

# Ulster County Government Agencies, Programs and Services



## A Resource Guide

January 2007

**Ulster County Resource Guide (rev. 1/31/07)**

**Message from the Chairman of the Legislature**

# Ulster County Resource Guide

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## **Ulster County Legislature**

**David B. Donaldson, Chairman**

**Jeanette Provenzano, Majority Leader**

**Glenn P. Noonan, Minority Leader**

**Kathleen Carey Mihm, Clerk of the Legislature**

Ulster County Office Building, 6<sup>th</sup> Floor

244 Fair Street

Kingston, NY 12401

**Phone:** (845) 340-3900

**Fax:** (845) 340-3651

**Office Hours:** 9:00 AM to 5:00 PM Monday-Friday

### Mailing Address

PO Box 1800

Kingston, NY 12402-1800

The Ulster County Legislature is the governing body of the County of Ulster. It consists of 33 members elected from 12 legislative districts every two years. The membership of the 2006/2007 Ulster County Legislature is as follows:

### **DISTRICT NO. 1: Towns of Marbletown, Rochester and Wawarsing**

- **Susan Cummings (R-C-I)**  
12 Clair Court  
Ellenville NY 12428  
**Phone:** (845) 647-8599 (H)  
**E-mail:** suedist1@aol.com
- **Mary F. Sheeley (D-I)**  
15 Clifford Street  
Ellenville NY 12428  
**Phone:** (845) 647-6980 (B)  
(845) 647-3572 (H)  
**E-mail:** msheeley@gmail.com
- **Leonard M. Distel (D-I-W)**  
1748 Ulster Heights Road  
Ellenville NY 12428  
**Phone:** (845) 647-4359/1711 (H)  
**E-mail:** leonardmdistel@yahoo.com
- **Joseph P. Stoeckeler, Jr. (D-I)**  
PO Box 187  
Ellenville NY 12428  
**Phone:** (845) 626-3555 (B)

### **DISTRICT NO. 2: Towns of Denning, Hardenburgh, Saugerties, Shandaken and Woodstock**

- **Donald J. Gregorius (D-W)**  
PO Box 384  
172 VanDale Road  
Woodstock NY 12498  
**Phone:** (845) 679-8926 (H)  
**E-mail:** lindon7@hvc.rr.com
- **Brian Shapiro (D-I-W)**  
110 Mill Hill Road  
Woodstock NY 12498  
**Phone:** (845) 679-6646 (H)  
(845) 633-3703 (cell)  
**E-mail:** shapiro@localnet.com

### **DISTRICT NO. 3: Towns of Hurley, Marbletown and Olive**

- **Peter G. Kraft (D-W)**  
348 Old Route 28  
Glenford NY 12433  
**Phone:** (914) 466-3033 (W)  
(845) 657-2801 (H)  
**Fax:** (845) 339-8851  
**E-mail:** pkraft8136@aol.com
- **Robert Parete (D-W)**  
PO Box 1  
3948 Route 28  
Boiceville NY 12412  
**Phone:** (845) 657-8814 (H)  
**E-mail:** pareterob@aol.com
- **Richard A. Parete (D-W)**  
289 Cherry Hill Road  
Accord NY 12404  
**Phone:** (845) 687-4255 (H)  
**E-mail:** rparete@verizon.net

**DISTRICT NO. 4: Towns of Kingston, Saugerties and Ulster**

- **Robert T. Aiello (R-C-I)**  
14 Birchwood Drive West  
Saugerties, NY 12477  
**Phone:** (845) 246-3775 (B)  
(845) 246-4028 (H)  
**E-mail:** rcaiello@verizon.net
- **Dean J. Fabiano (R-C)**  
PO Box 289  
41 Riozzi Court  
Glasco NY 12432  
**Phone:** (845) 246-2400 (B)  
(845) 246-9136 (H)
- **Gary Bischoff (D-I-W)**  
213 Charles Hommel Road  
Saugerties NY 12477  
**Phone:** (845) 246-9013 (B)  
(845) 246-6858 (H)  
**E-mail:** g@gary4ulster.com
- **Joseph P. Roberti, Jr. (R-C-I)**  
15 Ebel Court  
Saugerties NY 12477  
**Phone:** (845) 246-1285 (H)

**DISTRICT NO. 5: City of Kingston and Town of Ulster**

- **Michael G. Berardi (D-I-W)**  
PO Box 1163  
471 Ulster Landing Road  
Kingston NY 12401  
**Phone:** (845) 336-5154 (H)  
**E-mail:** mikeb430202000@yahoo.com
- **Brian B. Cahill (D-I-W)**  
1106 Dalewood Street  
Kingston NY 12401  
**Phone:** (845) 336-5217 (H)  
**E-mail:** ulsterkingston@yahoo.com

**DISTRICT NO. 6: City of Kingston**

- **Frank R. Dart (D-C-I-W)**  
135 Second Avenue  
Kingston NY 12401  
**Phone:** (845) 331-8004 (H)  
**Fax:** (845) 340-1886
- **Jeanette Provenzano (D-C-I-W)**  
1 Second Avenue, #1  
Kingston, NY 12401  
**Phone:** (845) 338-2209 (H)

**DISTRICT NO. 7: Towns of Esopus and Rosendale**

- **Joan A. Every (R-C-I)**  
4 Mt. View Avenue  
Rosendale NY 12472  
**Phone:** (845) 658-9374 (H)
- **Alan Lomita (D-W)**  
27 Mountain Road  
Rosendale NY 12472  
**Phone:** (845) 658-8730 (H)
- **Philip C. Terpening (D-I-W)**  
290 Whiteport Road  
Kingston NY 12401  
**Phone:** (845) 340-1667 (H)  
**E-mail:** pcterpening@aol.com

**DISTRICT NO. 8: Towns of Gardiner, New Paltz and Shawangunk**

- **Tracey A. Bartels (D-I-W)**  
PO Box 386  
45 Sand Hill Road  
Gardiner NY 12525  
**Phone:** (845) 255-0804 (H)  
**E-mail:** traceybartels@earthlink.net
- **Glenn P. Noonan (R-C-I)**  
109 Sandhill Road  
Gardiner, NY 12525  
**Phone:** (845) 255-8771 (H)  
**Fax:** (845) 255-1603  
**E-mail:** noonan57@aol.com
- **Peter J. Liepmann (D-W)**  
106 Plains Road  
New Paltz, NY 12561  
**Phone:** (845) 691-6060 (B)  
(845) 255-9463 (H)  
**Fax:** (845) 691-2892  
**E-mail:** peterl@hvc.rr.com

**DISTRICT 9: Towns of Marlborough, Plattekill and Shawangunk**

- **Frank Felicello, Jr. (R-C-I)**  
PO Box 371  
118 Mulberry Lane  
Marlboro, NY 12542  
**Phone:** (845) 236-5840 (B)  
(845) 795-2495 (H)
- **Wayne Harris (R-C)**  
PO Box 251  
53 Hull Avenue  
Clintondale NY 12515  
**Phone:** (845) 883-6022 (H)
- **Richard A. Gerentine (R-C-I)**  
43 South Road  
Marlboro, NY 12542  
**Phone:** (845) 236-3385 (B)  
(845) 236-4855 (H)
- **William C. McAfee (R-C)**  
797 Route 44/55  
Highland, NY 12528  
**Phone:** (845) 883-7269 (H)

**DISTRICT NO. 10: Town of New Paltz**

- **Hector S. Rodriguez (D-I-W)**  
PO Box 1124  
69 Main Street, Suite 304  
New Paltz NY 12561  
**Phone:** (845) 255-6221 (H)  
**E-mail:** hectorsrodriguez@yahoo.com
- **Susan E. Zimet (D-I-W)**  
PO Box 205  
100 Butternville Road  
New Paltz NY 12561  
**Phone:** (845) 255-2117 (H)  
**Fax:** (845) 255-1490  
**E-mail:** zauerbach1@aol.com

**DISTRICT NO. 11: Town of Lloyd and New Paltz**

- **Elizabeth A. Alfonso (R-C)**  
10 New Paltz Road  
Highland, NY 12528  
**Phone:** (845) 691-8735 (H)  
**Fax:** (845) 691-4121
- **Charles E. Busick (R-C)**  
153 South Riverside Road  
Highland, NY 12528  
**Phone:** (845) 691-8708 (H)  
**Fax:** (845) 691-8708

**DISTRICT NO. 12: City of Kingston**

- **David B. Donaldson (D-I-W)**  
148 Henry Street  
Kingston NY 12401  
**Phone:** (845) 331-8985 (H)  
**E-mail:** dbdonaldso@yahoo.com
- **Peter M. Loughran (D-C-I)**  
36 Liberty Street  
Kingston NY 12401  
**Phone:** (845) 338-5369 (H)  
**E-mail:** loughran1@email.msn.com

**Key to Political Party Designations:** C = Conservative D = Democrat G = Green I = Independent  
L = Liberal R = Republican W = Working Families

The members of the Legislature organize the Legislature and select a Chairman at the call of the Clerk of the Legislature, on or before the eighth day of January in each year. Annually, the members of the two political parties which shall have polled the largest vote in the last general election for the County shall elect a leader of their respective parties. The leader of the political party whose membership of the Legislature constitutes a majority of the Legislature shall be known as the Majority Leader and the leader of the other political party shall be known as the Minority Leader.

Regular Sessions of the Legislature are held on the second Wednesday of each month unless said second Wednesday is a holiday in which event the session shall be held on another day designated by the Chairman.

The Legislature operates under a committee system under which it performs and accomplishes the operations of government of the County of Ulster. Each of the County's departments reports to a standing committee that has been appointed and designated by the Chairman of the Legislature.

## **Ulster County Administrator's Office**

### **Michael P. Hein, County Administrator**

County Office Building, 6<sup>th</sup> Floor

244 Fair Street

Kingston, NY 12401

**Phone:** (845) 340-3800

**Fax:** (845) 340-3651

**Office Hours:** 9:00 AM to 5:00 PM Monday-Friday

### Mailing Address

PO Box 1800

Kingston, NY 12402-1800

The County Administrator's Office performs the following functions:

- Coordinates the activities of County government to most effectively implement the policies and directives of the Legislature
- Develops and recommends an annual budget program that includes both long-range capital budgeting and annual operating costs
- Supports the Legislature through research, preparation of reports and spreadsheets, and participation on various committees and task forces
- Develops policy and procedural recommendations for consideration by the Legislature.

## **Ulster County Office for the Aging**

### **Anne L. Cardinale, Director**

400 Stockade Drive

Kingston, NY 12401

**Phone:** (845) 340-3456

**Fax:** (845) 340-3583

**Website:** [www.co.ulster.ny.us/aging](http://www.co.ulster.ny.us/aging)

**Office Hours:** 9:00 AM to 5:00 PM Monday-Friday

The Office for the Aging assists Ulster County residents, age 60 and older, to be as independent as possible, for as long as possible, through advocacy and the development and delivery of cost effective policies, programs and services that support and empower the elderly and their families.

Some of the many programs and services include:

- **Information and Referral:** Trained office staff is available to answer questions or refer calls to appropriate agencies.
- **Home Delivered Meals:** May be arranged for week day delivery to homebound persons over 60.
- **Senior Dining Program:** Mid-day meals are served five days a week at sites in Ellenville, Kingston, Phoenicia, Rosendale, and Saugerties.
- **Subsidized Senior Day Care:** Supervision, activities, limited personal care, and a mid-day meal are provided at three day care centers in Ulster County.
- **Subsidized Home Care:** Local providers offer services in homes of people with temporary or chronic needs who cannot perform day to day tasks. Services may range from assistance with shopping, meal preparation and other household functions, bathing, grooming and feeding.
- **Home Energy Assistance Program (HEAP):** Provides assistance to pay heating bills for low income seniors.
- **Legal (civil matters), income tax, and HIICAP medical insurance counseling:** Available for seniors by appointment.
- **Senior ID Program:** Photo ID cards are issued Monday-Friday.
- **Subsidized Medical Alert:** A 24-hour emergency alert and identification system provided through Kingston Hospital for persons with a medical condition needing immediate assistance.
- **Support Groups:** A variety of support groups are available for seniors and their caregivers.
- **Transportation:** Once weekly subsidized transportation is available for shopping or medical appointments. Call 340-3333 (UCAT) for information.
- **Ulster Senior Care-A-Van:** Health screening and health education outreach for Ulster County seniors from March through December.
- **Outreach and Education on Medicare Programs:** Confidential counseling assistance and public education programs are available.
- **Ombudsman:** Long term care advocacy program.

## **Ulster County Area Transit (UCAT)**

### **Cynthia Ruiz, Director of Public Transit**

1 Danny Circle

Kingston, NY 12401-6453

**Phone:** (845) 340-3333

**Fax:** (845) 338-2096

**E-mail:** [ucat@co.ulster.ny.us](mailto:ucat@co.ulster.ny.us)

**Website:** [www.co.ulster.ny.us/ucat](http://www.co.ulster.ny.us/ucat)

**New Transit Center Website:** [www.co.ulster.ny.us/ucat/newcenter](http://www.co.ulster.ny.us/ucat/newcenter)

**Office Hours:** 9:00 AM to 5:00 PM Monday-Friday

**Service Hours:** 5:00 AM to 10:30 PM Monday-Friday  
8:00 AM to 6:00 PM Saturday (limited service)

Ulster County Area Transit offers safe, affordable, reliable public transportation throughout Ulster County and Newburgh. The system is designed to coordinate with other public transportation providers to offer commuter service and rural route service. Wheelchair accessible buses are available with 24 hours notice.

UCAT also serves as the Transportation Information Center for Ulster County. Passengers may call for information about all transportation providers in and around Ulster County.

