

**VILLAGE OF RED HOOK
VILLAGE BOARD MEETING
JUNE 6, 2011
7:30 PM**

Present: Mayor Ed Blundell, Deputy Mayor Brent Kovalchik, Trustee Jay Trapp, Trustee David Seymour and Trustee Jen Norris

Mayor Blundell opened the meeting with the Pledge of Allegiance.

Trustee Trapp made a motion to approve minutes from May 2nd and the May 19th public hearing and workshop. Trustee Norris seconded. All were in favor.

TREASURER'S REPORT

Clerk Cole read the Treasurer's report for the month and year ending 2011: Balances: General \$742.95, Water \$10,266.68, T & A \$9,915.75, Resource Recovery \$419.66, Petty Cash \$71.02, Village Green \$2,736.82, Hardscrabble \$2,816.14, Health Ins. \$941.04. Monthly Expenses: General \$ 156,433.55, Water \$32,409.09, T & A \$9,915.75, Resource Recovery \$6,037.28. A transaction by account report was submitted to the board by Clerk Cole for the ending of fiscal year 2011 for review.

- Red Hook Fire Department – Represented by the Fire Co. is Chief Pete Coon and Shawn Ball. Submitted was a copy of a building permit DCDH of approval for shed, land agreement with the fire company and the Village of Red Hook. Pete Coon: in October 2009 the Fire Co. proposed to the Village to erect a shed on Village property. In 1985 the Village entered into a lease with the fire company for the fire house to be built. May 17th Chief Coon met with Mayor Blundell and Trustee Seymour to discuss the erection of a 35' shed. Marie Welsh did a survey of the said property. The easement is not printed and is waiting for approval. The shed will be located on the SE of the property. Both the fire company and village attorney have reviewed the lot lien and easement.
This building will be a training facility; a fog machine will be brought to simulate fire. (Search and rescue training with no heat). DM was assured that there will be no vehicles stored in the shed. The inside walls will be stationary and removable for repositioning. The second floor will be used for storing files and uniforms. This training will include the Town of Milan, Village of Tivoli, and the Village of Rhinebeck. Mayor Blundell indicated the need to protect the well fields and plans to upgrade our water system. Chief Coon was unaware of the lease line and stated that he county department of health informed them where to put the shed. Both Trustee Kovalchik and Trustee Trapp agree that the next state for the fire company is to go before the planning board. Mayor Blundell mentioned the Monroe decision which refers to the use being for the municipality, proprietary use. Mayor Blundell made a motion to amend the lease to accommodate the training shed. This will be discussed in detail at the workshop on June 16th. Trustee Seymour seconded. All were in favor.

- Software Consultants – Wil LaBossier presented upgrades for both the water and tax software programs.
Water: The village will soon be upgrading their water meters by using drive-by meter readers. The current water meter is no longer being made. These new meters must have the water program updates. This upgrade will provide better backups and better reporting. The cost of this upgrade is \$ 3,900.00. * On line payment for the water is \$ 3,500.00 with an additional cost of \$ 700.00 for service and \$ 500.00 for web hosting. Currently the Village has 827 water customers and will start billing on a monthly basis by dividing up the village in 4 sections. This will keep an even flow of cash coming in. Tax updates will be the same cost. Clerk Cole stated that the tax department program is working fine and feels that the Village shouldn't spend extra money at this time. Also, with only part time office staff she feels that she is not ready to start taking credit cards. Trustee Seymour made a motion to purchase the upgrade for the water program. Trustee Norris seconded. All were in favor.

POLICE

Chief Truitt read the police report: 129 incidents, 130 UTT's, 23 arrests. Chief Truitt applied for \$ 17,000.00 in grants to purchase computers for the police cars. Currently there is a problem with dog enforcement. Rick Heinlein will be removed from the police roster and union dues list since he is not planning to continue in that career. He will be listed as an on-call confidential, computer technician hourly rate increased to \$ 25.00 with a minimum of 3 hours. Mayor Blundell made this in the form of a motion. DM Kovalchik seconded. All were in favor.

- Brenda Cagle – speaking on behalf of Central Hudson's Consert program – which is a smart meter system that will save energy by reducing the grid load. Anyone interested can call Central Hudson for more information.

WATER

Trustee Seymour read the water report: 2 bacteria samples were taken and sent to lab, marked water lines as requested – Chocolate Factory and Public Library, monitored water tower level and trouble shoot cause of problem, met with repair representatives from GCS to repair antenna at Tower Street water tower, fire hydrants were flushed by Village employees, average daily usage for the month 256,032. Flushing the hydrants was completed with no complaints.

