

**VILLAGE OF RED HOOK  
BOARD MEETING  
MAY 8, 2017  
7:00 PM**

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

Mayor Blundell made a motion to approve minutes from April 10<sup>th</sup> & 20<sup>th</sup>. Trustee Trapp  
seconded this motion. All were in favor.

Mayor Blundell made a motion to leave a blank page for Virginia Melley who passed away on  
March 19, 2017. Mrs. Melley was 92 years old a long time resident of the Village. Trustee  
Trapp seconded this motion. All were in favor.

**In Memory of Virginia Melley**

**RED HOOK CENTRAL SCHOOL- BUDGET PRESENTATION** – Bruce Martin and Paul Finch presented the 2017 school budget. School will remain under the tax cap of 1.82 %, some tax payers will get a rebate check, Health Insurance cost increased to \$1.4 million, vehicle proposal for \$330,00, 2 board seats are up for election, voting is May 16<sup>th</sup> at the 3-5 café from 12 noon – 9 pm.

**RED HOOK LIBRARY** – The Red Hook Library has a separate tax line on the School tax bill. Dawn Jardine presented the Board with a 5.87 % increase in the Library budget which comes to \$ 3.55 per household. Red Hook Library ranks in the top 1% in the country. The Community wants more programing, space is limited.

**RED HOOK FIRE COMPANY** - Over 20 Red Hook Volunteer Firefighters presented themselves at the Village Board Meeting. Board President Rob Frye stated his displeasure that there is no contract to date. Each member stated the volunteers of the Red Hook Fire Company have donated over 15,000 hours of service in 2016. Mayor Blundell welcomed and thanked the people who volunteer for their services for the fire company. Negotiations are underway and last contract the Village paid \$ 105,000 annually. Also, prior contract funds that were owed have been paid in full. The Village pays compensation insurance for the fire company and contributes to LOSAP. Mayor Blundell also stated he is in favor of re-establishing the date of the contract to coordinate with the Town contract. Mayor Blundell also stated the Village is only contracted for fire protection; ambulance service is not included in the contract. Dutchess County recently completed an EMS study. Mayor Blundell and Trustee Trapp have been meeting with Fire Company and will continue to do so until an agreement is met.

## **TREASURER’S REPORT**

Treasurer Chiarella read the following Treasurer’s report:

### **ACCOUNT BALANCES**

General Fund	\$ 337,519.06
Water Fund	\$ 117,815.11
Trust & Agency	\$ 24,246.83
Material Mgt.	\$ 5,980.17
Petty Cash	\$ 32.20
Village Green	\$ 4,136.88
Hardscrabble	\$ 6,189.34
Health Ins.	\$ 8,053.62
Capital	\$ 0.00

### **MONTHLY EXPENSES**

General Fund	\$ 158,162.13
Water Fund	\$ 32,071.37
Trust & Agency	\$ 24,246.83
Materials Mgt.	\$ 3,047.28

Mayor Blundell made a motion to approve the Treasurer’s report as submitted. DM Kovalchik seconded this motion. All were in favor.

Mayor Blundell made a motion to approve budget adjustment to move A2706 \$ 2118.61 to A 7550.4. DM Kovalchik seconded this motion. All were in favor.

## **POLICE**

Mayor Blundell read the following police report:

335 Incidents  
144 UTT's  
27 Arrests

## **SEWER UPDATES**

Robert Flores reviewed the Map, Plan and Report which was circulated earlier to the Board. It states the sewer project, Phase I, is a \$4.9 million project with a projected 125 users. The report is being circulated as well to pertinent agencies. Highlights are:

- 12-29-16 USDA RD letter of condition
- \$3.7 million in low interest loans
- \$1.2 million in grants
- 125 properties including 37 private residences
- Village to do list, develop and incorporate a sewer law/regulations into village code, map and plan report underway
- Transact land purchase from RH Commons
- Easement work

### **RESOLUTION TO RATIFY A MAP AND PLAN RESOLUTION # 13- 2017**

WHEREAS, on June 13, 2016 the Village of Red Hook established a municipal sewer system to serve the Village pursuant to Article 14 of the NYS Village Law as set forth in an engineering report prepared by C.T. Male Associates dated June, 2015 (the "Engineering Report"); and

WHEREAS, the Village is seeking to construct the sewer system in phases with the first phase encompassing the general business district and contiguous areas (the "Sewer Project"); and

WHEREAS, a map and plan of the permanent Sewer Project, with plans and specifications for sewage treatment, has been prepared by C.T. Male Associates, dated February 15, 2017, last revised May 8, 2017, entitled, "Map, Plan & Report, Village of Red Hook Sewer System" (the Map and Plan), based on the Engineering Report; and

WHEREAS, the maximum amount to be expended for the Sewer Project is \$4,900,000.00; and

WHEREAS, pursuant to Section 14-1400 of the NYS Village Law, before proceeding with construction of any part of the Sewer Project, the Map and Plan must be approved by the NYS Commissioner of Health; and

WHEREAS, on February 8, 2016, the Village Board adopted a negative declaration, finding that the sewer project as proposed would not result in any significant adverse environmental impacts and that a Draft Environmental Impact Statement would not be prepared.

