

**VILLAGE OF RED HOOK  
MONTHLY BOARD MEETING  
SEPTEMBER 14, 2015  
7:00 PM**

**PRESENT:** Deputy Mayor Kovalchik, Trustee Trapp, Trustee Norris, Trustee Zacharzuk, and Clerk/Treasurer Cole. Mayor Blundell was absent.

7:00 DM Kovalchik made a motion to open the Public Hearing for the 2015 CDBG. The public hearing was advertising in the Daily Freeman.

Discussion of intended uses: The Village is over the Low to Moderate Income threshold (based on the 2009-2013 ACS), therefore, funds from the 2016 CDBG can only be applied to handicapped Accessible/ADA Compliant Projects. The maximum award for a successful application is \$100,000. Of this amount, 20% will go toward engineering and administrative costs and the remaining balance of \$80,000 will go toward construction costs. Proposed projects offered by the Board include the installation of four (4) signal lights at existing mid-block crosswalks. These include the crosswalks located at Prince Street/South Broadway, Fraleigh Street/South Broadway, Morgans Way/South Broadway and Phillips Street/West Market Street. The other part of the project, pending preliminary cost of construction estimates include providing textured warning tiles at existing handicapped accessible sidewalk ramps. There were no additional suggestions for use of the 2016 CDBG funds offered from the public.

. DM Kovalchik has put a call into Ann Saylor in regards to eligibility. October 16th the application is due digitally. Trustee Zacharzuk asked how long does the battery last and how much does it cost to replace one? Trustee Trapp stated he does not know but will find out.

DM Kovalchik made a motion to adjourn the public hearing. Trustee Trapp seconded. All were in favor.

DM Kovalchik opened the regular meeting at 7:10 PM with the Pledge of Allegiance.

DM Kovalchik made a motion to approve minutes from August 10th and 20th. Trustee Trapp seconded this motion. All were in favor.

## **REGULAR BUSINESS**

**Bard College Student Government:** Hasani Gunn, Vice President of Bard College Student Government, discussed possibilities of pursuing a more informed dialogue continuing between the Bard College students and other members of the Red Hook community. Hasani presented three key areas that the Bard College Student Government are currently working to develop. These include: communication between Bard College students and residents of Red Hook, sharing of information regarding events open to all community members, and a possible mandatory forum on “good neighbor” policies for Bard College students considering living off-campus. Representatives from the student population will be encouraged to attend

government/community organization meetings, including Red Hook Together, to share ideas and be involved in community conversations, projects and events.

**Hoffman Farms/Town of Red Hook TND:** Rodney Morrison of the LRC Group, Richard Rang of Kirchhoff Properties and Bridget Barclay of the DCWWA participated in a public informational meeting with the Board of Trustees. The presentations were in regard to the Village supplying water to the proposed Hoffman Farm Project.

Richard Rang noted that the project, as per new zoning regulations implemented by the Town of Red Hook, will concentrate new development in the TND District, adjacent to the Village of Red Hook, and preserve farmland and open space in the Town's Ag/Business District. A Home Owners' Association (HOA) will be formed and will include 102 residential units. A fee will be charged to maintain the neighborhood lawns and open spaces that will include a community center and a residential mail box area designed to resemble a post office.

Bridget Barclay presented a proposal for the Development to buy water, at wholesale rates, the proposed project. Barclay stated that an existing Village water main is currently located to Old Farm Road. At this point, she proposed the Village install one master meter that will service the entire project. It was suggested that the DCWWA will then be responsible for the installation of individual meters and new infrastructure that will provide water from the Village's master meter to the project. DCWWA will read these meters, provide testing/maintenance/repairs/hydrant flushing and be responsible for administrative operations, including meter reading and billing, for the proposed DCWWA Hoffman Farms Zone of Assessment. In February 2015, the Village Mayor submitted a "Letter of Intent to Supply" for the proposed development including approximately 80,000gpd of water that could be supplied and possible Board of Trustees/Water Boards' approval requirements. Barclay presented a series of spreadsheets to the Board illustrating increases in maintenance/operational costs for the Village resulting from the proposed project. Also presented, were spreadsheets illustrating additional revenue that could be achieved by the Village by providing water to the new development. This additional revenue could off-set any additional operating costs and provide additional revenue to the Village. A total of \$25,451, or a 7% increase in revenue, could be achieved by supplying water, as per DCWWA's proposal, for the Village.

