

**VILLAGE OF RED HOOK  
BOARD OF TRUSTEES MEETING  
VILLAGE HALL  
AUGUST 14, 2023**

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

Absent: None

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

**Mayor Smythe asked for a motion to approve the minutes from the July 26, 2023, Board of Trustees Workshop Meeting. The motion was made by Trustee Appenzeller and seconded by Trustee Bradley-Rickard. All in favor. Motion approved.**

**Mayor Smythe asked for a motion to open the public hearing for Proposed Local Law ‘C’ – A Local Law to Amend the Regulations for Day-Care Facilities. The motion was made by Trustee Bradley-Rickard and seconded by Trustee Appenzeller. All in favor. Motion approved.**

A Byrne (Louise Terrace, Milan), expressed the need for more daycare options in the Village. She expressed her design to start a daycare in the Village and supports the passage of the proposed law.

C. Lyon (Trow Blvd, Red Hook), expressed the need for more daycare facilities in Village of Red Hook.

P. Byrne (Louise Terrace, Milan), expressed his support for the passage of the proposed law. He stated that the lack of daycare in the area contributed to him having to make the decision to leave a job with travel requirements.

Mayor Smythe read submitted comments from B.Pagano (Old Post Rd, Red Hook), in which she expressed concern about the lack of explicit limits on the number of children in a daycare facility. Mayor Smythe described the maximum allowed in the residential zones as included in existing Village of Red Hook code. She stated that the proposed local law applies to General Business and Gateway Business Zoning Districts and the maximum allowed depends on New York State law.

Trustee Laing asked for confirmation that nothing was being changed in the existing Village Code related to residential areas. It was confirmed by Mayor Smythe.

**Mayor Smythe asked for a motion to close the public hearing for Proposed Local Law ‘C’ – A Local Law to Amend the Regulations for Day-Care Facilities. The motion was made by Trustee Laing and seconded by Trustee Appenzeller. All in favor. Motion approved.**

Mayor Smythe reviewed the Full Environmental Assessment Form Part 2 and 3 with the Trustees.

**RESOLUTION 40 – 2023  
RESOLUTION TO ADOPT LOCAL LAW 3 of 2023, ENTITLED  
A LOCAL LAW TO AMEND THE REGULATIONS FOR DAY-CARE FACILITIES**

WHEREAS, a proposed form of Local Law C of 2023 entitled “A Local Law to Amend the Regulations for Day-Care Facilities” has been laid on the desks of the Village Trustees (the “Proposed Local Law”); and

WHEREAS, the Proposed Local Law would reduce regulatory barriers to opening new day-care facilities within the Village; 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 Local Law; and

WHEREAS, on July 11, 2023, the Village Board classified the Proposed Local Law as a Type I SEQRA action and declared itself the only involved agency; and

WHEREAS, the Board has reviewed Parts 1, 2 and 3 of the EAF and information obtained through its own knowledge, the public hearing, its consultants and other agencies and has sufficient information on which to base a determination of significance; and

WHEREAS, the Board has considered the criteria contained in 6 NYCRR 617.7 and thoroughly analyzed all identified relevant areas of environmental concern; and

WHEREAS, the Proposed Local Law was referred to the Dutchess County Department of Planning and Development pursuant to Section 239-m of the General Municipal Law, which responded on August 10, 2023 that it was a matter of local concern with comments; and

WHEREAS, the Proposed Local Law was referred to the Village Planning Board and Code Enforcement Officer for review and comment, which did not provide a response; and

WHEREAS, a duly noticed public hearing was held on August 14, 2023, during which all those who wished to speak were heard.

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

1. The Board hereby adopts a Negative Declaration, finding that the adoption of the Proposed Local Law will not result in any significant adverse environmental impacts and that a Draft Environmental Impact Statement will not be prepared.
2. The Board hereby adopts the Proposed Local Law as Local Law No 3 of 2023 (the “Local Law”).
3. That the Village Clerk be and she hereby is directed to enter said Local Law in the minutes of this meeting and in the Village Code of the Village of Red Hook, to give due notice of the adoption of said Local Law to the Secretary of State of New York, and take all other actions as may be required by law.
4. The Village Clerk be and she hereby is directed to file notice of the Negative Declaration with the Environmental Notice Bulletin.

Motion by: Trustee Laing

Seconded by: Trustee 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 41 – 2023

RESOLUTION AUTHORIZING THE SOLICITATION OF PUBLIC BIDS FOR WATER SYSTEM SCADA UPGRADES AND WATER TANK REHABILITATION

WHEREAS, the Village Engineer, Delaware Engineering, has requested that the Village proceed with advertising for requests for bid for the “Water System SCADA Upgrades” and “Water Tank Rehabilitation”, two projects included in the 2022 WIIA grant; and

NOW THEREFORE BE IT RESOLVED, that the Village Board of the Village of Red Hook does hereby authorize and direct the solicitation of bids for the Projects, with bids to be received by 1:00pm on September 12, 2023 for the Water System SCADA Upgrades, and October 10, 2023 for the Water Tank Rehabilitation or such later times and dates as determined by the Mayor upon consultation with the Village Engineer, provided that such publication shall appear not less than five days prior to the date set for bid opening.

Motion by: Trustee Laing

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				

RESOLUTION 42 – 2023

RESOLUTION TO APPROVE PROJECT TO REPLACE THE VARIABLE FREQUENCY DRIVES (VFDs) AT WELL 13&14

WHEREAS, the VFD at Well 13 is inoperable and unfixable and is necessary for the functioning of the Well; and

WHEREAS, Well 14’s VFD is operating but will need replacement soon due to age and currently functionality and Well 14 is located near Well 13; and

WHEREAS, our Village Engineer, Delaware Engineering, recommends that the VFDs be located as close to the wells a possible and the VFDs are currently located at the Water Treatment Plant, approximately 200 feet away; and

WHEREAS, the project was originally included in the scope of the SCADA project but the timing is now more urgent; and

WHEREAS, the largest cost is the electric cost which includes excavation from the well to the WTP and installing conduit, installing the new VFDs at the wells, running fiber from the WTP to the newly located VFDs and making the connections. Delaware Engineering has received at least four quotes and Whalen Electric has the lowest bid at \$16,200.00; and

WHEREAS, there will be an additional cost to purchase the VFDs which will cost approximately \$5,800.

NOW THEREFORE BE IT RESOLVED, that

1. The project to replace the VFDs at Well 13 & 14 is approved to proceed now for a cost not to exceed \$25,000, and
2. The mayor is authorized to award the electric work to Whalen Electric, and
3. The cost will be allocated to the Acct EW9710.8 – USDA Reserve

Motion by: Trustee Laing

Seconded by: Trustee 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				

Trustee Appenzeller discussed evaluations and interviews that occurred in the pursuit to hire a Village Planner (consultant). Trustee Appenzeller and Mayor Smythe recommend Nelson Pope Voorhis.

