

**Village of Red Hook
Monthly Board Meeting
July 10, 2017**

Present: Mayor Blundell, DM Kovalchik, Trustee Laing; Trustees Norris and Trapp were absent, Also, present was Clerk/Treasurer Chiarella

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

Mayor Blundell made a motion to approve minutes from June 12th and 15th. DM Kovalchik seconded. All were in favor.

TREASURER’S REPORT

Treasurer Chiarella presented the following Treasurer’s Report for June:

ACCOUNT BALANCES

General Fund	\$ 1,147,727.82
Water Fund	\$ 83,345.31
Trust & Agency	\$ 33,204.34
Material’s Mgt.	\$ 7,751.97
Petty Cash	\$ 32.20
Village Green	\$ 4,136.88
Hardscrabble	\$ 10,459.34
Health Insurance	\$ 4,914.52
Capital Projects	\$ 00.00

MONTHLY EXPENSES

General Fund	\$ 75,054.37
Water Fund	\$ 18,611.42
Trust & Agency	\$ 33,204.34
Materials Mgt.	\$ 1,962.73

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

WATER PHASE II UPDATES:

Robert Flores stated Water Phase II came in \$ 70,000 under budget. All inspections are completed and satisfied with the contractor and electrician. This was the \$3.8 million project to further improve our water supply and infrastructure. WE are now doing all of the paperwork to move from EFC short-term financing to the closing with USDA-RD.

Resolution 19-2017 – close out of Phase II

Whereas the final construction work of USDA – RD Water Improvement Phase 2 is physically complete;

Whereas the two contractors operated under separate contracts – Contract 4G for the General/Prime Contractor (Jersen Construction Inc.); 4E Prime Electrical Contractor (Gross Electric Inc.)

Whereas the work has been performed in accord with the contracts and there are no current disputes past or pending

Whereas the construction work is completed and is ready for final payment

Be it resolved that the Village Board of the Village of Red Hook hereby accepts the work of Phase 2 Water Improvement as complete and therefore authorizes its Mayor, engineers and financial staff to complete the appropriate forms and paperwork to move toward a closing with the USDA-RD and EFC

Mayor Blundell made a motion to approve resolution 19-2017. DM Kovalchik seconded. All were in favor.

MUNICIPAL SEWER – PHASE 1

Mayor Blundell stated the sewer use law has been sent to Village Attorney Rich Olson for review.

Mayor Blundell made a motion to schedule a public hearing for the sewer use law for September 11, 2017 at 7PM.

As a note to the residents, survey crews are currently conducting surveys for easements and routing for the sewer. Marks and pins may be made on areas contiguous to the layout and do not signify a property is in the service area.

POLICE

Mayor Blundell read the following police report:

Incidents 308 total
238 Village of Red Hook
70 Town of Red Hook
4 Village of Tivoli

UTT's 132 total
82 Village of Red Hook
50 Town of Red Hook

Arrests 10 total
3 Village of Red Hook
6 Town of Red Hook

PLANNING AND ZONING

Mayor Blundell read the following planning/zoning report:

15 Building Permits
1 Certificate of Occupancy
2 Municipal Searches
\$ 2,497.00 was collected in fees

WATER

Trustee Laing read the following water report:

- During the month of June the water treatment plant treated 6,288,000 of water at an average rate of 209,000 gallons per day
- The Plant used 50 gallons of liquid hypochlorite to disinfect the supply of public water at an average rate of 1.66 gallons per day.
- In June of 2016 the plant treated 6,737,000 of water over 26 days, as metering data was lost for a span of 4 days. During these 26 days, the plant treated an average of 259,000 gallons per day
- Three water samples were sent to the lab for bacteriological testing and all three returned a negative results
- Conservation Tip – Considering installing a timer on any outdoor hose bib used for watering. One of the largest causes of high summer water bills is a forgotten watering hose. In just one day a hose flowing at 5 gallons per minute waste 7,200 gallons of water

EVENTS

We have our annual Community Concert & Potluck in the Park on Saturday, August 12 at 5pm at Abraham's Park. Local favorite bluegrass band GrassFed will perform. Bring a chair and a dish to share. There is no rain date.

Hardscrabble Day is Saturday, September 16. For vendor applications, go to hardscrableday.org. New this year, discounted spaces at Key Bank Lawn and Memorial Park.

Lots of events by other organizations are going on monthly, the Red Hook Merchants group does a "First Friday" with later store hours and specials, and the Red Hook Library has music on their porch this coming Friday night.

