

**VILLAGE OF RED HOOK
MONTHLY BOARD MEETING
MARCH 9, 2020**

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

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

Mayor Blundell left a blank page in memory of William (Bill) Crane a long time Village resident.

Mayor Blundell made a motion to approve minutes from February 10th, 20th, and 27th. Trustee Trapp seconded this motion. All were in favor.

2020 Census - Presentation given by John Penny

Mr Penny stated Census forms will be mailed to every home address. The preferred way to submit your census form is web based (email) but may also be submitted via phone or mail. The last census was 10 years ago and accurate numbers are important to communities for grants and local support. Currently the census provides \$675 billion and supports 132 programs. Communities that are undercounted will be hurt. March is the first mailing and all information is confidential. The census also needs workers and starting hourly wage is \$ 23.00.

* Mayor Blundell stated there recently had been a celebration of Eagle Scout for two local young men, Jordon Budd and Christopher Donahue.

TREASURER'S REPORT - Submitted by Clerk/Treasurer Chiarella

Account Balances

GENERAL FUND	\$ 168,660.13
WATER FUND	\$ 66,136.61
TRUST & AGENCY	\$ 18,667.03
PETTY CASH	\$ 71.36
VILLAGE GREEN	\$ 4,149.92
HARDSCRABBLE	\$ 4,243.11
HEALTH INSURANCE	\$ 6,325.56
SEWER FUND	\$ 30,260.00
CAPITAL PROJECTS	\$ 00.00

Reserve Checking Balances

FIRE DEPARTMENT (M&T)	\$ 5,018.50
POLICE (M&T)	\$ 14,540.86
USDA (M&T)	\$ 110,420.74
HIGHWAY (M&T)	\$ 20,723.68
SNOW RESERVE (M&T)	\$ 3,265.49
TOWER RESERVE (M&T)	\$ 17,700.63
UNEMPLOYMENT (M&T)	\$ 4,541.43
COURT RESERVE (M&T)	\$ 3,296.63
OFFICE RESERVE (M&T)	\$ 971.95

Monthly Expenses

GENERAL FUND	\$ 108,034.62
WATER FUND	\$ 31,780.43
TRUST & AGENCY	\$ 18,667.03
SEWER	\$ 6,771.75

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

Mayor Blundell stated Treasurer Chiarella submitted income of approximately \$ 402,000 to come in for the currently fiscal year.

POLICE

	Total	Village	Town	Tivoli
Incidents	428	321	103	4
UTT's	87	57	3	
Arrests	6	3	3	

Mayor Blundell stated the police union contract has start negotiations.

PLANNING/ZONING

Building Permits	1
Certificates of Occupancy	0
Municipal Searches	3
Orders to Remedy	0
Stop Work Orders	3
Court Appearances	0
Fire Inspections	22
Complaints	1

\$ 1,100 was collected in fees.

EVENTS

Our annual Egg Scramble will be Saturday, April 4 at the Linden Avenue Middle School lawn from 11-1:30 with basket raffles, crafts and face painting and egg hunt at noon. An adaptive egg hunt will be run by the Red Hook Public Library at 1:00.

Apple Blossom Day will be Saturday, May 9. This annual festival is run by the Red Hook Rotary please contact them for more information on becoming a vendor.

Hardscrabble Day will be Saturday, September 12. Please note this is a change from the usual 3rd Saturday of September. We are working on making another great festival, and are always looking for volunteers. Please contact us if you would like to join the crew!

MATERIALS MANAGEMENT

For the month of February, we sold \$2349 in garbage tags and paid out \$671.01. We had 6.13 tons of garbage and 2.8 tons of recycling: 1.13 commingled, .61 cardboard, and 1.06 paper.

WATER

- During the month of February the water treatment facility treated 6,960,300 total gallons, which is an average of 240,000 gallons per day.
- During the month of February, the water treatment plant used 83 gallons of sodium hypochlorite. The average daily use was 2.86 gallons per day.

Trustee Laing stated water consumption is still high. An email from Fernando Dongo states there may be a meter incorrectly reading usage.

Town of Red Hook Zoning Review Committee (RHT – ZRC) – Monthly Report
February, 2020 – Brent Kovalchik – RH Village Representative/Member

- a. There were no RHT – ZRC Meetings held during the month of February, 2020.

Community Preservation Fund (CPF) Advisory Board – Monthly Report
February, 2020 – Brent Kovalchik – RH Village Representative/Member

- a. There were no CPF Advisory Board Meetings held during the month of February, 2020.
- b. The current balance of the Community Preservation Fund, as of February 29, 2020, is \$1,357,721.18.