**Bus Fares** (Fares are based on the number of zones traveled and any off route service provided.)

- \$.75 to board the bus (entitles you to one zone)
- \$.25 for each additional zone
- \$.50 additional for any single off route service
- Off route response (off route to off route) is double the single off route fare

**Method of Payment:** Fares are cash. Discounted bus passes are available.

**Bus Schedule:** Call (845) 334-8458 or (888) 827-UCAT for information.

## **Ulster County Arson Task Force**

### **Wayne Freer, Chairman**

380 Boulevard

Kingston, NY 12401

**Phone:** (845) 340-8629

**Fax:** (845) 340-1718

**E-mail:** [kbly@co.ulster.ny.us](mailto:kbly@co.ulster.ny.us)

The Arson Task Force was established in 1981 by the County Legislature as the designated agency for determining the origin and cause of fires in Ulster County. The chief officers of all fire departments in the County should request the assistance of the Fire Investigation Unit of the Task Force in investigating all fires of suspicious or undetermined origin. The sole objective of the Arson Task Force is to combat arsonist activities. This can be successfully accomplished by assuring that there is cooperation between fire departments, police agencies and the insurance industry operating in Ulster County in prosecuting arsonists.

Any person with information about suspicious fires can call the Task Force. There are 15 investigators assigned by the Task Force to investigate fires. They are on call 24 hours a day, seven days a week.

## **Ulster County Attorney's Office**

### **Joshua Koplovitz, County Attorney**

County Office Building, 6<sup>th</sup> Floor

244 Fair Street

Kingston, NY 12401

**Phone:** (845) 340-3685

**Fax:** (845) 340-3691

**Office Hours:** 9:00 AM to 5:00 PM Monday-Friday

### Mailing Address

PO Box 1800

Kingston, NY 12402-1800



The County Attorney prosecutes and defends all civil actions and proceedings brought by or against the County, and is the legal advisor to the County Legislature and all County officers in matters involving an official act of a civil nature. The County Attorney is also responsible for prosecuting juveniles in the Ulster County Family Court, and for out-of-state support collection cases. In addition, the County Attorney's office serves as the "**Contract Manager**" for the County Government and, as such, establishes contract protocols and exercises general oversight with regard to all contracts entered into by the County.

### **Ulster County Auditing Department**

**Lisa Cutten, Auditor**

County Office Building, 5<sup>th</sup> Floor  
244 Fair Street  
Kingston, NY 12401

**Phone:** (845) 340-3525

**Fax:** (845) 340-3697

**Office Hours:** 9:00 AM to 5:00 PM Monday-Friday

Mailing Address

PO Box 1800  
Kingston, NY 12402-1800

The Auditing Department is responsible for auditing and paying expenditures for all County departments. This includes verifying that all expenditures comply with applicable laws, contract or bid terms, and County fiscal and administrative policies.

### **Ulster County Department of Buildings and Grounds**

**Charles V. Work, Acting Commissioner**

313 Shamrock Lane  
Kingston, NY 12401

**Phone:** (845) 340-3300

**Fax:** (845) 340-3115

**Office Hours:** 7:00 AM - 5:00 PM Monday-Friday

This department administrates the County fairgrounds and parks; maintains County buildings and manages leased properties; manages all County renovations, alterations, and new construction projects; and provides emergency response to all alarm systems in County buildings. The department is comprised of four divisions: Buildings Maintenance and Custodial Management, Projects Management, Land and Lease Management, and Electronic Security.

### **Ulster County Clerk's Office**

**Nina Postupack, Ulster County Clerk**

County Office Building, 2<sup>nd</sup> Floor  
244 Fair Street  
Kingston, NY 12401

**Phone:** (845) 340-3288

**Fax:** (845) 340-3299

**Website:** [www.co.ulster.ny.us/countyclerk](http://www.co.ulster.ny.us/countyclerk)

Mailing Address

PO Box 1800  
Kingston, NY 12402-1800

The Ulster County Clerk's Office acts as custodian of the records for the County of Ulster. As custodian, the County Clerk's Office oversees documents dating back to 1683 including deeds, mortgages, judgments, liens, maps, civil and criminal actions. Yearly, hundreds of people search, file, and record land records, legal documents and court papers in the office.

Driver's licenses, registrations for automobiles, and other motor vehicle transactions are also processed on a daily basis. Enforcement processing for conditional licenses, insurance lapses and ticket clearance are offered to the residents of the County.

For persons interested in starting a business, becoming a notary public or obtaining a United States passport these, and many other services, are available through the County Clerk's Office.

The office is comprised of several divisions:

- **Recording Department**  
**Phone:** (845) 340-3288  
**Office Hours:** 9:00 AM to 4:45 PM Monday-Friday

**Services Available Include:**

- o Recording of all land records
- o Filing of all Supreme and County Court papers, judgments, and liens
- o Public access to land, court, judgment and miscellaneous records
- o Processing of passport applications
- o Filing of business certificates
- o Processing of notary public applications.

**Method of Payment:** Cash or check made payable to the Ulster County Clerk.

• **Motor Vehicle Department**

**Phone:** (845) 340-3700

**Website:** [www.co.ulster.ny.us/countyclerk/dmv.html](http://www.co.ulster.ny.us/countyclerk/dmv.html)

**Office Hours:** 8:00 AM to 4:45 PM Monday-Friday  
 9:00 AM to 3:30 PM Monday-Friday (Enforcement Unit)  
 9:00 AM to 1:00 PM Monday-Friday (CDL Testing)  
 9:00 AM to 4:00 PM Monday-Friday (Permit Testing)

**Motor Vehicle Mobile Unit**

**Hours of Operation:** 10:00 AM to 3:30 PM (closed for lunch from 1:00 to 2:00 PM)

**Schedule:**

|           |   |            |
|-----------|---|------------|
| Monday    | - | Marlboro   |
| Tuesday   | - | Saugerties |
| Wednesday | - | Ellenville |
| Thursday  | - | New Paltz  |
| Friday    | - | Shandaken  |

**Services Available Include:**

- o Processing of driver’s licenses – originals and renewals
- o Processing of learner’s permits
- o Processing of registrations – originals and renewals
- o Issuance of titles
- o Processing of Commercial Driver’s License (CDL) permits
- o Enforcement processing

**Method of Payment:** Cash, credit card, or check made payable to the Ulster County Clerk.

• **Records Management Program**

**Phone:** (845) 340-3415

**Services Available Include:**

- o Records storage facility
- o Micrographics capability
- o Archives and research

**Ulster County Community College (SUNY at)**

**Donald C. Katt, Ed.D., President**

Cottkill Road  
Stone Ridge, NY 12484

**Phone:** (845) 687-5000 or 1-800-724-0833

**Fax:** (845) 687-5083

**E-mail:** [admissions@sunyulster.edu](mailto:admissions@sunyulster.edu)

**Website:** [www.sunyulster.edu](http://www.sunyulster.edu)

Mailing Address

PO Box 557  
Stone Ridge, NY 12484-0557

**Other Important Phone Numbers**

President: (845) 687-5049      Admissions: (845) 687-5018      Security: (845) 687-5036

**Extension Centers**

**Business Resource Center**

1 Development Court  
Kingston, NY 12401  
**Phone:** (845) 339-1322 or 339-2025

**Highland Middle School Extension Site**

320 Pancake Hollow Road  
Highland, NY 12528  
**Phone:** (845) 691-4401 (evenings)

**Everett Hodge Community Center**  
15-21 Franklin Street  
Kingston, NY 12401  
**Phone:** (845) 331-9681 or 331-9682

SUNY Ulster is a public, comprehensive, learner-centered institution, serving traditional and nontraditional learners of Ulster County by providing accessible, affordable, quality educational opportunities for transfer, career preparation, basic skills enhancement, cultural enrichment, and life-long learning. The College is committed to enhancing the quality of life for residents of Ulster County by serving as a catalyst for social and economic development, promoting multicultural understanding, and demonstrating exemplary service, responsive stewardship, and accountability for student learning.

SUNY Ulster is rapidly becoming the Hudson Valley's leader in information technology education and training, with six programs in computer and information technology. The College also enjoys a long tradition of successfully preparing students to transfer to many colleges and universities across the country in a wide range of majors. More than 60% of SUNY Ulster's students continue on for baccalaureate degrees.

The College was one of the first community colleges in the state to offer an associate's degree completely online. Called **OASIS** (Online Associate in Science in Individual Studies) the degree is perfect for residents trying to balance work and family obligations with college study. The College also offers a full range of courses that may be completed online through the SUNY Learning Network using a home computer, enabling students to set their own hours and pace for completing college courses.

Through **SUNY Ulster's Artist-in-Residence, Visiting Artist and Poetry Forum** programs students have an array of opportunities to study with internationally-known writers, poets, visual and performing artists and musicians.

**Stone Ridge Campus:** Services and facilities on the Stone Ridge Campus available to community residents include: Online library catalog system and access to a full range of electronic databases; professional search assistance during library hours; the Children's Center, providing fully-licensed day care; a 500 seat theater; tennis courts; and an 1,800 seat gym. In addition, SUNY Ulster offers one-on-one transfer and career counseling to help students plan their college and professional career.

**Business Resource Center:** The College's Kingston-area campus at the Business Resource Center in the Town of Ulster provides day, evening and weekend training and education. In addition to classrooms and state-of-the-art computer labs, the BRC houses the College's Development Center for Business, the Small Business Incubator, the Mid-Hudson Regional Small Business Development Center, and the Service Corps of Retired Executives (SCORE).

#### **Programs offered at Ulster County Community College**

- Accounting
- Adolescence Education
- Advertising Design & Graphic Technology
- Animal Science Office Assistant
- Business Administration
- Business Office Skills
- Business Office Technology
- Business Studies Certificate
- Business Studies Diploma
- Childhood Education
- Communications and Media Arts
- Computer Information Systems (Microcomputers for Business)
- Computer Science
- Criminal Justice
- Database Management Certificate
- Direct Care Practice Certificate
- Drafting Diploma
- Engineering Science
- Environmental Studies
- Fine Arts: Visual Arts
- Human Services
- Individual Studies
- Industrial Technology (Drafting & Design Tech.)
- Liberal Arts and Sciences
  - Humanities/Social Science
  - Hum./Soc. Sci./Elementary Education
  - Science or Mathematics
  - Science or Mathematics/Elementary Ed.
- Medical Assisting
- Medical Practice Administration Certificate
- Network Administrator
- Nursing
- OASIS Online Associate's Degree in Science/Individual Studies
- Paralegal Certificate (jointly registered with Marist College)
- Paramedic Certificate and Degree
- Recreation Leadership
- Sign Language Interpreting Certificate
- Theater Arts Degree
- Veterinary Technology

### **Tuition Costs**

- Full-time per semester \$1,600.00
- Part-time per credit hour \$ 107.00

**Method of Payment:** Cash, personal checks and credit cards accepted.

### **Cornell University Cooperative Extension**

**Lydia M. C. Reidy, Executive Director**

10 Westbrook Lane

Kingston, NY 12401

**Phone:** (845) 340-3990

**Fax:** (845) 340-3993

**E-mail:** [ulster@cornell.edu](mailto:ulster@cornell.edu)

**Website:** <http://cce.cornell.edu/ulster>

**Office Hours:** 8:30 AM to 5:00 PM Mon-Fri

### **Home/Consumer Horticulture Diagnostic Lab**

Soil Tests, Insect & Plant Identification

**Office & Hort Hotline Hours:** 9:00 AM to 12:00 PM Mon., Wed. & Fri.

**Hort Hotline:** (845) 340-DIRT (3478), Open March 1<sup>st</sup> through November 1<sup>st</sup>

### **Phoenicia Satellite Office – Esopus Creek Management Plan Program (No Mail Service)**

5575 Rt. 28 (Phoenicia Plaza) Phoenicia, NY 12464

**Office Hours:** Please call for office hours

**Phone number:** 845-688-5496

### **Hudson Valley Research Laboratory**

Agricultural Research & Extension on Tree Fruits & Vegetables - Commercial Production Only

3357 Route 9W, PO 727

Highland, NY 12528

**Phone:** (845) 691-7117

**Fax:** (845) 691-2719

**Internet Address:** <http://www.cce.cornell.edu/hvfruit>

For more than ninety years Cornell University Cooperative Extension has been delivering state-of-the art, university based research to people throughout Ulster County.

Our efforts seek to strengthen the economic and social vitality of communities; develop the skills, abilities and character of youth and adults; strengthen agriculture and help local food systems thrive; improve the quality of the environment and natural resources; and to improve the health, nutrition, and safety of communities and individuals. We accomplish this through a network of community-based educators providing information and education to residents, businesses and community leaders in the following areas.

### **Agriculture**

- Production practices, integrated pest management, marketing, business planning, diversification, organic growing methods & alternative crops
- Techniques to improve farm profitability, worker safety & environmental stewardship
- Outreach through commodity schools, on farm meetings, demonstration plots, newsletters, electronic messages & collaborative research.

### **Environment**

- Safe pest control for the home, school, athletic fields, garden & landscape
- Soil nutrient testing for commercial producers & home gardeners
- Information and landscape advice for home gardeners through Master Gardener Horticulture Hotline, Diagnostic Lab, workshops & demonstrations
- Training pesticide applicators for state certification
- Stream management education and outreach (upper Esopus Creek)

### **Community and Economic Vitality**

- Demonstration & learning gardens
- Land use issues (farmland preservation, agritourism, sprawl, etc.)
- Leadership training & development

- Community collaboration for children & families
- Housing resources & education

#### **Families and Youth**

- Financial Literacy
- Parenting education: practices & policies
- Education programs on early childhood care & development
- Child, youth & family development programs
- 4 H Club program
- In school & after school programming
- Special interest Programs (Tractor Safety Certification, Environmental Awareness Day, Vet Science, etc.)

