

**VILLAGE OF RED HOOK  
VILLAGE BOARD MEETING  
JANUARY 13, 2014  
7:30 PM**

Present: Mayor Blundell, Deputy Mayor Kovalchik, Trustee Trapp, Trustee Norris, Trustee Zacharzuk, & Clerk Cole.

Mayor Blundell opened the meeting at 7:30 PM with the Pledge of Allegiance.

Since there was a Public Hearing at 7 pm, meeting order was changed to accommodate persons present with regard to that matter.

Mayor Blundell states there will be a workshop meeting on January 16<sup>th</sup> to deal with comment at Public Hearing. Mayor Blundell made a motion to move the February Village Board meeting from the 3<sup>rd</sup> to the 10<sup>th</sup> of February for two reasons. One to allow for month end reports to be ready and secondly to give Board time to incorporate comment to LL 1 and meet date lines. Deputy Mayor Kovalchik seconded the motion. All were in favor.

**WATER**

Trustee Zacharzuk read the water report for the month of December: The Village pumped 7,434,000 gallons of water in December. The average daily was 239,000 gallons, the water plant used 55 gallons of 12.5 % liquid hypochlorite, no new hypochlorite was ordered or delivered, with 60 gallons remaining in reserve. In the third week of December, a service line and the associated curb valve on West Market Street was discovered to be leaking by the property owner during renovations. A successful repair was made during the last week in December, with the entire service line, curb valve assembly being replaced by the Village from the corporation stop at the 8" main to the curb valve, and from the valve to the residence by the property owner. Two water samples were sent to Smith Lab in Hyde Park, and both came back negative for coliform and other bacterial contaminants.

Robert Flores of C.T. Male presented a Phase I water update: Phase I work is complete with \$57,000.00 remaining. Wells 2 & 8 were abandoned long ago, not properly capped, and recent tests show too low production capacity to warrant more work and the remaining money could be used to seal these wells. DOH has these wells as open items in the action plan to cap properly. Dutchess County Community Development Block Grant denied the Village's application to refurbish these wells. The cost to seal these wells would be \$5-8,000.00 each. Trinity Construction, Phase 1 project lead, would be able to seal the wells. Additional security options in and around the water systems will be discussed in executive session due to public safety implications.

Well field report was submitted to the proper agencies to get permit renewals.

Mayor Blundell stated a new rate schedule is being reviewed. A firm is reviewing village rates for \$2,500.00 – 3 years of AUDs have been submitted along with current rate schedule and projections. This study should be completed by the next water read.

Mr. Flores stated Wells 5 & 6, off-line for years and not in our system, show samples are still high in iron– they have been flushed out and are still high in iron. – the plant design will have to be upgraded to accommodate more chlorination. The block grant is for \$150,000.00 and an upgraded plant would cost \$220,000 creating a financial gap. Mayor Blundell indicated the gap makes it questionable if it is worthwhile to continue since a new well is perhaps a better option. Trustee Trapp asked if we could dial down the production, get a lower flow, and treat that for less cost. Mr. Flores states it will be an option and they are looking further.

Regarding wells 2 & 8 , Mayor Blundell made a motion to affirm these wells that will not produce enough to warrant reconditioning and cannot be used.. Since we must comply with Dept of Health and properly close them Village will use UDSA funds to close the wells. Trustee Trapp seconded this motion. All were in favor. Engineer to get Trinity Constr. , project lead contractor to line this task up for price and completion.

Mr. Flores also mentioned cross connection controls (back flow protectors) – should identify who needs them and who is at risk and install back flow protectors. Should be less than locations.

Mayor Blundell made a motion to authorize C.T. Male to start recommending back flow protectors to those who need them. Deputy Mayor Kovalchik seconded this motion. All were in favor.

**MINUTES** – Trustee Zacharzuk made a motion to approve the minutes from December 9th and 18th Village Board meeting and Workshop. Trustee Trapp seconded.

## **TREASURER’S REPORT**

Clerk Cole read the Treasurer’s Report for the month of December, 2013:

### **ACCOUNT BALANCES**

General	\$ 349,589.61
Water	\$ 104,472.68
T & A	\$ 17,999.86
Materials Mgt.	\$ 4,346.68
Petty Cash	\$ 70.74
Village Green	\$ 3,410.41
Hardscrabble	\$ 3,884.33
Health Ins.	\$ 2,586.49
Capital Projects	\$ 4,183.09

## MONTHLY EXPENSES

General	\$ 112,991.18
Water	\$ 29,749.79
T & A	\$ 17,070.99
Materials Mgt.	\$ 5,271.65

Mayor Blundell tagged the last snow removal invoice from Frank Vosburgh & Sons – it includes work from Fastracs – Mayor Blundell asked Clerk Cole to not pay the invoice from Fastracs since it included in the bulk price from Vosburgh & Sons.

