

**Village of Red Hook
Monthly Board Meeting
August 14, 2017
7:00 pm**

Present: Mayor Blundell, DM Kovalchik, Trustee Norris, Trustee Trapp, & Assistant Clerk Drewes; Trustee Laing was absent.

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

Mayor Blundell made a motion to approve minutes from July 10th and 20th. DM Kovalchik seconded. All were in favor.

TREASURER'S REPORT

Mayor Blundell read the following Treasurer's report for July in Clerk/Treasurer Chiarella's absence:

ACCOUNT BALANCES

General Fund:	\$934,192.66
Water Fund:	\$170,811.78
Trust & Agency:	\$32,146.62
Materials Mgt:	\$8,404.29
Petty Cash:	\$32.20
Village Green:	\$4,136.88
Hardscrabble:	\$13,729.34
Health Insurance:	\$6,372.17
Capital Projects:	\$0.00

MONTHLY EXPENSES

General Fund:	\$358,054.08
Water Fund:	\$28,339.89
Trust & Agency:	\$32,146.62
Materials Mgt:	\$4,462.38

Mayor Blundell stated that expenses were high to a payment to the fire company, and that the trend was within normal limits. Mayor Blundell made a motion to approve the Treasurer's report as submitted. DM Kovalchik seconded. All were in favor.

POLICE

Mayor Blundell delivered the following police report:

Incidents: 277 total
Village of Red Hook: 196
Town of Red Hook: 72
Village of Tivoli: 9

UTT's: 153 total
Village of Red Hook: 98
Town of Red Hook: 55

Arrests: 22 total
Village of Red Hook: 13
Town of Red Hook: 9

Rob Frye from the RHFC attended and stated that in the month of July, the Fire Company responded to 84 calls in the Town & Village – 44 EMS, 40 Fire.

PLANNING AND ZONING

Trustee Trapp read the following Planning/Zoning report:

5 Building Permits
4 Certificates of Occupancy
5 Certificates of Compliance
5 Municipal Searches
\$1,325.00 was collected in fees.

WATER

Mayor Blundell read the following Water report:

- During the month of July, the Water Treatment Plant treated 6,323,000 of water at an average rate of 203,000 gallons per day.
- In 2016, the plant treated 7,668,000 at an average rate of 247,000 gallons per day.
- During the month of July, the plant used 60 gallons of liquid hypochlorite solution to disinfect the public water supply, at an average rate of 1.93 gallons per day.

Three samples were sent to Smith Environmental Laboratory for bacteriological testing and all three returned a negative result.

MATERIALS MANAGEMENT

For the month of July, we sold \$3940.25 in garbage tags and paid out \$1370.28. We had 6.02 tons of single stream recycling and 11.81 tons of garbage.

EVENTS

We had the 6th annual community potluck and concert in the park this past Saturday. Due to weather, we moved the event to the Community Center. A good time was had by all, and we sincerely thank the Community Center for being a back-up venue. If you have not checked out the Community Center, they are open every day with events and programs, and are a great resource for the Village and Town.

Hardscrabble Day is Saturday, September 16. Vendors, food, kids events, music all day and a parade at 4:30. Our mainstage entertainment will be the New Orleans Suspects and The Funky Meters. For more information or to become a vendor, go to hardscrableday.org.

LIBRARY

The library continues with programs most every day. They now have sewing machines and microscopes that can be taken out for circulation. Of note, there is a screening of the Farthest Voyager in space this Friday at 6:30, and a solar eclipse viewing party at Linden Avenue Middle School from 12-3 on Monday. Solar glasses will be provided.

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).

The Village received a memo from the NYS DOT (7/14/17) on July 17, 2017. The next appropriation reimbursements are scheduled to be made on September 15, 2017. Request from the SFY 2017-2018 Consolidated Highway Improvement Program (CHIPS), PAVE NY, and the Extreme Winter Recovery (EWR) Appropriation apportionments for the September payment must be for expenditures on or after April 1, 2017 and through July 31, 2017. The following funding amounts are available to the Village for the September payment:

• CHIPS	\$66,771.52
• PAVE NY	\$ 9,203.45
• EWR	<u>\$ 7,183.48</u>
TOTAL	\$77,158.45

The Village received two reimbursements from the NYS DOT totaling \$36,773.00 (\$9,195.77 + 27,577.23) that were submitted to the NYS DOT at the end of RHV FY 2016-2017. The CHIPS balance as of 4/21/17 from the NYS DOT was \$88,348.75. The RHV FY 2017-2018 budgeted amount is \$52,800.00. The initial RHV FY 2017-2018 budget balance and appropriation is approximately the same as indicated by the NYS DOT (\$88,348.75 – 36,773.00 = \$51,575.75) before the total CHIPS balance from the NYS DOT of 2/14/17.