NOW THEREFORE BE IT RESOLVED, by the Board of Trustees of the Village of Red Hook as follows:

1. The Village Board of Trustees ratifies the Map and Plan.
2. The Village Board of Trustees deems it desirable and in the best interest of the Village that the portion of the Village not covered in Phase 1 of the Sewer Project as set forth in the Map and Plan are temporarily omitted or deferred and the Mayor of the Village is hereby delegated and directed to certify the forgoing provisions of this Section 2.
3. The Village Clerk is hereby directed to send a copy of the Map and Plan and the above-reference certification to the NYS Commissioner of Health for approval and certification, including the temporary omission or deferral of future phases of the Sewer Project.

Motion by: Mayor Blundell

Seconded by: Deputy Mayor Kovalchik

Vote:

Ed Blundell	Voting - yes
Brent Kovalchik	Voting - yes
Charles Laing	Voting - yes
Jennifer Norris	Voting - yes
Jay Trapp	Voting – yes

Mayor Blundell made a motion to approve resolution 13-2017. DM Kovalchik seconded this motion. All were in favor.

## **PHASE II WATER UPDATES –**

Robert Flores stated they are still working on finishing and finalizing the last of Phase II upgrades. The system is doing what it was designed to do.

## **PERSONNEL -**

Mayor Blundell stated he has started contract negotiations with the Police department to finalize the union contract, these discussions will continue until an agreement is met. Details are conveyed to the Board in Executive Session.

## **PLANNING AND ZONING**

Trustee Trapp read the following:

\$ 2,275.00 was collected in fees

Trustee Trapp discussed the standard for short term rental zoning may have to be looked due to latest trends.. AirBnB which did not exist earlier, is not in the Village Code. This discussion will continue.

## **EVENTS:**

Due to weather, we postponed our Bike Rodeo & Tour de Red Hook to June 3, from 1-4. This event is held in conjunction with the Red Hook Police Department and Town of Red Hook Recreation Department, along with Kingston Cyclery and Bard Bike Co-op. We provide bike tune ups and helmet checks, kids can check their skills on a bike obstacle course and then hit the streets of Red Hook for a family friendly and safe ride.

The Red Hook Rotary will hold Apple Blossom Day on Saturday, May 13, which is rain or shine. Vendors, food and entertainment from 10-4.

On Saturday, May 20, we have:

Town and Village Clean Up Day: meet at the Red Hook Community Center at 12:30 for supplies  
Village Wide: Red Hook "Freecycle": local households are encouraged to place free items curbside- please remove by end of weekend

Community Potluck at Red Hook Community Center: 6pm

Film Screening and Q & A with local filmmaker and Red Hook Village resident Seth Kramer for his award winning documentary, "The Anthropologist". Free childcare will be provided by teens so kids can come and check out the community center while their parents enjoy the film. This event is free and open to all.

## **MATERIALS MANAGEMENT:**

For the month of April, we sold \$ 2195.00 in tags, and paid out \$1082.45 in tipping fees. We had 9.14 tons of garbage and 5.73 tons of single stream recycling. Reminder, we are now being charged \$20 a ton for single stream recycling. We have our buy 10 get one free event going on now through the end of June, buy 10 or blue or red tags and get one free.

July 1<sup>st</sup> garbage tags will increase to small \$ 2.75 and large \$ 5.50. This increase in tags is due to now being charged for recycling. (\$20.00 a ton)

Mayor Blundell made a motion authorizing no parking from Prince St to Church, closing the Village parking lot and no parking from Church Street to Garden for Apple Blossom Day. Trustee Trapp seconded this motion. All were in favor.

## **WATER**

Trustee Laing read the following water report:

- During the month of April the water treatment plant treated 5,804,000 gallons of water at an average rate of 193,000 gallons per day
- The plant used 35 gallons of liquid hypochlorite solution at an average of 1.16 gallons per day.
- In April 2016 the plant treated 7,234,000 gallons at an average rate of 241,000 gallons per day. This represents a decrease in treated volume of 1,430,000 gallons at an average rate of 74,667 gallons per day, or a decrease of 20 % year over year.

