

**VILLAGE OF RED HOOK
VILLAGE BOARD MEETING
FEBRUARY 10, 2014
7:30 PM**

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

Mayor Blundell opened the meeting with the Pledge of Allegiance.

Deputy Mayor Kovalchik made a motion to approve minutes from January 13th Public Hearing and Village Board, and January 16th Workshop. Trustee Norris seconded. All were in favor.

ENVIRONMENTAL REVIEW OF COMPREHENSIVE PLAN/PATTERN BOOK AND ZONING LAW AMENDMENTS

SEQRA Part II –

Zoning revisions require SEQRA

Attorney Polidoro lead the discussion and read each question/item for review and completion, as follows: 1 – NO, 2 – NO, 3 – NO, 4 – NO, 5 – NO, 6 – NO, 7 – NO, 8 – NO, 9 – NO, 10 – YES next to the Elmendorph, 11 – NO, 12 – NO, 13 – NO, 14 – NO, 15 – NO, 16 – NO, 17 – NO, 18 – NO. (copy of document on file with clerk)

Notice of Negative Declaration is attached to SEQRA Resolution (copy on file with clerk)

Attorney Polidoro read draft SEQRA Notice of Determination of Non-Significance.

Clerk Cole read the Resolution to Adopt a SEQRA of Determination of Non-Significance:

WHEREAS, the Village of Red Hook Board of Trustees is considering amending its Comprehensive Plan to include the Village of Red Hook Pattern Book and Architectural Design Guidelines and to adopt a proposed local law entitled, "A local law to amend the zoning law of the Village of Red Hook to incorporate the Village of Red Hook Pattern Book and Architectural Design Guidelines and to make other zoning changes", and

WHEREAS, a Full Environmental Assessment Form ("EAF") dated December 18, 2013 has been prepared on behalf of the Village Board; and

WHEREAS, on December 18, 2013, the Village Board of Trustees classified the action as a Type I action under the State Environmental Quality Review Act (SEQRA) and declared itself lead agency; and

WHEREAS, the Village Board of Trustees has reviewed the EAF and information obtained through its own knowledge, the public hearings, its consultants and other

agencies and has sufficient information on which to base a determination of significance; and

WHEREAS, the Village Board has considered the criteria contained in 6 NYCRR 617.7 and thoroughly analyzed all identified relevant areas of environmental concern.

NOW THEREFORE BE IT RESOLVED, that the Village Board of Trustees hereby adopts the attached Notice of Negative Declaration, finding that the amendment of the Comprehensive Plan and the adoption of proposed Local Law No.1 of 2014 will not result in any significant adverse environmental impacts and that a Draft Environmental Impact Statement will not be prepared; and

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized and directed to sign Part 3 of the Full Environmental Assessment Form; and

BE IT FURTHER RESOLVED, that the Village Clerk is hereby directed to provide copies of the attached Notice of Determination of Non-Significance to the Mayor, the Environmental Notice Bulletin for publication, and to any party that has requested a copy. All are in favor.

Resolution 2-2014 – Trustee Trapp made a motion to adopt the Resolution to Adopt a SEQRA of Determination of Non-Significance. Deputy Mayor Kovalchik seconded this motion. All were in favor. A copy of resolution is on file at the Clerk's office

Resolution 3-2014 – Deputy Mayor Kovalchik made a motion to adopt the Resolution to amend the Comprehensive Plan. Trustee Norris seconded this motion. All were in favor. A copy of the Clerk's office is on file at the Clerk's office.

Resolution 3-2014 – Clerk Cole read: PATTERN BOOK AND ARCHITECTURAL DESIGN GUIDELINES – the Pattern Book and Architectural Design Guidelines, dated May 20, 2013, and incorporated herein as Appendix A, is an illustrated guide for the architects, builders and residents of the Village of Red Hook as they plan new projects in the Traditional Neighborhood Development districts, design infill buildings in the General Business District or adjacent neighborhoods, and contemplate changes to existing building stock. Development within the Village should comply with the recommendations and guidelines in the Pattern Book to the greatest extent practicable.

