

**VILLAGE OF RED HOOK
BOARD MEETING 7:00 PM
DECEMBER 8, 2014**

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

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

Mayor Blundell made a motion to approve minutes from 11-20-14 with the change of: on the ITF Report # 4 - change THD to TND and on page 2 - Nola Hooper is retiring not Ron Hicks. Trustee Trapp seconded this motion. All were in favor.

TREASURER'S REPORT

Treasurer Cole read the Treasurer's Report for the month of November as follows:

Account Balances

General Fund	\$ 368,510.55
Water Fund	\$ 83,040.56
Trust & Agency	\$ 17,592.76
Materials Mgt.	\$ 2,475.29
Petty Cash	\$ 35.77
Village Green	\$ 3,536.88
Hardscrabble	\$ 4,941.28
Capital Project	\$ 3,606.96

Monthly Expenses

General Fund	\$ 81,898.83
Water Fund	\$ 41,148.96
Trust & Agency	\$ 17,592.76
Material Mgt.	\$ 3,354.88

Mayor Blundell made a motion to approve the Treasurer's Report as read. Deputy Mayor Kovalchik seconded the motion. All were in favor.

- **Highway Shared Services Update:** Tim Weiderman of Rondout Consulting presented the Board with an update on the project. Study was funded by Dutchess County Department of Planning. Project started in March of 2014 and included the Town of Red Hook and Villages of Tivoli and Red Hook. The goal is to reduce the cost of highway services, not eliminate services (to improve services - highway services are important). A copy of this study is on the web site of all 3 municipalities. Deputy Mayor Kovalchik stated Village residents already pay into the A budget with the Town.

WATER

Trustee Zacharzuk read the Water Report for the month of November as follows:

- In the month of November the water treatment plant pumped 6,482,000 gallons of water for a daily average of 228,000 gallons. November of 2013 the plant pumped 6,485,000 gallons for a daily average of 216,000 gallons. November the plant used 55 gallons of hypochlorite - 1 hydrant was replaced on Metzger Road near the eastern end of Glenn Ridge Road bringing the total to 3 hydrants replaced in 2014.

Robert Flores of CT Male reported the following: 2013 Block Grant for well drilling - Well 15 has been drilled and tested. Not functioning yet, pumps 100,000 gallons a day of water. The 72 hour test is complete with no results. Pumps are not hooked up.

Robert Flores also stated Phase II design end is up and going and will proceed with drawings. 3.8 million dollars from the USDA with the EFC short term is funding source. Regarding the backflow and cross connection project, which is requested by the Board of Health, to protect the water, a draft plan is being reviewed by the engineer and our attorney to be incorporated into the Village Code.

POLICE

Mayor Blundell read the Police Report for the month of November: 179 incidents, 88 UTTs, 25 arrests. Trustee Zacharzuk questioned a HAZMAT spill on Elizabeth. Mayor Blundell will check with Sergeant Hildenbrand.

PLANNING & ZONING

Trustee Trapp read the Planning and Zoning Report for the month of November: 5 building permits, 4 certificates of compliance, 2 municipal searches. \$ 497.50 was collected in fees. Anderson Commons will soon be coming to the table and Knollwood Commons is also moving forward. CVS is moving through the Planning Board process. The 2014 Block Grant is still pending announcement Trustee Trapp will look into Homeland Security for fencing around the water tower.

MATERIALS MANAGEMENT

Materials Management: In the month of November we sold \$3,247.50 in garbage tags and paid out \$1,156.21 in tipping fees. We had 10.59 tons of garbage and 6.97 tons of single stream recycling.

We will have an e-waste recycling day on Saturday, January 17, 2015 at the Town Transfer Station. Last year we gathered 18,000 pounds of e-waste. This event is held in conjunction with the Bard College Center for Civic Engagement's day of service. We could use volunteers for this event - there is lifting and wrapping objects. If you are interested in helping out, please contact me or Ed through the Village Clerk's Office.

EVENTS

Yesterday, Historic Red Hook held a Dutch Christmas open house at the Elmendorph with live local music, cookies, mulled cider and fresh baked bread from their beehive oven. We decided to do something a little different this year and attached our Winterfest to the Elmendorph's event. We had carolers, birdfeeder making, characters, and hayrides. It was cold of course, but the turn-out was good, and we lit the tree up at Memorial Park.

Events takes a bit of a break in January. We will be hosting an "event planning" open house in February, with hopes of getting some new volunteers involved in Hardscrabble Day, Winterfest, Spring Roll, Halloween, and other events that may arise in the new year.

