

**VILLAGE OF RED HOOK
BOARD MEETING
MARCH 9, 2015
7:00 PM**

Present: Mayor Blundell, Deputy Mayor Kovalchik, Trustee Trapp, Trustee Norris, Trustee Zacharzuk, and Clerk/Treasurer Cole

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

MINUTE APPROVAL: Mayor Blundell made a motion to approve the minutes from February 19th Village Board, February 25th workshop, & March 4th workshop.

2014 COURT GRANT - Judge Jonah Triebwasser presented the Village Board with a court grant update: since 2007 \$ 75,000 has been collected for capital expenses for both the Town and Village of Red Hook. This year's grant earned \$ 804.00 for a chair cart and file cabinet. Mayor Blundell stated the court grants are not for staffing but asked the Judge for suggestions on upcoming submissions. Hon Triebwasser stated the grants do cover bulk shredding. Mayor Blundell asked to have the chair cart welded smaller so it fits better in the court.

TREASURER'S REPORT

Clerk Cole read the Treasurer's report for the month of February:

ACCOUNT BALANCES

General Fund	\$ 178,831.23
Water Fun	\$ 68,735.54
Trust & Agency	\$ 15,320.55
Materials Mgt.	\$ 5,636.85
Petty Cash	\$ 96.26
Village Green	\$ 3,736.88
Hardscrabble	\$ 1,594.05
Health Insurance	\$ 3,064.64
Capital Project	\$.00

MONTHLY EXPENSES

General Fund	\$ 208,467.11
Water Fund	\$ 51,185.64
Trust & Agency	\$ 15,320.55
Materials Mgt.	\$ 4,265.41

Clerk/Treasurer Cole stated General expenses are high due to Trinity Construction (Block Grant Well 15) and a payment to the Fire Department. The well project was primarily funded by the

Block Grant. Also the Village's projection looks good. Mayor Blundell displayed on the projector a graph of fund balances back from 2007. There will be budget meeting every Wednesday evening with the exception of March 18th, which is Village Elections. Trustee Trapp made a motion to approve the Treasurer's report as written. DM Kovalchik seconded this motion. All were in favor. Mayor Blundell also stated he met with Clerk Cole and Marshall and Sterling rep. Brad Palmiter to discuss health insurance. The Village may have to switch from CDPHP to MVP. The current carrier is changing their stance on employer contributions to the deductible.

POLICE

Mayor Blundell read the Police report for the month of February: 255-Incidents, 97- UTT'S, 22-arrests.

PLANNING AND ZONING

Trustee Trapp read the planning and zoning report for the month of February: 4 building permits, 3 municipal searches, and 28 fire inspections. \$ 1051.00 was collected in fees. Trustee Trapp stated he has been searching for grants for lap tops with no success. Planning training will be available in Poughkeepsie this year. There are still many fire inspections to be done. Susan Ezrati is coordinating a joint training with the Village of Tivoli and Village of Red Hook. The date is set for April 7th from 6-8 pm. The total cost is \$ 500 – each Village would pay \$ 250.

MATERIALS MANAGEMENT

For the month of February we sold \$3242 in garbage tags, and paid out \$1013.64. We had 5.1 tons of single stream recycling and 9.44 tons of garbage.

For the months of April, May and June, we will have our "Spring Cleaning" sale: When you buy ten of either blue or red tags, you will get one free.

EVENTS

Believe it or not, it will allegedly be spring soon. Our annual Spring Roll & Egg Hunt will be Saturday, April 4, from 11-1 at the Linden Avenue Middle School. There will be and egg hunt, arts & crafts and a visit from the Easter Bunny.

WATER

Trustee Zacharzuk read the water report for the month of February: In the month of February the water treatment plant pumped 6,332,000 gallons of water for a daily average of 226,000 gallons, January of 2014 saw 7,045,000 gallons pumped, for a daily average of 251,000 gallons. This represents a net reduction in demand of 25,000 gallons per day on average, The plant used 50 gallons of 12.5% sodium hypochlorite in the month of February, representing a reduction of 5

gallons from February of 2014, On February 20th, the Fire Department had to fight a major barn fire on which they used approximately 20,000 gallons of water, during the last week of February one business within the Village had their service line freeze, In particularly cold weather, keeping a sink faucet open at a slight trickle overnight prevents service lines from freezing up.