The Red Hook Library has many free camps during the summer, including animation, improve science and art camp. Sign up is at the library.

MATERIALS MANAGEMENT

For the month of June, we sold \$3,450 in garbage tags and paid out \$1,263.08 in tipping fees. We had 5.07 tons of single stream recycling and 10.95 tons of garbage. We are now being charged by the facility for recycling, so we have raised our garbage rates slightly; it is now \$2.75 for blue tags and 5.50 for red.

WINNAKEE VILLAGE TO VILLAGE TRAIL

Saw Kill Trail

Ed Blundell and Brent Kovalchik met with Gregg Swanzey, Director of the Winnakee Land Conservancy on June 23, 2017 in the Red Hook Village Building. The proposed Saw Kill Trail was discussed. The Saw Kill Trail provides an off-road segment for travel between the areas around Bard College and the Village of Red Hook. The presumed path is primarily through woods and wetlands and follow closely the path of the Saw Kill and edges of agricultural fields which are part of existing agricultural easements. The Saw Kill trail would link to the Village-to-Village (V2V) Trail and to the Red Hook Town Recreation Parks.

Mayor Blundell had further communication and they presented a resolution of support regarding a village to village trail concept that would run from Red Hook, along the Sawkill toward Bard and Tivoli. Plans are in formative stages and all of the work and costs would be done and borne by others, not the Village. The seed money would come from a grant the Winnakee intends to seek and our resolution would be helpful. The trail would start in the village and run along the creek, as drawn in preliminary documents.

Resolution 20-2017

Municipal Endorsement

Whereas, the Winnakee Land Trust is applying to the New York State Office of Parks, Recreation and Historic Preservation (OPRHP) for grant under the Environmental Protection Fund and Recreational Trails Program for a trails project to be located in the Village of Red Hook, a site located within the territorial jurisdiction of this Village Board; and

Whereas, a requirement under the rules of these programs, and not for profit corporation must obtain the "approval/endorsement of the governing body of the municipality in which the project will be located".

Now, Therefore, be it resolved by this august body that the Village Board of Village of Red Hook hereby does approve and endorse the application of Winnakee Land Trust for grant under the Environmental Protection Fund and Recreational Trails Program for a trails project known as the Saw Kill Link Trail Project and located within this community.

Mayor Blundell made a motion to approve resolution 20-2017. DM Kovalchik seconded. All were in favor.

RED HOOK FIRE DEPARTMENT

The Mayor updated the board regarding the most recent session:

- Mayor Blundell and Trustee Trapp met again with the RHFD. Counsel for both parties were present to assist on Article 10 discussions. As outlined in our January 2017 letter to the RHFD, the village will pay a 2% increase per year and retroactively. The Village will be receiving monthly activity sheets from RHFD so we can best understand the operation. We will continue to mow FD areas and the Village will plow the Fire House lot but only within 5' of the building. The contract will show the cost for the Village and include addenda to show value of mowing; plowing and easements for the solar arrays.

PANDA

Mayor Blundell met with the new Panda President Eric Riback, Panda is looking for a new office location and the RHCS old office building on South Broadway is being considered. A draft 6 month agreement is being finalized. Mayor Blundell stated he is continuing to meet with the Panda Board – there are 5 municipalities involved in said agreement and Panda's budget is \$ 73,000. Mayor Blundell is working on a new formula based on customers used and the other municipalities are not in favor. Discussions will continue.

LIBRARY

- Under NYS Law, the Village Board appoints library board members. The Red Hook Library has recommended a new board member in a written letter to the Village. Mayor Blundell made a motion to appoint Beth Goldberg to the Red Hook Public Library Board of Trustees. DM Kovalchik seconded. All were in favor.

LED/CENTRAL HUDSON STREET LIGHTS

The Mayor has participated in a conference call with the consultant for a NYSERDA sponsored street light conversion that is active in Ulster County. The Town of Red Hook and Village of Tivoli also participated. All three local muni's are interested in exploring the option now allowed by a recent PSC decision. Municipalities can purchase the existing fixtures for a set "stranded cost" and jointly buy and maintain new LED lights.

- Mayor Blundell stated there is a potential NYSERDA grant available to purchase LED street lights from Central Hudson but to get in the running we need to complete our fourth criteria to be a Clean Energy Community. Trustee Laing is to comply with an EPA Portfolio data base that will enable us to get the status.
- Currently the Village has 252 street lights at a cost of \$ 55,000 yearly. Blundell ran a spreadsheet model that shows after purchase costs (and bond) we could start to see a \$40,000 per year saving in 3 to 4 years out but more importantly, the current budget

amount would hold as we paid off the bond and handled the new costs. (Stranded costs are \$308 per fixture and purchase/install costs are projected to be about \$210 per fixture). After that the village only pays for energy costs from Central Hudson and a minimal pole rental fee. Details will be further explored.

