

**VILLAGE OF RED HOOK
BOARD OF TRUSTEES MEETING
VILLAGE HALL
JULY 10, 2023**

Present: Mayor Karen Smythe, Trustee Charlie Laing, Trustee Melkorka Kjarval, Trustee Kym Bradley-Rickard, Trustee Steven Appenzeller, and Village Clerk Jen Cavanaugh

Absent: None

Mayor Smythe opened the Village Board meeting at 7:02pm and led the Pledge of Allegiance.

Mayor Smythe asked for a motion to approve the minutes from the June 22, 2023, Board of Trustees Workshop Meeting. The motion was made by Trustee Appenzeller and seconded by Deputy Mayor Kjarval. All in favor. Motion approved.

Trustees discussed the purchase of a new garbage/leaf truck.

RESOLUTION 33 – 2023

BOND RESOLUTION OF THE VILLAGE OF RED HOOK, NEW YORK, ADOPTED JULY 10, 2023, AUTHORIZING THE ISSUANCE OF BONDS IN A PRINCIPAL AMOUNT NOT TO EXCEED \$218,000 TO FINANCE THE ACQUISITION OF A GARBAGE/LEAF TRUCK, STATING THE ESTIMATED MAXIMUM COST THEREOF IS \$218,000 AND APPROPRIATING SAID AMOUNT FOR SUCH PURPOSE

THE BOARD OF TRUSTEES OF THE VILLAGE OF RED HOOK, IN THE COUNTY OF DUTCHESS, NEW YORK, HEREBY RESOLVES (by the favorable vote of not less than two-thirds of all the members of said Board of Trustees) AS FOLLOWS:

Section 1. The Village of Red Hook, in the County of Dutchess, New York (herein called the "Village"), is hereby authorized to issue bonds in a principal amount not to exceed \$218,000 pursuant to the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called the "Law"), to finance the acquisition of a garbage/leaf truck.

Section 2. The estimated maximum cost of the project described herein, including preliminary costs and costs incidental thereto and the financing thereof, is \$218,000 and said amount is hereby appropriated for such purpose. The plan of financing includes the issuance of bonds in a principal amount not to exceed \$218,000 to finance said appropriation, and the levy and collection of taxes on all the taxable real property in the Village to pay the principal of said bonds and the interest thereon as the same shall become due and payable. Reserve funds or any other available Village funds (including proceeds of sale of an existing garbage truck) are authorized to be applied to the cost of said project and the principal amount of bonds or notes issued shall be reduced by the amount of such other funds appropriated and expended.

Section 3. The following additional matters are hereby determined and declared:

- (a) The period of probable usefulness applicable to the object or purpose for which said \$218,000 bonds are authorized to be issued is fifteen (15) years pursuant to Section 11.00 a. 28 of the Law; however, the bonds authorized pursuant to this resolution and any bond anticipation notes issued in anticipation of the sale of said bonds, shall mature no later than five (5) years after the date of original issuance of said bonds or notes.
- (b) The proceeds of the bonds herein authorized, and any bond anticipation notes issued in anticipation of said bonds, may be applied to reimburse the Village for expenditures made after the effective date of this resolution for the purpose for which said bonds are authorized. The

foregoing statement of intent with respect to reimbursement is made in conformity with Treasury Regulation Section 1.150-2 of the United States Treasury Department.

- (c) The proposed maturity of the bonds authorized by this resolution will not exceed five (5) years.

Section 4. Each of the bonds authorized by this resolution, and any bond anticipation notes issued in anticipation of the sale of said bonds, shall contain the recital of validity as prescribed by Section 52.00 of the Law and said bonds, and any notes issued in anticipation of said bonds, shall be general obligations of the Village, payable as to both principal and interest by general tax upon all the taxable real property within the Village. The faith and credit of the Village are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds, and any notes issued in anticipation of the sale of said bonds, and provision shall be made annually in the budget of the Village by appropriation for (a) the amortization and redemption of the bonds and any notes in anticipation thereof to mature in such year and (b) the payment of interest to be due and payable in such year.

Section 5. Subject to the provisions of this resolution and of the Law and pursuant to the provisions of Section 21.00 of the Law relative to the authorization of bonds with substantially level or declining annual debt service, Section 30.00 relative to the authorization of the issuance of bond anticipation notes and Section 50.00 and Sections 56.00 to 60.00 and 168.00 of the Law, the powers and duties of the Board of Trustees relative to authorizing bond anticipation notes and prescribing the terms, form and contents and as to the sale and issuance of the bonds herein authorized, and of any bond anticipation notes issued in anticipation of said bonds, and the renewals of said bond anticipation notes, and as to the execution of agreements for credit enhancements are hereby delegated to the Village Treasurer, the chief fiscal officer of the Village.