## **NYS SHARED SERVICES INITIATIVE:**

Mayor Blundell stated he attended a Shared Services meeting with the NYS DOS representatives to get early info on the mandatory state program. Fortunately, the initial threat

of linking the AIM funds was removed. However, the program is still mandatory and must be coordinated by the County Executive but with each chief elected officer present to come up with a plan. The County is setting up meetings and Blundell will attend. Some ideas he shared were for a shared code enforcement officer.

## HIGHWAY

The Village Highway Department is currently picking up lawn debris and brush every first and third Monday of the month as their schedule permits.

Residents are reminded to place lawn debris curbside and separate brush, lawn debris and grass clippings in separate piles. Please store debris out-of-sight until the scheduled pick-up dates to prevent conflicts with other Village services and to keep streets clean and free from wind-borne debris. Please limit the size of piles to 6' x 6' x 6' with tree limbs and branches no larger than 8" in diameter. Please do not include tree trunks and debris from tree maintenance performed by private contractors and/or professional tree maintenance companies.

Street sweeping will begin in early May, 2017. Residents are reminded to sweep sand and gravel from their lawn edge onto the side of the street. Please do not push sand and gravel into piles, but in a line. The street sweeper is not designed to clean up mounds of debris.

The Highway/Water Department will be repairing water infrastructure during the spring and summer. The following projects have been listed in priority with preliminary estimated costs

### Priority #1

- Cherry/Graves Street (valve box) \$500.00
- Amherst Drive/South Broadway (valve box) \$500.00
- 13 Prince Street (water service) \$ 2,000.00

Subtotal #1 \$ 3,000.00

### Priority #2

- Cookingham tenant house (new water service) \$ 5,000.00
- Colburn's Laundry (2 new services) \$ 7,500.00 - \$10,000.00

Subtotal #2 \$12,500.00 - \$15,000.00

### Priority #3

- Benner Road (8 new services) \$10,000.00
- Benner Road (2 new fire hydrants) \$ 7,500.00

Subtotal #3 \$17,500.00

### Priority #4

- Connect five properties to an 8" water main on North Broadway (behind CVS, RH Commons Business Park, Salvatores to apartments). Easements will be prepared for water, sewer and future road (?).

The NYS Division of Homeland Security and Emergency Services (re: email of 4/19/17) have requested the municipalities and school districts in Dutchess and Sullivan Counties incurred during Winter Storm Stella. Possible relief for these costs may be reimbursed by FEMA. The following information is being collected by FEMA for the dates of March 14 and 15, 2017.

- Personnel overtime costs
- Equipment costs and mileage
- Material costs
- Rental agreements
- Personnel straight time costs and fuel cost are not reimbursable, but are being requested for validation purposes.
- Possible reimbursement cost associated with snow removal from the Village's GBD (3/16/17 – 3/17/17).

The Bridge RH-25 on Broadway (CR78) in the Village of Tivoli is to be replaced beginning May 8, 2017. Work is expected to continue through the summer, with the new bridge opening by early fall 2017. For more information, please contact the Dutchess County Department of Public Works' Engineering Division at 845-486-2925.

The Village received the Consolidated Local Street and Highway Improvement Program (CHIPS) apportionment balance from the NYS DOT on April 21, 2017. The following is the FY2017-2018 CHIPS funding allocated by NYS:

• SFY 2017-2018	\$40,320.05
• CHIPS Capital Cumulative Rollover Balance	\$48,028.70
Total CHIPS Balance (available 6/17)	\$88,348.75

• SFY 2017-2018 PAVE NY Apportionment Balance	\$ 9,203.45
• PAVE NY Rollover Balance	\$ 9,195.77
Total PAVE NY Balance	\$18,399.22

• SFY 2017-2018 EWR Apportionment Balance	\$ 7,183.48
• EWR Rollover Balance	\$ 0.00
Total Extreme Winter Recovery (EWR) Balance	\$ 7,183.48

Red Hook Village Trustees to verify current FY 2017-2018 CHIPS Budget Line Balance (#5110.3).

Scrap metal was sold on April 25, 2017 for \$319.50. Total revenue generated for FY2016-2017 is \$2,730.15. Since inception of the Scrap Metal Recycling Program in September, 2007, \$21,978.17 has been generated.

The current balances of the Village Green Committee's related budget accounts, as of April 30, 2017, are as follows:

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

2017 Spring Planting Day and Arbor Day Celebrations



April 15, 2017. David Pearson and Brent Kovalchik located tree planting sites on properties selected by the VGC and approved by the owners.

