

**VILLAGE OF RED HOOK
DECEMBER 3, 2012
VILLAGE BOARD MEETING
7:30 PM**

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

Present: Mayor Blundell, Deputy Mayor Kovalchik, Trustee Trapp, Trustee Norris and Trustee Zacharzuk.

On a motion made by Trustee Trapp and seconded by DM Kovalchik Village Board minutes (November 5th) and Village Workshop minutes (November 15th) were approved. All were in favor.

Clerk Cole read the Treasurer's Report as follows:

Balances as of 11-30-12

GENERAL FUND	\$ 408,301.58
WATER FUND	\$ 76,919.75
TRUST & AGENCY	\$ 14,086.58
RESOURCE RECOVERY	\$ 498.99
PETTY CASH	\$ 42.13
VILLAGE GREEN	\$ 2,533.16
HARDSCRABBLE	\$ 4,262.15
HEALTH INSURANCE	\$ 3,838.34

MONTHLY EXPENSES

GENERAL FUND	\$ 245,629.39
WATER FUND	\$ 5,878.18
TRUST & AGENCY	\$ 14,086.58
RESOURCE RECOVERY	\$ 2,221.52

Mayor Blundell stated the Village budget is at the 6 month point and doing well. A large retirement payment was made in the month of December. A motion was made by DM Kovalchik and seconded by Trustee Trapp to accept the Treasurer's Report. All were in favor.

POLICE

Mayor Blundell read the Police Report for the month of November: 133 incidents, 85 UTT's, 13 arrests. Trustee Zacharzuk questioned why the police were up on Buckwheat Corners almost to the Columbia County line. Mayor Blundell will discuss with Sergeant Hildenbrand.

Mayor Blundell announced the Dutchess County Task Force had Top Cops Award – DWI Officers from various departments. Red Hook Officer Travis Sterritt was given a DWI award. Trustee Trapp asked where does money go when cash is involved with an arrest. Mayor Blundell stated that the municipality keeps the money only if there is a conviction.

WATER

Trustee Zacharzuk read the water report for the month of November:

2 bacteria samples were taken and sent to lab, met with Ron Miller from the DCHD for bi-annual inspection, located water line at 22 Fisk Street as required, water turned off Witte & 28 Prince Street as requested, average daily usage for the month 241,033. Mayor Blundell stated that a salt delivery truck at the Town Hall leaked hydraulic oil. Per DCBOH 2 water tests were taken at a total cost of \$ 2,900.00. These charges were billed to the Town. We seek to be reimbursed from the trucking company.

Trustee Trapp would like to thank and remind all that give to the HUGS from Home. Please keep giving.

PLANNING AND ZONING

Trustee Trapp read the Planning and Zoning report for the month of November: 7 building permits, 1 certificate of occupancy, 2 municipal searches and 3 inspections. \$ 4,960.00 was collected in fees. Knollwood Commons has secured a building permit and Dutchess County is happy that they are back on board with this project. Trustee Trapp regrettably announced the resignation of Zoning Board member Cliff Gubler. Cliff was on the Zoning Board for almost 20 years. Trustee Trapp read Cliff's letter of resignation. DM Kovalchik stated that Cliff always attended class in Millbrook. Currently there is a class that 3 members will be attending. Mayor Blundell is looking for a replacement for Cliff on the Zoning Board. Anyone interested please contact the Clerk's office at any time. Must have training and be willing to attend classes. Zoning fees will be reviewed and discussed at the next workshop. A draft fee schedule will be drawn.

Sam Harkins is a fire inspector, but is not certified to inspect backflow protectors, a certified backflow protector inspector will be used for inspections.

GARBAGE

The data for main report was not available.

Trustee Norris read promotion tag totals: October: 58 blue & 27 red – November: 31 blue, 19 red.

Clerk Cole stated to date the garbage promotion totals are: 89 BLUE @ \$ 222.50, 46 red @ \$ 230.00, totaling \$ 452.50 was given away in tag revenue over the two months. This would indicate that 1,350 tags were sold in promotion level.

Mayor asked Jen to review sales averages for any changes and report.

Winterfest is scheduled for December 7th from 6-8 PM in the Key Bank Parking Lot. There will be hay rides, food and activities for the children. 7:30 PM will be the tree lighting. Mayor Blundell would like to have an award for decorations next year. It is too late to pull it together for this year. Mary Kelly will decorate the wreath for the outside of the Village Hall. Trustee Norris urges residents to shop for Christmas locally.