HIGHWAY DEPARTMENT

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

Dave's Tree Service, with the assistance of the Village Highway Department, has begun pruning/removing trees in or near Village street right-of-ways. Funding for tree pruning/removal services performed after May 31 will be deducted from FY2017-2018 Budget Line #8560.4 (Shade Tree – Contractual Expenses).

The Village received the Consolidated Local Street and Highway Improvement (CHIPS) apportionment balance from the NYS DOT on April 21, 2017. The total CHIPS balance, including SFY2017-2018 CHIPS apportionment, CHIPS Capital cumulative rollover balance, SFY17-18 PAVE NY apportionment balance, PAVE NY rollover balance, and a EWR balance, as of 4/21/17, is \$88,348.75. The Village FY2017-2018 CHIPS (#5110.3) allocation, as of June 1, 2017, is listed as \$52,800.00. The Red Hook Village Trustees will verify current FY2017-2018 CHIPS Budget Lines (#3501 and #5110.3) complies with the SFY2017-2018 NYS DOT apportionment and make any adjustments as necessary.

70 stop bars, 8 crosswalks, 3 handicap parking symbols, and 6 Bike/Vehicle Sharrows (V2V Trail) have been painted on Village Streets by Easy Street Cleaning, Inc. The total project cost of \$4,150.00 will be deducted from FY2017-2018 Budget Line #5110.42 (Maint. of Streets – Street Maintenance).

New catch basins and drywells will be installed at the corner of Cambridge Drive, corner of Amherst Drive, Benner Road (near Catholic School), Benner Road (between school and ball field), corner of Smith and Zipser Streets (installed) and Fraleigh Street. An estimate of \$15,000.00 for labor from Frank Vosburgh and Sons has been approved by the Village. The Village will provide all materials and assist with installation and repairs. Funding will be deducted from FY2017-2018 Budget Line #5110.3 (CHIPS).

Scrap metal was sold on June 6, 2017. Payments of \$255.60 and \$342.00 were received by the Village on June 14. Total revenue generated for FY2017-2018 is \$597.60. Since inception of the Scrap Metal Recycling Program in September, 2007, \$22,809.17 has been generated.

NYS DOT has advised us they will be painting the Rt 9 and Rt 199 crosswalks and adjacent 90 degree markings on our streets BUT they were to do it in June. We will remind them and push them since we need this done and it is their duty.

INTERMUNICIPAL TASK FORCE

Red Hook Sewer Project

Meetings were held on June 2, 9, 16, 23 and 30, 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 reviewed:

- Additional funding may be available through Dutchess County. Additional scope of work and costs, separate and distinct from Sewer Project Phase I, were discussed.
- Map, Plan and Report review, as required by Article 14 Section 14 of NYS Village Law continues. Correspondences from NYS DOH, NYS EFC, NYS DEC have indicated that they are not required, or is under their authority to review the MPR. Dutchess County DOH has offered to review the document. A meeting is scheduled for July 7, 2017 to discuss protocol, process and legal requirements with Village officials, consultants and DC DOH.
- A NYS EFC Update Grant Application for the NYS Water Infrastructure Improvement Act – Clean Water (CW – WIIA), with a “Letter of Support” from NYS Senator Sue Serino, was sent to NYS EFC on June 16 and with additional material on June 23, 2017. The Sewer Project is eligible to recover up to 20% of the Project Cost.

Confirmation by NYS EFC of successful application submission was received on 6/16/17 (Elizabeth Ricci – NYS EFC) and on 6/23/17 (Lydia Krembs – NYS EFC).

- Review draft Sewer Use Law (6/9/17) as prepared by C.T. Male associate project engineers Ryan Biggs Clark Davis Engineering and Surveying, P.C.. Draft copies have been sent to Village Counsel McCabe and Mack for legal review.
- Legal review of Option and Agreements with Red Hook Sewage Works Corporation for the conveyance of property and the existing treatment plant continue.
- June 9, 2017 – Robert Flores, Ed Blundell and Brent Kovalchik attended an informational event regarding the NYS Water Infrastructure Improvement Act (WIIA) of 2017 and the Intermunicipal Water Infrastructure Grants Program (IMG) at the offices of NYS Assemblyman Kevin Cahill. Sabrina Ty (NYS EFC President and CEO) and her staff presented the grant programs and try to gauge the interest of the localities in attendance.
- June 16, 2017 – Robert Flores and Brent Kovalchik met with two Village residents to review and discuss the Sewer Project.