## POLICE

Mayor Blundell read the Police Report for the month of December: 177 incidents, 80 UTTs, 20 arrests.

## PLANNING AND ZONING

Trustee Trapp read the Planning and Zoning Report for the month of December:

2 building permits, 1 certificate of occupancy, 1 certificate of compliance, and 2 municipal searches - \$665.25 were collected in fees. Mayor Blundell asked for status and requirements on fire inspections. Trustee Trapp conducted a training workshop for the Planning Board. Also, there is an annual report for a log inspections that must be submitted to the State. Our Inspector indicated he filed properly but it is not showing on the DOS site. This will be reviewed.

## FACILITIES

Trustee Zacharzuk stated that on January 21st Time Warner Cable will convert the phone lines from Frontier.

## EVENTS

Winterfest was Dec. 6th and included an outdoor market by the local merchants' group, indoor crafters market, and hayrides, crafts, caroling and tree lighting.

We have a short lull in events, but will be gearing up for Hardscrabble Day, and summer events including *our 3<sup>rd</sup> annual community concert and potluck, and possible 3<sup>rd</sup> annual outdoor movie screening*. We are always looking for new blood with fresh ideas, if anyone is interested, please contact me through the Village Hall.

## MATERIALS MANAGEMENT

For the month of December, we had 8.2 tons of single stream recycling and 13.44 tons of garbage. We paid out \$1,438.08 and sold \$4,697.00 in tags. Numbers are slightly higher than normal because there were 5 Mondays in December.

Second Annual Electronic Recycling event will be Saturday, January 18th from 10-1 at the Town Recycle Yard on Firehouse Lane. Allowable E-Waste: Televisions, Monitors, Computers, Keyboards, Small Scale Servers, Fax Machines, Scanners, Printers, Cell

Phones, VCR, DVR, DVD players, Portable Digital Music Players, Digital Converter Boxes, Cable or Satellite Receivers, Electronic or Video Game Consoles.

**\*\*Limited Home Pickup Service by Appointment Only\*\*** for residents who cannot lift or drive their items to the recycle yard. Red Hook Village Residents contact 758-1081 and Red Hook Town Residents contact 758-4606.

Brought to you by the Village of Red Hook, the Town of Red Hook, 10% Challenge/Red Hook Conservation Advisory Council, and Bard Center for Civic Engagement.

**\*\*please bring a non-perishable food item for Red Hook Families in need\*\***

## **LIBRARY**

We shared 5,490 items in December, 2013, up 2% from last year at the same time.

- b. Engage Red Hook January 18
  - i. Clue-style Mystery from 1-3 p.m.
  - ii. Bollywood Night @ Red Hook Firehouse 6:30 p.m.
- c. Bill Robinson will be doing two Wildlife shows for us this year since last year's was so popular – the first at 6:30 p.m. Friday, January 17 at Red Hook Firehouse, the second at 6:30 p.m. Friday, February 21 at Red Hook Firehouse.

## **HIGHWAY**

Deputy Mayor Kovalchik read the monthly report as follows:

1. The Village's Snow Ordinance is currently in effect until March 31, 2014. No parking is permitted on Village streets from 11:00 pm to 6:00 am. Vehicles parked on Village streets will be towed before/during/after a snow/ice storm to facilitate snow/ice removal. Costs for towing and vehicle storage will be charged to the vehicle's owner. (Re: RHV Local Law # 6-2011; Section 190-28).
2. Residents are reminded to remove basketball hoops/sports and other equipment from the sides of Village streets to allow for snow plowing and storage. The Village will not be responsible for damaged equipment remaining on or near the streets during plowing season.
3. The owner and/or occupant of every building/lot in the Village, with an adjoining sidewalk, shall remove all snow and ice within 24 hours after a snow/ice storm. (Re: RHV Local Law # 1-1999; Section 165-1). At the discretion of the Village Board of Trustees, the Village Highway Department will remove snow/ice, left uncleared on sidewalks after 24 hours of a storm, at a cost of \$20.00 per linear foot. This cost will be assessed and collected with the next tax levy (RHV Local Law Section 165-4B).
4. Christmas trees began being collected on January 6, 2014 and will continue through January 31, 2014. Residents are reminded to place discarded trees, securely, curbside for removal.