**Mayor Smythe asked for a motion to hire Nelson Pope Voorhis as the Village of Red Hook Planner. The motion was made by Trustee Laing and seconded by Trustee Appenzeller. All in favor. Motion approved.**

RESOLUTION 43 – 2023

RESOLUTION TO APPROVE 2022 FIREFIGHTER RECORDS FOR SERVICE PROGRAM AWARD (LOSAP)

WHEREAS, Article 11-A of the New York State General Municipal Law requires that a list of Firefighter volunteers who earned a Service Credit during 2022 be certified under oath by the Fire Department and submitted to the Program Sponsor (the Village of Red Hook); and

WHEREAS, the Program Sponsor must review and approve the 2022 Firefighter Records listing; and

WHEREAS, the Red Hook Fire Company has provided the Village of Red Hook Board of Trustees with the 2022 Firefighter Records; and

WHEREAS, the 30 day posting for review at the Fire Department has already occurred from June 6 through July 12, 2023; and

WHEREAS, there were no changes made to the Firefighter Records during the review period;

NOW THEREFORE BE IT RESOLVED, that

1. The 2022 Firefighter Records be approved after Board review,
2. The Mayor is authorized to sign the 2022 SPONSOR AUTHORIZATION FORM that will authorize the program administrator, Penflex Actuarial Services, LLC, to use the data submitted to determine the funding requirements of the Service Award Program.

Motion by: Trustee Appenzeller

Seconded by: Trustee Bradley-Rickard

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				

Board of Trustees discussed that the Village will need to hold a special election so Village voters can approve/deny the increase in LOSAP award amount. The resolution approved by the Board at the previous Board meeting will need to be rescinded and another adopted as it's not possible to put a Village question on a Dutchess County run election.

Mayor Smythe reviewed the recent completed Justice Court Audit report (Lori Doty, Certified Public Accountant) with the Trustees.

**Mayor Smythe made a motion to accept the Village Justice Court audit report. The motion was seconded by Trustee Bradley-Rickard. All in favor. Motion approved.**

RESOLUTION 45 – 2023

RESOLUTION TO TRANSFER FUNDS FROM THE WATER FUND TO THE USDA RESERVE ACCOUNT.

WHEREAS, a resolution is required to transfer budgeted reserve funds to their respective reserve account; and WHEREAS, the remaining budgeted amount for the USDA Reserve account #AW9710.8 in the Water Fund as of 5/31/23 is \$4,867.22;

NOW THEREFORE BE IT RESOLVED, that the Village of Red Hook hereby accepts and approves transferring this amount to the Village of Red Hook USDA Water Reserve Fund.

Motion by: Trustee Appenzeller

Seconded by: Trustee Bradley-Rickard

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 45 – 2023

RESOLUTION FOR 5/31/23 YEAR END BUDGET ADJUSTMENTS TO VILLAGE GENERAL, WATER, & SEWER FUNDS.

WHEREAS, the Village Board desires to amend the General, Water, and Sewer Fund budgets to reflect final '22-'23 year end information and expenses,

WHEREAS, The Village Board has reviewed the following schedule of budget adjustments,

For the GENERAL FUND:

Account Number & Name	Budget	Adjustment	Revised Budget	Notes
<b>Income</b>				
A1001 · Real Property Tax	1,311,680.00	719.86	1,312,399.86	
A1081 · Other Payments in Lieu of Taxes	14,207.00	(0.20)	14,206.80	
A1090 · Interest/Penalty-Real Prop Tax	5,800.00	(46.33)	5,753.67	
A1120 · Non-Prop Tax Dist-Sales Tax	140,000.00	49,156.94	189,156.94	Better year than budgeted
A1170 · Franchises	43,750.00	(1,547.79)	42,202.21	
A1255 · Clerk Fees	550.00	(30.00)	520.00	
A1289a · LOSAP Audit Town Share	2,500.00	(2,500.00)	-	
A1289b · LOSAP Other Gov. - Other	9,000.00	(753.75)	8,246.25	
A1520 · Police Fees	1,000.00	(292.50)	707.50	
A1689 · Other Health Departmental Inc	9,500.00	(139.57)	9,360.43	
A2110 · Zoning Fees	30,000.00	5,769.85	35,769.85	
A2130 · Material Management Tag Sales	37,000.00	(4,382.80)	32,617.20	
2260a.1 · Police- Mileage	1,700.00	(494.00)	1,206.00	
2260a.2 · Town of Red Hook Court	12,000.00	(3,600.00)	8,400.00	
2260a.3 · Bard College	1,300.00	(1,300.00)	-	No longer engaged by Bard
2260a.4 · Police - Town of R. H. - Other	90,000.00	9,830.13	99,830.13	
A2260b · Police -Infrastructure Security	14,600.00	(40.00)	14,560.00	
A2260c · Dutchess County DWI	5,100.00	(3,436.08)	1,663.92	
A2260d · Dutchess County BUNY	1,000.00	(1,000.00)	-	Didn't participate
A2260e · Dutchess County STEP	3,000.00	(3,000.00)	-	Didn't participate
A2260f · Town School Crossing Guard	1,500.00	(1,500.00)	-	Covered by Officers
A2260T · Village of Tivoli	10,000.00	(176.50)	9,823.50	
A2260U · Village of Tivoli - Court	-	330.00	330.00	
A2261a · School activities	5,000.00	(896.00)	4,104.00	
A2261b · School SRO	130,000.00	(25,950.03)	104,049.97	A portion in next year
A2261c · School Police - Other	1,500.00	(1,208.00)	292.00	
A2262 · Fire Dept - Town Work Comp	22,619.54	2,160.00	24,779.54	
A2389 · Other Revenue	641.95	(0.03)	641.92	
A2401 · Interest and Earnings	750.00	1,799.98	2,549.98	
A2414 · Rental of Equipment	500.00	(250.00)	250.00	
A2610a · Court Receipts	75,000.00	(13,379.00)	61,621.00	
A2610b · Court Payments to OSC	(34,000.00)	11,556.50	(22,443.50)	
A2610c · Zoning Fines	500.00	(500.00)	-	
A2610d · Fines - Bus Patrol	1,000.00	595.00	1,595.00	
A2625 · Forfeiture of Crime Proceeds	500.00	(500.00)	-	
A2650 · Sale of Scrap Metal	4,500.00	(485.40)	4,014.60	
A2665 · Sale of Equipment	1,868.00	(1,283.00)	585.00	
A2701 · Refunds of Prior Year's Expend	113.00	(0.56)	112.44	
A2706 · Grants from Local Govt	21,700.00	(21,700.00)	-	Reimbursable Grant
A2770 · Unclassified (specify)	1,000.00	807.50	1,807.50	
A3001 · State Aid - Revenue Sharing	9,600.00	(18.00)	9,582.00	
A3005 · State Aid - Mortgage Tax	22,500.00	2,561.00	25,061.00	
	2,010,479.49	(5,122.78)	2,005,356.71	

