

**VILLAGE OF RED HOOK  
MONTHLY BOARD MEETING  
AUGUST 13, 2018  
7:00 PM**

Present: Mayor Blundell, DM Kovalchik, Trustee Trapp, Trustee Norris, Trustee Laing, Assistant Clerk Drewes.

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

Mayor Blundell made a motion to approve minutes from July 9th as submitted. DM Kovalchik seconded. All were in favor.

**REGULAR BUSINESS**

**TREASURER'S REPORT**

Mayor Blundell read the Treasurer's report which was submitted by Treasurer Chiarella.

**ACCOUNT BALANCES**

General Fund	\$	1,098,111.11
Water Fund	\$	188,215.55
Trust & Agency	\$	32,273.09
Materials Mgt.	\$	3,007.03
Petty Cash	\$	63.80
Village Green	\$	4,404.33
Hardscrabble	\$	10,481.34
Health Ins.	\$	4,302.12

**MONTHLY EXPENSES**

General Fund	\$	390,865.19
Water Fund	\$	36,708.63
Trust & Agency	\$	32,273.09
Material Mgt.	\$	4,352.40

Mayor Blundell made a motion to approve the Treasurer's report. Trustee Norris seconded the motion. All were in favor.

## **POLICE**

Mayor Blundell read the police report for July:

	Village	Town	Tivoli
Incidents; 335	244	82	9
UTT's	45		40
Arrests	11		11

## **Red Hook Fire Company Report – Composite of Town and Village**

Fred Cartier from the RHFC reported that 98 calls occurred in the month of July.

The Red Hook Fire Company's LOSAP data was shared by Mayor Blundell. He explained that the Village is lead entity for the fire company, and explained the submittal process.

Mayor Blundell made a motion to acknowledge receipt of the Red Hook Fire Company's LOSAP data, and moved to authorize the mayor to sign the certification form for submittal. Trustee Trapp seconded the motion. All were in favor.

## **PLANNING AND ZONING**

Trustee Trapp presented the following planning and zoning report for July:

Building Permits Issued 12  
Certificates of Occupancy 2  
Municipal Searches 3  
Certificates of Compliance 2

\$ 1,493.50 was collected in fees.

Trustee Trapp stated that the Village Building Department fee schedule had been adjusted and was showing a difference in terms of income, partly due to an increase in fire inspections.

Trustee Trapp will be keeping the board apprised of DC Planning Federation's developments and the upcoming elections next month.

## **WATER**

Mayor Blundell read the following water report for July 2018:

- During the month of July, the water treatment facility treated 7,048,000 total gallons, which is an average of 227,400 gallons per day.
- All bacteriological samples for the month were collected and transported to Smith Environmental Laboratory Hyde Park NY.
- During the month of July the water treatment plant used 60 gallons of sodium hypochlorite. The average daily use was 1.93 gallons per day.

Trustee Laing stated that the board should consult with the water operator regarding the sharp increase in consumption, since the dates of hydrant flushing were not congruent with highest usage of the month.

## **CELEBRATIONS**

Trustee Norris read the following recreation report:

The Red Hook Chamber of Commerce will be holding a Sunflower Festival on Saturday, August 18 from 11-6 in the Village of Red Hook. Local merchants will have specials and demos with a sunflower theme. For more information, contact the chamber of commerce.

Hardscrabble Day will be Saturday, September 15. The Weight, an offshoot of The Band, will be our headliner. Food, kids events and vendors all day, with parade at 4:30. This year's theme is "Red Hook Cares" focusing on what makes our community a great place to live. For more information, [hardscrableday.wordpress.org](http://hardscrableday.wordpress.org)

## **MATERIALS MANAGEMENT**

Trustee Norris read the following materials management report:

For the month of July, we sold \$3902.25 in tags and paid out \$1262.35. There were 11.7 tons of garbage, and 6.2 tons of single stream recycling.

Garbage:	947.60
Fuel	47.39
Total Garbage	994.99
Single Stream	96.60 (no fuel charge)
Total paid out	1091.59

Total Income 4004.00

Mayor Blundell stated the board should sit and discuss future options for recycling since the single stream option will be gone due to market changes. We'll have to decide by year end which leads toward a September newsletter communication.

## HIGHWAY

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

Residents are reminded to place lawn debris curbside and place brush, lawn debris and grass clippings in separate piles. Please limit the size of the piles to 6' x 6' x 6' with tree limbs and branches no larger than 6" diameter. Please do not include tree trunks and debris from tree maintenance performed by commercial contractors and/or professional tree maintenance companies.