Section 6. The validity of the bonds authorized by this resolution, and of any notes issued in anticipation of the sale of said bonds, may be contested only if:

- (a) such obligations are authorized for an object or purpose for which the Village is not authorized to expend money, or
- (b) the provisions of law which should be complied with at the date of the publication of such resolution, or a summary thereof, are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or
- (c) such obligations are authorized in violation of the provisions of the constitution.

Section 7. This bond resolution shall take effect immediately, and the Village Clerk is hereby authorized and directed to publish the foregoing resolution, in summary, together with a Notice attached in substantially the form prescribed by Section 81.00 of the Law in the officially designated newspaper for such publication.

The adoption of the foregoing resolution was seconded by Trustee Bradley-Rickard and duly put to a vote on roll call, which resulted as follows:

AYES: Mayor Smythe, Deputy Mayor Kjarval, Trustee Laing, Trustee Bradley-Rickard, Trustee Appenzeller

NOES: None

The resolution was declared adopted.

RESOLUTION 34 - 2023

RESOLUTION TO DECLARE THE 2006 INTERNATIONAL 7500 SBA (GARBAGE/LEAF) TRUCK TO BE SURPLUS.

WHEREAS, the 2006 International 7500 SBA truck used for garbage and leaf pick up currently inoperable; and
 WHEREAS, the cost to repair this truck, if it's even repairable, will be significant and therefore not worth the investment; and

WHEREAS, the Village is planning to purchase a new truck to handle garbage and leaf pickup; and

WHEREAS, the Village would like to sell this truck and/or its parts at auction to recoup any money possible;

NOW THEREFORE BE IT RESOLVED,

1. The 2006 International 7500 SBA truck is declared surplus and will be put up for auction once a new garbage/leaf truck has been purchased and received.
2. Any proceeds from the sale of this truck will go toward reducing the amount to be financed for the purchase of the new garbage/leaf truck.

Motion by: Trustee Steven Appenzeller

Seconded by: Deputy Mayor Kjarval

Vote:

Mayor Smythe	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Deputy Mayor Kjarval	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Trustee Laing	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Trustee Bradley-Rickard	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Trustee Appenzeller	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Vote Total	5				
Result	Motion: Passed				

Trustees discussed Local Law No. 'C' of 2023 - A Local Law to Amend the Regulations for Day-Care Facilities and reviewed and amended the Full Environmental Assessment Form.

RESOLUTION 35 – 2023

RESOLUTION CLASSIFYING THE ACTION AND ESTABLISHING A DATE FOR A PUBLIC HEARING REGARDING THE ADOPTION OF PROPOSED LOCAL LAW C OF 2023

WHEREAS, a proposed form of a Local Law entitled "A Local Law to Amend the Regulations for Day-Care Facilities" (the "Proposed Local Law") has been submitted to the Board of Trustees of the Village of Red Hook (the "Board"); and

WHEREAS, pursuant to Section 239-m of the General Municipal Law, proposed amendments to the Zoning Law must be referred to the Dutchess County Department of Planning and Development for its review and report thereon; and

WHEREAS, a Full Environmental Assessment Form ("EAF") dated July 10, 2023, has been prepared on behalf of the Board; and

WHEREAS, in accordance with the New York State Environmental Quality Review Act ("SEQRA"), the Board is required to determine the classification of the proposed project; and

NOW THEREFORE BE IT RESOLVED, by the Board as follows:

1. The adoption of the Proposed Local Law is a Type I action under SEQRA.

2. The Mayor is authorized to sign page 13 of the EAF.
3. The Board is the only involved agency under SEQRA.
4. The Board shall hold a public hearing on August 14, 2023, at 7:00 p.m. at the Village Hall, 7467 South Broadway, Red Hook, New York, to hear all interested parties on said Proposed Local Law; and
5. The Village Clerk is hereby authorized and directed to have notice of said public hearing published in the official newspapers of the Village on or before August 4, 2023, which is not less than ten calendar days prior to the date of said public hearing.
6. The Village Clerk is hereby authorized and directed to send a copy of the Proposed Local Law, together with a copy of the EAF, to the Dutchess County Department of Planning and Development for a report and recommendation thereon pursuant to Section 239-m of the General Municipal Law.
7. The Village Clerk is hereby authorized and directed to send a copy of the public hearing notice to the clerks of the adjacent municipalities.
8. The Village Clerk is directed to provide a copy of the Proposed Local Law to the Village Code Enforcement Officer and the Planning Board for review and comment.