#### **Nutrition and Health**

- Consumer nutrition education in group and individual settings
- Low income nutrition education programs (Eat Smart New York–Food Stamp Nutrition Education, Expanded Food and Nutrition Education Program)
- Farmer’s Market nutrition education programs

### **Ulster County Development Corporation (UCDC)**

#### **Chester J. Straub, Jr., President**

5 Development Court

Kingston, NY 12401

**Phone:** (845) 338-8840

**Fax:** (845) 338-0409

**E-mail:** cstraub@ulsterny.com

**Website:** www.ulsterny.com

**Office Hours:** 9:00 AM to 5:00 PM Monday-Friday

The Ulster County Development Corporation, a private not-for-profit organization, is the lead economic development agency for the County with a mission of creating and maintaining jobs through the attraction of new business or the retention and expansion of existing business. In order to accomplish this objective, UCDC offers and administers financial programs and loan funds, assists with site selection, and provides overall guidance and assistance with general and specific business problems, issues and opportunities.

Within the UCDC exists the Ulster County Industrial Development Agency.

- The **Ulster County Industrial Development Agency (UCIDA)** is authorized to issue taxable and tax-exempt industrial development revenue bonds for qualified projects. Qualified projects include commercial, industrial, manufacturing, tourism and certain types of projects for not-for-profit corporations. The financing for qualified projects is provided with the proceeds of the sale of bonds by UCIDA. The bonds are purchased by banks, investment bankers, insurance companies and other financial institutions selected by the benefited company. The lease or purchase payments equal the debt service payments due on the bonds. This structure enables the benefited company to realize significant exemptions from certain New York State taxes. This structure also provides substantially the same security to the financial institution purchasing the bonds as in a conventional financing.

### **Ulster County District Attorney's Office**

#### **Donald A. Williams, District Attorney**

Ulster County Courthouse

275 Wall Street

Kingston, NY 12401

**Phone:** (845) 340-3280

**Fax:** (845) 340-3185

**Office Hours:** 9:00 AM to 5:00 PM Monday-Friday

District Attorney and Assistants are on call 24 hours to aid law enforcement

It is the constitutional duty of the District Attorney to conduct all prosecutions for crimes and offenses cognizable by the courts of the county for which they have been elected or appointed.

The District Attorney is the County's Chief Law Enforcement Officer. As such, the roles and duties of the District Attorney and his Assistants are varied:

- Prosecutor
- Victims Advocate
- Advisor to Police Agencies
- Coordinator of Criminal Justice Agencies
- Educator
- Aide in Improving Criminal Justice Legislation
- Investigator
- Administrator

The mission of the District Attorney's Office is to secure just sanctions for those who choose to violate our laws, to protect innocent victims of crime, and strive to develop policies and initiatives aimed at improving the quality of life in our community.

District Attorneys and their Assistants bear certain ethical responsibilities: Among these they must deal with other attorneys in an aggressive and forceful manner, yet conduct themselves professionally, honestly and avoid an appearance of impropriety. They must demonstrate complete respect for the court, but not fawn over the judiciary. They must be cooperative, but not subservient.

Assistant District Attorneys in the County of Ulster prosecute criminal cases in Ulster County Court and the 23 City, Town and Village Courts within Ulster County. In addition, the District Attorney administers grant programs that provide for crime victims services, the prosecution of major offenses and career criminals, and the operation of investigative teams designed to handle cases of domestic violence and child abuse.

#### Programs and Services

- **Sexual Assault Nurse Examiners Unit**

**Phone:** (845) 340-3363

S.A.N.E. is a program specifically designed to insure that victims of sexual assaults are treated in a compassionate and humane manner. It is staffed by specially trained nurse professionals who have been schooled in the most advanced evidence collection techniques and who are sensitive to the physical and psychological needs of the victims of these types of crimes.

Under this program, victims of sexual assault are promptly taken by police agencies to a specially designed area at the Benedictine Hospital. The victim is met by the S.A.N.E. examiners and by a volunteer of the local Crime Victims Assistance Program. After being counseled as to what will transpire and given a full description of their rights, the victims are then examined by a specially trained nurse. The area where the examination is to be conducted is equipped with a waiting room for police and family members. After the examination has been completed, the victim can shower, change into fresh clothing, and receive follow-up information for counseling and medical treatment. Once the examination has been completed, the police agency will transport the victim and her family back to her residence.

At all times, prior to, during and after the exam, the victim is in contact with a member of the Crime Victims Assistance Program. She is kept informed concerning the progress of the investigation, and if an arrest is made, will be fully consulted prior to the disposition of any charges that might be filed.

- **Consumer Affairs Bureau**

Alice Haberski, Acting Director

20 Lucas Avenue

Kingston, NY 12401

**Phone:** (845) 340-3260

**Fax:** (845) 340-3263

**Website:** [www.co.ulster.ny.us/consumerfraud](http://www.co.ulster.ny.us/consumerfraud)

The District Attorney's Consumer Affairs Bureau exists to serve and protect consumers and legitimate business from fraudulent and unfair business practices affecting the community.

As Ulster County's principal consumer advocacy agency, the bureau advises the District Attorney and the Legislature on consumer issues and concerns. The bureau is the County's consumer voice in national, state and local forums.

While representing consumers, the bureau has always been sensitive to the concerns of legitimate business.

The bureau's activities include consumer counseling, investigation, education, complaint handling, as well as the broadcast and dissemination of consumer information and strategies.

- **Ulster County Family Violence Investigative Unit**

1091 Development Court  
Kingston, NY 12401  
**Phone:** (845) 334-5155

In 1995, recognizing that crimes that occur within the family unit were of increasing concern to members of our community, the Commissioner of the Ulster County Department of Social Services and the District Attorney of Ulster County decided to join forces to address this escalating problem.

The Family Violence Unit seeks to employ the resources and experience of the Ulster County Department of Social Services, the New York State Police, the Ulster County Sheriff's Department, the Kingston Police Department, and the Ulster County District Attorney's Office to investigate incidents of child abuse, domestic violence, and assaults on the elderly. The unit coordinates the activities of all agencies involved in these types of investigations to insure that existing resources are employed in an efficient and an effective manner. The objective of the unit is to specifically address the problems caused by these crimes, so that, ultimately, there will be a decrease in the number of incidents of family violence that occur within Ulster County.

## **Ulster County Board of Elections**

**John R. Parete, Commissioner**

**Thomas F. Turco, Commissioner**

284 Wall Street  
Kingston, NY 12401

**Phone:** (845) 334-5470

**Fax:** (845) 334-5434

**Office Hours:** 9:00 AM to 5:00 PM Monday-Friday

**Website:** [www.co.ulster.ny.us/elections](http://www.co.ulster.ny.us/elections)

The Board of Elections provides forms for voter registration, enrollment changes, and transfer of voters' registration. Upon registration, individuals are able to vote in all elections including general, primary (if enrolled), school, fire district, library, and village elections.

The Board supplies post offices and libraries with registration forms to make registration more accessible to the public. It also makes absentee ballots available to voters who are unable to get to the polling places because of disability, military, school, business, travel, or other reasons. Furthermore, it provides registered voters with ID cards.

The Board maintains pertinent information regarding all phases of the election process, financial disclosure process, relevant dates, and New York State election law.

## **Ulster County Emergency Communications/Emergency Management**

**Arthur R. Snyder, Director**

238 Golden Hill Lane  
Kingston NY 12401-6440

**Hotline:** Dial 911 for emergency phone contact 24 hours a day, 365 days a year.

**Phone:** Emergency Communications Division: (845) 338-1440  
Emergency Management Division: (845) 331-7000

**Fax:** (845) 331-1738

**E-mail:** [asny@co.ulster.ny.us](mailto:asny@co.ulster.ny.us)

**Office Hours:** 8:00 AM to 4:00 PM Monday–Friday or by appointment

As the name implies, the Office of Emergency Communications/Management has two main branches.

- The **Emergency Communications** division is responsible for providing enhanced 911 telephone service to the residents of the County, and serves as the link between the public and the police, fire and emergency medical services.

- The **Emergency Management** division provides planning, response, recovery and mitigation for natural and man-made disasters.

The common mission of both branches is to provide the public with rapid access to the emergency response community.

### **Ulster County Office of Employment and Training**

**Nancy Schaefer, Director**

651 Development Court

Kingston, NY 12401

**Phone:** (845) 340-3170

**Fax:** (845) 340-3165

**E-mail:** oet@co.ulster.ny.us

**Website:** www.co.ulster.ny.us/oet

**Office Hours:** 8:30 AM to 5:00 PM Monday-Friday

The mission of the Ulster County Office of Employment and Training (UCOET) is to provide job seekers and employers the needed assistance to create a highly skilled and qualified workforce for Ulster County. By providing job training for eligible and suitable dislocated workers, low income and otherwise disadvantaged adults and youth, UCOET answers the needs of employers seeking a well-trained and capable workforce.

At the Ulster County OneStop Job Center in the Business Resource Center on Ulster Avenue in Kingston, UCOET joins with partner agencies, New York State Department of Labor, SUNY Ulster, Ulster County Department of Social Services, BOCES and other agencies to offer Job seeker and employer services all in one location.

Business services include job postings, employee screenings, tax credit information, customized training and on-the-job training. The job seeker services include job search assistance, labor market information, workshops, classroom training and on-the-job training.

The Ulster County Office of Employment and Training is funded 100% by Federal tax dollars under the federal mandate of the Workforce Investment Act of 1998.

### **Ulster County Environmental Management/Water Quality Management Agency**

County Office Building, 6<sup>th</sup> Floor

244 Fair Street

Kingston, NY 12401

**Phone:** (845) 340-3800

**Fax:** (845) 340-3651

**Office Hours:** 9:00 AM – 5:00 PM Monday-Friday

The Ulster County Environmental Management Council (EMC) is responsible for coordinating the environmental programs of all agencies of the County and advising the local, County, State and Federal governments on all matters pertaining to the environment. As the Water Quality Management Agency, EMC is charged with coordinating MS4 stormwater compliance. The EMC has a strong mission of public education and assistance to local government for environmental planning and education. Services include:

- Design and implementation of customized, accredited education programs for K-12, plus undergraduate, graduate and professional development in:
  - MS4 Stormwater Compliance
  - Natural Resources Inventory (NRI)
  - Global Positioning Systems (GPS)
  - Geographic Information Systems (GIS)
  - Watershed Sciences/Management
  - Service Learning
  - Remote Sensing (RS)
- Full service Geographic Information System (GIS) and water quality laboratory which includes a wide range of equipment resources (GPS units, digital spectrophotometer, digital colorimeters, soil lab, sampling equipment, electro-fishing gear, etc.).



**Fees for Services**

|                                       |          |               |
|---------------------------------------|----------|---------------|
| o GIS data manipulation and creation: |          | \$ 46.00/hour |
| o Color printing (720 DPI):           | 8.5"x11" | \$ 2.50/sheet |
|                                       | 11"x14"  | \$ 3.50/sheet |
|                                       | 11"x17"  | \$ 5.00/sheet |
|                                       | 17"x22"  | \$10.00/sheet |
|                                       | D sheet  | \$15.00/sheet |
|                                       | E sheet  | \$25.00/sheet |

**Method of Payment:** Check, money order, or purchase orders.

**Ulster County Fire Coordinator’s Office**

**Charles Mutz, Chief Fire Coordinator**

238 Golden Hill Lane  
Kingston, NY 12401

**Phone:** (845) 338-1440

**Fax:** (845) 331-1738

The Fire Coordinator’s Office supervises an organized, coordinated, cooperative and reciprocal fire assistance program for the County of Ulster. The program utilizes personnel, equipment and physical facilities of fire departments, regardless of type or size, for fire or public emergency in which the services of firefighters would be used throughout Ulster County and the State of New York.

The Fire Coordinator’s Office encompasses a number of responsibilities under state and county law.

- Administers the state fire training program and training programs developed by the fire coordinator.
- Administers the county mutual aid program.
- Maintains an up-to-date resource inventory of emergency fire services.
- Takes an active role in planning and meeting the needs of the county in emergency response.
- Responds to hazardous material incidents in cooperation with emergency management.

**Golden Hill Health Care Center**

**Sheree Cross, MPA, RD, NHA, Director**

99 Golden Hill Drive  
Kingston, NY 12401

**Phone:** (845) 340-3390

**Fax:** (845) 340-3828

**Website:** [www.co.ulster.ny.us/goldenhill](http://www.co.ulster.ny.us/goldenhill)

**Visiting Hours:** 9:00 AM to 9:00 PM daily. Families of residents may make other arrangements for additional visiting hours as needed.

**Business Office Hours:** 9:00 AM to 4:30 PM Monday-Friday.

The Golden Hill Health Care Center is a 280 bed skilled nursing facility operated by the County since 1931. The Facility primarily serves the needs of the community’s elderly population needing long term residential nursing services. However, recently, the Facility has increased its range of services to accommodate seniors who require restorative rehabilitation therapy in a residential setting and who anticipate returning to their home after a short rehabilitative stay. All 280 beds are Medicare and Medicaid certified which allows residents secure payment options for the care they need whether their stay is long or short term. In addition to physical, occupational and speech therapy as part of a restorative rehabilitation program, the Facility offers a wide range of other clinical services which maintain and promote health. The Facility also recognizes those with special health care needs and has a designated 40-bed unit for residents with Alzheimer’s disease. The Facility’s mission is to provide the best quality of life and care for all residents we serve.

## **Ulster County Health Department**

**Dean N. Palen, PE, MBA, Director**

300 Flatbush Avenue

Kingston, NY 12401

**Phone:** (845) 340-3009

**Fax:** (845) 340-3045

**Website:** [www.co.ulster.ny.us/health](http://www.co.ulster.ny.us/health)

**Office Hours:** 9:00 AM to 5:00 PM Monday-Friday

### **District Offices**

#### **Kingston**

300 Flatbush Avenue

Kingston, NY 12401

**Phone:** (845) 340-3070

#### **New Paltz**

570 Rt. 299

Highland, NY 12528

Mailing Address

PO Box 305

New Paltz, NY 12561

**Phone:** (845) 883-6155

#### **Ellenville**

50 Center Street

Ellenville, NY 12428

**Phone:** (845) 647-2343

#### **Saugerties**

123 Partition Street

Saugerties, NY 12477

Mailing Address

PO Box 304

Saugerties, NY 12477

(845) 246-2621

The Ulster County Public Health Department provides a wide range of services and programs to County residents, designed to ensure their well-being. The mission of the agency is the prevention of the leading causes of disability, disease and premature death.

