

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

The regular monthly meeting scheduled for August 8<sup>th</sup> was cancelled due to no quorum.

Present: DM Kovalchik, Trustee Norris, Trustee Zacharzuk, & Clerk/Treasurer Chiarella. Mayor Blundell & Trustee Trapp were absent.

DM Kovalchik opened the meeting at 7:00 pm with the Pledge of Allegiance.

DM Kovalchik made a motion to approve the minutes from July 11<sup>th</sup> and 21<sup>st</sup>. Trustee Zacharzuk seconded this motion. All were in favor.

**TREASURER'S REPORT**

Treasurer Chiarella read the following report:

**ACCOUNT BALANCES**

General Fund	\$ 677,891.59
Water Fund	\$ 198,823.26
Trust & Agency	\$ 27,899.53
Material Management	\$ 7,068.63
Petty Cash	\$ 58.03
Village Green	\$ 4,236.88
Hardscrabble	\$ 11,547.84
Health Insurance	\$ 5,548.80

**MONTHLY EXPENSES**

General Fund	\$ 249,704.66
Water Fund	\$ 58,319.12
Trust & Agency	\$ 27,899.53
Materials Management	\$ 3,169.11

DM Kovalchik made a motion to approve said Treasurer's Report. Trustee Zacharzuk seconded this motion. All were in favor.

**POLICE**

DM Kovalchik read the following police report:

315 incidents, 119 UTT's, 19 arrests

## **PLANNING AND ZONING**

DM Kovalchik read the following planning/zoning report:

1 certificate of occupancy  
10 certificates of compliance  
7 municipal searches  
1 complaint

\$ 2,850.00 was collected in fees.

Trustee Norris presented the following:

## **MATERIAL MANAGEMENT**

For the month of July, we sold \$ 3250.00 in tags and paid out \$ 1074.00. We had 5.5 tons of single stream recycling and 10.2 tons of garbage.

## **EVENTS**

Saturday, August 20<sup>th</sup> we will have our 5<sup>th</sup> annual Community Potluck and concert in the Park, from 6-8 in Abraham's park. Local favorite GrassFed BlueGrass will perform. Please bring a chair and a dish to share. Please note there is no rain date.

Hardscrabble Day will be September 17<sup>th</sup>, from 10 am vendors, food, kids events, local bands and a parade are all part of the fun. Our mainstage entertainment will be Patty Smyth. And Scandal, who had such hits as "Warrior" and "Goodbye to You" Vendor applications can be found on [hardscrabbleday.org](http://hardscrabbleday.org).

We are working on scheduling Dog Halloween, Village Halloween, and Winterfest. Stay tuned for those dates.

Mark your calendar, Red Hook & the Chocolate Festival will be Saturday November 5<sup>th</sup>.

## **WATER**

Trustee Zacharzuk read the following water report:

- During the month of July, the water treatment plant treated 7,668,000 gallons of water at an average of 247,000 gallons per day
- In July of 2015, the water treatment plant treated 7,281,000 gallons of water at an average of 235,000 gallons per day
- During the month of July, the plant used 75 gallons of liquid hypochlorite solution at an average of 2.41 gallons per day

- On July 14, the backup chemical feed pump malfunctioned and the local Grundfos vendor was contacted for customer support, as our main chemical feed pump is still out for warranty replacement due to a computer chip failure. A complete disassembly, soaking and flushing in vinegar solved the present difficulty, and a change to the final diluted strength of the hypochlorite solution was made as per vendor recommendation. After these adjustments were made, the pump is running at optimal performance.
- Operator's Notes – According to the NYS Department of Environment Conservation, our entire state is under a drought watch. While very little impact has been seen on our system due to our unique and prolific aquifer, many other municipalities and private homes in nearby areas have not been so lucky. Maintaining this condition of purity and bountiful supply is a responsibility that our residents have embraced with a positive response and humble thrift, and we would like to ask for continued efforts as we enter the historically dry weather of August. Thank you for your continued support.

