

**VILLAGE OF RED HOOK
VILLAGE BOARD MEETING
October 18, 2021**

Present: Mayor Karen Smythe, Deputy Mayor Bent Kovalchik, Trustee Melkorka Kjarval, Trustee Charles Laing and Acting Village Clerk Lara Hart.

Mayor Smythe opened the Village Board meeting at 7:00pm with the Pledge of Allegiance.

Mayor Smythe said there would be a change in order of the Agenda to swear-in Judge Thomas Mansfield before the Department Committee Reports.

The Hon. Jonah Triebwasser was present and performed the swearing-in ceremony of Judge Thomas Mansfield as Associate Justice of the Village of Red Hook.

Mayor Smythe made a motion to approve the Village Board meeting minutes dated September 13, 2021. Motion seconded by Deputy Mayor Kovalchik. All in favor. Motion approved.

DEPARTMENT COMMITTEE REPORTS:

TREASURER'S REPORT

Read by Village Treasurer Ray Towle

ACCOUNT BALANCES:

GENERAL FUND	\$ 1,023,124.52
WATER FUND	\$ 117,084.71
TRUST & AGENCY	\$ 22,391.84
PETTY CASH	\$ 14.79
VILLAGE GREEN	\$ 4,652.92
HARDSCRABBLE	\$ 8,841.67
HEALTH INSURANCE	\$ 4,486.47
SEWER FUND	\$ 11,114.72

RESERVE CHECKING BALANCES:

FIRE DEPARTMENT (M&T)	\$ 5,033.30
POLICE (M&T)	\$ 14,585.06
USDA (M&T)	\$ 134,032.35
HIGHWAY (M&T)	\$ 30,581.91
SNOW RESERVE (M&T)	\$ 3,279.50
TOWER RESERVE (M&T)	\$ 17,711.42
UNEMPLOYMENT (M&T)	\$ 4,544.14
COURT RESERVE (M&T)	\$ 3,298.59
OFFICE RESERVE (M&T)	\$ 972.52

MONTHLY EXPENSES:

GENERAL FUND \$ 177,419.43

Treasurer Towle said there was a payment made for the paving of Ludlow & Fisk Streets which is expected to be reimbursed from the CHIPS Program.

WATER FUND \$ 43,514.17

TRUST & AGENCY \$ 3,559.92

SEWER \$ 7,149.28

Mayor Smythe made a motion to approve the Treasurer’s report as submitted by the Village Treasurer. Motion seconded by Deputy Mayor Kovalchik. All in favor. Motion approved.

POLICE

Mayor Smythe read the Police Report as follows:

	<i>Village of Red Hook</i>	<i>Town of Red Hook</i>	<i>Tivoli</i>
Incidents: 308	213	92	3
UTT’s: 19	9	10	
Arrests: 3	2	1	

Mayor Smythe announced that the Police Department body cameras have arrived and are running and officers are being trained.

PLANNING AND ZONING

Clerk Hart read the reports as follows:

Building Permits:	9
Certificates of Occupancy:	0
Certificates of Compliance:	8
Municipal Searches:	5
Complaints:	0
Order to Remedy:	0
Fire Inspections:	3

\$2,450.00 was collected in fees.

Deputy Mayor Kovalchik read his reports as follows:

**VILLAGE OF RED HOOK
VILLAGE GREEN COMMITTEE (VGC)
MONTHLY REPORT
September, 2021**

1. The current balances of the Village Green Committee’s related budget accounts, as of September 30, 2021, are as follows:

- Community Beautification – Contractual Expenses (#8510.4)
Balance\$ 4,000.00
- Shade Tree – Contractual Expenses (#8560.4)
Balance\$
- Village Green Committee Checking Account
Balance\$ 4,652.92

2. There were no Village Green Committee Meetings held during the month of September, 2021.
3. Preparations, including tree species and site selections, are currently underway in preparation for the 2021 Annual Fall Planting Day. An early November, 2021 Saturday is anticipated. The specific date will be determined by the tree delivery date. Further information will be provided to the VGC Officers and volunteers when available. Currently, nine trees at four sites have been confirmed. Sites are located on Garden Street, Fraleigh Street, Amherst Road & Abrahams Park.
4. Residents and businesses interested in having a tree(s) planted on their adjacent Village and/or State 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.

**VILLAGE OF RED HOOK
HIGHWAY DEPARTMENT
MONTHLY REPORT
SEPTEMBER, 2021**

1. The Village Highway Department is currently picking up brush during the first and third week of the month (weather and schedule permitting).