EDC

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

- a. The EDC met on February 11 and 25, 2015 at the Red Hook Village Building. The following items were discussed:
 - Red Hook Events Calendar regarding invitation to participate flyers to civic/cultural/educational/religious groups/business groups.
 - Red Hook Community Center – updates and status was discussed.

Community Preservation Fund/Farmland Protection Advisory Committee (CPF/FPAC) – Monthly Report February, 2015 – Brent Kovalchik – RH Village Representative/Member

- a. There were no CPF/FPAC Meetings held during the month of February, 2015.
- b. The current balance of the CPF as of February 28, 2015 is \$_____.

Town of Red Hook Zoning Review Committee (ZRC) – Monthly Report February, 2015 – Brent Kovalchik – RH Village Representative/Member

- a. A ZFC Meeting was held on February 12, 2015 at the Red Hook Town Hall. The following items were discussed:
 - Spite Fence – definition and zoning amendment.
 - Vending Food Trucks/Carts

Town of Red Hook, Villages of Red Hook and Tivoli Shared Services Committee – Monthly Report February, 2015 – Ed Blundell and Brent Kovalchik – RH Village Representatives/Members

- a. A Highway Shared Services Committee Meeting was held on February 25, 2015 at the Red Hook Town Hall. The following items were reviewed and discussed:
 - Reviewed the “Action Plans for Implementation of Recommended Study Options” of February 23, 2015. The Action Plan was reviewed for the following:
 - i. Action Plan 1: Standardization and Shared Administration
 - a. Work Plan
 - * Task 1: Data Collection
 - * Task 2: Standardization
 - * Task 3: Implement Shared Administration
 - * Task 4: Staff Training
 - * Continuous Quality Improvement
 - * Implementation Budget
 - ii. Action Plan 2: Develop Shared Training and Knowledge Transfer Program
 - a. Work Plan
 - * Task 1: Assess training needs
 - * Task 2: Identify formal training opportunities
 - * Task 3: Identify informal training opportunities
 - * Task 4: Create a coordinated training schedule
 - * Task 5: Perform training
 - * Continuous Quality Improvement
 - * Implementation Plan
 - iii. Action Plan 3: Develop Shared Long-Range Capital Planning and Purchasing Program
 - a. Work Plan
 - * Task 1: Create/Update Asset Inventory
 - * Task 2: Prioritize Capital Projects and Purchases
 - * Task 3: Joint purchasing meeting
 - * Task 4: Create Shared-Purchase Agreement(s)
 - * Task 5: Finalize Capital Plan
 - * Continuous Quality Improvement
 - * Implementation Budget

Biodiversity Connectivity Stakeholder Committee

February, 2015 – Brent Kovalchik – RH Village Representative/Stakeholder

- The final draft of “Planning for Resilient, Connected Natural Areas and Habitats; A Conservation Framework” of December 15, 2014 was prepared and released.
- The Town of Red Hook, Village of Red Hook, and Village of Tivoli, were selected by the NYSDEC Hudson River Estuary Program (HREP) to conduct a

Pilot Project in conjunction with Cornell University to develop a local conservation planning framework. This framework was established for the enhancing wetland, stream, and forest resilience; local connectivity of wildlife habitat; connection to the Hudson River estuary; and adaptations of these ecosystems to climate by preserving connectivity of intact connected natural areas and habitats.

- The Project Team, of AKRF, Inc. and Greenplan, Inc., was retained by the Town of Red Hook to manage the Pilot Project.
- Stakeholders included representatives from: Montgomery Place, RH Town Board, Dutchess Land Conservancy, Dutchess County Cornell Cooperative Extension, Village of Tivoli Board of Trustees, RH Town Conservation Advisory Council, Bard College Office of Sustainability, RH Village Board of Trustees, RH Town Planning Board, Scenic Hudson and Dutchess County Department of Planning and Development.