We are proud of our activities in the field of regulating and monitoring community health, educating the public about health issues and concerns, and providing programs and services that directly benefit the people who live in Ulster County.

The department is comprised of two main divisions:

- **Environmental Sanitation** (845) 340-3010

The Environmental Sanitation division enforces laws and codes and conducts activities designed to maintain physical disease barriers. It also seeks to improve such conditions where they might affect overall public health.

- **Public Water Supply:** The division provides inspections, sampling, monitoring, trouble-shooting and technical assistance to water supply systems in the County and conducts enforcement when necessary.
- **Community Sanitation and Food Protection:** The division is responsible for the inspection and issuance of permits for restaurants, temporary food service, hotels, motels, campgrounds, children's camps, residential farm labor camps, bathing beaches and swimming pools, mass gatherings, and state and local institutions, to ensure the well-being of those who use the facilities. The division monitors the facilities and investigates complaints about food-borne and water supply-related illnesses at permitted facilities, as well as reportable injuries at camps and beaches. The Environmental Sanitation division conducts enforcement when deemed necessary.
- **Radiological Health:** Includes regular inspection of all x-ray facilities and emergency response.
- **Environmental/Occupational Health:** The division responds to chemical emergencies, concerns about hazardous waste disposal sites, indoor air complaints, and occupational health issues.
- **Rabies:** The division investigates complaints of rabid animals, submits specimens to the State laboratory for confirmation, provides follow up for those who have come in contact with rabid animals, and ensures that treatment is provided when needed.
- **Lyme Disease:** The division monitors Lyme disease cases, identifies ticks, and provides Lyme disease education.
- **West Nile Disease:** The division is responsible for monitoring disease indicators, such as mosquitoes and birds, and is a resource for information about prevention techniques.
- **Tobacco Law Enforcement:** The division is responsible for enforcing tobacco legislation within the County.

- **Nursing Division** (845) 340-3060 **Director of Patient Services**

The Nursing Division offers many programs and services to the community including the following:

- **Clinics:** Well-child, immunization, lead testing, and WIC (Women, Infants, and Children) clinics are held at a number of locations throughout the County on a regular schedule. Testing and treatment for sexually transmitted diseases and tuberculosis, as well as HIV testing clinics are also held on a regular basis. In the fall, adult flu and pneumonia immunization clinics are held in many locations within Ulster County. Please feel free to call for specific program information, schedules, and fees (if any).
- **Physically Handicapped Children’s Program/Children With Special Health Care Needs:** This program ensures access to quality health care for chronically ill and disabled children.
- **Infant and Child Health Assessment Program:** This program identifies infants at risk for developmental disabilities, and provides follow up for infants and children at risk for developmental delays.
- **Certified Home Health Agency and Long-Term Home Health Care Programs:** These services are available to Ulster County residents who need care and treatment of an illness or injury. The goal of the Certified Home Health Agency is to prevent hospitalization whenever possible. Services are provided according to a physician’s orders. Care is reimbursable by Medicare, Medicaid, and private insurance, or may be determined by a sliding scale. Public Health nurses also visit prenatal and post-natal women, newborns and infants.

The purpose of the Long-Term Home Health Care Program is to provide home health care, as an alternative to placement in either a skilled nursing or health-related facility, to individuals who are medically eligible for placement in such facilities. Services include nursing, physical and speech therapy, medical social work, personal care aide, homemaker and housekeeper and the provision of waived services. Fees may be covered by Medicaid or other health insurance.

|  |                |
|--|----------------|
| <b>Communicable Disease Program</b>              | (845) 340-3090 |
| <b>Long-term Home Health Care Program</b>        | (845) 340-3080 |
| <b>Physically Handicapped Children’s Program</b> | (845) 340-3099 |
| <b>WIC (Women, Infants and Children) Program</b> | (845) 883-5259 |

- **Other Services and Programs**

- **Health Education** (845) 334-5527
  - **Educational materials:** A wide variety of health-related information is available to the public.
  - **Special programs:** From time to time, the Health Department receives grants to fund specific events and activities, which have included bicycle safety, car seat safety, nutrition, exercise, and workshops for youth workers. These programs are publicized as they occur.
  - **Statistical information:** Data specific to Ulster County health indicators is available, as are materials especially useful for students working on special projects.
- **Referral Services** (845) 340-3150 Administration  
The department maintains a listing of services and resources available both locally and through toll-free telephone numbers.
- **Medical Examiner** (845) 340-3323  
State law requires that the Medical Examiner investigate deaths of persons dying from criminal violence, by accident, by suicide, suddenly, when unattended by a physician, in prison, or in any suspicious or unusual manner. The Medical Examiner is responsible for certifying and determining the cause of death.

## **Ulster County Highways and Bridges Department**

**David Sheeley, Commissioner**

317 Shamrock Lane

Kingston, NY 12401

**Phone:** (845) 340-3100

**Office Hours:** 8:00 AM to 4:00 PM Monday-Friday

**Business Address for Billing**

Public Works Administration

315 Shamrock Lane

Kingston, NY 12401

**Phone:** (845) 340-3500

**Highway related complaints/trouble reports**

(845) 340-3137

**Driveway and roadside work permits**

(845) 340-3120 or (845) 340-3119

**Ulster County road maps**

**Fax:** (845) 340-3113

(845) 340-3100

The Department of Highways and Bridges is responsible for maintaining the structural integrity and safe traveling conditions of certain roads within Ulster County and many bridges, large and small, including the right-of-way associated with each. It also maintains roads and parking lots that are the property of the County and utilized by other County departments. The work ranges from sweeping and plowing road and bridge surfaces, to complete deconstruction and reconstruction of both roads and bridges. The department maintains its own fleet of light and heavy equipment and the personnel to operate and repair it. Due to the size of the County, and traveling time involved in traversing it, the department maintains ten substations with small crews and limited equipment to ensure more economical road maintenance throughout the County.

The Offices of the Department are located on the first floor of the Joseph Resnick Building on the Corner of Hurley Avenue and Shamrock Lane in Kingston, just about a block west of the Hurley Avenue-Washington Avenue intersection. Meetings with the Commissioner or with area supervisors require an appointment since their work regularly takes them to other locations both within and outside the County. Maps are available at this location only.

**Fees for Services:** There is a charge of \$5.50 for all maps.

**Method of Payment:** Cash or check payable to the Ulster County Treasurer.

### **Ulster County Historian**

**Karlyn Knaust Elia, Historian**

11 Main Street

Saugerties, NY 12477

**Phone:** (845) 246-9893

**Website:** [www.co.ulster.ny.us/historian](http://www.co.ulster.ny.us/historian)

The County Historian coordinates the work of town historians and local historical societies; is an advocate for local history and historic preservation; interprets the past through research, writing, teaching and public presentations; and provides guidance in research on topics dealing with Ulster County history.

### **Ulster County Housing Consortium**

**Michael Berg, Chair**

(Executive Director, Family of Woodstock)

39 John Street

Kingston, NY 12401

**Phone:** (845) 331-7080

**Fax:** (845) 331-0526

The Housing Consortium is comprised of representatives of more than two-dozen private businesses, Ulster County government departments, and private not-for-profit development and human service agencies. Its mission is to provide a cooperative and collaborative environment in which all persons and entities can work together to effectively and efficiently garner and use resources to execute safe, decent, affordable housing and related support services which meet the diverse housing needs of Ulster County residents. In addition, the Housing Consortium is the official advisory body of the Ulster County Legislature on housing issues and housing development in Ulster County.

### **Ulster County Human Relations Commission**

**Arlene Foy Reynolds, Director**

298 Flatbush Avenue

Kingston, NY 12401

**Phone:** (845) 340-3147

**Fax:** (845) 340-3149

**E-mail:** [afoy@co.ulster.ny.us](mailto:afoy@co.ulster.ny.us)

**Office Hours:** 9:00 AM to 5:00 PM Monday-Friday

The Human Relations Commission exists to foster respect for the rights of all citizens and to explore opportunities for improving relations among all people of Ulster County. Services include:

## **Individuals**

- Telephone consultation with individuals who believe that their human rights have been violated in any of the following areas: employment, housing, public accommodation, education, credit.
- Assistance in preparing and filing a complaint with the NYS Division of Human Rights for individuals who believe that they have been discriminated against because of their race, religion, color, national origin, sex, sexual orientation, age, disability, marital or familial status, or arrest/conviction record.
- Assistance in resolving Human Rights complaints when parties are open to mediation.

## **Employers**

- Sample Workplace Harassment Policy for employer's adaptation and use.
- Loan of training videos for use in the employer's own in-house training program in Workplace Harassment and Sexual Harassment prevention.

## **Ulster County Information Services**

### **Sylvia Wohlfahrt, Acting Director**

25 South Manor Avenue  
Kingston, NY 12401-3627

**Phone:** (845) 334-5300

**Fax:** (845) 339-1498

**E-mail:** [ucis@co.ulster.ny.us](mailto:ucis@co.ulster.ny.us)

**Website:** [www.co.ulster.ny.us/ucis](http://www.co.ulster.ny.us/ucis)

### Customer Support (Fee Information and Public Access Options)

**Phone:** (845) 334-5381

**E-mail:** [help@co.ulster.ny.us](mailto:help@co.ulster.ny.us)

**Office Hours:** 8:30 A.M. to 5:00 P.M. Monday-Friday

The mission of Ulster County Information Services is to develop and orchestrate innovative and cost-effective telecommunications and information technology solutions for all of Ulster County Government. This includes providing technical guidance, expertise and support in the management of the County's computer and telecommunications infrastructure. These services and support often extend beyond the County Government to local municipalities, school districts, and external clients, facilitating the management and dissemination of public information and services. Fulfilling this mission requires the development and execution of both long and short-term strategic and project planning. It is the goal of Information Services personnel to carry out this mission with professional demeanor and respect for our customers and each other.

### **On-line Subscriber Access Service**

The Subscriber Access Service provides direct computer access to a vast database of public information. This service enables the general public to access Ulster County's computer system and browse through selected information from the on-line data files. To arrange for Subscriber Access Service, please contact our Customer Support line at (845) 334-5381 or you can go to the Ulster County Information Services web page where you can view/print a copy of the Subscriber Access Agreement. You are asked to commit to one year of service. If after that time you wish to cancel the service, we must be notified in writing.

**Ulster County Public Access Records** are also available at the following locations:

Ulster County Clerk's Office  
Esopus Public Library  
Highland Public Library  
Kingston Public Library  
Marlboro Public Library

Phoenicia Public Library  
Saugerties Public Library  
Ulster Public Library  
West Hurley Public Library

### **Ulster County Information Services Public Access Information/Services Available**

Please contact Customer Support at (845) 334-5381 for fee information.

### **Real Property Public Access Options/Fees**

Please contact Customer Support at (845) 334-5388 for fee information.

- Labels
  - Mailing Address Labels
- Reports
  - Customized Cross-reference Listing
  - Monthly Sales Report
  - Sales Analysis Report
  - Assessment Roll
  - Monthly Mortgage Report
  - Residential Parcel File Report
  - Commercial Parcel File Report
- File Downloads
  - Selective Towns or Entire County
  - NYS Office of Real Property Service RPS V3 Sequential Master File

### **Real Property Tax Files**

- Tax Amount Billed for General and School Taxes
- Unpaid General and School Taxes

### **Geographic Information System (GIS)**

Please contact Customer Support at (845) 334-5388 for fee information.

- GIS Requests
  - GIS Data Sharing
    - NYS GIS Data Sharing Cooperative
  - Reports
  - Hard Copy Maps
    - Large Format
    - Small Format
  - Downloads
  - CD-ROM
- Geographic Information System Data
  - Digital Tax Parcel Data
    - New York State Data Sharing Cooperative [www.nysgis.state.ny.us](http://www.nysgis.state.ny.us)
    - Internet Access to Digital Tax Parcel Data <http://gis.co.ulster.ny.us>
  - Additional GIS Data, and Information
    - Phone:** (845) 340-5381

### **Ulster County Insurance Department**

#### **Bonnie M. Szpulecki, Insurance Officer**

County Office Building, 5<sup>th</sup> Floor  
 244 Fair Street  
 Kingston, NY 12401

**Phone:** (845) 340-3560

**Fax:** (845) 340-3559

**Office Hours:** 9:00 AM to 5:00 PM Monday-Friday

#### Mailing Address

PO Box 1800  
 Kingston, NY 12402-1800

The Insurance Department processes all phases of insurance except health and unemployment. It administers the Ulster County Self-Insurance Plan (workers' compensation) and Ulster County Disability. It also reviews all County contracts for proper insurance, and purchases and maintains insurance policies, including general liability, auto liability, law enforcement liability, employer liability, property damage, auto physical damage, crime, in-land Marine, and medical malpractice. Handles all claims in connection with coverage listed.

## **Ulster County Legislature, Clerk of the**

### **Kathleen Carey Mihm, Clerk of the Legislature**

County Office Building, 6<sup>th</sup> Floor

244 Fair Street

Kingston, NY 12401

**Phone:** (845) 340-3666

**Fax:** (845) 340-3651

**Office Hours:** 9:00 AM to 5:00 PM Monday-Friday

### Mailing Address

PO Box 1800

Kingston, NY 12402-1800

The Office of the Clerk of the Ulster County Legislature provides facilitating services and specialized knowledge to the governing body in order to streamline the workings between elected officials and the various departments of County government. It also works with numerous public advisory committees and commissions that counsel the Legislature, as well as the various contract agencies of the Legislature.