Account Number & Name	Budget	Adjustment	Revised Budget	Notes
<b>Expense</b>		-		
A1010.1 · Legislative Board - Per Srv	28,000.00	1,230.49	29,230.49	
A1010.4 · Legislative Board - Contr Exp	500.00	(45.00)	455.00	
1110.11 · Court Clerk	30,000.00	(2,117.19)	27,882.81	
1110.12 · Court Justice	20,000.00	114.47	20,114.47	
1110.41 · Court - Lease/Maintenance	2,500.00	(388.57)	2,111.43	
1110.42 · Court - Supplies	1,800.00	(269.66)	1,530.34	
1110.44 · Court - Printing & Postage	2,300.00	(874.44)	1,425.56	
1110.45 · Court - Miscellaneous	3,900.00	160.26	4,060.26	
A1210.1 · Mayor - Per Srv	13,700.00	(27.51)	13,672.49	
A1210.4 · Mayor - Contr Exp	1,100.00	3.25	1,103.25	
A1315.4 · Comptroller - Cont Exp	17,000.00	(1,725.45)	15,274.55	
A1325.1 · Treasurer - Per Srv	27,500.00	1,449.63	28,949.63	
A1410.1 · Clerk - Per Srv	24,500.00	794.67	25,294.67	
1410.42 · Clerk - Payroll Fees	5,500.00	52.39	5,552.39	
1410.43 · Clerk - Supplies	3,000.00	(722.76)	2,277.24	
1410.44 · Clerk - Lease/Maintenance	2,800.00	(185.42)	2,614.58	
1410.45 · Clerk - Miscellaneous	3,000.00	(838.75)	2,161.25	
1410.46 · Clerk - Bank Fees	5,000.00	276.61	5,276.61	
1410.47 · Clerk-Postage	2,000.00	(762.11)	1,237.89	
1410.48 · Code Publisher	2,500.00	(1,305.00)	1,195.00	
1420.42 · Law - Legal Union Services	3,000.00	(1,469.00)	1,531.00	
1420.43 · Law - Miscellaneous	5,700.00	138.31	5,838.31	
1420.44 · Law - Special Prosecutor	6,300.00	(1,350.00)	4,950.00	
1420.45 · Legal Planning Zoning	6,800.00	5,954.75	12,754.75	
A1430.4 · Grant Writer - Contra Exp	5,000.00	(5,000.00)	-	
A1440.4 · Engineer - Contr Exp	5,000.00	(5,000.00)	-	
A1450.1 · Elections - Per Srv	800.00	(500.00)	300.00	
A1450.4 · Elections - Contr Exp	500.00	(340.93)	159.07	
1480.41 · Digital Communication	6,100.00	(5,923.60)	176.40	
1620.41 · Buildings - Utilities	43,000.00	2,282.35	45,282.35	
1620.42 · Buildings - Service Contracts	10,000.00	(462.01)	9,537.99	
1620.43 · Buildings - Supplies & Repairs	9,000.00	392.24	9,392.24	
1620.44 · Buildings - Cleaning Services	6,000.00	248.40	6,248.40	
1620.45 · Buildings - Miscellaneous	1,500.00	(773.91)	726.09	
1620.46 · Building Roof Repair	30,000.00	(30,000.00)	-	Didn't proceed
1620.47 · COVID -19	300.00	(290.01)	9.99	
1640.41 · Welding	2,000.00	(54.41)	1,945.59	
1640.42 · Fuel/Utilities	1,500.00	518.74	2,018.74	
1640.43 · Misc Supplies	5,500.00	(1,868.84)	3,631.16	
1640.44 · Apparel	2,000.00	(519.18)	1,480.82	
1640.45 · Tools	1,500.00	(1,261.61)	238.39	
1640.46 · Scrap Tools	2,000.00	47.99	2,047.99	
A1670.4 · Central Print/Mail - Contr Exp	-	183.95	183.95	
1680.41 · Software (Village-Highway-B&Z)	10,000.00	(7,102.54)	2,897.46	
A1680.4 · Central Data Processing IT - Other	18,000.00	(2,207.54)	15,792.46	
A1910.4 · Unallocated Insur - Contr Exp	50,590.00	(156.90)	50,433.10	
A1920.4 · Municipal Assn Dues - Contr Exp	2,500.00	(684.00)	1,816.00	
A1989.4 · Oth Gen Govt Supprt - Contr Exp	23,658.65	(23,658.65)	-	Budgeted for Fund Balance
A2450.4 · Tower Commission	14,000.00	(3,872.03)	10,127.97	
3120.1A · Village Police	449,000.00	11,289.80	460,289.80	
3120.1L · Police- Officer Salary - Other	6,400.00	(6,400.00)	-	Covered in Acct above
3120.12 · Police - Support Staff	25,000.00	(1,145.62)	23,854.38	