New catch basins and drop-boxes have been installed at the intersections of Ludlow/Fraleigh Street, Prince/Church Street, and on a driveway on Church Street.

The Village is investigating financing options for a new truck to replace the existing large dump truck. Estimates from dealers with state contracts for municipal purchases are forthcoming.

No scrap metal was sold during the month of July, 2017. Total revenue generated, to date, for FY2017-2018 is \$597.60. Since inception of the Scrap Metal Recycling Program in September, 2007, \$22,809.17 has been generated.

INTERMUNICIPAL TASK FORCE RED HOOK INFRASTRUCTURE

Red Hook Sewer Project

Meetings were held on July 7, 14 and 21, 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:

The Village received plans from Morris and Associates of easement (water, storm drainage and sewer) that the Village will assume upon final acceptance of existing treatment and land conveyance from Red Hook Commons and the Red Hook Commons Sewage Works Corporation.

A meeting with DC DOH was held on July 7, 2017 in the RHV Building. Peter Marlow (DC DOH), Ron Miller (DC DOH), Robert Flores (C.T. Male), Ed Blundell and Brent Kovalchik attended. The following items were discussed:

- Reviewed NYS Municipal Law for Villages (Article 14: Section 1400) for requirements to satisfy legal compliance.
- Reviewed history of Map, Plan and Report (MPR) review and acceptance by the NYS DOH, NYS DEC, and NYS EFC. These agencies were not obligated to review, and therefore will not be reviewing the RHV Sewer Project's MPR. The NYS DEC referred request for review to the DC DOH.
- NYS EFC and USDA-RD will be reviewing engineering documents; DC DOH will review the MPR and detailed engineering documents as per NYS DEC referral.

The DC DOH requested the following additional documents be included for their review and acceptance of the MPR:

- SEQRA Determination.
- Proof of conformance with separate requirements for noise, odors, etc.
- Flood Plan (N/A).
- Wetlands delineation and mapping (re-delineated by Morris Associates for RH Commons subdivision).
- Existing and Proposed Treatment Plant capacities.
- Back-up pumps and electrical supply (if necessary) and emergency plans with possible alarm component in the event of loss of power.
- Toured the existing RH Commons Sewage Works Corporation's treatment plant and grounds.

NYS DEC inspected existing RH Commons Sewage Works Corporation's treatment plant at the request of the DC DOH.

C.T. Male forwarded the following documents to DC DOH on 7/14/17:

- SEQR Negative Declaration; Notice of Determination of Non-Significance (adopted by RHV Trustees on 2/18/16).
- Environmental News Bulletin (ENB) of Negative Declaration proof of publication.
- DC DOH Application for Approval of Plans for Wastewater Disposal Systems.
 - Progress construction documents sent to C.T. Male's Associate Engineers Ryan, Biggs, Clark, Davis Engineering and Surveying for easement map preparations.
 - Researched and discussed DC DOH questions regarding provisions in the NYS Design Standards for Intermediate Sized Wastewater Treatment Systems regarding emergency pumps (duplex pumps for most affected properties (restaurants)), hook-up generator capabilities (outlet for temporary generator).
 - Draft Bid Documents sent to NYS EFC, NYS DEC Region 3, USDA-RD and NYS DOT Region 8 on 7/24/17 by C.T. Male.
 - A Conference Call was conducted with USDA-RD on 7/14/17. George Popp (USDA-RD), Robert Flores (C.T. Male), Ed Blundell and Brent Kovalchik participated. The following items were discussed regarding email correspondences of 2/13/17 and 2/15/17:
 - Plan and Specifications requirements for Bid Documents.
 - Professional Service Agreements.
 - Sewer Use Law.
 - Preliminary Bond Documents.
 - Other document required for pre-bid approval.