2. A letter was received by the Village from the NYS DOT (7/16/18) notifying the Village of the current balances of the NYS FY2018 CHIPS apportionments. The current balances are as follows:

* CHIPS . . . . .	\$52,993.18
* PAVE NY . . . . .	\$18,380.17
* EWR (Extreme Winter Recovery) . . . . .	\$ 7,183.48

An estimate was received by the Village from Easystreet Cleaning, Inc. (7/11/18) for the repainting of 79 stopbars, 8 crosswalks, 3 handicap parking, 6 sharrows (bike symbols) and parking spaces in the Municipal Parking Lot. The estimated cost of \$4,620.00 will be deducted from FY2018-2019 General Fund Maintenance of Streets – Contractual Expenses/Street Maintenance (#5110.42) Budget Line.

An estimate was received by the Village from Red Hook Paving and Sealing (7/20/18) to remove grass/weeds from cracks, edge and prep, and grade seal approximately 4,400 square feet of sidewalk at Richard Abrahams Memorial Park. The estimated cost of \$1,100.00 will be deducted from FY2018-2019 General Fund Maintenance of Streets – Contractual Expenses/Street Maintenance (#5110.42) Budget Line.

An estimate was received by the Village from Frank Vosburgh and Sons, Inc. to repair and/or replace catch basins on Cambridge Drive, West Market Street and Fisk/Elizabeth Street intersection. The estimated cost of \$9,050.00 will be deducted from FY2018-2019 General Fund CHIPS (#5110.3) Budget Line.

Revenue from the sale of scrap metal was received by the Village on July 12, 2018 in the amount of \$443.00. Total revenue generated in FY2018-2019 is \$651.00. Since inception of the Scrap Metal Recycling Program in September, 2007, \$26,649.17 has been generated.

## **Red Hook Sewer Project**

Meetings were held on July 13 and 20, 2018 in the Red Hook Village Building. Kathryn Serra (C.T. Male), Victoria Polidoro (Rodenhausen Chale LLP), Doris Balacic-Scheuing, Ed Blundell and Brent Kovalchik attended.

The following items were discussed:

\* Collect, review and sign easements from property owners within the Sewer Service Area. A total of 135 easements from 127 property owners must be collected and signed before the project goes out to bid. Property owners who have not submitted easements may be subject to proceedings to acquire easements through the authority of New York State and Red Hook Village Laws. Mailings to property owners and listings in the Daily Freeman will be issued to notify property owners that a Public Hearing has been set for Tuesday August 14, 2018 at 2:00 pm in the Red Hook Village Building to listen to concerns regarding the initiation of Eminent Domain Proceedings.

Kathryn Serra met with DC DOH on July 11, 2018 to review the proposed project. Reviewed outstanding documents that need to be completed prior to releasing bid documents:

USDA-RD Letter of Conditions (2/15/17).

NYS EFC response to comments (7/16/18).

NYS DEC documents for the acquisition of the Red Hook Commons WWTP regarding the transfer of the existing SPDES permit, possible on-site surveys to fully assess impacts on biological resources, and a determination by SHPO as a requirement of a complete application for any NYS DEC permits for modification or expansion.

Secure all easements and/or initiate Eminent Domain Proceedings.

Review and approval by the DC DOH.

These documents are currently being reviewed and completed.

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

A Meeting was held on July 13, 2018 in the Red Village Building. Ed Blundell and Brent Kovalchik attended. The following items were discussed:

A conference call was conducted with Daniel Birmingham (Hawkins Delafield and Wood LLP) to review closing documents and tax certifications. Ed Blundell, Brent Kovalchik, Daniel Birmingham participated.

A conference call was conducted with Gretchen Pinkel (USDA-RD) to schedule the closing of the Red Hook Water Project – Phase II. The interest rate for the \$1,441,500.00 loan is currently 3.125% (down from 3.25% from Letter of Conditions). The total project cost of \$1,441,500.00 was reduced from the original cost of \$3.8 million by the NYS EFC DWSRF WIIA Grant of \$2.28 million. A pre-closing date of August 20 and a closing date of August 22, 2018 was set and will be completed by mail. Ed Blundell, Brent Kovalchik, Daniel Birmingham and Gretchen Pinkel participated. A conference call with Allene Endres (NYS EFC) was conducted to notify NYS EFC of the scheduled closing dates and to review the process to transfer funds from USDA-RD to NYS EFC to repay EFC for the short-term financing the Village received during

construction. The amount to be repaid by USDA-RD is \$1,441,500.00 with a 1.95% interest rate payable by the Village of Red Hook. Ed Blundell, Brent Kovalchik, Daniel Birmingham and Allene Endres participated.