Residents are reminded to place lawn debris, leaves, and brush in separate piles curbside and not in the road. Please limit the size of brush piles to 6’ x 6’ x 6’ with tree branches no larger than 6” in diameter. Brush that includes tree trunks, stumps, garbage, or construction debris will not be picked up. Neighbors are encouraged to share a brush pile. This will make pick-up easier and quicker. Please limit individual household brush piles or shared brush piles to one per pick-up date.

* Mayor Smythe reminded residents to keep brush and leaf piles separated

2. Estimates are forthcoming for equipment rental and services to grind/chip accumulated/stored brush from monthly brush pick-ups. Costs will be deducted from the General Fund Budget Lines: Landfill (#5110.0) and Maintenance of Streets – Misc. (#5110.43).
3. No revenue was received for the sale of scrap metal during the month of September, 2021. Total revenue generated from the sale of scrap metal in FY2021-2022 is \$1,785.40. Since inception of the Scrap Metal Recycling Program in September, 2007, \$38,077.71 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 Village 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
MONTHLY REPORT
SEPTEMBER, 2021**

1. Red Hook Sewer Project

- a. Meetings were held on September 3, 10, 17, 24, and 30, 2021 at the Red Hook Village Building and via telephone conference call. Kathryn Serra (C.T. Male Associates), Karen Smythe, and Brent Kovalchik participated. The following items were discussed:
 - The Prime General Contractor (Carver Construction, Inc.) and Prime Electrical Contractor (Sausto Contracting, Inc.) reviewed and submitted contracts/agreements. C.T. Male forwarded contracts to USDA-RD. USDA-RD (John Helgrin – USDA-RD State Engineer/State Environmental Coordinator) issued a Contract Concurrence Notification on September 17, 2021 (re: RUS Bulletin 1780-26 Exh. I.).
 - Reviewed, signed, and submitted MWBE Utilization Plan and Waivers to the NYS EFC on 8/19/21. NYS EFC's approval is forthcoming.
 - USDA-RD is amending the "Letter of Conditions (LOC)" to reflect current project budget and allocation of expenses. Receipt of LOC is forthcoming from USDA-RD.
 - A Pre-Construction Meeting has been scheduled with Carver Construction, Inc. (Prime General Contractor) on October 8, 2021, to review project schedule, terms of contract, and coordination with Village Officials and Departments.

- Submittals on the system components are being submitted and reviewed by C.T. Male Associates (tanks, pumps, WWTP, pipes, etc.).
- Reviewed invoicing from Rodenhausen Chale and Polidoro, LLP and C.T. Male Associates regarding preparation of USDA-RD Form E review and approval.
- Discussed holding weekly meetings during construction with the Project Inspector from C.T. Male and monthly meetings with the contractors to review status of project and resolve issues that may arise.
- Discussed interruption of sewer operations of residential and business properties during construction. There will be “zero interruption” in sewer service during construction. The Prime General Contractor will provide temporary holding facilities during change out of tanks to provide continuing sewer operations during construction.
- The official start of construction of the Red Hook Sewer Project will be November 15, 2021 (recently changed from Nov. 1st). Substantial Completion is scheduled for November, 2022 with Final Completion anticipated on December, 2022.

2. Village of Red Hook Water Distribution/Treatment System Maintenance and Improvement Project

- a. The NYS Governor’s Office announced the applications for the NYS EFC DWSRF WIIA Grant are due by November 22, 2021. The Village will submit a revised Engineering Report, SEQR Determination, and Bond Resolution. Items requested for grant funding include: repainting the Tower Street Elevated Water Storage Tank, improving the RHT/RHV Water Interconnect on Willowbrook Lane, repair/replace various gooseneck connections from water mains to residential and business property service lines, valve repair and replacements, site restoration, improvements to the water treatment plant control systems, and surveys of existing water mains and locations of all valves and hydrants in the Village of Red Hook Water System (including all properties in the Town that are receiving water service from the Village).
 - Delaware Engineering is preparing maps including information on water mains, hydrants, and valves for all locations receiving water service from the Village. A comprehensive water/highway/sewer system maintenance spreadsheet is also being prepared. Valve exercising, hydrant flushing, street sweeping, stop bar/road markings, catch basin cleaning, tank and grease trap pumping, and pump inspections will be included.

3. Intermunicipal Task Force (ITF)

Charlie Laing and Brent Kovalchik – RH Village Representatives/Members

- a. There were no ITF Meetings held during the month of September, 2021.
- b. Deliberations and public comments are being conducted by the Red Hook Town Board regarding the ITF and EDC recommendations.

