONLY TO THE PARTY FOR WHOM THE
SURVEY IS PREPARED, AND IF REQUESTED ON THEIR
BEHALF TO THE TITLE COMPANY, GOVERNMENTAL
AGENCY AND LENDING INSTITUTION LISTED HEREIN AND
TO THE SUCCESSORS (BY MERGER OR OPERATION OF
LAW) TO THE LENDING INSTITUTION AND THE
ASSIGNEES OF THE LENDING INSTITUTION.
CERTIFICATIONS ARE NOT TRANSFERABLE TO
ADDITIONAL INSTITUTIONS OR SUBSEQUENT OWNERS.

CERTIFICATION VALID AS OF FINAL SURVEY DATE.

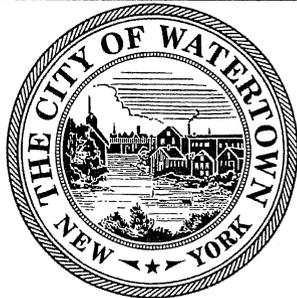


THOMAS MICHAEL STORINO
P.L.S. NO. 50035



STORINO GEOMATICS
LAND SURVEYING SERVICES & CONSULTING, PLLC

179 CONGER AVENUE
WATERTOWN, NEW YORK 13601
TEL/FAX: (315) 788-0287
WWW.STORINOGEOMATICS.COM



ASSEMBLAGE MAP OF NYS DOT ACQUISITION
PARCELS 241, 251, 253, AND 265, GRANTED TO
THE CITY OF WATERTOWN BY THE PEOPLE
OF THE STATE OF NEW YORK, JULY 2, 2012,
TO BE DEDICATED AS WESTERN BOULEVARD

ARSENAL STREET
CITY OF WATERTOWN

COUNTY OF JEFFERSON
STATE OF NEW YORK

DATE:	12/5/12
SCALE:	1" = 100 FT.
DRAWN BY:	AMS
CHECKED BY:	TMS
FILE NO.:	12-022-COW
SURVEY DATES:	-
REVISION DATES:	
DRAWING NO.:	1

Ord No. 1

December 31, 2012

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Bond Ordinance – Sidewalk Special Assessment District #9

Included in the FY 2012-13 Capital Budget was funding for the sidewalk construction costs associated with the sidewalk special assessment district #9 which includes parcels located on streets such as California Avenue, Harewood Avenue, Haley Street, Knickerebocker Drive, Ohio Street, and Ward Street.

As in previous years, this Special Assessment Program provides property owners with an opportunity to pay for the cost of work performed by the City over a ten-year period. This bond ordinance will allow the City to borrow for the costs associated with those property owners that choose to enroll in the 10-year Special Assessment Program. The City's share of the costs associated with the sidewalk program is funded with a transfer from the general fund and not through the proceeds of this bond ordinance.

ORDINANCE

An Ordinance Authorizing the Issuance of \$200,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Construction or Reconstruction of Sidewalks in Special Assessment District No. 9 Within the City

Page 1 of 6

Council Member BURNS, Roxanne M.
Council Member BUTLER, Joseph M. Jr.
Council Member MACALUSO, Teresa R.
Council Member SMITH, Jeffrey M.
Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

Introduced by

At a regular meeting of the Council of the City of Watertown, Jefferson County, New York, held at the Municipal Building, in Watertown, New York, in said City, January 7, 2013, at 7:00 o'clock P.M., Prevailing Time.

The meeting was called to order by _____, and upon roll being called, the following were

PRESENT:

ABSENT:

The following ordinance was offered by Council Member _____, who moved its adoption, seconded by Council Member _____, to wit:

WHEREAS, all conditions precedent to the financing of the class of objects or purposes hereinafter described, including compliance with the provisions of the State Environmental Quality Review Act to the extent required, have been performed; and

WHEREAS, it is now desired to authorize the issuance of bonds of said City to finance costs of said class of objects or purposes; NOW, THEREFORE,

BE IT ORDAINED, by the Council of the City of Watertown, Jefferson County, New York, as follows:

Section 1. For the class of objects or purposes of paying costs of the construction or reconstruction of sidewalks in Special Assessment District No. 9 within the City of Watertown, Jefferson County, New York, including incidental expenses in connection therewith, there are hereby authorized to be issued \$200,000 bonds of said City pursuant to the provisions of the Local Finance Law.

ORDINANCE

YEA	NAY

An Ordinance Authorizing the Issuance of \$200,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Construction or Reconstruction of Sidewalks in Special Assessment District No. 9 Within the City

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.

Total

Section 2. It is hereby determined that the estimated maximum cost of the aforesaid class of objects or purposes is \$200,000 and that the plan for the financing thereof is by the issuance of \$200,000 bonds of said City authorized to be issued pursuant to this bond ordinance; provided, however, that the amount of bonds ultimately to be issued will be reduced by the amount of any State or Federal aid or any other revenue received by the City from other sources for such class of objects or purposes.

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid class of objects or purposes is ten years, pursuant to subdivision 24 of paragraph a of Section 11.00 of the Local Finance Law.

Section 4. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the bonds herein authorized, including renewals of such notes, is hereby delegated to the City Comptroller, the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said City Comptroller, consistent with the provisions of the Local Finance Law.

Section 5. The faith and credit of said City of Watertown, Jefferson County, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such obligations as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year. There shall annually be levied upon property in Special Assessment District No. 9 determined to be specially benefitted by such construction or reconstruction of sidewalks a special assessment to pay such portion of the principal of and interest on such obligations, as the same become due and payable, as shall be established in proceedings under Title XII of the City Charter and, to the extent such assessments are insufficient, there shall annually be levied a tax to pay principal and interest on such obligations as the same become due and payable.

Section 6. Such bonds shall be in fully registered form and shall be signed in the name of the City of Watertown, Jefferson County, New York, by the manual or facsimile signature of the City Comptroller and a facsimile of its corporate seal shall be imprinted thereon and may be attested by the manual or facsimile signature of the City Clerk.

ORDINANCE

An Ordinance Authorizing the Issuance of \$200,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Construction or Reconstruction of Sidewalks in Special Assessment District No. 9 Within the City

Page 3 of 6

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

Section 7. The powers and duties of advertising such bonds for sale, conducting the sale and awarding the bonds, are hereby delegated to the City Comptroller, who shall advertise such bonds for sale, conduct the sale, and award the bonds in such manner as he shall deem best for the interests of the City, provided, however, that in the exercise of these delegated powers, he shall comply fully with the provisions of the Local Finance Law and any order or rule of the State Comptroller applicable to the sale of municipal bonds. The receipt of the City Comptroller shall be a full acquittance to the purchaser of such bonds, who shall not be obliged to see to the application of the purchase money.

Section 8. All other matters, except as provided herein relating to such bonds, including determining whether to issue such bonds having substantially level or declining annual debt service and all matters related thereto, prescribing whether manual or facsimile signatures shall appear on said bonds, prescribing the method for the recording of ownership of said bonds, appointing the fiscal agent or agents for said bonds, providing for the printing and delivery of said bonds (and if said bonds are to be executed in the name of the City by the facsimile signature of the City Comptroller, providing for the manual countersignature of a fiscal agent or of a designated official of the City), the date, denominations, maturities and interest payment dates, place or places of payment, and also including the consolidation with other issues, shall be determined by the City Comptroller. It is hereby determined that it is to the financial advantage of the City not to impose and collect from registered owners of such bonds any charges for mailing, shipping and insuring bonds transferred or exchanged by the fiscal agent, and, accordingly, pursuant to paragraph c of Section 70.00 of the Local Finance Law, no such charges shall be so collected by the fiscal agent. Such bonds shall contain substantially the recital of validity clause provided for in Section 52.00 of the Local Finance Law and shall otherwise be in such form and contain such recitals in addition to those required by Section 52.00 of the Local Finance Law, as the City Comptroller shall determine.

Section 9. This ordinance shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.1340-2. Other than as specified in this ordinance, no monies are, or are reasonably expected to be, reserved, allocated on a long term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.

ORDINANCE

YEA	NAY

An Ordinance Authorizing the Issuance of \$200,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Construction or Reconstruction of Sidewalks in Special Assessment District No. 9 Within the City

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.

Total

Section 10. The validity of such bonds and bond anticipation notes may be contested only if:

- 1) Such obligations are authorized for an object or purpose for which said City is not authorized to expend money, or
- 2) The provisions of law which should be complied with at the date of publication of this ordinance are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or
- 3) Such obligations are authorized in violation of the provisions of the Constitution.

Section 11. This ordinance, which takes effect immediately, shall be published in full in the Watertown Daily Times, the official newspaper, together with a notice of the City Clerk in substantially the form provided in Section 81.00 of the Local Finance Law.

Unanimous consent moved by Council Member _____, seconded by Council Member _____, with all voting "AYE".

The question of the adoption of the foregoing ordinance was duly put to a vote on roll call, which resulted as follows:

_____ VOTING _____
 _____ VOTING _____
 _____ VOTING _____
 _____ VOTING _____
 _____ VOTING _____

The ordinance was thereupon declared duly adopted.

* * *

APPROVED BY THE MAYOR

_____, 2013.
 Mayor

January 7, 2013

ORDINANCE

An Ordinance Authorizing the Issuance of \$200,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Construction or Reconstruction of Sidewalks in Special Assessment District No. 9 Within the City

Page 6 of 6

- Council Member BURNS, Roxanne M.
- Council Member BUTLER, Joseph M. Jr.
- Council Member MACALUSO, Teresa R.
- Council Member SMITH, Jeffrey M.
- Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

Regular meeting of the City Council held in accordance with Section 14-1 of the Municipal Code

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City on January _____, 2013.

City Clerk
(CORPORATE SEAL)

January 2, 2012

To: The Honorable Mayor and City Council

From: Elliott B. Nelson, Confidential Assistant to the City Manager

Subject: Codifying the Acceptance of Ownership of the Stateway Plaza
Entrance Road

Earlier this evening the City Council accepted ownership of the Stateway Plaza entrance road. As such, numerous provisions are now needed within the City Code to reflect the City's ownership. This ordinance, attached for Council's consideration, will codify the following items: traffic control signals, prohibiting U-turns, prohibiting parking, and prohibiting standing (idling) within the area.

ORDINANCE

Ordinance Amending City Municipal Code §293, Vehicles and Traffic – Western Boulevard

Page 1 of 3

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.
 Total

YEA	NAY

Introduced by

WHEREAS the City Council agreed on December 16, 2002 to accept ownership of the Stateway Plaza entrance road upon completion of construction work performed by the New York State Department of Transportation, and

WHEREAS the City Council desired to name the completed street Western Boulevard, and

WHEREAS The New York State Department of Transportation has completed the work and transferred ownership to the City of Watertown on July 2, 2012, and

WHEREAS the property has been dedicated for Right of Way purposes and dedicated as a City Street known as Western Boulevard,

NOW THEREFORE BE IT ORDAINED that Section 293-49 of the City Code of the City of Watertown shall be amended to include as follows:

§293-49. Schedule I: Traffic Control Signals.

Intersection

Arsenal Street and Western Boulevard

BE IT FURTHER ORDAINED that Section 293-49 of the City Code of the City of Watertown shall be amended to delete as follows:

ORDINANCE

Ordinance Amending City Municipal Code §293, Vehicles and Traffic – Western Boulevard

Page 2 of 3

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.
 Total

YEA	NAY

§293-49. Schedule I: Traffic Control Signals.

Intersection

Arsenal Street and Stateway Plaza
and
Arsenal Street at Arsenal Street Plaza (P&C)

BE IT FURTHER ORDAINED that Section 293-53 of the City Code of the City of Watertown shall be amended to include as follows:

§293-53. Schedule V: U-Turn Prohibitions.

<u>Name of Street</u>	<u>Location</u>
Western Boulevard	Entire length

BE IT FURTHER ORDAINED that Section 293-61 of the City Code of the City of Watertown shall be amended to include as follows:

§293-61. Schedule XIII: Parking Prohibited at All Times

<u>Name of Street</u>	<u>Side</u>	<u>Location</u>
Western Boulevard	Both	Entire Length

ORDINANCE

Ordinance Amending City Municipal Code §293, Vehicles and Traffic – Western Boulevard

Page 3 of 3

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

BE IT FURTHER ORDAINED that Section 293-63 of the City Code of the City of Watertown shall be amended to include as follows:

§293-63. Schedule XV: No Standing.

<u>Name of Street</u>	<u>Side</u>	<u>Location</u>
Western Boulevard	Both	Entire Length

BE IT FURTHER ORDAINED that this Ordinance shall take effect as soon as it is published once in the official newspaper of the City of Watertown, or printed as the City Manager directs.

Seconded by

Public Hearing – 7:30 p.m.

January 2, 2013

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Establishing Assessment Charge, Sidewalk Special Assessment District 9, Spring and Fall 2013

On November 19, 2012, the City Council approved the establishment of the Sidewalk Improvement Special Assessment for District 9. As you will recall, under the Charter provisions related to Special Assessment Programs, after a Public Hearing, the City Council must officially determine whether all or a portion of the cost for the proposed sidewalk improvements should be a charge or expense upon the abutting property owner.

Notices were sent to all property owners in the defined area notifying them of their inclusion in this year's program and also notifying them of the Public Hearing to consider whether all or a portion of the cost for the proposed sidewalk improvements should be a charge or expense upon the abutting property owner. The attached report provides a detailed listing of the properties that will be included in Sidewalk Special Assessment District #9.

Staff prepared the notices to property owners using the \$5.25 per sq. ft. price, which is the price charged to property owners included in Special Assessment District #8.

As in previous years, this Special Assessment Program provides taxpayers with an opportunity to pay the cost of work performed by the City over a ten-year period. Property owners will have the option of having the City perform the work, hiring a contractor to do the work, or doing the work themselves.

A Public Hearing for Special Assessment District #9 has been scheduled for Monday, January 7, 2013, at 7:30 p.m., in City Council Chambers. Following the Public Hearing, the City Council can consider the attached resolution, which establishes the assessment charge for the Special Assessment District #9.

RESOLUTION

Page 1 of 1

Sidewalk Improvement Special
Assessment Program, District No. 9

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.

YEA	NAY

Total

Introduced by

Council Member Jeffrey M. Smith

WHEREAS the City Engineering Department has inspected sidewalks within the City of Watertown, and

WHEREAS it has been determined that the condition of sidewalks on certain streets are in need of repair and/or replacement, and

WHEREAS the City Council of the City of Watertown feels it is in the overall public interest to provide property owners within the City of Watertown with an opportunity to pay for said repair/replacement work through a Special Assessment Program,

NOW THEREFORE BE IT RESOLVED that a Public Hearing will be held on Monday, January 7, 2013, at 7:30 p.m. at which time property owners included in the Special Assessment Program will have an opportunity to make comments on whether all or a portion of the cost for proposed sidewalk improvements should be a charge or expense upon the abutting property owners, and

BE IT FURTHER RESOLVED that the City Engineering Department will send notices to all property owners notifying them of their inclusion in this year's program and that there will be a public hearing to consider whether all or a portion of the cost for proposed sidewalk improvements should be a charge or expense upon the abutting property owners, and

NOW THEREFORE BE IT FURTHER RESOLVED that the properties included in the Sidewalk Special Assessment Program, District No. 9, are those detailed in the attached report.

Seconded by Council Member Joseph M. Butler Jr.

RESOLUTION

Page 1 of 1

Establishing Assessment Charge for Sidewalks, Spring and Fall 2013 Pursuant to Section 93 of the City Charter

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

Introduced by

WHEREAS a public hearing was held in accordance with Section 93 of the City Charter on January 7, 2013 at 7:30 p.m. to hear public comment concerning whether all or a portion of the cost for proposed sidewalk improvements to the properties identified in the attached report, which constitutes Special Assessment District #9, shall be a charge or expense upon the abutting properties, and

WHEREAS the City Council has determined that it shall fix the charge to be paid by the abutting property owner at \$ _____ per square foot, with the remaining cost being paid by the City,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown, pursuant to Section 93 of the City Charter, hereby fixes the charge to be paid for by the abutting property owner's of Special Assessment District #9 at \$ _____ per square foot, with the remaining cost being paid by the City.

