

**VILLAGE OF RED HOOK
VILLAGE BOARD MEETING
AUGUST 5, 2013
7:30 PM**

Present: Mayor Blundell, Deputy Mayor Kovalchik, Trustee Trapp, Trustee Norris, Trustee Zacharzuk, and Clerk Cole

Mayor Blundell made a motion to approve minutes from July 8th Village Board and July 18th Workshop. DM Kovalchik moved the motion. Trustee Norris seconded. All were in favor.

TREASURER'S REPORT

Clerk Cole read the Treasurer's Report for the month of July:

Balances:

General	\$ 784,162.40
Water	\$ 49,660.14
T & A	\$ 14,647.48
Materials Management	\$ 5,324.84
Petty Cash	\$ 35.13
Village Green	\$ 2,608.16
Hardscrabble	\$ 2,980.57
Health Insurance	\$ 2,506.68
Capital Projects	\$ 356.67

Monthly Expenses :

General	\$ 330,198.22
Water	\$ 18,670.63
T & A	\$ 14,647.48
Materials Management	\$ 4,575.77

Clerk Cole reported uncollected taxes of \$51,460.88 – The AUD (Annual Update Document) is being done by Sedore & Co. CPAs and should be completed by the end of the week. Pattison, Koskey, Howe, and Bucci CPAs will begin the A-133 August 12, 2013 which is a required audit for the USDA funds borrowed for water upgrades. Clerk Cole also stated General Expenses are high due to BAN payment on the Village Hall and a large insurance premium. Mayor Blundell asked Clerk Cole if any numbers were back from LOSAP – Clerk Cole stated no.

POLICE

Mayor Blundell read the Police Report for July as follows: 153 Incidents, 84 UTTs, and 14 Arrests. Sergeant Hildenbrand announced that the Village received a grant for digital fingerprinting equipment. Equipment includes computers, printers, and software. Soon computerized prints will be mandatory.

WATER

Mayor Blundell stated several residents have come forward stating they have received letters for insurance on water sewer lines. This did not come from the Village and the Village does not endorse such insurance.

Trustee Zacharzuk read the Water Report for July as follows:

Infra-structure system was flushed beginning on July 29, 2013 by opening hydrants in sequence throughout the district.

Two direct interviews were held subsequent to RFP submissions for water operator. Firms interviewed were Yaws and VRI. Options, qualifications and certifications are still being analyzed. Average daily consumption for July was 245,192 gallons. 100 gallons of hypochlorite were added to the system over the month. Leak detection work found two leaking hydrants which will be repaired at valves below ground. Quarterly water bills were issued after the July 8th reading. This billing sequence has a combination of the new meters, reading in gallons, and the final reads from the old meters, in cubic feet, so a formula was created to combine billing in cubic feet and gallons on the same bill. This is the conversion factor seen on the bills. All new bills will be in gallons consumed. The last remaining meter installation date is set for Saturday August 10. If you have not booked your change out you need to get it done by that date. Call the toll free number for the contractor, National Metering or Village Hall to get the number. Bacteriological samples were taken and sent to lab.

FACILITIES

Time Warner Cable ran fiber wires and is ready for installation.

Pump Station cannot use their existing line – will need new line for alarm.

Trustee Zacharzuk submitted a street light and electric analysis for Central Hudson and Hess Corp. This analysis includes KWH and dollar amounts and is for the Board's review.

MATERIALS MANAGEMENT

Trustee Norris reported for the month of July: \$3,098.50 sold in tags, and \$1,425.31 was paid out. 13.33 tons of garbage and 7.86 tons of single stream recycling.

EVENTS

Trustee Norris reported the following: we screened Back to the Future on July 19th. Last year was too cold, this year was too hot. About 30 people came out to watch it on one of the hottest nights of the year. Thanks again to Rhinebeck Rentals for donating the screen, and for local restaurants for having movie take-out specials. About 60 people came out for the 2nd Annual Community Concert and potluck with music by GrassFed. This was on August 3rd at Abrahams Park. Given the response, I think this will be an annual event, everyone seemed to have a good time.