VILLAGE BUILDING

Trustee Seymour reported: carpets were cleaned by Gail's Country Cleaning, main entrance doors were repaired, air conditioning units were cleaned and the air conditioning in the court office was expanded.

PLANNING AND ZONING

Trustee Trapp read the planning and zoning report: 7 building permits, 4 certificates of occupancy, 1 certificate of compliance, 1 certificate of occupancy, 12 inspections. \$415.00 was collected in fees.

Trustee Trapp, Mayor Blundell and Mark Day met in regards to the 2011 DCBG for \$142,500.00. This grant will extend sidewalks on Park Ave, Fire House Lane and crosswalk on Rt 9, a funding of plans already drawn up for prior attempts. Any remaining funds will fix pavers in central business area. Trustee Trapp made a motion to approve the Engineering Design services for this project in the amount of \$4,350.00 from M. A. Day Engineering. Trustee Seymour seconded. All were in favor. The cost of these engineering fees are included in the grant. A sales quote from Cybertron PC was received for a new zoning computer in the amount of \$805.00. This computer comes equipped with a good memory and higher speed and windows 7. Trustee Trapp made a motion to purchase this new computer for the zoning office. Trustee Seymour seconded. All were in favor. Rick Heinlein will install.

Trustee Trapp will apply for an OPRHP grant, which is a matching fund grants. This would be to purchase the green lot next to Key Bank. An orientation class is available to help with the filing process.

RESOURCE RECOVERY

Trustee Norris read the resource recovery report: commingle 3.09 T, cardboard 5.57 T \$104.13, garbage 14.21 T \$1,237.18.

COMMUNITY EVENTS

Red Hook Public Library - Children's center is open – grand opening will be some time in July. Community events have had to deal with lots of rain. Apple Blossom was a great success. Red Hook Recreational Park brochure is out and available at the Village Hall.

LOSAP – Mayor Blundell reviewed the submission of 2008-2009-2010 reports for the Village and Town exposure. A letter was sent to the Fire Department stating that we are in the process of making payment transaction and reminding them that all reports are due by March 31st. This will be discussed in more depth at a later date.

CHAPTER 95

Mayor Blundell made a motion to approve the updated Chapter 95, which will be included in the current zoning code. This will be local law 2 -2011.

Roll call Trustee Trapp	yes
Trustee Kovalchik	yes
Trustee Seymour	yes
Trustee Norris	yes
Mayor Blundell	yes

Local Law 1-2011 will be forwarded to the Village Attorney to be submitted to the State for filing.

HIGHWAY

Deputy Mayor Kovalchik read the monthly report as follows:

1. A list of contractors has been prepared for the Village Highway Department to enlist for emergency repair and snow removal. Included are A.W. Coons and Sons, Frank Vosburgh Excavating and Paving and SJ Lore Excavating and Site Contractors.
2. An updated estimate has been received to provide new street identification signs to be located at intersections of Village streets.

Glenco Supply, Inc. (does not include poles or brackets)..... \$ 5,886.35

Funds to provide for purchasing signs, posts and attachments as mandated by the Federal Highway Administration are to be deducted from Maintenance of Streets – Contractual Expenses (#5110.42 – 50% of total cost) and from the NYS Consolidated Highway Improvement Program (CHIPS - #5110.3 – 50% of total cost).

3. A list of projects has been completed for repairs and improvements to various Village streets, catch basins, drainage swales, etc. Estimates for this work have been requested from various contractors and are due at the RHV Building on June 13, 2011. A work is to be completed by July 29, 2011. Funds to provide for repairs are to be deducted from the NYS CHIPS budget allocation (#5110.3).
4. A part time employee has been hired to attend the RHV Landfill. Ernest Maderi will be assisting RHV residents with permits at the landfill on Saturdays from 9:00am-2:00pm. Residents can purchase permits at the RHV Building for \$20.00.
5. The Certificate of Insurance for Highway Work Permit (NYSDOT Perm 17) and Federal-Aid Local Permission to Perform Contract Work on Private Land – Form HC91 (re: 90 W. Market Street, signed by property owners 5-19-11) has been sent to MA Day Engineering on May 19, 2011 to complete application for the RH Sidewalk Project. The project will include ADA compliant mid-block crosswalks from Fraleigh Street to the RHV Library across South Broadway, Prince Street to Firehouse Plaza across South Broadway, a new sidewalk from Phillips Street to Benner Road on the south side of West Market Street. The project estimated cost of \$233,000 will be provided by funding under Title 23 U.S. Code (FHWA) that calls for the apportionment to be bourn at the ratio of 80% Federal Funds and 20% non-federal funds. The 20% local obligation will be provided by the NYSDOT. Requests for bids and starting date announcements are forthcoming.
6. A new clutch has been installed on the F-11 (1996 International 4600) dump truck for \$1,600.00. Funds to provide for repairs are to be deducted from Maintenance of Streets – Contractual Expenses – Vehicle Repairs/Maintenance - #5110.41 (FY2011-2012).
7. The existing snow plow mounting hardware and springs are to be replaced, due to normal-use