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

Deputy Mayor Kovalchik read the monthly reports as follows:

Red Hook Town Economic Development Committee (EDC) – Monthly Report November, 2014 – Ed Blundell and Brent Kovalchik – RH Village Liaisons

a. An EDC Meeting was held on November 12, 2014 at the Red Hook Village Building. The following items were discussed:

- Next steps to further implement the Red Hook Events Calendar. Lists of Red Hook businesses are being assembled. Invitations from the EDC to local businesses, civic and cultural organizations to participate in the Events Calendar are being prepared.
- The EDC Prioritized Master List of projects was reviewed and amended.

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

November, 2014 – Brent Kovalchik – RH Village Representative/Member

a. There were no CPF/FPAC Meetings held during the month of November, 2014.

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

November, 2014 – Brent Kovalchik – RH Village Representative/Member

a. There were no ZRC Meetings held during the month of November, 2014 (meeting scheduled for 11/13/2014, but was unable to be conducted due to lack of quorum).

Town of Red Hook, Villages of Red Hook and Tivoli Shared Services Committee – Monthly Report

November, 2014 – Ed Blundell and Brent Kovalchik – RH Village Representatives/Members

- a. The “draft” report on study options was reviewed and revised on November 17, 2014. Tim Weiderman (Rondout Consulting), Ed Blundell and Brent Kovalchik attended at the RH Village Building.
- b. A Highway Shared Services Steering Committee Meeting was held on November 25, 2014 at the Red Hook Village Building. The following items were discussed:
 - Reviewed the Feasibility Study of Options and Alternatives of November 25, 2014. The political, legal and operational feasibility of the following options were discussed:
 - * Option 1: Standardized Common Operating and Managerial Policies/Procedures
 - * Option 2: Improve Recordkeeping and Data Collection through Shared Administrative Systems and Personnel
 - * Option 3: Develop Shared Training and Knowledge Transfer Program
 - * Option 4: Develop Shared Long-Range Capital Planning and Purchasing Program
 - * Option 5: Realign Services to Anticipate Changes in Development Patterns and Transportation Preferences
 - * IMA for RHV to assist in the Provisions of Highway Services in TND Portions of the Town
 - * IMA for RHV to Provide Snow and Ice Removal on State Routes
 - * IMA for RHT and Tivoli to Maintain County Roads
 - * Option 6: Consolidate Highway Services within the Town of Red Hook
 - * Option 7: Explore Opportunities for Non-Highway Shared Services
 - * Water and Wastewater Services
 - * Garbage Collection
 - * Parks Maintenance
 - Separate conversions with all three municipal boards are being scheduled.
 - The next Steering Committee Meeting is scheduled for Wednesday, December 17, 2014 at the Red Hook Town Hall.

Red Hook Together – Monthly Report

November, 2014 – Ed Blundell and Brent Kovalchik – RH Village Representatives/Members

- a. There were no Red Hook Together Meetings held during the month of November, 2014.

Libraries Transforming Communities (LTC) – Public Innovators’ Cohort – Monthly Report

November, 2014 – Brent Kovalchik – RH Village Board of Trustees Representative/Member

- a. A “Calibrating Community Conditions” webinar was held with the ten national cohorts on November 18, 2014. Red Hook Cohort members Erica Freudenberger, Jayne McLaughlin and Brent Kovalchik participated. Moving from Aspirations to Action: Taking Effective Civic Action” was discussed.
- b. The Red Hook Library is one of ten libraries, nationwide, to receive a grant award from the American Libraries Association (ALA) with sponsorship from the Bill and Melinda Gates Foundation. The LTC is an ALA initiative that addresses the critical need within the libraries to engage with their communities in new ways. This will result in stronger roles for libraries to become more reflective of and connected to their communities. It will also build stronger partnerships with civic agencies, non-profits, funders and corporations.
- c. The Red Hook Cohort team members include Erica Freudenberger (RH Library Director), Shelley Herrick (RH Library Head of Circulation), Jayne McLaughlin (former NYS Parks Regional Director), Erin Canaan (Associate Director of the Bard College CCE) and Brent Kovalchik (RH Village Deputy Mayor).

HIGHWAY

Deputy Mayor Kovalchik read the monthly report as follows:

1. Fall brush and leaf pick-up will continue through mid-December or as weather permits. Residents are reminded to place leaves curbside in rows, not piles, and to separate brush (tree limbs, etc.) from leaves.
2. 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 and Route 9) from 2:00 a.m. to 6:00 a.m. during the same period (re: Local Law #4 (6/9/14) Section 190-28A, 190-28B). When snow and/or 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 Village Police Department or any responding police agency. Costs associated with vehicle towing and storage will be charged to the vehicle’s owner(s).