## **Ulster County Mental Health Department**

### **Marshall Beckman, Director**

239 Golden Hill Lane

Kingston, NY 12401

**Phone:** (845) 340-4000

**Fax:** (845) 340-4094

**Website:** [www.co.ulster.ny.us/mentalhealth](http://www.co.ulster.ny.us/mentalhealth)

**Hours:** 8:00 AM to 9:00 PM Monday-Thursday and 8:00 AM to 6:00 PM Friday

### **Satellite Offices**

#### **New Paltz/Highland Clinic**

560 Route 299 East

Highland, NY 12528

**Phone:** (845) 883-9747

**Fax:** (845) 883-9751

**Hours:** 8:00 AM to 5:00 PM Monday,  
Thursday and Friday  
8:00 AM to 8:00 PM Tuesday  
8:00 AM to 6:00 PM Wednesday

#### **Ellenville Clinic**

50 Center Street

Ellenville, NY 12428

**Phone:** (845) 647-3266

**Fax:** (845) 647-1103

**Hours:** 9:00 AM to 5:00 PM Monday  
9:00 AM to 9:00 PM Tuesday  
and Thursday  
9:00 AM to 5:00 PM Wednesday  
and Friday

The Ulster County Mental Health Department (UCMHD) is designated under New York State Mental Hygiene Law as the oversight body for publicly funded services to mentally ill, chemically dependent and developmentally disabled persons. In addition, the department is licensed by the New York State Office of Mental Health and the New York State Office of Alcoholism and Substance Abuse Services to provide outpatient mental health, drug and alcohol clinic treatment services for children, families and adults. The mission of the department's clinical service is to promote hope, recovery and healthy development for people with mental health and substance abuse problems so that they may achieve the best quality of life possible. The department also contracts with not-for-profit agencies for the provision of a variety of other mental health, drug and alcohol services, as well as services for the mentally retarded and developmentally disabled.

UCMHD specializes in the provision of a comprehensive range of services for at-risk populations, including seriously mentally ill adults, seriously emotionally disturbed children, adolescents, young adults and adults with co-occurring disorders, and individuals suffering from persistent substance abuse. Services are provided to individuals mandated into treatment by the courts. Due to financial support from the State and County, the department is able to accept virtually all methods of payment. Reasonable out-of-pocket fees are based on the individual's or family's ability to pay.

A comprehensive array of individual, group, family therapy and intensive group services are provided at the Kingston Clinic. Regional clinics are located in Highland and Ellenville, and a treatment unit for at-risk children is located at the Ulster County Department of Social Services in Kingston. Special groups are available. Case management services are provided in accordance with the needs of the client. The department also provides discharge planning and transitional case management services to inmates at the Ulster County Jail, and interfaces with town courts and the Kingston City Court for the purpose of assisting persons to gain prompt access to services. The department participates in the County's Drug Court Programs at both the Kingston City Court and the Ulster County Family Court.

**Method of Payment:** UCMHD accepts Medicaid, Medicare, private third party insurance and out of pocket payments on a sliding scale fee basis, in accordance with one's ability to pay.

### **Ulster County OneStop Job Center**

601 Development Court

Kingston, NY 12401

**Phone:** (845) 338-4696 and (845) 340-3170

**Fax:** (845) 339-0607 and (845) 340-3165

**Website:** [www.workforcenewyork.org/ulster](http://www.workforcenewyork.org/ulster)

**Hours:** 8:30 AM to 5:00 PM Monday – Friday

The Ulster County OneStop Job Center is where people find jobs and businesses find people. It is a partnership created by the Workforce Investment Act that includes several agencies that work together in one location to offer services to the employed, the unemployed and business seeking a qualified workforce.

#### Partner agencies include:

- Ulster County Office of Employment and Training
- New York State Department of Labor
- SUNY Ulster
- Ulster County BOCES
- Ulster County Department of Social Services
- Rural Opportunities, Inc.
- Experience Works
- Vocational and Educational Services for Individuals with Disabilities (VESID), and more.

#### Job seeker services

- Access to the latest print and online job listings.
- Job search and placement assistance.
- Career counseling and planning.
- Use of computers with Internet access, faxes, telephones, copiers and career library.
- Information on filing unemployment insurance claims, careers, labor laws and the labor market.
- Information and referrals to local programs, resources and support services, including childcare, housing, healthcare, and transportation.
- Training opportunities for those that qualify.

#### Employer services

- Easy posting of job openings.
- Information on employer incentive programs and tax credits.
- Access to worker profiles and resumes in the Talent Bank.
- Recruitment, pre-screening and referral of qualified applicants.
- Onsite recruitment assistance and job fairs.
- On-the-job training, skill upgrading and retraining, apprenticeships and customized training.
- Information and assistance on financing small business start-ups.
- Information in unemployment insurance, the labor market, labor laws, workplace safety, prevailing wages, training program availability, and grants.
- Human resources consulting services including skill assessment for employers, assistance in preparing employee handbooks.
- Rapid Response services and dislocation avoidance.

### **Ulster County Personnel Department**

**Randall V. Roth, Personnel Officer**

County Office Building, 5<sup>th</sup> Floor

244 Fair Street

Kingston, NY 12401

**Phone:** (845) 340-3550

**Fax:** (845) 340-3592

Mailing Address

PO Box 1800

Kingston, NY 12402-1800



**E-mail:** ucpers@co.ulster.ny.us  
**Website:** www.co.ulster.ny.us/personnel  
**Office Hours:** 9:00 AM to 5:00 PM Monday-Friday

The Personnel Department administers Civil Service/Personnel functions for the County, the Community College, towns, villages, school districts and special districts within Ulster County (excluding the City of Kingston). The department has two main divisions:

- **Civil Service**  
Civil Service Information (845) 340-3539  
24-Hour Examination Hotline (845) 334-5454

This division administers the hiring process as required by New York State Civil Service Law.

**Examination Fees:** Effective April 2, 2005, fees for all examinations, except Uniformed Protective Services titles, will be \$20.00. Fees for Uniformed Protective Services titles will be \$30.00.

**Method of Payment:** Personal check, bank check, or Postal Money Order made payable to the Ulster County Treasurer.

- **Employee Relations**  
Personnel Officer and Designees (845) 340-3535  
Employee Benefits (845) 340-3546  
Labor/Management (845) 340-3542

This division oversees employee benefits, unemployment insurance benefits and employee relations, including labor/management. It is also responsible for administering the County's labor contracts.

## **Ulster County Planning Board/Ulster County Transportation Council**

### **Dennis Doyle, Director**

County Office Building  
244 Fair Street, 3rd Floor  
Kingston, NY 12401

Mailing Address  
PO Box 1800  
Kingston, NY 12402-1800

**Phone:** (845) 340-3340

**Fax:** (845) 340-3429

**E-mail:** planning@co.ulster.ny.us

**Website:** www.co.ulster.ny.us/planning

**Office Hours:** 9:00 AM to 5:00 PM Monday-Friday

The Ulster County Planning Board has statutory authority to review local land use regulations and proposed projects. It provides technical planning assistance to the County Government and local municipalities as well as information and advice to the public. Core areas of responsibility include zoning, comprehensive planning, environmental requirements, housing and economic development, and agriculture preservation. GIS maps, demographic information, current projects, planners' memoranda, zoning codes, and other publications may be viewed or downloaded from the web site.

The Board also acts as host agency for the Ulster County Transportation Council (UCTC), the designated Metropolitan Planning Organization (MPO) for Ulster County. The UCTC is responsible for developing, implementing, and maintaining a long range transportation plan, a transportation improvement program (TIP) that is closely aligned with the goals, objectives and recommendations of the long range transportation plan, and an annual planning work program (UPWP). UCTC is comprised of chief elected officials from local municipal governments and the County as well as State and Federal agencies and Authorities.

## **Ulster County Probation Department**

**Robert A. Sudlow, Director**

### **Adult/Juvenile Services**

733 Broadway  
Kingston, NY 12401  
**Phone:** (845) 340-3200  
**Fax:** (845) 340-3220

### **Crime Victims Unit**

1 Pearl Street  
Kingston, NY 12401  
**Phone:** (845) 340-3443  
**Fax:** (845) 340-3223  
**Hotline:** (845) 340-3442  
**Website:** [www.co.ulster.ny.us/cvap](http://www.co.ulster.ny.us/cvap)

### **Satellite Offices**

- **Ellenville Office**  
50 Center Street  
Ellenville, NY 12428  
**Phone:** (845) 647-1740  
**Fax:** (845) 647-4782
- **New Paltz Office**  
124 Main Street  
New Paltz, NY 12561  
**Phone:** (845) 255-6037  
**Fax:** (845) 255-6045
- **Saugerties Office**  
Town Hall  
4 High Street  
Saugerties, NY 12477  
(845) 246-2800 X350

The Probation Department works to insure public safety for the community and all crime victims by utilizing an aggressive 24-hour community control supervision of the offender with the latest technology and community partnerships.

Through a victim-centered approach, and complete offender accountability, the agency provides comprehensive crime victims services to all members of the community, including a 24-hour sexual assault/domestic violence hotline. This provides all crime victims a voice in the Criminal Justice System.

Probation prevents non-essential incarceration of low risk adult offenders and placement options for juvenile delinquent/persons in need of supervision (JD/PINS) by providing all Ulster County courts with effective community justice sanctions and treatment alternatives. It also assists in competency development for all offenders to become productive members of the community.

The agency is comprised of several divisions:

- **Family Court:** All services to referred Juvenile Delinquency cases under the age of 16 or PINS cases to age 18.
- **Pretrial Services:** Release services for incarcerated offenders.
- **Criminal Investigation:** Court ordered reports.
- **Criminal Supervision:** Court ordered community supervision.
- **Crime Victims Assistance:** Service to all victims of crime in Ulster County.

Probation differs from parole in that probation is a supervision sentence imposed by a court in lieu of a jail or prison sentence. Parole is supervision imposed upon release from state prison. Probation is a County function. Parole is a State function located in Poughkeepsie at 452-0620.

**The department also oversees the following programs:**

- **Ulster County Alternative Sentencing Program**  
Charlene Cappillino, Coordinator  
63 Golden Hill Drive  
Kingston, NY 12401  
**Phone:** (845) 340-3733  
**Fax:** (845) 334-5552  
**E-mail:** [ccap@co.ulster.ny.us](mailto:ccap@co.ulster.ny.us)  
**Office Hours:** 9:00AM to 5:00PM Monday-Friday

Alternative Sentencing is a program through which offenders are diverted to perform community service as the result of a non-violent criminal conviction. The objectives of the program are to reduce reliance on unnecessary incarceration in a manner consistent with public safety; provide a means of punishment to an offender and a means of restitution to the community; increase sentencing options to all criminal courts in Ulster County; foster the development of employment, vocational, and life skills as a way of improving situations which might otherwise contribute to criminal activity; encourage

and implement integration between offender and community in the process of reducing dysfunction; and to forward the cause of alternative sanctions.

Programs offered include:

- **Individual Community Service:** An individual is placed at a not-for-profit job site and reports there the same way an employee would. Placement depends on skills and abilities of the individual, and the needs of the job site. The site assigns tasks and records time sheets. Monitoring is maintained by this office to insure compliance and completion of time ordered.
- **Work Crews:** Community service is performed as a group, led and supervised by an employee of this department. Projects change on an almost daily basis, depending on the job site or project. Most projects are general labor, such as interior and exterior painting, grounds and building maintenance, cleaning, etc. The crew operates seven days a week from 8:00AM to 2:00PM with the exception of major holidays. All projects are within County limits.
- **Kingston City Work Crew:** A work crew dedicated to projects within the City of Kingston operates on Saturdays only.

**For Case Processing:** Referrals are taken from any source: Courts, attorneys, family, agencies, individuals. Violations, misdemeanors, and felonies are eligible. Cases are screened for eligibility and public safety. Recommendation is made to the sentencing court, for both acceptance and denial. Once a case is sentenced, placement and monitoring are maintained through completion or termination. A final report is made to the sentencing court.

**To Become a Job Site:** Any not-for-profit, municipal, State or charitable organization is eligible to become a job site. There are currently over 200 job sites throughout Ulster County.

**Fees for Services:** None

- **Ulster County Community Corrections Program**

63 Golden Hill Drive  
Kingston, NY 12401-6442

**Phone:** (845) 340-3330

**Fax:** (845) 340-3252

The mission of the Community Corrections Department is to promote public safety and reduce criminal justice system costs by reducing reliance on incarceration through the safe and effective management of offenders in the community and by providing opportunities to allow them to lead productive, law abiding lives.

The Program provides an alternative to incarceration for non-violent offenders. It operates programs for adult offenders with alcohol or other substance abuse problems. The program consists of residential and day reporting for men and women. The program has residential capacity for 16 males and 8 females.

**Eligibility:** Adults charged with or convicted of a criminal offense who would be incarcerated if not involved in the program. Referred persons cannot have a serious history of violence. A review of criminal and social history is conducted on each referral, as well as a face-to-face interview to determine appropriateness. Eligible persons must agree to abide by program rules and any special conditions imposed by the court, and participate in the level and type of treatment determined necessary by mental health/substance abuse professionals.

**Targeted Cases:** Pretrial detainees who would serve long terms in the jail prior to case disposition. Persons sentenced as a condition of probation or conditional discharge in lieu of incarceration. Probationers who have violated conditions of probation and are placed in the program in lieu of incarceration.

**Programming and Services:** Facilitation of alcohol and substance abuse treatment through qualified clinical providers; psycho-education pertaining to alcohol and substance abuse; Alcoholics Anonymous (AA) and Narcotics Anonymous (NA); life skills; AIDS awareness; conflict resolution/problem solving skills; cognitive skills programs; educational assessment, GED classes, remedial and other educational programming; employment readiness programs; and other programming as needed and available. On-site drug and alcohol screening.