conditions (bent) on the T-9 (1999 Ford F-450) dump truck. The RHV Highway Department will repair the hardware in-house, new springs will be ordered and replaced. Total estimated cost:

(4) springs \$ \$46.00 each \$ 184.00

(funds to provide for repairs are to be deducted from Snow Removal Contractual Expenses – Equipment Repair - #5110.42 (FY2011-2012).

8. A new plasma cutter has been purchased for \$579.00 to trade in (list price of \$1300) from the scrap metal account. Scrap metal was sold on May 3, 2011, yielding revenue of \$330.00. The current balance of the Scrap Metal Recycling Program account, including the current sale is \$1,587.84. (re: maintenance of Streets – Tools #5110.44). Since inception of this program in September, 2007, \$9,859.00 has been generated (approximately \$2300 per year). Proceeds from this account go toward purchasing tools/equipment for the RHV Highway Department, and are supplemental to the General Funds allocated to the Highway Department. Residents interested in donating scrap metal can contact Dan Streib at 845-758-8600.

VILLAGE GREEN

Deputy Mayor Kovalchik read the monthly report as follows:

1. A Village Green Committee Meeting was held on May 26, 2011 at the RHV Building. Brenda Cagle, Sally Dwyer-McNulty, Jeff Urbin and RHV Liason/Brent Kovalchik attended. The following items were considered:
 - a. The current balances of the Village Green Committee related budget account as of May 31, 2011 are as follows:
 - Community Beautification – Contractual Expenses (#8510.4)
Balance \$ 1,376.80
 - Shade Tree – Contractual Expenses (#8560.4)
Balance \$ 2,057.92
 - Village Green Checking Account
Balance \$ 2,736.82

- b. Review informational signs located on various RHT trees indentifying the amount the tree reduces atmospheric carbon.
- c. The RHV VGC requests previous Tree City plaques to be hung on the walls of the RHV building.
- d. Reviewed the annual Spring Planting Day on April 30, 2011.
 - 17 trees were planted.
 - Memorial plaque and tree dedicated to Robert and Barbara Beilenberg at the Elmendorph Inn.
 - Winners of the “Poe-Tree” contest.
- e. Discussed volunteer recruitment for annual tree planting days from the Boy Scouts, Girl Scouts, Interact Club, Who Cares Club, Camp Ramapo and Bard College International Students.
- f. Discussed completing reimbursement applications for the 2007-2008 NYSDEC Urban Community Forestry Grant.
- g. Announced date of June 2, 2011 to dedicate a tree and commemorative plaque to Alex Gravino and the Red Hook High School Healing Garden.
- h. Discussed future projects:
 - VGC website updated – four times a year by RHV webmaster.
 - 2012 Arbor Day activities – coordinate with RH Schools and volunteers.
 - Pedestrian/Bicycle Path along Rt. 199 (west).
 - Pruning Workshop - tentative dates of Tues. June 4, 2011 - workshop to include video presentation, hands-on demonstrations, and additional presentations such as “invasive insects”, “what not to do to your tree”, and “good native trees for our landscape”. Refreshments will be served and final date announcement forthcoming.
 - *discussed enlisting volunteers to video record workshop for future PANDA broadcasts.
- Map existing and future tree locations of Village trees on map, prepared by DC Department of Planning and Development using information from the SWAT GPS Survey of September, 2009.

- i. The Village of Red Hook has been named a Tree City USA for the Ninth (9th) consecutive year.

“We commend the Village of Red Hook’s elected officials, volunteers and its citizens for providing vital care for its urban forests.” – John Rosenow, Chief Executive and Founder of the Arbor Day Foundation – April 20, 2011.

ITF

Deputy Mayor Kovalchik read the monthly report as follows:

1. Red Hook Sewer Project

A revised “Village-only” sewer district is currently being considered. Availability of funds from USDA-RD (FY2011-2012) and NYSEFC Principal Forgiveness and Hardship Financing are being reviewed. Revised benefit units, infrastructure and treatment plant costs, assessments and district boundaries are being determined with assistance from the DCW&WA.