Mayor Smythe advised that regarding the Sewer Project the Village is in the process of getting a ground breaking date which should be held some time in November and that the Village will be holding an information session for residents who live in the sewer district to share more detailed information. Mayor Smythe encouraged anyone to reach out to the Village Hall with any questions on the sewer project.

Town of Red Hook Zoning Review Committee (RHT – ZRC) – Monthly Report
September, 2021 – Brent Kovalchik – RH Village Representative/Member

- a. There were no RHT – ZRC Meetings held during the month of September, 2021.

Community Preservation Fund (CPF) Advisory Board – Monthly Report
September, 2021 – Brent Kovalchik – RH Village Representative/Member

- a. There were no CPF Advisory Board Meetings held during the month of September, 2021.
- b. The current balance of the Community Preservation Fund, as of September 30, 2021, is \$2,458,288.45.

Northern Dutchess Alliance (NDA) Executive Committee – Monthly Report
September, 2021 – Brent Kovalchik – Local Government Representative

- a. There were no NDA Executive Committee Meetings held during the month of September, 2021.

Saw Kill Watershed Community (SKWC) – Monthly Report
September, 2021 – Brent Kovalchik – RH Village Board of Trustees Representative

- a. There were no SKWC Meetings held during the month of September, 2021.

Town of Red Hook Local Waterfront Revitalization Program (LWRP) Working Group – Monthly Report
September, 2021 – Brent Kovalchik – RH Village Representative/Member

- a. The LWRP Working Group met, via Zoom, on September 23, 2021. The following items were discussed:
 - The NYS DOS has accepted the LWRP Working Group's responses to comments regarding the proposed amendments and maps of the Town of Red Hook's LWRP.
 - Reviewed survey to Town and Village residents requesting input/suggestions to be considered by the Working Group including: active and passive recreational amenities on along the Hudson River Waterfront, upgrades

- regarding visual or physical access to facilities and infrastructure, access to the river, additional inventory and analysis information, and additional resources for the LWRP to consider.
- The LWRP will be conducting a presentation to Red Hook Town residents regarding the proposed amendments. A tentative date of October 27, 2021 at a Red Hook Town Board Meeting is being considered. Local press and municipal websites will notify the public of this presentation.
 - Reviewed next steps for the LWRP Working Group to resolve including: Policies, Harbor Management Plan, and Projects.

Village of Red Hook Zoning Review Committee (RHV – ZRC) – Monthly Report
September, 2021 – Karen Smythe and Brent Kovalchik – Members

- a. There were no RHV – ZRC Meetings held during the month of September, 2021.
- b. The following items are being reviewed and amendments to the current Chapter 200 of the Code of the Village of Red Hook:
 - Bulk regulations and definitions for Accessory Dwelling Units in Accessory Buildings for all Village zoning districts.
 - Amendments to Section E (Definitions) for Accessory Dwelling Units and Apartments.
 - Amendments to Section 200-19 (Apartments).
 - Amendments to Section 200-31 (Multi-Family Dwelling Units) in the GB and proposed GWB Districts.
 - Amendments to Section 200-5 for single family and two family dwelling units in the R10,000 and R20,000 Districts.
 - Proposed regulations for studio, one bedroom, two bedroom, and three bedroom dwelling units for multi-family uses in the General Business (GB) and Gateway Business (GWB) Districts.
 - Amendments to Section 200-11. Deletion of the Highway Business (HB) District. Replace with standards for the Gateway Business (GWB) District.
 - Amendments to Section 200-11 regarding Use and Bulk Regulations of the proposed GWB District.
 - Amendments to Section 200-9 (R10,000 District) regarding Special Permitted Uses for Live/Work Units for properties located on East Market Street that are also in the Sewer Service Area.
 - Amendments to Section 200-5 to include a definition of Live/Work Units.
 - Adding shed bulk regulations to the R10,000 and R20,000 Districts.
 - Amendments to the Official Zoning Map of the Village of Red Hook to add eight properties, currently in the R10,000 District on South Broadway and Fisk Street to the Neighborhood Mixed-Use (NMU) District; and add one property, currently in the R10,000 District on East Market Street to the proposed Gateway Business (GWB) District.

Mayor Smythe advised with regard to the Zoning amendments there will be an opportunity for residents to review and the Village will be holding a public hearing which will be set at the November Village Board meeting.

WATER/SEWER/MATERIALS MANAGEMENT:

Trustee Laing read monthly reports:

For the month of September, 2021: We had 6.84 tons of garbage; 2.91 tons of recycling; .59 tons of cardboard; 77 tons newspaper and 1.08 tons of commingled.

