

**VILLAGE OF RED HOOK
MONTHLY BOARD MEETING
JULY 8, 2019**

Present: Mayor Blundell, DM Kovalchik, Trustee Trapp, Trustee Laing, Trustee Norris was absent, Clerk/Treasurer Chiarella.

Mayor Blundell made a motion to approve minutes from June 10th, 17th, and 20th. Trustee Trapp seconded this motion. All were in favor.

Mayor Blundell made a motion to leave a blank page in memory of Rebekah Aronson. Ms. Aronson was a PANDA TV23 rep for the village for a time and then a member of or Zoning Board of Appeals. All were in favor.

Blank page in Memory of Rebekah Aronson

TREASURER'S REPORT

ACCOUNT BALANCES

General Fund	\$ 1,109,803.39
Water Fund	\$ 29,073.48
Trust & Agency	\$ 18,778.86
Petty Cash	\$ 49.05
Village Green	\$ 4,149.92
Hardscrabble	\$ 1,714.00
Health Ins.	\$ 6,318.83
Sewer Fund	\$ 30,090.00

MONTHLY EXPENSES

General Fund	\$ 170,796.03
Water Fund	\$ 10,534.81
Trust & Agency	\$ 18,778.86
Sewer	\$ 00.00

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

POLICE

Incidents: 318
UTT's: 126
Arrests: 13

RED HOOK FIRE COMPANY – submitted by Rob Frye

Fire calls: 38
EMS: 51
TOTAL: 89

Mr Frye asked the Board if they considered grants to help the FH with drainage. Mayor Blundell stated he is still looking to help the FH – CDBG could be considered but must be ADA compliant. DM Kovalchik stated he will consider the CPF for moving gutters on the Fire House.

Clerk's Office: Assistant Clerk Arianne Drewes has submitted her letter of resignation effective July 19th. The Board will canvas for replacement options and has been interviewing candidates.

PLANNING AND ZONING

Building Permits – 10
Certificates of Occupancy – 0
Certificate of Compliance – 6
Municipal Searches – 3
Orders to Remedy – 1
Fire Inspections – 5
Complaints - 3
\$ 2,321.60 was collected in fees.

MATERIALS MANAGEMENT

Trustee Norris was absent and no report was submitted
Mayor Blundell stated from his report from UCRR there was 7.61 T of garbage and 3.04 recycle.

CELEBRATIONS

- July 20th Sun Commons celebration in the Village Parking Lot
- Red Hook Library has Friday evening Porchfest
- Red Hook Fire C0 100th year celebration is August 17th

WATER

Trustee Trapp read the following water report submitted from VRI

- During the month of June, the water treatment facility treated 7,477,000 total gallons, which is an average of 249,200 gallons per day
- All bacteriological samples for the month were collected and transported to Smith Environmental Lab Hyde Park NY
- During the Month of June, the water treatment plant used 80 gallons of sodium hypochlorite. The average daily use was 2.67 gallons per day.

RESOLUTION 33-2019 - USDA Reserve transfer

Mayor Blundell made a motion to approve resolution 33-2019. DM Kovalchik seconded this motion. All were in favor.

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VILLAGE BOARD MEETING**

JULY 8, 2019

Resolution # ____33____ - 2019

Authority to Transfer Short Term Water Repair Costs from USDA-RD Short Term Asset Reserve Fund to Water Budget – FY 2018-19

_____ made a motion, seconded by Trustee _____.

Whereas, the Village of Red Hook maintains a Short Term Asset fund (STA) in line with requirements of the USDA-RD loan to ensure there are funds on hand for short term asset repair or replacement.

Whereas, this fund is maintained as a separate account, funded from the Water Budget at \$25,000 per year; is a money market fund at M&T Bank; and has approximately \$82,500 as a balance; and

Whereas, the 2018-19 fiscal year has ended and a June 27 Profit and Loss detail run shows a recap of costs that includes short term asset repair and replacement; and such costs were borne already by the Water Budget.