April 19, 2017. Kathy Pearson, Julianna Pearson and Brent Kovalchik unloaded trees from Schichtel's Nursery at the former Highway Garage. Eleven trees were delivered, unloaded and placed in trailer for placement at the planting sites.

April 21, 2017. David Pearson and Michelle Decker (Decker Construction) dug holes and prepared the tree planting sites. The sites were marked, prior to digging, for underground utilities by New York Dig Safely.

The Village Highway Department delivered the trees and mulch to the tree planting sites.

The Village Green Committee thanks Michelle Decker for volunteering her services and help to dig holes, and to the Village Highway Department for their assistance.

April 22, 2017. The Annual Spring Planting and Arbor Day Celebration.

Twenty volunteers assembled at the Village Municipal Parking Lot for team assignments and photo op. Brent Kovalchik read the Arbor Day Proclamation celebrating the Village of Red Hook's fifteenth year as a Tree City USA. The VGC has planted approximately 500 trees since its first year as a designated Tree City USA member.

Twelve trees were planted by volunteers throughout the Village. Trees were planted on properties at Garden Street, Richard Abrahams Memorial Park, South Broadway, Cambridge Drive, and at the Red Hook Community Center on Fisk Street.

A special thanks to Violette Swidler, a student intern with the Bard College Center for Civic Engagement, for organizing and transporting nine Bard College student volunteers to help plant trees.

April 29, 2017. The Village Green Committee and the Red Hook Town Tree Commission celebrated the official Arbor Day with a luncheon for volunteers at the Red Hook Town Hall. Thanks to Kathy Pearson and Sue McCann for organizing and preparing the luncheon.

April 28, 2017. David Pearson and Brent Kovalchik reviewed and inspected the trees selected by the Highway Department for pruning or removal. Letters, notifying property owners with trees designated for pruning/removal located on or near Village streets, right-of-ways, will be sent in early May, 2017. Property owners receiving a letter may appeal the action and request tree replacement within ten (10) business days from receipt of the notification.

### **Red Hook Sewer Project**

Meetings were held on April 7, 14, 21 and 28, 2017 in the Red Hook Village Building. Robert Flores (C.T. Male), Doris Balacic-Scheuing, Ed Blundell and Brent Kovalchik attended. The following items were discussed:

USDA-RD accepted the Engineering Services Agreement (Red Hook (V) – Sewer Project – Engineering Agreement Concurrence) on 4/6/17 for the lump sum amount of \$770,000.00 (re: USDA-RD email from John Helgren (USDA-RD State Engineer) of 4/6/17.

Draw-down of 4/20/17 was submitted to NYS EFC; USDA-RD Form E (Report #1.01) of 4/20/17 for the amount of \$55,114.86 (invoices from McCabe and Mack LLP, Rodenhausen Chale LLP, and C.T. Male submitted for reimbursement from NYS EFC).

Review draft/marked up (drafted by Rodenhausen Chale (RHV)); reviewed/revised by Cannon, Heyman and Weiss LLP (Kearney Realty Group) on 4/10/17.

Re-registered Village of Red Hook account on the NYS EFC Project Listing and Update (PLUS) on 4/14/17 by C.T. Male.

April 5, 2017. A Sewer Project Conversation/Informational Meeting was held at the Elmendorph Inn. Ed Blundell, Robert Flores and Brent Kovalchik presented aspects of the Sewer Project and held a discussion/conversation with meeting participants.

Letters have been sent to Service Area property owners not receiving the original two invitations. Property owners of the Service Area are welcome to attend typical Infrastructure Meetings held at the Village Building every Friday to learn more about the proposed Sewer Project.

April 19, 2017. Meeting with Tom Field (Ryan, Biggs, Clark, Davis Engineering and Surveying: C.T. Male's Associate Engineer) to review and outline the Red Hook Village Sewer Use Law.

April 21, 2017. Meeting with Bard College Sewer Operators and Sustainability Officer (Ray DeNardis, Mark Rico, Laurie Husted) to review Red Hook Village Sewer Project regarding treated discharge from the proposed Sewer Project treatment plant.

April 28, 2017. Reviewed draft "Agreement for Installation of Municipal Sewer System Components" (a.k.a. temporary and permanent easements for property owners within the Sewer Project Service Area) with Victoria Polidoro (Rodenhausen Chale LLP).

