

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

PRESENT: Mayor Blundell, Deputy Mayor Kovalchik, Trustee Trapp, Trustee Norris, Trustee Zacharzuk

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

Minute approval - DM Kovalchik made a motion to approve minutes from November 9th & 19th, 2015. Trustee Norris seconded this motion. All were in favor.

TREASURER'S REPORT

Clerk/Treasure Cole read the following Treasurer's Report

ACCOUNT BALANCES

General Fund	\$ 371,524.70
Water Fund	\$ 198,637.77
Trust & Agency	\$ 21,167.02
Materials Management	\$ 7,585.50
Petty Cash	\$ 90.01
Village Green	\$ 3,886.88
Hardscrabble	\$ 2,704.78
Health Insurance	\$ 14,057.08
Capital Project	\$ 00.00

MONTHLY EXPENSES

General Fund	\$ 131,477.02
Water Fund	\$ 26,634.72
Trust * Agency	\$ 21,167.02
Materials Management	\$ 3,941.66

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

POLICE

Mayor Blundell read the following Police report for the month of November

319 incidents, 88 UTT's, 22 arrests

PLANNING/ZONING

Trustee Trapp read the following Planning/Zoning report

8 building permits, 1 certificate of compliance, 1 complaint, - \$ 810.00 was collected in fees.

Trustee Trapp stated there are several classes coming up for planning. He also spoke to Sam Harkins in regards to the complaint filed from Mr. Douris. 60 fire inspections have been completed.

BARD COLLEGE - Zev Vogleman - President of Student Council of Bard reported on - coordinating an internship program, a monthly newsletter will soon be out and Bard students will coordinate with the Village and Town of Red Hook on E-waste which is on January 16th, 2016

CELEBRATIONS

We celebrated Winterfest on Sunday Dec 6 with carolers, characters, a hayride and the lighting of two trees in Memorial Park. Thank you to Kathy Triebel for helping to organize the event. Sunday December 6 was also the day of the Old Dutch Christmas open house at the Elmendorph Inn. There was music and fresh baked bread and cookies.

MATERIALS MANAGEMENT:

For the month of November, we sold \$3,120.00 in garbage tags and paid out \$1364.03. We had 12.92 tons of garbage and 8.15 tons of single stream recycling.

We will have our annual electronic waste recycling on Saturday, January 16 from 8-12:30 at the Red Hook Recycling Center. Please note this year there will be some minimal charges for disposal of some larger items, please check www.redhookchallenge.org for additional information. This event, as in years past, is run with conjunction with the Red Hook Town, the Conservation Advisory Council, and Bard College Center for Civic Engagement.

WATER

Trustee Zacharzuk reported on the following water report-

During the month of November, the water treatment plant treated 7,314,000 gallons of water at an average daily rate of 243,000 gallons.

During the month of November of 2014 the water treatment plant treated 6,842,000 gallons at an average of 228,000 gallons per day. The water treatment plant used 55 gallons of liquid 12.5% hypochlorite solution at a rate of 1.8 gallons per day. Two representative samples and one raw water sample were collected during the month of November and sent to Smith Environmental Laboratory in Hyde Park, NY. All 3 returned a negative result.

Mayor Blundell provided updated information on the Central Hudson LED program. At any time the Village can back out of the program.