Motion by: Trustee Kym Bradley Rickard

Seconded by: Trustee Charlie Laing

Vote:

Mayor Smythe	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Deputy Mayor Kjarval	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Trustee Laing	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Trustee Bradley-Rickard	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Trustee Appenzeller	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Vote Total	5				
Result	Motion: Passed				

RESOLUTION 36 - 2023

RESOLUTION TO ADD FEES RELATING TO STOP WORK ORDERS TO THE BUILDING/PLANNING/ZONING DEPARTMENT FEE SCHEDULE

WHEREAS, the Village of Red Hook Building, Planning & Zoning Department has a fee schedule that does not currently include fees relating to Stop Work Orders; and

WHEREAS, a Stop Work Order is issued when there is a significant violation; and

WHEREAS, it is standard practice to have fees relating to Stop Work Orders to disincentivize any construction without the proper permits;

NOW THEREFORE BE IT RESOLVED, that the following fees be added to the Building, Planning & Zoning Department Fee Schedule, effective immediately:

1. Fee for Lifting a Stop Work Order of \$250
2. Fee for Violating a Stop Work Order - \$500/day

Motion by: Trustee Charles Laing

Seconded by: Trustee Steven Appenzeller

Vote:

Mayor Smythe	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Deputy Mayor Kjarval	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Trustee Laing	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Trustee Bradley-Rickard	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Trustee Appenzeller	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Vote Total	5				
Result	Motion: Passed				

RESOLUTION 37 - 2023

RESOLUTION TO TRANSFER FUNDS INTO VARIOUS RESERVE FUNDS AS BUDGETED

WHEREAS, a resolution is required to transfer 2022-23 budgeted funds into the Village of Red Hook Reserve Funds; and

WHEREAS, the following budgeted amounts shall be added to the Village of Red Hook Reserve Funds;

\$2,500.00 Police Vehicle/Equipment Reserve Fund

\$2,500.00 Highway Reserve Fund

\$2,500.00 Fire Reserve Fund

\$2,500.00 Building Reserve Fund

\$2,500.00 Employee Benefit Accrual Reserve Fund

NOW THEREFORE BE IT RESOLVED, that the Village of Red Hook hereby accepts and approves this resolution.

Motion by: Trustee Steven Appenzeller

Seconded by: Trustee Charles Laing

Vote:

Mayor Smythe	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Deputy Mayor Kjarval	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Trustee Laing	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Trustee Bradley-Rickard	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Trustee Appenzeller	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Vote Total	5				
Result	Motion: Passed				

Trustees discussed purchasing an electric police vehicle with a grant acquired through Senator Michelle Hinchey's Office.

Mayor Smythe asked for a motion to authorize her to complete the grant application for the reimbursable grant to purchase an electric police vehicle (plus equipment and charging port [both equipment & installation]) to be used primarily by School Resource Officer program. The motion was made by Deputy Mayor Kjarval and seconded by Trustee Laing. All in favor. Motion approved.

COMMITTEE REPORTS:

Lori Urbin, Treasurer, read the Treasurer’s report.

ACCOUNT BALANCES (06/30/2023)

GENERAL FUND	\$ 1,329,956.71
WATER FUND	\$ 355,946.45
PAYROLL CLEARING ACCOUNT	\$ 35,327.41
SEWER FUND	\$ 68,944.38
HARDSCRABBLE	\$ 8,188.48
VILLAGE GREEN	\$ 7,674.32
HEALTH INSURANCE	\$ 6,439.88
PETTY CASH	\$ 60.83

RESERVE CHECKING BALANCES

FIRE DEPARTMENT (M&T)	\$ 5,060.34
POLICE (M&T)	\$ 14,663.45
USDA (M&T)	\$ 134,752.78
HIGHWAY (M&T)	\$ 26,325.51
SNOW RESERVE (M&T)	\$ 3,296.89
TOWER RESERVE (M&T)	\$ 17,805.46
UNEMPLOYMENT (M&T)	\$ 4,568.25
COURT RESERVE (M&T)	\$ 3,316.11
OFFICE RESERVE (M&T)	\$ 977.68

MONTHLY EXPENSES (June)

GENERAL FUND	\$ 189,363.63
WATER FUND	\$ 37,077.13
PAYROLL CLEARING ACCOUNT	\$ 1,754.14
SEWER	\$ 7,139.94

Mayor Smythe asked for a motion to accept the Treasurer’s Report. Trustee Laing made the motion and it was seconded by Deputy Mayor Kjarval. All in favor. Motion approved.