Whereas, the Mayor , Treasurer and Controller intend to review the expenses and identify costs that should be incurred in the STA in order to set up the transfer from the M&T Bank back to the Water Fund; and

Be it resolved, that Mayor Ed Blundell and the financial team are fully authorized to establish qualifying expenses, complete and sign requisite transfer documents at M&T Bank in order to claim back the incurred costs and deposit them in the Water Fund account at Key Bank.

Voted:

____ Mayor Blundell
____ Deputy Mayor Kovalchik
____ Trustee Trapp
____ Trustee Norris
____ Trustee Laing

Mayor Blundell made a motion to move \$2,000 from the General Fund (Celebrations) to the Hardscrabble Fund. Trustee Trapp seconded this motion. All were in favor.

Solar Project update: Mayor Blundell stated there have been multiple meetings and the Monroe Balance has been reviewed. The project is moving forward.

Water Loop - Traditions Project (Hoffman)

Blundell updated the Board on the project purchasing water from the Village at a rate 1.5 x with one meter, which has been installed. Currently water is being used for construction only and we will bill the project directly stating in the September cycle.. Ross and Baright are still in the process of applying to the DOH.

The current balances of the Village Green Committee's related budget accounts, as of June 30, 2019, 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 Committee Checking Account
Balance\$ 4,192.92

A Village Green Committee Meeting was held on June 22, 2019 in the Red Hook Village Building. David Pearson, Kathy Pearson, Michael Johnson and Brent Kovalchik attended. The following items were discussed:

- A preliminary list was prepared of trees and tree site for the 2019 Annual Fall Planting Day. Possible sites include Village and NYS DOT right-of-ways on Fisk Street, South Broadway, North Broadway, Old Post Road, Moul Drive and Richard Abrahams Memorial Park.
- Discuss participation of the Village Green Committee on the new Red Hook Website. Meeting minutes, tree tips, contact information and planting dates will be included. Kathy Pearson volunteered to review the new department formats and work with the Village staff to launch and updated a webpage for the VGC.

Residents or businesses interested in having a tree(s) planted on their adjacent street right-of-way(s) may contact David Pearson, Brent Kovalchik or the Village Clerk (845-758-1081

HIGHWAY

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

Residents are reminded to place lawn debris curbside and not in the street.

Please limit the size of the brush piles to 6' x 6' x 6' with tree branches no larger

than 6" in diameter. Brush that includes tree trunks, stumps, grass clippings, garbage or building materials will not be picked up.

The Village has approved an estimate to remove and replace portions of the existing sidewalk along the Prince Street side of the Village Building. The estimate, from Frank Vosburgh and Sons, Inc. of 6/12/19, includes hammering out portions of the sidewalk at a cost of \$300.00. The cost of concrete to replace the removed section is estimated to cost \$550.00. The total \$850.00 project will be deducted from the FY2019-2020 General Fund/Maintenance of Streets – Street Maintenance budget line (#5110.42).

Repairs and upgrades to the electrical services operating the Village Municipal Parking/Prince Street street lights have been completed. Additional work, including the installation of new catch basins and repaving are expected to be complete by September, 2019. Contractors and suppliers including Stat Construction, Hitchcock and Company Electric, Frank Vosburgh and Sons, Inc., and Keeler Vault have been selected and approved by the Village Board. Funding for this project will be provided by a NYS DASNY Grant obtained with the assistance of NYS Assembly Member Kevin Cahill. The Village Board of Trustees passed Resolution #30-2019 on 6/20/19 authorizing the Village Treasurer to utilize the Salisbury Bank Line of Credit, up to \$45,000.00, to pay for the cost of the parking lot upgrades until the awarded grant is processed and funds are forwarded to the Village.

The Village reviewed and approved an estimate from Easystreet Cleaning, Inc. to repaint 76 stop bars (at Village stop sign intersections), 8 crosswalks and 6 bike symbols on June 7, 2019. The estimated \$4,220.00 cost will be deducted from FY2019-2020 General Fund/Maintenance of Streets – Street Maintenance (#5110.42) budget line. Work is expected to be complete in late spring/early summer 2019.

