

**VILLAGE OF RED HOOK
VILLAGE BOARD MEETING
JANUARY 7, 2013
7:30 PM**

Mayor Blundell opened the meeting at 7:30 pm with the Pledge of Allegiance.

Present: Mayor Blundell, Deputy Mayor Kovalchik, Trustee Norris and Trustee Zacharzuk. Trustee Trapp was absent.

On a motion made by Trustee Zacharzuk and seconded by Trustee Norris to approve, minutes from December 3rd, 2012 Village Board meeting and December 20th, 2012 Village Workshop were approved. All were in favor.

TREASURER'S REPORT

Clerk Cole read the Treasurer's Report as follows:
BALANCES AS OF 12-31-12

GENERAL	\$ 169,234.87
WATER	\$ 72,974.24
T & A	\$ 14,263.95
RESOURCE RECOVERY	\$ 1,972.57
PETTY CASH	\$ 36.38
VILLAGE GREEN	\$ 2,483.16
HARDSCRABBLE	\$ 3,353.15
HEALTH INSURANCE	\$ 3,345.60

MONTHLY EXPENSES

GENERAL	\$ 266,585.70
WATER	\$ 13,622.71
T & A	\$ 14,263.95
RESOUCE RECOVERY	\$ 6,244.10

Mayor Blundell stated that General Fund expenses are high due to a payment made to J Wase for sidewalk installation. These funds will be paid back by DC Department of Planning. A motion was made by Deputy Mayor Kovalchik and seconded by Trustee Norris to approve the Treasurer's Report. All were in favor.

Mayor Blundell stated that all department heads should start to think about the 2013-2014 budgets. A tentative budget should be submitted by March 15th, 2013.

POLICE

No police officer was present. Mayor Blundell read the police report for the month of December 2012: 119 incidents, 75 UTTs and 13 arrests. An annual report for 2011

and 2012 has been submitted that shows total incidents. Mayor Blundell would like to see pie charts to see longer trending that will also help with relations with the Court.

WATER

Trustee Zacharzuk read the water report for the month of December: a 2012 water consumption report was submitted. Well consumption is 91,960.965 in gallons – meter readings in gallons is 47,070,496 – total meter readings plus storage tanks in gallons – percentage difference .5442 – difference in gallons is -41,918,469.

Water Department activities for December 2012: 2 bacteria samples were taken and sent to lab, changed water meter at 14 Margaret Street as requested, turned water off and back on at 23 Graves Street as requested, Inorganic Group 1 & 2 samples were taken and sent to lab – attended a construction meeting on December 10th, 2012 for water system improvements – asbestos samples were taken and sent to lab – results not available – average daily usage for the month is 235,032. Trustee Zacharzuk stated that he was impressed with Smith Labs in regards to water certifications having chain of custody in place. 54 % more water was pumped than billed in 2012. Mayor Blundell stated that the upgrades to the water meters should make positive changes. Also on the current water bill there are lines for residents to put their phone numbers and email addresses. This information is being collected to make available contact information for National Metering to schedule water meter replacements. Mayor Blundell also stated that the Village is working on designing a system to flush hydrants on a regular basis.

CELEBRATIONS

Winterfest was a success, though it had to be postponed a week due to weather. About 100 people came out to light the tree, sing carols, do hayrides and make crafts. Thanks to Kim Gomez and Kathy Triebel for helping out.

We have a bit of a lull in the season as far as events go and we're interested in getting new people involved with creating and developing events. If anyone has any ideas for events, or wants to help out with our village mainstays (Spring Roll, Hardscrabble Day, Summer Concerts, Halloween, Winterfest and Apple Blossom Day) please email me at info@hardscrabbleday.org. We'd love to get some new blood on our committees.

GARBAGE AND RECYCLING:

We had 8.25 tons of single stream recycling and 10.25 tons of garbage. We paid out \$991.69. We sold \$3,440.00 in tags. The average sales during our promotion were \$3,810.00 per month, compared to \$3,672.00 on average during the other months.

December was the last month of our "buy ten get one free" promotion. The number of tags given away is as follows:

October, 2012

- Blue Tags: 58
- Red Tags: 27

November, 2012

- Blue Tags: 31
- Red Tags: 19

December, 2012

- Blue Tags: 34
- Red Tags: 11

Total Blue Tags Given Away:	123	\$307.50
Total Red Tags Given Away:	57	\$285.00
Total:		\$592.50

Comparing 2011 to 2012, we sold \$12,612.50 less in tags this year than the year before. However, we did pay out \$2,508.41 less than the year before, however this could be due to the fact that we are no longer charged for recycling as we had in years past.

We will be having e-waste recycling day on Saturday, January 19, 2013. This is in conjunction with Bard's Day of Service program.