**Referrals:** Call (845) 340-3330 to make a referral.

## **Ulster County Public Defender's Office**

### **Andrew Kossover, Public Defender**

18 Lucas Avenue

Kingston, NY 12401

**Phone:** (845) 340-3232

**Fax:** (845) 340-3744

**E-mail:** akos@co.ulster.ny.us

**Office Hours:** 9:00 AM to 5:00 PM Monday-Friday

The Public Defender's Office provides legal representation to indigent clients in the criminal courts and Family Court in Ulster County. It also provides representation at the Appellate level for criminal and family court cases.

**Eligibility:** In order to qualify for services, clients must fill out financial affidavits in each court. The judge in that court reviews the affidavit and, based on federal guidelines, recommends or denies assignment of the Public Defender.

Public Defenders are assigned to certain courts and only work in those courts. Clients must accept services of that Defender in order to receive representation.

The Public Defender's Office also provides the following services:

- **Defender Based Advocate**

**Phone:** (845) 340-3234

Works with clients on alternative sentencing.

- **Investigator**

**Phone:** (845) 340-3233

Serves subpoenas for the Public Defender and assigned counsel clients. Also conducts in-depth investigations.

**Fees for Services:** Public Defender services are *free* to indigent clients unless a judge orders repayment to Ulster County by client.

## **Ulster County Department of Public Works Administration**

### **Lynda F. Bertling, Public Works Controller**

317 Shamrock Lane

Kingston, NY 12401

**Phone:** (845) 340-3500

**Fax:** (845) 340-3113

**Hours:** 8:00 AM to 4:00 PM Monday-Friday

Public Works Administration (PWA) is charged with the task of overseeing expenditures for three County departments: Highways & Bridges, Buildings & Grounds, and PWA. It is the agency through which the Department of Highways & Bridges functions financially and administratively. All budgetary, purchasing and accounting procedures are exercised by this department. It also processes and monitors all Capital expenditures for the Highways & Bridges and Buildings & Grounds Departments.

## **Ulster County Purchasing Department**

### **Robin Hurley-Peruso, CPPB, Purchasing Agent**

310 Flatbush Avenue

Kingston, NY 12401

**Phone:** (845) 340-3400

**Fax:** (845) 340-3434

**E-mail:** rper@co.ulster.ny.us

**Website:** [www.co.ulster.ny.us/purchasing](http://www.co.ulster.ny.us/purchasing)

**Office Hours:** 9:00 AM to 5:00 PM Monday-Friday

The Purchasing Department purchases goods and services for all Ulster County departments. Its mission is to secure the best quality product or service for the best price in accordance with New York State laws and regulations established for government purchasing. All contracts are processed through the Contract Management and Purchasing Departments. All bids are available through our website.

**Vendor List:** Vendors desiring to get on the County Vendor List should go to the Ulster County website, click on Purchasing, click on vendor registration, and follow the directions to register as part of the Hudson Valley Municipal Purchasing Group, the e-notification system used by Ulster County.

**Method of Payment:** For Capital Bid Package Deposits, checks should be made payable to the Ulster County Treasurer and mailed to the Ulster County Purchasing Department.

The Purchasing Department also oversees the following two functions:

- **Central Auto:** The **Fleet Maintenance Facilitator** is responsible for facilitating the efficient scheduling of preventative maintenance, inspection and repair of the Ulster County automotive fleet, excluding the Highways and Bridges Department and Ulster County Area Transit. This includes tracking maintenance and repair activities with a computerized fleet management program, tracking repair and maintenance costs, and making lease and replacement decisions. Also maintains mileage logs and pooled car requests submitted by departments.
- **Central Services:** Responsible for handling interoffice mail and the sorting, stamping, processing and distribution of all U.S. mail. Additionally, provides printing, and duplicating services for County departments.

### **Ulster County Real Property Tax Service Agency**

**Dorothy A. Martin, Director**

County Office Building, 4<sup>th</sup> Floor  
244 Fair Street  
Kingston, NY 12401

**Phone:** (845) 340-3490

**Fax:** (845) 340-3499

**Office Hours:** 9:00 AM to 5:00 PM. Monday-Friday

Mailing Address

PO Box 1800  
Kingston, NY 12402-1800

The Ulster County Real Property Tax Service Agency is a statutory agency that exists to provide services that assist local government officials to achieve and maintain equitable assessment administration. We provide the resources and expertise to accomplish this function. The goal of equitable assessment administration is to provide a sound, reliable, fair, and easily understood foundation for the determination of the real property tax.

In addition to assisting towns in reassessment projects our agency is responsible for maintaining tax maps for the county. These maps are currently maintained on a digital format. These tax maps are supplied to the towns on a yearly basis.

The Real Property Tax Service Agency verifies planning board approval and proper tax map numbering per new subdivision maps, along with 911 street name approval according to the following rate scale:

- Two and three lots \$25.00
- Four through nine lots \$50.00
- Ten or more lots \$100.00
- Tax map copies are made for a fee of \$9.00 full size and \$6.00 half size. The fee for diskettes is \$25.00 per town and \$10.00 for each additional diskette.

**Method of Payment:** Fees are payable by check, cash, or voucher.

The Real Property Tax Service Agency supplies the assessors and the public with exemption forms and information on all exemptions. We also assist the public with deed and assessment information.

We currently assist the County Treasurer's Office with the public auction of delinquent properties. Some of the functions we provide are posting of properties, taking pictures of structures, notifying contiguous owners when a tax sale parcel will be available to them to purchase at the public auction. We set price ranges for those properties not sold at the auction.

## **Ulster County Resource Recovery Agency**

### **Michael Bemis, Executive Director**

999 Flatbush Road

Kingston, NY 12401

**Phone:** (845) 336-0600

**Fax:** (845) 336-4129

**E-mail:** UCRRA@UCRRA.org

**Website:** www.ucrra.org

**Hotline:** (845) 336-3336

**Office Hours:** 7:30 AM to 3:30 PM Monday-Friday

#### **New Paltz Transfer Station**

1 Clearwater Road

New Paltz, NY 12561

**Phone:** (845) 255-6358

**Hours:** 7:00 AM to 2:30 PM Monday-Friday

7:00 AM to 11:00 AM Saturday

#### Mailing Address

P.O. Box 6219

Kingston, NY 12402

#### **Ulster Transfer Station**

999 Flatbush Road

Kingston, NY 12401

**Phone:** (845) 336-6893

**Hours:** 7:00 AM to 2:30 PM Monday-Saturday

#### **Materials Recovery Facility**

999 Flatbush Road

Kingston, NY 12401

**Phone:** (845) 336-5717

**Hours:** 7:00 AM to 3:00 PM Monday-Friday

### **ALL LOADS MUST BE SCALED IN 15 MINUTES PRIOR TO CLOSING TIME.**

The Ulster County Resource Recovery Agency is a public benefit corporation that was formed for the purpose of developing, financing, and implementing a comprehensive County-wide Solid Waste Management program.

The Ulster County Resource Recovery Agency offers the following services:

- **Transfer Station:**
  - Contractors and businesses can bring waste and recyclables to either of the County's two regional transfer stations.
- **Roll-Off Rentals and Transportation:**
  - Available for construction and demolition debris, renovations, and cleanups in Ulster County.
- **Recycling Services:**
  - Scrap metal (including appliances and tires) can be brought to the Agency's regional transfer stations. Other recyclables including cardboard can be brought to the Materials Recycling Facility (MRF).

#### Transfer Station Tipping Fee Schedule (effective January 1, 2007)

- |   |                                  |
|---|----------------------------------|
| • Residential/Business Self Haulers                 | \$95 per ton (minimum \$20/load) |
| • Licensed Commercial Haulers – packer trucks       | \$82 per ton                     |
| • Licensed Commercial Haulers – Roll-Off Containers | \$82 per ton                     |

#### Special Waste Disposal Charges

- |                                 |  |
|---------------------------------|--|
| • Automobile tires              | per ton plus \$4 per tire              |
| • Tires 16"                     | per ton plus \$15 per tire             |
| • Tires over 16"                | per ton plus \$25 per tire             |
| • Loader Tires                  | per ton plus \$200 per tire            |
| • Refrigerated Appliances       | per ton plus \$18 each                 |
| • Propane Tanks                 | per ton plus \$5 each                  |
| • Lead Acid Batteries           | per ton plus \$2 each                  |
| • Mattress/Boxspring thereafter | Per ton only for first five - \$5 each |

**NOTE:** Untarped vehicle service fee \$5 per load  
Tipping Fees subject to change.

Fuel surcharge based on DOE Index is adjusted monthly and assessed on all loads received at Agency Facilities.

**Method of Payment:** Check made payable to UCRRA or, for an annual fee, set up an account for monthly billing.

### **Ulster County Safety Office**

**Diane K. Beitzl, Safety Officer**

232 Golden Hill Lane

Kingston, NY 12401

**Phone:** (845) 340-3410

**Fax:** (845) 340-3409

**Office Hours:** 9:00 AM to 5:00 PM Monday-Friday

The mission of the Safety Office is to assure that all County Government operations and properties are maintained in a safe and healthful manner; that all operations observe federal, state and county regulations and mandates; and to facilitate this adherence through inspection, education, training and example. Programs and services are limited to the County Government infrastructure.

### **Ulster County Sheriff's Office**

**Paul VanBlarcum, Sheriff**

Ulster County Law Enforcement Center

380 Boulevard

Kingston, NY 12401

**Phone:** (845) 338-3640

**Fax:** (845) 340-3718

**E-mail:** sheriff@co.ulster.ny.us

**Website:** www.co.ulster.ny.us/sheriff

**Business Hours-Administration:** 9:00 AM to 5:00 PM Monday-Friday

**Business Hours- Civil / Pistol:** 8:30 AM to 4:30 PM Monday-Friday

**Business Hours-Criminal Division / Corrections:** 24 hours a day, 7 days a week

#### **Other Important Phone Numbers**

**Administration:** (845) 340-3802

**Crime Tips:** (845) 340-3599

**Civil Division:** (845) 340-3643

**Detectives:** (845) 340-6263

**Corrections:** (845) 340-3644

**Pistol License:** (845) 340-3639

#### **Patrol Substations**

**Accord,** c/o Fire House, Main Street, Accord, NY 12404

**Phone:** (845) 626-2233

**Esopus,** c/o Town Hall, Salem Street, Port Ewen, NY 12466

**Phone:** (845) 338-3640

**Shandaken,** c/o Town Hall, Route 28, Allaben, NY 12480

**Phone:** (845) 688-2233

**Wallkill,** Route 208, Wallkill, NY 12589

**Phone:** (845) 895-3011

The Sheriff is an elected official and is the County's conservator of the peace in accordance with County Law Section 650. The Ulster County Sheriff's Office was established in 1661 and is currently comprised of three main divisions: Criminal, Corrections and Civil.

#### • **Criminal Division**

The Criminal Division is an accredited division that provides a variety of emergency services functions, in addition to basic law enforcement services. The Criminal Division consists of several units including:

- **Uniform Patrol Unit:** A staff of uniformed deputy sheriffs trained in crime prevention, detection and law enforcement, is on duty 24 hours a day, 7 days a week. Members are available to present lectures to any group or individual of any age regarding business and residential crime prevention, personal safety, law related topics etc.
- **K-9 Unit:** Comprised of two uniformed patrol deputy sheriffs with personally assigned 4-wheel drive vehicles. Each member is partnered with a police canine trained in narcotics detection, bomb detection, tracking and article searches. They are available to provide practical demonstrations or lectures to any size group, regardless of age, concerning abilities and effectiveness of dogs in police work.

- **Navigation Unit:** Assigned deputies are certified to perform marine-related law enforcement duties. They also provide NYS certified young boater safety courses and personal watercraft safety instruction. Members are available to present practical demonstrations or lectures to any group or individual of any age regarding water related enforcement or safety issues.
- **In Water Rescue Unit:** This unit is comprised of deputy sheriffs assigned as rapid deployment rescue recovery SCUBA divers, plus an additional five members assigned as land based support personnel. Deputies are trained to respond, dress and enter a particular body of water within a time frame, which is intended to allow for the resuscitation of the victim. Unit members are also certified in the deployment of equipment necessary to rescue individuals caught in swift water situations.
- **CISM Team:** The Sheriff's Critical Incident Stress Management Team is a partnership between mental health professionals and emergency or other high risk workers interested in preventing and mitigating the negative impact of acute stress on themselves or other workers involved in a traumatic event, as well as to accelerate their recovery process
- **Detective Unit:** Certain members of the Criminal Division assigned to the investigation unit work in civilian clothes and assist uniformed members with incidents which require protracted investigation. They are primarily charged with initiating or following up on reports of major crimes.
- **D.A.R.E.:** Several days a week during the school year, "DARE certified" deputies of the Criminal Division have regular assignments to instruct area grade school students in the recognition and resistance of drug and alcohol abuse.
- **Security Services:** The Security Services Unit of the Ulster County Sheriff's Office consists of deputy sheriffs and security officers responsible for worksite security services at Ulster County office buildings, including weapons screening, courtroom and building decorum, and providing essential public safety, and law enforcement services.
- **ATV Team:** Using two all-terrain vehicles equipped with automatic vehicle locator devices, specially trained deputies conduct search and rescue operations in conditions not accessible by cars or trucks.

- **Corrections Division**

The Sheriff is responsible for the custody, control and movement of inmates confined to the Ulster County Jail. Committed to the jail are prisoners who may be charged with any type of crime or violation, including homicide, rape, DWI, trespass, etc. The Sheriff is responsible to assure that all prisoners are kept secure and properly cared for. He must continually conform to numerous rules and regulations set forth by NYS Correction Law and the New York State Correction Commission, such as providing contact visitation, education, and rehabilitation.

The Ulster County Jail also maintains two Corrections K-9 Units, a Gang Unit, a Corrections Emergency Response Team (CERT), and a Transportation Unit.

