

**VILLAGE OF RED HOOK  
MONTH BOARD MEETING  
MARCH 13, 2017  
7:00 PM**

Present: Mayor Blundell, DM Kovalchik, Trustee Trapp, Trustee Norris, Trustee Zacharzuk, Clerk/Treasurer Chiarella

Mayor Blundell opened the meeting at 7:00 with the Pledge of Allegiance.

Mayor Blundell made a motion to approve minutes from February 13th, 16th, 23rd, March 2<sup>nd</sup>, & 9<sup>th</sup>.

**PUBLIC HEARING – LL 1-2017**

Trustee Trapp made a motion to open the public hearing. DM Kovalchik seconded this motion. All were in favor.

Tax Cap – The 2017-2018 budget must be submitted to the Clerk by March 20<sup>th</sup> with a tax cap increase of 1.5 %. The Village levy increased \$ 10,000, with a Village assessment of 1,882,620. The Village Board met several times to create a budget that will decrease the price per thousand to \$ 6.01.

Mayor Blundell made a motion to close the public hearing at 7:22. Trustee Trapp seconded this motion. All were in favor.

**7:22 REGULAR BUSINESS**

**TREASURER'S REPORT**

Clerk Chiarella submitted the following Treasurer's report:

**ACCOUNT BALANCES**

General Fund	\$ 448,644.97
Water Fund	\$ 102,912.54
Trust & Agency	\$ 24,729.41
Materials Mgt.	\$ 7,002.05
Petty Cash	\$ 32.20
Village Green	\$ 4,136.88
Hardscrabble	\$ 6,439.34
Health Ins.	\$ 9,601.98
Capital Project	\$ 0.00

## **MONTHLY EXPENSES**

General Fund	\$ 116,334.49
Water Fund	\$ 14,716.15
Trust & Agency	\$ 24,729.41
Materials Mgt.	\$ 3,931.77

Clerk Chiarella stated Phase II water upgrades should close mid- June.

Trustee Trapp made a motion to accept the Treasurer's report. DM Kovalchik seconded this motion. All were in favor.

## **CT Male – updates**

Robert Flores stated the pump house will have a cell phone visual for a security system  
The sewer project is moving forward with several informational meeting scheduled to inform all residents involved.

Robert Flores stated there are maps available as to who will get sewer service and a map planner report. Using a step system that will pump 50,000 gallons per day with 125 properties. A total cost of 4.9 million and will cost a single family an annual cost of \$ 780.00.

## **RESOLUTION 7-2017**

Whereas, the Village of Red Hook intends to continue its pursuit of funding sources for the municipal sewer project and has the funding commitment, letter of conditions USDA-RD and NYS-EFC, for both loan and grant money for the Red Hook Sewer Project, as per Preliminary Engineering report;

Whereas the process involves review and signature of documents to define our obligations regarding the offer from USDA-RD (\$4.9 million less a \$ 1.2 million grant for 38 years at 1.875 % interest) per their letter of conditions and funding determination;

Whereas by municipal law the Mayor has executive authority and counsel has reviewed the documents;

Be it resolved that Mayor Ed Blundell is fully authorized to complete and sign requisite grant and loan documents as necessary to complete the paperwork required by USDA-RD

Trustee Trapp made a motion to approve resolution 7-2017. DM Kovalchik seconded this motion. All were in favor.

## **RESOLUTION 8-2017**

Water and Waste System Grant Agreement, US Department of Agriculture Rural Utilities Services – Mayor Blundell and the Board reviewed the agreement. A copy of which is on file. Mayor Blundell made a motion to approve resolution 8-2017. DM Kovalchik seconded this motion. All were in favor.

## **WATER**

Trustee Zacharzuk read the following water report:

During the month of February the Water Treatment Plant treated 6,389,000 gallons of water at an average of 228,000 gallons per day

The Water Treatment Plant used 50 gallons of liquid hypochlorite solution for the disinfection of water at an average of 1.78 gallons per day

In February of 2016 the Water Treatment Plant treated 7,605,000 gallons of water at an average of 262,000 gallons per day

Three samples were sent to the laboratory for bacteriological testing and all three returned a negative result

CONSERVATION TIP: As spring approaches, consider replacing gaskets and packings in sink faucets and hose bibs to prevent leaks before they happen.

Mayor Blundell stated there was a water main leak at the new CVS, the pipes were logged into evidence in case of future litigation.