Trustee Laing advised that there was a small amount of contaminated recycling with a charge and we need to make sure we keep an eye on this.

During the month of September the water treatment facility treated 8,738,700 total gallons, which is an average of 291,300 gallons per day and that the chart is showing an increase.

Mayor Smythe said increase could be due to broken pipes at East Market Street and recent repairs to valves in September and we can review October's report and if it continues to go up we can look into.

All bacteriological samples for the month were collected and transported to Smith Environmental Laboratory, Hyde Park NY. All results were negative.

During the month of June the water treatment plant used 110 gallons of sodium hypochlorite. The average daily use was 3.6 gallons per day.

Mayor Smythe read the following Report:

Red Hook Together

Red Hook Together theme this month was "Housing Insecurity", focusing on immediate needs and sustainable goals moving forward. Sergeant Hildenbrand talked about the need for more mental health support beyond the current services that, while helpful when available, are limited by our distance and are not available overnight. The Sergeant also talked about how many families and children are struggling without heat or food in these upcoming months. He spoke about how difficult it can be for people to get enrolled in services on their own.

Mayor Smythe advised that Sgt. Hildenbrand, herself and Trustee Kjarval have had a meeting with the County Dept. of Behavioral and Mental Hygiene and with the Mental Health American that runs the mobile unit and discussed what it might take to have a regional approach so we could have services closer to us.

The Town Supervisor mentioned possible affordable housing tax break schemes for developers, and/or investigating the possibility for onsite crisis housing within Red Hook. Erin Cannan suggested that the community leaders on the call could collaborate to write a letter with specific ‘asks’ that we could jointly sign and submit to the county. Robin Hall, a long time manager at the XtraMart, detailed the issues she sees daily, and urged us as a community to be more inclusive. Amy Smith suggested we start collecting and analyzing data to add to the letter.

Red Hook Public Library

The RHPL is postponing its “Committee Sampler”; but are looking forward to rescheduling it. The repair work in the children's floor and garden area have started and are almost completed. The Library will have a pop-up Library at the Village ‘Costume Carnival’ Halloween event; Saturday October 30th, at 10am.

Village Human Relations Committee

The Human Relations Steering committee met a sixth time on October 7th, 2021. Many of the members sat at our booth at Hardscrabble Day and handed out community surveys and applications. Anyone interested in joining the committee is invited to email rhv.humanrelations@gmail.com.

Village Events Committee & Hardscrabble Community Association

Hardscrabble Day was a successful celebration that brought community members out to celebrate together outdoors. We are very grateful for the hard work of our committee members and wonderful volunteers as well as the contributions and support from our many generous community sponsors. The events committee looks onward to our Village Halloween Costume Carnival on October 30th, 10 am to 1pm in the Villages Municipal lot. Funshine will be contributing as well as Ulster Savings Bank. Lara Hart has generously agreed to officially join the Events committee and we look forward to benefiting from all the insights and experience she brings as we work on events together in the future.

Village Communications Committee

The Communications committee has been lucky to have two interns, Cam Evans and Eve Campbell, to pitch in on the task of creating a Village Newsletter and Updating the Village website. We have been meeting every week on Wed and making some progress. Cam and I also met with Trustee Brent Kovalchik and discussed the Sewer Project and the Water Project Phases.

The Village ‘Public Space Initiative’ Committee had a planning session on Saturday October 11th. I was contacted post-meeting with a request for a map and/or inventory of parks and green spaces in the Village. I forwarded their request to Trustee Kovalchik, the other Board Liaison who answered their question via email.

Mayor Smythe reported that the water loop project at Old Farm Road under Route 9 which will connect with the Village water funded by private business and in the works for years, will possibly be done in the next few weeks. Deputy Mayor Kovalchik asked if our Village Engineer was copied on this. Mayor Smythe said yes and the Village Engineer is providing oversight and when completed that section will be turned over to the Village.

Mayor Smythe spoke on personnel and advised that our long time Highway Foreman, Dan Streib, formally announced his retirement and his last day will be November 30th. Mayor Smythe said Dan has been with the Village for 28 years and the Village has benefited greatly from his work and knowledge of Village systems. Mayor Smythe said we are incredibly grateful for his service.

Mayor Smythe announced that the Village will be accepting applications for his position.

Mayor Smythe advised that the electric charging stations in the municipal lot are not functioning, and out of warranty, and we are in the process of getting a service tech here to service.