3120.41 · Police - Equipment Lease/Maint	10,100.00	(2,690.83)	7,409.17	
312042b · Police - Supplies - Other	6,000.00	973.12	6,973.12	
3120.43 · Police - Utilities	2,812.61	(147.33)	2,665.28	
3120.44 · Police - Vehicle Repairs/Maint	10,000.00	1,545.51	11,545.51	
3120.45 · Police - Education & Training	2,500.00	(1,582.12)	917.88	
3120.46 · Police - Miscellaneous	2,000.00	(661.75)	1,338.25	
3120.47 · Police - Fuel	19,160.00	1,145.91	20,305.91	
3120.48 · Police - Storage	1,000.00	(529.32)	470.68	
3120.49 · Police - Software	11,404.95	(19.78)	11,385.17	
A5110.1 · Maint of Streets - Per Srv	130,114.72	8,646.70	138,761.42	
A5110.2 · Maint of Streets - Cap Outlay	17,000.00	(9,144.82)	7,855.18	
5110.41 · Streets - Vehicle Repairs/Maint	10,100.00	630.85	10,730.85	
5110.42 · Streets - Street Maintenance	24,743.00	(3,201.85)	21,541.15	
5110.43 · Streets - Miscellaneous	3,750.00	245.17	3,995.17	
5110.44 · Streets - Tools	1,500.00	(218.94)	1,281.06	
5110.45 · Streets - Fuel	11,000.00	1,200.60	12,200.60	
5110.47 · Scrap Tools	2,500.00	(603.85)	1,896.15	
A5110.8 · Maint of Streets- Empl Bnfts	750.00	(750.00)	-	
5142.41 · Snow Removal - Materials	18,000.00	(1,832.12)	16,167.88	
5142.42 · Snow Removal - Equipment Repair	7,500.00	625.45	8,125.45	
5142.43 · Snow Removal - GDB Clearing	17,500.00	(17,500.00)	-	Not needed this winter
5142.44 · Snow Removal -Fuel	1,500.00	(354.04)	1,145.96	
A5182.4 · Street Lighting - Contr Exp	65,000.00	(1,360.26)	63,639.74	
A6989.4 · Other Eco & Dev- Contr Exp	2,000.00	(2,000.00)	-	
7110.41 · Abrahams Park	1,600.00	220.94	1,820.94	
7110.42 · Veterans Park	100.00	(6.63)	93.37	
A7550.4 · Celebrations - Contr Exp	5,500.00	66.95	5,566.95	
A7620.4 · Adult Recreation - Red Hook Sr	1,000.00	1,000.00	2,000.00	
A7989.4 · Public Art Space	2,000.00	(784.46)	1,215.54	
A8010.1 · Zoning - Per Srv	76,225.00	(11,175.12)	65,049.88	
8010.42 · Zoning - Printing & Supplies	1,800.00	(987.38)	812.62	
8010.43 · Zoning - Miscellaneous	2,000.00	(840.31)	1,159.69	
8010.47 · Zoning-Postage	700.00	(553.81)	146.19	
A8040.4 · Human Relations Committee	1,000.00	(1,000.00)	-	
A8160.1 · Refuse & Garbage - Per Srv	16,000.00	1,673.96	17,673.96	
8160.42 · Fuel	1,500.00	(163.77)	1,336.23	
8160.43 · Repair	3,000.00	(2,304.44)	695.56	
8160.44 · Tipping Fees	9,800.00	(9.05)	9,790.95	
8160.45 · Misc	500.00	297.27	797.27	
8160.46 · Tags	1,000.00	(950.00)	50.00	
A8510.4 · Comm Beautification - Contr Exp	6,750.00	(0.78)	6,749.22	
A8560.4 · Shade Tree - Contr Exp	12,800.00	59.90	12,859.90	
A8676.4 · Prov-Public Ser(Lang Acc Grant)	21,700.00	(18,703.75)	2,996.25	Didn't expense as budgeted
A9030.8 · Social Security - Employer Cont	64,500.00	1,199.49	65,699.49	
9040.81 · Workers Comp - Village	16,905.00	11,275.25	28,180.25	
9040.82 · Workers Comp - Fire Department	43,000.00	(94.53)	42,905.47	
A9055.8 · Disabilty (Fire)	3,700.00	(30.72)	3,669.28	
9060.81 · Medical Insurance - Police	75,900.00	(6,696.40)	69,203.60	
9060.82 · Medical Insurance - Highway	52,100.00	(4,596.39)	47,503.61	
9060.83 · Medical Insurance - Village	57,000.00	2,452.38	59,452.38	
9060.84 · Medical Insurance - Retirees	21,000.00	(158.44)	20,841.56	
A9060.8 · Medical Insurance - Empl Benfts - Other	(34,551.23)	22,348.24	(12,202.99)	
A9089.8 · Other Employee Benfts (LOSAP)	12,000.00	(1,005.00)	10,995.00	
9710.62 · Backhoe Principal	6,410.00	(151.43)	6,258.57	
9710.64 · Snow Plow (Prin)	8,900.00	(14.50)	8,885.50	
9710.65 · 2020 Police Truck Principal	8,000.00	2,000.00	10,000.00	
9710.72 · Backhoe Interest	325.00	(315.55)	9.45	
9710.74 · Snowplow (Int)	1,575.83	(382.12)	1,193.71	
9710.75 · 2020 Police Truck Interest	2,000.00	(2,000.00)	-	Paid as principal
A9789.7 · Short Term Interest	500.00	(500.00)	-	
	1,831,423.53	(122,578.24)	1,708,845.29	

For the WATER FUND:

Account Number and Name	Budget	Adjustment	Revised Budget	Notes
Income				
EW2140 · Metered Water Sales	520,000.00	59,242.86	579,242.86	Faulty recordings
EW2142 · Water Finals	2,000.00	(54.35)	1,945.65	
EW2148 · Interest & Penalties - Wat Rent	5,000.00	781.71	5,781.71	
EW2401 · Interest and Earnings	400.00	282.89	682.89	
EW2770 · Unclassified (specify)	23,053.00	(23,053.00)	-	
	550,453.00	37,200.11	587,653.11	
Expense				
8310.1c · Treasurer	9,000.00	(3,082.12)	5,917.88	
8310.1a · Highway Water Maintenance	20,000.00	(8,481.63)	11,518.37	
8310.1b · Clerk- Administration	37,000.00	(3,042.44)	33,957.56	
8310.42 · Contract Extras	11,250.00	2,334.69	13,584.69	
8310.41 · Water Admin- Contr Exp	23,700.00	(2,740.80)	20,959.20	
8320.41 · Water Tapping	2,300.00	(111.25)	2,188.75	
8320.42 · Fuel	1,000.00	(515.80)	484.20	
8320.43 · Generator Contractual	900.00	(73.93)	826.07	
8320.44 · Central Hudson	18,900.00	(5,358.21)	13,541.79	
8320.45 · Misc	3,900.00	373.13	4,273.13	
8320.46 · Communicatins	2,000.00	(422.36)	1,577.64	
8320.47 · Water Repairs	57,300.00	(25,814.88)	31,485.12	Conservative budget
8320.48 · Tools	2,000.00	(297.28)	1,702.72	
8320.49 · Vehicle/Repair Maintenance	6,000.00	(1,561.95)	4,438.05	
8320410 · Legal	1,500.00	(1,500.00)	-	
832041b · Engineering - Other	22,750.00	(550.00)	22,200.00	
832041a · Engineering Extras	6,300.00	(1,800.00)	4,500.00	
8320412 · Office Supplies	1,000.00	(806.81)	193.19	
8320414 · Postage	1,500.00	(39.32)	1,460.68	
8320415 · Solar Project (Water)	500.00	(500.00)	-	
8330.42 · Water Purification - Other	7,000.00	1.18	7,001.18	
8330.41 · Software/Hardware Updates	43,053.00	(6,473.73)	36,579.27	
E9030.8 · Social Security - Emp Benef	6,500.00	(2,363.86)	4,136.14	
E9040.8 · Workers Comp - Emp Benef	6,500.00	(1,800.00)	4,700.00	
EW9710.72 USDA Phase 1 Interest	21,000.00	(780.00)	20,220.00	
EW9710.73 USDA Phase 2 Interest	43,500.00	(953.14)	42,546.86	
E990991 . Interfund Transfer Sewer	25,000.00	19,468.45	44,468.45	Covers O&M for start up
	381,353.00	(46,892.06)	334,460.94	

For the SEWER FUND:

Account Numbers & Codes	Budget	Adjustment	Revised Budget	Notes
<b>Income</b>				
ES2122 · Sewer Capital Charge	77,800.00	42,616.97	120,416.97	Accrued for next yr
ES2128 · Interest & Penalties Sewer Acct	500.00	(18.14)	481.86	
ES5031 · Interfund Transfers	25,000.00	19,468.45	44,468.45	covers O&M costs
	25,500.00	19,450.31	44,950.31	
<b>Expense</b>				
<b>Operation &amp; Maint</b>				
1710.41 · Admin - Extras	-	655.00	655.00	
1710.4 · Admin Contractual - Other	28,000.00	(4,808.92)	23,191.08	
8120.41 · Electrical Costs	15,000.00	819.72	15,819.72	
8120.42 · Repairs & Maint	10,100.00	(1,589.60)	8,510.40	
8120.43 · Lab Sampling	2,396.01	(2,396.01)	-	
8120.44 · Supplies	3,400.00	608.57	4,008.57	
8120.45 · Communications	100.00	(68.84)	31.16	
8130.41 · Grease Traps	40,000.00	(38,837.50)	1,162.50	
8130.42 · Tank Plumbing	1,000.00	(1,000.00)	-	
8130.43 · WWTP Sludge Removal	5,000.00	(2,232.11)	2,767.89	
	104,996.01	(48,849.69)	56,146.32	
<b>Other Income</b>				
S5730.2 · Bond Anticipation Notes	6,227,118.00	(147,134.51)	6,079,983.49	
<b>Capital Construction</b>				
8120441 · Contingency	157,872.00	(157,872.00)	-	All will be expensed
8120451 · Single Audit	23,000.00	(23,000.00)	-	by the end of the
8120461 · Accounting	12,000.00	(11,890.00)	110.00	project
8120471 · Legal	15,000.00	(7,643.75)	7,356.25	This is just a timing
8120481 · Engineering	240,154.00	104,864.20	345,018.20	difference
8120491 · Sewer Construction - Carver	5,397,145.00	(453,121.32)	4,944,023.68	
8120492 · Construction - Sausto	381,947.00	14,609.68	396,556.68	
	6,227,118.00	(534,053.19)	5,693,064.81	

NOW THEREFORE BE IT RESOLVED, that the Village of Red Hook amends the General, Water, and Sewer Fund budgets as shown in the schedules above.