2. Red Hook Village Water Project

- The NYS Department of Health is currently reviewing the Preliminary Engineering Report – Water System Evaluation for the Village of Red Hook (October, 2010). Analysis of the PER will provide a score and a placement on the NYSEFC Intended Use Plan to be reviewed and considered for funding from the Drinking Water State Revolving Fund (DWSRF).
- May 24, 2011. Letters and application forms including: Civil Rights Impact and other funding sources (5-24-2011), Application for Federal Assistance (SF-424/OMB #4040-0004), Budget Information – Construction Programs (OMB #4040-0008) and Assurances – Construction Programs (OMB #4040-0009) have been delivered to USDA-RD for a preliminary eligibility determination for possible grants and/or loan qualifications.

The water project, when funding is advanced, will provide for an alternate water supply/source (new well field), upgrades to the existing well field (well refurbishment, equipment improvements, water tower improvements) and improvements to the existing RHV water distribution system infrastructure.

3. Red Hook Village Zoning Amendments and Pattern Book

- Correspondences between the Egbert Benson Historical Society, Architect Stephen Tilly and Brent Kovalchik (RHV Trustee) continue in an effort to facilitate and complete the Pattern Book and Architectural Guides for Buildings in the GBD and TND.
 - Meetings are scheduled in June, 2011 with Stephen Tilly and Elizabeth Martin to survey the existing GBD and neighborhoods in the Village to determine historical development patterns.
 - Trustees Jay Trapp and Brent Kovalchik continue to work on draft proposals to amend current R10, 000 GBD and TND regulations and supplemental conditions.
4. May 6, 2011- The ITF was invited to present the Red Hook Centers and Greenspaces Plan to officials from New Jersey, Pennsylvania and New York at a Pace University Land-Use Law Center, Land Use Leadership Alliance Workshop in Matamoras, Pennsylvania. Harry Colgan, Bill O'Neil, Brenda Cagle and Brent Kovalchik presented.
5. The ITF met on May 13, 20, and 27, 2011 to review/revise the proposed zoning amendments of the RHT TND and Agricultural/Business District (ABD).
- Review limited development options, land appraisals, conservation easements on land in the ABD and discuss options with landowners and prospective developers.
 - A public Hearing is scheduled for Wednesday, June 22, 2011 at 7:30pm in the RHT Building to hear public announcements regarding the proposed amendments and recent revisions.

**CPF/EDC/ZRC/SHARED SERVICES/RED HOOK TOGETHER
Deputy Mayor Kovalchik read the monthly reports as follows:**

**Community Preservation Fund (CPF) Advisory Board – Monthly Report
May, 2011 – Brent Kovalchik – RH Village Representative/Member**

There were no CPF Advisory Board Meetings held during the month of May, 2011. The RHT Board approved and implemented the Community Preservation Plan on May 25, 2011. Final versions will be available at the RHV Building and on the RHV websites when complete. There are

approximately \$600,000 in the funds, 10% of the total will be available for Red Hook Village preservation purposes (wetland, well-field, gateways, cultural resources, etc.).

Red Hook Town Economic Development Committee – Monthly Report
May, 2011 – Ed Blundell and Brent Kovalchik – RHV Liason/Guests

A joint meeting of the RHT EDC and the RH CAN was held on May 12, 2011 at the RHV Buildings. Dan Budd, Chris Klose, Ben Shute, Micki Strawinski, Ed Blundell, Brent Kovalchik, Juliet Harrison and Todd Baright attended. Items discussed included:

- Connecting Bard students to the Town and Villages.
- Red Hook Village as a walkable, shop local – “new trend in living experience”.
- Long term planning/zoning goals for the Village of RH – infrastructure - increase pedestrian amenities.
- Business Improvement District incorporating agriculture/growing local initiatives.
- Red Hook as an arts community destination – collaborations with artists, farmers, local businesses.
- Develop”... I don’t care how much you know until I know how much you care” campaign.

A joint meeting of the RHT EDC, RHV, RH CAN, and RH Area Chamber of Commerce was held on May 26, 2011 at the RHV Building. Chris Klose, Dan Budd, Laura Pensiero, Ed Pruitt, Juliet Harrison, Brent Kovalchik and Todd Baright attended. Items discussed included:

- Multi-media presentation of the Red Hook Community to incoming Bard College freshman.
- Develop a “Red Hook Successes” inventory of thriving businesses to market Red Hook in print-on-line media.
- Creation of an inventory of commercial spaces and types of business desirable for the Village of Red Hook.
- Main Street Programs and review of successful “Main Street” models to be incorporated for the Village of Red Hook.

