

**VILLAGE OF RED HOOK  
MONTHLY BOARD MEETING  
NOVEMBER 4, 2019**

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

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

Mayor Blundell made a motion to approve minute from October 7<sup>th</sup> and 17<sup>th</sup> with the correction of the spelling of Juliet.

**TREASURER'S REPORT**

Submitted by Clerk/Treasurer Chiarella

**Account Balances**

General	\$ 672,511.56
Water	\$ 86,127.55
T & A	\$ 2,367.16
Petty Cash	\$ 49.05
Village Green	\$ 4,149.92
Hardscrabble	\$ 8,868.37
Health Ins.	\$ 2,367.16
Sewer	\$ 25,382.68
Capital	\$ 00.00

**Reserve Checking Balances (M & T)**

Fire Department	\$ 2,505.50
Police	\$ 12,002.87
USDA	\$ 96,017.69
Highway	\$ 18,169.17

**Monthly Expenses**

General	\$ 177,120.16
Water	\$ 58,345.76
Trust & Agency	\$ 20,385.87
Sewer	\$ 00.00

Mayor Blundell stated we are 5 months into the budget, which is 42% of the year so the Board should review income/expense status to see closeness to 42 %.

DM Kovalchik brought up the DASNY Grant with regard to expenses for repaving the Village Parking Lot. Mayor Blundell pointed out we have the grant from Cahill/DASNY

for \$125,000. We bought the lot years ago with related costs for \$74,000 and have the balance to pay for the improvements. Blundell has been working with DASNY and has a commitment to get the bills paid. But, we pay them up front which is the DM concern since right now the expenses are in the operating budget lines. We are all aware of this and that option was necessary. We did ask the financial team to break it out for clarity. Mayor Blundell will discuss with M. Zagorski.

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

## **RESOLUTION 40-2019**

CENTRAL HUDSON POLE EASEMENT – AUTHORITY TO SIGN  
Trustee Trapp read the following resolution.

Whereas, the Village of Red Hook is a party to the Community Solar Farm Project (Project) that includes the Town of Red Hook and Village of Tivoli;

Whereas this Project includes a lease between the Village and Red Hook CSA, LLC, the developer and operator of the project and

Whereas, the original site design included a connection to the Central Hudson power grid from the west side of the Project and now a connection is needed on the North side, and;

Whereas, the developer has presented initial site maps that show a requirement for replacing one existing Central Hudson pole on Village property and installing one new one approximately 200 feet further in to Village property , and;

Whereas, the Board has reviewed the changes, consulted with our Highway Foreman and sees no negative impact on our use and operation of the old highway garage area or well distribution network. There will be no costs borne by the Village, and;

Whereas, developer is preparing a final site plan and easement request for private poles to connect to the Central Hudson poles but these have been illustrated and presented to the Village Board;

Therefore be it resolved that the Mayor is authorized to sign the Central Hudson easement to enable the change out of one pole and insertion of a new utility owned pole at the designated spot on Village land.

Mayor Blundell made a motion to approve resolution 40-2019. DM Kovalchik seconded this motion. All were in favor.

## **Public Comment**

Lauren Cherry – stated cars don't stop at crosswalks – she and her family are having difficulty crossing especially at the Red Hook Library. DM Kovalchik outlined the history of the crosswalks we have added and our attempts to strengthen the walk-able village. NYS law regulates motorists at the Village cross walks and they are signed with DOT compliant markings. We do have a grant to install self-activated blinking lights for pedestrian safety. Mayor Blundell stated this work is funded and to be done by the DOT and the Police Department has been issuing tickets for not stopping. Mayor Blundell suggested to Ms. Cherry that the most secure crossing is at the main traffic light while we await the insertion of the flashing lights.

**POLICE**

	Village	Town	Tivoli
Incidents: 366	235	128	3
UTT's: 169	96		
Arrests: 18	8	10	

Trustee Trapp questioned calls made in Tivoli, not warranted since Tivoli uses the Sheriff's Department

**BUILDING DEPARTMENT**

Building Permits:	9
Certificates of Occupancy:	0
Certificates of Compliance:	5
Municipal Search:	1
Stop Work Orders:	2
Fire Inspections:	6
Complaints:	1
Inspections:	8

\$ 2,388.60 was collected in fees.