There is a drought watch in effect by NYS DEC

## **INTERMUNICIPAL TASK FORCE (ITF) RED HOOK INFRASTRUCTURE**

### **1. Red Hook Sewer Project**

- a. Meetings were held on July 1, 8, 15, 22, and 29, 2016 at the Red Hook Village Building. Robert Flores (C.T. Male), Ed Blundell, Brent Kovalchik, and as noted attended. The following items were discussed:
  - Review grant applications and time-table for award announcement of the NYS Water Infrastructure Improvement Act Grant Program.
  - Submitted the Affidavit of Publication of the Bond Resolution as per Bond Counsel's request (sent on 7/15/16 upon Board of Trustees' approval of 6/13/16 Trustees' Meeting Minutes).
  - Review items requested by USDA-RD of 6/22/16 for revised Preliminary Funding Estimate and Letter of Conditions.
  - Discussed donation and transfer of ownership of the Red Hook Commons Sewage Corporation's treatment plant and land. Current tenant rates, extent of donation (land, infrastructure, permits, easements, treatment plant, access, etc.), annual O&M costs, inspection records, permission to access land.
- b. A meeting was held on July 22, 2016 at the Red Hook Village Building to review items for the transfer of ownership of the Red Hook Commons Sewage Corporation. Victoria Polidoro, Esq. (Rodenhausen Chale, LLP), Ken Kearney, Ed Blundell, Doris Balacic-Scheuing, and Brent Kovalchik attended. Terms of the donation/transfer of asset ownership and possible zoning law and map amendments/revisions were discussed.

- c. The Village of Red Hook submitted a Consolidated Funding Application (CFA) for a \$992,000.00 Empire State Development Grant on 7/28/16.

The proposed Village of Red Hook Sewer Project service area (Phase I) will include the General Business District (GBD), the LC District and portions of the R10,000, R20,000, Highway Business, and NMU Districts. The service area will extend from the north end of Old Post Road/North Broadway to the Red Hook Commons/Emporium on South Broadway. The service area will also extend from Linden Avenue/West Market Street to Tower Road/East Market Street.

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

- a. Meetings were held on July 1, 8, 15, 20, 22, and 29, 2016 at the Red Hook Village Building. Robert Flores (C.T. Male), Bret Smith (C.T. Male), Doris Balacic-Scheuing, Brent Kovalchik, and as noted, attended. The following items were discussed:
  - Water repairs on Benner Road, South Broadway, Fraleigh Street, Garden Street, and Prince Street to be performed by the Village Highway/Water Department and coordinated with Phase II construction schedules and locations.
  - Review new catch basin locations on Prince/Church Street intersection.
  - Review report and comments from arborist subcontractor (Angelo Schembari – Integral Tree and Landscape) on the condition of certain trees and top soil/weed remediation.
  - Review road width transitions at Prince Street/Church Street intersection as per Trustees’ approval of concept on 7/21/16.
  
- b. A Phase II Construction Meeting was held on July 20, 2016 at the Red Hook Village Building. George Popp (USDA-RD), Martin Clarke (USDA-RD), Filipe Giraldo (Jersen Construction Group), Joe Swedick (Jersen Construction Group), Ed Blundell and Brent Kovalchik attended. The following items were discussed:
  - Status of Phase II: 85% of new water mains have been installed; 60-65% of the curbs have been installed; Prince Street (between Church and South Broadway) to begin on 8/1/16; all major work (excluding driveway and site restoration) is anticipated to be complete by the end of August, 2016.
  - The new storage tank has successfully passed water quality testing and is ready to be operational. The existing ground-mounted storage tank’s water quality was also tested and approved.
  - Form E (Rural Development (RD) Project Budget/Cost Certification Report #5 of 7/20/16) was signed by Ed Blundell and Robert Flores (C.T. Male) on 7/20/16.
    - Expenditures this period . . . . . \$ 362,009.45
    - Expenditures to date . . . . . \$2,146,042.35
  - Certified time sheets from Jersen Construction Group were submitted.

- EJCDG – (Engineers Joint Contract Documents Committee) of 7/15/16 reflected Change Order #1 for the amount of \$98,615.94, was signed by Robert Flores (C.T. Male), Filipe Giraldo (Jersen Construction Group) and Ed Blundell on 7/20/16.
  - Original contract price . . . . . \$3,045,766.00
  - \*Contingency . . . . . \$ 110,000.00
  - (Contingency balance = \$15,831.00.)
  - Estimated Final Cost . . . . . \$3,144,381.94
  - \*C.T. Male updated quantities to determine Change Order #1 and is reflected in Form E #5 of 7/20/16.
- Gross Electric has started work at the Firehouse Lane Wellfield pump and control house, but have not submitted pay applications to date.

Phase II of the Red Hook Water Project will provide for the improvements to the Village’s Water distribution system (new 8” water mains, fire hydrants, valves, connections, storm water management, and street restoration in the Village’s southwest quadrant and will provide for a new water storage tank at the Firehouse Lane Wellfield Site.

Phase II Water update: Robert Flores stated the installation of new water pipes are near completion. Roads should be restored by end of September.

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**3. 2015 CDBG**

- a. Firehouse Lane/Firehouse sidewalk has been repaired to comply with punch list review (ramp detection replaced and pitch reduced).
- b. Final payment request was submitted in June, 2016 to DCDoP&D.