- **Civil Division**

The Civil Division is a state mandated service of the Sheriff's Office. Its purpose and function is to serve and execute the various legal processes issued not only by and for the several non-criminal courts of the state and its subdivisions, but also for the legal community and the general public. Departmental and divisional policies and procedures are consistent with New York State and court case law and are designed and developed to insure the accurate, expeditious, and judicious service and execution of all matters relating to civil process. The rulings that apply include Civil Practice Law and Rules, Judiciary Law, Real Property Actions and Proceedings Law (RPAPL), and the Family Court Act (FCA).

The **Pistol License Bureau** is located within the Civil Division and processes and investigates all NYS pistol license applications for the residents of Ulster County. The Bureau may be contacted at (845) 340-3639.

**Fees for Services:** All fees for the service of legal process are payable in advance and nonrefundable after docketing. A schedule of these fees is available from our website. A schedule of pistol license fees is included in the application package.

**Method of Payment:** Cash or check made payable to the Ulster County Sheriff.



## **Ulster County Department of Social Services**

**Roberto Rodriguez, Commissioner**

1061 Development Court

Kingston, NY 12401

**Phone:** (845) 334-5000

**Office Hours:** 8:00 AM to 5:00 PM Monday-Friday

The mission of the Department of Social Services is to adequately and efficiently assess, plan for and provide appropriate services to families and individuals in need.

The Agency is comprised of several major divisions. Each division has unique job duties, however, all divisions interact with each other in some manner or another.

- **Temporary Assistance**

1021 Development Court

Kingston, NY

**Phone:** (845) 334-5045

**Hours:** 8:00 AM to 5:00 PM Monday-Friday

**Applications accepted:** 8:00 AM to 11:00 AM Monday-Friday.

Emergencies are handled on a daily basis.

**Temporary Assistance (TA)** is the term now used in NYS for Public Assistance (welfare) programs. The term conveys the message that assistance is short-term help for families and individuals while they work their way toward self-sufficiency. Program has an employment focus.

TA clients receive money for basic living expenses, food stamps and medical coverage. Eligibility is based on the income and resources of the family. **Family Assistance** provides money to families with children and **Safety Net Assistance** provides money for basic living expenses for single adults and childless couples.

**Emergency Assistance for Adults (EAA)** is a short-term program to meet the emergency needs of Supplemental Security Income (SSI) recipients.

**Emergency Assistance for Families (EAF)** is a short-term program to meet the emergency needs of families.

**Home Energy Assistance Program (HEAP)** is a Federally funded program that helps low income households pay home energy costs and funds programs for low cost residential weatherization and other energy related home repairs. HEAP is available to low income, TA and SSI households during the heating season (mid-November through April).

**Transitional Opportunities Program (TOP)** is a component of Ulster County's Family Assistance Program. The goal of TOP is to assist all eligible parents in overcoming the barriers to financial self-sufficiency. Top fosters the importance of wages from employment, job advancement and retention, as well as child support (when applicable) in achieving independence and economic self-sufficiency. TOP provides comprehensive supportive services, including intensive case management services, employment services, child support services, day care, and family services.

- **Child Support Enforcement**

1011 Development Court

Kingston, NY 12401

**Hours:** 8:00 AM to 5:00 PM Monday-Friday

**Customer Service Hotline:** 1-888-208-4485

**Hotline Hours:** 8:30 AM to 5:00 PM Monday-Friday

**TTY:** 1-866-875-9975

The primary objectives include the location of absent parents, establishment of paternity and support on behalf of all children in receipt of Temporary Assistance, Medical Assistance, and Foster Care. Enforcement of the support orders requires a multi-faceted system involving state and local government agencies, court systems, employers, and the public. Cases undergo continuous investigation to ensure the timely collection of needed support money.

- **Food Stamps Program**

1051 Development Court

Kingston, NY 12401

**Phone:** (845) 334-5200

**Hours:** New applications accepted 8:00 AM to 5:00 PM Monday-Friday

**Interviews Conducted:** Monday & Wednesday 8:00 AM to 11:00 AM and 1:00 PM to 3:00 PM  
and Tuesday, Thursday and Friday 8:00 AM to 11:00 AM

Food Stamps enable eligible households to purchase food at participating stores. The program is designed to be a supplement to a household food budget in order to provide a nutritious diet.

A new electronic system for issuing Food Stamps began in December 2000 called Electronic Benefit Transfer (EBT). Benefits are authorized in an account that is accessed by the recipient at participating retail stores through the use of a benefit card and personal identification number (PIN).

The Food Stamps Division serves all households that do not receive Temporary Assistance. Eligibility is based on resources and monthly income. Food Stamp levels are generally higher than TA levels. This allows participation by working families.

Food Stamp applications are accepted at town offices throughout the County as follows:

- **Town of Lloyd:** Highland Town Hall, 12 Church Street, Highland  
1<sup>st</sup> and 3<sup>rd</sup> Monday, 10:00 AM to 11:30 AM
- **Town of Marlboro:** Marlboro Town Hall, Route 9W, Milton  
3<sup>rd</sup> Monday 1:30 PM to 3:30 PM
- **Town of New Paltz:** New Paltz Town Hall, 130 N. Chestnut Street, New Paltz  
1<sup>st</sup> and 3<sup>rd</sup> Friday, 10:00 AM to 11:30 AM
- **Town of Plattekill:** Town Hall, Route 44-55, Modena  
3<sup>rd</sup> Tuesday 1:30 PM to 3:30 PM
- **Town of Saugerties:** Town Hall, 4 High Street, Saugerties  
2<sup>nd</sup> and 4<sup>th</sup> Thursday, 10:00 AM to 11:30 AM
- **Town of Shandaken:** Town Hall, Route 28, Shandaken  
2<sup>nd</sup> Tuesday 10:00 to 11:30 AM
- **Town of Shawangunk:** Town Hall, 2 Central Avenue, Walkill  
3<sup>rd</sup> Friday 1:30 PM to 3:30 PM
- **Town of Wawarsing:** Trudy Resnick Farber Bldg., 50 Center Street, Ellenville  
Wednesday, 10:00 AM to 12:00 PM and 1:00 to 3:30 PM

- **Medical Assistance Program**

1001 Development Court

Kingston, NY 12401

**Phone:** (845) 334-5035

**Hours:** 8:00 AM to 5:00 PM Monday-Friday

Medical Assistance is the term used in NYS for Medicaid Programs, which are a far more extensive set of programs than they were prior to Welfare Reform.

Our traditional, very comprehensive, programs are **fee-for-service Medicaid, and Managed Care Medicaid**. Both these programs are for individuals and families age 19 and up who meet very stringent income and resource guidelines. We also offer **Child Health Plus A** for children under 19 who meet our income guidelines. Children above those income levels would be referred to Child Health Plus B which is not operated under Medical Assistance.

**Family Health Plus** is a Medical Assistance Program for adults 19-64 with higher income and resource guidelines. With this program, clients receive coverage similar to employer-based health insurance through a managed care organization.

We also offer some more specialized programs; the **Prenatal Care Assistance Program** for pregnant women, the **Family Planning Benefit Program** for persons of childbearing age, various **Medicare Savings Programs**, the **Medicaid Buy-In for Working Persons with Disabilities**, **COBRA Assistance**, **Chronic Care Medicaid** for nursing home and long-term home health care, and various waived programs for persons with specific needs such as the **Care at Home** program

for children, the **TASA Program** for pregnant and parenting teens, and the **Traumatic Brain Injury Waivered** program.

Depending on their level of eligibility, clients may receive assistance with doctor's visits, prescription medications, dental services, emergency medical services, in-patient hospital care, medical transportation, assistance paying for other health insurance programs, and many other services necessary to keep individuals and families healthy.

**We interview applicants by appointment only.** Applicants may represent themselves, or they may designate a representative to conduct the interview for them. We also receive applications from some hospitals, attorneys, and facilitated enrollers who are deputized to conduct the face-to-face interview.

- **Day Care Unit**

1091 Development Court  
Kingston, NY 12401

**Phone:** (845) 334-5489

**Hours:** 8:00 AM to 5:00 PM Monday-Friday

The Day Care Program provides financial assistance to qualifying low-income families, teen parents and foster parents who need help meeting their child care expenses. The subsidy is available to all working Ulster County residents who meet the income eligibility guidelines.

- **Children and Family Services**

1091 Development Court  
Kingston, NY 12401

**Phone:** (845) 334-5400

**Hours:** 9:00 AM to 5:00 PM Monday-Friday

**Adult Services:** This unit incorporates Adult Protective, Personal Care, Long Term Home Health Care, Family-Type Homes, Adult Foster Care and SSI services into one generic unit. A Central Intake System combining Ulster County Office for the Aging and Social Services facilitates better community access to all services for adults.

**Child Protective Services:** The CPS Unit is responsible for investigating reports of child abuse and/or maltreatment within 24 hours of receipt of a report to the State Central Registry. The toll free hotline number to the **State Central Registry** is **1-800-342-3720**. When necessary, CPS seeks from the Family Court an Order of Protection, court-ordered services for the family, and/or authority to place a child in foster care. The **Family Violence Investigative Unit** investigates cases of domestic violence, physical abuse and sexual abuse reported to the State Central Registry. Teams of law enforcement officers and child protective caseworkers jointly respond and investigate these reports. The unit is under the joint supervision of a NYS Police Senior Investigator and a Child Protective Services supervisor. The **CPS Preventive Unit** provides services to families who have indicated SCR reports and are opened for on-going protective and preventive services.

**Assessment/Intake Unit:** This unit is responsible for the assessment of referrals for children's services that are made to the Department of Social Services but are not connected with the State Central Registry. Referrals come from a variety of sources including, but not limited to, schools, neighbors, agencies and self-referrals. Referrals are assessed in order to determine the need for mandated preventive services, community-based services or placement in foster care.

**Preventive Services:** This unit seeks to deliver an array of services to meet the multiplicity of problems that threaten the breakup of families and the placement of children in foster care. These services include casework counseling, parenting skills training, and referrals to community based programs and are available after assessment by the intake unit.

**Foster Care:** Foster Care services for children are defined as assessing the need for, arranging for and providing for placement and related services to children in an appropriate foster care setting. Children are placed by either the request of a parent or guardian or as a result of a judicial determination that the child's continuation in his own home would be contrary to the welfare of such child. Children are placed from birth up to age 18 and can remain in care up to age 21 if they entered prior to turning 18. The **Foster Care Homefinding Unit** is responsible for securing placements in

foster homes for children who are in the custody of the department and recruiting and training new foster and adoptive parents.

- **Coordinated Children's Services**

1081 Development Court

Kingston, NY 12401

**Phone:** (845) 334-5050

**Hours:** 9:00 AM to 5:00 PM Monday-Friday

Coordinated Children's Services (CCS) is a program unique to Ulster County, which was developed in 1985 as a cooperative effort between the County Administrator's Office, and the Departments of Social Services, Probation, Mental Health and Youth Bureau. The mission of this program is to provide intensive community-based services to meet the needs of families with at least one child whose behavior disturbance places him or her at risk of placement in a residential treatment center.

CCS has developed a variety of service components to wrap around our high-risk children including:

- Intensive Family Casework
- Individual and Family Therapy
- Psychiatric Assessment and Treatment
- Intensive Probation Supervision
- Parent Support Groups
- Youth Support Groups
- Recreational Alternatives
- Sexual Behavior Group
- Interagency Collaboration Project
- Respite
- Parent Educators
- Wrap-around Services

- **Youth Bureau**

407 Development Court

Kingston, NY 12401

**Phone:** (845) 334-5264

**Hours:** 9:00 AM to 5:00 PM Monday-Friday

The Youth Bureau is a state mandated county entity responsible for the planning, coordinating and supplementing of activities devoted to the well-being and protection of all youth in Ulster County. With the assistance of the Youth Board, a citizen's advisory board, the Youth Bureau recommends policies that promote youth development and prevent delinquency. The Youth Bureau receives funding from the Office of Children and Family Services. Programs in Ulster County seeking financial assistance submit formal applications to the Youth Board and, based on identified needs, the Board makes final funding recommendations to the County Legislature for approval. The Youth Bureau and Youth Board serve as a county-wide resource and support system for youth programs and seek to expand public awareness of youth issues.

- **Early Intervention and Preschool Special Education Programs**

1071 Development Court

Kingston, NY 12401

**Phone:** (845) 334-5251

**Hours:** 9:00 AM to 5:00 PM Monday-Friday

**Early Intervention Program:** Provides services for children from birth to two years of age who have a defined developmental disability. The program provides screening, evaluations, and services and there is no out-of-pocket cost to eligible participants.

**Preschool Program:** This program works in conjunction with the child's "home" school district to provide appropriate services to children from age 3 to 5 who have been classified as a "child with a disability." There is a broad range of services available and children are served in many different locales depending on their specific needs.

## **Ulster County Soil and Water Conservation District**

**Gary M. Capella, Executive Director**

652 Route 299, Suite 103

Highland, NY 12528

**Phone:** (845) 883-7162 Ext. 5

**Fax:** (845) 883-7184

**Website:** [www.ucswcd.org](http://www.ucswcd.org)

**Office Hours:** 8:00 AM to 4:30 PM Monday-Friday

### Other Important Phone Numbers

USDA Natural Resources Conservation Service (845) 883-7162 Ext. 3  
USDA Farm Service Agency (845) 677-3952

The Ulster County Soil and Water Conservation District is an “action” agency establishing conservation measures on land that will affect our land and water base. The Soil and Water Conservation District provides conservation planning and application on both private and public lands with technical help and counsel to land owners in regard to land use, engineering, construction and supervision on such things as ponds, open ditches, tile drainage, preventing soil erosion and improving water quality.