**WATER**

- During the month of October, the water treatment facility treated 5,690,500 total gallons, which is an average of 183,600 gallons per day.
- All bacteriological samples for the month were collected and transported to Smith Environments Laboratory.
- During the month of October, the water treatment plant used 60 gallons of sodium hypochlorite. The average daily use was 1.93 gallons per day.
- There was a large drop in water consumption

**EVENTS**

We had Village Halloween on Saturday, October 26, with chili cook off and Halloween merriment. Next year, Halloween will be on a Saturday, so if you would like to be involved in planning a big Halloween event, please let us know.

Red Hook & The Chocolate Festival was held this past weekend and there was a great turnout. Thank you to Kim Gomez and the Chamber of Commerce for organizing this event.

## **MATERIALS MANAGEMENT**

We sold \$2046 in garbage tags and paid out \$783.85. We had 7.3 tons of garbage and 2.51 tons of recycling: .35 cardboard, 1.21 paper and .95 commingled. Due to global issues our recycling needs to be separated, and alternates every other week with commingled and separated cardboard and paper. Garbage tags may also be purchased at Taste Budd's Café, the amount sold at Taste Budd's to date since August has been \$1200.

### **VILLAGE GREEN COMMITTEE (VGC) OCTOBER, 2019**

1. The current balances of the Village Green Committee's related budget accounts, as of October 31, 2019, are as follows:
  - Community Beautification – Contractual Expenses (#8510.4)  
Balance .....\$ 4,000.00
  - Shade Tree – Contractual Expenses (#8560.4)  
Balance .....\$10,500.00
  - Village Green Committee Checking Account  
Balance .....\$ 4,192.92
  
2. A Village Green Committee Meeting was held on October 26, 2019 in the Red Hook Village Building. David Pearson, Kathy Pearson and Brent Kovalchik attended. The following items were discussed:
  - Reviewed tree site and tree ordered for the Annual Fall Planting Day.
  - Assigned tasks for VGC Officers for the preparation of planting day including: contacting NY Dig Safe, excavating/construction company (volunteer for tree site preparation/digging), team assignments, coordinating with the Village Highway Department for equipment, and volunteer luncheon preparation.

- 12 trees will be planted at locations on Fraleigh Street, Tower Street, South Broadway, Benner Road, Church Street and in Richard Abrahams Memorial Park.
  - The 2019 Annual Fall Planting Day will be on Saturday November 9, 2019. Volunteers will assemble at the Red Hook Village Municipal Parking Lot (Prince Street/South Broadway) at 9:00am for photos and team assignments. A luncheon will be served after planting at the Red Hook Town Hall.
3. The Highway Department will be preparing a list of trees in the Village right-of-ways for removal or pruning. The list will be reviewed by the VGC and approved by the Village Board of Trustees.
  4. Residents and businesses interested in having a tree(s) planted on their adjacent right-of-ways, volunteering for planting days, or donating money for the VGC's community beautification projects, may contact David Pearson, Brent Kovalchik or the Village Clerk.

### **HIGHWAY DEPARTMENT OCTOBER, 2019**

1. The Highway Department will begin leaf pick in early November, 2019 and will continue through the fall as weather permits. Brush will follow once leaf removal is complete. Residents are reminded to place leaves in a row, curbside. The Highway Department will not pick up leaves if they are mixed with brush due to possible equipment damage.
2. The Village's Snow Ordinance is currently in effect from November 1, 2019 through March 31, 2020. No parking is permitted on Village Streets from 11:00pm to 6:00am and on NYS Highways (Route 199 (Market Street) and Route 9 (Broadway)) from 2:00am to 6:00am during the same period (re: Local Law #4 of 6/19/14; Section 190-28A, 190-28B ). When snow and ice removal operations are under way, 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 snowstorm (re: RHV Local Law #1-199; Section 165-1). At the direction of the Village Board of Trustees, the Village Highway Department may 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 #1-199; Section 165-48).