Red Hook Together – Monthly Report

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

- a. A Red Hook Together Meeting was held on February ____, 2015 at the Red Hook Village Building. The following items were discussed:
 - Bard College Art Department – Bard College is preparing for the installation of sculpture at Memorial Park on Apple Blossom Day (May 10, 2015). The Village of Red Hook, Red Hook VFW, RHCAN and RH Public Library and the Bard College CCE are collaborating/assisting with this installation.
 - Bard College Center for Civic Engagement
 - i. Collaboration with Historic Red Hook to bring 25-30 students together at the Elmendorph Inn to “meet and greet” with directors of fourteen local historic sites.
 - ii. “Tapped” by Rebecca Martin was shown. Co-sponsored by Citizens United/Kingston Community Action.
 - iii. Community Action Awards – looking for intern placement within different organizations of Red Hook.
 - iv. Considering collaboration with the Village of Red Hook for a National Endowment for the Arts Grant.
 - Red Hook Public Library

- i. Best “Small Library” finalist.
- ii. Awarded I Lead USA Grant to train and mentor leadership skills of younger library staff/volunteers.
- iii. Organizing a “Makers’ Fair” to be held in the Village of Red Hook.
- Red Hook Educational Foundation
 - i. Currently accepting larger items to be auctioned off at the June 21, 2015 fundraiser.
- Red Hook Area Chamber of Commerce
 - i. Organizing “Summer Camp Fair” to be held on March 20, 2015.
 - ii. Organizing the second annual “Chocolate Festival” tentatively scheduled for November 7, 2015 at various venues within the Village of Red Hook.
- Red Hook Community Arts Network
 - i. The Village of Red Hook received a letter from Arts Mid-Hudson, of February 24, 2015, notifying the Village that Sculpture Expo 2015 was awarded a \$1,200.00 grant. This grant award was sponsored by the Village of Red Hook for the benefit of RHCAN SEIS and will be used towards the promotion of the project and stipends to the contributing artists for transport, installation and prizes. Forty grants were awarded to artists and arts organizations in Dutchess, Orange and Ulster Counties.

Libraries Transforming Communities (LTC) – Public Innovators Cohort – Monthly Report
 February, 2015 – Brent Kovalchik – RH Village Board of Trustees Representative/Member

- a. The Red Hook LTC Cohort met on February 20, 2015 at the Red Hook Public Library. The following items were discussed:
 - Report from the ALA Mid-Winter Meeting in Chicago, IL.
 - Discussed the status of where the RH Cohort stands regarding work accomplished and ways to move forward.
 - Prepared the “draft” Working Document of “Take Effective Civic Action; Moving from Aspirations to Action.”
 - Discussed training exercises to be held at the ALA National Conference in San Francisco, CA beginning on June 25, 2015.

- b. The Red Hook Public Library is one of ten libraries, nationwide, to receive a grant from the ALA with sponsorship from the Bill and Melinda Gates Foundation. The LTC is an ALA initiative that addresses the critical need within the library field by developing and distributing new tools, resources and support for libraries to engage with their communities in new ways. These will result in stronger roles for libraries to become more reflective of and connected to their communities and build stronger partnerships with civic agencies, non-profits, funders and corporations.
- c. Members of the Red Hook Public Innovators Cohort include: Erica Freudenberger (RH Library Director), Shelley Herrick (RH Library Head of Circulation), Erin Canaan (Associate Director of the Bard College Center for Civic Engagement), Jayne McLaughlin (former NYS Regional Director of NYS Office of Parks, Recreation and Historic Preservation) and Brent Kovalchik (RHV Deputy Mayor).
- d. Erica Freudenberger (RH Library Director), Shelley Herrick (RH Library Head of Circulation) and Brent Kovalchik (RHV Deputy Mayor) attended the American Libraries Association's Mid-Winter Meeting in Chicago, Illinois from January 29 – February 2, 2015.

