

**VILLAGE OF RED HOOK  
MONTHLY BOARD MEETING  
JANUARY 11, 2016**

**PRESENT:** DM Kovalchik, Trustee Trapp, Trustee Norris, Trustee Zacharzuk, Mayor Blundell was absent. Also present was Clerk/Treasure Cynthia Chiarella

DM Kovalchik opened the meeting at 7:15 with the Pledge of Allegiance.

Trustee Trapp made a motion to approve minutes from December 14, 2015. Trustee Norris seconded. All were in favor.

**TREASURER'S REPORT**

**ACCOUNT BALANCES**

General Fund	\$ 270,828.29
Water Fund	\$ 180,839.23
Trust & Agency	\$ 22,575.40
Material Mgt.	\$ 8,410.82
Petty Cash	\$ 90.01
Village Green	\$ 3,886.88
Hardscrabble	\$ 2,704.78
Health Insurance	\$ 13,991.96
Capital Projects	\$ 00.00

**MONTHLY EXPENSES**

General Fund	\$ 87,017.86
Water Fund	\$ 11,833.60
Trust & Agency	\$ 22,575.40
Materials Mgt.	\$ 2,701.61

Trustee Trapp made a motion to approve Treasurer's report was written. Trustee Norris seconded. All were in favor.

**POLICE**

DM Kovalchik read the Police report for the month of December: 326 incidents, 97 UTT's, 25 Arrests.

**PLANNING AND ZONING**

Trustee Trapp read the planning and zoning report for the month of December:

10 building permits, 2 certificates of occupancy, 4 certificates of compliance, 10 municipal searches. \$ 1,640.00 was collected in fees. Trustee Trapp stated the new CVS lights are too bright and are being reviewed. A temporary CO has been issued. DC Federation of Planning has new courses being offered and will be forwarded to the building secretary for distribution.

## **MATERIALS MANAGEMENT**

For the month of December we had 11.4 tons of garbage and 6.35 tons of single stream recycling. We paid out \$1,203.55 and sold \$3,277.50 in garbage tags.

We will have our e-waste event on Saturday, January 16 from 8am-12:30 at the Town Recycle Yard. A sticker is not required for this program.

Allowable e-waste includes televisions, monitors, computers, keyboards, small scale servers, fax machines, scanners, printers, cell phones, VCR/DVR/DVD players, portable digital musical players, digital converter boxes, cable or satellite receivers, electronic or video game consoles. Please note that some fees will apply, on the old CRT type monitors and TVs, as well as AC units, dehumidifiers and fridges. There is also limited home pickup service by appointment for residents who cannot lift or drive their items to the recycle yard. Village residents call 758-1081, and town residents call 758-4606. This event is sponsored by the Village of Red Hook, the Town of Red Hook, the Conservations Advisory Council, and Bard Center for Civic Engagement.

## **WATER**

Trustee Zacharzuk read the following water report for the month of December: During the month of December the water treatment plant treated 7,738,000 gallons of water at an average of 249,000 gallons per day. During the month of December 2014 the plant treated 6,603,000 gallons of water, at an average of 213,000 gallons per day. The water treatment plant used 50 gallons of 12.5 % liquid hypochlorite at an average rate of 1.61 gallons per day.

## **CONVERSATION TIP**

When washing your hands, try turning the water off between rinses. If a family of 4 washes their hands at home 8 times per day, which could amount to 32 gallons of water every day. That adds up to 11,680 gallons over the course of a year, which is enough water to fill at 24 ft. above-ground swimming pool.

## **HIGHWAY DEPARTMENT DECEMBER 2015**

1. The Village's Snow Ordinance is currently in effect from November 1, 2015 through March 31, 2016. No parking is permitted on Village streets from

11:00pm to 6:00am; and on NYS Highways (Route 199 (Market Street) and Route 9 (Broadway)) from 2:00am to 6:00am (re: Local Law #4 (6/9/14); Section 190-28A, 190-28B). When snow and/or 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 owner(s).

Vehicles in violation of the Snow Ordinance will be towed and stored by H&N Towing Enterprises, LLC (7309 South Broadway, Red Hook, NY). A \$110.00 towing fee plus a \$25.00/day storage fee (for vehicles not claimed within the first three days) will be charged to the vehicle's owner(s). Owners can contact the RHV Police Department or Village Clerk's Office for more information.