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

A meeting was held on April 14, 2017 in the Red Hook Village Building. Robert Flores (C.T. Male), Bret Smith (C.T. Male), Doris Balacic-Scheuing, Ed Blundell and Brent Kovalchik attended. The following items were discussed:

- Reviewed punch list, prepared by C.T. Male of 4/10/17, for completion by Jersen Construction Group. C.T. Male to notify Jersen of items to be repaired/completed and schedule a meeting to review (scheduled for 5/5/17).
- Change Order #1: Gross Electric. Respond to USDA-RD email of 4/12/17 (Martin Clarke, USDA-RD Inspecting Engineer). Revise USDA-RD Form E to include work by Mid-Hudson Controls.
- Discuss Project Close-out including: decommissioning of elevated water storage tower, punch list, lien releases of subcontractors, Trustees' acceptance of Final Completion and NYS DOH sign-off.

### **2015 CDBG**

Upstate Masonry and Concrete submitted revised payroll forms (revise Change Order 1 for 5/13/16 – 5/20/16). C.T. Male forwarded to Dutchess County Planning on 4/7/17 for review, approval and reimbursement.

- Dutchess County Department of Planning and Development - Pace University Land Use Law Center Zoning Pilot Program

A follow-up telephone call was made to Edin Wrafter (Commissioner of DCPD) on 4/14/17. Response forthcoming. (re: GBD, Highway Business, R10,000 Zoning Revisions/Amendments)

Intermunicipal Task Force (ITF)  
(Brent Kovalchik – Red Hook Village Representative/Member)

The ITF met on April 7, 14, 21 and 28, 2017 in the Red Hook Town Hall. The following items were discussed:

- Updates and status review of the Red Hook Sewer Project.
- Discussed and proposed use, bulk and architectural standards for the proposed Upper Red Hook/Hamlet Business District.
- Discussed Town of Red Hook sign regulation amendments and recommendations from case law of New York State.
- Review proposed Red Hook Zoning Ordinance for Photo-Voltaic Systems regulating commercial solar farms (i.e. locations, maximum size, screening from scenic corridors/viewsheds, etc.).

## **LEAD AGENCY – RED HOOK COMMONS**

Mayor Blundell made a motion as submitted:

Upon review of the Village of Red Hook Planning Board documents consent is given to Red Hook Village Planning Board to serve as lead agency in a coordinated review Red Hook Commons – SEQRA Review – site plan and sub-divisions

Also – The Mayor is directed to send a letter to the Village of Red Hook Planning Board authorizing the Kearney Group to submit the site plan and subdivision application on Red Hook Commons since it includes a portion of Morgan's Way, a Village Street.

Mayor Blundell made a motion to authorize the Red Hook Planning as lead agency for Red Hook Commons. Trustee Trapp seconded this motion. All were in favor.

Greenway Grant Application – DM Kovalchik will work on the grant with Trustee Trapp, considering zoning updates.

Trustee Trapp stated that in his opinion the E-Code is not user friendly, a consideration may be to have Lara type the zoning code for the web for easier usage.

## **RESOLUTION 14-2017**

WHEREAS, the Village of Red Hook has worked cooperatively with Dutchess County, with the assistance of Tetra Tech, Inc., in gathering information and preparing the Dutchess County Multi-Jurisdictional Hazard Mitigation Plan Municipal Annex (the Plan), a copy of which is annexed hereto, and

WHEREAS, the Dutchess County Multi-Jurisdictional Hazard Mitigation Plan has been prepared in accordance with the Disaster Mitigation Act of 2000, and

WHEREAS, Dutchess County and the Village of Red Hook are units of government that have had an opportunity to comment and provide input in the Plan and the actions in the Plan, and

WHEREAS, Dutchess County and the Village of Red Hook has reviewed the Plan and affirms the Plan will be updated no less than every five years, and

NOW, THEREFORE BE IT RESOLVED, that this governing body approves and adopts the attached Dutchess County Hazard Mitigation Plan Municipal Annex as this jurisdiction's, Natural Hazard Mitigation Plan, and resolves to execute the action of the Plan.

Mayor Blundell made a motion to approve resolution 14-2017, Trustee Trapp seconded this motion. All were in favor.

### **PUBLIC COMMENTS**

George Beekman stated AirBnB is a commercial use in a residential zone. Trustee Trapp stated it is a gray area.

### **EXECUTIVE SESSION**

Mayor Blundell made a motion to enter into executive session at 9:20 to discuss personnel/union contract negotiations. Trustee Norris seconded this motion. All were in favor.

Mayor Blundell made a motion to reconvene from executive session at 9:50. Trustee Trapp seconded this motion. All were in favor.

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

DM Kovalchik made a motion to adjourn the meeting at 9:55. Mayor Blundell seconded this motion. All were in favor.

Submitted by,

Cynthia Chiarella  
Clerk/Treasurer