Seconded by

108	California Ave	Sun Crystal L	6-16-414.000
109	California Ave	Lehrack Joan E	6-15-134.000
112	California Ave	Myers Jean G/ Warren	6-16-414.001
114	California Ave	Newman David H/ Kinne Mary	6-16-415.000
115	California Ave	Peck David E	6-15-133.000
117	California Ave	Bedard Thomas J	6-15-132.000
118	California Ave	Connell Patrick T/Meredith	6-16-416.000
121	California Ave	DeSolar William S/Linda	6-15-131.000
122	California Ave	Cole Elizabeth M	6-16-417.000
125	California Ave	Soderquist Ruth H	6-15-130.000
126	California Ave	Mattice Andy L	6-16-418.000
130	California Ave	Sturtz Jean S	6-16-419.000
131	California Ave	Laduke Thomas L,C	6-15-129.000
134	California Ave	Morrison Philip J	6-16-420.000
135	California Ave	Fowler Claude A Sr	6-15-128.000
139	California Ave	Streeter Delvan E,Debra A/Augustine Frank, Marjorie R	6-15-127.000
143	California Ave	Streeter Debra	6-15-126.000
201	California Ave	Smith Terrence G II	6-15-125.000
205	California Ave	Grant Andrea L	6-15-124.000
206	California Ave	Ricks Leonila B	6-16-308.000
210	California Ave	Travis Christine/Hodkinson Donna L	6-16-309.000
212	California Ave	Stevens Beverly C/Shirley/Marc Sr./Randy	6-16-310.000
214	California Ave	Burt Brian	6-16-311.000
218	California Ave	Burt Brian	6-16-312.000
45	Eastern Blvd	Kruetter Edward	5-13-116.000
259	Eastern Blvd	Bowman Jane	5-17-201.000
774	Gotham St	Ryan Trust Margret	11-15-102.000
902	Gotham St	Carlson John/Janie	11-15-104.000
910	Gotham St	Foley Scott	11-15-105.000
918	Gotham St	Vandermill-Ward, Pamela	11-15-229.000
926	Gotham St	Hartman KB	11-15-228.000
934	Gotham St	Cash Daniel/Amanda	11-15-201.000
1004	Gotham St	Burt Katie	13-03-101.000
212	Haley St	Gritman Allen/Dana	11-15-149.000
215	Haley St	Hartz Jennifer H/Farrell Michael B	11-15-130.000
216	Haley St	Luciani Nicola L/K	11-15-148.000
219	Haley St	Commeret Stephen M/Tanna	11-15-131.000
220	Haley St	Mandigo Jeff	11-15-147.000
225	Haley St	Stella A Garitz Trustee	11-15-132.000
226	Haley St	Tucker Gerald P/Joyce	11-15-146.000
229	Haley St	Capone Krista	11-15-133.000

232	Haley St	Harrington Virginia J	11-15-145.000
233	Haley St	Mandich Terrance P/Sadasidan Parvathy C	11-15-134.000
236	Haley St	Foster Elsa L	11-15-144.000
239	Haley St	Esposito Mark A/Sonya G	11-15-135.000
242	Haley St	Marra Catherine L/Rocco	11-15-143.000
243	Haley St	Durham Tammy R	11-15-136.000
246	Haley St	King James P	11-15-142.000
249	Haley St	Tarzia Terri A	11-15-137.000
252	Haley St	Powlin Thomas C	11-15-141.000
255	Haley St	Tarzia Joseph A/karen	11-15-138.000
258	Haley St	Capone Michelle L	11-15-140.000
262	Haley St	Parker Shirley Ann	11-15-139.000
202	Harewood Ave	Larney Mary Ann	11-15-227.000
204	Harewood Ave	Pruitt Lee Anne	11-15-226.000
206	Harewood Ave	Jacobsen Mikyong/Richard	11-15-225.000
210	Harewood Ave	Hughes Patrick G/Nacny	11-15-224.000
211	Harewood Ave	Keegan Karen M	11-15-222.000
215	Harewood Ave	Vickers Alexander P	11-15-221.000
217	Harewood Ave	Neumann Joseph A/ Sabina	11-15-220.000
221	Harewood Ave	Boone Matthew T/ Jeanina	11-15-219.000
226	Harewood Ave	Aceti Patricia L	11-15-232.000
227	Harewood Ave	Becker Deborah A/Mary C/ Lavant	11-15-218.000
231	Harewood Ave	Mesires Maria T	11-15-216.000
240	Indiana Ave N Knickerbocker	Malavich, Scott	5-02-
702	Dr Knickerbocker	Johnson, Helena	11-15-205.000
706	Dr Knickerbocker	Hyde, Robert C	11-15-207.000
709	Dr Knickerbocker	DeCicco, Janelle	13-03-116.000
712	Dr Knickerbocker	Howard, Michael A	11-15-208.000
713	Dr Knickerbocker	Waler, Michael H	13-03-115.000
716	Dr Knickerbocker	Elizondo, Donna / Roberto	11-15-210.000
720	Dr Knickerbocker	Horning, Kathleen T	11-15-211.000
722	Dr Knickerbocker	Perez, Ramirez Jacqueline / Julio	11-15-212.000
724	Dr Knickerbocker	Coburn Nancy K	11-15-213.000
728	Dr Knickerbocker	Alteri Steven J/Barbara	11-15-214.000
730	Dr	Chiffy Susan T	11-15-215.000

	734	Knickerbocker Dr	Dunmire Shannon E	11-15-246.000
	739	Knickerbocker Dr	City School District	13-04-125.000
	740	Knickerbocker Dr	Delles Desiree R	11-15-245.000
	746	Knickerbocker Dr	Bird Eric W /Amy	11-15-244.000
	750	Knickerbocker Dr	Boyle Valerie	11-15-243.000
	756	Knickerbocker Dr	Smith, Trust Joseph S/Shirley I / David	11-15-242.000
	762	Knickerbocker Dr	Daniels Sara J	11-15-241.000
	770	Knickerbocker Dr	Lena Ward Living Trust/ Ward, Lena	11-15-240.000
VL		Knickerbocker Dr	Reuss, Wolfgang K / Anne	13-04-225.000
	241	Michigan Ave	Allan Michael / Kathleen	5-02-314.000
	256	Michigan Ave		
	1001	Myrtle Ave		
	917	Myrtle Ave		
	1207	Ohio St	Countryman Alan R	5-03-301.000
	1211	Ohio St	Crabbe Wm E / Alice	5-03-303.000
	1215	Ohio St	Garcia Jose S / Carolin Weitin	5-03-304.000
	1304	Ohio St	Sheehan David A	5-02-211.000
	1333	Ohio St	Maitland Jamie M	5-03-201.000
	1341	Ohio St	Brooks Amanda J	5-03-206.000
	1401	Ohio St	Vanness Earl W / Viola	5-03-101.000
	1415	Ohio St	Davis Eric E	5-03-114.000
	1502	Ohio St	Ponce Juan C	5-12-218.000
	1510	Ohio St	Egeberg Norman / J	5-12-220.000
	1522	Ohio St	Hartz Kenneth H /Hartz June R/ Steele Rosanna/ Davis Darla/ Fajotina Maria/Boice Kendra	5-12-221.000
	1537	Ohio St	City School District	5-11-201.000
	1538	Ohio St	Dietterich Robert H Sr / Dorothy / Gary / Robert Jr/ David / Mark	5-12-113.000
	1610	Ohio St	Chalifoux Cheryl L	5-13-213.001
	1616	Ohio St	Biggs Randall J Jr	5-13-214.000
	1619	Ohio St	Stebbins Eng/Manf Co	5-17-301.002
	1635	Ohio St	Benchmark Family Services	5-17-301.003
	1640	Ohio St	Kreutter Edward J	5-13-112.000

1708	Ohio St	Watertown Housing Authority	5-18-101.000
VL	Ohio St	Vanness Earl W / Viola	5-03-100.000
1141	State St	Labouf Timmothy/Kendra	6-15-101.000
1149	State St	Foley, Brenda / Maitland, Pat	6-16-413.000
215	Ward St	Gotham Ford O	11-15-120.000
219	Ward St	Starr Blanche H / John	11-15-117.000
225	Ward St	Berkman William E / Carol	11-15-116.000
226	Ward St	Zaebst Adam R	11-15-239.000
229	Ward St	Lacombe Thomas A Jr	11-15-115.000
230	Ward St	McLaughlin Susan F	11-15-238.000
235	Ward St	Lafountain Richard G	11-15-114.000
236	Ward St	Marshall Traci S	11-15-237.000
239	Ward St	Bergmeyer James D	11-15-113.000
242	Ward St	Gillen Dennis J	11-15-236.000
245	Ward St	Wright Timothy S/ B	11-15-112.000
246	Ward St	Bracy Gail C	11-15-235.000
249	Ward St	Martuzas Charles A / M	11-15-111.000
252	Ward St	Towne Philip/Nancy	11-15-234.000
255	Ward St	Tartell Sharon	11-15-110.000
259	Ward St	Gough Glenn H/Maureen	11-15-109.000
263	Ward St	Doore Joseph L/ Jeanie	11-15-108.000
267	Ward St	Kimball Jeffrey W	11-15-107.000
271	Ward St	Kalk Jamie S	11-15-106.000
274	Ward St	Kellner-Landers Victoria L	11-15-230.000

ORDINANCE

Amending the Code of the City of Watertown,
§310-34, Accessory Uses in Residence Districts

Page 1 of 1

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.
 Total

YEA	NAY

Introduced by

Council Member Jeffrey M. Smith

WHEREAS it has been proposed to amend the Code of the City of Watertown, New York, so that the taking of not more than four non-transient roomers is no longer listed as an allowed accessory use in Residential Districts, and

WHEREAS the City Planning Board reviewed the proposed amendment to §310-34 of the Code of the City of Watertown at its January 8, 2013 meeting and made its recommendation on adoption, and

WHEREAS the Jefferson County Planning Board reviewed the proposed amendment pursuant to General Municipal Law Section 239-m, and

WHEREAS a Public Hearing was held on the proposed Zoning Ordinance Amendment on February 4, 2013 after due Public Notice, and

WHEREAS the City Council has determined, pursuant to the State Environmental Quality Review Act that there will not be any significant environmental impacts caused by the adoption of this Ordinance, and

WHEREAS the City Council of the City of Watertown believes that it is in the best interest of the residents of the City of Watertown to make the following change to Chapter 310 of the City Code,

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Watertown, New York, that §310-34.B.(7) that reads “the taking of not more than four non-transient roomers, provided that no sign is displayed” is hereby deleted from the Code of the City of Watertown, and

BE IT FURTHER ORDAINED that this Amendment to the City Code shall take effect as soon as published once in the official newspaper of the City of Watertown, New York, or printed as the City Manager directs.

Seconded by Council Member Teresa R. Macaluso

December 31, 2012

To: The Honorable Mayor and City Council
From: Elliott B. Nelson, Confidential Assistant to the City Manager
Subject: Electric Vehicle Charging Stations

The City has been approached by National Grid to participate in a grant-funded program that would potentially see the installation of electric vehicle charging stations at one or more locations within Watertown. Several City Staff participated in a conference call with Mr. John Gilbroke, a Transportation Project Manager with National Grid, in order to develop a better understanding of the program and its requirements.

This program, funded by NYSERDA through National Grid, provides the City an opportunity to install charging stations in a public right-of-way for a low cost. National Grid is in the process of targeting approximately 70 NYS municipalities for participation, including Watertown. While this project is still in its infancy, several stations have already been installed throughout the state.

If the City chooses to participate in the program, the first step would be selecting a site for placement. In our conversation with the representative from National Grid, they recommend public parking lots or highly utilized on-street parking near an existing 220v power source. Once an adequate location is selected, a National Grid contractor would install the station over a 1-2 day period and the City would be required to pay 10% of the installation costs. With an anticipated total installation cost of \$6,500, the City's share would be roughly \$650. The City would also be responsible for paying the electricity used by the station, the cost of which would depend on the level of utilization. Use of the station would be free to the owner of an electric vehicle. Participation in this program would require a four-year commitment and would necessitate some manner of permit or lease document.

Attached for Council's review and consideration is a document fully detailing this National Grid program. This document provides a detailed and comprehensive description of the program.

If Council is interested in pursuing participation in this opportunity, a more detailed discussion should take place at the January 14 City Council Work Session. City Council would need to decide if this program warrants the City's participation and other administrative matters such as the placement location of the charging station.

Staff will be prepared to discuss this matter at the January 14 Work Session if Council so desires.

Coulomb Technologies, Inc.

A Proposal titled:

ChargePoint® New York

In response to:

Program Opportunity Number: PON 2301

Electric Vehicle Supply Equipment (EVSE) Demonstration

Sponsored by:

New York State Energy Research Authority (NYSERDA)

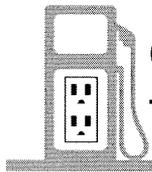
December 14, 2011

Richard Lowenthal, Chief Technology Officer

Coulomb Technologies, Inc.

Phone: (408) 841-4500

Email: richard.lowenthal@coulombtech.com



**Coulomb
Technologies**

nationalgrid

The power of action.

PART 1: PROPOSAL NARRATIVE

EXECUTIVE SUMMARY

Coulomb Technologies and National Grid are pleased to submit this application to NYSEERDA in response to solicitation PON 2031 in category A: Public Locations entitled **ChargePoint® New York**. ChargePoint® New York will deploy and demonstrate 81 EVSE charging stations with 162 Level II ChargePoints in New York State at a total project cost of \$1.6 million with participants contributing \$611,335 in matching funds or 61 percent of the requested NYSEERDA funding. This partnership represents a commitment to electric vehicle supply equipment (EVSE) infrastructure deployment and innovation from recognized industry leaders with regional knowledge, successful experience working together as partners and a legacy of innovation uniquely qualified to execute this demonstration program and validate innovative technologies required in this solicitation. The program will use two deployment strategies in placing the EVSEs. The first is within the National Grid electric service territory in upstate New York utilizing a marketing plan that worked successfully in the National Grid Massachusetts service territory, and the second will be placing EVSEs outside the National Grid electric service territory that have been previously identified.

The program will address four of the key NYSEERDA objectives as outlined in their EVSE Demonstration Project:

ChargePoint® New York will address the need for geographic diversity in EV Adoption and opportunities for business and job development in the region

This program will place 80 percent of the ChargePoint® stations in upstate New York. This will directly address the need to provide ubiquitous electric vehicle (EV) infrastructure that will allow drivers to be able to travel from New York City to Albany; to a college campus, zoo or the airport with assurance that they can recharge their batteries at each of these locations. Letters of support from the urban centers and surrounding regions of Albany, Syracuse and Buffalo as well as letters of interest from destination sites validate this focus and the commitment of partners and hosts.

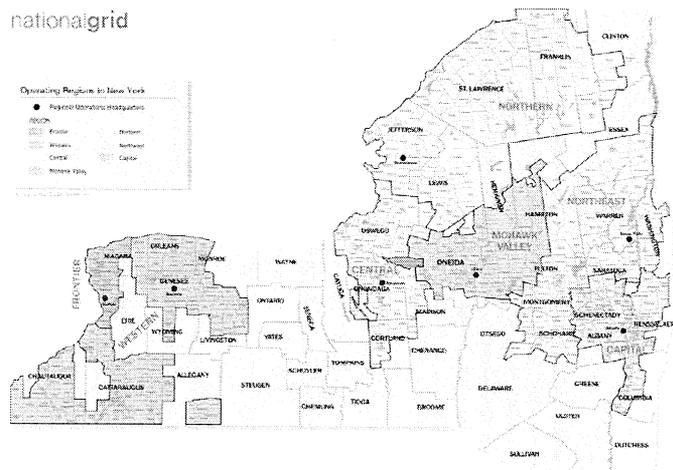
Both Coulomb Technologies and National Grid have a strong presence in New York providing job creation support to the economic development of the upstate region. National Grid employs about 4,360 personnel in the upstate region. Coulomb and National Grid will employ a New York-based distribution and installation team. For every charging station installed, local jobs are created to install, maintain and manage this project.

ChargePoint® New York will provide market validation on successful technologies, customer interface and business models

One hundred percent of the stations in ChargePoint® New York are committed to ownership. National Grid will own and maintain all of the stations to be installed in their territory (budgeted to be 65 EVSEs). For those locations outside National Grid's service territory, Coulomb has obtained letters of commitment, proof of ownership and maintenance for each location (budgeted to be 16 EVSEs).

Coulomb is the legacy EVSE provider with the largest network of Public EV Charging Stations the United States. This program will accelerate vehicle electrification in New York because NYSEERDA will be investing in the EVSE provider with the largest existing network of EV Charging Stations in New York and the preeminent utility provider with 3.3 million electric customers in the Northeast and 1.6 million in the upstate New York.

More than 26,000 EV charging sessions were delivered and 240 megawatt hours of energy dispensed by charging stations on the ChargePoint® Network in November 2011. A map of our stations in New York is included in the proposal with current usage data. Our New York customers and partners have provided letters endorsing our product and their commitment to supporting EV deployment in the New York region (attached).



National Grid has been a leader among Investor-Owned Utilities in EV readiness, estimating early adoption trends in their territory to predict initial EV adoption. Additionally, National Grid participated with LIPA, Con Edison, Electric Power Research Institute (EPRI) and NYSEDA to assess the impact of increased penetration of EVs on the electric grid infrastructure and air quality in New York State.

Data will be collected from the chargers to identify, assess and evaluate key factors which will have the potential to influence vehicle use patterns, charging frequency, availability of vehicle chargers, electric range and overall operating costs. The data collected and delivered for this project, combined with the information extrapolated from the existing data, is already being sent to the federal Department of Energy's Idaho National Labs. This will provide Coulomb, NYSEDA and National Grid with the tools to evaluate both short-term and long-term impacts of "lessons learned" in an effort to maximize vehicle and charge usage.

Our usage plan is based on the most up to date market projections and recent data collected from the ChargePoint® Network currently in operation. This includes information from local site owners and operators. Additionally, for those units to be sited in the National Grid territory, the marketing and implementation plan includes collaboration with the Clean Cities coordinators in the Western NY (Buffalo), Central NY (Syracuse) and Eastern NY (Albany) regions to assure for maximized utilization and coordination with the Regional EV Readiness planning (please see attached letters of support). Finally as a founding member of the Regional Electric Vehicle initiative (REVI) National Grid intends to share lessons on the installation, ownership and maintenance of EVSE with the rest of the collaborating utilities in the northeast. Together the utilities of REVI may prepare regionally for the adoption of plug-in electric vehicles.

ChargePoint® New York will accelerate vehicle electrification in New York because NYSEDA can have confidence that the program will successfully and efficiently be executed

Coulomb and National Grid will target a deployment timeline of eight months for ChargePoint® New York. Coulomb has executed a multimillion dollar Department of Energy (DOE) EV grant in the region with National Grid as our utility partner in their service territory. Coulomb's proven track record in execution is evidenced by the fact that we have fully allocated all of the public and commercial stations for our DOE grant in the Eastern Region. Coulomb met the DOE timetable of 18-months to deploy close to 2,000 public and commercial charging stations throughout ten regions in the United States., and is generating positive results for government investment in the clean tech industry. Coulomb has the largest customer base of privately funded EVSE, with more than 700 customers including utilities such as Austin Energy and Orlando Utilities Commission; businesses such as Google, Netflix, and Dell; and many municipalities throughout the U.S. Coulomb was identified by Pike Research as the number one industry leader due in large part to the execution and partnership strategy of the company.

Additionally, Coulomb and National Grid have successfully worked together as a team on the deployment of charging stations in Massachusetts in the ChargePoint® America program. National Grid has sited more than 30 units on publicly accessible third party customer property in Massachusetts and negotiated land lease agreements within approximately eight weeks.

For the 16 EVSE charging stations outside the National Grid electric service territory, the ChargePoint® New York Team has obtained committed locations, site surveys, costs proposals and accounting processes for this project. To date, Coulomb and its partners have received requests for more than 40 stations, enabling Coulomb and its partners to better qualify the locating of the EVSE charging stations and ensure cost sharing by the site location partners.