Our internet crowd funding efforts have ended, we raised \$595.00. In addition, we have had a direct donation of \$50.00. We encourage anyone who is interested to contribute to the Hardscrabble Community Association. Checks can be made to same and given to the Village Clerk. Thank you to everyone who contributed. Hardscrabble Day will be Saturday, September 21st. Events will include vendors, a parade and entertainment. There will be a clothing swap for all sizes as part of the Kidscrabble area on the KeyBank lawn, so please start purging some clothes you no longer wear; maybe you can find some great “new” ones.

PLANNING AND ZONING

Trustee Trapp is encouraging residents to report any building code violations or any out of compliance work to the Building Department. A letter was sent to Building Inspector Sam Harkins in regards to building applications being incomplete. All paper work must be in proper order by the time it reaches both the Planning and Zoning Boards. Zoning Committee update: the sign ordinance has been revised and currently working on R 10-20 merge.

Trustee Trapp read the following Planning and Zoning Report: 11 building permits, 1 certificate of occupancy, 15 certificates of compliance, 2 municipal searches and 23 inspections. \$4,055.00 was collected in fees, \$ 2,500.00 of which was Baright water hook-up.

HIGHWAY

Deputy Mayor Kovalchik read the monthly report as follows:

1. The Village Highway Department is currently conducting its lawn debris and brush pick-up program. This program will continue until the Fall 2013 brush/leaf pick-up.

Residents are reminded to place lawn debris and brush curbside on the first and third Monday of each month for removal by the Village Highway Department. Please limit the size of brush piles to 6’x6’x6’ with tree limbs no larger than 8” in diameter. Please do not include tree trunks and debris from private property tree removal. These will be the responsibility of the property owner. Residents not honoring these restrictions may be charged a fee for removal by the Village of Red Hook.

2. The Village received an estimate, on July 15, 2013, from Frank Vosburgh and Sons, Inc. to install a new 36”x42”x48” catch basin and cast-in curb frame and grate for the corner of West Market and Church Street. The project will also include repair of all disturbed areas including sidewalk replacement. The project cost estimate of \$7,680.00 will be deducted from the Maintenance of Streets – Street Maintenance General Fund Account (#5110.42).
3. Estimates have been received to repair the T-11 (1996 International Dump Truck) from Ben Funk, Inc. on July 24, 2013. Replacement of various transfer

case seals, engine seals, transmission seals, parts and labor will cost, a minimum of, \$2,326.00. These repair costs will be deducted from the Snow Removal – Equipment Repair General Fund Account (#5142.42).

4. Firehouse Lane will be repaired in mid-August, 2013. The Gorman Group will provide this service with the assistance of the Village and Town Highway Departments. The total cost, including Fibermat Type A and Paver Placed Surface Treatment Type B, is \$41,032.00 based on estimates received on July 10, 2013. This project will be funded from the FY2013-2014 NYSDOT Consolidated Highway Improvement Program (CHIPS #5110.3 . . . \$40,237.00) with the balance deducted from Maintenance of Streets General Fund Account (#5110.42 . . . \$795.00).
5. Scrap metal was sold June 4, 2013 and reimbursements were received on July 2, 2013. Revenue generated by this sale generated \$366.96. Total revenue generated to date for FY2013-2014 is \$366.96. Since inception of the Scrap Metal Recycling Program in September, 2007, \$14,506.82 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 the Village Clerk at 845-758-1081. The Village Highway Department will assist property owners by picking up scrap metal upon request.

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 July 31, 2013, are as follows:
 - Community Beautification – Contractual Expenses (# 8510.4)
Balance \$ 4,000.00
 - Shade Tree – Contractual Expenses (# 8560.4)
Balance \$ 4,280.00
 - Village Green Committee Checking Account
Balance \$ 2,483.16
2. There were no Village Green Committee Meetings held during the month of July, 2013.
3. Brenda Cagle, on behalf of the Village Green Committee, attended the NYS Urban and Community Forestry’s Council Annual Re-Leaf Conference, held in Utica, New York, on July 18 and 19, 2013.