Motion by: Deputy Mayor Kjarval

Seconded by: Trustee 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 46 – 2023

RESOLUTION FOR BUDGET ADJUSTMENTS TO VILLAGE GENERAL, WATER, & SEWER FUNDS.

WHEREAS, the Village Board desires to amend the General, Water, and Sewer Fund budgets to reflect current information and expenses,

WHEREAS, The Village Board has reviewed the following schedule of budget adjustments:

For the GENERAL FUND:

Account No.	Account Name	Current Budget	Adjustment	Revised Budget	Notes
<b>REVENUE:</b>					
	Miscalculation - missed amount	\$ -	\$ 5,000.00	\$ 5,000.00	didn't add correctly
A2701	Refunds of Prior Year Expense	\$ -	\$ 412.50	\$ 412.50	Wells Fargo refund
	Prior Year Fund Balance	\$ -	\$ 21,500.00	\$ 21,500.00	
<b>EXPENSE:</b>					
A1910.4	Unallocated Insur - Contr Exp (NYMIR)	\$ 40,000.00	\$ 9,577.50	\$ 49,577.50	Based on actual
A1989.4	Other Gov't Support (Fund Balance)	\$ 17,000.00	\$ (4,165.00)	\$ 12,835.00	
A3120.49	Police - Software	\$ 21,150.00	\$ 11,500.00	\$ 32,650.00	
A8010.1	Zoning - Per Srv	\$ 85,000.00	\$ (45,000.00)	\$ 40,000.00	Moved to contract
A8010.48	Contract Per Srv	\$ -	\$ 45,000.00	\$ 45,000.00	Z3 Consultants
A8020.4	Planning - Contr Exp	\$ 15,000.00	\$ 10,000.00	\$ 25,000.00	
	<b>TOTAL</b>		\$ -		

For the WATER FUND:

Account No.	Account Name	Current Budget	Adjustment	Revised Budget	Notes
<b>EXPENSE:</b>					
EW1910.4	Unallocated Insur - Contr Exp (NYMIR)	\$ 27,500.00	\$ 2,000.00	\$ 29,500.00	Based on actual
EW8320.47	Water Repairs	\$ 50,000.00	\$ (2,000.00)	\$ 48,000.00	
EW8320.48	Tools	\$ 2,000.00	\$ 1,000.00	\$ 3,000.00	Valve Exerciser
EW8330.41	Software/Hardware Updates	\$ 10,000.00	\$ (1,000.00)	\$ 9,000.00	
	<b>TOTAL</b>		\$ -		

For the SEWER FUND:

Account No.	Account Name	Current Budget	Adjustment	Revised Budget	Notes
<b>EXPENSE:</b>					
ES1710.1	Admin- Per Srv	\$ 10,000.00	\$ (5,000.00)	\$ 5,000.00	Allocation too high
ES8130.45	Tank Pumping	\$ 4,500.00	\$ (1,159.00)	\$ 3,341.00	Probably too high
ES9800	USDA Reserve	\$ 12,000.00	\$ 6,159.00	\$ 18,159.00	Required by USDA
	<b>TOTAL</b>		\$ -		

NOW THEREFORE BE IT RESOLVED, that the Village of Red Hook amends the General, Water, and Sewer Fund budgets as shown in the schedules above.

Motion by: Trustee Bradley-Rickard

Seconded by: Trustee 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				

**COMMITTEE REPORTS:**

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

ACCOUNT BALANCES (07/31/2023)

GENERAL FUND	\$ 1,774,669.33
WATER FUND	\$ 521,302.58
PAYROLL CLEARING ACCOUNT	\$ 35,356.76
SEWER FUND	\$ 90,550.16
HARDSCRABBLE	\$ 8,188.48
VILLAGE GREEN	\$ 7,674.32
HEALTH INSURANCE	\$ 5,862.95
PETTY CASH	\$ 60.83

RESERVE CHECKING BALANCES

FIRE DEPARTMENT (M&T)	\$ 5,068.81
POLICE (M&T)	\$ 14,687.98
USDA (M&T)	\$ 134,978.17
HIGHWAY (M&T)	\$ 26,369.55
SNOW RESERVE (M&T)	\$ 3,302.41
TOWER RESERVE (M&T)	\$ 17,835.24
UNEMPLOYMENT (M&T)	\$ 4,575.89
COURT RESERVE (M&T)	\$ 3,321.65
OFFICE RESERVE (M&T)	\$ 979.31

MONTHLY EXPENSES (July)

GENERAL FUND	\$ 148,876.37
WATER FUND	\$ 11,233.06
PAYROLL CLEARING ACCOUNT	\$ 2,448.10
SEWER	\$ 525.43

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

Mayor Smythe read the Police Report as follows:

Sgt. Hildenbrand has begun the process of setting up Lexipol police policy program.

July 2023	Total	Village of Red Hook	Town of Red Hook	Tivoli
Incidents (i.e., lock outs, SRO, traffic control, drug take backs, finger printing)	236	120	100	16
Water Tower Security Checks		114 (included in above)		
Uniform Traffic Tickets	74	38 (inc. 6 parking tickets)	27 (inc. 0 parking tickets)	9 (inc. 9 parking tickets)
Arrests	4	2	2	0

Mayor Smythe provided a summary of the Red Hook Fire Department’s June report – 34 calls within the Village (21 EMS, 6 alarms), 65 outside the Village limits (40 EMS, 13 alarms). Mayor Smythe announced that she had begun negotiations on the next Fire Department contract.

Mayor Smythe read personnel, insurance, sewer project, Northern Dutchess Alliance (no meetings), and Red Hook Library reports (on-file).

Deputy Mayor Kjarval read Red Hook Together, Economic Development Committee, Communication Committee, Hardscrabble/Events Committee, Human Relations Committee, Main St. Committee, and Highway Department report (on-file).

Mayor Smythe announced that there will be a Neighbor’s Night event in the Village parking lot, Friday, September 22<sup>nd</sup>, the night prior to Hardscrabble.

Trustee Laing read Materials Management, Water Department, Sawkill Watershed Community (no meetings), Community Preservation Fund Advisory Board (no meetings) report (on-file).