## **PLANNING/ZONING**

Trustee Trapp read the following planning and zoning report:

5 building permits, 4 certificates of occupancy, 1 certificate of compliance, 3 municipal searches. \$ 1100.00 was collected in fees.

## **ENERGIZE NEW YORK**

Similar to the Solarize NY initiative, we have launched Energize New York, along with the Town of Red Hook and the CAC. The launch was last week in our village hall. Energize NY provides energy assessments for residents and helps them find a contractor, depending on your income level, the assessments and some of the work is free. The complete presentation can be found on PANDA. The website is [energizeny.com](http://energizeny.com)

## **MATERIALS MANAGEMENT**

For the month of February, we sold \$2295 in garbage tags. We paid out \$967.59, and had 4.67 tons of single stream recycling, and 8.24 tons of garbage.

## **EVENTS:**

Our annual egg scramble will be Saturday, April 8 at 11am at Linden Avenue Middle School Lawn. Thank you to the Red Hook Police Department and the Red Hook Library for all their hard work. The rain date will be Saturday, April 15.

**LIBRARY:**

Our Battle of the Books 2017 teams are forming now! We will have one Middle school team and one high school team. Books are in and ready to be checked out. The B.O.B. program is a national program that marries fun and sportsmanship with a love of reading. Our teams meet weekly for discussion, games, and trivia practice. First meeting is April 10th. Please contact Michael at the library for details. 758-3214 or [rhyouthlib@gmail.com](mailto:rhyouthlib@gmail.com)

We have 3 events slated with the Alzheimer's Association over the next 3 months.

Registration is now open for our Spring Break camps in April. There are activities for K-8. Our focus this year is on Earth Day.

**HIGHWAY DEPARTMENT:**

The Village's Snow Ordinance is currently in effect through March 31, 2017. No parking is permitted on Village streets from 11:00 pm to 6:00 am and on NYS Highways (Route 199 and Route 9) from 2:00 am to 6:00 am during the same period (re: Local Law #4 of 6/19/14; Section 190-28A, 190-28B). When snow and ice removal operations are underway, any vehicle parked or abandoned on any street, may be removed by, or under the direction of, the Red Hook Village Police Department or any responding law enforcement agency. Costs associated with vehicle towing and storage will be charged to the vehicle's owner(s).

The owner and/or occupant of every building/lot in the Village, with an adjoining sidewalk, shall remove snow and ice within 24 hours of a snowstorm (re: RHV Local Law #1-199, Section 165-1). At the direction of the Village Board of Trustees, the Village Highway Department will remove snow/ice, left uncleared, at a cost of \$2.00 per linear foot. This cost will be assessed and collected with the next tax levy (re: RHV Local Law Section 165-48).

It is strongly recommended that residents and businesses who have had recent repairs (within the last 8 months) to sidewalks due to water repairs, or who reside in the southwest quadrant of the Village who received sidewalk improvements/repairs during Phase II of the Village Water System Improvement Project, that salt and/or calcium products not be used for de-icing. If used, these products can cause significant deterioration of the concrete. It is the responsibility of the property owner, or representative, to avoid this damage.

The Village Highway Department removed snow and ice in the General Business District on February 14, 2017 (6:00 pm – 11:00 pm). Assisting the Village in snow removal operations by providing labor and/or equipment included: Frank Vosburgh Excavating and Paving Contractor (Frank Vosburgh), Dave Vosburgh, Jake Stickle, Anagnos Excavating Contractor (Jeff Anagnos), Landworks (Dean Kent), Fastracs Inc. Excavating, and the Red Hook Village Police Department. The Village Trustees thanks the businesses and residents of this area for their patience and perseverance during these snow removal operations.

The Highway Department has assembled a list of water infrastructure repair projects for the Board of Trustees' consideration. Preliminary estimates are being prepared by the Village Engineer. These projects include:

- Knollwood Commons (2 new valve boxes)
- Cookingham tenant house (new water service)
- Colburn's Laundry (2 new services)
- Cherry/Graves Street (valve box)
- Amherst/South Broadway (valve box)
- Village Diner (new shut-off box)
- Benner Road – East of Fraleigh Street (8 new services, 2 fire hydrants)

The Highway Department is preparing a list of trees on Village right-of-ways to be inspected by an arborist, pruned or removed. This list is forthcoming.

There were no sales of scrap metal during the month of February, 2017. Total revenue generated for FY2016-2017 is \$2,410.65. Since inception of the Scrap Metal Recycling Program in September, 2007, \$21,658.67 has been generated.