ChargePoint® New York will incorporate innovative features pioneered by Coulomb and National Grid to demonstrate the important role electric vehicles play in reducing the State's carbon emissions and providing electric grid efficiency

ChargePoint® New York will actively incorporate the innovative features that Coulomb has pioneered in the EVSE industry. These innovations will be integrated with National Grid's vision to deploy smart grid technology to optimize the flow of green energy resources, enhance the performance of the New York electric distribution system and provide customers with the ability to make informed decisions. Together, we will demonstrate a web-based demand response program in two areas; the first reservation system offered by National Grid to EV customers in their region; and a new installation method that could result in a 50 percent cost savings and provide the industry with a new business option and tremendous opportunity for growth. This platform leverages a unique partnership and represents technology and services that will be deployed immediately in this program and allow the utility to assess benefits to ratepayers that include cost savings, grid reliability and convenience, as well as confidence in the availability of charging stations. In addition, Coulomb's service applications have already been assisting New York business owners with an ability to recoup their capital investments and calculate their GHG

emissions profile. The expansion of these innovations and applications in the ChargePoint® New York program will provide drivers and hosts useful tools for confidence in EV adoption.

Coulomb Approach

Coulomb will utilize a 50-50 mix of products, the CT2021 and CT2025, with two level II connectors at each location and will target up to four ChargePoints (2 Stations) in each location with discretionary allocation in high usage public locations

Tasks for the project include:

- Site Permit Assessments
- EVSE Sites Finalized
- Quotes Finalized
- Permits Secured
- Stations Installed and Provisioned
- Record, Auditing and Enforcement Process Implemented
- Data Collection Send Records, Data to NYSERDA

With large quantities of EVs available in 2012 in the New York region, the expansion of infrastructure to support a scaled adoption must be addressed to realize the potential that the electrification of transportation has for petroleum reduction. The proposed project takes advantage of the legacy investment of the federal government in EVSE deployment in the region, as well as the technology and leadership of Coulomb Technologies. This proposal's strategic partnership with National Grid will advance the regional understanding of EV usage patterns, educate EV drivers with convenient tools to ensure confidence in the destination charging availability, and provide synergies with smart charging applications. By studying and developing lessons learned from the infrastructure supporting the electric vehicle market in New York, ChargePoint® New York enables the deployment of the next tens of thousands of vehicles in this important EV market.

NARRATIVE

On July 15, 2010, Mayor Michael Bloomberg joined Coulomb Technologies to unveil New York City's first public electric vehicle charger in a private parking lot on Manhattan's West Side. Since that time Coulomb has deployed more than 300 public and commercial stations in the New York City region. Coulomb has worked with the City of New York, private property owners and EV manufacturer General Motors to install this critical infrastructure in public and private parking garages, city fleet locations, multi dwelling unit apartment complexes and residences. The New York Times on Sunday, December 11, 2011, featured some of these successful deployments on the front page of the Real Estate section Postings, entitled "Where the Juice Is." The article provides testimony to Coulomb's relationships with the EV drivers in the region and highlights the already developed business models with private property owners to support their investment in EV infrastructure. We have been collecting data and providing the DOE with critical information to assist in planning future infrastructure deployment.



Figure 1: Mayor Michael Bloomberg July 15, 2010: Unveiling New York City's first public electric vehicle charger in Manhattan.

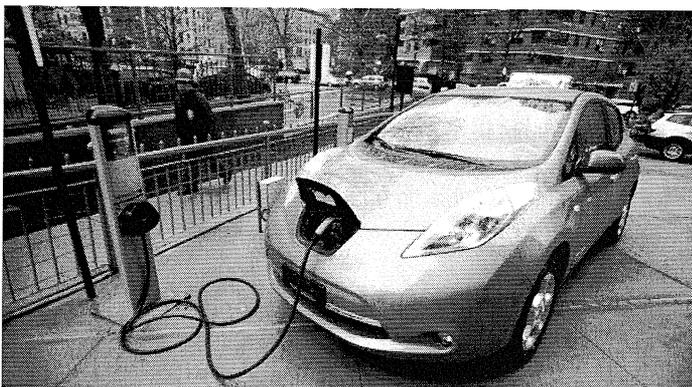


Figure 2: ELECTRIC AVENUE: A car charges up at Seward Park Cooperative Parking Lot (Photo: New York Times)

We now turn our expertise to the upstate region. This partnership with National Grid provides the most comprehensive approach to deployment in Upstate New York and compliments the ChargePoint® America work in New York City. National Grid has completed a demographics-based analysis to predict areas of EV early adoptions in their service territory, including New York State. This information, in addition to their comprehensive customer service, outreach and education activities will effectively target, communicate and execute ChargePoint® New York.

EQUIPMENT

ChargePoint® CT2021

For the proposal, Coulomb will deploy its ChargePoint® CT2021 Level 2 commercial charging stations. The CT2021 dual charging stations provide two 7.2 kW (208/240 V @ 30 A) Level 2 charging ports and are designed for public outdoor applications for the North American marketplace. Charging is delivered via standard SAE J1772™ connectors. Currently the available software provide 24/7 driver assistance, control access, enable reservations, display advertisements, track usage, and monitor the station remotely using the growing suite of ChargePoint® Network on-demand software applications and a web browser.

All stations are network-enabled, capable of reporting energy usage by kwh and communicating over the network with Software Application Services and Network Support Services to activate capabilities such as:

- Sending SMS or Email notifications to the driver for charging complete or interruptions in charging
- Integrating with the utility Smart Grid for demand side management and preferred pricing
- Remotely receiving software OTA upgrades to accommodate advancements in future EV charging technologies
- Wireless mesh and cellular network interface allows seamless integration with back office business systems, utility Automatic Metering Infrastructures (AMIs), or home area networks.

ChargePoint® CT2025

In some site locations, Coulomb will deploy its ChargePoint® CT2025 Level 2 commercial charging station. The CT2025 has the same features of the CT2021, the difference is its self-retracting cord management system which eliminates the need for drivers to coil up the power cord and return it to its host hanger, ensuring that the cord is always off the ground when not in use. One of the determining factors for whether a site location receives a CT2021 or CT2025 charging station is height considerations. The CT2025 with its retractable cord management system is delivered in an eight-foot tall bollard.

The ChargePoint® CT2021 and ChargePoint® CT2025 charging stations have been certified to Underwriters Laboratories' (UL) Subject 2594, the safety requirement standard covering electric vehicle (EV) supply equipment. A copy of the UL Certification is attached. Coulomb's ChargePoint® stations were among one of the first to be listed under UL's new standards for infrastructure components. This listing is important to the widespread adoption of electric drive vehicles because local building officials are much more likely to approval installations of UL-listed devices. Ensuring the safety of these new technologies is critical to commercial scale adoption and consumer acceptance. UL evaluates representative products, components, materials and systems for compliance to specific requirements, and authorizes manufacturers of compliant products to display the UL Mark on those products.

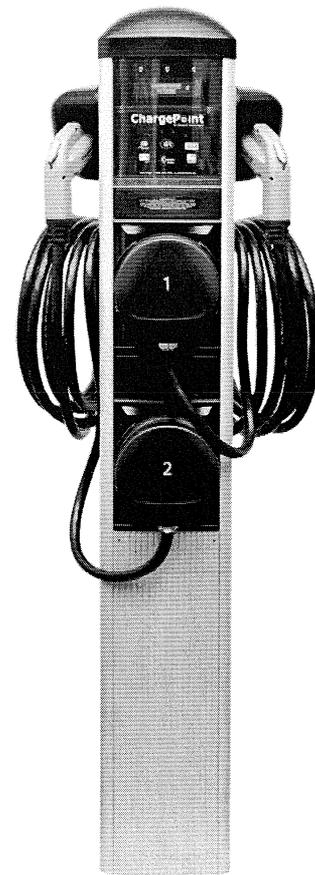


Figure 3: ChargePoint® CT2021

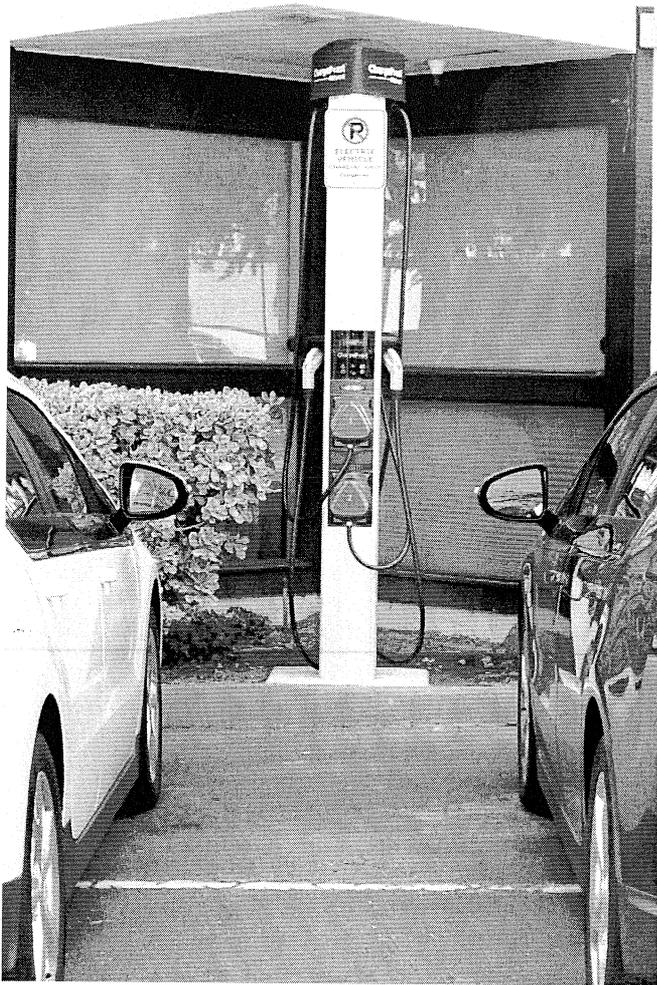


Figure 4: ChargePoint® CT2025

of energy usage by kwh, greenhouse gas and gasoline savings data. Reports are displayed by graphs that can be filtered by day, week, month, station attributes and energy usage/GHG range. Customers can also export their station data and combine the data with other system for further corporate sustainability analysis.

Customers have access to the ChargePoint® Network's 24/7 driver telephone assistance, e-mail or text message driver notification alerts for charging session interruption or charging completed, and individual driver portals to customize notifications, track their energy usage and greenhouse gas savings, view charging history, and have access to the largest network of public charging stations in the world at <http://www.myChargePoint.net/>

Among other statistics collected from the ChargePoint® Network is that drivers plug into a ChargePoint® station more than 1,400 times every day.

ChargePoint® Network

Coulomb Technologies is the leader in electric vehicle charging systems and application services, with the ChargePoint® Network now operating in 14 countries. The ChargePoint® Network first went live in January of 2009. Coulomb's ChargePoint® Network is open to all drivers of plug-in vehicles and all manufacturers of plug-in vehicle charging stations. ChargePoint® Network's unique features include:

- The ability for a station owner to set fees for use of their stations (including free charging)
- The ability for drivers to access stations without a subscription via contactless credit cards (Visa MasterCard, AMEX, and Discover)
- 24/7/365 telephone driver support via a toll free number on all charging stations
- Smart Grid ready with built in Utility Grade Capable Metering, Time of Use (TOU) pricing and Demand Response (DR) control
- Multiple Smart Phone applications (iPhone, Android, Blackberry) to find unoccupied stations and navigate to them
- The lowest operating cost possible due to real-time operational monitoring, alerts, diagnosis, and control of millions of stations

Data collection from all ChargePoint® Network Charging Stations is immediate, continuous, and automatic requiring no owner/driver intervention. The EVSE usage data is collected via a wireless cellular data network.

Online station management provides tracking and reporting of energy usage by kwh, greenhouse gas and gasoline savings data. Reports are displayed by graphs that can be filtered by day, week, month, station attributes and energy usage/GHG range. Customers can also export their station data and combine the data with other system for further corporate sustainability analysis.

Customers have access to the ChargePoint® Network's 24/7 driver telephone assistance, e-mail or text message driver notification alerts for charging session interruption or charging completed, and individual driver portals to customize notifications, track their energy usage and greenhouse gas savings, view charging history, and have access to the largest network of public charging stations in the world at <http://www.myChargePoint.net/>

Among other statistics collected from the ChargePoint® Network is that drivers plug into a ChargePoint® station more than 1,400 times every day.

Installation Requirements

Installation of the ChargePoint® CT2021/2025 charging stations requires several steps and will be conducted by a qualified subcontractor and supervised by Coulomb Technologies. Coulomb will provide its CT2021/2025 hardware and the ChargePoint® Network software. Within the National Grid territory, project partner Emerald Alternative Energy Solutions, Inc., will be contracted by National Grid to oversee the Marketing Plan and handle the customer interface to select the sites for the 65 EVSE installations. Based upon the size of the territory and the evaluation of sites to obtain approximately 55 sites and 65 EVSEs, we forecast a 12-week period for National Grid/Emerald Alternative Energy Solutions, Inc., to provide communications with Coulomb and Green Power Technology and to complete the following tasks:

- Assist National Grid Sales Personnel
- Interface with National Grid legal staff on land lease customer agreements
- Provide all customer interface
 - Field calls and make first contact after sales hand-off
 - Conduct site visits and evaluate/confirm locations
 - Conduct distribution engineering evaluation to assure for proper/adequate electric supply
 - Negotiate lease agreement including 10 percent installation cost share
- Provide hand-off to Green Power Technology for EVSE installation
- Provide post installation follow up with customer

National Grid will use previously drafted simple land lease agreements to contractually possess the immediate area that the charging station(s) are installed on. The lease begins on the date of installation and is in effect for an initial term of four years with automatic renewal language for one year subsequent terms. The proposed cost of the lease to National Grid is \$1 and allows National Grid to install, maintain and upgrade the leased premises as needed. Finally, the customer must agree to provide the electricity consumed by the charging station at no cost as the service to the equipment is provided through the existing building meter. In most cases the terms of the lease can be altered slightly to accommodate customer concerns as long as conditions remain for National Grid to meet its obligations to Coulomb Technologies and NYSERDA.

Outside the National Grid territory, project partner Green Power Technology will oversee the site selection, planning and permitting.

The following are the basic steps to installing a ChargePoint® CT2021/2025 charging station:

- Site Evaluation & Planning
- Permitting
- Site Excavation
- Install Conduit Between Power Source and Charging Station
- Rough Inspection
- Prepare Mounting Area
- Install ChargePoint® CT2021/2025 charging station per specs
- Install any required safety bollards or wheel stops
- Install any required electrical panels or subpanels
- Utility work as required (metering)
- Make electrical connections
- Perform Finish Work
- Final Inspection
- Performance Verification

PROJECT SCHEDULE

Once Emerald hands off the approved customer in National Grid territory and for all identified sites outside National Grid territory, the following tasks are accomplished:

EVSE Installations – High-Level Project Schedule		
Project Tasks	Performance Dates	Responsible Party
1. Administration: Finalize Contracts & Agreements	Completed First Quarter Following Award	Coulomb
2. Administration: Progress Reports	Submitted Monthly	Coulomb
3. Potential EVSE Site Locations Identified	Completed First Quarter Following Award	National Grid, Emerald, Green Power Technology
4. Site Permit Assessments and Quotes	Completed First Quarter Following Award	Green Power
5. Record, Auditing and Enforcement	Ongoing following award	Coulomb
6. Permitting and Station Installations	Completed First Quarter Following Award	Green Power
7. Advertising /Media Event Planning and Execution	Ongoing during installation period	National Grid/Coulomb
8. Conduct Data Collection	Ongoing following installation with semi-annual reports made to NYSERDA	Coulomb, National Grid
9. Send Records, Data to NYSERDA	Monthly Progress Reports Semi-Annual Usage Reports Final Report (Four years after award)	Coulomb

Key Milestones for the ChargePoint® New York proposal include:

Milestone	Scheduled Completion
Proposal Award	Estimated Q1 2012
Finalize Contracts	Within 3 months after award
Project Initiation	4 months after award
Installation Completed	8 months after award
Data Collection	Ongoing following each unit installation
Semi-Annual Reporting	Semi-annually after award for four years
Final Report	Upon project completion 4 years after award

Status of process to date

As previously mentioned, for sites in the National Grid territory, National Grid will own and maintain the EVSE and will take approximately 12 weeks to implement their Marketing Plan to select locations for 65 EVSE charging stations and hand off the installations to Green Power Technology for installation. Outside the National Grid service territory, requests have been received for all 16 charging stations (as seen in the attached commitment letters, demand for the charging stations exceed the 16 stations planned. This will enable Coulomb and its partners to better qualify where the 16 stations are located and installed).

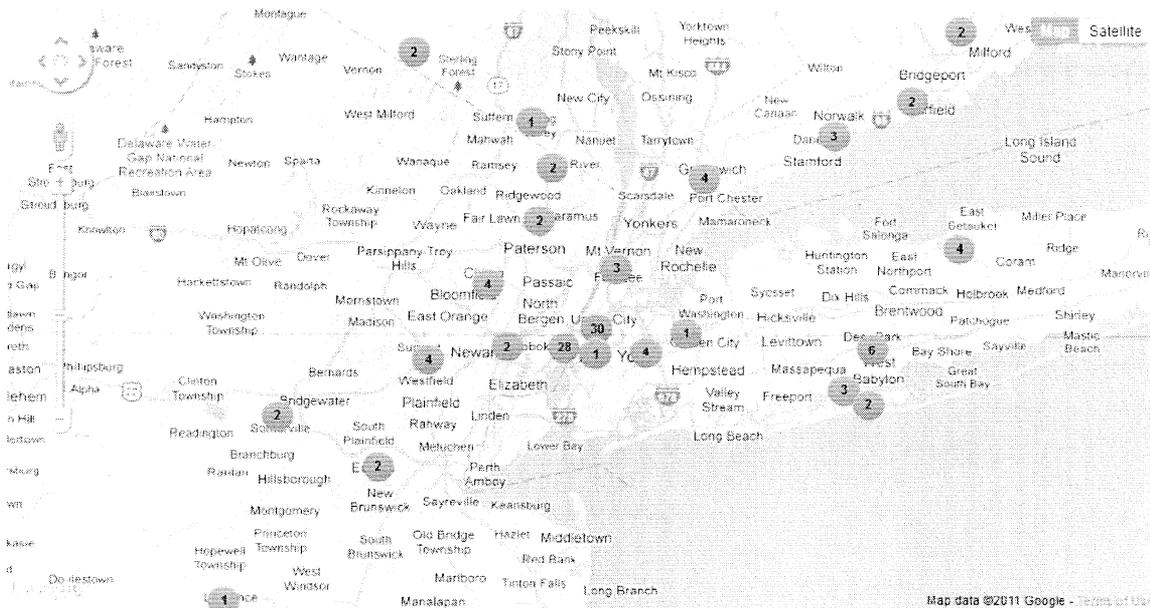
Figure 5: Proposed EVSE Locations for ChargePoint® New York

Company	Stations	Location
National Grid	65	New York service territory
Atlantis Management	1	Bronx, NY
Windham Mountain	1	Windham, NY
Ithaca College	2	Ithaca, NY
WCS	3	Bronx, NY
Madison County	1	Wampsville, NY
Oneida County	1	Oneida, NY
Albanese Organization	4	New York
Taitem Engineering	1	Ithaca, NY
Purity Ice Cream	1	Ithaca, NY
City of Ithaca	1	Ithaca, NY
Bard College	6	Annandale-on-Hudson, NY
Cayuga Medical Center	1	Ithaca, NY
Village of Haverstraw	1	Village of Haverstraw, NY
Hofstra University	4	Hempstead, NY
Glenwood Management	4	NYC, NY
Whole Foods	2	White Plains, NY
Town of Mamaroneck	1	Mamaroneck, NY
Ithaca Tompkins Regional Airport	1	Ithaca, NY
SUNY Albany	4	Albany, NY

EV MARKET

There is wide acceptance that EVs are a growing force in automotive transportation and EV penetration is fully expected to achieve a significant market share within the next 10 years, including as many as 25,194 in New York by 2015. Initiatives are underway to promote the use of these vehicles and the recharge systems that will provide flexible charging times and extended range. The proposal would install 162 “charging points” throughout New York. These charge points would be in addition to the more than 300 public, commercial and fleet Coulomb charging stations that are already installed in the New York City region.