Mayor Smythe read the Police Report as follows:

June 2023	Total	Village of Red Hook	Town of Red Hook	Tivoli
Incidents (i.e., lock outs, SRO, traffic control, drug take backs, finger printing)	308	189	100	19
Water Tower Security Checks		98 (included in above)		
Uniform Traffic Tickets	96	43 (inc. 4 parking tickets)	32 (inc. 0 parking tickets)	21 (inc. 5 parking tickets)
Arrests	12	5	7	0

Mayor Smythe provided a summary of the Red Hook Fire Department’s June report – 23 calls within the Village (15 EMS, 5 alarms), 48 outside the Village limits (35 EMS, 7 alarms).

Mayor Smythe read personnel, sewer project, Red Hook Library, and Highway reports (on-file). There was no Northern Alliance meeting.

Trustee Laing read the Materials Management and Water Department reports (on-file). There were no meetings of the Sawkill Watershed Community.

Deputy Mayor Kjarval read Red Hook Together, Red Hook Town Economic Development Committee, Village of Red Hook Communications Committee, Village of Red Hook Hardscrabble / Events Committee, and Village of Red Hook Human Relations Committee reports (on-file). She announced that due to the poor weather forecast, the upcoming Neighbor's Night has been moved from July 14 to August 4.

Trustee Kym Bradley-Rickard read the Village Green, Sewer Department, and Speed Limit Initiative reports (on-file).

Trustee Appenzeller read the Building Department, Zoning & Planning, and Public Spaces Initiative reports (on-file).

No general business.

No public comment.

No Executive Session.

Mayor Smythe asked for a motion to pay all Village bills after audit. Trustee Bradley-Rickard made the motion and it was seconded by Deputy Mayor Kjarval. All in favor. Motion approved.

Mayor Smythe asked for a motion to adjourn the July 10, 2023 Village Board Meeting at 8:11pm. Trustee Laing made the motion and it was seconded by Trustee Appenzeller. All in favor. Motion approved.

Respectfully Submitted,



Jennifer Cavanaugh, Clerk

Committee Reports

(Not Part of the Official Meeting Minutes)

**Village of Red Hook
Red Hook Infrastructure – Sewer Project
Monthly Report
June 2023**

1. Red Hook Sewer Project

Substantial Completion was achieved on March 30, 2023. Restoration & Punch List remain to be completed prior to Final Completion being achieved.

A walk-through of the project was conducted on June 28, 2023 by Nathan Roberts of C.T. Male, the project engineer, and Eric Klefbeck of Carver Construction. The purpose of this site visit was to review items from the May 5, 2023 punchlist and review progress of final restoration such as grass growth and pavement condition.

Many of the items from the May 5, 2023 punchlist have been satisfactorily corrected. Below is the punchlist as of June 28, 2023. Any new punchlist items are noted as (new):

Electrical Contract:

1. Propane tank at WWTP site- schedule start-up training session.
2. Install roof on control panel structure.

General Contract:

1. Perform final inspection of each STEP control panel, fix any issues with electrical seals, etc. Carver shall provide a letter stating that they have performed the required final inspection of each control panel.
2. Provide final spare STEP pump as part of spare parts list. All other spare parts have been delivered.
3. Provide required O&M Manuals.
4. Provide record drawing per specification Section 017700.1.5.F.
5. Provide photographic documentation (pre and post work) per Section 013223.

New Items:

6. Review basement backup occurring at 61 E. Market Street.
7. 7392 S. Broadway. The septic tank has been installed, but the area around the newly installed tank has some soil settlement and needs to be topsoiled and seeded.
8. Salvatore's Restaurant: Install last two pieces of fencing in rear of building.

The following properties have poor grass growth, no grass growth or have not been seeded:

9. 44 E. Market Street
10. 60 E. Market Street
11. 2 W. Market Street: Spotty grass growth between the parking lot and Key Bank. Likely due to pedestrian traffic. Carver to re-seed and install construction fencing or barriers to limit pedestrian traffic over the newly seeded area.
12. 52 W. Market Street
13. 49 W. Market Street
14. 7477 S. Broadway in rear fenced area.
15. 7441 S. Broadway: This property has been re-seeded, however, property owner or tenants have been driving across the seeded area. In addition to the need to re-seed, the Village should reach out to the property owner to educate the owner since the septic tank is NOT traffic rated and is located in a lawn area. Continued vehicle traffic over the septic tank will cause damage.
16. 7412 S. Broadway: Per Carver, re-seeded in past few weeks, too early to tell if seed took.
17. 7539 N. Broadway
18. 7545 N. Broadway
19. 7509 N. Broadway
20. 7588 N. Broadway- small area in the south of the property.

The following properties have asphalt that has settled or deteriorated from the initial paving in April/May 2023. The asphalt be removed, and new course of asphalt be installed.