5. Snow was removed in the General Business District on December 16, 2013. The Village Highway Department was assisted by Frank Vosburgh Excavating and Paving Contractor, Dave Vosburgh, FasTracs Inc. Excavating, Edward Stickle and J.S. Anagnos Excavating Contractor. The cost for removal will be deducted from the RHV General Budget Account (Snow Removal – Contractual Expense – Misc. # 5241.43).
6. Scrap metal was sold on November 26, 2013 (check # 3017 of 12/4/13 - \$452.32) and on December 17, 2013 (check # 3060 of 12/18/13 - \$452.32). Revenue received by these sales totaled \$904.64. Total revenue generated to date for FY2013-2014 is \$4,688.28. Since inception of the Scrap Metal Recycling Program in September, 2007, \$16,578.17 has been generated. Proceeds from this program go toward purchasing tools and equipment for the Village Highway Department. Residents and business owners interested in donating scrap metal can contact the Highway Department at 845-758-8600 or the Village Clerk at 845-758-1081. The Village Highway Department will assist property owners by picking up scrap metal upon request.

## **ITF**

Deputy Mayor Kovalchik read the monthly report as follows:

### 1. Red Hook Sewer Project

Notification was forwarded that a \$30,000 NYS DEC/EFC Wastewater Infrastructure Engineering Planning Grant was awarded to the Village of Red Hook. The grant award will be used to continue the surface/subsurface Water Quality Study and to prepare an Engineer's Report. The Water Quality Study and Engineer's Report, once completed, will be submitted for scoring and inclusion on the NYS EFC Intended Use Plan (IUP). Placement on the IUP determines priority status and eligibility for Municipal Sewer District/System capital funding opportunities. Work will begin on this project once formal grant award contracts are received and signed.

### 2. Red Hook Water Project

A meeting was held on December 18, 2013 at the Red Hook Village Building to review the progress, sign and submit reimbursement requests and review the status of Phase I of the Red Hook Village Well Field Improvement and Water Meter Replacement Project. Completed work of National Metering, completed work from Whalen Electric (Prime Electrical Contractor) and pending work from Trinity Construction (Prime General Contractor) were reviewed. Final adjusted Change Orders and Final Permitting were also reviewed. A revised Form E (ending the 2013 year) is being prepared by C.T. Male for submission to USDA-RD. An extension was requested until February, 2014 to complete all final reviews, payments and permits. The extension was granted by USDA-RD.

Phase II of the Red Hook Project; Distribution System Improvement Project was also discussed. Form A (User Information), Form B (Existing Long Term Debt), Current Fact

Sheet, AUD for FY2012-2013, Form 1780-22 (Applicant Certification) and Civil Rights Impact Statement were submitted to USDA-RD by the Village. USDA-RD will issue a new Preliminary Funding Estimate considering these form submissions.

2012-2013 CDBG Award; Wells 5 and 6 Improvement Project. C.T. Male is currently preparing specifications for the bid set for the Well Improvement Project. Submission, review and approval by the DC Department of Planning and Development is required before the documents are released for bid proposals.

2013-2014 CDBG Application. The Village was notified by the DC Executive and the Dutchess County Department of Planning and Development was not approved for an award. This funding was intended to rehabilitate formerly abandoned Wells 2 and 8 located at the Firehouse/Village Well Field site.

### 3. Intermunicipal Task Force (ITF)

The ITF met on December 6, 2013. Status updates from Historic Red Hook (formerly Egbert Benson Historical Society and Friends of Elmendorph) regarding the Historic Structures and Contributing Historic Features Survey. The results of this survey will be integrated, as an amendment to the Historic Preservation/Demolition provisions of the Town of Red Hook Zoning Law.

The ITF also met with Ken Storrs and Mark Graminski on December 6, 2013. A proposed expansion to the Recreation Park's swimming pool and facilities were presented. An amendment to the current zoning provisions of this site that allow more accessible/buildable area to accommodate the proposed expansion was also discussed.

The ITF met on December 20, 2013 at the Red Hook Town Hall. Village of Red Hook's infrastructure projects, status updates from Historic Red Hook's survey of historic structures/contributing features survey, and the proposed Historic Preservation/Demolition provisions, specific to "Certificate of Appropriateness" requirements, were also discussed.

No ITF Meeting was held on December 27, 2013.