Drop off at Red Hook Village Municipal Parking Lot
Bring a food donation for Red Hook Families in need

Allowable e-waste includes:

televisions
monitors
computers
keyboards
small scale servers
fax machines
scanners
printers
cell phones
VCR/DVR/DVD players
portable digital music players
digital converter boxes
cable or satellite receivers
electronic or video game consoles

**limited home pickup services by appointment for Red Hook Village residents:
redhookrecycles@gmail.com or 845-758-1081**

LIBRARY

I. Circulation:

- a. We circulated 5,365 items in December, down 2% from 5,465 in December 2011. I believe the drop in circulation was due to our

having to close the library due to snow and Internet outages from Time Warner (which I believe have now been resolved).

II. Programs:

a. We hosted 42 programs in November, attended by 141 children, 57 teens and 160 adults. A total of 358 people attended programs at the library in December.

III. Outreach:

a. Sister City Committee Meeting December 17, 2012.

Erica reported on progress with the Friendship mural quilt that is being done by kids at the library; it was sent with a student from Bard Palestinian Youth Initiative to bring to Kfar Tvor. The kids involved did an amazing job! We're hoping this will spark a Sister City relationship with Kfar Tvor.

PLANNING/ZONING

Trustee Trapp was absent: Mayor Blundell reported \$ 1,350.00 in fees for the month of December. Clerk Cole read the planning/zoning report as follows: 8 building permits, 1 certificate of occupancy, 8 certificates of compliance, 2 municipal searches, 1 court appearance and 16 inspections.

Mayor Blundell stated the need to install backflow protectors on required water meters. A list is currently being developed of required residents.

VILLAGE GREEN

Deputy Mayor Kovalchik read the monthly report as follows:

1. The current balances of the Village Green Committee's related budget accounts, as of December 31, 2012, are as follows:

- Community Beautification – Contractual Expenses (#8510.4)
Balance \$ 2,273.38
- Shade Tree – Contractual Expenses (#8560.4)
Balance \$ -6,035.78
- Village Green Committee Checking Account
Balance \$ 2,483.16

2. There were no Village Green Committee Meetings held during the month of December, 2012.

3. In 2012, the Village Green Committee celebrated its tenth anniversary as “Tree City USA”. Twenty-five trees were planted this year and approximately 250 trees since the VGC was established. Last year 23 benches were installed throughout the Village with funding provided by grants and donations.

The Village Green Committee thanks all volunteers, Village Highway Department, Village Officials and Village Employees for their participation and support.

HIGHWAY

Deputy Mayor Kovalchik read the monthly report as follows:

1. Residents are reminded to remove basketball hoops/sports and other equipment from the sides of Village streets to allow for snow plowing. The Village will not be responsible for damaged equipment during snow plowing season.
2. The Village’s snow ordinance is in effect from November 1, 2012 through March 31, 2013. No parking is allowed on Village streets from 11:00 p.m. to 6:00 a.m. Vehicles, parked on Village streets, will be towed before/during/after a snow/ice storm to facilitate snow/ice removal and at the vehicle owner’s expense.
3. West Side Auto (3 St. Johns Street, Red Hook, NY 12571) has won the contract to provide towing services for the Village during the effective dates of the snow ordinance. Costs and terms associated with this contract and paid by the vehicle owner are as follows:
 - Towing.....\$75.00 per vehicle
 - Storage.....\$25.00 per day
 - Pick-up of towed vehicle from West Side Auto is from 7:00 a.m. to 9:00 p.m. seven days per week.
4. Property owners and/or occupants are required to remove snow and ice from adjoining sidewalks within 24 hours after a snow/ice storm (Local Law #165-1). At the discretion of the Village Board of Trustees, the Village Highway Department will remove snow at a cost of \$2.00 per linear foot and the cost will be assessed and collected with the next tax levy (Local Law #165-4B).
5. Final Reimbursement Requests were submitted to the NYSDOT on December 28, 2012 for the balance of construction costs associated with the FHWA/NYSDOT Sidewalk Project (PIN #8760.64). The Project included the installation of approximately 1,100 linear feet of sidewalks on West Market Street (between Phillips Street and Benner Road), two ADA compliant mid-block crosswalks on South Broadway and a new raised curb with brick pavers on the east side of South Broadway (Firehouse Plaza).

6. The Village Highway Department is now relocated at the new Red Hook Town/Village Highway Garage located behind the Red Hook Town Building at 7340 South Broadway.
7. No scrap metal was sold during the month of December, 2012. The total revenue generated to date for FY2012-2013 is \$1,246.34. Since inception of the Scrap Metal Recycling Program in September, 2007, \$13,105.73 has been generated. Proceeds from this Program go toward purchasing tools and equipment for the RHV Highway Department. Residents and businesses interested in donating scrap metal can contact Dan Streib at 845-758-8600 or Cindi Cole at 845-758-1081. The Village Highway Department will assist property owners by picking up scrap metal upon request.