Proceeds from this program go toward the purchase of tools and equipment for the Village Highway, Water and Materials Management Departments. Residents and businesses interested in donating scrap metal may contact the Highway Department (845-758-8600) or the Village Clerk's Office (845-758-1081). Highway Department personnel will assist property owners by picking up scrap metal upon request.

### **VILLAGE GREEN COMMITTEE (VGC)**

The current balances of the Village Green Committee's related budget accounts, as of February 28, 2017, are as follows:

- Community Beautification – Contractual Expenses (#8510.4)  
Balance ..... \$ 2,534.82
  
- Shade Tree – Contractual Expenses (#8560.4)  
Balance ..... \$ 6,700.00
  
- Village Green Committee Checking Account  
Balance .....\$ 4,136.88

There were no Village Green Committee Meetings held during the month of February, 2017.

A tentative date for the 2017 Arbor Day Celebration and Spring Planting is set for Saturday April 28, 2017 (pending tree delivery). The VGC will review possible planting sites and appropriate tree species selection at its meeting scheduled for March 8, 2017.

The Village of Red Hook received a letter from the Arbor Day Foundation congratulating the “... Village of Red Hook on earning recognition as a 2016 Tree City USA. Residents of the Village of Red Hook should be proud to live in a community that makes the planting and care of trees a priority.”

The NYS Urban Forestry Council/NYS DEC will hold its Annual Tree City/Tree Line/Tree Campus USA Recognition Ceremony on Thursday March 30, 2017 at the Albany Hilton Hotel. VGC Members interested in attending should contact David Pearson or Brent Kovalchik.

## **INTERMUNICIPAL TASK FORCE (ITF) RED HOOK INFRASTRUCTURE**

### Red Hook Sewer Project

a. Meetings were held on February 1, 3, 10, 15, 17, 24, and 27, 2017 in the Red Hook Village Building. Robert Flores (C.T. Male), Ed Blundell, Doris Balacic-Scheuing, and Brent Kovalchik attended. The following items were discussed:

- ✓ NYS Governor’s FY2017-2018 Budget proposed a \$2 billion investment, either from the NYS Budget or bond backed, for drinking water and clean water projects.
- ✓ Status of Red Hook Commons subdivision proposal and Red Hook Commons Sewage Works Corporation’s land/treatment plant conveyance to the Village of Red Hook.
- ✓ Review and revise proposed draft Sewer Use Law (“A Local Law Regulating Use of Public and Private Sewers and the Maintenance of Said Sewers Law of the Village of Red Hook”).
- ✓ Review and revise the draft Map, Plan and Report (2/15/17) prepared by C.T. Male Associates.
- ✓ Discuss and prepare for a series of stakeholders’ informational meetings for property owners and tenants in the proposed Sewer System Service Area – Phase I.
- ✓ Review and revise RHV Resolution “Sewer Project – Phase I: Engineering Contract and Related Costs”.
- ✓ Discuss methods and procedures to add new connections , new phased areas, and Town/Part-County Sewer Districts to the Village of Red Hook Sewer System.
- ✓ Review preliminary equipment costs of the expanded treatment plant.

b. The Red Hook Area Chamber of Commerce sponsored a stakeholders’/information meeting for businesses and commercial property owners located in the proposed Village of Red Hook Sewer System Service Area at the Black Star Social on February 1, 2017. Robert Flores, Ed Blundell, and Brent Kovalchik presented the documented history of the Sewer System, description and operation of the proposed distribution and treatment systems, projected costs, preliminary time-lines, and answered questions from the participants.

c. A meeting with the USDA-RD was held on February 15, 2017 at the Red Hook Village Building. Robert Flores (C.T. Male), Bret Smith (C.T. Male), George Popp (USDA-RD), Martin Clarke (USDA-RD), Ed Blundell, and Brent Kovalchik attended. The following items were discussed:

- ✓ Review documents to be completed and filed with the USDA-RD prior to the construction bidding process (re: USDA-RD Letter of 2/15/17).
- ✓ Ed Blundell signed Rural Utility Services Certification (RUS Bulletin 1780-26 Exhibit C) and the "Agreement Between Owner and Engineer for Professional Services of January 16, 2017 (Richard Wakeman (C.T. Male) signed on 1/19/17).