4. Revenue from the sale of scrap metal was received on October 9, 2019 for the amount of \$216.00. Total revenue generated in FY2019-2020 is \$808.00. Since inception of the Scrap Metal Recycling Program in September, 2007, \$29,515.47 has been generated.

Proceeds from this program go toward the purchase of tools and equipment for the Village Highway, Materials Management and Water Departments. Residents and businesses interested in donating scrap metal may contact the Highway Department (845-758-8600) or the Village Clerk's Office (845-758-1081). Highway Department Personnel will assist property owners by picking up scrap metal upon request.

**INTERMUNICIPAL TASK FORCE (ITF)  
RED HOOK INFRASTRUCTURE  
OCTOBER, 2019**

**5. Red Hook Sewer Project**

- a. Meetings were held on October 4, 11, 18 and 26, 2019 in the Red Hook Village Building. Victoria Polidoro (Rodenhausen Chale and Polidoro, LLP), Ed Blundell and Brent Kovalchik attended. The following items were discussed:
  - Sewer Use Law Amendment as requested by DCDOH (8/20/10) to use base septic tank design data to check increase in water usage per property to determine if septic tank size may need to be increased to handle emergency peak flow rates.
  - Eminent Domain proceedings. As of 10/17/19 the initial offering to three property owners, representing five properties expired without acceptance/or comment from each of the property owners. Rodenhausen Chale and Polidoro, LLP will file a petition, on behalf of the Village of Red Hook, with the Supreme Court of Dutchess County, to authorize the Village to file a condemnation map. Eminent Domain proceedings are being conducted with property owners who have not submitted easements for installation of sewer system components and easements for access to properties for maintenance. Eminent Domain proceedings for easements are being made for portions of a property containing the sewer mains only. Property owners who chose not to submit easements will be required to install tanks, grease traps, laterals and pumps during a specified time after initial construction completion at their own expense.
  - C.T. Male submitted a letter, revised plans and a revised Basis of Design Report responding to comments of 8/20/19 to the DCDOH on October 16, 2019.
  - Telephone calls were made on 10/26/19 to DCDOH and NYSDEC to check on the status of their reviews and approvals for the Red Hook Sewer Project. Both regulatory agencies have had completed applications from the Village since April 25, 2018. Telephone calls will continue to be

made until Final Approval is received by the Village from both the DCDOH and NYSDEC.

#### **6. Community Solar Project**

- a. Meetings were held on October 11, 18 and 26, 2019 in the Red Hook Village Building. Tim Econopoly (SunCommon), Ed Blundell and Brent Kovalchik attended. The following items were discussed:
  - Review status of the installation of the Community Solar Project. Final determinations of new pole locations to provide 3-phase electric service have been confirmed by Central Hudson. PV panels have arrived on site, trenching underground electrical lines are near complete, fencing and landscape buffers have been installed.
  - The anticipated schedule to complete the project is as follows:
    - Posts and racking will arrive on 10/28/19 with installation to begin on 10/29/19 weather permitting.
    - 90% of trenching will be complete by 10/28/19.
    - Completion of the installed PV panels on the northern field is expected to be complete by 11/8/19.
    - Wires connecting panels will be pulled by 11/11/19
    - Final installation of southern field is expected to be complete by 11/29/19.
  - The Red Hook Community Solar Project, located at the Village of Red Hook Firehouse Lane Well Field Site in the Town of Red Hook, will contain approximately 9 acres of PV solar panels and provide electrical energy, at a reduced rate, for the Town of Red Hook, Village of Red Hook and Village of Tivoli's municipally owned buildings and facilities. It will also provide electric energy, at reduced rates, for residents who choose to register for the program.

#### **3. Route 9/Old Farm Road Water Main Loop Project**

- a. Meetings were held on October 18 and 26, 2019 in the Red Hook Village Building to review the status of contracts, DCDOH approvals, permits and construction schedule.

The Water Main Loop Project will connect "dead end" water mains to provide more efficient, safer and easily repaired water distribution services to properties along Old Farm Road (Traditions at Red Hook, Ross Property) and South Broadway (Route 9 – north of M&T Bank). The costs associated with the project, including engineering services, filing and construction, will be paid for by private property owner benefitting from Village municipal water connections. Costs for permitting and construction oversight will be provided by the Village of Red Hook.