21. 7405 S. Broadway. Carver replaced about half of the asphalt that was determined in unsatisfactory condition on 6/23/23. The entire area needed to be replaced.
22. 7582 and 7588 N. Broadway: For both of these properties, the owner has complained about the quality of the paving. Since the initial paving, areas have settled and become uneven. Asphalt has settled so that the manhole covers are not flush with the pavement.
23. 46 W. Market Street: Entire portion of asphalt needs to be replaced. Evidence of asphalt deterioration is present, and the asphalt is becoming unlevel. Manhole covers are not flush with pavement.

**Village of Red Hook
Red Hook Public Library
Monthly Report
June 2023**

The Red Hook Public Library (RHPL) held their regular board meeting on June 15 at the Library in the third-floor conference room.

New Library Manager Alex Geller started on June 5. He and the outgoing interim manager were in attendance.

The Personnel Committee reported that there are 12 part-time staff members – currently considered overstaffed. That number will reduce at the end of the summer due to summer interns completing their internships and other staff planning to depart.

The Committee is working on establishing a new Full Time Assistant Manager position. Civil Service is currently reviewing the position. This role will be an assistant to the manager. There will not be a full-time person focused just on programming. Programming will be more decentralized among existing staff. Some programs to be run by outside personnel/partners and joint programming.

Toby Tieger's time with the library ends at the end of June.

The staff is working on standardizing orientation and training.

Under Board Development, it was announced that Board Vice President Sally Dwyer-McNulty is resigning, and Board Treasurer Josh Bardfield is completing his term at the end of this month and will not be renewing. That leaves two upcoming vacant board seats to fill.

The Finance report led to a discussion of capital projects that need to be done. On top of the list is repairing the stucco on the outside of the building.

Library Manager Alex reported about upcoming programming. A new summer reading project, that is not new to other libraries, "All Together Now" is planned to be implemented this summer. There will be local, community-based prizes at the end. The library has two interns for the summer – one from Marist and one from Bard.

It was noted that the library is 125 years old this year. Further discussion will be had around programs to celebrate, including looking into partnering with Historic Red Hook.

The Board is still reviewing options for ways to honor their large bequest. Under consideration is a permanent chess board outside, a new tree out front. I directed the Board to the Village's building department to confirm if there are any restrictions around the chess board idea.

Alex and I met to review the joint Village & Library Language Access Grant from the County on June 22.

Respectfully submitted, Karen Smythe

**Village of Red Hook
Highway Department
Monthly Report
June 2023**

1. The garbage truck remains out of service. The highway department is using other equipment to collect garbage. Please have patience as this process takes longer than usual. In other words, don't take your garbage bags back in too soon!

We have quotes for a new garbage/leaf truck. The lowest quote is \$218,000 for a 2020 truck that can be delivered before leaf season. A resolution for financing will be voted on during Regular Business.

2. Hydrant Flushing was completed in the month of June.
3. Pickup of brush, leaves, and yard debris is scheduled for the FIRST WEEK of every month, pending weather conditions and scheduling. It takes more than one day to get all the way around the Village. Pickup is scheduled for ONCE A MONTH through the Fall.

Residents are reminded to place lawn debris/leaves and brush in separate piles, and tree branches no larger than 6" in diameter. Brush that includes tree trunks, stumps, garbage, or construction material will not be picked up.

4. No Revenue was generated from the sale of scrap metal during the month of June, 2023. Total revenue generated from the sale of scrap metal in FY2022-2023 is \$4,014.60. Since the inception of the Scrap Metal Recycling Program in September of 2007, \$47,878.06 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.

Microbiological Samples and Free Chlorine Residual

Sample Location	Date of Sample	Sample Type 1.Routine 2. Repeat	Total Coliform Positive	E.coli Positive	Free Chlorine Residual (mg/l)	Population Served: 2830
						Number of microbiological monitoring samples required: 3
Traditions Mail Room	6/21/2023	1	Absent	Absent	0.9	Number of microbiological monitoring samples taken: 3 Did an M&R violation If "Yes," check reason (s) below: <input type="checkbox"/> Actual number of samples is fewer than required. <input type="checkbox"/> Did not collect/analyze repeat sample. <input type="checkbox"/> Did not collect/analyze for E. coli for positive total coliform from routine/repeat sample. Did an MCL violation occur? If "Yes," check reason(s) below (see also Part 5, Table 6 for additional information). <input type="checkbox"/> For systems collecting less than 40 samples per month: two or more of the samples (routine and /or repeat) are positive for total coliform (= total coliform <u>MCL</u> violation). <input type="checkbox"/> For systems collecting 40 or more samples per month: more than 5% of the samples (routine and/or repeat) are positive for total coliform (= total coliform <u>MCL</u> violation). <input type="checkbox"/> The original sample was E.coli positive and at least 1 repeat sample was positive for total coliform (= E.coli <u>MCL</u> violation). Reminder: System must collect a minimum of five (5) routine microbiological monitoring samples during the month following a repeat sample collection. As required by 5-1.72, "Operation of a Public Water System," a copy of this form shall be sent to your local health department by the 10th calendar day of the next reporting period.
29 E. Market	6/21/2023	1	Absent	Absent	0.9	
7329 S. Broadway	6/21/2023	1	Absent	Absent	0.8	

Sample Collector(s): Bryan Smith

Name of NYSDOH Certified Laboratory: Pace Analytical

Did any MCL violation occur? If so, please describe: No

Did an emergency or low pressure problem occur? Did source water bypass an existing treatment process in the system?
If so, please explain.