ITF

Deputy Mayor Kovalchik read the monthly report as follows:

1. Red Hook Sewer Project

- a. The Village was notified by the NYS Department of Environmental Conservation (NYSDEC), on December 21, 2012, that the application submitted through the 2012 Consolidated Funding Application (CFA) "... did not meet the minimum requirements, as outlined, to be deemed eligible for the Engineering Planning Grant solicitation through the Clean Water State Revolving Fund (CWSRF) program." The Village did not qualify based on the 2010 Census Data determining Household Medium Income for the preparation of a revised/amended Map, Plan and Report and Water Quality Study.
- b. The Village will continue to pursue all funding opportunities to provide for a future municipal sewer system.

2. Red Hook Water Project

- a. December 10, 2012. A pre-construction meeting was held at the Red Hook Village Building to review costs, oversight/inspection requirements, prime contractors' contract requirements, short-term financing and reimbursement procedures, and long-term financing requirements. Substantial Completion time was established 160 days from the contract start date (December 10, 2012 through May, 2013) and Final Completion time was established 220 days from the contract start time (December 10, 2012 through August, 2013). Representatives from National Metering, Whalen Electric, Trinity Construction, C.T. Male Associates, P.C., NYSEFC, USDA-RD, Ed Blundell and Brent Kovalchik attended.
- b. National Metering will be installing new meters with radio read meter heads to all Red Hook Village water customers. Residents/businesses/property owners are reminded to complete the required telephone and e-mail request provided on the

latest water bill payment stub. National Metering will be contacting all customers, via mail/telephone/e-mail correspondence, to schedule an appointment to replace water meters.

- c. December 17, 2012. A site inspection and well field pump/control walk-through was conducted to review the scope of work for monitoring and controls for the new well field improvement project. Representatives from Teamwork Solutions, Inc., C.T. Male Associates, P.C. and Brent Kovalchik attended.
- d. At the December 20, 2012 Red Hook Village Trustees' Workshop, a possible development proposal for the Red Hook Town TND was presented. Discussions involved creating a Red Hook Town Water District that would purchase water and services from the Village. Alternative water district expansions/acquisitions were also discussed. Richard Rang (Kirchhoff Companies), Rodney Morrison (LRC Group) and the Red Hook Village Board of Trustees attended.
- e. The Village was awarded a 2012-2013 CDBG for an on-site package water treatment system for previously abandoned wells located at the Village Landfill site. These two wells, each yielding approximately 70,000 gallons per day, will supplement the Village's existing water supply capacity.

3. Intermunicipal Task Force (ITF)

- a. The ITF met on December 7, 14 and 21, 2012 at the Red Hook Town Building. Draft zoning amendments and revised use table for the Water Conservation, Limited Development, RD 5 and Institutional Districts were reviewed. Upon agreement from the ITF, the zoning revision recommendations will be presented to the Red Hook Town Board for review and implementation considerations.

EDC/CPF/ZRC/RHSSC/RHT

Deputy Mayor Kovalchik read the monthly reports as follows:

Red Hook Town Economic Development Committee (EDC) – Monthly Report December, 2012 – Ed Blundell and Brent Kovalchik – RH Village Liaisons

- a. An EDC Meeting was held on December 13, 2012 at the RH Village Building. The following items were discussed:
 - Business Survey – currently online and available through the RHT, RHV and Chamber of Commerce website. The survey is to gather information to assist the EDC to promote existing businesses, encourage new business and solicit comments on how local governments and business organizations can better serve the Red Hook Community.
 - Discussed not-for-profit organizations to serve the Red Hook Area such as “SEED” (Smart Eating Every Day): a children driven educational program serving rural and suburban communities.

- Discussed NEA grants available that provide financial assistance for economic development involving the arts in “placemaking”.

Community Preservation Fund / Farmland Protection Advisory Committee (CPF/FPAC)

– Monthly Report

December, 2012 – Brent Kovalchik – RH Village Representative / Member

- a. There were no CPF/FPAC Meetings held during the month of December, 2012.

Red Hook Town Zoning Review Committee (ZRC) – Monthly Report

December, 2012 – Brent Kovalchik – RH Village Representative / Member

- a. There were no ZRC Meetings held during the month of December, 2012.

Red Hook Town/Village Shared Services Committee – Monthly Report

December, 2012 – Ed Blundell and Brent Kovalchik – RH Village Representatives / Members

- a. There were no Shared Services Committee Meetings held during the month of December, 2012.