Since the issuance of the Village's "Letter of Intent to Supply," the DCDOH's maximum daily supply requirements have been revision from 80,000gpd to 47,700gpd for the proposed project. This revision includes a reduced user rate of 150gpd/residential unit.

DM Kovalchik stated that with the automated reading of the quantity of water pumped at the Village well field (resulting from new controls installed during Phase I of the Village's Water Improvement Project) that may lead to a reduction in the maximum daily usage of water by the Village; reduction of water loss from existing leaks (resulting from the installation of new mains and connections provided by Phase II); and lowered supply requirements by the DCDOH for the proposed Hoffman Farms Project, that the anticipated supply capacity of the Village may increase and the daily usage may decrease. The trend in water usage, based on these anticipated results, indicates that the Village may have additional surplus water capacity to supply water for future Village developments and the proposed Hoffman Farms Development.

## **TREASURER'S REPORT**

Clerk/Treasurer Cole submitted the following:

### **Account Balances**

General Fund	\$ 690,827.07
Water Fund	\$ 164,355.91
Trust & Agency	\$ 18,471.12
Materials Management	\$ 7,728.67
Petty Cash	\$ 27.85
Village Green	\$ 3,736.88
Hardscrabble	\$ 15,335.48
Health Insurance	\$ 6,031.79
Capital Fund	\$ 00.00

### **Monthly Expenses**

General Fund	\$ 144,744.52
Water Fund	\$ 15,791.46
Trust & Agency	\$ 18,471.12
Materials Management	\$ 5,420.03

DM Kovalchik made a motion to approve the Treasurer's report. Trustee Trapp seconded. All were in favor.

## **POLICE**

DM Kovalchik read the following police report for August 2015:

317 incidents, 122 UTT'S, 21 arrests

Trustee Zacharzuk stated foot and bike patrols have been discussed for several months and still not being done. He is requesting they both get done and a report be sent to the board. Trustee Trapp is in favor of bike and foot patrols.

## **PLANNING/ZONING**

Trustee Trapp read the following planning and zoning report for the month of August:

2 building permits, 4 certificates of compliance, 10 municipal searches, and 3 inspections. \$ 958.00 was collected in fees. Trustee Trapp stated Maryellen Cooking

ham has been hired to help CEO Sam Harkins with zoning issues. Waiting for an ID before she starts.

## **EVENTS**

Over 90 people came out and enjoyed the community potluck and picnic in the park in August. Music was provided by GrassFed Bluegrass, and the food and company (and weather) were fabulous. Thanks to the highway department for setting up the stage and moving tables and garbage cans to the park for the event.

Hardscrabble Day will be Saturday, September 19, from 10-10. We will have vendors, food, kids events and a parade at 4. The Kidscrabble area on the Key Bank Lawn will feature the Bard Surrealist Training Circus who will teach kids juggling and some light acrobatics. Our Grand Marshalls will be Amy Robinson and Lisa Glick, both retired music and chorus teachers from the Red Hook School District. Our mainstage entertainment will be Jackie Greene.

The annual Catch A Rae 5K will be held Sunday Sept 20, in memory of Alexandra Rae Gravino. For more information go to [catchrae.org](http://catchrae.org).

Tivoli will hold their annual street painting festival on Saturday, Oct 3.

Red Hook Halloween will be Saturday, October 31 from 12-2, and will include trick or treating throughout the village and a costume parade.

Pause Dog Boutique would like to have a dog Halloween on Saturday, October 24 from 11-2 in our parking lot. There will be animal related vendors and a dog costume parade. We have reached a similar agreement as with the Farmer's Market: we will receive \$5 of all paid vendor spaces. I would like to allow partial closure of the parking lot for this event. We are assured that all dog waste will be taken care of properly.

The 2<sup>nd</sup> annual "Red Hook & The Chocolate Festival" will be Saturday, November 7. This event is run by the Red Hook Chamber of Commerce. For more information go to [www.redhookchamber.org](http://www.redhookchamber.org).

## **MATERIAL MANAGEMENT**

For the month of August, we sold \$3,555.00 in garbage tags and paid out \$1,399.72. We had 13.13 tons of garbage and 7.82 tons of single stream recycling.

DM Kovalchik made a motion to approve Dog Halloween in the Village Parking Lot October 24th. There will be a \$5.00 fee. Trustee Trapp seconded this motion. All were in favor.