REGULAR BUSINESS:

- #2. Mayor Smythe announced that the Village received a Certificate of Merit from Assemblyman Kevin A. Cahill for Hardscrabble Day.
- #3. Mayor Smythe announced that Village Trustee William Noonan has resigned. Mayor Smythe said Trustee Noonan was instrumental with recent Contract negotiations, Hardscrabble and the Police Reform Committee and thanked him for his service.
- #4. Mayor Smythe announced the Village will be holding a Halloween costume event on October 30th from 10am -1pm in the Municipal parking lot.
- #5. Mayor Smythe announced that the VFW will be hosting a Trunk-or-Treat on October 31st from 12-3pm.
- #6. Mayor Smythe announced that the Village's Annual Financial Report has been completed and submitted to the NYS Comptroller's Office and is available for inspection at the Village Hall.
- #7. Dutchess County Community Action is offering free reliable tax preparation assistance to low and moderate income individuals, families and seniors throughout the Hudson Valley and looking for volunteers to join their team with free training to be trained as a Tax Preparer. Flyers will be posted at the Village Hall.
- #8. Mayor Smythe spoke on the Cannabis Law and advised NYS had made adult cannabis use legal in New York State and the Village will need to decide whether or not in the confines of the Village that retail stores and/or on-site consumption establishments will be permitted. Mayor Smythe said the Village held a public information session and we have received a number of comments. Mayor Smythe read aloud the comments (copies of comment on file in the Clerk's Office).

Mayor Smythe provided results from the EDC survey of about 200 emails and results from a Village of Rhinebeck survey.

Mayor Smythe said there is still time to discuss but that she was leaning towards opting-out of on-site consumption establishments but opting-in for retail.

Mayor Smythe spoke on current retail establishments in Massachusetts and that there was no signage out front and strong security.

Mayor Smythe indicated we know less about on-site consumption but felt the retail is straight forward.

Mayor Smythe asked Board members for their comments.

Trustee Laing said he is leaning towards opting-in for both but had questions about on-site establishments.

Mayor Smythe indicated you must have a license and part of what the Cannabis Control Board will do is to determine the issuance of licenses.

Mayor Smythe advised that with traffic issues one factor is that you could order online and offer appointment times, as some stores do in the MA.

Deputy Mayor Kovalchik said he visited Great Barrington and drove by a dispensary and saw no lines or traffic back up and very little signage or a visual of goods from the store front; and has visited Boston and felt they were very discreet and no signage and no visual of product and that he was leaning towards opting in for the dispensary side and uncertain of on-site lounges until seeing what the Cannabis Control Board decides and that we would need to look at our Zoning and be restrictive with locations.

Mayor Smythe said what she would like to propose at our next meeting on November 8th that we discuss a proposed Local Law to opt-out of on-site consumption and take a vote next month.

Mayor Smythe encouraged residents to submit their comments.

Mayor Smythe gave a COVID update from data received from the County.

Mayor Smythe advised on the Dutchess County Immunization Clinic - Mon – Fri - 9am–5pm at the Family Partnership Center in Poughkeepsie.

Mayor Smythe advised there will be a vaccination site at the former JC Penney site at the Poughkeepsie Galleria which offer 1st, 2nd and Booster doses. All 3 vaccine brands will be available at this site every other Thursday from 4-7pm and every other Saturday from 9-12. Clinics are walk-in but must bring CDC vaccine card if coming for a 2nd or 3rd dose.

Dutchess County is also doing no cost testing in partnership with Pro Phase Labs at the following locations: former JC Penney site at Poughkeepsie Galleria - Tues. 3-7pm; Thursdays 3-7pm and Saturdays 8-12noon. Pre-registration is requested. Visit the County website for further information.

PUBLIC COMMENT:

No Comment.

Deputy Mayor Kovalchik announced that the Red Hook Rotary Foundation/Red Hook Rotary of New York is honoring Dan Budd and Christopher Donohue for the 2021 "Citizen of the Year" award on October 30th at 5:00pm via zoom. You can contact the Rotary for further details.

Deputy Mayor Kovalchik thanked both for their service.

Mayor Smythe asked if anyone is interested in the position as Highway Foreman or Village Trustee to contact the Village Hall. Mayor Smythe advised she has the authority to appoint a Trustee from now until the March Special Election.

Deputy Mayor Kovalchik made a motion to pay bills after audit. Motion seconded by Trustee Laing. All in favor. Motion approved.

Deputy Mayor Kovalchik made a motion to adjourn the October 18, 2021 Village Board Meeting at 8:08pm. Motion seconded by Trustee Laing. All in favor. Meeting adjourned.

Submitted by,

Lara Hart
Village Clerk