

**VILLAGE OF RED HOOK
REGULAR BOARD MEETING
NOVEMBER 13, 2017
7:00 pm**

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

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

Mayor Blundell made a motion to approve minutes from 10-16th, 10-19th & 11-3rd. DM Kovalchik seconded this motion. All were in favor.

Mayor Blundell stated the public hearing for the Best Value Law and Red Hook Sewer will be at the 12-11-17 meeting.

TREASURER'S REPORT

Treasurer Chiarella presented the following report:

Account Balances

General	\$ 693,037.51
Water Fund	\$ 203,953.89
T & A	\$ 25,278.62
Material Mgt.	\$ 7,369.68
Petty Cash	\$ 68.90
Village Green	\$ 4,136.88
Hardscrabble	\$ 5,488.34
Health Ins.	\$ 4,967.63
Capital	\$ 00.00

Monthly Expenses

General Fund	\$ 262,749.71
Water Fund	\$ 46,870.29
T & A	\$ 25,278.62
Material Mgt.	\$ 3,370.26

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

Treasurer Chiarella stated General Fund expenses are high due to an interest and principle payment on the Village Hall and Police and Employee retirement.

POLICE

Mayor Blundell read the following Police report:

October 2017

381 Incidents, 113 UTT's, 20 Arrests

Mayor Blundell stated the Town budgeted more funds for more Town patrols.

Mayor Blundell stated he and Trustee Norris did not attend the most recent Red Hook Together due to a scheduling conflict.

PLANNING AND ZONING

Trustee Trapp read the following planning and zoning report:

September 2017

8 – Building permits

6 Certificates of Occupancy

3 Certificates of Compliance

1- Municipal Searches

October 2017

11 – Building Permits

2 – Certificates of Occupancy

2 – Municipal Searches

2- Order to Remedy

\$ 1,855.00 was collected in fees for the month of October

Trustee Trapp stated the NYS DOT Pedestrian Safety Action Plan grant announced 40 million in grant funds. He will review for details and discussion at a later date.

RED HOOK FIRE DEPARTMENT

Shawn Ball presented the Board with the following report:

63 EMS

45 FIRE

Total calls 108 – 19 of which were at Bard

The food festival was great success per his report.

The FD is now supplying the village with a print out that lists town calls vs village calls.

Mayor Blundell made a motion to leave a blank page for Village resident Kathy Glick.

IN MEMORY OF KATHY GLICK.

EVENTS:

We had Red Hook Halloween Oct 28. Thank you to the merchants who really make this event possible, they provided hundreds of pieces of candy to the children who came out. We also had a chili cookoff with 14 entries, which was coordinated and sponsored by Ulster Savings Bank, with proceeds going to local charity TeamNora.

Red Hook & the Chocolate Festival was held November 4, run by the Red Hook Chamber of Commerce.

We have decided to not do Winterfest this year as multiple organizations will be doing holiday events:

Live it Up Red Hook will host "Santa Con" for Friday Night Lights on Dec 1, with the Grinch and Buddy the Elf roaming the streets of the village from 5-8. Everyone is encouraged to wear a Santa hat or holiday themed costume. There will be an Elf Expedition throughout the shops for a chance at prizes.

The Elmendorph will host Old Dutch Christmas on Sunday, Dec 3 from 1-4 with holiday music, cookies, hot cider & bread from the beehive oven.

Live It Up Red Hook will be hosting another holiday event Dec 16, details are still being worked on.

Chorus and band concerts will be held throughout the month: high school winter concert is on December 8th at 7:30pm in the HS gym, LAMS 7-8 as on December 19th at 7:30pm at LAMS, and the 6-7 concert is on December 20th at 7:30pm at LAMS

MATERIALS MANAGEMENT

For the month of October, we sold \$3,443.00 in garbage tags, and paid out \$1,325.10 in tipping fees. We had 6.13 tons of single stream recycling and 11.28 tons of garbage. Our electronic waste recycling event will be Saturday, January 13, in conjunction with the Town of Red Hook and the Bard Center for Civic Engagement.

HIGHWAY

Old Dutch Garden Club – (Red Hook) Linda Lawson & group are requesting underground electric in Memorial Park at the north end to light their sign and for Christmas decorations. A sketch was submitted. This will be at no cost to the Village.