Saw Kill Watershed Community (SKWC) – Monthly Report

February, 2020 – Brent Kovalchik – RH Village Board of Trustees Representative/Member

- a. A SKWC Meeting was held on February 19, 2020 in the Elmendorph Inn. Discussions centered on the role that community science plays in environmental decision making. The discussion was led by Emily White, visiting research associate at Bard College with the Center for the Study of Land, Air and Water and research associate at Hudsonia.

Town of Red Hook Local Waterfront Revitalization Program (LWRP) Working Group – Monthly Report
February, 2020 – Brent Kovalchik – RH Village Representative/Member

- a. A LWRP Working Group Meeting was held on February 18, 2020 in the Red Hook Town Hall. The following items were reviewed:
 - NYSDOS Coastal Management Program State Coastal Policies of 6/17.
 - Policy 1: Restore, Revitalize, and Redevelop deteriorated and underutilized waterfront areas for commercial, industrial, cultural, recreational, and other compatible uses.
 - Policy 1A: Encourage Growth of the tourism sector of the Town economy through (1) preservation, enhancement and/or appropriate reuse of areas structures within the Waterfront Revitalization Area/Historic Shoreline Scenic District and (2) taking steps to inform the public of existing areas.
 - Policy 2: Facilitate the siting of water dependent uses and facilities on or adjacent to coastal waters.

Northern Dutchess Alliance (NDA) Executive Committee – Monthly Report
February, 2020 – Brent Kovalchik – Local Government Representative

- a. A NDA Executive Committee Meeting was held on February 7, 2020 in the Red Hook Village Building. The following items were discussed:
 - Review the list of attendees for the NDA Annual Breakfast and Awards Ceremony.
 - Discussed the NDA Short-Term Rental Assessment and local municipal concerns, motives and public comments regarding STRs.
- b. The NDA Annual Breakfast and Awards Ceremony was held on February 26, 2020 at the Beekman Arms in Rhinebeck, NY. The following were presented:
 - “Short-Term Rentals – An Assessment of Northern Dutchess” presented by James Levy (Principal, Planning 4 Places).
 - Commitment to Community Award presented to Nancy Kelly (Rhinebeck Town Historian).

- Charting Our Course Awards presented to Brad Kendall (DC Clerk), Dr. William P. Tatum III (DC Historian) and Craig Marshall (Chair, DC Historical Society Vice President Program).

Village of Red Hook Zoning Review Committee (RHV – ZRC) – Monthly Report
February, 2020 – Ray Towle, Larissa Delango, Jay Trapp and Brent Kovalchik –
Members

- RHV – ZRC Meetings were held on February 7 and 28, 2020 in the Red Hook Village Building. The following items were reviewed:
 - Reviewed, revised and proposed amendments to Article V, Section 200-38 (Signs and Billboards) of the Supplemental Regulations. Proposed amendments to Article II, Section 200-5 (Definitions) were also discussed.
- A Public Hearing was held on February 10, 2020 to hear all interested parties on the Proposed Law #1-2020 entitled “A Local Law to Amend the Official Zoning Map of the Village of Red Hook and Make Other Associated Changes.” The Public Hearing is still open and written comments are still being accepted.

The proposed Local Law amends the Zoning Map to eliminate the Highway Business (HB) District, extends the General Business (GB) District east along Route 199 (East Market Street), and extends the Neighborhood Mixed Use (NMU) District south along Route 9 (South Broadway) and a section of Fisk Street. Existing residential uses within the General Business District may continue as conforming uses. The text of the Zoning Law is proposed to be amended to be consistent with the Zoning Map.

**HIGHWAY DEPARTMENT
FEBRUARY, 2020**

- The Village’s Snow Ordinance is currently in effect 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 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).
- 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: Local Law #1-199, Section 165-1). At the direction of the Village Board of Trustees, the Village Highway Department may remove snow and 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: Local Law #1-199; Section 165-48).

3. The Village Board of Trustees is considering purchasing tools and equipment for the Village Highway, Water and Materials Management Department for the FY2020-2021.
4. Revenue from the sale of scrap metal was received on 1/29/20 for the amount of \$346.40. Total revenue generated in FY2019-2020 is \$1,899.15. Since inception of the Scrap Metal Recycling Program in September, 2007, \$30,606.62 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 may contact the Highway Department (845-758-8600) or the Village Clerk (845-758-1081). Highway Department personnel will assist property owners by picking up scrap metal upon request.