### **VILLAGE GREEN**

Deputy Mayor Kovalchik read the monthly report as follows:

1. The current balances of the Village Green Committee's related budget accounts, as of December 31, 2013, are as follows:

Community Beautification – Contractual Expenses (# 8510.4)	
Balance .....	\$ 2,872.30
Shade Tree – Contractual Expenses (# 8560.4)	
Balance .....	\$ 4,280.00

Village Green Committee Checking Account  
Balance ..... \$ 3,410.41

2. There were no Village Green Committee Meetings held during the month of December, 2013.

3. Bench Plaques – Village residents can purchase a dedication plaque (“in honor of . . .”, “in memory of . . .”, “dedicated by . . .”, etc.) for \$125.00. Proceeds from the sale of the plaques will be deposited in the dedicated VGC Checking Account and used to pay for the cost/installation of the plaques and Red Hook Village community enhancement projects. Fifteen plaques (of 23 available benches) have been purchased to date. Please contact the Village Clerk’s Office, at 845- 758-1081, for more details.

**EDC/CPF-FPAC/ZRC/SSC/RHT**

Deputy Mayor Kovalchik read the monthly reports as follows:

Red Hook Town Economic Development Committee (EDC) – Monthly Report  
December, 2013 – Ed Blundell and Brent Kovalchik – RH Village Liaisons

An EDC Meeting was held on December 4, 2013 at the Red Hook Village Building. The following items were discussed:

Community Preservation Fund enabling legislation, and the impacts on businesses locating in Red Hook.

Enforcement on the “2 – Hour” parking restrictions in the Village of Red Hook. The EDC reviewed a draft letter to RHV officials requesting better enforcement of this law was reviewed.

Community Preservation Fund/Farmland Protection Advisory Committee (CPF/FPAC) – Monthly Report

December, 2013 – Brent Kovalchik – RH Village Representative/Member

There were no CPF/FPAC Meetings held during the month of December, 2013.

Red Hook Town Zoning Review Committee (ZRC) – Monthly Report  
December, 2013 – Brent Kovalchik – RH Village Representative/Member

- a. A ZRC Meeting was held on December 12, 2013 at the Red Hook Town Hall. The following items were discussed:
  - Locations and zoning requirements (a bus shelter is considered an accessory use to a principal use by the standards of the Town of Red Hook Zoning Law). It was suggested, and determined by the RHT ZEO that bus shelters must receive site plan approval by the RHT Planning Board.

- Fence Provisions – reviewed the Ag and Open Space Committee’s proposed definition of “agricultural fence” and permitted use of this type of fence in all zoning districts of the Town of Red Hook.

Red Hook Shared Services Committee – Monthly Report

December, 2013 – Ed Blundell and Brent Kovalchik – RH Village Representatives

- a. A Shared Services Committee Meeting was held on December 3, 2013 to review/revise a draft of the Request for Proposals (RFP) for a Professional Consultant to study shared highway department services for the Town/Village of Red Hook and the Village of Tivoli.
- b. The Town Board approved the Shared Services RFP on December 10, 2013. The RFP was issued on December 13, 2013. Proposals were due at the Red Hook Town Clerk’s Office on January 6, 2014. Award of the contract will be made January 31, 2014.

Red Hook Together – Monthly Report

December, 2013 – Ed Blundell and Brent Kovalchik – RH Village Representatives/Members

- a. There were no meetings of Red Hook Together held during the month of December, 2013.

Mayor Blundell and Deputy Mayor Kovalchik have attended several meeting in regards to shared services for the Highway Department. Four responses have been submitted for a study and are being reviewed.

**PUBLIC COMMENTS**

George Beekman – questioned the Board since the Water Department has converted from cubic feet to gallons, and new meters, have they been able to find where the missing water has been going? Mayor Blundell responded with the figures so far and he is still not pleased – should be closer and tighter link between pumped vs sold. A leak on East Market Street and Margaret Street has been found. We have staff looking further into matter and need to resolve this issue.

Mr. Beekman also asked if the new rate fee will be based on sold or pumped amount. Mayor Blundell states it will be based on individual usage.

8:45 PM: Mayor Blundell made a motion to adjourn into Executive Session to discuss public safety. Trustee Trapp seconded this motion. All were in favor.

9:15 PM: Mayor Blundell made a motion to reconvene into regular session. No decision was made in Executive Session. Trustee Norris seconded. All were in favor.

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

Deputy Mayor Kovalchik made a motion to adjourn the meeting at 9:20 PM. Trustee Trapp seconded this motion. All were in favor.

Submitted by,

Cynthia Cole  
Clerk/Treasurer