

**Michael S. Brown (Mike), NICET III**  
**265 Mannix Road, East Greenbush, NY 12061**  
**Cellular: (518) 937-5258 • Email: mikeb4470@yahoo.com**

#### **EMPLOYMENT EXPERIENCE**

Present: Assistant Director City of Rensselaer Planning & Building Department, Rensselaer, NY  
2011-2015: Contract Inspector – NYSOGS and NYSDOT  
2002-2011: Inspector/Grants Specialist – Fraser Associates, PE, LS, LA, Rensselaer, NY  
1993-2002: Legislative Aide - NYS Legislature and Executive Chamber

#### **Assistant Planning Director / Engineering Technician – City of Rensselaer, New York**

- Inspector / Engineer's Representative for public and private-funded capital infrastructure and maintenance projects
- Engineer's Representative for local, county, state and federal meetings, conferences, etc.
- Coordinator – grants/planning projects, bidding, contract documentation, administration
- Coordinator/Secretary – City Planning Commission and Zoning Board of Appeals
- Former City Representative - Albany Pool Long Term Control Plan (CSO elimination initiative)
- Coordinator – Development and implementation of City Asset Management Plan
- Coordinator – City Emergency Action Plan

#### **Construction Inspector** (NICET Level III, OSHA 10/HAZWOPER 40, NYSDEC SWPPP-certified) with experience in:

- Water, sewer, storm system transmission and distribution mains construction and testing
- Building interior and exterior wood, concrete, and steel structure projects
- Highway/Bridge construction
- Gas, electric, and communication facilities
- Recreational and waterfront development projects
- Landfill/monofill development and expansions
- Pedestrian facilities, roadway, bridge, trail, sidewalk and parking projects
- Soils, concrete and asphalt testing oversight
- Geo-Tech drilling observation, inspection, and report preparation
- Surveying, layout
- Project estimating, take-offs, product and material research, cost analysis, shop drawing review
- As-built information gathering and record map preparation
- Contract documents/specifications review and interpretation, project administration

#### **CERTIFICATIONS & MEMBERSHIPS**

NICET Level III Certification- Underground Infrastructure #133591  
NYSDEC SWPPP Inspector #25T-031911-05  
American Planning Association ID#147793  
OSHA 10 Hour Construction and Site Safety Certification #11-002640245  
OSHA 40 Hour HAZWOPER Training Certification  
Board Member - St. Joseph's Cemetery, Stephentown, NY

#### **EDUCATION**

Hudson Valley Community College, Troy, NY - AAS Degree 1993  
LaSalle Institute, Troy, NY - 1989

## **Resume Supplemental Information**

### **May 2002 to November 2011 / Fraser Associates (now Weston & Sampson) – Rensselaer, NY**

Construction inspector of civil construction projects ranging in value from \$100,000 to \$7,000,000; project reporting, estimate and take-off preparation, coordinate construction scheduling and sequencing of trades; prepare grant and loan applications to fund projects; read and interpret plans and specifications, prepare as-builts, review shop drawings, review field and change orders

### **June 2012 to April 2013 / NYS OGS Contract Inspector – UAlbany Purple Path and Utica Cityscape projects**

Construction inspector of site work ranging in value from \$8 million to \$25 million related to traffic and pedestrian access projects including roadway entrances, railways, and foot bridge construction at UAlbany; site work associated with the caisson piers installed at the Cityscape project in Utica from caisson survey layout, geotech soil drilling, re-bar cage construction and pouring of concrete for the piers; estimate and take-off preparation of sitework including parking lots, water and sewer piping, building footprint layout; as-built preparation, contract document and plans review; report preparation.

### **April 2013 to August 2013 / NYSDOT Contract Inspector – Latham Circle**

Construction inspector of demolition and rehabilitation of existing traffic circle related to infrastructure, bridge removal and replacement, traffic and pedestrian lighting, and sewer main replacement valued at \$12 million. Reviewed estimates and take-offs, prepared as-builts, interpretation of plans and specifications, reviewed field orders and change orders; conducted field checks, reviewed shop drawings and materials delivered to the site; assisted with sequence scheduling

### **August 2013 to April 2015 / Engineering Aide – City of Rensselaer**

Coordinator/inspector of City of Rensselaer capital projects valued between \$25,000 and \$9 million; prepare/review projects plans cost estimates; interview engineers and contractors; develop, prepare and monitor project schedules and budgets; city representative to local and state consent initiatives; prepare reports; prepare as-builts

### **April 2015 to February 2016 / NYS OGS Contract Inspector – Albany**

Inspection and oversight of NYS OGS-managed projects ranging in value from \$1 million to \$10 million for site work, roof work, and office rehabilitation projects; manage consultants and sub-consultants; assist with scheduling of trades; interpret specifications and plans; prepare take-offs and estimates; review proposals; review change and field orders; prepare daily construction reports; review materials and shop drawings documentation; assist with site surveying