## **WATER**

Trustee Zacharzuk read the following water report for the month of August;

During the month of August the water treatment plant treated 7,429,000 gallons of water, with an average daily flow of 239,000 gallons.

The plant used 80 gallons of liquid hypochlorite solution, with a daily average of 2.5 gallons per day.

During August of 2014, the plant treated 7,399,000 gallons of water, with an average daily flow of 239,000 gallons, drinking water samples and (1) Well #15 raw water sample were sent to the lab for bacteriological testing. All returned a negative result.

**CONSERVATION TIP:** Replacing a 5 gallon flush commode with a modern 1.6 gallon flush model is one of the easiest ways an already conservative household can reduce their consumption. Not only would it result in a lower bill and a reduced demand on the Village's aquifer, it would give a sharp new look to the bathroom!!!!!!

## **FACILITIES**

DM Kovalchik and Trustee Zacharchuk recently met to discuss a master list of service contracts and a schedule of inspections on the Village Hall. currently there is a lack of information to the Clerk's office for service when needed. An updated list of all vendors for service in the Village Hall for emergencies will be updated and distributed. Also Clerk Cole should be provided with a security monitor in her office to see entry of the Village Hall. This cost could be added to the next court grant.

### **VILLAGE GREEN COMMITTEE (VGC) AUGUST, 2015**

1. The current balances of the Village Green Committee's related budget accounts, as of August 31, 2015, are as follows:

- Community Beautification – Contractual Expenses (#8510.4)  
Balance ..... \$ 3,893.53
- Shade Tree – Contractual Expenses (#8560.4)  
Balance ..... \$10,451.27
- Village Green Committee Checking Account  
Balance ..... \$ 3,736.88

2. A Village Green Committee Meeting was held on August 18, 2015 at the Red Hook Village Building. Frances Uku, David Pearson, Jeffrey Urbin, Brenda Cagle and Brent Kovalchik attended. The following items were discussed:

- a. Hardscrabble Day (September 19, 2015)
  - Possible events, demonstration and display table were discussed. Jeffrey Urbin volunteered to look into activities for this event.
- b. Fall Planting
  - Tentative dates for the 2015 Annual Fall Planting Day were set for either Saturday, October 31, 2015 or Saturday, November 7, 2015. The final date will be announced pending tree selection, tree availability at the nursery and coordination with the Red Hook Town Tree Commission. David Pearson volunteered to inform volunteers and Frances Uku, along with other VGC members, volunteered to help in selection of trees at various sites throughout the Village (re: Possible Fall Planting Sites of 8/31/15 – attached).
  - Jeffrey Urbin volunteered to acquire additional signs, (“Trees planted by the Village Green Committee”).
  - VGC members agreed to attempt to recruit additional volunteers to help plant trees for the Fall Planting Day.
- c. Membership Responsibilities
  - Officers of the Village Green Committee discuss assuming specific rules and responsibilities.
- d. Communications
  - Frances Uku volunteered to re-establish the VGC Website and outline the possibilities of establishing Twitter and Instagram accounts to describe, support and promote activities of the VGC.

## **HIGHWAY**

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

Residents are reminded to place lawn debris, brush and grass clippings in separate piles (as per NYSDEC regulations), curbside before the scheduled pick-up. Please store debris “out-of-sight” until the scheduled dates to prevent conflicts with other services and to keep streets clean and free of wind-borne debris. Please limit the size of brush piles to 6’x6’x6’ (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.