A meeting was held on February 24, 2017 at the offices of the Dutchess County Department of Behavioral and Community Health in Poughkeepsie, New York. Peter Marlow, P.E. (DC DOH), Tanya Clark (DC DOH), Ron Miller (DC DOH), Ron Hicks (DC Assistant Executive of Economic Development and Strategic Growth), Robert Flores (C.T. Male), Ed Blundell, and Brent Kovalchik attended. The following items were discussed:

- ✓ Methods and procedures to mitigate wastes of certain properties and uses in the interim period prior to the installation of the Village of Red Hook Sewer System.
- ✓ Discuss qualifications and resolutions of concerns for the Village of Red Hook's application to the Dutchess County Partnership for Manageable Growth Grant Program.

A meeting was held on February 27, 2017 at the Red Hook Public Library to discuss and organize a series of stakeholders'/information meetings for property owners within the proposed Village of Red Hook Sewer System – Phase I Service Area. The Red Hook Area Chamber of Commerce, the Red Hook Economic Development Committee, and the Red Hook Public Library will sponsor the meetings and forward invitations, by mail, to all Service Area property owners. The meetings are scheduled for March 15, 22, 29 and April 5, 2017. Kim McGrath (RHACoC), Richard Wambach (RH EDC), Chris Klose (RD EDC), Dawn Jardin (RH Public Library), Robert Flores (C.T. Male), Ed Blundell, and Brent Kovalchik attended.

### **Red Hook Village Water Project – Phase II**

A meeting was held on February 15, 2017 with USDA-RD at the Red Hook Village Building. George Popp (USDA-RD), Martin Clarke (USDA-RD), Robert Flores (C.T. Male), Bret Smith (C.T. Male), Ed Blundell, and Brent Kovalchik attended. The following items were discussed:

- ✓ Form E (Rural Development (RD)) Project Budget/Cost Certification Report #9 of January 20, 2017 was signed by Robert Flores, Martin Clarke, and Ed Blundell.
  - Approved Budget \$3,800,000.00
  - Previous Expenditures \$3,587,224.79
  - Expenditures this Period \$ 106,927.58
  - Expenditures to Date \$3,694,152.37
  - Remaining Balance \$ 105,847.63
- ✓ NYS EFC Short-Term Interest (5/16/16 – 11/10/16)
  - Balance \$ 4,074.63
- ✓ EJCDC (Engineers Joint Contract Document Committee) of November 30, 2016 – Contract #4E – Prime Electrical Contract was signed by Martin Clarke, Robert Flores, and Ed Blundell.
  - Original Contract Price \$ 111,787.00
  - Retainage \$ 5,061.64
  - Amount Eligible to Date \$ 96,171.25

- ✓ Balance to Finish plus Retainage     \$ 15,615.78 AIA Document G702-1992  
(11/30/16) was signed by Gross Electric, Robert Flores, and Ed Blundell.
- Original Contract Sum             \$ 111,787.00
- Total Completed to Date             \$ 101,232.89
- Retainage                             \$ 5,061.64
- Total Earned less Retainage     \$ 96,171.25
- Balance to Final                     \$ 15,615.78
- ✓ AIA Document G703-1992
- Schedule Value                     \$ 111,787.00
- This Period (Work Completed)     \$ 101,232.85
- Balance to Finish                    \$ 10,554.85
- Retainage                             \$ 5,061.64

Final documents requested by USDA-RD include:

- Final payment requests
- Red Hook Village Resolutions
- Red Hook Village FY2016-2017 Audit
- Close-out documents
- Plan for Final Budget (requested to be confirmed by 3/14/17)
- Updated Insurance Certificates
- Updated Race and Ethnicity forms
- Loan re-payment schedule from Bond Counsel

## 2015 CDBG

C.T. Male and Village of Red Hook to complete close-out and final reimbursement documents.

## Intermunicipal Task Force (ITF)

(Brent Kovalchik – Red Hook Village Representative/Member)

- Meetings were held on February 3, 10, 17 and 28, 2017 in the Red Hook Town Hall. The following items were discussed:
  - Review proposed Upper Red Hook Hamlet Business District regarding district boundaries, architectural standards, bulk regulations and uses.
  - Review proposed Town of Red Hook Zoning Ordinance for Photo Voltaic Systems regulating commercial solar farms (i.e. locations, maximum size, screening from scenic corridors/viewsheds, etc.).