Red Hook Water Project

Meetings were held on June 16, 23, 28 and 30, 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 reviewed:

- Jersen Construction Group made repairs to lawns and driveways on Church (18 Church Street) and Garden (55 Garden Street) Streets.
- Reviewed Gross Electric’s second to final payment application. Clean-up remains to be complete at the Red Hook Village Well Field and Pump/Control Building (invoice amount = \$18,175.75).

- A NYS EFC/NYS DOH Update Grant Application for the NYS Water Infrastructure Improvement Act (WIIA) – Drinking Water was sent to NYS EFC on June 16, 2017. A “Letter of Support” from NYS Senator Sue Serino was sent on Jun 23, 2017.

Confirmation by NYS DOH (Brock Rogers) of successful application submission was received on 6/23/17. The Village is eligible to receive up to 60% of the Project Cost of Phase II (approx. \$2.3 million).

A Phase II Construction Meeting was held on June 23, 2017 in the Red Hook Village Building. Robert Flores and Ed Blundell attended. The following items were reviewed:

- USDA-RD Form E Project Budget/Cost Certification Report #10 was signed by Robert Flores and Ed Blundell on 6/23/17.
 - EJCDG (Engineers, Joint Contract Document Committee) of 5/31/17 was signed by Gross Electric (6/2/17), Robert Flores (6/23/17) and Ed Blundell (6/23/17) for Contract #4E
- | | |
|---|--------------|
| • Original Contract Price | \$111,787.00 |
| • Net Change by Change Order . . . | \$ 4,500.00 |
| • Current Contract Price | \$116,287.00 |
| • Previous Payments | \$ 96,171.25 |
| • Amount due this Application | \$ 18,615.75 |
| • Balance to Finish plus Retainage . | \$ 1,500.00 |
- AIA Document G702-1992 Application #2 (5/31/17)
- Signed and notarized by Gross Electric (6/2/17) AIA Document G703-1992 (continuation of G702)

EJCDC Change Order #1 (Gross Electric) requested amount of \$4,500.00 (see EJCDC above). Contractors Application (Prime General Contract) for Payment #9 for the period from 10/21/16 through 12/6/16 was signed by David Mineau (Jersen Construction Group on 12/6/16), Robert Flores (6/23/17) and Ed Blundell (6/23/17)

- | | |
|---|--------------------------|
| • Original Contract Price | \$3,045,766.00 |
| • Net Change by Change Order . . . | \$ 106,834.60 |
| • Current Contract Price | \$3,152,600.00 |
| • Amount due this Application | \$ 10,000.00 (retainage) |

2015 CDBG

Correspondences continue between the Village of Red Hook and the DCDoP&D to resolve grant reimbursement on a portion of the work that was delayed at the FD location. The 2015 CDBG provided for new ADA compliant sidewalks at the Red Hook Fire Company and sidewalk reconstruction on South Broadway (Colburn’s Laundry).

Dutchess County Innovation Grant – Town of Red Hook, Villages of Red Hook and Tivoli Shared Highway Services – Phase II

- Assistance with a Request for Proposals to implement recommendations outlined in the Phase Shared Highway Services Proposal is being provided by DCDoP&D.

The Village of Red Hook is considering to apply for the following grants:

- Greenway Grant – Amendments to the Village Zoning Law (R10,000, R20,000, GBD, HB).
- CFA – NYS EFC Green Innovations Planning Grant for Municipal Parking Lot Improvements.
- NYS DEC Estuary Program – Local Stewardship Planning Grant (Source Water Protection).
- NYS DEC Water Quality Improvement Program.

VILLAGE GREEN

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

Community Beautification – Contractual Expenses (#8510.4)	
• Balance	\$ 4,000.00
Shade Tree – Contractual Expenses (#8560.4)	
• Balance	\$10,500.00
Village Green Committee Checking Account	
• Balance	\$ 4,136.88

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

Dave’s Tree Service has been contracted to prune and/or remove trees on or near Village street right-of-ways. Property owners with properties adjoining right-of-ways where trees will be removed have been notified. There have been no appeals to re-consider actions. Nineteen trees on thirteen properties will be pruned and/or removed. Upon notification and approval of property owners, the Village Green Committee will plant new trees on these sites during upcoming tree planting days.