2. The owner or occupant of every building/lot in the Village, with an adjoining sidewalk, shall remove snow and ice within 24 hours of a snow storm (re: RHV Local Law #1-199; Section 165-1). At the discretion 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 165-4B).
3. Scrap metal was sold on November 20, 2015 and a check received on December 17, 2015 for the amount of \$53.39. Total revenue generated for FY2015-2016 is \$506.61. Since inception of the Scrap Metal Recycling Program in September, 2007, \$18,984.35 has been generated. Proceeds from this program go toward the purchase of tools and equipment for the Village Highway, Water and Materials Management Departments. Residents and businesses interested in donating scrap metal can contact the Highway Department (845-758-8600) or the Village Clerk's Office (845-758-1081). The Highway Department personnel will assist property owners by picking up scrap metal upon request.

**VILLAGE GREEN COMMITTEE (VGC)  
DECEMBER, 2015**

4. The current balances of the Village Green Committee's related budget accounts, as of December 31, 2015, are as follows:
  - Community Beautification – Contractual Expenses (#8510.4)  
Balance .....\$ 3,556.29
  - Shade Tree – Contractual Expenses (#8560.4)  
Balance .....\$ 4,523.15
  - Village Green Committee Checking Account  
Balance .....\$ 3,886.88

5. A Village Green Committee Meeting/Tree City USA and Growth Award Subcommittee Meeting was held on December 7, 2015 at the Red Hook Village Building. Jeffrey Urbin, Brenda Cagle and Brent Kovalchik attended. The following items were discussed:
  - Prepare 2016 Tree City USA Application.
  - Reviewed annual budgets, meetings and events of 2015.
6. Two bench locations currently remain without dedication plaques. Village residents can purchase a plaque for \$125.00. Proceeds from the sale will be used for the purchase and installation of the plaques. The remaining funds will be used for future Village enhancement projects. Please contact the Village Clerk's office (845-758-1081) for more information.

Red Hook Economic Development Committee (EDC) – Monthly Report  
December, 2015 – Ed Blundell and Brent Kovalchik – RH Village Liaisons

- a. An EDC Meeting was held on December 9, 2015 at the Red Hook Village Building. The following items were discussed:
  - Status of updated Red Hook Business List was reviewed.
  - Reviewed community concerns regarding exterior and interior lighting of the new CVS on North Broadway.
  - Reviewed the status and possible future uses of the former CVS Building on North Broadway/St. Johns Street.
  - Reviewed the status of the Red Hook Sewer Project and letters of support from eighteen (18) Village businesses and cultural institutions.

Community Preservation Fund Advisory Committee (CPF-AC) – Monthly Report  
December, 2015 – Brent Kovalchik – RH Village Representative/Member

- a. The CPF-AC met on December 1 and 8, 2015 at the Red Hook Town Hall. The following items were discussed:
  - Reviewed proposed amendments, including biodiversity connectivity, trails and aquifer preservation to the categories and priority list of potential CPF funded Community Preservation Project Plan. The Villages of Red Hook and Tivoli are being considered for high priority listings.
  - Reviewed what preservation provisions of the Project Plan could be used for biodiversity connectivity. Reviewed documents prepared by Cornell University with representatives from the Hudson River Estuary Program.
- b. The current balance of the CPF as of December 31, 2015 is \$302,547.89 (see attachment).

Town of Red Hook, Villages of Red Hook and Tivoli Shared Services Committee – Monthly Report

December, 2015 – Ed Blundell and Brent Kovalchik – RH Village Representatives/Members

- a. A Highway Shared Services Committee Meeting was held on December 9, 2015 at the RHT/RHV Highway Garage. The following items were discussed:
  - Overview of Recommended Actions of the Phase I Highway Shared Services Report.
  - Develop IMA regarding the implementation of priority study options.
  - Proceed with implementation of Shared Personnel Training; Shared Capital Planning and Purchasing; and Shared Administration and Standardization.
  - Develop comprehensive asset inventory of all three municipalities.
  - Develop RFQ for consultant services to assist with implementation priorities.

Saw Kill Watershed Community (SKWC) – Monthly Report

December, 2015 – Ed Blundell and Brent Kovalchik – RH Village Board of Trustees Representatives/Members

- a. There were no SKWC Meetings held during the month of December, 2015.