Funds will come from fundraisers and volunteered labor. At some point in the spring they will purchase a bench for the park also, (the same benches the Village currently has) and trash receptacle. Mayor Blundell stated he would like the lights on a timer. Scott McCarthy will install the electric. Barbara will call dig safe (811).

PLOW TRUCK UPDATE – Mayor Blundell stated the bond resolution has been passed and are in the 30 day waiting period.

The Village Highway Department is currently picking up autumn leaves and brush. Residents are reminded to place leaves in a row along the outside edge (curbside) of the streets. Place brush in a separate pile and limit pile sizes to 6' x 6' x 6'. The Highway Department may not pick up leaves if they are combined with brush, sticks and branches due to possible equipment damage.

The Village's Snow Ordinance is currently in effect from November 1, 2017 through March 31, 2018. 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 owners(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 165-48). 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).

The Village Board of Trustees approved a Bond Resolution on November 3, 2017 for the purchase of a new Freightliner 108SD dump/plow truck. The bond, for the not to exceed amount of \$173,355.00, will be supplemented by FY2016-2017 and FY 2017-2018 Budget line items to reduce the total amount to be bonded. These include revenue from the following budget lines:

General Fund – Fund Balance	\$40,000.00
FY2017-2018 CHIPS (#5110.3)	\$20,000.00
FY2017-2018 Maintenance of Streets	
Capital Outlay (#5110.2)	\$10,000.00
Highway CD Reserve Fund (A9621)	\$ 5,000.00
Water – Fund Balance	\$ 7,500.00
FY2017-2018 Snow Removal	
Equipment Repair and Maintenance (#5142.42)	\$ 2,000.00
Total	\$84,500.00

This amount will be used to reduce the purchase price, as a down payment, and to reduce the amount of funds to be borrowed from the bond.

Proceeds from the sale of the existing 1996 International truck and FEMA recovery money from Winter Storm Stella will be deposited in the Highway Reserve CD Fund (#A9621).

The Bond Resolution, subject to Permissive Referendum, will be posted in six locations throughout the Village and published in the Daily Freeman for public review and comment.

Bridge RH-25 on Broadway (CR 78) over the Stony Creek in the Village of Tivoli, opened on November 3, 2017.

Scrap metal was sold, and reimbursed on October 30, 2017 for \$274.40. Total revenue generated in FY2017-2018 is \$1,843.60. Since inception of the Scrap Metal Recycling Program in September, 2007, \$24,055.17 has been generated.

Red Hook Sewer Project

Meetings were held on October 6, 13, 20 and 27, 2017 at the Red Hook Village Building. Edwin Vopelak (C.T. Male), Doris Balacic-Scheuing, Ed Blundell and Brent Kovalchik attended. The following items were discussed:

Reviewed the environmental assessment of Red Hook Commons for the Red Hook Sewer Project's proposed treatment plant site (Phase I Environmental Site Assessment; Red Hook Commons Wastewater Treatment Plant Site; Smith Street Village of Red Hook, Dutchess County, New York (October 19, 2017).

Reviewed process and procedures for the SPDES permit transfer from RH Commons Sewage Works Corporation to the Village of Red Hook, amendments to expand the discharge amount on the SPDES permit before closing on the property and transfer, and Basis of Design Report reviews and approval by NYS and Dutchess County regulatory agencies before transfer of permits and property.

All 127 Sewer Service Questionnaires have been sent to property owners within the proposed Red Hook Sewer Project Service Area. Ed Vopelak (C.T. Male) has been meeting with property owners, within the Service Area, to review existing sewer/electrical services and to respond to questions from these property owners.

The design of the proposed Red Hook Sewer Project is almost complete. Additional information from site surveys and Sewer Service Questionnaires will be added to the final plans prior to submission to NYS and Dutchess County regulatory and funding agencies and prior to advertising Bid Documents.

Reviewed the NYS CWIIA (Cleanwater Infrastructure Improvement Act) Grant Award application (\$925,000 grant award received by the Village of Red Hook).

Review draft Sewer Use Law.

Considered Red Hook Village Attorney's comments of 10/6/17.

Change "Law" to "Chapter".

Ed Vopelak to review final edits with Tom Fields (C.T. Male's Associate Engineer – Ryan Biggs/Clark Davis).

Submission of final draft to Red Hook Village Board of Trustees on November 3, 2017 for review prior to Public Hearing and vote by the Board on November 13, 2017.