A conference call with Beth Ferguson (Capital Markets) was conducted to notify Capital Markets of the scheduled closing date, amount of USDA-RD loan including the current 3.125% interest rate and to determine and review the amortization rate.

The loan will reach final maturity on January 8, 2055.

#### Red Hook Village Zoning Review Committee

The Village Board of Trustees approved Local Law #2 of 2018 on June 21, 2018 placing a four-month moratorium on all applications and permits for demolition of a structure over 120 square feet and for the establishment, expansion or modification of a Motor Vehicle Service Station in the General Business District of the Village of Red Hook. The Village submitted recommendations to the Board of Trustees on 5/21/18. Review by the DC Department of Planning is forthcoming.

A NYS Consolidated Funding Application/Mid-Hudson Region – NYS EFC Green Innovation Grant Program was submitted on July 25, 2018. A Feasibility Study for an “Innovative Multi-Use Green Parking Lot” was also submitted.

The proposed green infrastructure planned includes porous asphalt, bio-retention, and vegetation treatment of run-off with storm water trees for the Village-owned Municipal Parking Lot on South Broadway/Prince Street in the Village of Red Hook. The proposed \$476,000.00 project will also include enhancements to support community events such as electric upgrades, and expansion to the support buildings to provide a canopy to pedestrians and event participants.

#### **Economic Development Committee**

EDC Meetings were held on July 10 and 24, 2018 in the Red Hook Public Library. The following items were discussed:

Status report on the Red Hook Village Sewer Project and other Village issues. Updates from the Research and Development Subcommittee regarding meeting dates and goals for the next two months.

Updates from the Marketing Subcommittee.

Updates from the Communications Subcommittee.

Discuss the Northern Dutchess Alliance’s Blueprint for Economic Development.

Town of Red Hook Zoning Review Committee (ZRC) – Monthly Report  
July, 2018 – Brent Kovalchik – RHV Representative/Member

There were no ZRC Meetings held during the month of July, 2018.

Community Preservation Fund (CPF) Advisory Board – Monthly Report

July, 2018 – Brent Kovalchik – RHV Representative/Member

There were no CPF Advisory Board Meetings held during the month of July, 2018.

The current balance of the Community Preservation Fund, as of July 31, 2018, is \$1,088,350,58.

Northern Dutchess Alliance (NDA) – Monthly Report  
July, 2018 – Brent Kovalchik – Member

A NDA Meeting was held on July 13, 2018 in the Red Hook Village Building. The following items were discussed:

Discuss what the NDA can do on a regional level to engage communities regarding focusing on economic development opportunities, funding mechanisms and increase patronage both by locals and tourists.

Discuss outreach to local Economic Development Committees, Chambers of Commerce and other local communities and groups.

Town of Red Hook Local Waterfront Revitalization Program (LWRP) – Working Group – Monthly Report  
July, 2018 – Brent Kovalchik – RH Village Representative/Member

A LWRP Working Group Meeting was held on July 24, 2018 in the Red Hook Town Hall. The following items were discussed:

Consider expanding list of areas covered under the regulations of the Red Hook LWRP. Possible areas may include water resources, wetlands, rivers/creek/tributaries to the Hudson River, Historic Resources, Biodiversity Connectivity, protected farmland, etc. Review introduction synopsis of the current LWRP.

Review historic establishment by NYS of LWRPS.

Mayor Blundell thanked the Village Highway department for working with Red Hook Paving to repair the municipal parking lot which was also repainted.

Mayor Blundell stated that the board has completed the steps and changed the Bard shuttle bus routes, and codified the bus stops. Bard College donated bus stop signs.

Planning Board Vacancy: Mayor Blundell explained that Mark Mirando had resigned from the Planning Board. Mayor Blundell explained that former trustee Steve Zacharzuk wishes to serve the Village in this capacity, and that he as mayor wished to appoint him.

Mayor Blundell made a motion to appoint Steve Zacharzuk to the Planning Board. Trustee Trapp seconded the motion. All were in favor.