INTERMUNICIPAL TASK FORCE (ITF) RED HOOK INFRASTRUCTURE

1. Red Hook Sewer Project

- a. Meetings were held on the following dates at the Red Hook Village Building. Robert Flores (C.T. Male), Bret Smith (C.T. Male), Ed Blundell and Brent Kovalchik attended.
 - November 6, 2015 – Professor Elias Dueker attended to discuss continued monitoring of the Red Hook Village test wells for the effects of existing sewer treatment systems (septic and cesspools) on the ground water supply and to build a data base for the Saw Kill Watershed.
 - November 6, 2015 – Members of the Bard College Student Government attended to discuss current programs, promotions, events and policies of the College. (Bard College students Zev Fogelman, Hasani Gunn, Shan Tu, Lindsay Dinozzi-Houser, Anirudh Hungund, Madison Lauber attended).
 - November 13, 2015 – Susan Spear (Regional Director) and Sara Reingold (Regional Assistant) from the Office of U.S. Senator Kirsten Gillibrand attended to review the Village's request and qualifications for a U.S. Economic Development Administration Grant Application regarding the proposed Red Hook Sewer Project. Recommendations to advance future NYS Consolidated Funding Application were also discussed.
 - November 20, 2015 – A conference call with Fred Testa (NYSEFC Environmental Project Coordinator) was held to discuss the prescribed 2015 CWSRF Target Service Charge. Based on the 2016 IUP Category D – Hardship Financing Eligibility), the NYSEFC will no longer apply the target service charge of \$837.00/BU for the Village of Red Hook as determined by the 2015 CWSRF IUP (Category A – RHV scored above the funding line). If the Village of Red Hook were to find additional funding to lower the capital cost below the 2015 target service charge, it will not affect the Hardship Eligibility. The Village is required to submit a completed Hardship Application, including a bond resolution, SERP (SEQRA and SHPO) determination and NYS Ag/Markets sign-off by January 20, 2017.

b. SEQRA Determination – Schedule

- November 9, 2015 – RHV Board of Trustees passed a resolution to authorize the Village’s “Intent to be Lead Agent.”
- November 9, 2015 – RHV Board of Trustees approved a motion to set a Public Hearing for the SEQRA EAF for December 14, 2015
- November 10, 2015 – The Village of Red Hook prepared and mailed “Letter of Intent to be Lead Agency” to potentially involved and/or interested parties.
- December 14, 2015 – RHV Board of Trustees will conduct a Public Hearing to listen to public comments regarding the EAF.
- December 14, 2015 – RHV Board of Trustees will review and complete Parts II and Part III (if necessary) of the EAF and consider a “Negative Declaration of No Significant Environmental Impacts.” When Part II is complete, the Lead Agent (RHV) will have identified the relevant environmental areas that may be impacted by the proposed activity.

c. Request for Proposals (RFQ) for Engineering Services

- October 19, 2015 – RHV Board of Trustees authorized the advertisement for an RFQ for Engineering Services.
- October 27, 2015 – RHV advertises for RFQ for Engineering Services.
- November 16, 2015 – Responses to the RFQ for Engineering Services were due by 1:00pm at the RHV Building.
- November 19, 2015 – RHV Board of Trustees reviewed the submitted RFQs and awarded C.T. Male Associates the contract for Engineering Services (Notification of Award).

d. The proposed Village of Red Hook Sewer Project will include the entire Village. The service area, including the collection, distribution and treatment systems will be located in the General Business District and parts of the Neighborhood Mixed Use District. The system will extend from the north end of Old Post Road/North Broadway south to Red Hook Commons/Emporium on South Broadway; and extend from Tower Road west to Linden Avenue on Market Street. The proposed STEP system includes 328.6 BUs (as per the Final Engineering Report of June, 2015) or 277 EDUs (as determined by NYSEFC on 7/20/15). Treatment/collection facilities are proposed to be located, and may incorporate, the existing treatment facilities at Red Hook Commons. The estimated cost, exclusive of the Red Hook Commons land and treatment plant is \$4.9 million (as per the Final Engineering Report of June, 2015).

2. Red Hook Water Project – Phase II

a. Meetings were held on the following dates at the Red Hook Village Building. Robert Flores (C.T. Male), Bret Smith (C.T. Male), Ed Blundell and Brent Kovalchik attended.

- November 6, 2015 – Bids were opened at 1:00pm at the Red Hook Village Building for the Prime General Contract. Eight contractors submitted bids.
 - November 9, 2015 – RHV Board of Trustees awarded the Prime General Contract to Jerson Construction Group, Inc. (Waterford, NY). The contract amount of \$3,045,766.00 included the alternate for 4” flush concrete curbing and excluded the alternate deduction for PVC pipes (ductile iron pipes will be used).
 - i. October 19, 2015 – RHV Board of Trustees awarded Gross Electric the Prime Electric Contract. The contract amount is \$111,787.00.
 - November 13, 2015 – Reviewed procedure for contract signatures and pre-construction meetings with USDA-RD.
- b. Phase II of the Red Hook Village Water Project will provide for improvements to the Village’s water distribution system (water mains, fire hydrants, connectors and street restoration in the Village’s southwest quadrant) and the replacement of the existing elevated tank with a new ground-mounted storage tank to be located at the Firehouse Lane Well Field Site. The project is anticipated to be complete in Spring, 2017.