**4. Intermunicipal Task Force (ITF)**

(Brent Kovalchik – Red Hook Village Representative/Member)

- a. The ITF met on July 1, 8, and 22, 2016 at the Red Hook Town Hall. The following items were discussed:
  - Clarification of definition and impacts on existing businesses within the Town of Red Hook.
  - Review the draft of the Special Report.
  - Review alternatives to a blanket Town regulations through zoning and/or architectural guidelines.
  - Discussed continuation of non-conforming uses, pertaining to proposed formula business regulations.
  - Review the existing Town of Red Hook sign standards (Section 143.27 of the Town Zoning Law) and recommendations from New York State and case law.

**VILLAGE GREEN COMMITTEE (VGC)**

1. The current balances of the Village Green Committee’s related budget accounts, as of July 31, 2016, are as follows:

- Community Beautification – Contractual Expenses (#8510.4)  
Balance .....\$ 4,000.00
- Shade Tree – Contractual Expenses (#8560.4)  
Balance .....\$10,500.00
- Village Green Checking Account  
Balance .....\$ 4,236.88

2. There were no Village Green Committee Meetings held during the month of July, 2016.

3. The Village Highway Department is preparing a list of Village trees that are being considered for removal and/or pruning. The VGC will review the list and consult with an arborist as required.

4. All twenty-three (23) of the benches, purchased through grants by the Village Green Committee/Village of Red Hook, have been labeled with commemorative/dedication plaques. The Village Green Committee thanks all who have participated in this program. \$1,920.00 has been raised from the purchase of plaques and will be used for future Village enhancement projects.

**Red Hook Economic Development Committee (EDC)** – Monthly Report  
July, 2016 – Ed Blundell and Brent Kovalchik – RH Village Representatives/Liaisons

- a. There were no EDC Meetings held during the month of July, 2016 due to a lack of quorum.

**Community Preservation Fund (CPF) Advisory Board** – Monthly Report  
July, 2016 – Brent Kovalchik – RH Village Representative/Member

- a. A CPF Meeting was held on July 14, 2016 at the Red Hook Town Hall. The following items were discussed:
  - The CPF Advisory Board recommended to the Red Hook Town Board that CPF funding be used for the fee acquisition of parcel #134889-6272-00-298262-0000 along the newly designated Mountain View Trail and adjacent to the Town of Red Hook Recreation Park Annex on Linden Avenue – West.

- The parcel was listed in the 2016 Project Plan Update as a trail adjacent property; and it was verified that “fee simple acquisition” is permitted by the enabling legislation for parcels to be used for the establishment of parks, nature preserves and recreational areas.
  - The 1.09 acre parcel will be purchased by the Town of Red Hook using monies from the CPF for the amount of \$55,000.00.
- b. The Red Hook Town Board held a Public Hearing on July 27, 2016 and approved the purchase of this parcel.
- c. The current balance of the Community Preservation Fund, as of July 31, 2016, is \$502,828.93.

**Red Hook Zoning Review Committee (ZRC)** – Monthly Report  
 July, 2016 – Brent Kovalchik – RH Village Representative/Member

- a. A ZRC Meeting was held on July 14, 2016 at the Red Hook Town Hall. The following items were discussed:
- Preliminary discussions concerning Solar Farm zoning regulations, including Bulk regulations, applicable zoning districts and definitions (agricultural uses), were reviewed.
  - Food Truck zoning regulations, including applicable zoning districts, permits, definitions and Planning Board approval were reviewed.

**Town of Red Hook, Villages of Red Hook and Tivoli Shared Services Committee** –  
 Monthly Report  
 July, 2016 – Ed Blundell and Brent Kovalchik – RH Village Representatives/Members

- a. There were no Shared Services Committee Meetings held during the month of July, 2016.

**Saw Kill Watershed Community (SKWC)** – Monthly Report  
 July, 2016 – Brent Kovalchik – RH Village Representative/Member

- a. There were no SKWC Meetings held during the month of July, 2016.

**Red Hook Together** – Monthly Report  
 July, 2016 – Ed Blundell and Brent Kovalchik – RH Village Representatives/Members

- a. There were no Red Hook Together Meetings held during the month of July, 2016.

**HIGHWAY DEPARTMENT**

1. The Village Highway Department is currently picking up lawn debris and brush every first and third Monday of the month.

Residents are reminded to place lawn debris, brush and grass clippings in separate piles (as per NYS DEC regulations). Please store debris and place curbside close to the scheduled pick-up dates to prevent conflicts with other services and to keep streets clean and free from wind-borne debris. Please limit the size of brush piles to 6' x 6' x 6' (as determined by equipment limitations), with tree limbs/branches no larger than 8" in diameter. Please do not include tree trunks and debris from tree maintenance performed by private contractors and/or tree maintenance companies.

2. The Dutchess County Department of Public Works announced on July 22, 2016, that Bridge RH-18 on Linden Avenue (CR 79) over the Saw Kill Creek in the Town of Red Hook has reopened to traffic, five weeks ahead of schedule and within budget.