H&N Towing Enterprises LLC was awarded the contract to tow and store vehicles in violation of the Village’s Snow Ordinance. Vehicles will be towed and stored at the H&N Lot at 7309 South Broadway (Red Hook, NY) for a fee of \$110.00 per vehicle with three days free storage. \$25.00 per day will be charged for vehicles not picked up after 3 days. Owners of vehicles towed can contact the RHV Police Department or RHV Clerk’s Office for more contact information if necessary.

Residents are also reminded to remove basketball hoops/sports and other equipment from the sides of Village streets to allow for snow plowing and snow storage. The Village will not be responsible for damaged equipment remaining near the streets during the snow plowing season.

3. 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). At the discretion of the Village Board of Trustees, the Village Highway Department will remove snow/ice, left uncleared, 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. A letter was received by the Village from Joseph Hurley (NYSDOT Traffic Control Unit Supervisor) of November 24, 2014. This letter was in response to the RHV "Board of Trustees" Resolution and letter of September 8, 2014 regarding the Route 9/Route 199 traffic light. The NYSDOT completed a formal investigation, which included several field visits by the Traffic Investigation Unit and Traffic Signal Operations Group. The NYSDOT concluded by recommending the following:
 - The exclusive four-way pedestrian phase will not be removed since a small number of people of all ages use the pedestrian phase to move diagonally across the intersection and by removing this exclusive pedestrian phase will put pedestrians at greater risk.
 - The pedestrian clearance time, currently with the time allotment determined to be too long, will be adjusted and corrected.
 - The Route 199 phase is currently being skipped intermittently causing longer backups on both legs of Route 199. The existing traffic controller will be replaced with a modern, more efficient unit which should correct the phase skipping issue for Route 199.
 - Currently, there is a broken traffic loop detector on the northbound Route 9 approach so the phase is defaulting the maximum green time for every cycle, causing the traffic on Route 199 to be needlessly delayed. This broken loop (detector) will be repaired so the green time can be distributed in a more efficient manner based on need.

The Village Board of Trustees will review the NYSDOT's recommendations and determine if these are sufficient, require additional actions and discuss scheduling for these repairs.

5. Scrap metal was sold on October 3, 2014 and payment was received by the Village on November 3, 2014 in the amount of \$310.94. 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 will assist the property owners and residents by picking up their scrap metal upon request.

ITF

Deputy Mayor Kovalchik read the monthly report as follows:

1. Red Hook Sewer Project

- a. The NYSEFC issued the Final 2015 Intended Use Plan (IUP) on November 1, 2014. The Village of Red Hook's proposed Low Pressure Sewer System and Wastewater Treatment Plant Project scored above the funding line. Forty-seven wastewater (cleanwater) projects in New York State scored above the funding line. The funding line was drawn for projects with a score above 38 points. The Red Hook Project scored 41. The best funding opportunity that the Village could be eligible for from the NYSEFC CWSRF includes 0% interest financing.

Grant funding opportunities are currently being researched and sought from the USDA-RD, Rural Community Assistance Partnership, the \$5.1 billion in assessments and settlement New York State received from bank settlements and private investors.

The proposed \$4.9 million Red Hook Village Sewer District will extend from the northern boundary (at Old Post Road) to Red Hook Commons/Emporium on South Broadway, and from Church Street/West Market Street to Red Hook Electric on East Market Street. The proposed district contains 224 Benefit Units (BU).

Three alternative systems were investigated in the Engineering Report (all gravity sewers with large pump stations, 211 septic tank effluent pumping (STEP) pressure sewers, and a combination of STEP and gravity sewers). The STEP system was found to be the least expensive, most easily installed (with minimal restoration costs) and provide the best alternative to meet the goals and constraints of the existing program and site restrictions. The existing treatment plant at Red Hook Commons will be incorporated and modularly expanded for the RHV Sewer System. Additional land is available at this site to expand the treatment plant as future needs require.

Various zones of assessments and district formation process are being investigated.

Public meeting, stakeholders' meetings and committee meetings will be held to educate and inform the public as progress continues and more information becomes available.