HIGHWAY

Deputy Mayor Kovalchik read the monthly report as follows:

1. Leaves and brush are currently removed along Village streets. Residents are reminded to separate leaves from brush piles. Please limit brush piles to 6' x 6' and place leaves in a row, not piles, at curbside to facilitate more efficient removal.
2. The last day the Village Highway Department will remove leaves and brush, for the season, will be Friday, December 7, 2012. Notices have been published in local newspapers.
3. The Village Landfill will continue to be open until final brush/leaf removal is complete. Village residents, with permits, can deposit yard brush/debris at the Landfill on Saturdays from 9:00am to 2:00pm.
4. The Village Landfill will close, for the season, on Saturday, December 8, 2012.
5. Residents are reminded to remove basketball hoops/sports and/or other equipment from the edge of Village streets to allow for snow plowing. The Village will not be responsible for damaged equipment during snow plowing season.
6. The Village's Snow Ordinance is in effect from November 1, 2012 through March 31, 2013. No parking is allowed on the Village streets from 11:00pm to 6:00am. Vehicles, parked on Village streets, may be towed before/during/after a snow/ice storm, at the vehicle owner's expense, to facilitate snow and ice removal.
7. The Board of Trustees is to consider proposals for Towing Services to clear Village streets of parked cars for the duration of the Village Snow Ordinance from November 1, 2012 through March 31, 2013 between the hours of 11:00pm through 6:00am.
8. Property owners and/or occupants are required to remove snow and ice from adjoining sidewalks within 24 hours after a snow/ice storm. (Local Law #165-1.) At the discretion of the Village Board of Trustees, the Village Highway Department will remove snow at a cost of \$2.00 per linear foot. As per Local Law

#165-4B, the expense to remove snow/ice will be assessed and collected with the next tax levy.

9. No scrap metal was sold during the month of November, 2012. The total revenue generated to date for FY2012-2013 (corrected from 10/12) is \$1,246.34. Since inception of the Scrap Metal Recycling Program in September, 2007 (corrected from 10/12), \$13,105.73 has been generated. Proceeds from this program go toward purchasing tools and equipment for the RHV Highway Department. Residents and businesses interested in donating scrap metal can contact Dan Streib at 845-758-8600 or Cindi Cole 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

- a. A meeting was held on November 13, 2012 at the RHV Building to discuss the possibility of the Environmental and Urban Studies Program (Bard College Center for Civic Engagement) to conduct a study/testing of ground and surface water sources/bodies at various locations throughout and adjacent to the Village. The purpose of this study would be to determine if failing and/or inadequately sized existing septic systems have an effect on the quality of the Village's drinking water supply. Karen Gardner (Internship and Activities Coordinator of the Bard College Environmental and Urban Studies Program/Center for Civic Engagement) and Brent Kovalchik attended.
- b. The Bard College Environmental and Urban Studies Steering Committee met on November 15, 2012 to discuss and review the Red Hook Village Water Quality Study Proposal. A response from Bard College is forthcoming.

2. Red Hook Water Project

- a. The NYS Environmental Facilities Corporation informed the Village of Red Hook that the Preliminary Funding Application (PFA) has been executed and the DWSRF financing, of \$1.242 million, closed on November 8, 2012. Phase I of the Red Hook Village Water Project includes the rehabilitation of existing water supply wells, the construction of new water supply wells at the existing well field (Firehouse Lane), a new generator for the existing wells, new flow meters for the existing wells, and new customer water meters with radio-read meter heads. The NYSEFC financing will pre-finance a USDA-RD Loan in the amount of \$1.242 million.
- b. Prime contracts from Trinity Construction (Prime General Contractor), Whalen Electric (Prime Electrical Contractor) and National Metering (Water Meter

Installation) are being reviewed and verified for regulatory/procedural requirements.

- c. November 28, 2012. A meeting, at the RHV Building, was held to discuss/review outstanding items necessary to proceed with construction and procedures/schedules for customer water meter replacement. Robert Flores (C.T. Male), Ed Blundell and Brent Kovalchik attended.
- d. A Pre-Construction Meeting with USDA-RD is tentatively being scheduled for December, 2012.