**INTERMUNICIPAL TASK FORCE (ITF)
RED HOOK INFRASTRUCTURE
FEBRUARY, 2020**

5. Red Hook Sewer Project

- a. Meetings were held on February 7, 14, 21 and 28, 2020 in the Red Hook Village Building. Victoria Polidoro (Rodenhausen, Chale and Polidoro, LLP), Ed Blundell and Brent Kovalchik attended. The following items were discussed:
 - Reviewed easements for accuracy.
 - Reviewed status of eminent domain proceedings on four properties on East Market Street. Discussed design alternates, additional project cost implications and additional regulatory approvals that may be necessary to settle agreements with property owners.
 - The Village of Red Hook submitted an application to the NYSDEC for the State Pollutant Discharge Elimination System (SPDES) permit for the proposed transfer and modification of the Red Hook Commons WWTP Facility. The "Notice of Complete Application" was published in the Poughkeepsie Journal and NYSDEC Environmental Notice Bulletin (ENB) in the week of 2/3/20. Public comments could be submitted to the NYSDEC through the week through 3/2/20. Once the NYSDEC reviews and responds to the comments, final approval of the application will be granted.
 - On February 21, 2020, Ron Miller of the DCDOH delivered approved Plans, Specifications and the Basis of Design Report to the Village of

Red Hook. Mayor Blundell signed the documents (approved by DCDOH on 2/20/20) on 2/21/20.

- Reviewed and discussed the anticipated Project Time-Line with Kathryn Serra (C.T. Male Assoc. – via telephone conference call) on 2/28/20. The Time-Line is as follows:
 - Final NYSDEC approval: Assume early April, 2020.
 - Bids to be advertised in late April.
 - Bid Period, Open Bids and award contracts: July/August.
 - Start Construction: September, 2020
 - Substantial Completion: December, 2021.
 - Final Completion: May, 2022.

6. Route 9/Old Farm Road Water Main Loop Project

- a. Meetings were held on February 7, 14 and 28, 2020 in the Red Hook Village Building. Richard Ross (Red Hook Land Corp.), Ed Blundell and Brent Kovalchik attended. The following items were discussed:
 - Review status of DCDOH approvals, contractual agreements and easements between the Village of Red Hook and participating property owners.

The Water Loop Project will connect “dead end” water mains to provide more efficient, safe and easily maintained water distribution services to properties along Old Farm Road. The costs associated with the project, including engineering services and construction, will be paid by private property owners benefitting from Village water connections. Costs for permitting and construction oversight by RH Village Engineers will be paid by the Village of Red Hook.

7. Village of Red Hook Distribution Systems and Administrative Services Improvement Project

- a. Meetings were held on February 7, 14 and 21, 2020. Kyle Muller (Delaware Engineering), Ed Blundell and Brent Kovalchik attended. The following items were discussed:
 - Reviewed past billing for accuracy and completeness.
 - Reviewed list of meter malfunctions and repairs.
 - Preparation of a hydrant flushing and valve exercising schedule.

8. Intermunicipal Task Force (ITF)

Charlie Laing and Brent Kovalchik – RH Village Representative/Members

- a. The ITF met on February 7, 14 and 28, 2020 in the Red Hook Town Hall. The following items were discussed:
 - Reviewed/discussed the proposed amendments to the Town of Red Hook Zoning Law to permit Short-Term Rentals (STRs) in certain Town Zoning Districts.

- Meet with Red Hook Town Planner, Michele Greig, to review Residential Accessory Use Charts for Class I, Class II and Class III STRs (2/27/20) and Short Term Rentals: Annual Operating Permit (AOP) of 2/27/20.

**VILLAGE GREEN COMMITTEE (VGC)
FEBRUARY, 2020**

9. The current balances of the Village Green Committee’s related budget accounts, as of February 29, 2020, are as follows:

- Community Beautification – Contractual Expenses (#8510.4)
Balance\$ 2,672.74
- Shade Tree – Contractual Expenses (#8560.4)
Balance\$ 1,500.00
- Village Green Committee Checking Account
Balance\$ 4,192.82

10. A Village Green Committee Meeting was held on February 29, 2020 in the Red Hook Village Building. David Pearson and Brent Kovalchik attended. The following items were discussed:

- Preliminary preparation for the Annual Spring Planting and Arbor Day Celebration. Tree planting sites were suggested on the following streets:
 - Fraleigh Street
 - North Broadway
 - Fisk Street
 - Park Avenue
 - Old Post Road
 - Church Street

11. Residents and businesses interested in having a tree(s) planted on their adjacent right-of-ways, volunteering for planting days, or making a donation to support the VGC’s various community beautification projects, may contact David Pearson, Brent Kovalchik or the Village Clerk.

RESOLUTION 6-2020

Resolution to Set Public Hearing – 2020-2021 Tax Cap Over-Ride

Whereas the Village of Red Hook budget for fiscal year 2020-21 is to be presented in Public Hearing prior to adoption;
 Whereas the tentative version of the budget will be presented to the Clerk and Board members within the requisite time frame;
 Whereas the next monthly meeting of the Village Board is April 13, 2020;
 Therefore be it resolved the Village Board will schedule a public hearing on the tentative budget on April 13, 2020 at 7:15 pm; and the Clerk will publish notice in the Kingston Freeman.