**Mayor Smythe made a motion to formally appoint Trustee Charlie Laing to the Community Preservation Fund Advisory Board. The motion was seconded by Trustee Laing. All in favor. Motion approved.**

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 August 14, 2023 Village Board Meeting at 8:50pm. Deputy Mayor Kjarval made the motion and it was seconded by Trustee Bradley-Rickard. All in favor. Motion approved.**

Respectfully Submitted,

Jennifer Cavanaugh, Clerk

VILLAGE OF RED HOOK  
LOCAL LAW NO. 3 OF THE YEAR 2023

A LOCAL LAW TO AMEND THE REGULATIONS FOR DAY-CARE FACILITIES

Be it enacted by the Village Board of the Village of Red Hook as follows:

**Section 1.**     **Legislative Intent**

New York State has experienced a shortage of daycare options since the start of the COVID-19 pandemic. The Village seeks to amend its Zoning Law to reduce regulatory barriers to opening new daycare facilities within the General Business and Gateway Business Districts of the Village of Red Hook.

**Section 2.**     Section 200-5B of the Zoning Law, entitled “Definitions” is hereby amended by deleting the definition of “Day-care Facility” and replacing it with the following new definition for “Day-care facility” to read as follows:

Day-care Facility – An umbrella term which includes both “Childcare facility” and “Family day-care home” facilities.

**Section 3.**     Section 200-5B of the Zoning Law, entitled “Definitions” is hereby amended by deleting the definition of “Nursery School” and replacing it with the following new definition for “Childcare facility” to read as follows:

Childcare facility – a commercial establishment designed to provide daytime care or instruction for six or more children under the age of twelve and operated on a regular basis.

**Section 4.**     Subsection 200-10B of the Zoning Law, entitled “General Business District GB” is hereby amended by inserting a new subsection (11) and to renumber the existing subsection 11 as 12 and all subsections thereafter accordingly, to read as follows:

(11) Day-care facility

**Section 5.**     Subsection 200-11B of the Zoning Law, entitled “Gateway Business District GWB” is hereby amended by inserting a new subsection (13) to read as follows:

(13) Day-care facility

**Section 6.**     Subsection 200-12B(3)(i) of the Zoning Law, entitled “Neighborhood Mixed-Use NMU” is hereby amended by replacing “Nursery School” with “Childcare facility”.

**Section 7.**     Subsection 200-12D(3) of the Zoning Law, entitled “Neighborhood Mixed-Use NMU” is hereby amended by deleting the use “Commercial day-care facilities”.

**Section 8.** Subsection 200-12H of the Zoning Law, entitled “Commercial day care” is hereby deleted.

**Section 9.** Subsection 200-14C of the Zoning Law, entitled “Light Industrial Business LIB” is hereby amended by inserting a new subsection (14) to read as follows:

(14) Day-care facility

**Section 10.** Subsection 200-21B of the Zoning Law, entitled “Day-Care Facilities” is hereby amended to read as follows:

§ 200-21B. Childcare facility.

1. The facility’s operator shall show compliance with the regulations of the New York State Office of Children and Family Services.
2. The setbacks, height, bulk and minimum frontage for the underlying zoning districts shall apply. However, in the R10,000 and R20,000 Districts, in no case shall any building be less than 30 feet from an adjacent residence nor shall parking be placed closer to a front, side or rear property line than 25 feet.
3. A minimum of one off-street parking space for each employee shall be provided in addition to visitor and dropoff parking in the amount of one space per five children.
4. The proposed use shall be subject to site plan review by the Planning Board. The Board shall particularly examine any proposed facility to be certain that the visual and aural impact of the facility is, to the extent possible, consistent with the character of the zoning district in which it is located and that appropriate measures and features are included to assure the safety of the children.

**Section 11.** Severability

If any part or provision of this Local Law or the application thereof to any person or circumstance be adjudged invalid by any court of competent jurisdiction, such judgement shall be confined in its operation to the part of provision or application directly involved in the controversy in which judgment shall have been rendered and shall not affect or impair the validity of the remainder of this Local Law or the application thereof to other persons or circumstances, and the Village of Red Hook hereby declares that it would have passed this Local Law or the remainder thereof had such invalid application or invalid provision been apparent.

**Section 12.** Effective Date

This Local Law shall take effect immediately upon filing in the office of the Secretary of State in accordance with Section 27 of the Municipal Home Rule Law.

# Committee Reports

(Not Part of the Official Meeting Minutes)

**Village of Red Hook**  
**Mayor's Report**  
**July 2023**

**POLICE REPORT & LAW ENFORCEMENT:**

Lt. Hildenbrand has begun the process of implementing Lexipol by reviewing all our police policies with their assistance. This process will take months to complete. I will provide updates as we have them.

Incident reports – see attached.

**FIRE DEPARTMENT:**

On July 28, I met with Rob Frey and Ron Rhynders of the Red Hook Fire Company to begin our contract renewal discussions. We had a good discussion with the RH Fire Co sharing some of their concerns and needs coming up. I have requested copies of their most recent Annual Report, Form 990, their adopted budget, and their capital plan. They will return with those documents so we can continue our discussions.

**PERSONNEL:**

Diana Devens is our new Deputy Village Clerk. Diana started work on June 20, 2023. She is learning the ropes and did a terrific job filling in while Jen Cavanaugh was on vacation last week.

**INSURANCE:**

The NYMIR insurance package invoice came in and you will see budget adjustments to match the actual invoice. In reviewing why the budget was so off, I realized that I miscalculated and planned for a decrease in cost, which is not logical. It's actually a 5.3% increase from last year.

**NORTHERN DUTCHESS ALLIANCE (NDA) EXECUTIVE COMMITTEE:** No meeting was held in July.

# RED HOOK VILLAGE BOARD MONTHLY POLICE REPORT TOTALS

MONTH: JULY, 2023

**INCIDENTS:** 236

Village of Red Hook	<u>120</u>
Town of Red Hook	<u>100</u>
Village of Tivoli	<u>16</u>

**WATER TOWER  
SECURITY CHECK**

114

**UNIFORM TRAFFIC  
TICKETS**

74

Village of Red Hook	<u>38</u>
Town of Red Hook	<u>27</u>
Village of Tivoli	<u>9</u>

**PARKING TICKETS:**

Village of Red Hook	<u>6</u>
Town of Red Hook	<u>8</u>
Village of Tivoli	<u>9</u>

**ARRESTS:** 4

Village of Red Hook	<u>2</u>
Town of Red Hook	<u>2</u>
Village of Tivoli	<u>0</u>

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

The Red Hook Public Library (RHPL) held their regular board meeting on July 20 at the Library in the third-floor conference room.

I was not able to attend the board meeting, but Library Manager Alex Geller met with me on July 21 to review the Board meeting and Library activities.

#### Board Developments

There are several changes to the Library Board. Treasurer Josh Bardfield's term ended at the end of June and he did not seek to renew. Board Vice President Sally Dwyer-McNulty has resigned her position on the Board as of the end of July. Amy Husten has stepped down as Secretary, effective immediately. She was approved as Treasurer. Sarah DeVeer was approved as Secretary.