Comments:



Village of Red Hook Water & Wastewater Treatment
 7467 South Broadway, Red Hook, New York 12571

07/06/2023

Water System

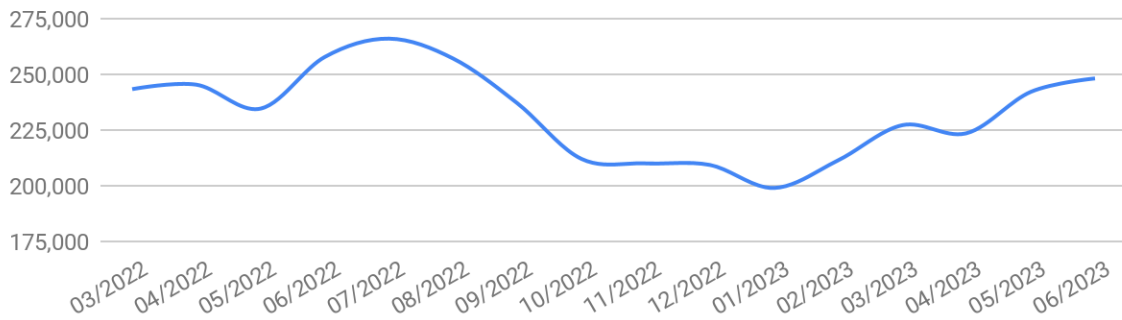
Water System Notes:	
<i>Monthly Total Coliform</i>	<i>All monthly coliform tests were completed with no presence of coliform or e. coli</i>
<u>Deficiencies</u>	
<i>Well Control Issues</i>	<i>Waiting for SCADA update</i>
<i>Town/Village Interconnect</i>	<i>2020 test indicated this was not a viable option for Village flow in case of emergency. Engineering review currently in place.</i>
<i>Well Level/Flow</i>	<i>Well level monitors have been reviewed with a variety of repairs that were required. Currently looking at options for communication to wells 14 & 15 as there is a short in wiring between the plant and the wells</i>
<i>Well 13 VFD Failure</i>	<i>Well 13 VFD shorted and is ordered. Delaware reviewed with C3ND and Hitchcock Electric. Waiting for Hitchcock Electric to provide a report on relocating the VFD's to the back wells as part of the future SCADA upgrade.</i>
For Future Notes:	

Village of Red Hook Water Treatment Facilities Monthly Report

July 6, 2023

System Flow

During the month of June, the water treatment facility treated 7,442,500 total gallons, which is an average of 248,100 gallons per day. See below for the Annual Daily Average Flow Chart:



All bacteriological samples for the month were collected and transported to Pace Analytical Services, Newburgh, New York. Please see below for sample locations and results:

<u>Location</u>	<u>Total Coliform</u>	<u>E. Coli</u>
Traditions Mail Room	Absent	Absent
29 E. Market	Absent	Absent
7329 S. Broadway	Absent	Absent

Chemical Usage

During the month of May, the water treatment plant used 75 gallons of sodium hypochlorite. The average daily use was 2.4 gallons per day.

If you should have any questions in regards to this report, please feel free to reach out to me at our main office at (845) 244-0129 or by email at Fernando@C3NDEnviro.com

Sincerely,

A handwritten signature in black ink, appearing to read 'F. Dongo'.

Fernando Dongo
Principal Consultant
C3ND Environmental Consulting



July 10th, 2023 - Trustee Melkorka Kjarval's Agenda Reports

The following two reports are being compiled by Mayor Smythe until I am able to step back fully into my role following partial family leave.

- **Red Hook Public Library Report**
- **Highway Report**

Red Hook Together: Red Hook Together did not meet for the month of July. August's meeting will be at 5:30pm on August 3rd at the Red Hook Community Center. It will feature a presentation of Red Hook Responds and the Community Center's Needs Assessment Report - which the Village of Red Hook & various local municipalities contributed funding towards.