Reviewed documents for the conveyance of the Red Hook Commons Sewage Works Corporation's existing treatment plant and approximately ten acres of land to the Village of Red Hook with Village Land-Use Attorney Victoria Polidoro (Rodenhausen Chale, LLP).

Red Hook Village Water Project – Phase II

Meetings were held on October 6, 13, 20 and 27, 2017 at the Red Hook Village Building. Edwin Vopelak (C.T. Male), Doris Balacic-Scheuing, Michelle Zagorski, Ed Blundell and Brent Kovalchik attended. The following items were discussed:

Reviewed the NYS DWIIA (Drinking Water Infrastructure Improvement Act) Grant award application (\$2.23 grant award received by the Village of Red Hook).

Discuss the DWIIA Grant Award details with NYS EFC (Allene Address; memo of 10/24/17). The short-term financing through EFC is set to mature on January 1, 2018. Since EFC will also be the handling agency for the DWIIA Grant, EFC will start the process to extend the maturity date another six months. This will enable the Village to utilize the grant award to reduce the amount of loan and debt obligation for long term financing with USDA-RD.

Review required documents for closing on the USDA-RD loan including the FY2016-2017 Red Hook Village AUD (Audit; regarding funds used to complete the Water Project – Phase II).

The following documents were reviewed and signed:

EJCDC (Engineers, Joint Contract Document Committee) of November 16, 2017. Signed by Ed Vopelak (9/28/17), Ed Blundell (9/29/17) and George Popp (10/6/17). This document was for Contract #4E – Prime Electrical Contract (Gross Electric) Application for Payment #2

- Original Contract Price \$111,787.00
- Retainage \$ 1,500.00
- Amount Eligible to date \$110,287.00
- Less Previous Payment (-) \$ 96,171.25
- Amount Due this Application \$ 14,111.75
- AIA Document G702-1992
- Signed by Ed Vopelak (C.T. Male) on 9/27/17.
- EJCDC Contractors (Contract #4E – Prime Electrical Contract (Gross Electric)) Application for Payment #3. Signed by Ed Vopelak (9/28/17), Ed Blundell (9/29/17) and George Popp (10/6/17).
- Original Contract Price \$111,787.00
- Net Change Order \$ 4,500.00
- Current Contract Price \$116,287.00
- Amount Eligible to date \$116,287.00
- Amount Due this Application \$ 6,000.00

b. A meeting with USDA-RD was held on October 6, 2017. George Popp (USDA-RD/Middletown), Ed Vopelak (C.T. Male), Ed Blundell and Brent Kovalchik attended. The following items were discussed:

- Effects of the NYS DWIIA Grant award on the debt obligation and amount of funds to be borrowed for long-term financing.
- Form E #11 – Final Report of expenditures for Phase II to date.
- EJCDC Contractors (Prime General Contract – Jensen Construction Group) Application for Payment #9 (12/6/16). Signed by Robert Flores, Ed Blundell and George Popp.

Original Contract Price	\$3,045,766.00
Net Change Order	\$ 106,834.60
Current Contract Price	\$3,152,600.60
Amount Eligible to date	\$3,152,600.60
Amount Due this Application	\$ 10,000.00
<ul style="list-style-type: none"> Form E #10R (9/29/17) – signed by Ed Vopelak and Ed Blundell. 	
Total Project Cost	\$3,800,000.00
Total Expenditures this period	\$ 38,562.57
Expenditures to date	\$3,373,714.94
Balance Remaining	\$ 67,285.06
<ul style="list-style-type: none"> Form E #11 (Final Project Costs – 9/29/17) – signed by Ed Vopelak and Ed Blundell. 	
Total Project Cost (Estimated)	\$3,800,000.00
Total Expenditures this period	\$ 9,595.00
Expenditure to date	\$3,742,309.94
Balance Remaining	\$ 57,690.06

The Red Hook Village Water Project was completed \$57,690.06 under budget.

Review outstanding items needed to close on the USDA-RD loan. Include:

- Current balance from NYS EFC (last draw-downs).
- Anticipated date of closing.
- George Popp will be retiring from USDA-RD at the end of November, 2017.