3. Work continues on the reinforcement of the bridge on SR 199 at the intersection of Route 308 (Rock City). Sawmill Road and Rock City Road will be available for emergency vehicles and residential use only. Please follow detour signs to avoid delays. Work is scheduled to be complete by August 11, 2016.

4. The Village Highway Department is preparing a list of projects to be paid for through the NYS FY2016-2017 CHIPS allocation. The following projects are being considered:

- Repaving Bassett Lane.
- Repaving Thompson Street.
- Repaving portions of Cambridge Drive.
- Replace catch basin at 3 Amherst Drive.
- Replace catch basin at 90 Cambridge Drive.
- Replace catch basin at St. Christopher's Catholic Church.
- Finance a portion of a replacement backhoe – pending completion of the FY2015-2016 AUD and comparative estimates.

5. The NYSDOT notified the Village of Red Hook that the Village qualifies for \$9,195.77 in funds from the PAVE-NY Program. Eligible projects are to follow the same criteria as the CHIPS Program. These funds are being considered to be used to supplement projects and equipment purchases proposed by the Village Highway Department.

6. The Village of Red Hook submitted an overview of the proposed 2016 CDBG project (pedestrian activated crosswalk signal devices for 4 mid-block crosswalks) to the NYSDOT on July 22, 2016. The overview was submitted in response to an announcement by the NYSDOT of \$18 million in unclaimed/unused transportation funds (FAST Program). Projects submitted are required to be pedestrian/ADA related.

7. Reimbursement for the sale of scrap metal was received on July 15, 2016 for the amount of \$372.86. Total revenue generated for FY2016-2017 is \$372.86. Since inception of the Scrap Metal Recycling Program in September, 2007, \$19,620.78 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.

DM Kovalchik made a motion to appoint Sara Dwyer McNulty to the Board of the Red Hook Library for a term of 5 years. Trustee Norris seconded this motion. All were in favor.

## **RESOLUTION 20-2016**

ZONING MAP REVISIONS – Clerk Chiarella read the following resolution

### **RESOLUTION CLASSIFYING THE ACTION AND ESTABLISHING A DATE FOR A PUBLIC HEARING REGARDING THE ADOPTION OF PROPOSED LOCAL LAW 20 OF 2016**

WHEREAS, a proposed form of a Local Law entitled “A Local Law to Amend the Official Zoning Map of the Village of Red Hook” (the “Proposed Local Law”) has been submitted to the Village Board of Trustees of the Village of Red Hook (the “Board”); and

WHEREAS, pursuant to Section 239-m of the General Municipal Law, proposed amendments to the Zoning Law must be referred to the Department of Planning and Development for its review and report thereon;

WHEREAS, a Full Environmental Assessment Form (“EAF”) dated August 11, 2016 has been prepared on behalf of the Board; and

WHEREAS, in accordance with the New York State Environmental Quality Review Act (“SEQRA”), the Board is required to determine the classification of the proposed project; and

NOW THEREFORE BE IT RESOLVED, by the Board as follows:

1. The adoption of the Proposed Local Law is a Type I action under SEQRA.
2. The Deputy Mayor is authorized to sign page 13 of the EAF.
3. The Board is the only involved agency under SEQRA.
4. The Board shall hold a public hearing on September 12, 2016, at 7:00 p.m. at the Village Hall, 7467 South Broadway, Red Hook, New York, to hear all interested parties on said Proposed Local Law; and

5. The Village Clerk is hereby authorized and directed to have notice of said public hearing published in the official newspapers of the Village on or before September 2, 2016, which is not less than ten calendar days prior to the date of said public hearing.

6. The Village Clerk is hereby authorized and directed to send a copy of the Proposed Local Law, together with a copy of the EAF, 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.

7. The Village Clerk is hereby authorized and directed to send a copy of the public hearing notice to the Clerk of the Town of Red Hook.

DM Kovalchik made a motion to approve resolution 20-2016. Trustee Zacharzuk seconded this motion. All were in favor.

2017 CDBG – DM Kovalchik stated the deadline for submission of the application is October 21<sup>st</sup>. If the 2016 block grant is denied the crosswalks will be re-submitted for the 2017 block grant.

#### PUBLIC COMMENTS

George Beekman – as Chairman of the Zoning Board he would like to review the new zoning map regulations. Also George asked DM Kovalchik if the Village will take over the entire sewer plant. DM Kovalchik stated yes the Village will take over the entire sewer plant.

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

DM made a motion to adjourn the meeting at 8:00 pm. Trustee Zacharzuk seconded this motion. All were in favor.

Submitted by,

Cynthia Chiarella  
Clerk/Treasurer