BE IT FURTHER RESOLVED, that the Village Clerk is hereby directed to stamp or otherwise mark the May 20, 2013 version of the Pattern Book and Architectural Design Guidelines to indicate that it has been adopted as Appendix A of the Village's Comprehensive Plan.

Deputy Mayor Kovalchik made a motion to approve Resolution 3-2014. Trustee Norris seconded. All were in favor. Roll call was taken – Mayor Blundell yes, Deputy Mayor Kovalchik yes, Trustee Trapp yes, Trustee Norris yes, and Trustee Zacharzuk yes.

Clerk Cole read the RESOLUTION TO ADOPT LOCAL LAW NO. 1 OF 2014 ENTITLED "A LOCAL LAW TO AMEND THE ZONING LAW OF THE VILLAGE OF RED HOOK TO INCORPORATE THE VILLAGE OF RED HOOK PATTERN BOOK AND ARCHITECTURAL DESIGN GUIDELINES AND TO MAKE OTHER ZONING CHANGES"

Resolution 4-2014 – Trustee Trapp made a motion to approve Local Law 1-2014. Trustee Norris seconded this motion. A copy of this resolution is on file at the Clerk's office.

NOW THEREFORE BE IT RESOLVED, by the Board of Trustees of the Village of Red Hook as follows: 1. The Village Board hereby adopts said Local Law No. 1 of 2014, entitled, "A local law to amend the zoning law of the Village of Red Hook to incorporate the Village of Red Hook Pattern Book and Architectural Design Guidelines and to make other zoning changes" a copy of which is attached hereto and made a part of this resolution; and 2. That the Village Clerk be and she hereby is directed to enter said local law in the minutes of this meeting and in the Village Code of the Village of Red Hook, to give due notice of the adoption of said local law to the Secretary of State of New York, and take all other actions as may be required by law. All were in favor.

Discussion: Deputy Mayor Kovalchik stated these changes are a good step forward in tightening up our vision for the Village.

Trustee Trapp read the definition of "street".

Trustee Zacharzuk directed a question to Attorney Polidoro as to where do the 50' setback start. Attorney Polidoro stated it begins at the right-of-way. Mayor Blundell polled the Board in regards to their approval for the 50' setback beginning at the right-of-way. Drive through shall be located 50' from street and/or intersection of streets and to keep the pedestrian as safe as possible. Mayor Blundell made a motion to leave Drive through Section 8 a minimum of 50' from a street or intersections of streets. (Definition of street as it appears in the Village Code.) Trustee Trapp seconded. Roll call. Deputy Mayor Kovalchik yes, Trustee Trapp yes, Trustee Norris yes, Mayor Blundell yes, Trustee Zacharzuk no. 4-1 vote.

After discussion, a vote on adoption of the RESOLUTION TO ADOPT LOCAL LAW NO. 1 OF 2014 ENTITLED "A LOCAL LAW TO AMEND THE ZONING LAW OF THE VILLAGE OF RED HOOK TO INCORPORATE THE VILLAGE OF RED HOOK PATTERN BOOK AND ARCHITECTURAL DESIGN GUIDELINES AND TO MAKE OTHER ZONING CHANGES" was taken. All were in favor.

TREASURER'S REPORT

Clerk Cole read the Treasurer's report as follows:

Account Balances –

General	\$ 89,330.12
Water	\$ 103,289.33
T & A	\$ 16,548.65
Materials Management	\$ 5,098.69
Petty Cash	\$ 61.79
Village Green	\$ 3,410.41
Hardscrabble	\$ 3,704.33
Health Insurance	\$ 2,200.75
Capital Projects	\$ 4,183.09

Monthly Expenses –

General	\$ 104,370.31
Water	\$ 48,365.92
T & A	\$ 16,548.65
Materials Management	\$ 1,842.15

Clerk Cole submitted a year-end expense/income report to forecast the end of the 2013-2014 budgets. Mayor Blundell made a motion to make an adjustment to last month's General Fund balance that was reported in error. The correct balance should be \$137,261.63. Trustee Trapp seconded the motion. All were in favor. Mayor Blundell stated the State Comptroller's Office announced their findings on the Village's 2012-2013 AUD which revealed the Village has status of susceptible to fiscal stress. Mayor Blundell responded with a press release stating the historic economics and finances were weak and the Village has a deliberate 5 year plan to build a fund balance.