3. 2015 CDBG

- a. The following is the tentative schedule:
- October 16, 2015 – RHV advertised for Bid proposals.
 - December 18, 2015 – Bid proposals are due by 1:00pm at the Red Hook Village Building.
 - December 18, 2015 – Bid proposals will be opened after 1:00pm at the Red Hook Village Building.
 - January 11, 2016 – Contract is awarded to the lowest, most responsible bidder pending approval of the Dutchess County Department of Planning and Development.
 - April 4, 2016 – Start of construction.
 - August 1, 2016 – Substantial Completion of the 2015 CDBG Project.
- b. The 2015 CDBG award will be used to install new ADA compliant sidewalks in front, and on the east side, of the Red Hook Firehouse. The award will also be used to reconstruct sidewalks on the west side of South Broadway (Colburn’s Laundry and the Dance Center).

4. 2016 CDBG

- a. According to Dutchess County Department of Planning and Development, the Draft Action Plan, including projects that qualify for funding, is anticipated to be released the week of December 14 – 18, 2015.

5. Intermunicipal Task Force

- a. The ITF met on November 6, 12 and 20, 2015 at the Red Hook Town Hall. The following items were discussed:
 - Reviewed comments made at Public Meetings held on October 21 and 29, 2015 regarding the proposed “Historic Structures and Districts” Red Hook Town zoning amendments.
 - Reviewed Bard College’s plans for Montgomery Place with Jim Brudwig.
 - Amended zoning maps of the “Historic Structures and Districts” are being prepared by DCDoP&D.
 - Reviewed properties to determine the effects/restrictions/procedural implications that these properties may be subject to under the proposed “Historic Structures and Districts” zoning amendments.

- b. A “visioning” meeting was held on November 18, 2015 at the Red Hook Town Hall to listen to, and seek public suggestions, regarding the future use of St. Margaret’s.

VILLAGE GREEN COMMITTEE (VGC)

- 1. The current balances of the Village Green Committee’s related budget accounts, as of November 30, 2015, are as follows:
 - Community Beautification – Contractual Expenses (#8510.4)
Balance\$ 3,594.29

 - Shade Tree – Contractual Expenses (#8560.4)
Balance\$ 4,523.15

 - Village Green Committee Checking Account
Balance\$ 3,886.88

- 2. The Village Green Committee met on November 1 and 7, 2015 to plan the Annual Fall Planting Day, locate trees at specified sites and plant trees (re: Village Green Committee – Monthly Report of October, 2015). Over thirty volunteers, including Bard College Students, Boy Scouts (Troop 42), community volunteers and VGC Officers helped plant sixteen trees throughout the Village of Red Hook.

- 3. Jackie Cookingham donated funds for a bench, mounting slab and dedication plaques in memory of her husband and father. The new bench has been installed on the north end of Veterans’ Memorial Park.

- 4. Two bench locations currently remain without dedication plaques (Trustco Bank and the Emporium on South Broadway). Village residents can purchase a plaque for \$125.00. Proceeds from the sale will be used 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.

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

- a. An EDC Meeting was held on November 18, 2015 at the Red Hook Village Building. The following items were discussed:
 - Review presentation of Leon Botstein regarding the future use of Montgomery Place by Bard College.
 - Reviewed the status of the revised Red Hook Business List amendments/updates.
 - Discussed possible future uses of the former CVS on North Broadway in the Village.
 - Discussed the possibility of “solar farming” in the Town of Red Hook.
 - Reviewed the status of the proposed Red Hook Village Sewer Project and solicited “Letters of Support/Testimonials” from various Village business/property owners.

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

- a. There were no CPF/FPAC Meetings held during the month of November, 2015.
- b. The current balance of the CPF as of November 30, 2015 is \$283,897.89.