4. The Village Highway Department will be repaving Fisk Street(from South Broadway to Thompson Street) on September 16 and 17, 2015. Residents have been given a notice of this project. The Village Board of Trustees approved this project at the August 10, 2015 Meeting. The estimated cost of this project is \$30,000.00 and will be deducted from the FY2015-2016 General Fund/CHIPS Budget Line (#5110.3).
5. The final segment involving repair of the pavement sensor on the southbound lane of North Broadway at the Market Street/Broadway traffic light was completed by the NYSDOT on September 1, 2015.
6. The Village of Red Hook Highway Department was informed that the cost of salt, used during winter snow removal procedures, has increased from \$64/ton to \$90/ton (approximately 30% increase in materials cost). The Village shares the cost of material with the Red Hook Town Highway Department, Red Hook Central School District and the Village of Tivoli DPW. This winter, the Highway Departments will use a mixture of 1/3 salt to 2/3 sand instead of the usual 50/50 mix to reduce costs.
7. The Village received a status report of August 25, 2015 from Dutchess County regarding the Linden Avenue Bridge. Design and construction documents are 90% complete and are scheduled to be finished and ready for bid advertisement by early to mid-October, 2015. Right-of-way acquisition and purchase agreements for the four necessary properties are anticipated to be complete by mid-September. Bids are anticipated to be opened at the end of October, 2015 and pile driving/demolition work should begin by mid to late November. Construction of the new bridge foundations and deck placement will proceed in April, 2016. Bridge construction is anticipated to be complete in August, 2016.
8. The Town of Red Hook has issued a courtesy request that no motorized vehicles use the new Town Recreation Park Extension on the west side of Linden Avenue. This sensitive parkland, in the early stages of development may be used for passive recreation (walking, hiking, biking and cross-country skiing) only. Parking for these activities is available at the existing Recreation Park north parking lot on the east side of Linden Avenue.
9. Although two dumpsters of scrap metal have been collected and delivered to the vendor, no scrap metal revenue has been received during the month of August, 2015. Since inception of the Scrap Metal Recycling Program in September, 2007, \$18,477.74 has been generated. Proceeds from this program go towards 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.

Red Hook Economic Development Committee (EDC) – Monthly Report  
August, 2015 – Ed Blundell and Brent Kovalchik – RH Village Liaisons

- a. An EDC Meeting was held on August 12, 2015 at the Red Hook Village Building. The following items were discussed:
  - “Discover Red Hook Hudson Valley” Website; 1,679 sessions have been logged on the Website since its launch.
  - “Discover Red Hook Hudson Valley” Facebook page has been launched.
  - An interview/article with the “Hudson River Chronicle” is expected to occur in September, 2015.
  - Operating/maintenance fees for the community calendar has been renewed.
  - “Discover Red Hook Hudson Valley” bumper stickers have been printed and received. These will be on sale on Hardscrabble Day and through local Red Hook merchants.
  - “New York State Upstate Revitalization Initiative,” launched by Governor Cuomo in August, 2015 was discussed.
  - Dutchess County is planning a virtual broker tour to showcase available commercial property in the County, including vacant buildings and land available for commercial development. The Village of Red Hook and the EDC will suggest priority buildings and parcels for consideration. An event, sponsored by Dutchess County, is being planned in mid-October, 2015 to organize/prepare this virtual tour.

Community Preservation Fund/Farmland Protection Advisory Committee (CPF/FPAC) – Monthly Report  
August, 2015 – Brent Kovalchik – RH Village Representative/Member

- a. There were no CPF/FPAC Meetings held during the month of August, 2015.
- b. The current balance of the CPF as of August 31, 2015 is \$189,145.91.

Town of Red Hook Zoning Review Committee (ZRC) – Monthly Report  
August, 2015 – Brent Kovalchik – RH Village Representative/Member

- a. There were no ZRC Meetings held during the month of August, 2015.

Town of Red Hook, Villages of Red Hook and Tivoli Shared Services Committee – Monthly Report  
August, 2015 – Ed Blundell and Brent Kovalchik – RH Village Representatives/Members

- a. There were no Shared Highway Services Committee Meetings held during the month of August, 2015.

Red Hook Together – Monthly Report

August, 2015 – Ed Blundell and Brent Kovalchik – RH Village Representatives/Members