Figure 6: Current Locations of Installed ChargePoint® EVSE charging stations



Pike Research of Colorado forecasts New York to be a market leader in EV sales representing about 3.7 percent of new vehicles sales by 2017 (2.4 percent is the national average).

State	Aggregated Electric Vehicles on Northeast Roads*			
	2012	2013	2014	2015
Connecticut	1,338	3,353	5,715	8,147
Massachusetts	2,375	5,954	10,150	14,469
Maine	378	947	1,614	2,300
New Hampshire	502	1,258	2,145	2,058
New Jersey	2,152	5,394	9,194	13,107
New York	4,136	10,368	17,673	25,194
Pennsylvania	2,608	6,537	11,144	15,886
Rhode Island	294	738	1,257	1,793
Vermont	276	692	1,180	1,682
Northeast Total	14,059	35,241	60,072	84,636
U.S. Total	77,000	193,000	329,000	469,000

Source: Center for Automotive Research 2011

*Does Not Include EVs sold Before 2012

The consumer's perception of the limited range early EVs offer (range anxiety) has been one of the most significant barriers to widespread adoption. Increased availability and visibility of charging stations in New York will allow existing EV owners to charge their vehicles at the stations deployed as a part of this grant. This will result in increasing total EV miles traveled, thus reducing GHG and gasoline usage. An example can be seen in Tokyo, Japan, where the mere existence of charging infrastructure was found to reduce range anxiety and increase total EV miles traveled. Before charging infrastructure was deployed, a trial of EVs resulted in 126 miles traveled per month. After stations were deployed, the mileage driven on electricity increased to 914 miles per month, or a 625 percent increase, with little to no use of the charging infrastructure. Thus, by easing the physiological stress of range anxiety, consumers were more apt to use their EVs and to travel further. The success of this project will encourage existing EV owners to increase vehicle usage.

The proposed effort can be seen as another brick in the growing foundation of the EV infrastructure that will increase the efficiency of the state's transportation system by reducing the amount of energy required to power cars and light trucks. In a wider sense, New York's EV infrastructure is a part of a growing national infrastructure and with the high population density of the state's metropolitan regions; it can become a showcase for the rest of the nation.

The ChargePoint® Network is becoming more visible as indicated by the recent DOE data for charging events over the past several months (these data are depicted below). What's important about these results is that the system appears to be popular and is being used. The program is being specifically developed to support the markets targeted by the automakers to drive the need for deployment in the early years. At the same time this program will address the scale for the infrastructure support that is critical to consumer acceptance and economic development.

Customer Acquisition & Marketing Plan

Coulomb's market leadership has resulted in more than 700 customers installing ChargePoint® Network Charging Stations. Here is a sample of our customers:

Municipalities	Hotel Chains	Fortune 500 Employers	Parking Vendors
New York City, San Francisco, Boston, Washington, D.C.	Ritz-Carlton, Courtyard by Marriott, Starwood Hotels, Best Western	Google, Microsoft, 3M, Adobe, Dell, SAP, Netflix, Johnson & Johnson	Edison Properties and Sylvan Parking in New York City, Priority Parking in San Francisco, InterPark (national)

Under National Grid's new localized organizational structure, there are director-level personnel that are jurisdictional leads titled "Director – Community and Customer Management" within the utility's New York service territory. These jurisdictional leads are regionally responsible for the Western NY (Buffalo, Batavia), Eastern NY (Albany, Glens Falls) and Central NY (Utica, Syracuse) service territories or operating regions. Their functional responsibilities include account and sales management, government relations and community relations. The sales personnel and community relations specialists in these organizations will target "PON 2301 Category A" customers, solicit and prescreen those interested in installing publicly accessible EVSEs. National Grid will contract with Emerald Alternative Energy Solutions, Inc., and utilize the services of Emerald to oversee and implement this marketing plan.

As stated in its cost-sharing letter, National Grid will be sure to negotiate a simple land lease agreement that includes a customer contribution of 10 percent cost of the installation portion of the EVSE, estimated at approximately on average at \$650 cost share per EVSE.

National Grid is an active member of each local Clean Cities organization in our upstate region including the Clean Communities of Western NY (Buffalo region), Clean Communities of Central NY (Syracuse region) and the Capital District Clean Communities (Albany region).

Each respective Clean Cities Coordinator has committed to assist National Grid and Emerald Alternative Energy Solutions in the marketing and outreach with their stakeholders and community leaders to obtain effective charging station locations that will enhance the vehicle users driving experience and provide heightened utilization of the charging stations installed in the utility's service territory (see attached letters of support). The Clean Cities Coordinators will provide National Grid insight and coordination with the EV Readiness planning work being performed as part of the Transportation Climate Initiative (TCI) US

DOE EV Readiness grant to assure for a fully integrated and collaborative approach in properly placing the EVSE charging stations as part of ChargePoint® New York.

Usage Plan

Our usage plan is based on the most recent market projections we receive through our close association with the major auto manufacturers, General Motors and Nissan. In the DOE funded ChargePoint® America Program, we have deployed residential stations in partnership with these manufacturers and have set up bi-weekly calls to monitor market and production information. For the NYSERDA program, we have requested information on projected usage from site owners. Additionally, locations selected for installation within National Grid territory will be prioritized relative to intelligence regarding the penetration of plug-in electric vehicles. Using both information provided by collaborations with the major auto manufacturers and in-depth plug-in electric penetration analysis focused on National Grid's electric service territory we intend to maximize EVSE utilization by installing them where adoption is expected to be the most prevalent. Finally, by leveraging our partnerships with the Clean Cities coordinators in the Western NY (Buffalo), Central NY (Syracuse) and Eastern NY (Albany) regions we plan to dovetail our infrastructure build out with the Regional EV Readiness planning (please see attached letters of support).

Based on data collected through the DOE's EERE Vehicle Technology Program for the ChargePoint® Network, we can expect the installed stations to be used approximately 30 Percent of the available time. This assumption is based on the data presented below. Using the data depicted in the table below, we can expect to serve about 500 vehicles per month.

Figure 7: Usage Summary of ChargePoint® Network between May-August 2011

ChargePoint® Network				
May-August 2011	Residential	Private-Commercial	Public	Not Specified
Charging Stations	444	83	365	1
Charging Events	31,658	1,277	3,220	56
Electricity Consumed (MWh)	205.36	9.46	21.76	0.29
% of Time Vehicle Connected	40	18	4	48

Figure 8 reports on actual data from the ChargePoint EVSE charging stations currently installed in New York City during the calendar year for 2011. Most of the EVSE installations were for the New York City fleet. The fleet charging is similar to residential, where vehicles are plugged in at day's end. After fleet installations, the next largest segment of EVSE charging is for public/private parking. Those stations receive about 25 percent of the EVSE usage as the fleet stations. These charging events are likely from those travelling into the city for work or shopping. The hotel and retail stations would have similar user groups. Most of the workplace EVSE charging stations have recently been installed.

Figure 8: Actual 2011 Charging Data For ChargePoint EVSE Installations in New York City

Location Type	Sum of GHG Savings (kg)	Sum of Energy (kWh)	Count of Duration (Hours)	# of Stations
Fleet	39,145	27,560	3,753	58
Hotel	556	391	73	1
Municipality	209	147	152	12
Public/Private Parking	10,297	7,246	1,168	42
Retail	20	14	46	3
University	38	27	55	7
Workplace	3	2	55	11
Grand Total	50,267	35,387	5,302	134

Data Plan

Data collected from the station for these charging events and the usage of the remote reservation system will be collected through the ChargePoint® New York network. These data will specifically reflect activity for the stations installed as a result of this project. Data will be compiled, analyzed and submitted as part of a semi-annual report to the NYSERDA. In addition, Coulomb will be able to provide for NYSERDA the data that has been and will continue to be collected under the DOE funded ChargePoint® America Plan from Idaho National Laboratories. This New York City–centric data, combined with the expanded NYSERDA program into Upstate New York, will provide the agency with a State-wide assessment of infrastructure usage to assist in future planning.

Data Security

All information, including customer information, system information, commands, databases, and files are protected by the latest encryption standards and methodologies while in-transit and at rest. Secure Sockets Layer (SSL), which is commonly utilized by the finance industry, is employed in conjunction with AES-128, AES-256 encryption standards that are recommended by European National agencies and the U.S. National Institute of Standards and Technology (NIST). The technology employed prevents eavesdropping, tampering, and message forgery, as well as endpoint authentication. Users that choose to opt-out of EVSE usage information retrieval for privacy reasons can easily set their preferences via one of many access methods including through the EV Driver Portal or even their handheld device. Once a user opts-out of information retrieval, all information, excluding that necessary to allow charging, is turned off. By design, the architecture does not store any user information in the charging objects.

The ChargePoint® Network Operating System (NOS) implements extensive application redundancy and security management features as follows:

- User identity is managed via individual password protected user accounts which are stored in an encrypted database in highly protected servers. User identity is only accessible via secure HTTP, which includes protection from bots and spoofing schemes. Servers sit behind firewalls and include anti-virus protection and continuous monitoring.
- User accounts are provisioned by the user directly or by the Service helpdesk operator. During account provisioning, all relevant user data, including profiles and policies are provisioned and stored in an encrypted database.
- User details, including personal details and password, are stored in separate secure authentication servers with password protected access.
- Users are authenticated with login name and password. Login details are transmitted over secure http and passwords are matched with one way hash encryption. Users are logged out after configurable timeout.
- Passwords are managed and protected via controlled access and encryption. Only authorized users are able to change the password after authentication and no one can view the unencrypted password. Passwords are required to change on configurable interval.
- Users' audit trails are recorded and stored in a secure server. This data is accessible to authorized administrative personnel only.
- Communications from the ChargePoint® charging objects and the ChargePoint® server software is encrypted via Secure Sockets Layer (SSL), which provides security and data integrity for the entire Client charging locations to server communications. This allows our system components to communicate across the wireless network and Internet in a way that prevents eavesdropping, tampering, and message forgery, as well as endpoint authentication. The station to station local area network communications is protected by the 128-bit encryption algorithm AES 128 used today by most renowned e-commerce or financial systems.

Coulomb Technologies hosts all its ChargePoint® NOS application services platforms in redundant Tier-1 data centers which support the following security features:

Physical Security

- Data center access limited to data center technicians
- Biometric scanning for controlled data center access
- Security camera monitoring at all data center locations
- 24x7 onsite staff provides additional protection against unauthorized entry
- Unmarked facilities to help maintain low profile
- Physical security audited by an independent firm

System Security

- System installation using hardened, patched OS
- System patching configured to provide ongoing protection from exploits
- Dedicated firewall and VPN services to help block unauthorized system access
- Data protection with managed backup solutions
- Optional, dedicated intrusion detection devices to provide an additional layer of protection against unauthorized system access
- Distributed Denial of Service (DDoS) mitigation services
- Risk assessment and security consultation by professional services teams

Operational Security

- ISO17799-based policies and procedures, regularly reviewed as part of Coulomb Technologies SAS70 Type II audit process
- All employees trained on documented information security and privacy procedures
- Access to confidential information restricted to authorized personnel only, according to documented processes
- Systems access logged and tracked for auditing purposes
- Secure document-destruction policies for all sensitive information
- Fully documented change-management procedures
- Independently audited disaster recovery and business continuity plans
- Best practices used in the random generation of initial passwords
- All passwords encrypted during transmission and while in storage
- Secure media handling and destruction procedures for all customer data
- Support-ticket history available for review via customer portal
- Help available from support in configuring system logging to create a system audit trail
- Security Services can provide guidance in developing security processes for compliance programs

All network data in transit or at rest is protected via government recommended security encryption standards, such as AES-128/256 or other standards that may be specified by either the HAN gateway or AML network. All firmware and application modules running on the charging objects can be upgraded remotely via the operator console either manually or batch processed.

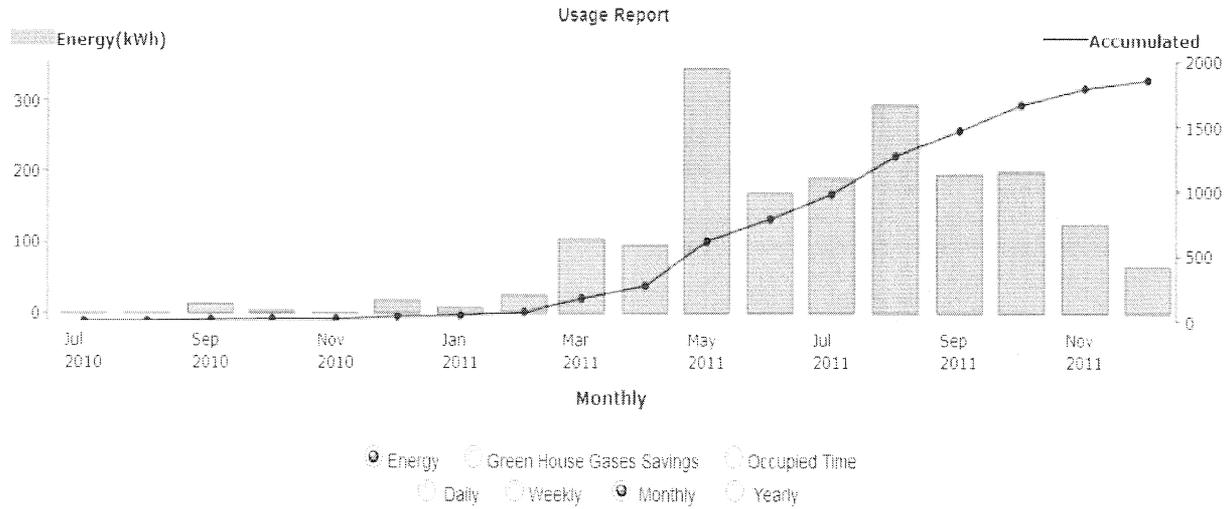
Reporting Plan

Coulomb will provide progress reports during installation to NYSERDA and a final report covering all of the work after completion of the project. Reporting requirements will include information such as the resulting impacts from the project such as environmental and energy benefits and related jobs, descriptions of any difficulties encountered during the reporting period, and statements of cost of the work performed during the reporting period.

Following completion of the equipment installation, Coulomb will provide semi-annual usage reports to NYSERDA that will include information pertaining to EVSE usage such as the amount of kWh dispensed and the cost of the electricity and the amount charged to the EVSE customer. These usage reports will be delivered for a period of four years after installation of the equipment.

The semi-annual usage report and data will be submitted as hard copy and also in electronic format. An example of the reported data is provided on the next page.

Figure 9: Current Usage Report for a ChargePoint® New York Customer



Summary Usage Report

Export as CSV

Host Name	No of Stations	Energy (kWh)	GHG (kg)
Redacted for Privacy	19	1,851,269	2,630,653
Total	19	1,851,269	2,630,653

CHARGEPOINT® NEW YORK INNOVATION

National Grid and Coulomb Technologies Innovation Platform for ChargePoint® New York

This platform leverages a unique partnership between the dominant utility provider in the Northeast Region and the innovative EVSE industry leader in the U.S. market. The innovations that will be implemented in ChargePoint® New York represent technology and services that will be deployed immediately in this program as part of Coulomb's network service offerings. The four elements that will be demonstrated to assess benefits to plug-in electric vehicle users and/or utility ratepayers will include:

- Customer controlled demand response capability as a method of onsite capacity management
- Utility controlled demand response capability as a method of widespread direct load control
- EVSE reservation capability for specific site functionality and added driver perk
- Utility pole mounted EVSE as a potential lower cost installation option

Frank Murray, President and CEO of NYSERDA in his testimony at the "Technical Conference on Plug-In Electric Vehicles" sponsored by the NYPSC stated: "Electric vehicles play an important role in reducing carbon emissions. The electric grid could become the backbone to the State's Strategy for Carbon Emissions." Richard Drake of NYSERDA added, "The most important characteristic of the smart grid as it relates to electric vehicles is that it would enable active participation by customers in DEMAND RESPONSE." [emphasis added] This project will enable the participation by selected customers and provide National Grid with the opportunity to assess the grid impact and customer benefits.

Demand Response

These projects will demonstrate demand response to mitigate the impacts of peak energy loads. All parties will benefit from obtaining data related to these scenarios.

Demand Response on the customer side of the meter for Capacity Management

Charging stations located at Commercial and Industrial facilities will provide facilities managers with the ability for controlled electric vehicle charging to avoid potential increased demand charges and/or distribution level infrastructure upgrades. At present, industrial and commercial users have limited control over their electrical loads. With an anticipated load growth associated with EVs charging, the project will demonstrate capabilities to utilize energy management tools. The project will utilize the web-based ChargePoint® networked energy management technology that is available today. The project will demonstrate an important tool for a commercial and industrial customer to manage the costs associated with EV Charging.