4. Residents and businesses can purchase a dedication plaque, in honor of, in memory of, etc. for \$125.00. Proceeds from the sale of dedication plaques will be deposited in the dedicated Village Green Committee Checking Account and used to pay for the cost and installation of plaques and Village community enhancement projects.

ITF

Deputy Mayor Kovalchik read the monthly report as follows:

1. Red Hook Sewer Project

- a. The Village, with the assistance of Village Engineers C.T. Male, is preparing a NYS Consolidated Funding Application for a NYS DEC/EFC Wastewater Infrastructure Planning Grant. Funding is being requested to continue the Water Quality Study and to prepare an Engineer's Report. The water study and Engineer's Report, once completed, will be submitted for scoring and inclusion on the NYS EFC's Intended Use Plan (IUP). Placement on IUP determines eligibility for Municipal Sewer District capital funding opportunities.

2. Red Hook Water Project

- a. A meeting was held on July 10, 2013 at the Red Hook Village Building to review the progress, sign/submit reimbursement requests, review the status of work of Phase I of the Red Hook Village Well Field Improvement and Water Meter Replacement Project. Funding opportunities and procedures for Phase II of the Water Project were also discussed. Phase II will include improvements to the water distribution system of the south/west quadrant of the Village. The \$3.8 million project may be eligible for a USDA-RD loan at a rate of 2.75% interest for 38 years. A resolution authorizing Mayor Ed Blundell to sign documents was passed at a RHV Trustees' Workshop on July 18, 2013. A public hearing on August 5, 2013 has been scheduled to hear public comments on the resolution to proceed.
- b. The current status of Phase I (Well Field Improvement Project) includes capacity testing of the current wells. A transformer in the pump house is scheduled to be replaced in August, 2013. The transformer is part of the Variable Frequency Drive of the pumps. A recently installed scalar meter that monitors the water level in the well field storage tank was replaced on July 29, 2013. The meter was not properly reading the water level in the storage tank. The costs of these testing procedures and parts replacement is covered in the Phase I – USDA-RD funding.
- c. The current status of Phase I (Water Meter Replacement Project) includes installing an additional forty meters during the last week in July, 2013. An additional fifty meters remain to be replaced. The last date for replacement, as covered by the Phase I funding, is August 10, 2013. Residents and businesses

who have not participated are encouraged to schedule an appointment with National Metering as soon as possible. Failure to do so will result in an additional fee of \$50.00/quarter for residential customers and \$100.00/quarter for commercial customers attached to those customers' water bills.

- d. A Red Hook Village water distribution system leak detect survey was conducted on July 18, 2013. The survey revealed that two (2) fire hydrants (Scism Circle and Glen Ridge) had been detected. These have been repaired. No leaks were found on any RH Village water pipes.

3. Intermunicipal Task Force (ITF)

- a. The ITF met on July 12, 19 and 26, 2013 at the Red Hook Town Building.
- b. The ITF reviewed the status of proposed RH Town zoning amendments regarding Scenic Roads, Historic Preservation, and Highway/Road specifications. The ITF measured RH Village residential streets on July 26, 2013 as a reference for establishing/revising current specifications specifically for high-intensity residential development of the RH Town TND.

EDC/CPF-FPAC/ZRC/SSC/GBC-CSCC/LGC/RHT

Deputy Mayor Kovalchik read the monthly reports as follows:

Red Hook Town Economic Development Committee (EDC) – Monthly Report July, 2013 – Ed Blundell and Brent Kovalchik – RH Village Liaisons

- a. An EDC Meeting was held on July 25, 2013 at the Red Hook Village Building. The following items were discussed:
 - Public Relations Campaign.
 - EDC Newspaper Column – Todd Baright wrote the first in a series of articles that will regularly appear in The Observer. The articles will focus on improving existing businesses and encouraging new businesses to locate in the Village and Town of Red Hook.
 - Membership Recruitment. The EDC is currently reviewing resumés of prospective new members.
 - Status of proposed CVS on the former IGA site.
 - Status of new businesses considering to locate in the commercial subdistrict of the Red Hook Town TND.