The Board will be hiring an independent Treasurer as a paid position. The Board Treasurer will become Financial Officer – actual title to be confirmed at a later date.

There are currently 3 applicants for Board positions, possibly a 4<sup>th</sup>. The Board will review and make their recommendations to the Village Board following their process.

#### Personnel

Alex Geller was formally approved as Library Manager. Trish Scully has had a title change from Library Clerk to Library Assistant. Dawn Jardine resigned her position as consultant as of 6/23/23. Toby Teiger resigned his position as Interim Library Manager as of 6/29/23.

The hiring process for an Assistant Library Manager includes several upcoming interviews. The first week of August is the target for a decision. Any further staff requirements will be reviewed in the coming months.

#### Policy

A Public Display Policy was reviewed and approved. The Policy says no political flyers, yes to all local programs free and open to the public. The new procedure is for any flyer to be handed in at the circulation desk to be reviewed and stamped by the Library Manager. Then displayed if there is room available. A Grievance Policy was reviewed and approved. This includes a form and standards for grievances.

#### Finance

The spending is starting to level out with the settling of the staff and making up purchases that had been delayed waiting for the new Manager. The budget process for 2024 will begin soon. The Board is discussing increasing their mortgage payments due to savings availability.

#### Programs

Program attendance is down due to less programs, however per program attendance is up vs year ago. Foot traffic into the Library is also up. The Board approved using the generous donation in memory of Catherine Dangnes to go toward creating a more usable space outside of the conference room on the third floor – to be called “Catherine’s Corner”. Alex is also looking to use the Main Floor more efficiently and to create a more welcoming space. He will also be reviewing the regular hours for the Library.

Summer reading is going well. Patty Bowman generously donated coupons for kids who finish the summer reading requirements. Spanish as a Second Language will return at the end of July. The Library plans to do a survey regarding programs soon.

#### Grants

Alex is in the process of applying for 4 grants. One to help with the cost of repairing the stucco on the outside of the building, one to support renovating the porch, and two smaller program grants.

#### Building & Grounds

A new sign for out front of the Library has been ordered.

The Landscaper has been working on redoing the garden beds including the ones in front of the Library, under the sign, and the children’s garden.

#### Communications/Website

The website calendar is being changed to a different format – ASSAABT which will simplify the process of signing up for programs and general communication regarding those programs.

#### Special Project

Alex is investigating the possibility of having all RHCS D children automatically get a library card. He is in discussions with the School District and with Tivoli Library to see what might be possible. Likely to start with one class in Middle School.

Respectfully submitted, Karen Smythe

**Village of Red Hook**  
**Red Hook Infrastructure – Sewer Project**  
**Monthly Report**  
**July/August 2023**

**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.

The General Contractor, Carver Construction, has been back to do some paving repair, fill in settled areas, and provide some reseeding. I have not gotten an updated punch list recently. The following items are still outstanding:

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.

**FINANCING**

Our loan with USDA-RD closed on August 11, 2023, for \$3,673,000. The original loan was for \$3,700,000. We have made \$27,000 in principal payments to EFC which accounts for the reduction in the final loan amount.

This funding was sent out today (8/14) by wire transfer to NYS Environmental Facilities Corporation (EFC) to reduce the short-term financing that we have received from EFC. We also now have access to the \$1,200,000 grant from USDA-RD which will cover the remainder of the project costs.

The EFC short-term loan will be closed and replaced with the long term, zero interest financing for the full project amount. When that financing closes, the USDA-RD loan will be paid off. The USDA-RD loan has 1 & 7/8% interest so there will be an estimated \$34,000 in interest to fund at the EFC closing.

As a reminder, the project costs are funded as follows:

Total Project Cost: \$8,447,118

USDA-RD Grant: \$1,200,000

EFC WIIA Grant: \$ 925,000

Amt to be financed: \$6,322,118

Outstanding: any final contract adjustments

The following report is 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**

**Red Hook Together:**

Red Hook Together met on August 2nd on Bard Campus at the Barringer House. The Town of Red Hook and the Village of Tivoli LWRP committees presented their Local Waterfront Revitalization Programs Plans. Tivoli's plan can be viewed at : [tivolinyny.org/lwrp/](http://tivolinyny.org/lwrp/)  
Town of Red Hook's plan can be viewed at : [redhookny.gov/276](http://redhookny.gov/276) . The Town of Red Hook submitted their plan to NY State and is awaiting their comments, While Tivoli is in the midst of their public comment sessions - and welcomes feedback from the public.

**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 during the summer season the committee has been meeting on a more limited basis. The EDC met on June 26th, and the next scheduled meeting is Wednesday, September 13. I was unable to attend this month's meeting due to a scheduling conflict. However after reviewing the draft minutes, I was able to read that The Mayor updated the committee on various Village projects and events.

**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 moved to August 9th due to travel and availability. We are focusing on creating a clear and concise explanation of '**What the Village does**' to be translated and used in outreach for the Language Access grant. We also met and discussed some possible concepts for connecting to new residents and businesses.

**Village of Red Hook Hardscrabble / Events Committee:**

The events committee meets on the 3rd Monday of each month at 6pm at Village Hall.

July's Neighbors Night was rescheduled due to severe rain warnings. The rescheduled evening on August 4th, had some light rain - but turned out to be a sunny warm evening with a fair amount of turnout. We encouraged all attendees to visit the Friday night concert and Chamber's 'First Friday' in the Village Center. We again thank Red Hook Responds and their volunteers for helping make these village events so festive by showcasing what their Food trailer can do.

Preparations for this year's Hardscrabble, taking place September 23, 2023, are ongoing. If you would like to sponsor the event, volunteer for the day, or sign up your institution or group for a booth please contact us by email at [events@redhooknyvillage.org](mailto: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.

Unfortunately our Pop-Up exhibit "We are Neighbors" exhibit was rained out both on July 14th and August 4th. Plans are underway to coordinate a way to display the exhibit during the Community Day portion of the Hardscrabble festival.

The committee met on August 2nd and discussed possible goals for the year. Members were tasked with researching and proposing goals ahead of next month's meeting on September 6th.

1. Brush Pickup

Pickup of brush, and yard debris is scheduled for the first full week of every month, pending weather conditions and scheduling. Please be patient as it takes more than one day to get all the way around the Village. As of now, pickup is scheduled for ONCE A MONTH through the Fall.

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

2. Scrap Metal Program

The revenue received from the sale of scrap metal during the month of July, 2023 was	\$2,412.50
The total revenue for this Fiscal Year 2023- 2024 to date is	\$2,412.50
Since the Program’s inception in 9/2007, scrap metal donations have yielded a total of	\$50,290.56

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 highway@redhooknyvillage.org) or the Village Clerk’s Office (845-758-1081 OR info@redhooknyvillage.org ). Highway Department personnel will assist property owners by picking up scrap metal upon request.