National Grid will identify a minimum of one commercial customer and/or a minimum of three EVSE sites in their serving territory and offer this web based demand response system. The system will be activated by the on-site sustainability or facilities team that can anticipate peak energy times and dates based on historical information and deliver signals to the stations. National Grid will provide these selected customers with control over their station location(s) to implement the system. The Energy Manager service platform has been fully developed by Coulomb. No development funding will be needed for the program.

Coulomb's ChargePoint® Network has been in commercial production since January of 2009. Coulomb has already demonstrated several pieces of peak load reduction and load management technology with partners including demand response, Smart Energy Protocol 1.0 (SEP 1.0), utility billing, load shedding, and pricing. This project will demonstrate the web based program in National Grid territory for the first time. It will provide the utility with feedback from customer interest and assessment of benefits for a more in depth deployment and potential integration down the line using standards for interoperability including Open Automated Demand Response (OpenADR), Smart Energy Protocol 2.0 (SEP 2.0) and other protocols. An enhanced ChargePoint® system will provide demand response capability to help the state to meet its energy reduction goals in the long term.

Geographically Targeted (Utility Direct Load Control) Demand Response

Demand Response Geographic Demonstration Project

Utilizing Coulomb's web-based technology available today, National Grid will deploy a geographically based demand response program utilizing at least 5 percent of the total number of installed units or six charging stations. The utility will initiate demand response events during peak periods (typically summer) via Energy Manager, Coulomb's online portal.

Events will take place during high system loading periods as determined by NYISO and/or National Grid. During peak periods charging will: be completely unavailable (100 percent load shed input) or available with a percentage of the load shed (i.e. 50 percent and 30 percent load shed input). This mix of three varying load shed scenarios throughout all charging station locations will be an opportunity for National Grid to learn more about how varying levels of power affect vehicle charging and also how customers respond to these varying charging levels. Power will be restored fully to all units after the demand response event is over. National Grid is interested in how customers react to load curtailment events and what behaviors they exhibit. For example, will customers wait for their vehicles to fully charge during a demand response event or will they expect to have full charging power available at all times. This data will allow the utility to better evaluate customer's desires and its strategy towards moving to a "smarter" electrical infrastructure.

Figure 10: Energy Manager's Dashboard on ChargePoint® website

For any customer to shed load or to restore power, first they have to login to the website mychargepoint.net using their login and password. When the customer is logged in successfully, energy manager's home page is displayed. After a successful login, customer will see their home page. The My Dashboard window displays all their defined regions on a Google map. It also displays real-time status information for each region. From this screen, customer can shed and restore power associated with any specific region. The illustration below shows that two regions have been defined. Notice how these regions are highlighted on the Google map, and listed in the table below the map.

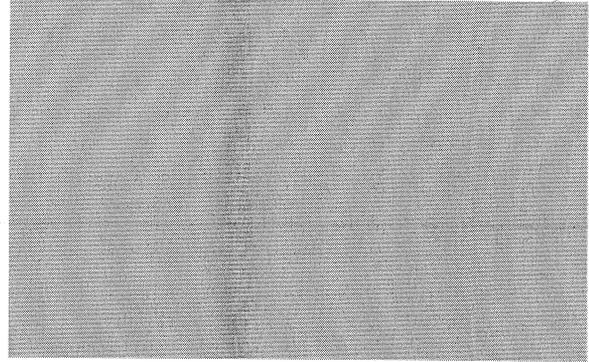


Figure 11: Shedding or Restoring energy load is done in a few steps on the ChargePoint® Network

The first thing customer need to do when using Energy Manager is to define regions. Once regions are defined, customer can use My Dashboard to shed and restore power, as described next.

Shedding and restoring power

To shed power:

1. From My Dashboard, click the Shed action associated with the region for which you want to shed power
2. Click Shed

Region Name	Description	Address	# Stations	Load (kW)	Allowed Load	Action
Alameda			1	0.000	100%	Shed / Restore
Santa Clara			1	0.000	100%	Shed / Restore

If applicable, the utility will leverage its existing work in the area of deferring T&D investments by using non-wires alternatives. Non-wires alternatives include DSM programs and Distributed Energy Resources that leverage customer/third party resources and complement and improve operation of existing T&D systems, and that individually or in combination defer the need for upgrades to the transmission and/or distribution system. In this instance, event days will be determined by the specific loading problem at the substation and when it occurs. If there is no project in the areas where charging stations are located, the utility will still gain valuable information nonetheless on customer behavior and preferences.

Driver Reservation System

Coulomb will deploy and National Grid will implement a reservation system for their customers enabling EV Drivers to reserve charging stations and feel confident that they can charge when they need to.

National Grid will set up a group of stations for the reservation system through Coulomb's web- and smartphone-based system that has already been developed. EV Drivers in the region will access the stations and reserve them by logging onto the ChargePoint.net website, or downloading the mobile applications onto smart phones.

Coulomb announced iPhone and Android applications in early 2011 and recently announced the Blackberry App. The popularity of the service is evidenced by the fact that over 30,000 ChargePoint® mobile apps have been downloaded to date. National Grid will observe customer behavior by varying times and stations that are able to be reserved.

Utility Pole Placement Program: Low Cost Installation Alternative

Coulomb, together with National Grid is planning to implement a utility owned, lower cost alternative for EVSE installation where applicable. Coulomb and National Grid believe that installation costs can be significantly reduced by modifying wall mounted EVSE units to mount on utility owned poles with adjacent parking. Coulomb and National Grid commit to identify viable locations for 5 percent of the entire installation set or roughly 3 EVSE. This proof of concept will allow National Grid to evaluate the potential legal, operational, and safety concerns and subsequent solutions to these challenges. We also expect to be able to explore different variations of installations taking into account number of stations per pole, lighting, adjacent parking, etc. With this level of flexibility we anticipate that we may be able to further reduce cost by prioritizing these factors.

We have attached a contractor estimate for two variations of this type of installation. The estimate to install one unit per pole is \$3,300 or roughly 50 percent less than our expected commercial installation cost average of \$6,500 per site. If we were able to manage two units per pole our overall installation would rise to \$3,700 or rather be reduced to \$1,850/unit. Although not proven yet we also plan to explore the possibility of utility installed units on utility owned poles which could further reduce costs and simplify the installation process. Coulomb and National Grid believe that our partnership and exploration of this new installation method may be able to provide the industry with a new business option and a tremendous opportunity for growth.

PROJECT MANAGEMENT

Coulomb Technologies is partnering on this proposal with National Grid, one of the Northeast's largest utilities and the largest power producer in New York State. The two plan to replicate their successful project in Massachusetts as part of the federal ChargePoint® America (CPA), which was funded by DOE and the American Reinvestment Recovery Act (ARRA). National Grid will ultimately own 65 EVSE, or about 80 percent of the project's 81 EVSE. Those stations will be installed in National Grid's service territory in Upstate New York. National Grid will contract with Emerald Alternative Energy Solutions, Inc., to oversee and implement its role in the proposal.

Additionally, Coulomb is working with Green Power Technology as part of its proposal team. Green Power Technology will be responsible for siting EVSE charging stations outside National Grid's territory, and the installation supervision for EVSE

charging stations throughout the entire project. Coulomb is also partnering with Barretto Bay Strategies for additional expertise on siting EVSE charging stations outside National Grid's service territory. Coulomb has successfully worked with both companies.

Coulomb Technologies

Coulomb Technologies is uniquely qualified to execute the proposed program because of its exceptional position in the field, its highly developed hardware and its professional, extremely well qualified staff. These attributes are reflected in the awards received by Coulomb which are a strong expression of the Industry's confidence in Coulomb. Coulomb Technologies is led by six experienced entrepreneurs and executives from networking companies Cisco Systems, Lucent Technologies, 3Com Networks, Echelon Corporation, and SAAS Company Xythos Software. The company has developed networked charging stations and software applications for battery electric vehicles (BEVs) and plug-in hybrid electric vehicles (PHEVs). Coulomb has designed, developed, and launched its first generation of public networked charging station products. We have been awarded two patents; we have 10 patents pending with many more in preparation. Coulomb has forged alliances with major automakers, utilities, and cities in developing this technology. Coulomb's customers include municipalities, parking lot owners, apartment owners, corporations, property developers, and drivers.

Coulomb Technologies Awards

- 2011 Global Cleantech 100
- 2011 top ranking and top overall score in Pike Research report of the EV supply equipment industry Coulomb in the highest position in both the "Strategy" and "Execution" dimensions
- Time Magazine's list of 50 Best Inventions in 2010
- Edmund's Green Car Breakthrough Award, 2010
- Business Week's 20 Small Businesses of the Future, 2010
- Named in the Always On list of top 100 green tech companies, GoingGreen Silicon Valley 100, 2010
- Listed as Top 50 VC-Funded Startup by Greentech Media, 2010
- 2010 Global Cleantech 100
- Winner, Connected World Magazine M2M (Machine-to-Machine) Value Chain Award, Energy category, 2010
- Smithsonian's Cooper-Hewitt, National Design Museum display 2010

National Grid

National Grid (LSE: NG; NYSE:NGG) is an electricity and gas company that connects consumers to energy sources through its networks. The company is at the heart of one of the greatest challenges facing our society – to create new, sustainable energy solutions for the future and developing an energy system that underpins economic prosperity in the 21st century. National Grid holds a vital position at the center of the energy system and it "joins everything up."

National Grid is committed to being an *innovative leader in energy management* and to *safeguarding our global environment* for future generations. For more than 30 years, the utility has been a staunch supporter and innovator in the alternative fuel vehicle market including both electric and natural gas vehicle development and deployment. It has successfully worked with NYSERDA on a variety of funding programs in the alternative fuel vehicle, energy storage and photovoltaic electricity generation markets.

In upstate New York, National Grid's service territory is 24,000 square miles, serves 37 counties, approximately 670 municipalities and a population of 4.36 million (please see attached operating region map). The utility connects and services 1.61 million electric customers; approximately 1.45 million residential and 166,000 commercial. The major business sectors cover construction, manufacturing, wholesale trade, retail trade (approximately 16,600), finance/insurance, waste management and remediation services, health care and accommodation and food services.

In the Northeast, National Grid delivers electricity to approximately 3.3 million customers in Massachusetts, New Hampshire, New York and Rhode Island. It manages the electricity network on Long Island under an agreement with the Long Island Power Authority (LIPA), and owns more than 4,000 megawatts of contracted electricity generation, providing power to more than one million LIPA customers. It is the largest distributor of natural gas in the Northeast, serving approximately 3.4 million customers in New York, Massachusetts, New Hampshire and Rhode Island.

Key Team Members

KUMAR GOGINENI, Project Manager, ChargePoint® New York

Kumar Gogineni is currently an Executive Director at Coulomb Technologies for Government Sponsored Initiatives. He is responsible for the execution and administration of grant programs including DOE ChargePoint America, CEC ChargePoint California, and CEC Manufacturing Grant. Mr. Gogineni has over 18 years of experience in the technology sector and a proven leader in building technology businesses with particular emphasis on mobile, software, semiconductors, EV, clean tech, and the Internet. Kumar has extensive experience in general management, engineering management, business development, product development, marketing/sales and strategic planning.

Mr. Gogineni will be project manager for the ChargePoint® New York program and the primary contact for NYSERDA. He is responsible for identifying and allocating all resources needed to properly complete this project within budget and on time. He is the primary interface with all subcontractors and will be the main point of contact for installation questions. He is responsible for all of the reporting requirements and will prepare the final report for his project as outlined in the terms and conditions.

COLLEEN QUINN, Vice President of Government Relations, ChargePoint® New York

Colleen Quinn is a seasoned executive leader and government strategist with more than 20 years of experience in government marketing, government relations and corporate development, including serving as Senior Vice President for Advocacy for the Partnership of New York City. Colleen will be responsible for the liaison with all governmental entities, including NYSERDA, The New York Public Service Commission, City officials and other government stakeholders in the project. Colleen operates out of the New York City Office of Coulomb Technologies. She is the principal contact with the Department of Energy on grant execution and stimulus funding issues.

SCOTT MILLER, New York Regional Manager, ChargePoint® New York

Miller is the ChargePoint® America Eastern Regional Director. He will be the liaison manager between Coulomb and Green Power Technology and others in identifying and siting EVSE locations in ChargePoint® New York.

John Gilbrook, Transportation Project Manager, National Grid

John Gilbrook manages the National Grid's customer facing alternative fuel vehicle offerings across the US service territory. John Gilbrook began with National Grid providing new energy efficiency technology assistance to commercial and industrial natural gas customers in Massachusetts before being hired into the Alternative Transportation group. Mr. Gilbrook has most recently lead the successful implementation of National Grid's 30+ EVSE in MA as a part of the Coulomb ChargePoint® America. Mr. Gilbrook will oversee National Grid involvement and successful implementation of ChargePoint® New York.

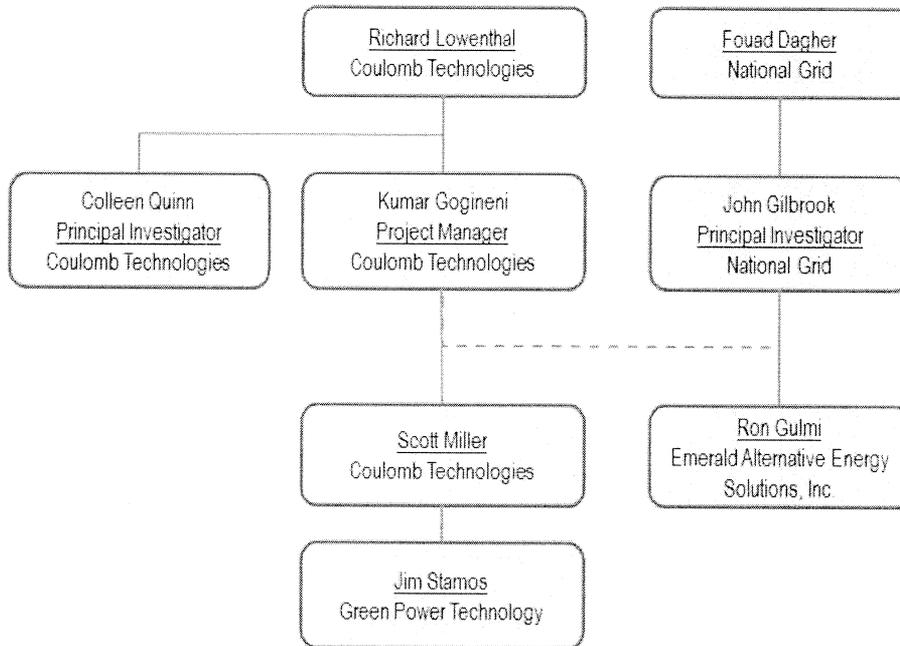
RONALD J. GULMI, Managing Director, Emerald Alternative Energy Solutions, Inc.

Ron Gulmi has worked more than 31 years in the energy industry for National Grid holding various positions in fleet management, gas engineering, sales and business development. His work on ChargePoint® New York is as a subcontracted manager for locating the 65 EVSE charging stations within the National Grid electric service territory. Additional responsibilities will include: Marketing, Managing Sales Force, Outreach, Customer Relations, Allocation, Site Surveys, Data Collection and Analysis. Mr Gulmi will be reporting to Mr. Gilbrook.

JAMES T. STAMOS, President, Green Power Technology

Stamos will be covering site evaluation, permitting, surveys, invoices, and all project documentation on installations. He has the talent and experience needed to guarantee a well-developed, sustainable and safe infrastructure that can be utilized by both municipalities and private entities to ensure seamless access for alternative vehicle charging.

Figure 12: Organization Chart for the ChargePoint® New York program



Resumes of these and other key personnel are attached.

Coulomb Technologies' References for Similar Work

Organization	Name	Contact
New York City	Ari Kahn	(212) 442-6365
State Of Massachusetts	Steve Russell	(617) 626-7325
ChargePoint® America U.S. Department of Energy	John Jason Conley Project Manager	(304) 285-202
ChargePoint® California California Energy Commission	Leslie Barody Project Manager	(916)654-4314
Association of Bay Area Govts. Electric Vehicles Comm. Alliance	Richard Schorske Executive Director	(415) 310-2407
County of Sonoma	Dave Head, Fleet Manager	(707) 565-2809
City of San Jose	Jim Helmer, Director of Transportation	(408) 535-3850
City of Walnut Creek	Matt Huffaker, Business Manager	(925) 943-5899
City and County of San Francisco	Robert Hayden, Clean Transportation Advisor	(415) 355-3740

ENERGY, ENVIRONMENTAL, AND ECONOMIC BENEFITS

By increasing the availability of EV charging stations in New York, this project will demonstrate the potential of EVs to reduce the carbon intensity of passenger vehicles and light trucks.

According to a recent report from the Society of Automotive Engineers, vehicles like the Nissan Leaf that are charged twice a day will get twice as many miles-per-gallon and consequently produce half as many greenhouse gases. Unlike conventional full hybrid vehicles, electric vehicles have real fuel savings and measurable CO₂ benefits. A study done by SAE International¹ found that for drivers who drive less than 100 miles per day, the expected fuel savings can be greater than 70 percent and near term CO₂ reductions can be greater than 40 percent. The proposed project will help achieve these sustainable reductions of greenhouse gas emissions in New York by making charging stations available in easily accessible public locations, significantly improving the ability of EVs to displace fuel and lower CO₂ emissions.

From an environmental standpoint, electric vehicles are cleaner than conventional vehicles, particularly for pollutants such as nitrogen oxides (NO_x), volatile organic compounds (VOCs), fine particulate matter (PM_{2.5}) and carbon monoxide (CO). Electric vehicles also reduce emissions of GHGs. By reducing these emissions, EVs will reduce regulatory compliance cost pressures on stationary sources. Those sources, facing lower compliance costs, would be able to redirect those cost savings towards employee compensation, capital investment, and other productive uses.

Figure 12 illustrates the CO₂ reduction potential of continual electrified vehicles platforms. PHEV-10/PHEV-40 refer to plug-in electric vehicles with all electric ranges of 10 and 40 miles respectively. HEV refers to a conventional hybrid electric vehicle with no recharge capability, BEV-120 refers to a battery electric vehicle with a range of 120 miles, and finally ICE refers to a conventional vehicle with an internal combustion engine burning gasoline.