3. Intermunicipal Task Force (ITF)

- a. The ITF met on November 2, 9, 16 and 30, 2012 at the Red Hook Town Building. Zoning amendments to the existing zoning laws are currently being reviewed and proposed for properties located in the National Historic Landmarks District. Demolition provisions of historic structures/amenities, build-out standards, limited development options, permitted uses, Historic and Natural Resources Survey/Environmental Overlay Map, scenic viewsheds, bulk regulations and establishment of a Historical/Architectural/Hamlet Review Committee are being considered. Recommendations are being prepared for consideration by the Red Hook Town Board.
- b. David Pearson (RHV Planning Board Member) has been nominated, by the RHV Mayor, to serve on ITF.

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 November 30, 2012, are as follows:
 - Community Beautification – Contractual Expenses (#8510.4)
Balance \$ 2,822.26
 - Shade Tree – Contractual Expenses (#8560.4)
Balance \$ -6,035.78
 - Village Green Committee Checking Account
Balance \$ 2,483.16
2. There were no Village Green Committee Meetings held during the month of November, 2012.

EDC/CPF/ZRC/RHSSC/RHT

Deputy Mayor Kovalchik read the monthly reports as follows:

Red Hook Town Economic Development Committee (EDC) – Monthly Report
November, 2012 – Ed Blundell and Brent Kovalchik – RH Village Liaisons

- a. An EDC Meeting was held on November 8, 2012 at the RH Village Building. The following items were discussed:
 - Survey of Red Hook Businesses to determine the “needs” associated with the development of a greater awareness/mutual benefits and closer cooperation with other Red Hook businesses and Red Hook municipalities. A questionnaire has been produced that will be distributed to local businesses by EDC members and by electronic social networking sites. The Town of Red Hook will reimburse the EDC for costs associated with this survey.

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

November, 2012 – Brent Kovalchik – RH Village Representative / Member

- a. There were no CPF/FPAC Meetings held during the month of November, 2012.
- b. An Intermunicipal Agreement is being considered between the Villages and the Town of Red Hook requiring approval from each entity to use CPF for a project, being considered for conservation easements or preservation, located exclusively in one municipality that would require the use of all, or most, of the available resources in the Fund.

Red Hook Town Zoning Review Committee (ZRC) – Monthly Report

November, 2012 – Brent Kovalchik – RH Village Representative / Member

- a. There were no ZRC Meetings held during the month of November, 2012.

Red Hook Town/Village Shared Services Committee – Monthly Report

November, 2012 – Ed Blundell and Brent Kovalchik – RH Village Representatives / Members

- a. There were no Shared Services Committee Meetings held during the month of November, 2012.

Red Hook Together – Monthly Report

November, 2012 – Ed Blundell and Brent Kovalchik – RH Village Representatives / Members

a. A Red Hook Together Meeting was held on November 29, 2012 at the Red Hook Library. Items discussed included:

- Red Hook Area Chamber of Commerce (RHACoC)
 - i. December 12, 2012 – Breakfast at the Elmendorf
- Red Hook Community Arts Network (RHCAN)
 - i. December 2, 2012 – Paper Works Exhibit opening reception at the RHCAN Gallery located on North Broadway.
- Sister City
 - i. Negotiations are currently underway with a village in Israel to establish a Sister City relationship with the Town of Red Hook. The RH Library is preparing a mural/quilt panel to send to Israel by December 21, 2012.
- Red Hook Library
 - i. Conducted 70 programs during the month of November, 2012.
 - ii. December 8, 2012 – Volunteers needed to assist Library staff clean attic of Library building.
 - iii. Developing a long-range plan with input from municipalities, schools and other organizations.
 - iv. Collaborating with the RHCAN and Bard College to organize the 2013 Red Hook Literary Festival.
- Red Hook Central School District
 - i. Collaborating with Bard College and Germantown School Districts to establish a community/learning center at the Maple Lane Community. The center will provide after school learning and programs to serve this rural community located on border of Red Hook and Germantown.
 - ii. A new capital project to replace windows and mechanical equipment at the Mill Road Elementary School is about to begin.
 - iii. Band and Chorus concerts, featuring high school, middle school and elementary students will be held on the following dates:
 - * December 10, 2012 – High School Band and Chorus at RH High School.
 - * December 17, 2012 – Middle School Band and Chorus at the Linden Avenue Middle School.
 - * December 18, 2012 – 6th and 7th grade Band and Chorus at the Mill Road Elementary School.
- Bard College
 - i. Citizen Science Program to start in December, 2012. Over 2,000 local school students from five school districts (Red Hook,

Rhinebeck, Germantown, Pine Plains and Kingston) will participate with Bard College students.