Members of the Red Hook LTC Cohort attended advanced community engagement training and discussed progress, challenges and ways to improve the methodology with the other nine national cohorts. Members of the Red Hook Cohort also assisted facilitators/instructors from the Harwood Institute on training exercises for other national library systems.

The Red Hook Cohort was prominently featured due to the diversity of the team, the public knowledge information gathering processes, and the collaborative efforts being made to engage local organizations and individuals of the Village of Red Hook community.

“Libraries Transforming Communities: 10 Library District Cohorts Train to Listen and Connect” features the work of the Red Hook Cohort. The article appeared in the January/February, 2015 edition of “American Libraries: the Magazine of the American Library Association.”

- e. The Red Hook Library is one of ten libraries, nationwide, to receive a grant from the ALA with sponsorship from the Bill and Melinda Gates Foundation. The LTC is an ALA initiative that addresses the critical need within the library field by developing and distributing new tools, resources and support for libraries to engage with their communities in new ways. These will result in stronger roles for libraries to become more reflective of and connected to their communities and build stronger partnerships with civic agencies, non-profits, funders and corporations.

Members of the Red Hook Public Innovators Cohort include: Erica Freudenberger (RH Library Director), Shelley Herrick (RH Library Head of Circulation), Erin Canaan (Associate Director of the Bard College Center for Civic Engagement), Jayne McLaughlin (former NYS Regional Parks Director) and Brent Kovalchik (RHV Deputy Mayor)

INTERMUNICIPAL TASK FORCE (ITF) RED HOOK INFRASTRUCTURE

1. Red Hook Sewer Project

- a. Sewer Project Summaries, Village of Red Hook Wastewater Studies, and requests for funding assistance were sent to U.S. Congress member Chris Gibson (2/17/15), U.S. Senator Kirsten Gillibrand (2/23/15), NYS Senator Sue Serino (2/17/15) and NYS Assembly member Kevin Cahill (2/17/15).
- b. A meeting was held on February 24, 2015 with NYS Senator Sue Serino to review the Village's plans for a municipal sewer and to request funding assistance at the Red Hook Village Building. Senator Sue Serino, Jack McKenzie (Senator Sue Serino, District Coordinator), Robert Flores (C.T. Male), Jim McIver (C.T. Male), Sue Sullivan (iSER Consulting, LLC), Ed Blundell and Brent Kovalchik attended.
- c. A conference call was held at the Red Hook Village Building on February 27, 2015 with the Washington D.C. Office of U.S. Senator Kirsten Gillibrand, U.S. Economic Development Administration Grants (Public Works and Economic Adjustment Program), USDA-RD clarification on funding opportunity procedures and regulations, future federal funding assistance program availability and current status of the Village of Red Hook Sewer Project were discussed. Jordan Baugh and Andrew Usyk from Senator Gillibrand's Office (via telephone), Bridget Barclay (DCWWA), Jim McIver (C.T. Male), Jim Thatcher (C.T. Male), Robert Flores (C.T. Male), Ed Blundell and Brent Kovalchik attended.
- d. A New York State Clean Water State Revolving Fund Financial Hardship Application was sent to the NYSEFC in February, 2015. The reviewed and approved Application will secure the Village's portion of the NYSEFC CWSRF Intended Use Plan. The Red Hook Project is currently listed in Category A and, upon approval, will be listed in Category D, securing 0% interest financing for a two year period.

The Village scored 41 points on the Annual CWSRF IUP list and above the 38 point funding criteria line.

- e. The proposed Village of Red Hook Sewer District will be from the north boundary (north end of Old Post Road/Route 9) extending south to Red Hook Commons/Emporium along Broadway; and from Church Street extending east to Tower Street on Market Street. The proposed system will be a STEP system and includes 224 Benefit Units (BU/EDU). Treatment facilities will be located and will incorporate the existing plant at Red Hook Commons and will be able to expand on "as needed" basis. The estimated total capital cost is \$4.9 million.