As you can see CO₂ emissions are greatly reduced as vehicle electrification persists. Typical emissions from a vehicle using a gasoline ICE range from 4,000 to 4,100 kg of CO₂ annually. A typical HEV can provide close to a 40% reduction over ICE while a BEV-120 produces roughly, only 50% of the emissions of an HEV. Furthermore, by replacing old coal fired generating assets with cleaner burning combined cycle natural gas powerplants and applying new technologies to increase electricity distribution efficiency reductions are expected to improve.

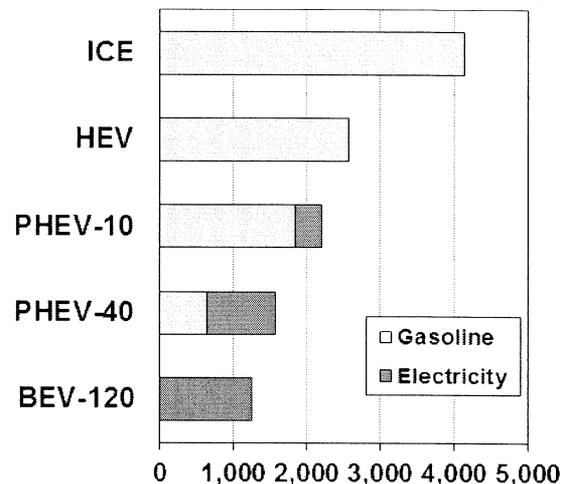


Figure 13: Annual CO₂ Emissions (kg)

Estimate amount of petroleum which will be displaced annually by EVSE usage and describe the methodology for estimating petroleum displacement

Based on current usage of the ChargePoint® Network, ChargePoint® stations are currently dispensing more than 220 Megawatt hours (MWh) of electric fuel each month. As a result, EVs using the ChargePoint® Network Charging Stations are saving the annual equivalent of more than 550,000 gallons of gas and nearly 8 million pounds of CO₂ emissions prevented.

According to reports from multiple electric utilities (Baltimore Electric, Touchstone Energy, Burbank Water and Power), the average EV gets about 80 miles per gallon. An average passenger vehicle MPG is 27.5 for an internal combustion engine vehicle. The average vehicle miles per month in New York City is 750. Thus, the potential savings in gallons per vehicles per month = $(750/27.5) - (750/80) = 17.9$ gallons. In upstate New York, the average vehicle miles per month are closer to 1,200. As a result, the potential savings in gallons per vehicle per month would be $(1200/27.5) - (1200/80) = 28.6$ gallons.

If applicable, indicate the number of jobs the project will affect (e.g., jobs created, saved, or displaced)

Coulomb will employ our New York-based distribution and installation team, directly contributing to New York's economic

¹ SAE International. CO₂ Benefits of Electrification (2009)

development. Coulomb will operate the program from our New York Office. Coulomb's Government Relations staff is headquartered in New York, and will be monitoring this project. For every charging station installed, local jobs are created for installation, maintenance, and project management.

In addition to job creation, the project and subsequent market adoption of EVs offers added potential economic benefits for New York.

In 2006, the Electric Power Research Institute (EPRI) produced a study that concluded reducing consumption of petroleum within a region provides economic benefits since petroleum expenditures tend to leave a region (due to the high level of petroleum imports).² This is not true for electricity purchases, which tend to remain in local communities. In addition, because electricity as a transportation fuel is cheaper than petroleum (on a per mile basis), moving from conventional vehicles to EVs gives households more disposable income that can be used for local goods and services.

PROPOSED STATEMENT OF WORK (SOW) AND SCHEDULE

Objective: ChargePoint® New York will deploy and demonstrate a total of 81 EVSEs or 162 ChargePoints in public locations throughout the State of New York. This program will become part of the ChargePoint® Network, the largest network of EV charging Stations in the United States and the New York Region. In conjunction with committed partners that will host and own these stations, and a seasoned team of installation and site experts based in New York, Coulomb will install this infrastructure within eight months to support the electric vehicles in the public charging locations that have been identified for their current and potential EV usage.

Scope: Coulomb its partners will install 162 ChargePoints in "Category A" public locations such as supermarkets, parking garages and universities where the EVSE charging station will be open to the general public. The ChargePoint® New York EVSE charging stations will incorporate innovative technologies that include demand response charging and parking space reservation systems. Coulomb will provide progress reports during installation to NYSERDA and a final report covering all of the work after completion of the project. Following completion of the equipment installation, Coulomb will provide semi-annual usage reports to NYSERDA for a period of four years after equipment installation.

In completing this scope of work, Coulomb Technologies (the Contractor) and its partners will:

Task 1 – PROJECT MANAGEMENT

The goal of this task is to introduce Project Manager, team members and project partner, clarify and finalize project requirements, and establish or affirm goals for project success.

Subtask 1.1 SOW and NYSERDA Agreement

Revise the Project Statement of Work (SOW) and NYSERDA agreement as negotiated. This will be done by project manager and NYSERDA.

Deliverable: Revised SOW and finalized NYSERDA contract

Subtask 1.2 Subcontracts. Coulomb, through the project manager, shall enter into the following agreements:

- National Grid (Note: National Grid will contract with Emerald Alternative Energy Solutions, Inc.)
- Green Power Technology

Deliverables: Subcontract agreements.

Subtask 1.3 Meetings. The Project Manager shall hold a Kick-Off Meeting with team members.

Deliverables: Kick-off Meeting.

Subtask 1.4 Progress Reports. The Project Manager will send NYSERDA written quarterly progress reports, as part of the project management task during the installation period of the project. The progress reports will describe the work performed during the reporting period and any difficulties encountered, as well as the resulting impacts from the project such as environmental and energy benefits and related jobs, and statements of cost of the work performed during the reporting period. The progress reports will be submitted to the NYSERDA no later than the 15th of the following month.

² EPRI Electric Vehicle Analysis, Cleveland Ohio, 2006

Deliverables: Quarterly progress reports.

Subtask 1.5 Semi-Annual Usage Reporting. The Project Manager will send to NYSERDA written semi-annual usage reports following installation and continuing for a period of four years. The usage reports will include information pertaining to EVSE usage such as the amount of kWh dispensed and the cost of the electricity and the amount charged to the EVSE customer.

The goal of this task is to collect and report on data to support the goals and objectives of this project.

The usage report shall:

- Collect the following data under this contract:
 - Station utilization rate during various times of the day and days of month
 - Authorization requests and responses
 - Charging data (subscriber, location, kWh & time) for each charging session
 - Number of GFCI Trips and Resets
 - Number of Plug-outs detected
 - Number of Over-current events detected
 - Number of reboots due to power outage or circuit breaker tripping and resetting
 - Amount of fuel savings
 - Amount of greenhouse gas emission savings

Deliverables: Semi-annual usage report.

Subtask 1.5 Final Report. The Final Report will detail all of the work performed and task deliverables, but exclude proprietary information. The comprehensive Final Report shall cover all aspects of the project and shall merge together, and will build on, the previously generated semi-annual usage reports. The Final Report will be in accordance with Exhibit C of NYSERDA PON 2301.

Deliverables: Final Report.

TASK 2 – SITE SELECTION AND PERMITS

The goal of this task is to confirm the specific pre-selected EVSE installation sites throughout the State of New York. A formal site survey for each identified installation location will be completed to determine the installation design, determine permitting needs and facilitate generation of construction estimates/quotes.

For locations within the National Grid electric service territory, Emerald Alternative Energy Solutions, Inc., shall:

- Provide all Customer Interface:
 - Field calls and make first contact or after sales hand-off
 - Conduct site visits and evaluate/confirm locations
 - Conduct distribution engineering evaluation to assure for proper/adequate electric supply
 - Negotiate lease agreement including 10 percent installation cost share (see attached sample lease agreement)
 - Provide hand-off to Green Power Technology for EVSE installation
 - Provide post installation follow up with customer

For locations outside the National Grid electric service territory, the Contractor and Subcontractor(s) shall:

- Complete a site assessment with each site owner and electrical contractor. Define key technical elements, determining optimal positioning, identify electrical source location (panel), measure wireless communication suitability, determine utility requirements, if any, and general arrangement of units for optimal usage convenience and safety.
- Use site assessment to develop a permit package;
- Develop a complete list of required permits for construction and operation including relevant permitting agencies or individuals.
- Work with site assessment and individual owners and contractors to determine necessary materials and equipment including;
- A description of items,

- Cost estimates and bids where necessary.
- Develop the Site Installation Plans

Deliverables:

- Listing of sites
- Site agreements
- Site Assessments
- Permit Package
- Site Specific Installation Plan

TASK 3 – LEASE DEVELOPMENT

The goal of this task is to complete final EVSE lease agreements with site owners within the National Grid electric service territory

Emerald Alternative Energy Solutions, Inc., shall:

- Provide communications with Coulomb and Green Power Technology
- Assist National Grid Sales Personnel
- Interface with National Grid Legal staff on customer lease agreements

Deliverables:

- Site Lease Agreements

TASK 4 – CONTRACT DEVELOPMENT

The goal of this task is to complete final contracts with each site owner outside the National Grid electric service territory.

The Recipient shall:

- Use Site Assessments, permit packages, identified materials and equipment, and quotes to develop contracts for each site.

Owner contracts include:

- Site owner responsibility,
- Site preparation,
- Access to site,
- Insurance and indemnity information,
- Contingency if damages occur and equipment installation and removal if ever necessary.

Deliverables:

- Site Contracts with approval

TASK 5 – EVSE INSTALLATIONS

The goal of this task is to ensure installation is scheduled and completed in a timely and professional manner and to provision the stations after installations are completed. (Provisioning is an IT process which results in the stations being configured on the network and viewable on the nationwide station map at www.myChargePoint.net)

The Recipient shall:

- Schedule commencement of installation activities upon completion of site contract or lease agreement
- Facilitate communication between contractor, site owner, and equipment supplier
- Schedule delivery of charging station to the installation site

- Monitor progress of installation work
- Provide technical support to contractor on an as needed basis.
- Provide provisioning service to finalize station setup after physical install

Deliverables:

- Stations populated and viewable on the website

DELIVERY SCHEDULE

No.	Tasks	Task Lead	Start	End
1	Project Management	Gogineni	First Month Following Award	Four Years After Installation is Complete
1.1	SOW Revision & Final NYSERDA Contract	Gogineni/NYSERDA	First Month Following Award	Three Months Following Award
1.2	Subcontracts	Gogineni	First Month Following Award	Three Months Following Award
1.3	Meetings	Quinn/Miller	First Month Following Award	Second Month Following Award
1.4	Progress Reports	Gogineni	Monthly	Monthly
1.5	Data Collection and Benefit Reporting	Gogineni	Semi-Annually	Semi-Annually
1.6	Final report	Gogineni/Miller/Quinn	Four Years After Installation is Complete	Four Years After Installation is Complete
2	Site Selection and Permits	Stamos/Gulmi	First Month Following Award	Three Months Following Award
3	Lease Agreement Development	Gulmi	First Month Following Award	Three Months Following Award
4	Contract Development	Stamos/Miller/Gogineni	First Month Following Award	Three Months Following Award
5	EVSE Installation	Stamos	Upon Completion of Lease Agreement or Site Contract	Within Eight Months of Award

PART 2: BUDGET NARRATIVE

Customers

One hundred percent of the stations in ChargePoint® New York are committed to ownership. National Grid will own and maintain all of the stations to be installed in their territory (budgeted to be 65 EVSEs). For those locations outside National Grid's service territory, Coulomb has obtained letters of commitment and proof of ownership and maintenance for each location (budgeted to be 16 EVSEs).

Describe the equipment that will be needed for the project

For the proposal, Coulomb will deploy eighty one (81) of its ChargePoint® CT2021 and CT2025 Level 2 commercial charging stations that will be installed in public locations throughout the State of New York. Coulomb is also providing ChargePoint® Network software licenses for each "charge point" on the stations (two per station, or 162 total) that will continue through the term of the project and beyond. Additionally, each of the stations will come with an extended warranty for a total of two years additional protection, which is above the standard one-year warranty currently included with the ChargePoint® stations.

Describe the equipment's function and necessity

The CT2021 and the CT2025 dual charging stations provide two 7.2 kW (208/240 V @ 30 A) Level 2 charging ports and are designed for public outdoor applications for the North American marketplace. Charging is delivered via standard SAE J1772™ connectors. The CT2021 and CT2025 dual charging stations have communications connectivity with the ChargePoint® Network so as to be able to enable Smart Charging and other features, as well as track EV charging usage and petroleum displacement and greenhouse gas savings. The CT2025 dual charging station features a retractable power cord management system. The charging stations installations will be split 50-50 with about half being CT2021 charging stations and the half being CT2025 charging stations. One of the factors for which station is installed is height restrictions at the proposed location; the CT2025 is delivered in an 8-foot tall bollard that encases the retractable cord management system, compared with the 50-inch height of the CT2021.

Give budget estimate for the cost to purchase the equipment

The estimated budget to purchase the equipment is \$812,916 of which \$376,610 is being provided as match from Coulomb Technologies. The list price for the CT2025 and the CT2021 are \$8,595 and \$6,795, respectively. For the ChargePoint® New York program, the EVSE charging stations will be purchased at the *same* rates charged to the Department of Energy in the ChargePoint® America program. Those prices are \$6,017 for the CT2025 and \$4,756 for the CT2021. Included in the equipment price are the ChargePoint® Network software and the extended warranty. The budget estimate for those products is \$132,840 for the software and \$56,781 for the extended warranty. Coulomb Technologies is providing the software and extended warranty as part of its match funding.

Give budget estimate for the cost of labor to install the equipment

Installation per unit is estimated to be \$6,500 based on actual average costs from the ChargePoint® American program of 30 installations of similar equipment in Massachusetts over the last year. A comparison of Davis-Bacon Wage rates between the two regions suggest the estimated installation cost will be comparable in New York (see attached installation quote).

The estimated budget for installing the equipment within the National Grid electric service territory is \$422,500 of which \$126,750 is being provided for in match from National Grid and its site partners. National Grid will pay 20 percent of the installation costs. Additionally, National Grid, which will own the 65 ChargePoint® EVSE stations in their territory under this project, will require site partners to pay 10 percent of the installation cost through a lease agreement. National Grid fully expects more than enough customer demand for the ChargePoint® New York EVSE charging stations to ensure compliance with the 10 percent cost sharing by site location partners.

Coulomb will also work to place 16 ChargePoint® EVSE charging stations outside the National Grid territory. For the ChargePoint® EVSE charging stations being installed outside the National Grid electric service territory, installation

costs paid through NYSERDA funding will be capped at \$4,500 with site partners paying the difference. To date, Coulomb and its partners have received requests for more than 40 stations resulting in demand greater than supply. This will enable Coulomb and its partners to better qualify the locating of the EVSE charging stations and ensure cost sharing by the site location partners.

Additionally, a \$500 fee per EVSE charging station installed is being paid through NYSERDA funding for New York-based project partner Green Power Technology to coordinate and oversee installation and provision the charging stations. The coordination and overseeing include such roles as ensuring compliance and documentation of prevailing wage rules, as well as ensuring permitting is obtained at each location and jurisdiction. The provisioning of the charging stations is when the stations are turned on and brought into service on the ChargePoint® Network so that the vehicle charging data is recorded and passed along to NYSERDA.

Describe the people who will do the work and whether they are external subcontractors or internal personnel

A description of who is doing the work is listed in the Attachment C forms from Coulomb and its subcontractor partners (National Grid and Green Power Technology). Additional description of that work includes:

Coulomb Technologies

Table 1: Coulomb Technologies Direct Labor Budget

Person	Role	Salary	Fringe Benefits
Kumar Gogineni	Project Manager.	\$22,000	\$2,860
Colleen Quinn	Grant coordinator and government relations	\$8,000	\$1,040
Scott Miller	Regional manager and subcontractor liaison	\$7,500	\$975
Sharon Zeng	Grant accounting manager	\$17,100	\$2,223
Sharlyne Anima	Grant Operations	\$1,500	\$195
Jon Kaplan	Grant contracts	\$8,000	\$1,040
Payal Gupta	Grant data management and reporting	\$7,500	\$975
Jaipal Nijjar	Grant data management and reporting	\$11,250	\$1,462
	Total	\$82,850	\$10,771

Additionally, Coulomb expects contributions not funded through NYSERDA from other internal personnel in the administration and execution of the ChargePoint® New York grant during the four years of the program. The work done by these Coulomb employees includes marketing and public relations, sales operations and coordination, and IT and software support.

Coulomb Technologies utilizes a market-based compensation plan based on rates established in state and federal contracts with the State of California Energy Commission, and the federal Department of Energy.

National Grid/Emerald Alternative Energy Solutions

National Grid has committed to provide support services that include staff, legal, engineering, sales and marketing match support for 65 EVSE installations. The value of this work is estimated at \$84,000 and is documented in National Grid's commitment letter, which is attached.

Additionally, National Grid is subcontracting to Emerald Alternative Energy Solutions, Inc., which will be responsible for assist in the implementation of site selection within the National Grid service territory and customer interface.

Green Power Technology

Green Power Technology will be responsible for coordination, supervision of EVSE installations and provisioning of the charging stations (as described above).

Table 2: Non-Installation Labor Costs (detailed in Attachment C)

Organization	NYSERDA Cost
Coulomb Technologies	\$93,621
Emerald Alternative Energy Solutions	\$53,300
Green Power Technologies	\$40,500

Table 3: Equipment & Installation Costs

Equipment	List Unit Price	NYSERDA Unit Price	ChargePoint Network Software License	Extended warranty	Units	Shipping	Installation	Provisioning	Total
CT2025	\$8,595	\$6,017	\$820 per charge point (2 per unit)	\$701	40	\$150	\$6,500	\$500	\$620,320
CT2021	\$6,795	\$4,756	\$820 per charge point (2 per unit)	\$701	41	\$150	\$6,500	\$500	\$584,127

General & Administrative

General and Administrative costs are budgeted with a provisional rate of 10 percent, applied to Coulomb Technologies' direct labor cost. Examples of what is covered by these costs include, but are not limited to, accounting, human resources, general administration, rent, and costs to operate and maintain Coulomb facilities. This 10 percent rate is based on the negotiated rate included in the federal Department of Energy ChargePoint® America application. The budgeted General and Administrative cost is \$8,285.