Red Hook Town Economic Development Committee: Bi-weekly meetings normally take place at Village Hall on alternating Wednesdays at 8:40 am, however due to the availability of members the committee has been meeting on a more limited basis. The EDC met during June 14th, and the next scheduled meeting is July 26th. June's meeting focused on pressing issues facing local business owners, Federal Visa Laws, unionizing of farm workers, point of ale software and new Visa card fee laws. Also discussed was whether EDC member Emily Sachar should contact a national tourism organization to request that they include Red Hook sites in their online and printed guide.

Village of Red Hook Communications Committee: The Communications committee meets every first Wednesday of the month at 1:30 pm in the Village Hall conference room. This month's meeting was canceled due to travel and availability. We continue to make progress on the Language Access grant. The Mayor met with the new RHPL manager to explain the project. The Village's Language Line account was verified and we met with Apertura LLC Consultant Adriana Pericchi, to discuss her proposal and also twice with community member Martha Tepepa to further develop and design community input sessions.

Village of Red Hook Hardscrabble / Events Committee: The events committee meets on the 3rd Monday of each month at 6pm at Village Hall.

Next Neighbors Night is on Friday, July 14th in Abrahms park, rain or shine, from 4- 6pm as to not conflict with the 6pm friday night concerts hosted by Todd Baright in the Village Center. Red Hook Responds has prepared a variety of 'picnic' themed bites. Bring your own blanket and or chairs if you wish.

Preparations for this year's Hardscrabble, taking place September 23, 2023, are ongoing. If you would like to sponsor a picnic table, volunteer for an event, or sign up for a booth on Hardscrabble day please contact us by email at events@redhooknyvillage.org

Village of Red Hook Human Relations Committee: The Human Relations Committee meets every first Thursday of the month at 7:00 pm in the Village Hall conference room. Preparations for the exhibit "We are Neighbors" are underway, the portraits have been printed, and the Pop-up exhibit will be unveiled during July 14th's Neighbor's Night.

Village of Red Hook
Village Green Committee
Monthly Report
July 2023

The Current balances of the Village Green Committee’s related budget accounts, as of June 7, 2023 are as follows:

1. Community Beautification – contractual expenses (#8510.4)----- (no new activity)
2. Shade Tree – contractual expenses (#8560.4)----- (no new activity)
3. Village Green Committee Checking Account Balance -----**\$2,475.00**

There were no Village Green Committee Meetings held during the month of June, 2023. Part of the role of the Village Green Committee is to promote access to the green spaces in our village and part of that is fulfilling Bench requests/donations. We have been in conversation with the VFW about adding a couple of benches to Memorial Park to make the memorial more of a place of respite and provide more places to sit in respect with the memorial.

Residents and businesses interested in having a tree(s) planted on their adjacent Village street or NYS highway right-of-ways, volunteering for planting days, or sponsoring a VGC beautification project, may contact David Pearson, myself, Kym Bradley-Rickard, or the Jen Cavanaugh- Village Clerk

Village of Red Hook
Sewer Department
Monthly Report
July 2023

In the beginning of June, Village of Red Hook (Mayor Smythe and myself) met with C3ND (Fernando Dongo) and went on a tour of the Water Waste Treatment Plant (WWTP) to get a hands-on explanation of how the new system is operating, what is important for continued work on the sewer project and to discuss the general maintenance, upkeep, and operations of the system.

There are still a few items on the checklist needing to be completed prior to a full completion of the Sewer Project.

The village has asked for an update on the status of generator electrical box and a plan of action to install proper equipment in case of a manual shut off/turn on is necessary.

The WWTP is operating as normal with a discussion of future servicing to the existing plant previously known as the Red Hook Commons plant. There was discussion about renaming the two plants for ease of identification.

As the new plant is up and running and we have officially completed a full month of regulations. Reports show that some items will be tested daily while other monthly. As per the Village's tour with C3ND, the recent reports generated that the general usage is slightly elevated than expected however, when combined with both plants we are well within our estimated range. Secondly, all levels were at the lowest detectable or non-detectable range. At the time these notes were written the Monthly report was yet to be sent out to officials.

Village of Red Hook
Speed Limit Initiative
Monthly Report
July 2023

The village has reached out to an engineer firm to get a quote on traffic studies. As been suggested will also reach out to the County and DOT to see about existing studies. The proposed traffic study will cover at least one to two streets per quadrant focusing on high traffic roads and neighborhoods. We will take consideration from existing studies to inform areas of interest and what would be best for the Village businesses and residents.