- ii. Hannah Arendt Center is planning a "Big Read" for 2013-2014. "Housekeeping" by Marilyn Robinson will be the featured book.

DM Kovalchik stated that David Pearson has been attending the Task Force meetings. Trustee Zacharzuk questioned notes of the CPT (B): An Intermunicipal Agreement is being considered between the Villages and the Town of Red Hook requiring approval from each entity to use CPF for a project, being considered for conservation easements or preservation, located exclusively in one municipality that would require the use of all, or most, of the available resources in the Fund.

DM Kovalchik recommended 10% from Village of Tivoli, Village of Red Hook and the Town of Red Hook.

REGULAR BUSINESS

WATER IMPROVEMENTS – Mayor Blundell stated 3 contractors were approved for 3 contracts. These contractors were approved by EFC. The meter replacement portion of this upgrade will begin in February. The December water bill will have an additional line requesting residents' name, phone number and email address. This will help in the scheduling process of installing new water meters.

The next water quarter consumption will be recorded and converted into the new system to assure accurate calculation of water usage. Clerk Cole asked who will be reading the meters, Deputy Mayor Kovalchik stated it will be the same people who read the meters now and it will be done remotely. Trustee Zacharzuk stated that we will be using the same computer program, which is Software Consultants.

ZONING REIEW – Deputy Mayor Kovalchik stated that since the Town passed Centers and Greenspace Zoning it is best that we look at our zoning again. The Village last updated their zoning in 1999. It would benefit the Village to meet and discuss together with the Town with detailed knowledge. The Town has a formal planner.

Trustee Trapp submitted a draft increase in permit fees which will be discussed at the next workshop. Also backflow protectors should be added to our code. Backflow protectors are to be inspected by Z3, who is certified to inspect backflow protectors. Residential fees to install protectors should cover the cost of the inspection.

BIDS FOR SEASONAL TOWING – Clerk Cole opened two bids for seasonal towing. 1. Westside Auto - \$ 75.00 per tow and \$ 25.00 per day storage. H & N - \$ 75.00 per tow, \$ 35.00 labor and \$ 55.00 per day storage. A motion was made by Mayor Blundell and seconded by Trustee Trapp to authorize seasonal towing to Westside Auto.

Trustee Trapp stated J Wase did a great job resetting pavers in the Village. Downspouts on the north side of the Village Hall could be fixed with the remaining block grant funds. Trustee Trapp will email Audra Murray at the County to discuss.

PUBLIC COMMENT

David Queen and Linda Bard were present to discuss the pond: Mr. Queen stated the pond is still subject to flooding. NYS DOT submitted a letter to Ms. Bard in regards to concerns to the pond overflow. This letter is dated November 15, 2012. Mayor Blundell would like to discuss this letter after the holidays and look at different options. After Hurricane Irene the storm water ran into the storm drains. Mr. Queen stated to Mayor Blundell that he is turning a blind eye to this problem with the pond. Mayor Blundell stated that he has addressed this issue several times, met with the State and inspected pipes. This is not Village property and the Village is not financially obligated to fix private property (by installing a costly pump station so the pond does not over flow). The Village does not have authority to work on private property or there would never be funding available to so. The pipes that lead to St. Christopher's from the pond are beyond cleaning. Deputy Mayor Kovalchik stated that there is no state easement. Linda Bard asked if it would work to put dye in the water to see where it is draining. Deputy Mayor Kovalchik asked what is filling the pond, it is not spring fed and is a wetland. The beginning and end is unknown. Linda Bard stated a storm drain in front of the Mario home is clogged. Deputy Mayor Kovalchik stated that the Village is on a rotation schedule to clean drains every 3 years. This would provide routine maintenance. 1947 was when the State installed their pipes for drainage. These pipes lead to UBS. Mayor Blundell states that the State will not clean pipes. Again Mayor Blundell would like to sit and discuss in greater detail after the holidays.

9:05 PM Mayor Blundell made a motion to adjourn into executive session to discuss personnel matters. Trustee Norris seconded this motion. All were in favor.

9:30 PM Trustee Trapp made a motion to enter back into regular business. Trustee Zacharzuk seconded this motion. All were in favor.

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

Deputy Mayor Kovalchik made a motion to adjourn the meeting at 9:30 PM. Trustee Norris seconded. All were in favor.

Submitted by, ~



Cynthia Cole
Clerk/Treasurer