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

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

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

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

Saw Kill Watershed Community – Monthly Report
November, 2015 – Ed Blundell and Brent Kovalchik – RH Village Board of Trustees Representatives/Members

- a. A Saw Kill Watershed Community Meeting was held on November 30, 2015 at the Red Hook Town Hall. The following items were discussed:
 - Essential activities and activities already in progress.
 - Additional possible near-term activities.
 - Other proposed project activities.
 - Saw Kill Watershed Community Goals.
 - Reviewed activities of the Core, Research, Outreach and Stewardship Subcommittees.
- b. The mission of the Saw Kill Watershed Community is, “Building community through hands-on service, education and advocacy to protect the Saw Kill Watershed and its ecological, recreational and historic resources.”

Red Hook Together – Monthly Report

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

- a. A Red Hook Together Meeting was held on November 17, 2015. The following items were discussed:
 - Bard Student Government; discussed plans for collaboration between the Bard College students and the local Red Hook business/residential communities regarding communication, events and “good neighbor” policies for off-campus students.
 - Tivoli Library; partnering with Murray’s to hold board game events, and are in the process of organizing a talent show.
 - Bard College Center for Civic Engagement; organizing the Martin Luther King Day of Civic Engagement e-waste collection with the Town and Village of Red Hook. This event will take place on January 16, 2016.
 - Historic Red Hook:
 - i. December 8, 2015: Dutch Christmas celebration at the Elmendorph Inn.
 - ii. December 11, 2015: RHACoC and Historic Red Hook Christmas Party at the Elmendorph Inn.
 - Village of Tivoli; hired Crawford and Associates as new Village Engineering firm with C.T. Male Associates back-up/alternate engineering firm.

Libraries Transforming Communities (LTC) – Public Innovators Cohort – Monthly Report
November, 2015 – Brent Kovalchik – RH Village Trustee Representative/Member

- a. The final coaching call conducted by the Harwood Institute was held on November 16, 2015. The call was conducted to determine what actions can happen to realize more of your community’s aspirations.

- b. Members of the American Library Association, Red Hook Library (Erica Freudenberger and Brent Kovalchik), Columbus, Wisconsin and Spokane, Washington Public Libraries conducted a national webinar on December 1, 2015 to present uses and successes of using the tools and techniques learned from the Harwood Institute's Training. The webinar focused on how these three libraries were able to:
- Tap the natural values of their library to contribute to the greater good and bring their communities together;
 - Surface peoples' shared aspirations for their communities through conversations and help bring them to life; and
 - Use that knowledge to create programs and strategies to address challenges people care about and make the community stronger.

HIGHWAY DEPARTMENT

1. The Village Highway Department concluded leaf and brush pick-up on December 11, 2015. Announcements will be posted in Village newsletter and in local papers notifying residents when the Highway Department will resume pick-up in Spring, 2016.
2. The Village's Snow Ordinance is currently in effect from November 1, 2015 through March 31, 2016. No parking is permitted on Village streets from 11:00pm to 6:00am; and on NYS Highways (Route 199 and Route 9) from 2:00am to 6:00am 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 law enforcement agency. Costs associated with vehicle towing and storage will be charged to the vehicle's owner(s).
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 #1-199; 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 \$2.00 per linear foot. This cost will be assessed and collected with the next tax levy (re: RHV Local Law Section 165-4B).
4. The Village received payment on November 30, 2015 from Absolute Auctions and Realty, Inc. for the sale of the surplus leaf vacuum and leaf pusher/plow attachment. The total sales amount of \$320.00 has been deposited and transferred to the Maintenance of Streets – Capital Outlay budget line (#5110.2) and will be used to offset the cost of the new dump truck (scheduled for delivery in February, 2016). (re: RHV Trustees Minutes of 11/9/15, 9/14/15 and 7/30/15).
5. No scrap metal was sold during the month of November, 2015. Total revenue generated for FY2015-2016 is \$453.22. Since inception of the Scrap Metal

Recycling Program in September, 2007, \$18,930.96 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.