VILLAGE OF RED HOOK BUILDING DEPARTMENT

MONTHLY TRUSTEE'S REPORT

MONTH OF: **JUNE, 2023**

DATE	PROPERTY OWNER	ADDRESS	TYPE OF APPLICATION	CHECK AMOUNT
6/5/23	Legrand (paid by Michael Pollock, Esq.)	49 W. Market Street	Building Permit	\$100.00
6/6/23	Hildenbrand	16 Maizeland Road	Building Permit	\$42.70 for balance owed on BP
6/6/23	Funk	11 Cambridge Drive	Building Permit	\$100.00
6/6/23	McCarthy	34 Elizabeth Street	Building Permit	\$100.00
6/6/23	Peterson (paid by Regency Abstract)	37 E. Market Street	CO Search	\$100.00
6/7/23	Maniscalco	2 Cambridge Drive	CO Search	\$100.00
6/19/23	Litton (paid by Major Abstract)	19 Kent Road	CO Search	\$100.00
6/21/23	Ayoub (paid by Red Hook Inn)	7460 South Street	Building Permit	\$200.00
6/23/23	Smith	39 Thompson Street	CO Search	\$100.00
6/23/23	Locavore Market	29 W. Market Street	Site Plan	\$150.00
TOTALS				\$1,092.70

**VILLAGE OF RED HOOK BUILDING DEPARTMENT
MONTHLY TRUSTEE REPORT
ZONING & PLANNING
JUNE, 2023**

Building Permits Issued: 7

Certificates of Occupancy Issued: 2

Certificate of Compliance: 2

Municipal Searches: 3

Orders to Remedy: 0

Stop Work Orders: 0

Court Appearances: 0

Fire Inspections: 14

Senior Housing buildings

Complaints: 1

a. Illuminated Signage at 49 W. Market Street

Planning Board Actions:

June 8, 2023 Meeting:

- 1) Signage approval granted to 7518 North Broadway – Martial Arts
- 2) Lot Line Alteration application for 35-39 Garden Street tabled to July 13, 2023.
Public Hearing set for July 13, 2023.
- 3) Site Plan application for 7366 South Broadway tabled to July 13, 2023.
- 4) Lot Line Alteration application for 7598-7617 North Broadway tabled to July 13, 2023.

June 27, 2023 Special Meeting:

- 1) Lot Line Alteration application for 7598-7617 revisited, tabled and a public hearing set for July 13, 2023.

Zoning Board of Appeals:

No June, 2023 ZBA Meeting:

- 1) Applicants for 25 Fisk Street – Interpretation/Appeal Application - requested an adjournment to July 27, 2023.

Public Spaces Initiative June Board Update

- Ash Bradley-Rickard, Chair
- Perry Allen
- Linda DiGasper
- Betsy Brauer
- Polina Malikin
- Nicole Rogers
- Trustee Steven Appenzeller, Liaison

Mission To develop and facilitate the creation of public park, art, and community spaces throughout the Village of Red Hook

Public Meetings are held the 4th Saturday of each month at 10 am, in person at the Village Hall unless otherwise noted (email Ash Bradley-Rickard for the meeting location).

June 24th Meeting On Saturday June 24th the PSI team held a meeting to recap the spring events and discuss plans for upcoming activities:

1. May Hello Spring Event

- a. Having the event inside went well with ample foot traffic in the Community Center and garden.
- b. Next year the Community Center would like to collaborate and have their name attached to the event. This will give access to other groups within the Center like Abloom and their spaces.
- c. Assess timing and how many events PSI would like to conduct. Possibilities include having a table at the Old Dutch Garden Club's plant sale, Apple Blossom, Hardscrabble along with another pollinator event and a Fall event.
- d. Consider moving the Pollinator event from May to July when more plants in the garden in bloom and there are fewer conflicts with other events is being considered.

2. Then and Now Historic Red Hook Event at the Elmendorph

- a. The event had a great turn out and with lots of foot traffic past the garden and at the PSI table.
- b. HRH members stopped by to view the garden and let us know how well it turned out.

3. Abrahams Park

- a. Discussed purchase of land by village and long-term plan for trails and park connections
- b. No update from Perry yet after meeting with the Mayor

4. Summer Schedule

- a. Ash will send out a list of possible meeting days in August or September to meet at member houses and view each other's gardens.

5. Fall Event

- a. Committee Discussed initial plans for the fall Pumpkins in the Park, at Abrahams Park.
- b. Ash will reach out to the Village Events Committee to collaborate as they plan a Parade during the same time. Possible to end the parade at the park for either pumpkin decorating, carving or lighting depending on time of the parade.
- c. PSI members will contact farms for pumpkin donations, arrange for food trucks and invite other groups after the initial event plan is drafted. Ash will send out an initial draft for the committee to review, comment on and add suggestions.

d. Discussed other possible collaborations, including with HRH to have a presence and discuss the romantic cemetery, how cemeteries led to park creation, history of cemeteries in area etc.