Cost share information

This proposal shows non-NYSERDA funding of \$611,335. This is more than \$400,000 above the required 20 percent cost-sharing on this proposal.

Coulomb and its partners are contributing 61 percent in cost-sharing funds of the requested funding from NYSEDA. All cost sharing has been confirmed by letters (see attached). This cost sharing is described above and in the Attachment C forms for Coulomb Technologies and its partners (National Grid and Emerald Alternative Energy Solutions). Below is a table outlining cost sharing by partners:

Table 4: Cost Share Information

Source	Match Commitment Letter Attached	Cash	In-Kind Contribution	Total
NYSEDA	N/A	\$999,763		\$999,763
Coulomb Technologies	Yes	\$68,931	\$319,829	\$388,760
National Grid	Yes	\$126,750	\$84,000	\$210,750
Emerald Alternative Energy Solutions	Yes		\$11,825	\$11,825
Total Cost Share		\$195,681	\$415,654	\$611,335
Total		\$1,195,444	\$415,654	\$1,611,098

January 2, 2013

To: The Honorable Mayor and City Council
From: Kenneth A. Mix, Planning and Community Development Coordinator
Subject: Jefferson County Comprehensive Economic Development Strategy

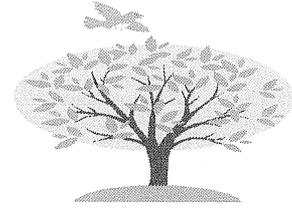
Each City Council Member received a copy of the 2012 Jefferson County Comprehensive Economic Development Strategy (CEDS) with their December 17, 2012 agendas.

The CEDS Committee is requesting that municipalities and organizations within the County endorse the plan. If the City Council wishes to endorse it, a resolution can be prepared for the January 22, 2013 meeting.

January 3, 2013

To: The Honorable Mayor and City Council
From: Michael J. Sligar, Water Superintendent
Subject: Fluoride Update

Some research has been conducted on the subject, as well as an attempt to form a Steering Group. I will be available at the January 7, 2013 Council Meeting to provide an update.



TREE WATERTOWN COMMITTEE

City of Watertown, New York

January 3, 2013

The Honorable Mayor and City Council
City of Watertown, New York

Dear Council Members:

Attached for your review is *Tree Watertown's 2012 Annual Report* which outlines the activities of Tree Watertown from December 2011 through November 2012. As the City's Street Tree Advisory Board, Tree Watertown conducted or was involved with numerous tree planting and educational efforts throughout the year including our annual Arbor Day celebration as well as spring and fall tree planting projects.

Thank you for your continued support of Tree Watertown and the City's urban forest. If you have any questions about the Annual Report, please let me know.

Sincerely,

A handwritten signature in cursive script, appearing to read "William W. Christopherson".

William Christopherson
Landscape Architect
Chairman, Tree Watertown

cc: Sharon Addison, City Manager
Michael A. Lumbis, Planner

William Christopherson, RLA
1145 Boyd Street
Watertown, NY 13601

Ph (315) 785-6850

Email: Wchrist796@aol.com



Tree Watertown 2012 Annual Report



December 2011 - November 2012



Tree Watertown 2012 Annual Report

Chairman's Letter

December 13, 2012

Dear Tree Watertown Members:

Herein, you will find our annual report for 2012. It's been quite a year, and once again, we are proud that Watertown will be designated a Tree City USA by the National Arbor Day foundation. This year will be the 13th consecutive year that we have attained this prestigious recognition, which we could not have accomplished without the help and support of you, our volunteer members of Tree Watertown, and our many partners as well.

Some of our important partners who have worked with Tree Watertown this year to accomplish new shade tree plantings in the City include the Master Gardeners from Cornell Cooperative Extension, the Watertown Noon Rotary Club, Jefferson Community College, and the Girl Scouts of NYPENN Pathways, Inc.

We are thankful for the continued support of the City of Watertown, and their commitment to working with Tree Watertown to assure the continued growth and viability of our urban forest for future generations. The Department of Public Works once again provided much needed assistance in planting new trees, and digging tree pits for our planting projects during the year.

Our annual report, prepared by Michael A. Lumbis, City Planner, and contained herein, describes the many programs, events, and meetings that were conducted by Tree Watertown in 2012. Our accomplishments this year are framed by two wonderful events that demonstrate how volunteers have worked with Tree Watertown to make our City of Watertown a more beautiful place.

On April 27, Arbor Day 2012, was celebrated with a tree planting ceremony at Jefferson Community College. JCC student volunteers, local residents, public officials, and many of our Tree Watertown members assisted in planting new shade trees in the JCC campus court yard.



Tree Watertown 2012 Annual Report

On October 29, Tree Watertown was pleased to advise and assist the Girl Scouts of NYPENN Pathways, Inc. in planting 100 new shade trees to commemorate the Girl Scouts 100th anniversary. The Girl Scouts received this year's Carolyn Whitney Tree Planting Grant from the Northern New York Community Foundation, and Tree Watertown was pleased to be able to work with the Girl Scouts to make their project a success.

The following pages detail all of our different projects for 2012. Again, I especially thank the volunteer board members of our Tree Watertown committee for taking time out of their busy schedules to help plan and organize each of our events throughout the year. I look forward to working with you on new and exciting projects in the coming year.

Sincerely,

William W. Christopherson,
2012 Chairman, Tree Watertown

cc: City Council Members
Sharon Addison, City Manager



Tree Watertown 2012 Annual Report

Tree Watertown Activities - December 2011 through November 2012

- December 8, 2011: The 2011 Tree Watertown Annual Meeting was held. The meeting agenda included election of officers for 2012 and a review of activities and the annual financial report for 2011.
- December 16, 2011: The 2011 Tree City USA Application was submitted to the National Arbor Day Foundation. Tree Watertown assisted with the completion of the City's application.
- January 12, 2012: Plans for the 2012 Spring Tree Planting Projects were discussed. It was noted that City Staff had been in contact with the Rotary Club and Salina Street and Factory Square Park would be the likely location of the City-Rotary tree planting to be held in April. Planting location ideas for the Department of Public Works tree planting were then discussed. Suggested sites for the project included the Taylor Playground, Phelps Street, Lansingdorp Park, Morrison Street, Leray Street and others.
- January 12, 2012: Jefferson Community College (JCC) was discussed as a possible location for an Arbor Day planting. It was noted that there was interest from JCC about plantings at the campus along Interstate 81. It was also suggested that a future project might be to work with JCC to have it designated as a Tree Campus USA.
- January 12, 2012: Members discussed project ideas for the Carolyn Whitney Fund Grant application that will be submitted to the Northern New York Community Foundation. Project ideas included tree plantings at JCC or planting bare root trees near existing ash trees, similar to last year's project.
- January 12, 2012: Bill Christopherson provided a brief overview of the various steps that were taken in the summer of 2011 to address the tree damage caused by the City's sidewalk replacement program. It was noted that the various construction practices currently being employed are having detrimental impacts on the trees. It was decided to have Bill contact the City Manager to discuss the status of the various requests made at the meeting with her last summer.
- January 12, 2012: Mike Lumbis noted that the inventory of the existing ash trees is now complete, and he has resumed writing a draft of the Emerald Ash Borer Management Plan. (EAB)





Tree Watertown 2012 Annual Report

Tree Watertown Activities - December 2011 through November 2012 Continued

- January 12, 2012: Jason White suggested that Tree Watertown spruce up the signs within the Washington Street Arboretum by replacing missing signs and cleaning existing ones. He also suggested that we redistribute the brochures to area buildings and look into installing a small kiosk to hold the brochures.
- January 24, 2012: The EAB Management Plan subcommittee met to review and discuss the latest draft of the EAB Plan for the City of Watertown.
- February 9, 2012: Tree Watertown continued discussion on the various spring tree planting projects being planned, including Arbor Day.
- February 9, 2012: Members discussed the EAB Plan with the EAB Plan subcommittee, specifically the costs and benefits of using tree injections to manage the EAB and to prolong the life of ash trees within the City.
- March 8, 2012: Members continued to discuss project ideas for the Carolyn Whitney Fund Grant application including a partnership with the Watertown City School District. The proposed project would be completed in the fall and would include the planting of fruit trees.

Purpose and Plan History

By drafting and implementing the Emerald Ash Borer Management Plan, the City of Watertown hopes to outline policies and procedures for dealing with the destructive effects of the Emerald Ash Borer (EAB) on our urban forest. The loss of hundreds of trees City wide will have a profound impact on home values, quality of life and the environment. By adopting this plan, the City will take a proactive approach and attempt to spread costs associated with the EAB over time while minimizing the impact of the tree loss. Tree Watertown, the City's Street Tree Advisory Board, in conjunction with the City Planning Office has prepared this plan over the course of the last 12 months. The impetus for writing a plan was based on the impending EAB threat and discussion at both Tree Watertown meetings during the last few years and at the City Council level, during meetings in early 2011. It is hoped that the plan will serve as a blueprint for future action in dealing with the EAB over the course of the next several years. The EAB will soon affect our City's numerous ash trees and by addressing the issue proactively, it is hoped that the inevitable costs of infestation can be spread across several years rather than waiting and dealing with a sudden, disastrous loss of foliage.

Scope and Applicability

This plan deals primarily with ash trees located within city street rights-of-way and parks however a plan to inform, and support citizens who have ash trees on their private property will also be included.

Administration

The plan will be administered by the Planning Office in conjunction with the Department of Public Works and Tree Watertown.

What is EAB?

Emerald Ash Borer, *Agrilus planipennis* (Fairmaire), or EAB, is a non-native wood-boring pest of North American ash trees. This devastating pest was first found in 2002 in North America where it was discovered in southeastern Michigan and adjacent areas in Windsor, Ontario, Canada. It is thought to have been introduced in the 1990's on solid wood packing material originating from Asia. This extremely destructive beetle poses an enormous threat to all of North America's rural and urban ash resources.

Unlike many other wood boring beetles, EAB aggressively kills stressed and healthy ash trees; most dying within two to three years of becoming infested. Currently, EAB has no known



- March 8, 2012: A draft copy of the EAB Management Plan was distributed and discussed. The draft plan recommends additional annual tree plantings above our normal planting levels to account for anticipated ash tree losses. It also proposes removal of existing ash trees over a 3-4 year period once the trees become infested and the treatment of 60 high-value ash trees.
- March 13, 2012: Tom Walker, Bill Christopherson and Mike Lumbis met with Matt Lambert at JCC to discuss plans for Arbor Day 2012. JCC has committed to partnering with Tree Watertown. A total of 5 trees will be planted including one paid for by Tree Watertown. The ceremony will take place on Friday, April 27 on the JCC campus near the clock tower at 12:20 p.m.



Tree Watertown 2012 Annual Report

Tree Watertown Activities - December 2011 through November 2012

Continued

- March 15, 2012: The City of Watertown is named a Tree City USA for 2011 by the National Arbor Day Foundation. The year 2011 marks the twelfth consecutive year Watertown has received the designation.
- March 29, 2012: Mike Lumbis and Bill Christopherson attended the 2011 Tree City/Tree Campus/Tree Line U.S.A. Awards Ceremony in Albany, NY to accept the 2011 Tree City USA award on behalf of the City of Watertown.
- April 12, 2012: Final plans for organizing a work day to clean up the Washington Street Arboretum were made. The cleanup will be Saturday, May 12 at 8:30 a.m., which coincides with the Downtown Business Association's cleanup day.
- April 12, 2012: Final plans for Arbor Day and the spring tree planting projects were discussed. The Rotary and DPW tree plantings will be held earlier this year do to the warmer than average spring temperatures.
- April 18 – 24 2012: The City of Watertown Department of Public Works completed the City's Annual Tree Planting Project by planting a total of 84 trees throughout the City. Tree Watertown members assisted with the sorting and numbering of the trees prior to planting. Notable planting locations included 24 trees on Morrison Street, 4 in a small park on Leray Street and 6 within Lansingdorp Park.
- April 21, 2012: Tree Watertown assisted the Watertown Noon Rotary Club with its annual tree planting project. The Rotary planted 50 trees including 24 in Factory Square Park, 24 on Salina Street and 2 in North Watertown Cemetery.
- April 26, 2012: An application to the NNY Community Foundation through the Carolyn Whitney Tree Planting Fund was submitted. If awarded, the funding would provide for the planting of 35 bare root trees. The planting locations would be 25 sites throughout the City and 10 at Ohio Elementary.
- April 27, 2012: Tree Watertown held its 15th annual Arbor Day Observance at Jefferson Community College. The celebration featured the planting of a Northern Catalpa tree and 4 Norway spruce trees on the college's campus. City Council Member Roxanne M. Burns, on behalf of Mayor Jeffrey E. Graham, read the Arbor Day Proclamation and declared April 27, 2012, as Arbor Day in the City of Watertown.



TREE CITY USA®





Tree Watertown 2012 Annual Report

Tree Watertown Activities - December 2011 through November 2012 Continued

- May 10, 2012: Tree Watertown members discussed the various spring tree planting projects and programs that were held in April, noting another successful year.
- May 10, 2012: Glen noted that planning was underway for the 2012 NY ReLeaf Conference that was being held on July 19-21 at Canisius College in Buffalo. The workshop will bring urban forestry professionals together from all over the state to share ideas and learn about the latest advances in the field of urban forestry.
- May 12, 2012: Tree Watertown held a work day to improve the Washington Street Arboretum. The Washington Street Arboretum was developed in 2003 as a way to show residents and visitors the unique variety of tree species that are located within the 200 Block of Washington Street in Watertown. A map was created and many of the trees were identified in the field with a small post and sign. Some of the signs had disappeared; others were dirty or in need of repair, and the work day was an opportunity to clean up and refresh the display.
- May 15, 2012: The summer tree watering and maintenance program began with the hiring of local college student Matthew Brown. Matt will be following a watering and mulching schedule throughout the summer season. Matt is a recent graduate of the State University of New York College of Environmental Science and Forestry and is pursuing a career in forestry.
- May 30, 2012: Tree Watertown member Mike Lumbis gave a presentation to four 4th grade classes at Knickerbocker Elementary. The presentation, entitled "How to Select a Tree" focused on the need for proper site and species selection prior to planting a tree. The presentation was followed by the planting of a Swamp White Oak on June 18 on the school grounds. The tree was purchased by the Knickerbocker PTO as a gift to the school from the 4th grade classes.
- June 17, 2012: Tree Watertown member Samuel Thomas conducted a Tree Planting Program with children from Saint Vasilios Greek Orthodox Church on Franklin Street. The children participated in a discussion about the importance of trees and planted a Norway spruce on the church grounds.
- July 12, 2012: The July Tree Watertown meeting was held at the New York State Department of Environmental Conservation's offices in Dadville, NY, just outside of the Village of Lowville. A tour of the DEC Arboretum followed the meeting. The arboretum has been developed over the last 20 years by Glen Roberts, Fred Munk and other DEC foresters.





Tree Watertown 2012 Annual Report

Tree Watertown Activities -

December 2011 through November 2012

Continued

- July 12, 2012: An update on the summer tree watering, mulching and maintenance program was provided. Watering has been underway since mid May and the mulching started in early June.
- July 12, 2012: Members discussed the recent drought conditions and concerns about tree mortality if trees are not kept watered. Glen suggested we send out a press release about the importance of watering recently planted trees to ensure their survival.
- July 12, 2012: It was reported that the City of Watertown will not be receiving the Carolyn Whitney Tree Planting Grant this year. The \$3,700 grant was awarded to the Girl Scouts of NYPENN Pathways, Inc., who plan to have 100 girls plant 100 trees in honor of the 100th anniversary of Girl Scouts. Although the City was not the recipient, the grant criteria calls for the trees to be planted in the City on public property. Tree Watertown has been asked by the Northern New York Community Foundation to help coordinate the planting. Members agreed to provide assistance with the project such as tree species and site selection as well as planting supervision and assistance.
- July 16, 2012: Tree Watertown issued a press release urging residents to water recently planted trees on or near their property. The lack of rainfall and hot, dry conditions during late June and July prompted the release, which generated a great deal of positive newspaper and television coverage.
- July 19-21, 2012: Glen Roberts, Mike Lumbis and Mike DeMarco attended the New York State Urban and Community Forestry Council's NY ReLeaf Conference in Buffalo, NY. Mike DeMarco discussed an EAB presentation that he attended while Mike Lumbis presented a slide show of pictures taken on a tour of Schichtel's Nursery.
- August 9, 2012: Tree Watertown welcomed new City Manager Sharon Addison to our monthly meeting. Sam Thomas presented a brief history of Tree Watertown to Ms. Addison. A brief discussion followed regarding several issues facing Tree Watertown including the Emerald Ash Borer, the City's Sidewalk Replacement Program and Funding.
- August 9, 2012: Matt Brown provided a report to members on the summer watering and mulching program. He reported that in addition to watering approximately 150 spring planted trees each week and watering 330 two and three year old trees on a rotational basis, he has also mulched trees throughout the City. This summer, 513 trees have been mulched in locations on streets and in parks to date. It should be noted that Matt continued to mulch trees through the first week in September and during that time was responsible for mulching an additional 511 trees. In total, he mulched 1,024 trees during his tenure.





Tree Watertown 2012 Annual Report

Tree Watertown Activities - December 2011 through November 2012 Continued

- August 9, 2012: Mike and Glen reported that they had met with Karen Strife from the Girl Scouts of NYPENN Pathways, Inc. to discuss the fall tree planting project. Several sites are being investigated for planting including Thompson Park, the Fairgrounds and Factory Square Park.
- September 13, 2012: Mike Lumbis noted that plans were being finalized for the Girl Scout fall tree planting. Smaller trees, grown in 3 gallon containers and measuring approximately 2' tall, will be planted in Thompson Park and at the Fairgrounds. The plan is to have Tree Watertown members train and supervise the volunteers and help where needed. The planting is scheduled for October 27, 2012.
- October 11, 2012: The Clinton Street Reconstruction Project was discussed. It was noted that as part of the street reconstruction project, 36 trees would be planted. While it was originally thought that the trees would be planted this fall, the planting has been delayed until the spring of 2013.
- October 27, 2012: Tom Walker attended the New York State Chestnut Foundation meeting held in East Syracuse. At the meeting, he provided an update regarding the American Chestnut orchard that has been developed over the last few years on the grounds of Belleville Henderson School.
- October 27, 2012: Tree Watertown members worked with approximately 287 girl scout volunteers to complete the annual fall tree planting project. The project featured that planting of 100 trees within three parks in the City. At Thompson Park, 47 trees were planted at four locations. The sites were located near the overlook on West Entrance Drive, near the golf course, in the zoo by the Elk exhibit and across from the main picnic pavilion. At the Fairgrounds, 41 trees were planted along the Fairgrounds Trail, a the riverfront trail that starts near the Ice Arena and travels along the Black River to JCC. At Factory Square Park, 12 trees were planted along the trail and within the park area.
- November 8, 2012: A follow up discussion occurred regarding the fall tree planting project. A suggestion was made to work with the Girl Scouts to plan a follow up work day in the spring to water, weed and re-mulch the trees.
- Throughout the year, Tree Watertown members provided to area residents educational information concerning tree identification, site selection requirements and other urban forestry information.