Community Preservation Fund/Farmland Preservation Advisory Committee (CPF/FPAC) – Monthly Report

July, 2013 – Brent Kovalchik – RH Village Representative/Member

- a. There were no CPF/FP Advisory Committee Meetings held during the month of July, 2013.

Red Hook Town Zoning Review Committee (ZRC) – Monthly Report
July, 2013 – Brent Kovalchik – RH Village Representative/Member

- a. There were no ZRC Meetings held during the month of July, 2013.

Red Hook Town/Villages of Tivoli and Red Hook Shared Services Committee – Monthly Report
July, 2013 – Ed Blundell and Brent Kovalchik – RH Village Representatives/Members

- a. There were no Shared Services Committee Meetings held during the month of July, 2013.

Red Hook Green Business Challenge/Climate Smart Communities Committee – Monthly Report
July, 2013 – Brent Kovalchik – RH Village Representative/Member

- a. There were no Climate Smart Communities Committee Meetings held during the month of July, 2013.

Red Hook Library Children’s Learning Garden Committee – Monthly Report
July, 2013 – Brent Kovalchik – RH Village Representative/Member

- a. A Children’s Learning Garden Committee Meeting was held on July 9, 2013 at the Red Hook Library. Items discussed included:
 - i. Fund Raising – Of the \$17,000.00 cost to provide this Garden, a balance of approximately \$650.00 remains to be acquired. Residents or businesses interested in donating can contact Loretta Campagna or the Red Hook Library.

* Landscaping/Plantings	* Use/Programming of Garden
* Mural	* Fence
* Trees	* Table/Seating
* Planting Barrels	* Construction Work
	* Publicity

Red Hook Together – Monthly Report
July, 2013 – Ed Blundell and Brent Kovalchik – RH Village Representatives/Members

- a. There were no Red Hook Together Meetings held during the month of July, 2013.

Mayor Blundell stated part-time Highway Laborer James Bomba will be pulling pavers and resetting them and pulling weeds in the Village Parking Lot.

Mayor Blundell made a motion to make a budget adjustment as follows: revenue 3501 and expenses 5110.3 adjust to \$40,231.62. This change is for additional money for CHIPS. DM Kovalchik made this in a form of a motion. Trustee Norris seconded. All were in favor.

RESOLUTION 15-2013

Clerk Cole read Resolution 15- 2013 Water Rates Conversion -

WHEREAS, the attached Chapter 195 Water Rates was introduced by the Board of Trustees of the Village of Red Hook on July 25, 2013; and

WHEREAS, a public hearing was held on August 5, 2013 at 7:00 p.m. at the Village Hall, 7467 South Broadway, Red Hook, New York, notice of said hearing duly published and at which time all interested parties had an opportunity to be heard; and

WHEREAS, the Board of Trustees of the Village of Red Hook heretofore determines that this action is a Type II action under the State Environmental Quality Review Act; now therefore

BE IT ENACTED, by the Board of Trustees of the Village of Red Hook the following amendment to Chapter 195 Part 2 Water Rates as follows:

PART 2. WATER RATES
Article V. General Provisions
Sec 195-26. Schedule of Rates

- A. In order to continue to operate the Village Water Department at a level that is acceptable and in compliance with NYS and Dutchess County Department of Health requirements and provide the necessary level of maintenance we set the following rates to reflect the meter conversion from cubic feet to gallons of consumption, along with other fees needing codification. The rate set forth below shall become effective for the billing quarter commencing October 1, 2013. The Village Board may thereafter, by adoption of a fee schedule, amend the rates for water service to ensure financial stability in the water department.