#### **4. Village of Red Hook Water Distribution System Administrative Services Improvements**

- a. Meetings were held on October 4, 11, 18 and 26, 2019 in the Red Hook Village Building. Robert Flores (Delaware Engineering), Kyle Muller (Delaware Engineering), Fernando Dongo (VRI – RHV Water Operator), Ed Blundell and Brent Kovalchik attended. The following items were discussed:
  - Investigations and methodologies to use “Municipity” software to track, monitor and execute routine maintenance/repairs, billing payments and documentation of work performed and completed.
  - 10 new cell read meter heads, 10 new meters and a new transceiver were ordered in October, 2019. The new transceiver will be able to read both existing radio read meter heads and new installed cell read meter heads.
5. A meeting was held with Rhinebeck Village Trustee Rick Lewit on October 4, 2019 to discuss process, public outreach, scope of work, “Complete Streets” approach to local street improvements and “green” infrastructure employed by the Village of Red Hook’s Water Distribution System Improvement Project. The Village of Rhinebeck is considering similar water infrastructure improvements and may benefit from the Village of Red Hook’s experiences and execution.
6. **Intermunicipal Task Force (ITF)**  
Charlie Laing and Brent Kovalchik – RH Village Representatives/Members
  - a. The Intermunicipal Task Force met on October 4, 11, 18 and 26, 2019 in the Red Hook Town Hall. The following items were discussed:
    - Reviewed the Village of Rhinebeck’s recently implemented regulations regarding Short-Term Rentals (STRs).
    - Reviewed proposed amendments to the Red Hook Town’s Zoning Districts Use Tables regarding STRs in certain Town of Red Hook zoning districts.
    - Reviewed proposed amendments regarding permitting STRs on properties fronting private roads or driveways.
    - Prepared for joint ITF and EDC Committees Public Informational Meeting. The Meeting to hear comments, suggestions and general public input regarding STRs in the Town of Red Hook was held on Wednesday October 30, 2019 in the Red Hook Town Hall.

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

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

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

- a. There were no CPF Advisory Board Meetings held during the month of October, 2019.

- b. The current balance of the Community Preservation Fund, as of October 31, 2019, is \$ 1,504,550.

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

- a. A SKWC Meeting was held on October 16, 2019 at the Mill Road Elementary School. The following items were discussed:
- Shared a recent SKWC project where students, staff and community members taught a series of watershed science activities to over 150 students from Linden Avenue Middle School. Seventh and eighth graders received hands-on, place oriented instruction on the importance of the Saw Kill Creek, a local drinking water source and Hudson River tributary.
  - Members from the NYSDEC’s Hudson River Estuary Program presented “Barrier Connection: Reconnecting Streams in the Saw Kill.” A discussion followed regarding issues surrounding the 10,000 culverts in New York State which act as aquatic barriers that are detrimental to both fish and human communities.

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

- a. A NDA Meeting was held on October 4, 2019 in the Red Hook Village Building. The following items were discussed:
- Review and consideration to hire Planning 4 Places, LLC to study the impact, benefits and to access Short-Term Rentals in Northern Dutchess County.

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

- a. A LWRP Working Group Meeting was held on October 15, 2019 in the Red Hook Town Hall. The following items were discussed:
- Reviewed memo from John Nolan (Pace University of 10/9/19) and Wint Aldrich regarding the west border of the Town of Red Hook within the Hudson River.
  - Reviewed 1807 deed of Montgomery Place regarding underwater lands within the Hudson River.
  - Reviewed the new requirements from the NYSDOS to produce a Harbor Management Plan for inclusion in the amended LWRP. This requirement is an additional amendment not included in the original scope of work as

described in the RHT grant application submitted to NYSDOS and awarded to fund the LWRP updates and amendments.