Red Hook Together – Monthly Report

December, 2015 – Ed Blundell and Brent Kovalchik – RH Village Representatives/Members

- a. A Red Hook Together Meeting was held on December 10, 2015 at the Red Hook Village Building. The following items were discussed:
  - Bard College CCE
    - January 16, 2016 – MLK Day of Civic Engagement will be assisting the Town and Village of Red Hook collect e-waste at the Town's Recycling Center.
  - Tivoli Library
    - April, 2016 – A talent show is being organized to take place at either Murray's or Watts-Depyster Hall.
  - Music (Maggie Rothwell)
    - Open-mic nights at Taste Budds every Thursday evening starting at 6:00pm.
    - Thompson House – Discarded electronic equipment is being collected to help pay for music programs for Alzheimer's patients.
    - Summer Concert Series – Musical events are being scheduled to occur at the RH Library's porch in the spring – fall, 2016.
  - PTSA

- December 18, 2015 – Winter Cabaret with Collin Peterson for Teen Suicide Prevention “Hope and Inspiration”.
- December 20, 2016 – Robotics Tournament, including 15 teams at the RHHS.
- Red Hook Public Library
  - Erica Freudenberger will be attending the ALA Mid-Winter Meeting in Boston – January, 2016.
  - Partnership with 4-H to conduct a presentation on rabbits.

Renovation of the third floor will be occurring during the months of January – March, 2016. Refer to RH Public Library’s Website for venue locations and temporary facilities during

**INTERMUNICIPAL TASK FORCE (ITF)  
RED HOOK INFRASTRUCTURE  
DECEMBER, 2015**

**1. Red Hook Sewer Project**

- a. Meetings were held on December 4, 11 and 18, 2015 at the Red Hook Village Building. Robert Flores (C.T. Male), Bret Smith (C.T. Male), Ed Blundell and Brent Kovalchik attended. The following items were discussed:
  - Boundaries of the service area were reviewed and revised.
  - Reviewed items to be included in the capital cost of the projects. These items will include:
    - Upgrades to existing Red Hook Commons treatment plant.
    - Upgrades/replacement of septic tanks in the proposed service area that do not currently comply with Health Department standards. Septic tanks, including existing compliant, or tanks brought into compliance, will continue to be owned by the property owner after sewer system installation is complete. Future upgrades and/or replacement will be the property owner’s responsibility after the sewer system is installed.
    - Effluent pumps will be considered part of the project and maintained by the Village after installation.
    - Lateral pipes, connecting private septic tanks to the forced mains, will be owned by the Village. Easements will be necessary on private property to maintain laterals and connections.
  - Reviewed items to be included in the Operating and Maintenance costs of the project. These items will include:

- Maintaining treatment plant, grounds, inspections and permits.
    - Effluent pumps.
    - Laterals from private septic tanks to the forced mains.
    - Pumping of individual septic tanks and private exterior commercial grease traps.
    - Forced mains.
  - Reviewed information requested from USDA-RD regarding Bond Counsel response to capital cost and default obligations for service area and outside service area properties. (Re: USDA-RD Memo of 12/11/15 and; telephone call of 12/15/15 and 12/30/15).
- b. U.S. Economic Development Administration FY2016 Initial Proposal was submitted on December 18, 2015. \$1.472 million has been requested for the Village of Red Hook Development and Jobs Project/Municipal Sewer System.
- c. SEQR Determination
- December 14, 2015. A public hearing was opened to listen to public comments regarding the EAF. The public hearing remains open.
  - January 11, 2016. The public hearing continues. After receiving additional comments from the public, the hearing will be closed.
  - January 11, 2016. The RHV Board of Trustees will review and complete Part II and Part III (if necessary) of the EAF and consider a “Negative Declaration of No Significant Environmental Impacts.” When Part II is complete, the Lead Agency (RHV) will have identified the relevant environmental areas that may be impacted by the proposed activity.

## **2. Red Hook Water Project – Phase II**

- a. Meetings were held on December 4, 11 and 18, 2015 at the Red Hook Village Building. Robert Flores (C.T. Male), Bret Smith (C.T. Male), Ed Blundell and Brent Kovalchik attended. The following items were discussed:
- Contracts between the Village of Red Hook and the Prime General Contractor (Jerson Construction Group, Inc.) and the Prime Electrical Contractor (Gross Electric) were reviewed by Village Attorney and signed by Ed Blundell.
  - Contract costs are as follows:
 

○ Jerson Construction Group, Inc.	\$3,045,766.00
○ Gross Electric	\$ 111,787.00
  - A pre-construction meeting is anticipated to be scheduled for early January, 2016.
  - C.T. Male issues “Notice to Proceed” to Prime General and Prime Electric Contractors.