WATER

Trustee Zacharzuk read the Water Report for the month of January: The water plant pumped a total of 8,484,000 gallons of water, for an increase of 36,000 gallons per day from this month last year, 65 gallons of 12.5% liquid hypochlorite were used, for a daily average of 2 gallons per day. On January 28th, there was a break in the 8" main on Tower Street, which was repaired the following day without loss of pressure to the Village. The main was found to be lying directly against shale bedrock, and at the time of repair, material beneath the pipe was removed and sand placed beneath the main to protect the repaired area from future damage. A residential service line on Benner Road failed in the second week of January and was repaired the following Monday, as the existing corporation stop on the main was in an obsolete size, and a new tap needed to be made with modern fittings. A residential service line on East Market Street failed in the final week of the month due to a severe frost depth (41"), and was repaired over the following two days, as the existing corporation stop on the main was

found to be in poor condition and could no longer hold water. The line was temporarily covered over to prevent freezing, and a new tap was made the following morning. Two water samples were sent to Smith Lab in Hyde Park for bacteriological testing, and both came back negative. Mayor Blundell stated water pumped is likely higher due to water breaks.

Robert Flores of C.T. Male submitted vouchers for final payment on Phase I from National Metering, Trinity Construction, and C.T. Male.

Robert Flores also submitted a quote for a security fence for around the water tower. This would be for 230' of fencing – Afsco Fence came in at \$15,813.00 and can start in the spring. Mayor Blundell made a motion to use USDA funds from Phase I surplus funds to be used to install a security fence. Trustee Trapp seconded. All were in favor.

POLICE

Mayor Blundell read the Police Report for the month of January: 232 incidents, 72 UTTs, 25 arrests.

PLANNING AND ZONING

Trustee Trapp read the Planning and Zoning Report for the month of January: 7 building permits, 8 certificates of occupancy, 7 certificates of compliance, 1 complaint, and 16 inspections. \$358.00 was collected in fees. There are also planning federation meetings coming up.

HIGHWAY

Deputy Mayor Kovalchik read the monthly report as follows:

1. The Village's Snow Ordinance is currently in effect until March 31, 2014. No parking is permitted on Village streets from 11:00 pm to 6:00 am. Vehicles parked on Village streets may be towed before/during/after a storm to facilitate snow/ice removal. Costs for towing and vehicle storage will be charged to the vehicle's owner. (Re: RHV Local Law # 6-2011; Section 190-28).
2. Residents are reminded to remove basketball hoops/sports and other equipment from the sides of Village streets to allow for snow plowing and storage. The Village will not be responsible for damaged equipment remaining on or near the streets during snow plowing season.
3. The owner and/or occupant of every building/lot in the Village, with an adjoining sidewalk, shall remove all snow and ice within 24 hours after a storm. (Re: RHV Local Law # 1-1999; Section 165-1). At the discretion of the Village Board of Trustees, the Village Highway Department will remove snow/ice, left uncleared on sidewalks after 24 hours of a storm, at a cost of \$20.00 per linear foot. This cost will be assessed and collected with the next tax levy (Re: RHV Local Law Section 165-4B).

4. No scrap metal was sold during the month of January, 2014. Total revenue generated to date for FY2013-2014 is \$4,686.28. Since inception of the Scrap Metal Recycling Program in September, 2007, \$16,576.17 has been generated. Proceeds from this program go toward purchasing tools and equipment for the Village Highway Department. Residents and business owners interested in donating scrap metal can contact the Highway Department at 845-758-8600 or the Village Clerk's Office at 845-758-1081. The Village Highway Department will assist property owners and residents by picking up scrap metal upon request.