A Conference Call was conducted on 7/21/17 at the RHV Building with Pete Setaro (Morris Associates) and Ken Kearney (Kearney Realty Group), Robert Flores (C.T. Male), Ed Blundell and Brent Kovalchik. The following items were discussed:

- NMU Bulk Regulations.
- Possible future connections of new developments outside the boundaries of the Village including provisions in the proposed Sewer Use Law regarding district formation and maintenance of treatment plant surplus capacity.
- Legal Agreement and Option for the conveyance of property and treatment plant of the RH Commons Sewage Works Corporation to the Village of Red Hook.
- Forthcoming approval for water and sewer extensions by the DC DOH for subdivision approval by the RHV Planning Board.

RED HOOK WATER PROJECT

Meetings were held on July 7, 14 and 21, 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:

- Form E #10 was submitted to NYS EFC for reimbursement.
- USDA-RD signatures and approvals forthcoming upon receipt of draw-downs from NYS EFC.
- Resolution by the RHV Board of Trustees declaring Final Completion of the Red Hook Water Project Phase II (approved by RHV Board of Trustees on 7/10/17).
- Required documents including release of liens. (Prime Contractors to provide lien releases from subcontractors; RHV to release liens from Prime General and Prime Electric Contractors.)
- Final payment to Jersen Construction upon receipt of reimbursement from NYS EFC. All required work and submission of required documents are complete and submitted to USDA-RD (John Helgrin on 7/7/17).
- Final payment to Gross Electric contingent on submission of final documents.
- Discussed remaining items necessary, including anticipated compliance to GASB 34, to finalize and close on long term USDA-RD loan. (10/11/16 USDA-RD Prior to Closing Document.)

A Conference Call was conducted on July 14, 2017 in the Village Building. George Popp (USDA-RD), Robert Flores (C.T. Male), Ed Blundell and Brent Kovalchik participated. The following items were discussed:

- Adoption of Final Completion Resolution (adopted by RHV Board of Trustees on 7/10/17).
- Form E #10.
- Compliance with GASB 34.
- Reviewed USDA-RD Prior to Closing Documents of 10/11/16.
- Warranty Inspection to be conducted by USDA-RD on 8/3/17.
- Remaining balance of short-term NYS EFC loan.

CDBG

DCDoP&D is anticipating final approval from the DC Comptroller before issuing final payments of grant. The 2015 CDBG provided for new ADA Compliant Sidewalks at the RH Fire Company and sidewalk reconstruction of South Broadway (Colburn's Laundry).

Wells 5,6 and 7 located on East Market (199) former RH Village brush lot have been disconnected from the water supply mains on 7/13/17 to comply with the NYS DEC Water Permit. C.T. Male to contract and submit compliance report to NYS DEC.

RED HOOK WATER PROJECTS

Water system repairs will be made at Colburn's Laundry.

A new water connection will be installed on North Broadway (Cookingham).

A former water main will be disconnected on Garden St..

Existing lateral-to-main connections and repaving on a section of Benner Road are being planned. All estimates for labor and materials are being prepared by C.T. Male.

FAST GRANT

The installation of solar powered, push button activated mid-block crosswalk signals are scheduled to be installed by the NYS DOT by 2019. According to Mark Debold (DCTC) this work will "probably" occur sooner.

VILLAGE-TO-VILLAGE TRAIL

The Village of Red Hook submitted invoices, check stubs and vouchers to the RH Town Trail Committee for proof of the Village's matching obligation to install sharrows (shared bike/car/street use) on Prince Street (from Church to S Broadway) and Church Street (from W Market to Prince St). The total installation cost was \$420.00.

AMHERST DRIVE/FIREHOUSE LANE INTERSECTION

A conference call was conducted on July 21 2017. Ed Blundell, Mark Debold and Brent Kovalchik participated. The following items were discussed:

- Reviewed existing plans, costs and logistics of straightening/"aligning" the intersection and installing a single traffic control light
- Discussed alternate solutions including: keeping streets as existing and adding multiple staggered lights; right-in and right-out directional ingress/egree at Old Farm Road
- Mark Debold will initiate conversation with the NYS DOT Project Planning Manager to review existing and alternative options to consider.

FEMA DISASTER DECLARATION

Governor Cuomo announced a major disaster declaration for 28 Counties across the State of New York due to the significant snow storm known as “Winter Storm Stella” that occurred from March 14 through March 15, 2017. With this declaration, there will be an opportunity for reimbursement for storm related expenses. Mayor Blundell had submitted a spreadsheet of actual costs incurred by the Village to remove snow from local streets and the General Business District in the amount of \$26,000.00. Dutchess County and the New York State Office of Emergency Management will be corresponding with the Village on how the reimbursement process will work moving forward.