- f. Bard College Assistant Professor Elias Dueker (EUS) and Cam Wejnert – Depue (Bard College EUS Student) met with Robert Flores (C.T. Male), Ed Blundell and Brent Kovalchik at the Red Hook Village Building on February 27, 2015. They will be sampling and testing, with supervision by C.T. Male, ground and surface water in and around the Village to determine the water quality effects on the Sawkill River.

2. Red Hook Water Projects

- a. Meetings were held on February 6, 13, 20, and 27, 2015 to review and discuss the progress of Phase II (Storage and Distribution System Improvements). The Project is currently in the Design Phase as being prepared by C.T. Male Associates. Robert Flores (C.T. Male), John Earnst (C.T. Male), Ed Blundell and Brent Kovalchik attended.
- b. A Meeting was held on February 6, 2015 at the Red Hook Village Building with Bryan Roberts (Winnakee Land Trust; Trails Coordinator) to explore pedestrian/bicycle pathways in the Village and possible connectivity with proposed trails currently being discussed by the Town of Red Hook, Village of Tivoli, and Bard College.
- c. 2013 CDBG (Well #15)
 - A 72 hour test needs to be performed (pending favorable weather conditions) on the entire well field to determine the maximum water supply and capacity for the Village. This information is required for DCDOH and NYSDEC water supply permitting. The information will also be necessary to determine if the Village has enough excess capacity to supply new proposed developments outside the Village’s boundaries.
 - Current yields of new Well #15 are approximately 100 gallons per minute (144,000 gallons per day).
- d. Cross-Connection Policy
 - A “draft” local law to amend Village Law Chapter 195 to establish a Cross-Connection Control Program is currently being prepared by Rodenhausen Chale LLP for review and implementation by the Village of Red Hook Board of Trustees.
 - The purpose of the Policy is to determine, and establish, a legal foundation for a municipal cross-connection and backflow prevention program in order to protect the Village’s water supply from the possibility of contaminants from customers’ water system which would backflow (back-siphon) into the public water supply.

3. 2015 CDBG

- a. The Village is currently preparing a Request for Proposals (RFP) to engineering firms for the design and administration of new and reconstructed sidewalks in the Village.

- b. The Village was awarded the CDBG on January 15, 2015 for \$52,370.00 in funding for the reconstruction of a sidewalk section on South Broadway (Colburn's Laundry) and the installation of a new sidewalk in front, and along the east side, of the RH Firehouse. This new sidewalk will provide handicapped access from the existing parking lot to the main entrance and emergency side exits of the Firehouse.

4. Intermunicipal Task Force (ITF)

- a. The ITF met on February 6, 13, 20 and 27, 2015 at the Red Hook Town Hall. The following items were discussed:
 - Review proposed amendments to the Town's Historic Overlay District, Environmental Protection Overlay District, including map revisions, procedures for building permits/planning board review for historic structures, and set back regulations. Michele Greig (Greenplan, Inc.) participated at the 2/13/15 Meeting.
 - Outreach assistance and status of the proposed Red Hook Community Center was discussed with Chris Klose (Board of Directors).
 - Town of Red Hook ZBA procedures were also reviewed and discussed.

HIGHWAY DEPARTMENT

1. The Village's Snow Ordinance is currently in effect through March 31, 2015. No parking is permitted on Village streets from 11:00 p.m. to 6:00 a.m. and on NYS Highways Route 199 (Market Street) and Route 9 (Broadway) from 2:00 a.m. to 6:00 a.m. 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 Police Department or any responding law enforcement agency. Costs associated with vehicle towing and storage will be charged to the vehicle's owner(s). (re: Local Law #4 (6/19/14); Section 190-28A and 28B).

Vehicles, found to be 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 per day storage fee (for vehicles not claimed within the first three days of being towed) will be charged to the vehicle's owner(s). Owners can contact the RHV Police Department or RHV Clerk's Office for more information.