ITF

Deputy Mayor Kovalchik read the monthly report as follows:

1. Red Hook Sewer Project

- a. Documents, including draft resolutions, Engineering Planning Grant (EPG) Program Project Budget and Plan of Finance, NYS Office of Parks, Recreation and Historic Preservation Letter of "No Impact", MWBE Requirements and Supporting Documents checklist were reviewed and discussed with NYSEFC and the Village of Red Hook on January 23, 2014. Deadline for submission to NYSEFC is March 31, 2014. These are required to secure the \$30,000.00 NYSDEC/NYSEFC EPG Grant awarded to the Village in December, 2013. This grant award will be used to continue the surface/subsurface Water Quality Study and to prepare an Engineer's Report for submission and scoring to the NYSEFC Intended Use Plan (IUP). Placement on the IUP determines priority status and eligibility for Municipal Sewer District/System capital funding opportunities.

2. Red Hook Water Projects

- a. A meeting was held on January 15, 2014 at the Red Hook Village Building to review the progress, sign and submit reimbursement requests and review the status of Phase I of the Red Hook Village Well Field Improvement and Water Replacement Project. Final payment vouchers were signed for the Prime Electrical Contractor (Whalen Electric), remaining payments were reviewed for National Metering, the status of the Prime General Contractor's (Trinity Construction) work and change orders, and remaining invoices from the auditors/bond attorney were reviewed. Representatives from USDA-RD (via telephone), C.T. Male Associates, and the Village of Red Hook (Ed Blundell and Brent Kovalchik) attended.
- b. A revised Preliminary Funding Estimate (PFE) is forthcoming from USDA-RD for Phase II of the Red Hook Village Water Project. This phase will include additional water storage capacity and water distribution system improvements for the south/west quadrant of the Village. An auditor is beginning the process of reviewing the Village's current water rate structure to verify the impact of Phase I

and Phase II Water Projects. These items were also discussed at the January 15, 2014 meeting.

- c. 2012-2013 CDBG Award: Wells 5 and 6 Improvement Project. Procedures, revised estimated costs and anticipated/revised scope of work to improve Wells 5 and 6 (located east of Village) are currently being reviewed and discussed. Engineering contracts and invoices from C.T. Male were submitted to DC Department of Planning and Development for review/reimbursement on January 27, 2014.
3. Intermunicipal Task Force (ITF)
 - a. January 10, 2014. The ITF met with representatives from Historic Red Hook to review the status of the Historic Resource Survey. A new map with parcel IDs is being recommended to accompany the survey.
 - b. January 12, 2014. Coordination of the Historic Resource Map with the Hudson River Heritage Survey and what contributing/significant historic features should be included in the survey. The map and survey will form the basis for Historic Preservation/Cultural Resource Protection amendments to the RH Town Zoning Law.
 - c. January 24, 2014. TND road standards were reviewed and discussed. Amendments to the Historic Landmarks Overlay District, the Environmental Protection Overlay District and that status of a project proposed at the current skypark site were also reviewed and discussed.
 - d. January 31, 2014. Set-back requirements for the commercial subsection and continued review of the proposed amendments to the Historic Landmarks District and Historic Resource Study/Map/Survey were discussed.

EDC/CPF-FPAC/ZRC/SSC/RHT

Deputy Mayor Kovalchik read the monthly reports as follows:

Red Hook Town Economic Development Committee (EDC) – Monthly Report January, 2014 – Ed Blundell and Brent Kovalchik – RH Village Liaisons

- a. An EDC Meeting was not held, officially, on January 8, 2014 due to a lack of quorum.
- b. An EDC Meeting was held on January 22, 2014 at the RH Village Building. The following items were discussed:
 - Parking limit enforcement in the Village General Business District.
 - Revised EDC Mission Statement.
 - Presentation by the Red Hook Town Conservation Advisory Council regarding a new service offered by an Ulster County business to compost organic wastes of at least six areas/municipalities in the northern Mid-Hudson Region.

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

January, 2014 – Brent Kovalchik – RH Village Representative/Member

- a. There were no CPF/FPAC Meetings held during the month of January, 2014.