Intermunicipal Task Force (ITF)

(Brent Kovalchik – Red Hook Village Representative/Member)

ITF Meetings were held on October 6, 13 and 27, 2017. Items discussed included:

- Review and discussion of an edited overview of Red Hook Town proposed Local Law E that will replace Red Hook Town Local Law D. Local Law E considers zoning amendments regarding food truck regulations, formula business regulations and an Upper Red Hook Hamlet Business District.
- Discussed Municipal Solar Farms in the Town of Red Hook under the provisions of the New York State Community Distributed Generation (CDG) Program. This program may relate to the property owners included in the proposed Village of Red Hook Sewer Project Service Area and as applied to the Town of Red Hook Agricultural Business District (ABD) under the Centers and Greenspaces Plan (CGP).
- Discuss the Town of Red Hook Planning Board application review process and the Town of Red Hook Design Review Committee process for a “Certificate of Appropriateness”.
- Discuss lodging regulations as it may apply to the Red Hook Town Hamlet District and proposed Upper Red Hook Hamlet Business District.

RESOLUTION 25-2017

Sewer Use Law – Mayor Blundell made a motion to hold a public hearing on December 11th for the Sewer Use Law. DM Kovalchik seconded this motion. All were in favor.

RESOLUTION SETTING PUBLIC HEARING

WHEREAS, the Village Board of the Village of Red Hook in furtherance of the proposed development of a sanitary sewer system in the Village of Red Hook has prepared and is considering the adoption of a local law establishing the regulation for construction and operation of a sanitary sewer system within the village, and

WHEREAS, the Village Board has been presented with and has introduced the draft of Local Law of 2017 adopting Chapter 145 of the Code of the Village of Red Hook entitled “Sewers”;

NOW THEREFORE, BE IT RESOLVED that, pursuant to Section 20 of the Municipal Home Rule Law of the State of New York, a public hearing on said proposed Local Law shall be held on the 11th day of December, 2017 at 7:00 P.M. at the Village Hall 7467 South Broadway, Red Hook, NY and that notice of the time and place of such hearing describing in general terms the proposed local law, be published once on or before the 30th day of November, 2017 in the Kingston Daily Freeman, a newspaper circulating in said Village of Red Hook.

Dated: November 13, 2017

Red Hook, NY

RESOLUTION 26-2017

Best Value Law – Mayor Blundell made a motion to approve resolution 26-2017. DM Kovalchik seconded. All were in favor.

RESOLUTION SETTING PUBLIC HEARING - Best Value Standard

WHEREAS, the Village Board of the Village of Red Hook intends to modify its procurement process, pursuant to Sec 103 of the General Municipal Law, with the adoption of a Best Value Standard, and

WHEREAS, Best Value is defined in NYS Finance Law Sec 163. When awarding contracts the Village of Red Hook must consider the overall combination of quality, price and other elements of the commodity or service, including piggy backing, that in total are optimal relative to the needs of the Village of Red Hook. The Best Value Standard may only be used for purchase contracts which includes contracts for service work, but excludes contracts necessary for completion of a public works contract, and

WHEREAS, the Village Board has been presented with the draft of Local Law # 26 of 2017 adopting Chapter of the Code of the Village of Red Hook entitled

NOW THEREFORE, BE IT RESOLVED that, pursuant to Section 20 of the Municipal Home Rule Law of the State of New York, a public hearing on said proposed Local Law shall be

held on the 11 of December at 7:15 P.M. at the Village Hall 7467 South Broadway, Red Hook, NY and that notice of the time and place of such hearing describing in general terms the proposed local law, be published once on or before the 30th day of November, 2017 in the Kingston Daily Freeman, a newspaper circulating in said Village of Red Hook.

Dated: November 13, 2017

Red Hook, NY

RESOLUTION 31-2017

Salisbury Bank – Moratorium on Service Stations -

VILLAGE OF RED HOOK

A regular meeting of the Village of Red Hook was convened in public session at the Village Hall, 7467 South Broadway, Red Hook, New York on November 13, 2017. The meeting was called to order by Mayor Blundell and, upon roll being called, the following were present:

PRESENT:

ABSENT:

The following Resolution was offered by Blundell seconded by Kovalchik to wit:

RESOLUTION ESTABLISHING A DATE FOR A PUBLIC HEARING REGARDING THE ADOPTION BY THE VILLAGE BOARD OF THE VILLAGE OF RED HOOK OF A SIX MONTH MORATORIUM ON DEMOLITION AND MOTOR VEHICLE SERVICE STATIONS IN THE GB (General Business) DISTRICT