WATER USAGE (GALLONS)	CHARGE
Usage up to 5,610, including meter	\$45.00 Minimum Charge/Base Usage \$38.00 Senior Citizens – 62 and older
5,610 up to 22,440	\$.00241 per gallon, over Base Usage

22,440 up to 37,400	\$.00321 per gallon, over Base Usage
37,400 up to unlimited	\$.00401 per gallon, over Base Usage

Town of Red Hook rates will be double of the Village fees quoted above.
The filling of pools for Village residents only will be a flat rate of:

6,000 gallons	\$ 200.00
12,000 gallons	\$ 400.00
24,000 gallons	\$ 800.00
30,000 gallons	\$1,000.00
Tapping fee – see application	\$2,500.00
Tapping with road cutting/crossing involvement	\$3,000.00
Customer requested turn off and on	\$ 25.00
Location of Water Lines requested by owner	\$ 50.00
Water Meter read requested by owner	\$ 25.00

Customers not in compliance with a new meter installed by August 30, 2013 will be subject to an additional fee of \$50.00 per quarter for residents and \$100.00 per quarter for businesses to allow us to pay the increased costs of manual reading, erroneous equipment factors and secondary bill computation. In addition, when customers do change out the meter after August 30, 2013, the labor for installing the new meter will be at the cost of the property owner.

The \$15.00 per quarter electrical power surcharge remains in effect on all accounts.

This amendment shall take effect immediately upon filing in the office of the Secretary of State in accordance with Section 27 of the Municipal Home Rule Law.

Trustee Trapp made a motion to approve Resolution 15-2013 as written. Trustee Norris seconded. All were in favor.

- Water Phase II Public Intent Statement – The Village of Red Hook intends to file an application for funding consideration with the USDA, Rural Development. The project in Phase II, will include improvements to the Village’s existing water storage services and water distribution system. The system serves 1,961 village residents and was constructed over time since the 1930s. The estimated project cost is \$3.8 million and will be funded by USDA, Rural Development loan (2.75% - 38 years). DM Kovalchik made a motion to approve Phase II Public Intent Statement. Trustee Norris seconded. All were in favor.

- Mayor Blundell scheduled a Workshop Meeting on August 29th to open RFPs for water well field project (Block Grant). RFP schedule as follows: RFP's deadline for August 23, review of bids and selection of bidder is August 29th and Award of Bid is August 29th. Trustee Trapp made a motion to approve opening of RFPs on August 29th. Trustee Norris seconded. All were in favor.
- Mayor Blundell met with Chris Barkley from Dutchess County Shared Services. The Village currently orders all supplies from WB Mason and will start to order supplies from Dutchess County when applicable. Also the Village would join the County in alerting residents when there is an emergency – basically web based and through phone alerts. Residents must sign up for web site – it is not automatic – there is a sign on fee and an annual fee. The Village did not budget for this fee in the current budget year. The County also offers heating oil, the Village currently buys oil from Bottini at state contract prices.
- Merchants Group – Mayor Blundell stated the Merchants Group is very successful – at the last meeting over 50 attendees were present – current discussions are on Winterfest and Halloween - this committee is self-promoting and no Village funds are used.
- DM Kovalchik stated the Pattern Book is now on the Village web site.
- Trustee Zacharzuk submitted a list of Village streets that he feels should have a reduced speed limit. The Village speed limit is currently 30 MPH set by the Code of the Village of Red Hook, Chapter 190 Article II, Chapter 190 Paragraph 36 Speed Limits. Trustee Zacharzuk is requesting speed reduction on secondary streets. Mayor Blundell thanked Trustee Zacharzuk for his efforts. DM Kovalchik asked Trustee Zacharzuk that by reducing the speed limit does he feel it will slow down speeders. Trustee Zacharzuk stated he does feel it will slow down traffic. Mayor stated this speed reduction discussion has been discussed before when the Village was mandated to change all street signs to 6" lettering and the recollection was that 30 mph is a mandatory level. Mayor Blundell asked Sergeant Hildenbrand if he could get speed trailers for the Village from other jurisdictions. Trustee Zacharzuk will chair a committee to research and report back to the Board.