2. 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 snow storm (re: RHV Local Law #1-1999; Section 165-1). The Village Board of Trustees may direct the Village Highway Department to 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).

Residents and businesses with fire hydrants located on Village right-of-way adjoining their property are encouraged to clear snow around the hydrants to provide access for emergency situations.

3. The Village Highway Department removed snow and ice in the General Business District on February 4, 2015 (6:00 pm – 1:30 am). Assisting the Village in snow removal operations by providing labor and/or equipment included: J.S. Anagnos Excavating Contractor, Frank Vosburgh Excavating and Paving Contractor, Dave Vosburgh, Fastracs Inc. Excavating, Thomas LeGrand Excavating, the Town of Red Hook Highway Department, Landworks and the NYSDOT (salt). These services were subcontracted by the Village of Red Hook. The Village Trustees thank the businesses and residents of this area for their patience and perseverance during these snow removal operations.
4. No scrap metal was sold during the month of February, 2015. Total revenue generated for FY2014-2015 is \$1,386.59. Since inception of the Scrap Metal Recycling Program in September, 2007, \$17,563.81 has been generated. Proceeds from this program go toward purchasing 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 at 845-758-8600 or the Village Clerk’s Office at 845-758-1081. The Highway Department personnel will assist property owners and residents by picking up their scrap metal upon request.

VILLAGE GREEN COMMITTEE (VGC)

5. The current balances of the Village Green Committee’s related budget accounts, as of February 28, 2015, are as follows:
 - Community Beautification – Contractual Expenses (#8510.4)
Balance \$
 - Shade Tree – Contractual Expenses (#8560.4)
Balance \$
 - Village Green Committee Checking Account
Balance \$
6. There were no Village Green Committee Meetings held during the month of February, 2015.
7. The Tree City USA, Tree Campus, and Tree Line USA Community Forestry Recognition Ceremony will be held on Thursday, March 26, 2015, at the Albany Hilton Hotel. Village Green Committee members can contact Brenda Cagle or Brent Kovalchik for more details.
8. The Village Green Committee is currently seeking volunteers to serve on the Committee. Residents interested can contact the Village Clerk’s Office (845-758-1081).

9. There are currently two bench locations remaining without dedication plaques (Trustco Bank and the Emporium on South Broadway). Village residents can purchase a plaque for \$125.00. Proceeds from the sale will be used to purchase and install 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.

Deputy Mayor Kovalchik stated he would appreciate another Village resident to attend the Task Force meetings with him on Friday mornings.

Mayor Blundell stated there may be a community center at the Christian Center on Fisk Street. Deputy Mayor Kovalchik stated it is still in negotiations.

Mayor Blundell announced "What to do in Red Hook" will meet March 12th at the Flatiron. Advertising as "Why Not Wednesdays" with red balloons outside business to attract patrons.

Trustee Zacharzuk asked Deputy Mayor Kovalchik if Senator Schumer was contacted on the sewer project in regards to grant money? DM Kovalchik contacted Kirsten Gillibrand instead.

Cross Connection Back Flow- Mayor Blundell received a draft resolution from Victoria Polidoro. This should be inserted into the Village Code. Mayor Blundell will submit to the board for review. A public hearing will also be scheduled.

Mayor Blundell stated for the last 2 years the Village passed a resolution for the 2 % tax cap. Mayor Blundell made a motion to schedule a public hearing for April 13th at 7:00 for the 2 % tax cap. DM Kovalchik seconded this motion. All were in favor.

PUBLIC COMMENTS

George Beekman is opposed of a community center. Who will operate this center? Feels this property should be put back on the tax roll. Mayor Blundell stated Dr Verrilli is purchasing the said property on Fisk Street. The purchase and operation of any center is not a village funded project. It would be subject to compliance with village code and other laws. DM Kovalchik stated the Village can't get involved, this is a private deal.

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

Deputy Mayor Kovalchik made a motion to adjourn at 8:15. Mayor Blundell seconded. All were in favor.

Submitted by,

Cynthia Cole
Clerk/Treasurer