Red Hook Town Zoning Review Committee (ZRC) – Monthly Report
May, 2011 – Brent Kovalchik – RH Representative/Member

No meeting of the Zoning Review Committee was held in May, 2011.

Red Hook Town Shared Service Committee – Monthly Report
May, 2011 – Ed Blundell and Brent Kovalchik – RH Village representatives/Members

A Shared Services Committee meeting was held on May 17, 2011 at the Red Hook Town Building. Representatives from the RHT Board, RHT Highway Department, Red Hook Village Board of Trustees and RHT Engineers (Crawford and Associates, Engineering) attended. Items discussed included:

- Review 50% complete plans of the proposed RHT/RHV Highway Garage.
- Review and cost comparisons of other adjacent municipal highway garages of similar size and construction.
- Review need to retrain existing road to RHT recycling center and adjacency to property lines of neighboring properties.
- Review future grant opportunities to fund fiscal impact analysis of a consolidated RHT/RHV Highway Department. Applications from NYS DOS forthcoming.

May 9, 2011. The RHT Board agreed to increase the bond, approved by public referendum, from \$1.5 million to \$1.8 million subject to a 30-day review and permissive referendum. The public is encouraged to review proposals and comment. Information is available at the RHT Building.

Red Hook Together – Monthly Report

May, 2011 – Ed Blundell and Brent Kovalchik – RHV Representatives/Members.

A Red Hook Together meeting was held on May 5, 2011 at the Bard College Campus Center. The following items were discussed:

- Volunteer Fair – a collaborative effort between RHCS D and Bard College to be held at the RH High School - September, 2011.
- Develop community service/civic engagement opportunities for first semester Bard Students – orientation for Bard Students arriving August 7, 2011.
- Friends of International Students will be seeking volunteer families to serve as hosts to assist international students acclimate to Red Hook culture and traditions. Information will be available at RH Together Table on Hardscrabble Day (September 24, 2011).
- Community Gardens have been established at Bard College, Mill Road Elementary School and in RH Town (Rt. 9 South of the Village). Montgomery Place has provided from orchards available for food pantry distribution.
- RH PTA – SEED (Smart Eating Every Day) Program – a mentoring program to promote healthy eating habits/kids talking to kids about healthier lifestyles.
- Grants/Cooperative arrangement grants for identified projects.
- Updates on various groups including: RHT, RHV, RH CANS, RH Area Chamber of Commerce, RHT EDC, RHCS D, Bard College, Bicentennial Committee.
- “Sister-City” partnership between the Town of Red Hook and Mas’ha Palestine will be painting a canvas that is exchanged between the two municipalities – partnership with RH CANS to assist with finished painting to be displayed at the RH Library and RHCS D.

A meeting was held on May 13, 2011 to discuss installing bicycle racks at various locations throughout the Village of Red Hook. The bike racks will be displaying sculpture by local artists of the RH CAN. The project will kick-off on Moving Planet Day (September 24, 2011). Laurie Husted (105 Challenge), Juliet Harrison (RH CAN) and Brent Kovalchik attended.

Upcoming Events:

- June 4, 2011 – RH Library pre-opening discussion and reception
- June 15, 2011 – Bicentennial Committee Breakfast at Montgomery Place (7:30am).
- June 17, 2011 – Customer Appreciation Day at Ulster Savings Bank
- June 30, 2011 – Roseanne Cash at the Bard Spiegle tent to raise funds for the RH Education Foundation.
- July 15, 2011 and August 19, 2011 – Red Hook/Red Hook Hot Summer Nights
- September 24, 2011 – Hardscrabble Day and Moving Planet Day celebrations.

PUBLIC COMMENT

George Beekman questioned the property maintenance code in regards to the uncut grass at the IGA. Sam Harkins will send letter.

Steve Zacharzuk questioned the board as to when the village regulations will be available on-line. Mayor Blundell stated that it should be available with the next few months. Mr. Zacharzuk questioned the board as to what they are going to do about Trustee Seymour missing five months of meetings this past winter season. Mayor Blundell is confident that Trustee Seymour will do the right thing. Trustee Seymour stated that he called weekly and was always available during his absence.

Trustee Trapp made a motion to pay bills after audit. Trustee Kovalchik seconded. All were in favor.

Trustee Kovalchik made a motion to adjourn. Trustee Norris seconded. All were in favor.

Submitted by

Cynthia Cole
Clerk/Treasurer