### **February 2016 to Present / Assistant Planning Director – City of Rensselaer**

Assist Planning Director with daily operation of City Planning and Engineering office; review proposals for capital projects to be completed in the city; participate in planning of capital projects related to infrastructure, recreation, transportation, and economic development initiatives; serve as secretary to the City Zoning Board and Planning Commission and coordinate application reviews by both Boards; conduct introductory meeting with developers and other entities conducting business in the city





# NATIONAL INSTITUTE FOR CERTIFICATION IN ENGINEERING TECHNOLOGIES®

*Providing Certification Programs Since 1961*

**BE IT KNOWN THAT**

**Michael S. Brown**

**IS HEREBY AWARDED CERTIFICATION AT**

**LEVEL III**

**IN UNDERGROUND UTILITIES CONSTRUCTION  
WATER AND SEWER LINES**

**BASED UPON SUCCESSFUL DEMONSTRATION OF REQUISITE KNOWLEDGE,  
EXPERIENCE AND WORK PERFORMANCE AS SET FORTH BY THIS INSTITUTE.**

Certification Valid through February 1, 2018

CERTIFICATION NUMBER 133591

CHAIRMAN OF THE NICET BOARD OF GOVERNORS

A DIVISION OF THE NATIONAL SOCIETY OF PROFESSIONAL ENGINEERS



**NATIONAL INSTITUTE FOR CERTIFICATION  
IN ENGINEERING TECHNOLOGIES®**

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Approval Letter

Name: Michael S. Brown  
Date of Award: May 19, 2017  
Certification Number: 133591  
Certification Expire Date: 02/01/2018

It is my pleasure to inform you that you have been awarded certification as follows:

**UNDERGROUND UTILITIES CONSTRUCTION/WATER AND SEWER LINES/LEVEL III**

If this is your first award of NICET certification, the expiration date shown under your certification number establishes your three-year recertification cycle. If this is an upgraded certification or a certification in a new technical area, your three-year recertification cycle remains the same as previously established. Please refer to NICET Policy No. 30, *Continuing Professional Development*, for rules governing recertification.

Prior to removing the wallet card from this letter, we advise that you make a copy of the letter for your files as the complete letter may be required as proof of certification.

The interest you have shown in your career development by obtaining professional recognition and status through certification is most commendable. On behalf of the Board of Governors, please accept our congratulations and best wishes.

Very truly yours,

Michael A. Clark  
General Manager

remove card slowly



**NATIONAL INSTITUTE FOR CERTIFICATION  
IN ENGINEERING TECHNOLOGIES®**

**Michael S. Brown**

**WATER AND SEWER LINES/III**

**Michael S. Brown  
265 Mannix Road  
East Greenbush, NY 12061**

CERT NO. 133591 VALID THRU 02/01/2018



NATIONAL INSTITUTE FOR CERTIFICATION IN ENGINEERING TECHNOLOGIES ®

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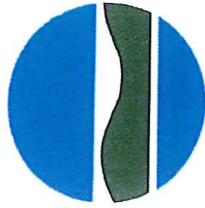
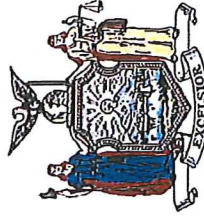
[www.nicet.org](http://www.nicet.org)

### **NICET CODE OF ETHICS**

NICET-certified engineering technicians and technologists recognize that the services they render have a significant impact on the quality of life for everyone. As they perform their duties and responsibilities on behalf of the public, employers, and clients, they shall demonstrate personal integrity and competence. Accordingly, certificants shall:

1. Have due regard for the physical environment and for public safety, health, and well being. If their judgment is overruled under circumstances where the safety, health, property, or welfare of the public may be endangered, they shall notify their employer, client, and such other authority as may be appropriate. An employee shall initially express those concerns to the employer.
2. Undertake only those assignments for which they are competent by way of their education, training, and experience.
3. Perform their duties in an efficient and competent manner with fidelity and honesty.
4. Admit and accept their own errors when proven wrong and never distort nor alter the facts in an attempt to justify their decisions.
5. Avoid conflicts of interest whenever possible. When unavoidable, they shall disclose to their employer or client, in writing, any action that might create the appearance of a conflict of interest.
6. Avoid receiving and granting bribery in all its forms.
7. Strive to maintain their proficiency by updating their technical knowledge and skills in engineering technology.
8. Not misrepresent or permit misrepresentation of their own or their associate's academic or professional qualifications nor exaggerate their degree of responsibility for any work.
9. Not reveal facts, data, or information obtained in connection with services rendered without prior consent of the client or employer except as authorized by law.