Red Hook Together – Monthly Report

December, 2012 – Ed Blundell and Brent Kovalchik – RH Village Representatives / Members

- a. There were no Red Hook Together Meetings held during the month of December, 2012.

FACILITIES

Trustee Zacharzuk stated the sidewalk on the north side of the Village Hall has iced over. A resident fell over the weekend. Highway Foreman Dan Streib was called in twice to salt and sand the sidewalk. This is due to a leaky gutter which may be frozen and in need of repair. Trustee Zacharzuk is in favor of closing the sidewalk until the spring thaw. Mayor Blundell is not in favor of closing the sidewalk, but agrees to close the sidewalk on the north side of the Village Hall for now.

REGULAR BUSINESS

WATER UPGRADE UPDATES – Mayor Blundell stated bids were awarded to National Metering; employees will be wearing uniforms with ID cards. The latest Village water bill requested all residents to give their phone number and/or email so we can create a data base to contact residents to schedule an appointment to install new water meters.

Deputy Mayor Kovalchik has received a packet from National Metering with a customer list, pictures of all employees and daily worksheets which will be submitted to the Village on a daily basis.

BACKFLOW PROTECTORS – Mayor Blundell stated that the cost of these protectors falls on the home/business owner. These protectors must be inspected by a certified inspector and at a cost to the homeowners.

Mayor Blundell also stated the zoning fee schedule is currently being reviewed for increases.

E-WASTE

E-waste will be January 19th, 2013 in the Village Municipal Parking Lot.

This is in conjunction with Bard's Day of Service program. Items collected will be TVs, computers, scanners, etc. From 10 am to 1 pm. Food donations for Red Hook families are being accepted. Bard College will provide labor; Town of Red Hook will provide the drop-off point. Mayor Blundell and the Village Board will pick up items by appointment only. Dan Baxter, a Village resident, did the art work for the poster. Deputy Mayor Kovalchik will have the poster put on Panda.

RESOLUTION 1-2013

Clerk Cole read Resolution 1-2013 – Whereas, per election law 15-104(3) the Board of Trustees of the Village of Red Hook will hold a Village Election on March 19, 2013 at the Village Hall (7467 South Broadway, Red Hook, NY) between the hours of 12:00 noon and 9:00 PM.

A motion was made by Trustee Norris to approve Resolution 1-2013 and seconded by Deputy Mayor Kovalchik. All were in favor.

RESOLUTION 2-2013

Clerk Cole read Resolution 2-2013 – Whereas, the Board of Trustees of the Village of Red Hook adopt a Resolution # 2-2013 providing that there will not be a Village registration day. Election Law 15-118(3).

A motion was made by Deputy Mayor Kovalchik to approve Resolution # 2-2013 and seconded by Trustee Norris. All were in favor.

Mayor Blundell stated that there are 2 available Trustee seats – Jennifer Norris and Steve Zacharzuk.

Mayor Blundell submitted a copy of a sign for the Red Hook Garden Club that is being requested to be placed in Memorial Park. The sign reads Old Dutch Village Garden Club. Mayor Blundell stated that the sign should go to the Planning Board for approval. The Board agrees the placement of the sign in Memorial Park.

As per requested by Mayor Blundell, Clerk Cole submitted a proposal from ADP for benefit accruals. This would give the Clerk more control over the Police Department, Highway Department and office staffs' vacation, sick/personal time off. ADP would charge a \$ 300.00 set up fee and a bi-weekly cost of \$ 14.00. There is a 4-6 week set up time followed by some training. Mayor Blundell asked Clerk Cole to proceed with benefit accrual with ADP.

A motion was made by Deputy Mayor Kovalchik to pay bills after audit and seconded by Trustee Zacharzuk.

PUBLIC COMMENTS

George Beekman asked the Mayor if the Holiday Tree Lighting cost additional money. Mayor Blundell responded with no, it did not cost additional money. George Beekman also asked the Board to talk to Panda in regards to the volume being too high during Village Board meetings. Some shows are normal in volume. Mayor Blundell will reach out to the station manager. Trustee Zacharzuk stated the volume issue is in front of the FCC.

Don Finn asked if the wells out east are plugged. DM Kovalchik stated the wells will be looked at during the water upgrade. The Board met with Kirchhoff Construction to supply water to a new development on Old Farm Road. This project could also have the option to drill wells or tap into the Rokeby water supply. The Village must first know what we have in capacity before we sell to Town residents. We can't sell what we don't have stated Trustee Zacharzuk. Deputy Mayor Blundell stated that Dutchess County has on file maps where the Village aquifer is documented.

A motion was made by Deputy Mayor Kovalchik to adjourn the meeting at 8:45 PM and seconded by Trustee Zacharzuk. All were in favor.

Submitted by,

Cynthia Cole
Clerk/Treasurer