2016 Zero Emission Vehicle (ZEV) Infrastructure Rebate Program

A Conference Call was conducted on July 14, 2017 in the Red Hook Village Building. Olya Prevo-White (C.T. Male), Robert Flores (C.T. Male), Ed Blundell and Brent Kovalchik participated. The following items were discussed:

- The Village received a \$16,000.00 grant from the NYS DEC, with a Village matching obligation of \$4,000.00, to install an Electric Vehicle Charging Station in the Red Hook Municipal Parking Lot.
- C.T. Male is preparing construction drawings and specifications for Bid Administration and quote solicitation. These should be complete during the month of August, 2017.
- The anticipated completion date is anticipated to be in October, 2017.

Consolidated Funding Application (CFA) for the NYS EFC Green Innovation Grant Program

The Village of Red Hook submitted a CFA for the amount of \$327,600.00. The grant award will be used to re-construct the Red Hook Village Municipal Parking Lot. The re-construction will take advantage of green infrastructure including porous pavement, bio-retention and vegetative treatment of run-off with stormwater trees. This project will improve the Village’s municipal parking lot, benefitting the central business district, community events and the ground water aquifer that provides for the Village’s water supply.

VILLAGE GREEN

The current balances of the Village Green Committee’s related budget accounts, as of July 31, 2017, are as follows:

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

A Village Green Committee Meeting was held on July 26, 2017 in the Red Hook Village Building. David Pearson, Kathy Pearson and Brent Kovalchik (RHV Trustee Liaison) attended. The following items were discussed:

- Reviewed list of trees that have, or will soon be removed, for possible Fall Planting sites.
- Reviewed possible locations for new trees in neighborhood and business districts.
- Discussed current VGC Officers participation and future appointments.
- Discussed removing gators on recently planted trees that are not being kept in service by the adjoining property owners.
- The VGC may have access to some Copper Beech seedlings. A private resident has offered to raise the seedlings until they are mature enough to be transplanted on selected sites within the Village. The seedlings, if available, will be ready to remove from their current locations to the private residence in the fall.

DM Kovalchik reported that the Village Green Committee accepted the resignation of Julianna Pearson, and that a replacement would be nominated later in the meeting.

REGULAR BUSINESS

LED LIGHTING

Mayor Blundell stated that 6 municipalities want to cooperate to upgrade existing street lighting to LEDs. The cooperative includes the Village of Red Hook, Town of Red Hook, Village of Tivoli, Town of New Paltz, Village of New Paltz and the Town of Rosendale. He projected a 60 page RFP which has been constructed and will be reviewed further. The Mayor would like to see it approved by all parties by the end of September.

VILLAGE GREEN

DM Kovalchik nominated Michael Johnson for the vacant seat on the Village Green Committee. Mayor Blundell made a motion to appoint Michael Johnson, and DM Kovalchik seconded. All were in favor.

DOT/AMHERST ROAD INTERSECTION

Mayor Blundell has been consulting with the DOT regarding possible solutions to the traffic issues at the intersection of Amherst Rd./Rt. 9. Dutchess County DOT is willing to install traffic counting strips to help assess what options may be useful.

COURT GRANT

Mayor Blundell announced that the Village Court is pursuing a grant in order to acquire new carpeting for the court office, the hallway in the Village Building, and the section of the Clerk's office used by the special prosecutor during court. Funding for new bulletproof vests may also be included. The submission deadline is October 18 2017.

Mayor Blundell announced that the Village Workshop meeting originally scheduled for August 17 2017 is to be cancelled, because of overlapping vacation time and a small agenda.

PUBLIC COMMENT

David Pearson would like to see a police presence on Park Avenue to help with speeders. Mayor Blundell responded that he would like to obtain a speed trailer to post, which may help.

David Pearson also stated that he would like to see a crosswalk north of the four corners, near the new CVS on N. Broadway. DM Kovalchik said that more crosswalks were once investigated but funding was unobtainable. He will look to see if new grants are available.

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

At 8:10 pm, DM Kovalchik made a motion to adjourn the meeting. Trustee Norris seconded. All were in favor.

Submitted by,

Arie Drewes
Assistant Clerk