PUBLIC COMMENT

George Beekman inquired as to why people were measuring Village streets? DM Kovalchik stated the Task Force was measuring the road to gather the new information for the Traditional Neighborhood District that was approved in the Town of Red Hook. They are looking at the Village as a precedent. The Town is currently reviewing and revising their highway specs. Clerk Cole stated a traffic study was being done for Knollwood Commons which was measuring the streets.

Linda Bard asked the Board why they were paving Firehouse Lane when Fisk Street needs paving – Mayor Blundell stated it is heavily traveled. DM Kovalchik stated a road survey was done to evaluate roads and a priority list is being followed. Also on Fisk Street across from the Bards driveway trees block view. Mayor Blundell discussed traffic calming techniques that should be considered (narrowing roads). DM Kovalchik stated trees slow traffic down.

David Queen – 23 Cambridge Drive – in regard to the pond behind the library – during Storm Irene August 28, 2011 it rained 4.69” which made considerable flooding. Properties on the north side of the pond were flooded (Cramer’s Vly). Following flooding homeowners contacted Mr. Queen to do research from an engineering point. Mayor Blundell stated Irene left much more rain than Mr. Queen stated, around 21 “ of rain fell. Opinion of Queen is that flooding is a result of 2 pipes that were plugged by the Perx’s brownfields in 2006-2007 in preparation of Red Hook Commons. The pipes that are plugged are an 8” installed circuit installed in 1889 and a plugged 18” South Broadway highway drain installed circuit installed in 1947. Residents are feeling very apprehensive during every heavy rainfall with flooding.

Flooding depends on ground conditions. Mayor Blundell once again stated that the pond is private property and has met several times with Mr. Queen regarding this subject. Back in 2012 the Village Highway Department brought their backhoe along with the DOT work to have the State survey their line and find where their 1947 lines were. Digging was done and the brownfield was cleaned up by the state DOT. Pipes found were supposed to be 4-5 down and were 8” down.

DOT pipe was above the 1800’s pipe so old one not located.. DOT connects storm drains on Route 9. This is buried pipe. Village did not exist in 1889. Owners then knew the pond is a problem. In 1889 a drainage association was formed by a group of adjacent owners to pay for a drain pipe; the Village was not in existence at that time. Under old state law, owners agreed to tax themselves to take care of drainage of pipes. Letter in June 2013 from pond owners requested a test pumping onto Rt 9 across private lands and onto busy road. Mayor does not see justification to cross private lands and put cost on Village to pump in a non-emergency setting. No interest in crossing property lines, also cannot flood Route 9 to drain pond. Mayor suggests residents build a fund and hire experts for guidance.. Mr. Queen states – two problems are safety issue and the other is to drain the pond. Once residents paid \$1,000.00 to have the pond pumped into a Village drain, enabled by the village. Now asking the Village to pump the pond into the highway drainage built by the State, put dye in water and see if it comes out the other end of the pond, the easement route or Perx property. Mayor Blundell stated the Board has met several times on all of the above and still stands by the concept that the Village cannot cross or repair private property with taxpayer’s money. Per Queen, the State stated the Village signed years ago an agreement on the 1947 drainage project for Rt9. DOT catch basin maintenance is the issue that we currently deal with but this 2500 foot run from 1947 appears totally plugged and many years, projects and issues have intervened since 1947. Not a Village project and State claims it is still working and would require replacement– very

costly. Records about the 1889 pipe show that it was clay and it is unknown why or where it has failed, plugged or been damaged. Pipe was to be maintained by adjacent owners who formed the drainage association. Mayor Blundell offered to meet personally and privately with Mr. Queen for further discussion about options like CPF, and other ideas. Something we have been doing all along.

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

Deputy Mayor Kovalchik made a motion to close the meeting at 9:15 PM. Trustee Norris seconded. All were in favor.

Submitted by,

Cynthia Cole
Clerk/Treasurer