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

January, 2014 – Brent Kovalchik – RH Village Representative/Member

- a. There were no ZRC Meetings held during the month of January, 2014.

Town of Red Hook, Villages of Red Hook and Tivoli Shared Services Committee – Monthly Report

January, 2014 – Ed Blundell and Brent Kovalchik – RH Village Representatives

The Town and Villages of Red Hook and Tivoli were awarded a \$79,000.00 grant from Dutchess County to study shared services for the three municipalities. An RFP for Consultant Services was made available on December 13, 2013.

- a. January 8, 2014. Four proposals, responding to a RFP, were opened by the Town on January 6, 2014. These proposals were reviewed and considered by the Shared Services Committee. Criteria for evaluating the qualifications of firms submitting proposals were also reviewed and discussed.
- b. January 15, 2014. A meeting was held at the Red Hook Town Hall to select Consultants for Committee interviews. Letters were sent to Consultants on January 15, 2014 notifying them of the dates available for interviews.
- c. January 26, 2014. Selected consulting firms were interviewed and assessed according to the established criteria and scoring format. Announcements of the selected Consulting Firm will be announced in February, 2014.

Red Hook Together – Monthly Report

January, 2014 – Ed Blundell and Brent Kovalchik – RH Village Representatives/Members

A Red Hook Together Meeting was held on January 30, 2014 at the Red Hook Library. The following items were discussed:

- NY Love your Tap Water – encouraging people to drink our local tap water.
- Red Hook Library

- i. February Programs: CSI Red Hook (with Bard Branches); Bill Robinson (Animals); Boy Scout Spaghetti Dinner (2/15/14) to benefit project to install additional shelves at the Library; Health Exchange Workshops; Big Read (with Bard College Center for Civic Engagement, and six local libraries).
- Red Hook PTSA
 - i. State of Schools Address (1/14/14); Parent/Student discussion at the Elmendorph Inn (1/30/14); Red Hook Antiques Roadshow (planned for May, 2014).
- Red Hook Emporium
 - i. New business maps, showing businesses located in Red Hook, Tivoli, Rhinebeck and Milan, are being prepared.
- PANDA
 - i. Request for new programming and bulletin board listings.
- RH Area Chamber of Commerce
 - i. Preparing for Red Hook Chocolate Festivals (details forthcoming).
- RHCAN
 - i. Currently looking for gallery sitters.
 - ii. Family Matters (2/7/14 – 3/2/14) Opening Reception on 2/8/14.
- Bard College Center for Civic Engagement
 - i. Over 300 students participated in Citizen Science to assist Red Hook, Kingston, Rhinebeck, Pine Plains and Germantown Middle School students with science related topics and experiments.
 - ii. Big Read: “Housekeeping” will be the featured book. Participating with Red Hook, Tivoli, Rhinebeck, Rhinecliff, Germantown and Kingston Library.
- Bard International Students
 - i. Looking to match student volunteers with local groups/organizations.
- Health Alliance Oncology Support Programs’ Memoir Group will be presenting readings from their book and current works.
 - i. “Love Heals: Readings with Honesty, Humor, Poignancy and Grace” will be held on February 15, 2014 at the Red Hook Village Building (7:00 pm).

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 January 31, 2014, are as follows:
 - Community Beautification – Contractual Expenses (# 8510.4)
Balance \$ 2,872.30
 - Shade Tree – Contractual Expenses (# 8560.4)
Balance \$ 4,280.00
 - Village Green Committee Checking Account
Balance \$ 3,410.41

2. There were no Village Green Committee Meetings held during the month of January, 2014.
3. Three new bench dedication plaques were installed on February 2, 2014. Village residents can purchase a dedication plaque ("In Honor of . . .", "In Memory of . . .", "Dedicated by . . .", etc.) for \$125.00. Proceeds from the sale of the plaques will be deposited in the dedicated VGC Checking Account and used to pay for the cost/installation of the plaques and Red Hook Village community enhancement projects. Fifteen plaques (of the 23 originally installed benches) have been purchased to date. Please contact the Village Clerk's Office, at 845-758-1081, for more details.