WHEREAS, a proposed local law entitled, “A local law placing a six-month moratorium on all applications and permits for demolition of a structure over 120 square feet and for establishment, expansion or modification of a motor vehicle service station in the GB District” has been presented to the Village Board; and

WHEREAS, the proposed local law constitutes a Type II action for purposes of the State Environmental Quality Review Act pursuant to 6 NYCRR § 617.5(c)(30); and

WHEREAS, a public hearing on the proposed local law had been scheduled for November 13, 2017, but notice was not timely published in the Kingston Daily Freeman.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of the Village shall hold a public hearing on December 11, 2017, at 7:30 p.m. at the Village Hall, 7467 S. Broadway, Red Hook, New York, to hear all interested parties on said proposed local law; and

2. The Village Clerk is hereby authorized and directed to publish notice of said public hearing in the official newspaper of said Village, the Kingston Daily Freeman, on or before December 1, 2017 which is not less than ten days prior to the date of said public hearing; and

3. The Village Clerk is further authorized and directed to provide written notice of the proposed Local Law to the Town Clerk of the Town of Red Hook, on or before December 1, 2017, which is not less than ten days prior to the date of said public hearing; and

4. The Village Clerk is further authorized and directed to refer the question of the adoption of the proposed local law to the Dutchess County Department of Planning and Development for a report and recommendation thereon pursuant to Section 239-m of the General Municipal Law.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call which resulted as follows:

Mayor Blundell made a motion to approve resolution 31-2017. DM Kovalchik seconded this motion. All were in favor. Roll Call: yes, Mayor Blundell, DM Kovalchik, Trustee Trapp, and Trustee Norris.

Mayor Blundell stated he will meet with NYS DOT and Safety Council on December 1, to discuss Amherst Rd, the Village traffic light and South Broadway flooding; along with traffic signal timing and pedestrian crosswalk lights project.

RESOLUTION 32-2017

Salisbury Line of Credit renewal -

Resolution dated November 13, 2017 authorizing the continuance of a note in the form of a commercial line of credit in the amount of \$200,000 pursuant to Local Finance Law, for the purpose of interim funding of public improvements.

WHEREAS the Village of Red Hook periodically receives grants for various infrastructure improvements and vehicle/equipment purchases that are "reimbursement" grants where the village has to spend it's resources and process reimbursement requests;

WHEREAS these grants are a significant aspect in the Village's ability to perform infrastructure upgrades and make certain purchases;

WHEREAS there are needs to reduce the impact on the Village's General Fund by exercising the line of credit as a bridge loan for the time gap between payment by the village and reimbursement by the grantor;

WHEREAS Salisbury Bank offers a line of credit at an interest rate of 1.88 or up to 2%;

Therefore, be it resolved the Village Board authorizes as follows:

1. The continuance of the line of credit from Salisbury Bank for \$200,000 at 1.88 or up to 2% interest.
2. The specific purpose and amount utilized in a bridge loan of the obligation is to be stated in separate, specific resolutions when the need arises.
3. The Mayor is authorized to sign the continuance note and any ancillary documents related to this resolution. The Village Clerk is directed to attest and affix to such notes the corporate seal of the Village of Red Hook.
4. The faith and credit of the Village of Red Hook are hereby pledged for the payment of the principal and interest on the note.

Mayor Blundell made a motion to approve resolution 32-2017. DM Kovalchik seconded. All were in favor.

- Mayor Blundell made a motion to allow Montgomery Place (Bard) to install at the for the month of December a display for Art History in the Village Hall. DM Kovalchik seconded. All were in favor.
- Mayor Blundell made a motion to forfeit the last water rate increase due to the two grants the Village received from WIIA for \$ 2.28 million. DM Kovalchik seconded. All were in favor.
- Mayor Blundell stated a discussion on seasonal sidewalks by the brick wall, 625 feet. Description has been sent to council with no response. Will be discussed in further detail in December.

Mayor Blundell made a motion to enter into executive session at 8:30 to discuss personnel. (Collective Bargaining Agreement) Trustee Trapp seconded. All were in favor.

Mayor Blundell made a motion to reconvene into regular business at 8:40. Trustee Trapp seconded. All were in favor.

PUBLIC COMMENTS

George Beekman stated he is glad to see the Fire Department report in more detail. Also the highway department does a good job with leaf and brush pick up.

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 8:40. Mayor Blundell seconded. All were in favor.

Submitted by,

Cynthia Chiarella
Clerk/Treasurer