Red Hook Economic Development Committee (EDC) – Monthly Report  
February, 2017 – Ed Blundell and Brent Kovalchik – RH Village Liaisons

EDC Meetings were held on February 8 and 22, 2017 in the Red Hook Village Building. The following items were discussed:

- Discuss New York State and Dutchess County regulations regarding Air BnB. The EDC received comments on the status of recent and/or proposed regulations from Ron Hicks,



Assistant County Executive for Economic Development and Strategic Growth, and Mary Kay Vrba, Director of Dutchess Tourism.

- Discuss issues regarding local refugee settlements. The EDC concluded that no additional work on this issue will be pursued at this time.
- Reviewed the status of the Red Hook Sewer Project regarding sponsorship and assistance with stakeholders and information meetings with property owners within the proposed Sewer System Service Area.

Community Preservation Fund (CPF) Advisory Board – Monthly Report  
February, 2017 – Brent Kovalchik – RH Village Representative/Member

There were no CPF Advisory Board Meetings held during the month of February, 2017.

The current balance of the Community Preservation Fund, as of February 28, 2017, is \$747,259.46.

Red Hook Together – Monthly Report  
February, 2017 – Ed Blundell and Brent Kovalchik – RH Village Board of Trustees  
Representatives/Members

There were no Red Hook Together Meetings held during the month of February, 2017.

Saw Kill Watershed Community (SKWC) – Monthly Report  
February, 2017 – Brent Kovalchik – RH Village Board of Trustees Representative/Member

A SKWC Meeting was held on February 15, 2017 at the Elmdorph Inn. The following items were presented and discussed:

- Laurie Husted (RHT CDC Chair and Bard College Sustainability Office) and Monique Segarra (Bard College) presented and led a discussion regarding Micro-Hydropower on the Saw Kill. The presentation included the proposed Micro-Hydro Assessment Study involving the possible conversion or removal of the existing Montgomery Place hydropower facilities and dams.
- Updates on the Barge Anchorage on the Hudson River, Saw Kill Monitoring Program, and Flood Resiliency Work were discussed.

Northern Dutchess Alliance – Report  
February, 2017

The Northern Dutchess Alliance's Annual Meeting and Awards Ceremony was held on February 8, 2017 at the Beekman Arms in Rhinebeck, NY. Ed Blundell and Brent Kovalchik, representing the Village of Red Hook, attended.

The following items were discussed:

- The Northern Dutchess Alliance “Year in Review” was presented by Micki Strawinski (President, NDA) and Mary Kay Vrba (Dutchess Tourism).
- The State of Northern Dutchess Panel Discussion with community leaders (Joel Griffith, Heath Tortarella, Robert McKeon, and Elizabeth Spinzia).
- Election of Northern Dutchess Alliance Officers.
- The “Commitment of Community Award” was presented to Laurie Husted and the “Charting our Course Award” was presented to Todd Erling (Hudson Valley Agri Business Development Corporation).

Village-to-Village Trails (V2V) Committee – Monthly Report

February, 2017 – Brent Kovalchik – RH Village Board of Trustees Representative/Member

Cat Viega and Brent Kovalchik met on February 17, 2017 to choose a location for the V2V Map and Information Board. The board will be placed in the north side of the existing RHCoC Information Kiosk located on the east side of the Village Municipal Parking Lot.

The V2V Trail will connect the Village of Tivoli, and the Village of Red Hook through Tivoli Bays, Bard College, and the Town of Red Hook.

## **POLICE**

Mayor Blundell read the following police report:

332 Incidents, 96 UTT’s, 15 Arrest

## **REGULAR BUSINESS**

Village Elections are March 21<sup>st</sup>, 2 trustees position are up for re-election. March 14<sup>th</sup> is the last day for absentee ballots to be mailed.

RH Fire Department contract negotiations continue.

2017-2018 tentative budget has been submitted the Clerk Chiarella.

Budget Hearing is April 10<sup>th</sup> at 7:00.

## **LL-1-2017**

Tax Cap Over-ride – Mayor Blundell made a motion to approve LL-1-2017 to over-ride the 2 % tax cap. DM Kovalchik seconded this motion. All were in favor.

## **RESOLUTION 9-2017**

Standard Work Day and Reporting Resolution for Elected and Appointed Officials.  
Mayor Blundell and the Board reviewed the resolution. Mayor Blundell made a motion to approve resolution 9-2017. Trustee Trapp seconded this motion. All were in favor.

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

DM Kovalchik made a motion to adjourn the meeting at 8:44. Mayor Blundell seconded this motion. All were in favor.

Submitted by,

Cynthia Chiarella  
Clerk/Treasurer