Highway Mower – Mayor Blundell stated that the Highway Department needs a new zero-turn mower; the old one is aging out. Plus, this year's weather of heavy rains and dense lawn growth is demanding more work. Foreman Dan Streib provided three quotes. State contract and piggy backing prices are in the bids and two local suppliers are involved. Highway prefers a 37hp Ferris Mower from Coway's for \$9,839.00, as opposed to a lower horsepower John Deere for \$9,500.00. DM Kovalchik stated he'd like to get the purchase approved immediately, since estimates were submitted at the July meeting. Mayor Blundell discussed where the money would be coming from, and if CHIPS funds could be utilized. Trustee Trapp stated that CHIPS requirements are too strict (10 years) for a mower. DM Kovalchik stated that the Water Fund should also bear some of the burden, since the well fields are being mowed.

Mayor Blundell made a motion to approve the purchase of a Ferris IS3200 mower in compliance with a state contract price of \$9,839.00 with funding to approved from the Highway Capitol Fund (5110.2) and the Water Fund. Trustee Trapp seconded the motion. All were in favor.

Highway Contract - Mayor Blundell stated that the union MOU had been previously signed based on Board authorization. The UPSEU has included the text in the full contract. He can affirm that it was included into the finalized contract, as approved.

Mayor Blundell moved that since the Motion of Understanding previously signed has been adopted into the completed highway contract, that the contract be fully executed. DM Kovalchik seconded the motion. All were in favor.

New York Power Authority (NYPA) - Mayor Blundell stated that the LED lighting project is still in progress, and Trustee Laing is working on it with C.T. Male. Costs will be absorbed and incorporated into a payment schedule.

Mayor Blundell made a motion to authorize the mayor to sign the agreement for NYPA to continue the LED lighting process. Trustee Laing seconded the motion. All were in favor.

Mayor Blundell stated that he had spoken with a constituent concerned about postal employees parking in front of the post office with their personal cars. The Mayor has



examined the code and saw that 2 hour parking extends to St. John St.. He would like to see the board discuss limited parking options. Trustee Norris asked whether we could consider 15 minute parking there. Mayor Blundell and DM Kovalchik agreed that would not be fair to other businesses. Trustee Trapp commented that the board could leave it for a time to be resolved by the post office itself. DM Kovalchik added there are other places nearby where parking is underutilized. Trustee Trapp stated he also notices that there are many temporary/substitute mail carriers who may be parking in front of the post office. Mayor Blundell will write a letter to the Postmaster asking for input.

Mayor Blundell would like to help host a drug prevention program like the ones held in the past, in coordination with various police departments, the school district, survivors of addition, etc.. He is working with Jean-Marie Niebuhr at the Department of Behavioral Health and will keep everyone updated.

Mayor Blundell stated the Chocolate Factory has contested their tax assessment. The Town has confirmed they were also served with papers. Since the assessor works for both the Town and Village we will rely on the Town handling the matter. Blundell did talk with the Town Assessor and confirmed they have retained a specialty attorney. the Village was served with papers but will not need it's own attorney. Village counsel Olson is also in the loop and concurs.

Mayor Blundell stated the Village is currently undergoing a NYS Audit by the Comptroller's Office.

## PUBLIC COMMENT

George Beekman asked if the sewer plans with a line going down the alley in the rear of the old CVS on North Broadway will affect those homeowners with deed to alley-rights. He would like an acknowledgment in the deed that the right-of-way exists. Mayor Blundell will review it with counsel at the August 14<sup>th</sup> meeting.

Steve Zacharzuk questioned whether the Bard bus stops were also going to act as stops for the LOOP bus. Mayor Blundell stated the plan is to have the county change the LOOP routes as well.

Steve Zacharzuk asked how much time the police department spent on foot patrol. The mayor stated that there was no way to tell but the monthly report does show parking tickets being issued which implies foot patrol activity.

Steve Zacharzuk also inquired as to whether the ZBA will be provided with maps of the sewer. The mayor responded that those boards would have access, especially when the "as built" plans exist.

Mayor Blundell made a motion to enter into Executive Session for Matters Regarding Personnel & Employment of a particular person at 8:25 pm. Trustee Trapp seconded the motion. All were in favor.

Mayor Blundell made a motion to return into regular session at 8:47 pm. Trustee Trapp seconded the 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 9:00. Mayor Blundell seconded this motion. All were in favor.

Submitted by,

Arie Drewes

Assistant Clerk