Saw Kill Watershed and Flood Mitigation Assessment

A SKW and FMA Meeting was held on June 22, 2017 in the Red Hook Town Hall. Discussions focused on areas/places within the Saw Kill Watershed that may be problem spots for flooding and that may warrant additional study where infrastructure (e.g. culverts, bridges, etc.) may have changed since the last FEMA Hydraulic Study (1983).

2017 House and Barn Preservation Expo

Historic Red Hook hosted the Expo at the Elmendorph Inn on June 10, 2017. Experts from the fields of historic preservation, architecture, trades and urban planners assisted people who wanted to learn more about fixing their historic properties, historic development portions of the area and available funding for preservation projects.

Red Hook Together

A Red Hook Together Meeting was held on June 8, 2017 at the Red Hook Public Library. The following items were discussed:

- Representatives from the Red Hook Public Library, Red Hook Community Center, Red Hook Central School Board, Ascienzo Foundation, Bard College, Red Hook PTSA and the Village of Tivoli Public Library attended.
- The Red Hook Community Center received a \$10,000.00 grant to enable more after school programs. The Community Center is developing ride sharing options to assist local seniors to access programs and events at the Center.
- Red Hook Village provided updates on a recent meeting with U.S. Congressman John Faso, Red Hook Business Group's First Friday (Friday Nite Lights), Hardscrabble Day and current status of negotiations with PANDA and the Red Hook Fire Company.

The Red Hook Oral History Project

The Red Hook Oral History Project was created so that elder community members could share some of their lives with Red Hook High School students with the hope of creating an inter-generational connection that previously did not exist. Four short films, shot, edited and presented by the High School students were presented to the public on June 16, 2017 at the Olin Concert Hall of Bard College. The films presented featured self-told life stories by four unique Red Hook residents: Tibbie Klose, Don Triebel, Sue Crane, and Larry Thetford.

COMMUNITY ELECTRIC GENERATION

Other recent changes in PSC rules allow for community based generation of electric power. The Village and Town are exploring placing more solar arrays on the village well field property to enable a large capacity of electrical generation that would offset village and town costs; plus perhaps school and some local resident's costs. An engineering study is needed to submit specifications to Central Hudson. The Town and Village applied for the Municipal Innovations Grant and may receive it from the County. In the interim, the Town has funded the study from their budget and will not seek reimbursement from the village; only if we get the grant will we share back our portion.

RESOLUTION 21-2017

RESOLUTION AUTHORIZING AGREEMENT WITH TOWN OF RED HOOK REGARDING STUDIES OF COMMUNITY DISTRIBUTED GENERATION

Whereas, it is in the best interests of the Village of Red Hook ("Village") to enter into a municipal shared services agreement with the Town of Red Hook to carry out studies of the feasibility of constructing a 1.7 W photo-voltaic system on Village owned land within the Village

and Town of Red Hook to provide for community distributed power generation, expected to be financed by a Municipal Innovation Grant in the amount of \$ 45,000.

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

1. The Board of Trustees hereby authorizes the Mayor or, in his absence, the Deputy Mayor, to execute a municipal shared services agreement for administration of the Municipal Innovation Grant as project co-applicant with the Town of Red Hook, in a maximum estimated project cost of \$ 45,000, for the community distributed power generation feasibility study, with the Town of Red Hook serving as lead for purposes of entering into consultant contracts to complete the studies to be funded by such grant.
2. The officers, employees and agents of the Village are hereby authorized and directed for an in the name and on behalf of the Village to do all acts and things as may be necessary or, in the opinion of the officer, employee or agent acting, desirable and proper to effect the purposes of the foregoing resolution.
3. This resolution shall take effect immediately but is contingent to being financed by the Municipal Innovation Grant mentioned above at the full \$ 45,000

Mayor Blundell made a motion to approve resolution 21-2017. DM Kovalchik seconded. All were in favor.

PUBLIC COMMENT

Don Finn discussed looking at street light counts, for instance stated on Park Ave there is a light on every pole. Mayor Blundell stated we understand that should be examined too. Perhaps with the LED the Village will be able to cut back on lights.

Mayor Blundell made a motion to cancel the workshop meeting in August due to vacation schedules. Trustee Laing seconded. All were in favor.

Mayor Blundell made a motion to pay bills after audit. DM Kovalchik seconded. All were in favor.

DM Kovalchik made a motion to adjourn the meeting at 8:30. Mayor Blundell seconded. All were in favor.

Submitted by

Cynthia Chiarella
Clerk/Treasurer