2. Red Hook Water Projects

a. Red Hook Village Water Project Phase II (Storage and Distribution System Improvements)

- A December 2, 2014 meeting will be held at the Red Hook Village Building to review the remaining required documents as outlined in the USDA-RD letter of October 14, 2014.
- Phase II of the Red Hook Water Project will provide for the improvements to the Village's Water Distribution System (water mains, connections, fire hydrants and street restoration in the Village's south/west residential quadrant) and replacement of the existing elevated storage tank with a surface mounted storage tank at the Firehouse Lane Well Field site.
- The estimated project cost of \$3.8 million will be financed by a USDA-RD Loan at a 3.25% interest rate for a 38 year term.

b. 2013 CDBG

- A STEP Test was conducted on the new well #15 on November 20, 2014. The test verifies flow rates of water produced from the well. The test started at 30 gallons/minute (gpm) being pumped and increased incrementally to 60 gpm, 80 gpm, 100 gpm to 120 gpm (highest rate tested). The new well was approved for 100 gpm (144,000 gallons per day). The level of water did not drop at this rate.
- A 72 hour test will be performed on December 1-4, 2014. Well #15 will be pumped for 72 hours to verify what the flow rate will be and determine the total water supply amount of this particular well (safe yield). The test will also monitor water levels of the aquifer, at the well field location, to verify if the levels drop when this well is operational and engaged.

c. A draft Back Flow Prevention/Cross-Connection Policy was reviewed on November 21, 2014. Application and installation verification forms, lists of properties require cross-connection valves, fee schedules, inspection schedules, process description and required documentation for applicant submission and lists of certified inspectors will be produced and reviewed by the Village Board of Trustees in December, 2015.

An estimate for legal services to draft the RHV Zoning Law/Local Law amendments to include the Cross-Connection Policy was submitted by the Law Offices of Rodenhausen Chale LLP on November 20, 2014.

With the increased water and storage capacity provided by the various Water Projects, the Village is required (re: Part 5, NYS Sanitary Code, Subpart 5-1 Public Water System, Section 5-1.31) to provide a certain level of protection of the municipal water supply resource. The Village is responsible for the protection of the public potable water distribution system from cross-connections due to backflow (or back-siphonage) of pollutants or contamination through water service connections. The purpose of this policy is to provide guidelines and enforcement procedures to protect the public water supply system by isolating possible pollution or contamination within the Village's internal water distribution system. Without isolation, as described and enforced through this policy, contamination could conceivably backflow into the public water system.

2015 CDBG

- The Community Development Advisory Committee's review and funding decisions was made between November 10-21, 2014. The Draft Action Plan is scheduled to be released for a 30-day public comment period on December 1, 2014.
- The Village of Red Hook submitted a 2015 CDBG Application on October 17, 2014 for \$52,372.00 in funding for the reconstruction of a sidewalk section on the southern boundary of the Village (west side of Route 9) and the installation of a new sidewalk in front of the Red Hook Firehouse. This new sidewalk will provide handicapped access from the existing Firehouse parking lot to the main entrance and emergency exits of the Firehouse.

3. Intermunicipal Task Force (ITF)

a. The ITF met on November 8, 14 and 21, 2014 at the Red Hook Town Hall. The following items were discussed:

- Reviewed the proposed Hoffman Farm TND residential development. Richard Rang and Giovanni Palladino (Kirchhoff Properties) reviewed proposed road specifications, housing types, parking designations, sidewalk requirements and potential water service supply.
- R1.5 Agricultural Uses.
- TND maximum square footage for the TND Cottage/Housing Type.

- Reviewed “draft” regulations (administration, application process, certificate of appropriateness) for new construction, alterations, additions and demolition of structures within the Town of Red Hook/Hudson River Historic District.

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, 2014, are as follows:

- Community Beautification – Contractual Expenses (#8510.4)
Balance\$3,503.34
- Shade Tree – Contractual Expenses (#8560.4)
Balance \$3,761.03
- Village Green Committee Checking Account
Balance \$3,536.88

2. The annual Fall Planting took place on November 8, 2014. Volunteers met at Veterans’ Memorial Park and trees were dedicated to Frank Knobloch (purchased and planted by the Red Hook Central School Board) and Village Highway Foreman Dan Streib for his assistance to the VGC throughout his years of service. Nine trees were planted at various sites throughout the Village (refer to the October, 2014 VGC Monthly Report for site locations). VGC members Brenda Cagle, Dave Pearson and Brent Kovalchik participated with the volunteers. Mayor Ed Blundell also volunteered.

An after planting luncheon, prepared by Jeanne Duntz and Sue McCann followed for the volunteers.

3. The Village Green Committee is currently seeking volunteers to serve on the Committee. Residents interested in serving may contact the Village Clerk’s Office (845-758-1081) or Brent Kovalchik.
4. There are currently two bench locations remaining without dedication plaques (Trustco Bank and the Emporium on South Broadway). Village residents can purchase a plaque (“In Honor of”, In Memory of”, “Dedicated by”) for \$125.00. Proceeds from the sale of the plaques will be deposited in the dedicated Village Green Committee Checking Account and used to pay for the purchase and installation of 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.