EVENTS

The HealthAlliance Oncology Support Program's Memoir Group will present "Love Heals", readings with Honesty, Humor, Poignancy and Grace. Saturday, February 15 at 7pm with snow date February 22 at the Village Hall. This event is free and open to the public, donations are appreciated. The mature content of the readings may not be appropriate for children under 14.

We are in our downtime on events, but will be meeting shortly to plan Hardscrabble Day, which will be Saturday, September 20, 2014.

MATERIALS MANAGEMENT

For the month of January, we sold \$2,220.50 in garbage tags. This may sound a little low, but this is not for the entire month, but for the period of January 9 – February 4. We had 9.53 tons of garbage, and 6.17 tons of single stream. We paid out \$1,052.76. The charge for garbage went up to \$103 per ton. Reminder, we are not charged for single stream recycling, and with spring allegedly on its way it's a good time to start composting as well. The less we have in garbage, the less we pay out.

At our second annual electronic waste collection, we recycled 32 pallets of e-waste. This was 18,000 pounds of waste. This day was held in cooperation with Bard's Day of Civic Engagement. Thanks to Laurie Husted with the CAC, Brenda Cagle with the Town, and all the Bard Volunteers who helped out.

This is the fourth year Bard has had a Day of Civic Engagement. This year, over 300 Bard students helped in 21 organizations throughout the region. These included the Red Cross in Poughkeepsie, the Tivoli and Red Hook Libraries, Habitat for Humanity, Girl Scouts, RHCAN, Grace Smith House, Ramapo for Children, and the Northern Dutchess Food Pantry.

LIBRARY

The Big Read, in partnership with Bard College, will be March 15 – May 2. The book is Housekeeping by Marilynne Robinson. The Big Read's mission is to create an enthusiastic community book discussion that spans ages, ethnicities, education, and

geography through community events, performances, talks, and book groups. Events include book discussions, film screenings, writing workshops, and events for children dealing with trains.

FACILITIES

Trustee Zacharzuk stated the Time Warner conversion from Frontier is complete.

REGULAR BUSINESS

Mayor Blundell stated a letter of resignation was submitted by Planning Chair Everett Pearsall. Mayor Blundell made a motion to appoint Ray Towle of Fraleigh Street to join the Planning Board. Mr. Towle has experience in urban planning and works at Bard. Mark Mirando will be Acting Chair. Trustee Trapp seconded this motion. All were in favor.

Mayor Blundell has requested a page in these minutes be left blank for life-long resident Emma Coon. Emma was 91 and a very active member of the community, which includes the Chamber, Ladies Auxiliary and the Red Hook Alumni.

**IN MEMORY OF
EMMA COON**

Mayor Blundell made the recommendation for following changes to the Village's monthly board meetings since the first calendar Monday precludes full completion of many monthly reports before the meeting.

The Village monthly board meeting will permanently move to the second Monday of the month and the meetings will start at 7:00 PM.

The monthly workshop will remain on the 3rd Thursday at 7:00 PM.

Deputy Mayor Kovalchik made a motion to approve the above meeting changes. Trustee Norris seconded this motion. All were in favor. Clerk Cole was instructed to put a notice in the legal section of the local newspaper.

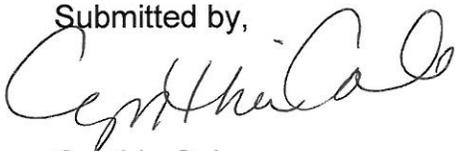
PUBLIC COMMENT

Don Finn suggested using Wells 5 & 6 to fill and keep an old storage tank full for standby use for fire fighting. Blundell accepted his suggestion but stated our system has pumping, fire hydrants and is designed with elevated storage for that infrastructure to be used in fire fighting. Plus, we have designated the old temporary tank as surplus and sold it through bid/auction.

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

Deputy Mayor Kovalchik made a motion to adjourn the meeting at 9:40 PM. Trustee Norris seconded this motion. All were in favor.

Submitted by,



Cynthia Cole
Clerk/Treasurer