Tree Watertown Annual Activity Report
Prepared December 13, 2012 by:
Michael A. Lumbis, Planner



Tree Watertown 2012 Annual Report

Tree Watertown Members

- Bill Christopherson, Chairman
- Dr. Jason White, Vice-Chairman
- Joshua Carlsson, Secretary
- Michael Lumbis, Treasurer
- David Buszak
- Mike DeMarco
- Sue Gwise
- Jack Parsell
- Kelly Reinhardt
- Glen Roberts
- Samuel Thomas
- Jennifer Voss
- T. Urling Walker

2012 Meeting Dates

- January 12, 2012
- February 9, 2012
- March 8, 2012
- April 12, 2012
- April 21, 2012 (Tree Planting)
- April 27, 2012 (Arbor Day Ceremony)
- May 10, 2012
- July 12, 2012
- August 9, 2012
- September 13, 2012
- October 11, 2012
- October 27, 2012 (Tree Planting)
- November 8, 2012
- December 13, 2012 (Annual Meeting)

January 2, 2013

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: The 24th Annual Local Government Conference Workshop
on March 28, 2013

Attached is a flyer for the 24th Annual Local Government Conference to be held on Thursday, March 28, 2013, from 7:30 a.m. til 5:30 p.m. at Jefferson Community College. If City Council Members are interested in attending, please advise Elaine Giso no later than February 28 of your session selections so that we will be able to register you.

NYS TUG HILL COMMISSION 24TH ANNUAL LOCAL GOVERNMENT CONFERENCE

Thursday, March 28, 2013, Jefferson Community College

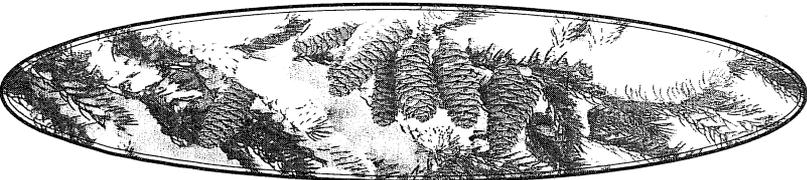


Photo by Kate Kramer

About the Conference

The March 28, 2013 Local Government Conference, organized by the NYS Tug Hill Commission, is an annual event attracting as many as 650 local government officials from across the North Country. Workshops on a variety of topics are geared toward town and village board members, clerks, planning boards, zoning boards, highway departments, and assessors.

Registration Information

Please mail the registration form inside with a check or voucher. Refunds will not be granted after Wednesday, March 13th.

Directions to Jefferson Community College

Take Interstate 81 to Exit 46 (Coffeen Street). Travel east on Coffeen Street 0.25 mile. The college entrance is on your left. Parking at the college is in the back in Lots C & D. Registration is in the Gymnasium.

Overview of the Day

7:30 a.m. - 8:30 a.m.

Registration & Breakfast w/ Exhibitors

8:30 a.m. - 9:00 a.m.

Welcoming Remarks & Keynote

9:15 a.m. - 10:30 a.m.

1st Concurrent Session

10:45 a.m. - Noon

2nd Concurrent Session

Noon - 1:00 p.m. ~ Lunch

1:15 p.m. - 2:30 p.m.

3rd Concurrent Session

2:45 p.m. - 4:00 p.m.

4th Concurrent Session

4:00 p.m. ~ Reception

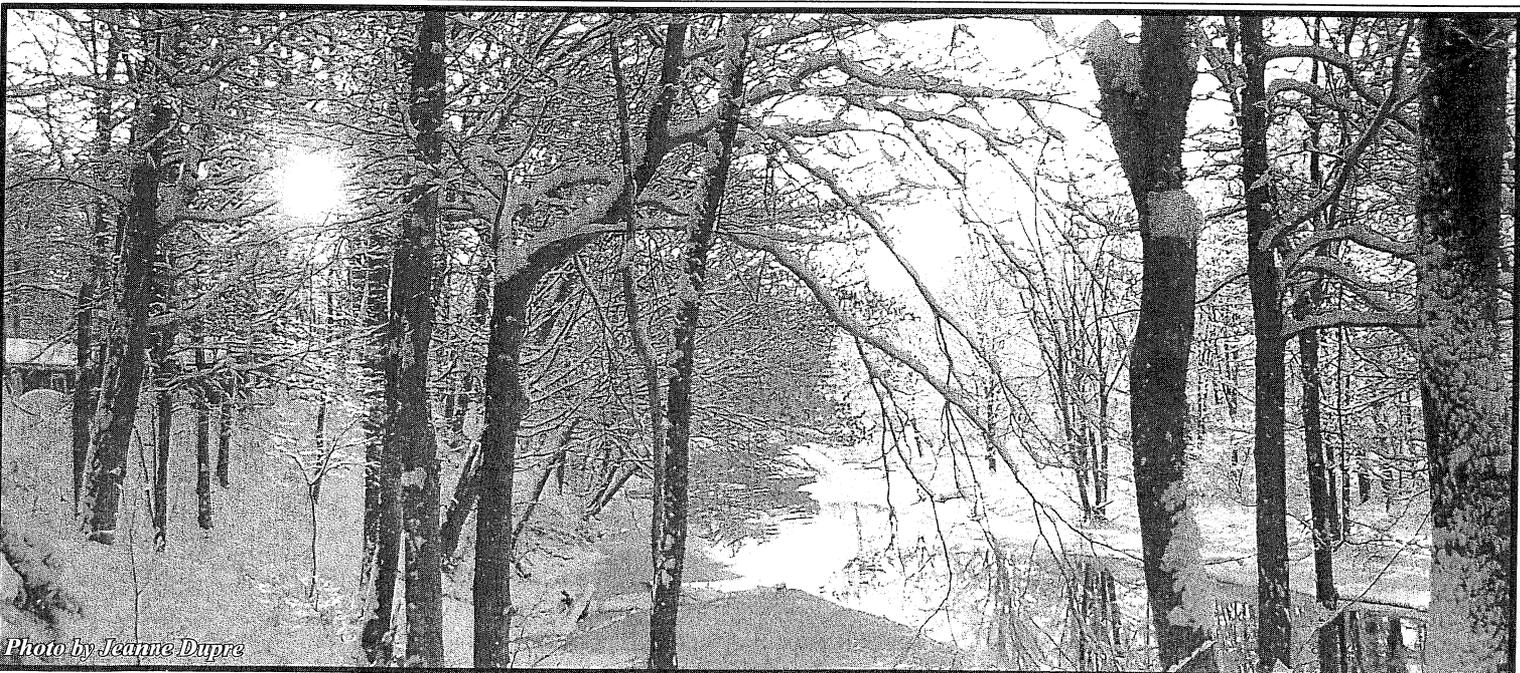


Photo by Jeanne Dupre

2013 Conference Sessions

Town Boards ~ Village Boards ~ Clerks ~ Planning Boards ~ Zoning Boards ~ Highway Departments ~ Assessors

Assessor Training - 8:30 a.m. - 4:00 p.m.
Six Hours Certified Training for Assessors:
Part 1 & Part 2

8:30 a.m. - 9:00 a.m.

Keynote by:

Gerry Geist, Executive Director

Association of Towns of the State of NY

Session 1: 9:15 a.m. - 10:30 a.m.

1A. Developing an Effective Fund Balance Policy

How much fund balance a municipality should keep each year and factors they need to think about when deciding the amount to keep will be the subject of this session.

1B. The Consolidated Funding Application (CFA) Process

This session will provide an overview of the CFA process which was created in 2011 to streamline and expedite the grant application process and improve the State's economic development model.

1C. Ethical Standards for Planning & Zoning Officials

This presentation will help members of planning and zoning boards determine if a conflict of interest exists in certain municipal transactions.

1D. ZBA Overview

This introductory course to the zoning board of appeals will focus on the statutory tests boards must follow to grant use and area variances and proper handling of zoning interpretations.

1E. Rights of Way Management Issues: PART 1

Highways established by prescription, effect of discontinuance and abandonment of highways, abandonment of highways through non use, and other rights of way management issues will be discussed in this session.

1F. Strategies for Dealing with Difficult Customers: PART 1

This session is designed for any local official looking for the proper responses and techniques to appropriately handle dissatisfied customers living in your community.

1G. Don't Become Old, Leaky, and Worn Down: Maintaining Municipal Infrastructure

This session will run through the different components that can help you maintain your infrastructure, including GIS and GPS.

Session 2: 10:45 a.m. - Noon

1A. Open Discussion with Association of Towns

Discussion of legislative priorities, legal issues, and upcoming topics of concern for municipalities across the state. There will be plenty of time to ask questions of the new executive director and the legal staff from the

2B. Economic Development 101

An overview of economic development: its competitive realities, the role of incentives, and the role of local officials in building economically viable communities.

2C. Site Plan: The Good, Bad and Ugly - Improving Submissions

This session will cover commonly submitted site plans, legibility and completeness issues, submittal details, and review criteria.

2D. Ten Commandments for Members of Zoning Boards of Appeals and Planning Boards

This session will discuss a set of Ten Commandments which may be useful in guiding your conduct as a zoning or planning board member.

2E. Rights of Way Management Issues: PART 2

Additional rights of way management issues will be discussed in this session and will be a continuation of the discussion in the first session.

2F. Strategies for Dealing with Difficult Customers: PART 2

This session will be a continuation of the first session dealing with proper responses and techniques to appropriately handle dissatisfied customers living in your community.

2G. Creative Reuse of Historic Buildings

This presentation will discuss what municipalities can do with their buildings as grant programs change. An example to be discussed is the Carthage Fire Department building being reused as a shared court space.

Lunch: Noon - 1:00 p.m.

Session 3: 1:15 p.m. - 2:30 p.m.

3A. Red Flags for Fraud

This session is designed to assist village and town officials in carrying out their fiscal oversight responsibility.

3B. Programs for Energy Conservation

Learn about programs available to municipalities for energy conservation measures and renewable energy installations. Case studies from towns that have installed measures will be presented.

3C. Sign Regulations

This course reveals what municipalities may and may not regulate in commercial or non-commercial signage and explores how signage can be regulated for community aesthetics.

3D. New SEQR Forms & Workbook

DEC staff will review the new Environmental Assessment Forms and discuss how the new workbook will help local officials complete the forms.

3E. The Economics of Ergonomics

This session will discuss the environmental aspects of daily work tasks that contribute

direct and indirect costs associated with those injuries, and simple program modifications to minimize or eliminate the root cause.

3F. Posting Agendas & Resolutions to Your Website

Robert Freeman will discuss the new law requiring clerks to post items on their municipal websites prior to board meetings. Bring your questions regarding this issue and any other questions regarding Freedom of Information (FOIL) requests.

3G. Invasive Species: Region & Community Preparedness

This session will consist of an overview of invasive species and what highway departments, municipalities and community stewards can do to help stop the spread.

Session 4: 2:45 p.m. - 4:00 p.m.

4A. Ask the Records Management Expert

Robert Freeman will be available to answer any and all questions related to the Freedom of Information Law, as well as the Open Meetings Law.

4B. ConnectNY & Broadband in the North Country

An overview of the statewide ConnectNY project and priorities for 2013. Presentation of broadband needs for the North Country region.

4C. Land Uses Requiring Special Treatment

Land uses such as churches, schools, day care centers, group homes for the disabled, mining operations, adult uses, telecommunications towers, public utilities, and electrical generating facilities will be discussed in this session as they relate to local zoning codes and the state law.

4D. O & A for PB's & ZBA's

Ask the expert your burning legal question. Open floor for questions on planning and zoning issues with Scott Chatfield.

4E. Get Your Shop in Shape!

Identifies what OSHA/PESH are looking for during a facility inspection. This session will have a simulated walk-through of a typical highway maintenance shop with an OSHA/PESH compliance officer and identify violations generally found and cited.

4F. Municipal Website Design & Security

Designing, redesigning and implementing a website and its security will be the topic of this session.

4G. Disaster Preparedness: Is Your Community Ready?

What is an emergency plan, what is a municipality's role in an emergency, and is your community ready, are just a few of the questions that will be answered in this session.

Reception: 4:00 p.m.

**** Sessions subject to change due**

~ ~ Registration Information ~ ~

Please complete and return this registration form with your check or voucher (please do not send cash) payable to:



Only one attendee per registration form. You may copy this form for multiple registrations or download a copy from our website at www.tughill.org

The Tug Hill Commission will not accept registrations by phone, fax, e-mail or credit card payment.

Amount Paid: \$50 (postmarked by 3/6/13) \$75 (postmarked by 3/13/13) \$100 (received after 3/13/13)

We can not issue refunds after March 13, 2013.

**** Please Print ****

Name: _____ Town/Village: _____

County: (please check one) Jefferson Lewis Oneida Oswego St. Lawrence Other: _____

Address: _____

City: _____ State: _____ Zip: _____ Daytime Phone: w/h () _____

Municipal Position Held: (please check one)

Assessor Attorney Clerk Councilman DPW Highway Justice Mayor
 Planning Board Supervisor Trustee Zoning Board of Appeals Other: _____

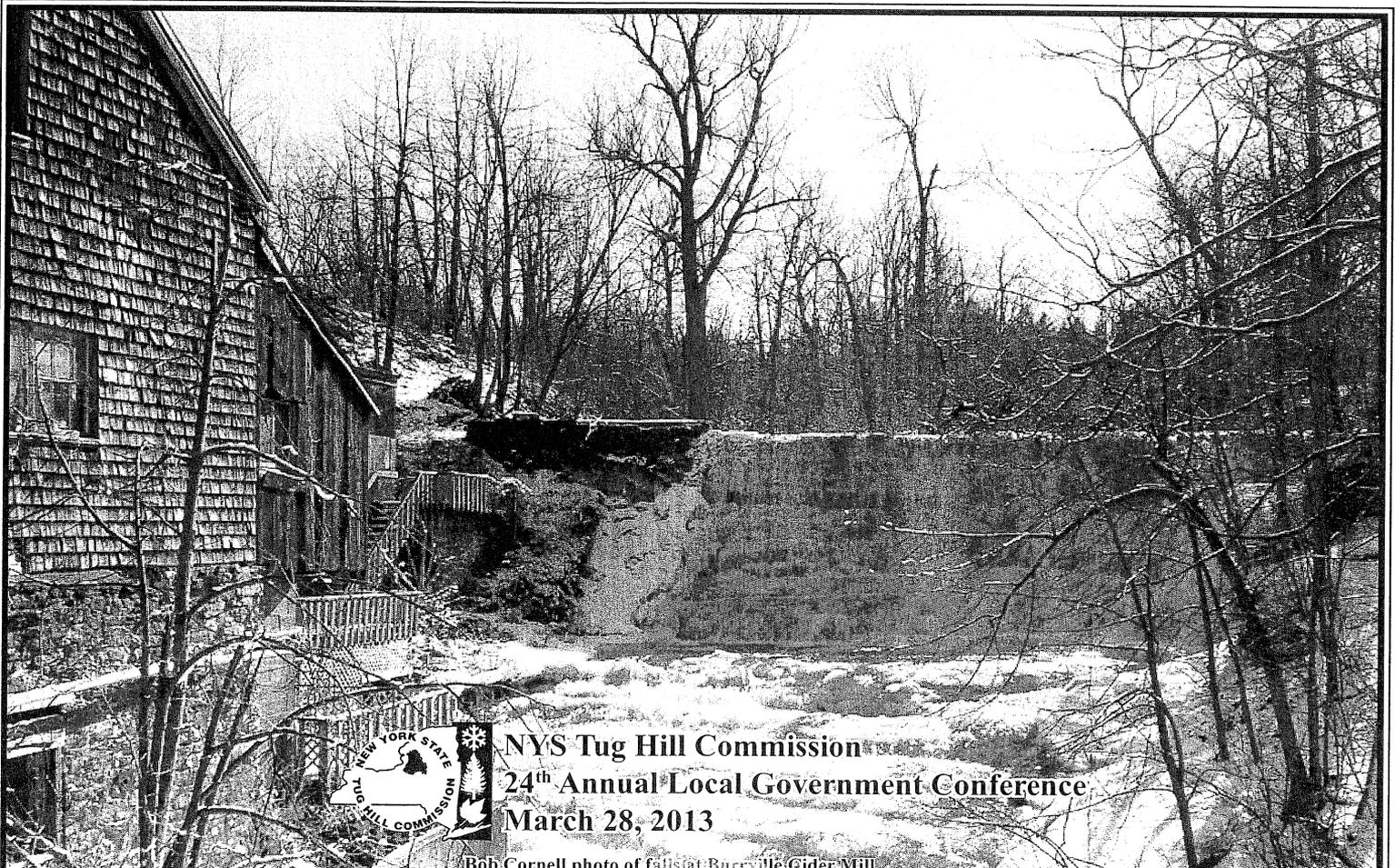
In order for us to provide adequate seating, please check any workshop session(s) you might be interested in attending. This is not set in stone. You may choose any session you would like to attend on the day of the conference.

	Session 1	Session 2	Session 3	Session 4
Workshop A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Workshop B	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Workshop C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Workshop D	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Workshop E	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Workshop F	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Workshop G	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assessors Session	<input type="checkbox"/> a.m.	<input type="checkbox"/> p.m.		



New York State Tug Hill Commission
Dulles State Office Building
317 Washington Street
Watertown, New York 13601
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Permit #100



NYS Tug Hill Commission
24th Annual Local Government Conference
March 28, 2013

Bob Cornell photo of falls at Burrville Cider Mill