- a. There were no Red Hook Together Meetings held during the month of August, 2015.
- b. Sculpture Expo – 2015 Events
  - Saturday, September 12, 2015 – 6:00 pm – “Bones to Square Ten,” a summer evening performance with the D’amby Project (Dance Troupe) at the Key Bank Green.
  - “IntegrArte Workshops: Social Integration through Creating Art” with artists Bruno Pasquier Desvignes
    - i. Weekly Wednesdays 4:00 pm – 6:00 pm on September 23, 30 and October 7, 14, 2015 at the Red Hook Community Center (59 Fisk Street).
  - “Sculpture in Our Community,” an informal discussion of ideas, praise, gripes and concerns on Friday, September 25, 2015 (6:00 pm – 7:30 pm) at Taste Budds.
  - “Voice of Stone: Finding Art in Nature,” Artist lecture with Binney Meigs and Tyler Borchert on Thursday, October 15, 2015 (6:00 pm – 7:30 pm) at the Elmendorph Inn.
  - Saturday Morning Guided Tours at 10:30 am on October 3, 10, 17, 24, 31 and November 7, 14, 2015.
- c. Red Hook Library
  - Hispanic Heritage Celebrations, a collaboration between the Red Hook Public Library, La Voz Magazine, Village of Red Hook, Red Hook Farmers Market and local merchants presents Grupo Folklorico Traditional Mexican Dance Troupe at the Red Hook Farmers Market on Saturday, September 26, 2015 (11:00 am – 2:00 pm).
- d. Sawkill Watershed Forum (Ed Blundell and Brent Kovalchik)
  - The three subcommittees: Stewardship, Research and Outreach have been meeting throughout the month of August. The mission is to study, teach about and protect the history, ecology and culture of the Sawkill Watershed.
  - The objectives of the Forum include:
    - i. Determine the historical, ecological and cultural assets of the Sawkill Watershed.
    - ii. Determine the top ecological issues threatening the Watershed.
    - iii. Determine what local people and groups have already done.
    - iv. Determine what other local/state/natural groups/governments have done about similar issues.
    - v. Determine top priority actions we can take and make a plan.
    - vi. Get public feedback on the plan.
    - vii. Take action.

Libraries Transforming Communities (LTC) – Public Innovators Cohort – Monthly Report  
 August, 2015 – Brent Kovalchik – RH Village Board of Trustees Representative/Member

- a. A coaching call was held on August 13, 2015 with the coaches from the Harwood Institute and the nine other national cohorts. The Last Work Spaces, Taking Effective Civic Action, and Pathways for Taking Action were discussed. The conference call was held for the Red Hook Cohort at the Red Hook Public Library. Erica Freudenberger, Erin Cannan, Jayne McLaughlin, Shelley Herrick and Brent Kovalchik attended.

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g. Membership Responsibilities

- Officers of the Village Green Committee discuss assuming specific rules and responsibilities.

h. Communications

- Frances Uku volunteered to re-establish the VGC Website and outline the possibilities of establishing Twitter and Instagram accounts to describe, support and promote activities of the VGC.

## **REGULAR BUSINESS**

Budget Adjustment - DM Kovalchik presented funds from EFC in the amount of \$15,000 that was received and put into income line A 2706C, DM made a motion to move said funds from income A2706C (Grants from Other Governments) into expense A8110.4 (sewer) for \$ 15,000. Trustee Trapp seconded this motion. All were in favor.

DM Kovalchik made a motion to classify the old Highway Department dump trailer and the decommissioned Police Department Dodge Durango as surplus. The dump trailer will be sold at the Dutchess County Auction on September 21<sup>st</sup> and the Durango, after removal of lights, equipment and markings, will be scrapped. Trustee Norris seconded. All were in favor.

**Resolution 13-2015** 2016 CDBG -submission- Clerk Cole read the following resolution:

A RESOLUTION AUTHORIZING THE SUBMISSION OF THE 2016 DUTCHESS COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION

Activity: Handicapped Accessible/ADA compliant Crosswalks

WHEREAS, the Village of Red Hook is participating in the Dutchess County Development Consortium for Fiscal year 2016, and

WHEREAS, input from citizens and groups has been received and considered, and

WHEREAS, an application has been prepared, which addresses our community concerns

NOW, THEREFORE BE IT RESOLVED, that the Dutchess County Community Development Consortium Fiscal year 2016 application for the Village of Red Hook including therein by and hereby is approved

BE IT FURTHER RESOLVED, that the submission of the said application to the Dutchess County Department of Planning and Development be and hereby is authorized

Trustee Trapp made a motion to approve Resolution 13-2015 as presented. Trustee Norris seconded. All were in favor.

## **GENERAL BUSINESS**

DM Kovalchik stated there will be a Village workshop meeting on October 19th.

### **PUBLIC COMMENT**

George Beekman stated the Hoffman project will cost the Village money. Not in favor of the current proposal being discussed.

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

DM Kovalchik announced that the next Village Board Workshop is scheduled for Thursday October 15<sup>th</sup> at 7:00pm and the next Village Board of Trustees Meeting is scheduled for Monday October 19<sup>th</sup> at 7:00pm.

DM Kovalchik made a motion to adjourn the meeting at 8:40. Trustee Trapp seconded. All were in favor.

Submitted by

Cindi Cole  
Clerk/Treasurer