### Fee Schedule

- Pond Site Feasibility Investigations \$100
- Agricultural Land Value Assessments for Ag Tax Exemption \$30
- USGS Topographic Maps (County and surrounding area) \$6
- Soils Map \$1
- Wildlife Nesting Boxes (cost varies by item)
- Bare Root Trees, Shrubs and Groundcovers (spring program) costs vary
- Fish Stocking (spring program) costs vary

**Method of Payment:** Check, money order or cash accepted.

### Other Services

- Drainage Designs
- Erosion and Sediment Control Plans
- Pond Site Enhancement Evaluations
- Irrigation Systems
- Nutrient Management Planning
- Aerial Photogrammetric Review
- Emergency Watershed Protection
- Animal Manure Storage Waste Facilities
- Livestock Watering Designs
- Riparian Buffer Establishment
- Field Topographies for (DEC) Permit Applications
- Streambank Stabilization Assessment
- Critical Area Seeding Recommendations
- Soil Determinations
- Environmental Education
- Runoff Diversions and Waterway Design
- Agricultural Feasibility and Land Planning
- Clean Water Exclusion--Water Quality Designs
- Composting Facilities
- Wetlands Creation and Restoration
- Wildlife Habitat Improvement

### Ulster County STOP-DWI

**John F. Miller, Coordinator**

380 Boulevard  
Kingston, NY 12401

**Phone:** (845) 340-3448

**Fax:** (845) 340-3449

**E-mail:** [jmll@co.ulster.ny.us](mailto:jmll@co.ulster.ny.us)

**Office Hours:** 9:00 AM to 5:00 PM Monday-Friday

The STOP-DWI Program seeks to reduce the incidence of drunk and/or drugged driving deaths and personal injury crashes. The program is funded with fines paid by those convicted of DWI/DWAI/DWAID. No tax dollars are used.

STOP-DWI funds a variety of initiatives, including:

- Two assistant district attorneys
- One senior probation officer
- After prom parties
- Public relations and information
- Task Force patrols
- Special projects
- DARE supplies
- Equipment for police agencies
- STOP-DWI administration
- Magistrates data collection

### DWI Impact Panel

**Phone:** (845) 340-3448

The DWI Impact Panel seeks to reduce the recidivist rate of those driving drunk or drugged. It also gives the victims an outlet for the pain they have endured and the ability to reach out to offenders in hopes they will not repeat.

## **Ulster County Tourism Office**

**Rick Remsnyder, Director**

10 Westbrook Lane

Kingston, NY 12401

**Phone:** (845) 340-3566

**Fax:** (845) 334-8687

**E-mail:** [tourism@co.ulster.ny.us](mailto:tourism@co.ulster.ny.us)

**Website:** [www.ulstertourism.info](http://www.ulstertourism.info)

**Office Hours:** 9:00 AM to 5:00 PM Monday-Friday

The Tourism Office is responsible for promoting all of Ulster County's tourism sites, attractions and events. This includes providing free brochures on fishing, hiking, and golfing in the area; a calendar of events; group travel planner; and the Ulster County Travel Guide and regional guides on the Catskills and the Hudson Valley.

## **Ulster County Traffic Safety Board**

**Charles Schaller, Chairman**

380 Boulevard

Kingston, NY 12401

**Phone:** (845) 334-5579

**Fax:** (845) 334-5561

**Office Hours:** 9:00 AM to 1:00 PM Monday-Friday

The Ulster County Traffic Safety Board is mandated by the New York State Department of Motor Vehicles. The Board is comprised of 12 voting members and one Chairman. Reporting to the Ulster County Legislature, Public Safety Committee and New York State Department of Motor Vehicles, the Board is charged with promoting and overseeing traffic safety throughout Ulster County. The Board is a member of the Governor's Traffic Safety Committee, New York State Association of Traffic Safety Boards, and the Ulster County Police Chiefs Association.

### **Ulster County Traffic Safety Programs**

- Selective Enforcement
- Traffic Studies—collect local crash data and analyze
- Speed Watch Program--radar
- Child Restraint Enforcement, Training & Clinics, and Occupant Protection Training
- Railroad Safety Program
- Bicycle Safety Training, Helmets, Rodeos, and Pedestrian Safety
- School Bus Safe Stop, School Bus Safety, and Walking Your Children to School Safety Program
- "Buckle Up New York" Seat Belt Enforcement and Training
- Highway Engineering Review
- Drowsy Driver Program
- Aggressive Driving
- Liaison DWI Program
- Senior Driver 55+ Alive
- Defensive Driving
- Ulster County Traffic Operations and Public Safety Committee (TOPS)
- Ulster County Transportation Council (UCTC)
- **Mid-Hudson Health and Safety Institute SAFE Communities Programs**
- Motorcycle Safety Training and Licensing
- Confined Space Training
- NYS DMV Drunk Driver Retraining
- Fork Lift Operator Training
- HAZMAT Training
- OSHA Training
- Construction Site Flagger Training Program
- Latino Outreach Safety Program
- Safe Community Programs

Mid-Hudson Health and Safety Institute  
SAFE Communities  
Pam Wanning, Director  
c/o Ulster County Community College  
PO Box 557  
Stone Ridge, NY 12484-0557  
**Phone:** (845) 687-5014  
**E-mail:** WanningP@sunyulster.edu  
**Office Hours:** 9:00 AM to 4:00 PM Monday-Friday

### **Ulster County Treasurer's Office**

**Lewis C. Kirschner, Treasurer**

County Office Building, 4<sup>th</sup> Floor  
244 Fair Street  
Kingston, NY 12401

**Phone:** (845) 340-3460

**Fax:** (845) 340-3430

**E-mail:** lkir@co.ulster.ny.us

**Website:** www.co.ulster.ny.us/treasurer

**Office Hours:** 9:00 AM to 5:00 PM, Monday-Friday

Mailing Address

PO Box 1800  
Kingston, NY 12402-1800

The Treasurer's Office is responsible for recording and reporting the financial condition of the County within the guidelines set forth by Generally Accepted Accounting Principles. It is further responsible for the enforcement and collection of delinquent property and school taxes in accordance with Real Property Tax Law. It also invests County funds securely, while maximizing interest earnings. Payroll processing is another very important part of the Treasurer's Office.

**Tax Installment Payment Program:** A program that enables delinquent taxpayers to set up an agreement with the County Treasurer to pay back taxes on a two-year installment plan.

The Treasurer's Office offers the following services:

- Annual County Public Auction
- Issuance of Certificate of Residency for Community College
- Certification for paid taxes for sub-divisions
- Collection of delinquent tax payments
- Receipt of cash payments for civil service exams
- Acceptance of retiree monthly health insurance payment
- Issuance of Copy Cards
- Issuance of Financial Statements

### **Ulster County Veterans' Service Agency**

**Terry Breitenstein, Director**

308 Flatbush Avenue  
Kingston, NY 12401

**Phone:** (845) 340-3190

**Fax:** (845) 340-3194

**E-mail:** tbre@co.ulster.ny.us

**Office Hours:** 9:00 AM to 5:00 PM Monday-Friday

Satellite Office

50 Center Street  
Ellenville, NY 12428

**Phone:** (845) 647-3332

**Office Hours:** 9:30 AM to 4:30 PM  
Tuesday & Thursday

#### **Coordinated Services**

Kingston VA Primary Care Outpatient Clinic  
63 Hurley Avenue  
Kingston, NY 12401  
**Phone:** (845) 331-8322

The Veterans' Service Agency provides assistance to County veterans and their families with the benefits that they may be entitled to through the Veterans' Administration. Service areas include pensions, compensation, benefits, tax exemptions, employment, VA home loans, and much more.

**Transportation Services:** Transportation is provided for Ulster County veterans to and from the Albany VA Hospital on a daily basis. Round-trip transportation from Ellenville to Kingston to catch the Albany van is available on Monday, Wednesday and Friday. Ambulette services are available to wheelchair veterans traveling to the Albany or Castle Point VA Hospitals and the Kingston VA Outpatient Clinic. Reservations are required for all transportation.

## **Ulster County Weights and Measures**

**James DeGasperis, Director**

234 Golden Hill Lane

Kingston, NY 12401

**Phone:** (845) 340-3659

**Fax:** (845) 340-3651

The Ulster County Bureau of Weights and Measures is responsible for assuring measurement accuracy in commerce throughout its region in accordance with Article 16 of the NYS Agriculture and Markets Law. The Weights and Measures Department conducts the following activities to promote equity in all commercial transactions involving quality, weight, measure or count:

- Inspects and/or tests all commercially used weighing and measuring devices and systems as prescribed by NYS Weights and Measures laws.
- Performs test buys and investigations to ensure proper business practices involving transactions based on weight, measure or count (e.g. labeling or proper application of tare).
- Keeps and maintains the applicable standards of Weights and Measures and submits those standards, at least once every five years, to the New York State Metrology Laboratory.
- Performs petroleum sampling and investigations at the retail level and enforces against violations.
- Inspects and/or tests packaged commodities as prescribed by NYS Weights and Measures laws.
- Causes any violations found to be corrected.
- Submits, by February 1st of each year, an annual report listing all inspections performed as instructed by the New York State Bureau of Weights and Measures.
- Inspects and enforces Local Law #7 (Item Pricing) to ensure consumer goods offered for sale, are accurately and adequately marked as to their selling prices.



## **State Courts in the County Seat**

- **Supreme Court**

Ulster County Courthouse  
285 Wall Street  
Kingston, NY 12401

- Hon. Karen K. Peters, Appellate Judge, 3rd Dept.

**Chambers:** (845) 340-3757

- , Supreme Court Judge

**Chambers:** (845) 340-3225

- Hon. E. Michael Kavanagh, Supreme Court Judge

**Chambers:** (845) 340-3888

- **County Court**

Hon. J. Michael Bruhn, County Court Judge  
Ulster County Courthouse  
285 Wall Street  
Kingston, NY 12401

**Chambers:** (845) 340-3730

- **Court Clerk**

Florence R. Brandt, Chief Clerk of the Supreme and County Court  
Ulster County Courthouse  
285 Wall Street  
Kingston, NY 12401

**Phone:** (845) 340-3377

- **Commissioner of Jurors**

Richard B. Mathews, Commissioner  
Ulster County Courthouse  
285 Wall Street  
Kingston, NY 12401

**Phone:** (845) 340-3050

- **Family Court**

Hon. Marianne O. Mizel, Family Court Judge  
Hon. Anthony McGinty, Family Court Judge  
16 Lucas Avenue  
Kingston, NY 12401-3708

**Phone:** (845) 340-3600

**Fax:** (845) 340-3626

- **Surrogate's Court**

Hon. Mary MacMaster Work, Surrogate Court Judge  
County Office Building, 3<sup>rd</sup> Floor  
244 Fair Street  
Kingston, NY 12401

**Phone:** (845) 340-3348

Mailing Address

PO Box 1800

Kingston, NY 12402-1800

## Quick Telephone Reference

### Agency

|  |          |
|--|----------|
| • Administrator's Office.....                        | 340-3800 |
| • Aging, Office for the.....                         | 340-3456 |
| • Alternative Sentencing.....                        | 340-3733 |
| • Arson Task Force.....                              | 340-8629 |
| • Attorney (County).....                             | 340-3685 |
| • Auditing Department.....                           | 340-3525 |
| • Buildings and Grounds.....                         | 340-3300 |
| • Clerk (County).....                                | 340-3288 |
| • Community Corrections.....                         | 340-3330 |
| • Consumer Affairs Bureau.....                       | 340-3260 |
| • Coordinated Children's Services.....               | 334-5050 |
| • Cornell University Cooperative Extension.....      | 340-3990 |
| • Crime Victims Assistance.....                      | 340-3443 |
| • District Attorney's Office.....                    | 340-3280 |
| • Elections Board.....                               | 334-5470 |
| • Emergency Communications.....                      | 338-1440 |
| • Emergency Management.....                          | 331-7000 |
| • Employment and Training, Office of.....            | 340-3170 |
| • Environmental Management/Water Quality Agency..... | 340-3800 |
| • Fire Coordinator's Office.....                     | 338-1440 |
| • Golden Hill Health Care Center.....                | 340-3390 |
| • Health Department.....                             | 340-3009 |
| • Highways and Bridges Department.....               | 340-3100 |
| • Historian.....                                     | 246-9893 |
| • Housing Consortium.....                            | 331-7080 |
| • Human Relations Commission.....                    | 340-3147 |
| • Information Services.....                          | 334-5300 |
| • Insurance Department.....                          | 340-3560 |
| • Legislature (County).....                          | 340-3900 |
| • Legislature, Clerk of the.....                     | 340-3666 |
| • Mental Health Department.....                      | 340-4000 |
| • Motor Vehicle Department.....                      | 340-3700 |
| • One-Stop Job Center.....                           | 338-4696 |
| • Personnel Department.....                          | 340-3550 |
| • Planning Board.....                                | 340-3340 |
| • Probation Department.....                          | 340-3200 |
| • Public Defender's Office.....                      | 340-3232 |
| • Public Works Administration.....                   | 340-3500 |
| • Purchasing Department.....                         | 340-3400 |
| • Real Property Tax Service Agency.....              | 340-3490 |
| • Resource Recovery Agency.....                      | 336-0600 |
| • Safety Office.....                                 | 340-3410 |
| • Sheriff's Office.....                              | 338-3640 |
| • Social Services Department.....                    | 334-5000 |
| • Soil and Water Conservation District.....          | 883-7162 |
| • STOP DWI.....                                      | 340-3448 |
| • Tourism Office.....                                | 340-3566 |
| • Traffic Safety Board.....                          | 334-5579 |
| • Transportation Council.....                        | 340-3340 |
| • Treasurer's Office.....                            | 340-3460 |
| • Ulster County Area Transit.....                    | 340-3333 |
| • Ulster County Community College (SUNY at).....     | 687-5000 |
| • Ulster County Development Corporation.....         | 338-8840 |
| • Veterans' Service Agency.....                      | 340-3190 |
| • Weights and Measures.....                          | 340-3659 |
| • Youth Bureau.....                                  | 334-5264 |

This Resource Guide was produced for the information of Ulster County residents by the Ulster County Personnel Department (845) 340-3542. All information contained herein is believed to be accurate as of the date of publication.