No revenue was generated from the sale of scrap metal during the month of June, 2019. No revenue has been generated this first month of FY2019-2020. Since inception of the Scrap Metal Recycling Program in September, 2007, \$28,707.47 has been generated.

Town of Red Hook Zoning Review Committee (RHT - ZRC) – Monthly Report
June, 2019 – Brent Kovalchik – RHV Representative/Member

There were no RHT - ZRC Meetings held during the month of June, 2019.

Community Preservation Fund (CPF) Advisory Board – Monthly Report
June, 2019 – Brent Kovalchik – RHV Representative/Member

There were no CPF Advisory Board Meetings held during the month of June, 2019.

The current balance of the Community Preservation Fund, as of June 30, 2019, is \$1,445,239.62.

Saw Kill Watershed Community (SKWC) – Monthly Report
June, 2019 – Brent Kovalchik – RHV Board of Trustees Representative/Member

There were no SKWC Meetings held during the month of June, 2019.

Northern Dutchess Alliance (NDA) Executive Committee – Monthly Report
June, 2019 – Brent Kovalchik – RHV Representative/Member

A NDA Executive Meeting was held on June 7, 2019 in the Red Hook Village Building. The following items were discussed:

- Discussed Short-Term Rentals (STRs) proposed legislation currently being considered in Northern Dutchess County, Greater Dutchess County and Ulster County municipalities. The NDA is considering drafting a “white paper” as a template and outline of issues to be considered when municipalities are deliberating their own STR regulations.
- A workshop including Northern Dutchess communities on Short-Term Rentals is also being considered by the NDA.

Town of Red Hook Local Waterfront Revitalization Program (LWRP) – Working Group – Monthly Report
June, 2019 – Brent Kovalchik – RHV Representative/Member

A LWRP Working Group Meeting was held on June 25, 2019 in the Red Hook Town Hall. The following items were discussed:

- Reviewed and revised an amended Section II-A. Overview.
 - Reviewed and revised an amended Section II-F. Recreation and Open Space Areas/Analysis of Open Space Opportunities.
 - b. Reviewed RHT and Village of Tivoli’s LWRP Boundary Map for possible revisions, amendments and coordination.
 - c. Reviewed a proposal from Nan Stolzenburg, Community Planning and Environmental Associates to prepare new maps for the updated version of the RHT LWRP.
- Discussed the new NYS requirement to include a Harbor Management Plan in the updated RHT LWRP.

Village of Red Hook Zoning Review Committee (RHV – ZRC) – Monthly Report
June, 2019 – Ray Towle, Jay Trapp and Brent Kovalchik – Members

RHV – ZRC Meetings were held on June 21 and 28, 2019 in the Red Hook Village Building. The following items were discussed:

- Proposal to expand the General Business District (GBD) to include 19 properties of the R10,000 District and existing Highway Business (HB) along East Market Street.
- Proposal to expand the Neighborhood Mixed Use (NMU) District to include 6 properties on South Broadway and one property on Elizabeth Street (near the Chocolate Factory).
- Reviewed and proposed amendment to the Permitted Principal Uses, Accessory Uses and Special Permitted Uses in the GBD. Reviewed possible uses from the NMU and HB that may be included in the amended GBD.

Red Hook Sewer Project

a. Meetings were held on June 7, 14, 21 and 28, 2019, 2019 in the Red Hook Village Building. Kathryn Serra (C.T. Male), Victoria Polidoro (Rodenhausen, Chale and Polidoro, LLP), Ed Blundell and Brent Kovalchik attended. The following items were discussed:

- Review responses to comments of 5/31/19 meeting with DC DOH including options to increase storage and/or pumping capacity in septic tanks for 1 – 6 bedroom residential properties in the Sewer Service Area.
- Reviewed USDA-RD Form E to determine amount of contingency funds available to cover additional costs (time delays in DC DOH approvals increase costs associated with inflation and increase labor costs; additional costs associated with engineers' responses, beyond industry standards; legal costs associated with reviewing DC DOH comments and Village responses; and equipment size revisions to comply with DC DOH comments).
- Review time/critical path for Sewer Project. Once DC DOH approves project, NYS DEC to review applications and issue an amended SPDES Permit required before transfer of SPDES is possible. NYS DEC approvals are necessary to complete transfer of the existing Red Hook Commons Treatment Plant and Property to the Village of Red Hook. A mid-November, 2019 Request for Bids and a mid-December, 2019 opening of bids is anticipated with construction possibly beginning in February, 2020. An 18-month construction schedule (July, 2021) is anticipated for substantial and final completion of the project.
- Initial offerings for property owners who have not submitted easements were issued on 6/21/19. The initial offerings, which are part of the Eminent Domain Proceedings are being made on portions of the properties containing the sewer main only. Property owners who chose not to submit easements for tanks, pumps and laterals will be required to install these components during a specified time at their own expense.

A meeting was held on June 28, 2019 in the Red Hook Village Building with engineers from the DC DOH. Marie-Pierre Brulé (Director of Environmental Services, DC DOH), Lee Felshin (Supervising Public Health Engineer, DC DOH), Ron Miller (Senior Public Health Engineer, DC DOH), Kathryn Serra (C.T. Male Associates), Victoria Polidoro

(Rodenhausen, Chale and Polidoro, LLP) and Brent Kovalchik attended. The following items were discussed:

- Reviewed comments from DC DOH comments of 6/21/19 including, tank sizes and additional pumping requirements to handle peak and max day flow capacities for properties with 1 – 6 bedrooms in the Sewer Service Area.
- Discussed, reviewed and resolved odor control and venting requirements.
- C.T. Male will formally respond to DC DOH comments during the week of 7/15/19.
- DC DOH is expected to review and approve the Red Hook Sewer Project during the week of 8/5/19.

Red Hook Village Water Project – Phase II

a. Engineers and Water Operators from the Village of Red Hook met with members of the Town of Red Hook Water Commission. The following items were discussed:

- An additional valve will be located at a location on Willowbrook/Route 9 (North Broadway).
- VRI will test the Village/Town water system interconnect to verify proper valve operations. The goal is to permanently disconnect to Tower Street elevated water storage tank and have a back-up water supply for the Village in the event of emergency situations and/or malfunction of the Village's mechanical/control water systems.

Intermunicipal Task Force (ITF)

Charlie Laing and Brent Kovalchik – RH Village Representatives/Members

a. The ITF met on June 7, 14, 21 and 28, 2019 in the Red Hook Town Hall. The following items were discussed:

- Reviewed draft copies of the Red Hook Town Law – Chapter 112: Short-Term Rentals (STRs): One-Time Exception Registration and the proposed Annual Operating Permit.
- Discussions continued regarding permitted STRs in certain Red Hook Town Zoning Districts, number of rooms that can be rented in hosted and non-hosted primary dwelling units, and possible regulations that may be enacted with respect to STRs in the Town of Red Hook.
- The goal of the ITF is to propose the adoption, by the Red Hook Town Board, of balanced and reasonable regulations governing STRs, allowing citizens to share the economic benefit of their property, while protecting and preserving neighborhood character and long term housing availability.

PUBLIC COMMENTS

David Pearson – complaint about the traffic speed on Park Ave. Traffic study has been done in the past. Speed limit should be 25 mph. Would the Board consider painting white stripes along the sides to reduce speed of traffic? Mayor Blundell stated he will have the speed trailer placed on Park Ave.

Elmendorph Inn has no parking on the N side of Cherry Street – the signs are too far apart.

Mayor Blundell stated he received notice from Tom LeGrand in regards to the Village taking over the roads in Knollwood Commons. Counsel and engineers looked at it recently. The project is completed years ago and has to be reviewed by our people before we take roads/right of ways.

8:26 Mayor Blundell made a motion to enter into executive session to discuss personnel. DM Kovalchik seconded this motion. All were in favor.

8:50 Mayor Blundell made a motion to reconvene into regular business. Trustee Trapp seconded this motion. All were in favor.

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

DM Kovalchik made a motion to adjourn the meeting at 8:55. Mayor Blundell seconded this motion. All were in favor.

Submitted by

Cynthia Chiarella
Clerk/Treasurer