- b. Phase II of the Red Hook Village Water Project will provide for improvements to the Village's water distribution system (water mains, fire hydrants, connections, and street restoration) in the Village's southwest quadrant and a new ground mounted storage tank to be located at the Firehouse Lane Well Field Site. The project is expected to be complete by the spring, 2017.

### **3. 2015 CDBG**

- a. Bids were received at the Red Hook Village Building on December 18, 2015. Robert Flores (C.T. Male), Cindi Cole and Brent Kovalchik attended. Bids ranged from \$74,616.00 (Linda Holding Corp – Round Top, NY) to \$32,890.00 (Upstate Concrete and Masonry Contracting Company, Inc. – Monroe, NY). A bid summary will be sent to DCDoP&D for review, contracts will be prepared and signed, and a pre-construction meeting will be scheduled. Construction is anticipated to begin by April, 2016 and the project will be complete by August, 2016.
- b. The 2015 CDBG Award will be used to install new ADA compliant sidewalks in front and on the east side of the Red Hook Firehouse; and to re-construct sidewalks on the west side of South Broadway (Colburn's Laundry and the Dance Center).

### **4. 2016 CDBG**

- a. The CDBG reviewing committee has not completed their review and selection process for project recommendations to the Dutchess County Executive. Notifications are anticipated in January, 2016. (Re: Audra Murray DCDoP&D 1/4/16).
- b. The proposed 2016 CDBG project includes the installation of push-button activated, solar powered, flashing LED mid-block crosswalk signal devices at existing crosswalk locations (Prince Street, Fraleigh Street, Morgans Way on South Broadway; and Phillips Street on West Market Street).

### **5. Intermunicipal Task Force**

- a. The ITF met on December 4, 11 and 18, 2015 at the Red Hook Town Hall. The following items were discussed:
  - Reviewed draft "Historic Structures and Districts" Red Hook Town Zoning Amendments. Review procedures to implement amendments:
    - DCDoP&D preparing map showing proposed district and zoning districts (TND revisions, RD-3, Historic Overlay District).
    - SEQRA to be initiated.
    - LWRP Consistency Determination (EAF) (Local Waterfront Revitalization Program).
    - Red Hook Town Planning Board review.
    - Red Hook Town Board to set public hearing and notify property owners.

- o Reviewed “Child Day Care” regarding size, definition and home occupation, commercial and special permitted uses in the Hamlets.
- b. Bard College and Historic Hudson Valley lead the ITF on a tour of the buildings and grounds of Montgomery Place on December 11, 2015.

## **REGULAR BUSINESS**

DM Kovalchik made a motion to appoint Rebecka Aaronson to the Zoning Board of Appeals. Trustee Trapp seconded this motion. Trustee Zacharzuk voted NO. Trustee Norris voted in favor.

2015 CDBG - December 18th bids were opened. CT Male submitted a recommendation to award the bid to Upstate Concrete Masonry for sidewalk enhancement for \$ 32,890.00. Robert Flores stated Upstate Concrete is familiar with the block grant program.

DM Kovalchik made a motion to award the bid for the 2015 CDBG to Upstate Concrete Masonry for # 32,890.00. Trustee Trapp seconded. All were in favor.

DM Kovalchik made a motion to authorize Mayor Blundell to sign all block grant documents. Trustee Trapp seconded. All were in favor.

## **FUTURE DISCUSSION APPROACHING**

2016 SOLAR FARM CONCEPT - remote net metering for Village residents.

Old Village Highway garage?

Fire House Lane/South Broadway traffic light.

Water- Cross Connection letters went out on June 8, 2015 to comply. Building Inspector must inspect.

DM Kovalchik made a motion to authorize Resolution1-2016 for NYS Retirement RS 2417- A & B. Clerk Chiarella reviewed resolution. Trustee Trapp seconded. All were in favor. This resolution will be posted in the Village Hall for 30 days.

4 LED Street light have been installed on South Broadway, these LED lights will shine down with more of a direct light and much brighter. This is a pilot program.

2016-2017 budget workshops will soon begin. The new tax cap is at .12 %

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

DM Kovalchik made a motion to adjourn the meeting. Trustee Trapp seconded. All were in favor. 8:00 PM.

Submitted by,

Cynthia Chiarella  
Clerk/Treasurer