REGULAR BUSINESS

RESOLUTION 22-2015

Whereas the Village of Red Hook sits over a valuable aquifer that provides water to village residents, town residents, business owners and farmers; and
Whereas a vibrant village requires a modern infrastructure and the Village of Red Hook desires to promote ecological and economic sustainability; and
Whereas the Village of Red Hook intends to pursue a municipal sewer system in the general business district and contiguous areas as defined in the map of proposed sewer district available at Village Hall (the "project"); and
Whereas; the Village of Red Hook has developed and submitted engineering reports to the New York State Department of Environmental Conservation ("DEC and the New York State Environmental Facilities Corporation ("EFC") for a municipal sewer system serving approximately 130 properties primarily in the general business district, which reports have been approved by those agencies; and
Whereas the Village of Red Hook has been advised that the projected cost of the project will be \$ 4.9 million; and
Whereas, the Village of Red Hook has been granted a zero percent interest loan for in that amount, \$4.9 million, with 30 year term from EFC with a two-year window from July 2015; and
Whereas the Village of Red Hook is still pursuing other grants and offset options to reduce the borrowing needed in order to reduce the capital cost; and
Whereas a full Environmental Assessment Form ("FEAF") for the project dated October 19, 2015, has been prepared on behalf of the Village; and
Whereas, on November 9, 2015, the Village board of Trustees classified the project as a Type I action pursuant to SEQRA and declared its intent to serve as lead agency in a coordinated review of the action, to which no other agency has objected

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the Village of Red Hook hereby declares itself Lead Agency for purposes of SEQRA review.

Mayor Blundell read resolution 22-2015 and made a motion to approve. DM Kovalchik seconded this motion. All were in favor.

Mayor Blundell made a motion to add FEAF to page 2 of said resolution. Trustee Trapp seconded. All were in favor.

Roll Call:

Mayor Blundell	yes
DM Kovalchik	yes
Trustee Trapp	yes
Trustee Norris	yes
Trustee Zacharzuk	yes

County Referrals --239m - Trustee Trapp, at request of the Mayor, gave an overview of the Inter-Municipal Agreement from Dutchess County Planning in regards to referrals and local concern. Said agreement will allow certain matters to be handled locally without submission to County Planning and lists types of referrals that will still go to the county planning. Trustee Trapp read the agreement. Mayor Blundell made a motion to join and authorize to enter into said agreement with Dutchess County Department of Planning (239-m). Trustee Trapp seconded this motion. All were in favor.

Roll Call

Mayor Blundell	yes
DM Kovalchik	yes
Trustee Trapp	yes
Trustee Norris	yes
Trustee Zacharzuk	yes

RESOLUTION 23-2015

Authority to Sign Water Phase II Documents

Mayor Blundell read and reviewed resolution 23-2015 authorizing him to sign Phase II documents.

Whereas, the Village of Red Hook intends to continue its water system upgrades and has awarded the prime general contract to Jersen Construction LLC and the prime electrical contract to Gross Electric, Inc.

Whereas, the process involves receipt and review and signature of contract documents, and

Whereas, by municipal law the Mayor has executive authority.

Be is resolved, that Mayor Ed Blundell is fully authorized to complete and sign requisite document as necessary for the Phase II construction

Roll call

Mayor Blundell	yes
DM Kovalchik	yes
Trustee Trapp	yes
Trustee Norris	yes
Trustee Zacharzuk	yes

Mayor Blundell made a motion to approve resolution 23-2015. Trustee Trapp seconded this motion. All were in favor.

Trustee Norris made a motion to cancel 12-19-15 workshop. Mayor Blundell seconded this motion. All were in favor.

Mayor Blundell stated the A-133 audit from Pattison Koskey cost will be \$ 12,000 and instead of paying through Phase 2 water budget, and related interest, he recommends we convert it to the water operating budget. He made a motion to insert in the water budget a single line F8320.413 and the reduce repair line F83210.47 for \$ 10,482.56. This new line will be continued forward in new budgets. DM Kovalchik seconded this motion. All were in favor.

PUBLIC COMMENTS

George Beekman stated there has not been a co-chair for 6 months on the zoning board. Mayor Blundell made a motion to appoint Eric Cuthell as co-chairman of the zoning board. Trustee Trapp seconded this motion. All were in favor.

Also, George discussed a snow district – have all the intersections cleared back at the adjoining owner’s costs.

Mayor Blundell made a motion to enter into executive session at 8:50 to discuss personnel. Trustee Trapp seconded this motion. All were in favor.

9:15 Mayor Blundell made a motion to reconvene from executive session. Trustee Trapp seconded this motion. All were in favor.

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

DM Kovalchik made a motion to adjourn the meeting at 9:00 PM. Trustee Trapp seconded this motion. All were in favor.

Submitted by,

Cynthia Cole
Clerk/Treasurer