*New York State Department of Environmental Conservation*  
*Certificate of Completion*

**Michael S. Brown**

*Is hereby awarded this Certificate signifying completion of the course:*

**“Protecting New York’s Natural Resources with  
Better Construction Site Management”**

***Attested Day of Training: 9/20/2017***

***Trainee Stormwater Identification Number To Be Assigned***

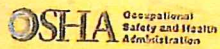
*This Erosion and Sediment Control (E&SC) Training is Endorsed by the NYS Department of Environmental Conservation for “Trained Contractors” and Certain “Qualified Inspectors” who must receive 4 hours of E&SC training every three years to satisfy requirements under the Construction Activity State Pollution Discharge Elimination System (SPDES) General Permit.*

**Certified Training Sponsored by:** Dutchess County Soil and Water Conservation District

**Instructed by:** Brian F Scoralick (NYSDEC SWT #00150015-T)

**Located at:** Farm and Home Center, 2715 Route 44, Millbrook, NY 12545

**<http://www.dec.ny.gov/chemical/8699.html#DEC> ~ 625 Broadway, 4<sup>th</sup> Floor, Albany NY 12233-3505 ~ (518) 402-8111 ~ [DWSWtmg@gv.dec.state.ny.us](mailto:DWSWtmg@gv.dec.state.ny.us)**



11-002640245

This card acknowledges that the recipient has successfully completed a  
10-hour Occupational Safety and Health Training Course in  
Construction Safety and Health

MIKE BROWN

DAVID WRIGHT NE01222

(Trainer name - print or type)

3/2/2011

(Course end date)

This is to certify that  
**Mike Brown**  
has completed

29 CFR 1910.120

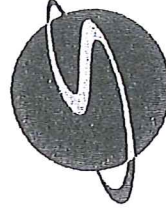
8-Hr HAZWOPER Refresher Training

Certified by: R. Kip Score    Saratoga Safety

Date: August 15, 2016    Wilton, NY

This is to certify that  
**Mike Brown**  
has completed

## 29 CFR 1910.120 – 8-Hr HAZWOPER Refresher Training



**Saratoga Safety**

Instructor: R. Kip Score

Date: August 15, 2016

Wilton, New York 12831

(518) 226-0300





**American Planning Association**

*Making Great Communities Happen*

May 17, 2017

APA ID#: 147793

Dear Michael S. Brown:

Welcome to the American Planning Association! No matter where you fit in the planning community—as a practitioner, planning official, educator, student, or engaged citizen—you can turn to APA for news, information, connection, and support.

I hope you will take an active role in APA. You can participate in your local chapter, join a division, attend the National Planning Conference, or pursue certification by the American Institute of Certified Planners. Those are just a few possibilities. You'll find that APA sponsors activities, events, career services, and learning opportunities that match your primary interest, whether it is professional development, career advancement, advocacy, or something else altogether.

Our website ([planning.org](http://planning.org)) is rich with resources. For example, you have unlimited web access to publications from APA's Planning Advisory Service—planners' go-to source for information and innovation. PAS publications include practical reports, research memos, and collections of research on single topics. You can explore those assets and more at [planning.org/pas](http://planning.org/pas).

Two more tips for making the most of your membership: Be sure we always have your current email address to receive benefits and important communications like *Interact*, our member e-newsletter. Also, take a few minutes to complete your APA Profile ([planning.org/myapa/](http://planning.org/myapa/)) and make it your online introduction to the planning community.

APA is interested in your suggestions and opinions. You are welcome to contact me at [jdrinan@planning.org](mailto:jdrinan@planning.org) with ideas, questions, or concerns.

I am glad you have joined APA, and I am confident you will feel at home in our organization. Together, we will help our communities meet the challenges of growth and change.

Sincerely,

A handwritten signature in black ink that reads "James M. Drinan". The signature is fluid and cursive, with the first name "James" and last name "Drinan" clearly legible.

James M. Drinan, JD  
Chief Executive Officer

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**Chicago Office**  
205 N. Michigan Avenue  
Suite 1200  
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**Washington D.C. Office**  
1030 15th Street, NW  
Suite 750 West  
Washington, DC 20005-1503  
p: 202.872.0611

**APA President**  
Cynthia A. Bowen, ACP  
  
**Chief Executive Officer**  
James M. Drinan, JD

[planning.org](http://planning.org)

# Certificate of Attendance

20<sup>th</sup> Annual Adirondack Park Local Government Conference  
April 5 & 6, 2017

MICHAEL S. BROWN

Name

I certify that I attended the following training and workshops at the 20<sup>th</sup> Annual Adirondack Park Local Government Conference.

Wednesday, April 5, 2017  
1:00PM-5:00PM

- ☐ Adirondack Forum
- ☐ FOIL/Open Meetings Law
- ☐ Energy Circuit Rider Initiative
- ☒ ZBA Overview

Thursday, April 6, 2017

Keynote: 8:45AM-10:15AM

- ☐ Warm Up The Workplace with Frank Pastizzo

Session 3: 1:15PM-2:30PM

- ☒ Municipal Wastewater & Decentralized Systems
- ☐ Recreation & Tourism - Part 2
- ☐ Solar Energy Regulation

Session 2: 10:45AM-12:00PM

- ☐ Municipal Water
- ☐ Recreation & Tourism - Part 1
- ☒ SEQRA

Session 4: 2:45PM-4:00PM

- ☐ Broadband
- ☐ Hot Button Land Uses