Mayor Blundell made a motion to approve resolution 6-2020. Trustee Trapp seconded this motion. All were in favor.

RESOLUTION 7-2020

Set Public Hearing for the 2020-2021 budget

Whereas the Village of Red Hook budget for fiscal year 2020-2021 is to be presented in Public Hearing prior to adoption;

Whereas the tentative version of the budget will be presented to the Clerk and Board members within the requisite time frame;

Whereas the next monthly meeting of the Village Board is April 13, 2020;

Therefore be it resolved the Village Board will schedule a public hearing on the budget on April 13, 2020 at 7:15 pm; and the Clerk will publish notice in the Kingston Freeman

Mayor Blundell made a motion to approve Resolution 7-2020. DM Kovalchik seconded this motion. All were in favor.

Mayor Blundell made a motion to authorize the 2016 Ford Interceptor, which was totaled in a crash in 2018, as surplus. Trustee Trapp seconded this motion. All were in favor.

Mayor Blundell stated the sign ordinance is being reviewed and modified. Complaints about particular signs are not being enforced.

Zoning revisions – 239m was submitted to Dutchess County with no response yet. Zoning definitions have been updated. DM Kovalchik stated the NMU was revised and SEQRA should be reviewed by an Attorney.

Air B & B short term rentals are also being discussed.

RESOLUTION 8-2020 – VPS

VILLAGE BOARD MEETING MARCH 9, 2020

Authority to Sign VPS On-Line Payment Documents

Mayor Blundell made a motion, seconded by Trustee DM Kovalchik

Whereas, the Village of Red Hook intends to continue steps to modernize and offer payment options to it's residents and customers; and

Whereas, the Village has no current ability to accept on-line payments for water bills, tax bills nor any ability to take credit card payments for garbage tags; and

Whereas, the Village works with Software Consulting Associates (SCA), a local company, with our tax billing and water billing software written and managed by SCA:
and

Whereas, SCA has a sister company Verified Payment Systems (VPS) that coordinates and manages direct payment and direct book-keeping access to SCA; and

Whereas, Village staff will have reports, control and review of the billing process with access to our residents via our website, and

Whereas, the Village Attorney has reviewed the documents and approved same, and

Whereas, VPS offers links to SCA that will reduce internal staff time, will offer our residents a voluntary method to pay bills and will not cost the village any direct charges, and

Whereas, by municipal law the Mayor has executive authority.

be it resolved, that Mayor Ed Blundell is fully authorized to complete and sign requisite documents as necessary for the project to continue. The Treasurer and staff will begin steps to set up the links on the Village's website and work with SCA and VPS to establish the program.

Mayor Blundell made a motion to approve Resolution 8-2020. DM Kovalchik seconded this motion. All were in favor.

RESOLUTION 9-2020

Mayor Blundell made a motion authorizing him to sign an extension agreement with DCCIT & BEAT for Police Training. DM Kovalchik seconded this motion. All were in favor.

RESOLUTION 10-2020 – Salisbury Bank

CHIPS 2019 – 2020

FUNDING STATEMENT WITH RESOLUTION – Line of Credit and Reimbursement

Whereas the Village of Red Hook is eligible for NYS CHIPS funds to upgrade and improve it's streets and related infrastructure and complied with purchasing standards; and

Whereas, the village selected appropriate contractors and suppliers who completed street and drainage improvement projects as capital improvements eligible for CHIPS reimbursement with costs of approximately \$81,000; and

Whereas, the Village utilizes its Highway Department to coordinate the projects but the major contractual costs are charged against cash flow to await reimbursement, creating a cash flow restriction; and

Whereas, the CHIPS program utilizes a reimbursement methodology and the Village has incurred the costs, paid the contractors and submitted our request to CHIPS; and

Whereas the Village also has a line of credit with Salisbury Bank at 3% interest;

Therefore, be it resolved the village Treasurer is authorized to utilize the line of credit from Salisbury Bank to cover the costs submitted to CHIPS. The Mayor and/or Treasurer are authorized to exercise the line of credit up to the amount of the installation and materials costs, up to \$80,000. With line of credit option utilized, the Village will use reimbursement receipt amounts to pay down the line of credit accordingly and reduce the amount borrowed from Salisbury Bank to a \$0 balance for this activity.

Mayor Blundell made a motion to approve resolution 10-2020. DM Kovalchik seconded this motion. All were in favor.

PUBLIC COMMENT

George Beekman stated Air B & B is not in the current Village code and should be in R20,000.

Mayor Blundell 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 8:25. Mayor Blundell seconded this motion. All were in favor.

Submitted by,

Cynthia Chiarella
Clerk/Treasurer