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

- a. The RHV – ZRC met on October 4, 11, 18 and 25, 2019 in the Red Hook Village Building. The following items were discussed:
  - Review revisions of 9/27/19 regarding existing single family, two family and multi-family residences in the proposed General Business (GB) District zoning law amendments.
  - Review Section 200-19 of Supplemental Regulations regarding apartments.
  - Review Section 200-38 regarding signs.
- b. Submitted a description of amended boundaries of the GB District and Neighborhood Mixed Use District, proposed zoning map amendments, and provisions for existing single family, two family and multi-family dwelling units in the GB District to Rodenhausen Chale and Polidoro, LLP for review and comment on October 18, 2019.

The proposed zoning map amendments recommend the expansion of the boundaries of the General Business District to include portions of the R10,000 District along West Market Street (from Graves Street to Cherry Street) and the incorporation of the existing Highway Business District in the General Business District. The RHV-ZRC also recommends that the Neighborhood Mixed Use District be expanded (from Fraleigh Street to Amherst Drive) including a property on Fisk Street (adjacent to the Light Industrial Business District).

## **REGULAR BUSINESS**

LED Street Lights – update – Mayor Blundell reported that we still have not heard specifics about who will maintain the lights so we have not taken further steps. Recent talks with NYPA indicated it was likely the bid for maintenance would go to a firm in Brooklyn. This seems to far away and is not really an option. LED's need less service but it's long way to Brooklyn and back. Central Hudson has been aggressively changing our old lights to LED but we still have the high rental fee per arm/light unit.

Highway post driver – Highway Foreman is requesting a self-powered sign post driver – for about \$3,000. Mayor Blundell stated the Town has one which he feels we could use under the Shared Services Agreement. The Board is not in favor of purchasing a sign post driver at this time.

## **ZRC – Update**

GBD – Highway Business changes – 19 properties are situated between the current GBD and the Highway Business District. The plan is to convert this area to GBD and shift Highway Business to GBD as well. The Village will no longer have Highway Business as a zone, which will be a good development. The single – multiple family homes in the R-10,000 section will be protected with revisions. New zoning map will be updated also so the Board can move forward.

Mayor Blundell made a motion to schedule a Public Hearing for the new zoning map on December 9<sup>th</sup> at 7:00 pm. DM Kovalchik seconded this motion. All were in favor.

## **FINANCIALS**

### **Resolution 41-2019**

#### **CREATE BUDGET MODIFICATION FOR REPLACEMENT POLICE CAR PURCHASE**

Whereas, the Village of Red Hook was paid by NYMIR \$35,510, on April 22, 2019 for a total loss settlement for the 2017 police car; net deductible and retained salvage value, and

Whereas this revenue was booked to the Insurance Recovery line in Fiscal Year 2018-2019 and the replacement car was ordered in that Fiscal Year under applicable state contract price options, and

Whereas the replacement car was delivered and was billed for in the subsequent Fiscal Year 2019-2020, on September 26, 2019, in the amount of \$37,275.92 and the money needs to be paid.

Whereas, we need a method to best monitor budget lines and not confuse one-time expenses with routine police vehicle costs;

Whereas, the insurance recovery revenue was carried as fund balance from last Fiscal Year to the current Fiscal Year.

Therefore be it resolved that the police vehicle replacement expense be allocated to a fund balance transaction in the amount of \$37,295.92 and the Treasurer is authorized to make the payment and requisite budget modifications.

Mayor Blundell made a motion to approve resolution 41-2019 as presented. Trustee Trapp seconded this motion. All were in favor.

Mayor Blundell made a motion to enter into agreement (renewal) with Dutchess County Workman's Compensation for employees for 2020. Trustee Norris seconded this motion. All were in favor.

Water Loop: Mayor updated the Board, stating the Baright/Ross water contracts are still in the process of discussions and will be bill at a rate of 1.525 % above the current Village rate. The wording is really done but being fine-tuned.  
DOH made some comments back to the engineer for the developers.

Water Department Admin update: Mayor Blundell has been meeting with several banks in regards to accepting credit cards that work with our tax and water programs.  
Clerk/Treasurer has suggested increasing the water penalty from 5 % to 10 % and allow 30 days to pay.

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

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

Submitted by,

Cynthia Chiarella  
Cler/Treasurer