FACILITIES

Trustee Zacharzuk stated the roof repair was completed a few weeks ago - still waiting on a report.

Mayor Blundell stated the Village purchases their salt/sand through the Town of Red Hook. The Town is adding a 3% admin charge. Village residents already pay into the A fund at the Town which pays for admin charges. Mayor Blundell stated he will discuss with the Town to not pay 3% due to already paying into the A fund.

Trustee Zacharzuk asked what was the status of the traffic light. Deputy Mayor Kovalchik stated the loop mentioned in bullet point four, above, is buried under the pavement, therefore it is not that easy to fix. Mayor Blundell stated they must change certain coding which can be done in the winter. Mayor Blundell also contacted Assemblyman Cahill and forwarded a copy of the letter that was sent to the NYS DOT. Deputy Mayor Kovalchik stated it is a 4 way stop instead of a 2 way. Mayor Blundell interjected that upon receipt of the DOT letter he has had follow-up talks with them already. DOT has corrected points 2 and 3 and was asked how long until point four is corrected. They advised that multiple intersections have the same failed loop problem and that DOT needs more budget money to repair them. Mayor Blundell then reached out to Assemblyman Cahill's office and requested they help us get the Route 9 repair in the upcoming budget for NYS.

- 2013 Court Audit - Mayor Blundell stated an independent auditor completed the 2013 Audit which is required by the State Comptroller's Office. There were no negative findings on collection of fines and banking records. However, an old account for Judge Richard Griffiths has a balance of \$ 1,334.35 which should be closed - also an old account for Judge Coon has remaining \$200.00 bail money. This discussion was tabled to 12-18-14, the Board will review the audit.
- Mayor Blundell stated the USDA is giving mortgages for purchases or repairs (loans) - wants to forward to Richard Wambach to put on the web. Mayor Blundell made a motion to approve putting this on the Village website. Trustee Zacharzuk seconded this motion. All were in favor.

* Mayor Blundell stated there is a water bottling plant that is looking at the Town of Red Hook, Niagara Bottling. Niagara wants to build in Town of Ulster and take 1.75 million gallons a day from the Kingston water systems, which gets its water from the Cooper Lake in the Town of Woodstock. The matter is controversial in Ulster County and has been in the press since it leads to intense use of an aquifer for private profit, increased trucking and plastic bottle creation. The firm is looking at Upper Red Hook (Cokertown) to purchase a spring and roll trucks to supplement the Kingston water. It raises the same environmental issues - plus heavy trucks - 30-100 loads a day riding through the village - looking for public input. Trustee Trapp stated he has a source that stated the Red Hook portion is no longer an interest, but that is not confirmed.

PUBLIC COMMENT

George Beekman asked what the status is of a bus stop in front of the Village Hall. He says he has seen a bus goes down his street (Cherry Street). Mayor Blundell stated it should not be and read from the Village Code 190.45 Schedule XI - Trucks over certain weights excluded and 190.14 - Vehicles over certain weights excluded. He asked if Mr. Beekman could identify the bus or if it was a regular event. It seems it was a one time matter especially since the residents' area is not on any known bus routes.

Also, in regards to the presentation on Shared Services, Mr. Beekman is not in favor of this grant study.

Arlene Harkins asked the Board to consider passing a law to allow property owners that do not live in the Village to be able to serve on certain Boards, namely Planning and Zoning. Mayor Blundell stated he has already considered this option and the primary issue is that these people must be in tune with Village Code and planning details plus be willing to volunteer for a non-paying task. Ms. Harkins clarified her suggestion to include that it would be business owners in the Village who live outside the Village. Mayor Blundell responded that that fine a limitation may not work in the law options we have. Municipal law takes the next step - if we pass law to expand the pool of candidates the pool becomes the County, not a sub-set of qualified, limited options. We will continue to look at the suggestion. Deputy Mayor Kovalchik stated the Board struggles with finding qualified people to serve on Boards.

9:20 pm - Mayor Blundell made a motion to enter into Executive Session to discuss police contract and real estate. Trustee Norris seconded this motion. All were in favor.

9:45 pm - Mayor Blundell made a motion to reconvene from Executive Session. Trustee Norris seconded. All were in favor.

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

Deputy Mayor Kovalchik made a motion to adjourn the meeting at 9:45 pm. Mayor Blundell seconded this motion. All were in favor.

Submitted by,

Cynthia Cole
Clerk/Treasurer