3. Highway Department Equipment

**Garbage & Leaf Truck:** The new garbage truck with leaf vacuum attachment (2020 International 4400 SBA 4X2) was delivered by Cyncon Equipment, Inc, on Tuesday August 8th, 2023. The purchase has been financed by a 6 month BAN (Bond Anticipation Note) as approved by the board at our July 10th meeting. Depending on the proceeds recouped from the sale of the old garbage truck parts, the Board will then determine by year's end how much of the CHIPS funding and the Highway reserve fund will be used to offset a long term 10-15 year bond for the remaining balance.

**Line Striper:** Highway Foreman Jake Smith has proposed that the Village purchase a Paint Striper in lieu of contracting out annually for repainting Village street lines. Purchasing the proposed line striper would be a one time cost of 5K rather than the 4- 5K approximate annual rate of both borrowing a machine along with paying for an operator’s time to run it. For the Boards consideration I have gathered quoted estimates for routine repainting of stops, bike signals, pedestrian walkways etc in recent years for comparison.

\$4,750	on July 14, 2021, by Seal and Stripe Pavement Maintenance Specialists
\$4,220	on June 7, 2019, Easystreet Cleaning, Inc.

#### 4. Seasonal Projects

**Catch Basins:** An estimated quote for annual Catch basin cleaning of \$8,400 for 3 days service was received from “Custom Street Services, Inc.”. Allocations from Maintenance of Streets – Catch Basin Culvert (5110.46), will be used to fund this service. The estimate is lower this year because many of the catch basins cleaned on a bi-annual basis were just cleaned in 2022.

**Annual Repaving:** Foreman Jake Smith has prepared a list of road repaving projects to be financed in whole, or in part, by the NYS FY2023-2024 CHIPS (Consolidated Local Street and Highway Improvement Program), PAVE-NY, EWR (Extreme Winter Recovery), and POP (Pave Our Potholes). Estimates are being prepared. Work on these projects is anticipated to be completed by Fall of 2023.

The following amounts have been allocated to the Village of Red Hook from NYS DOT:

<b>Program</b>	<b>Total Balance</b>	<b>23-24 Apportionment Balance</b>	<b>Cumulative Rollover Balance</b>
CHIPS	\$57,821.81	\$57,821.81	\$0.00
PAVE NY	\$13,743.33	\$13,743.33	\$0.00
EWR	\$54,704.94	11,051.50	\$43,653.44
POP	\$9,162.22	\$9,162.22	\$0.00
Combined	135,432,30	\$91,778.86	\$43,653.44

**Annual Water Valve exercising:** Exercising Water valves will be beginning this month with the newly purchased Valve exerciser which should improve the time spent on the task substantially. Also new to the process is entering the data of each exercised Valve into the Village’s Diamond Map system, which should help create a more regular maintenance schedule moving forward.

**Village Tree Pruning & or Removal:** Damaged or ailing trees in the Village right of way have been identified and marked with marking tape. A list of trees and the quote for removal will be shared in my next month’s report.

**VILLAGE OF RED HOOK RESOURCE RECOVERY DATA/REPORT**

2021/2022	June*	July	August	September	October	November	December	January	February	March	April	May	Average	YTD
<b>TONS</b>														
Commingled	1.11	1.13	1.58	1.24	1.06	1.09	1.06	1.1	1.13	1.3	0.84	0.93	1.13	13.57
Cardboard	0.78	0.54	0.27	0.59	0.46	0.68	0.53	1.02	0.3	0.35	0.3	0.59	0.53	6.41
Paper	1.57	1.23	0.77	1.08	1.13	1.47	0.85	0.94	0.95	1.13	0.91	1.51	1.13	13.54
Total Recycling	3.46	2.9	2.73	2.91	2.65	3.27	2.44	3.06	2.38	2.78	2.07	3.03	2.81	33.68
Garbage	8.87	6.85	8.02	6.84	8.32	8.04	6.38	8.26	5.58	5.79	6.04	8.11	7.26	87.1
<b>REVENUE</b>														
Tags Sold	\$ 1,755.00	\$ 3,345.00	\$ 1,485.00	\$ 2,067.00	\$ 3,069.00	\$ 2,916.00	\$ 1,620.00	\$ 2,634.00	\$ 2,688.00	\$ 2,628.00	\$ 3,528.00	\$ 3,429.00	\$ 2,597.00	\$ 31,164.00
<b>COSTS</b>														
Garbage @ \$105/ton	\$931.35	\$719.25	\$842.10	\$715.85	\$663.60	\$844.20	\$669.90	\$774.30	\$585.90	\$607.95	\$634.20	\$851.55	\$736.68	\$8,840.15
Fuel	\$44.25	\$35.96	\$42.11	\$35.80	\$34.84	\$50.65	\$41.86	\$46.46	\$38.09	\$45.60	\$66.58	\$93.68	\$47.99	\$575.88
Contaminated Recycli	\$3.29	\$12.10	\$3.30	\$5.52	\$3.33						\$2.31		\$4.98	\$29.85
TOTAL COSTS	\$978.89	\$755.21	\$896.31	\$755.45	\$703.96	\$898.18	\$711.76	\$820.76	\$623.99	\$653.55	\$703.09	\$945.23	\$787.20	\$9,446.38
TOTAL REVENUE	\$1,755.00	\$3,345.00	\$1,485.00	\$2,067.00	\$3,069.00	\$2,916.00	\$1,620.00	\$2,634.00	\$2,688.00	\$2,628.00	\$3,528.00	\$3,429.00	\$2,597.00	\$31,164.00

2022/2023	June*	July	August	September	October	November	December	January	February	March	April	May	Average	YTD
<b>TONS</b>														
Commingled	1.03	1.03	1.27	0.99	0.85	0.92	0.97	1.63	0.93	1.03	0.99	1.05	1.06	12.69
Cardboard	0.39	0.32	0.35	0.52	0.54	0.43	0.55	0.56	0.49	0.34	0.43	0.83	0.48	5.75
Paper	0.88	0.95	0.67	1.04	1.25	0.81	0.89	1.06	0.95	0.92	0.92	1.3	0.97	11.64
Total Recycling	2.8	2.3	2.29	2.55	2.64	2.16	2.41	3.25	2.37	2.29	2.34	3.18	2.55	30.58
Garbage	6.88	5.97	6.95	8.71	9.97	7.28	3.05	9.72	7.36	4.44	7.92	7.02	7.11	85.27
<b>REVENUE</b>														
Tags Sold	\$1,206.00	\$2,775.00	\$ 3,147.00	\$ 2,346.00	\$ 2,803.00	\$ 2,793.00	\$ 2,454.00	\$ 3,520.00	\$ 1,743.00	\$ 2,745.00	\$ 3,493.00	\$ 2,625.00	\$ 2,637.50	\$ 31,650.00
<b>COSTS</b>														
Garbage @ \$105/ton	\$722.40	\$626.85	\$729.75	\$704.55	\$1,046.85	\$669.40	\$325.25	\$1,069.20	\$809.60	\$488.40	\$876.20	\$772.20	\$736.72	\$8,840.65
Fuel	\$95.72	\$81.48	\$83.92	\$73.98	\$104.70	\$80.32	\$39.84	\$114.94	\$80.96	\$43.96	\$74.49	\$61.78	\$78.01	\$936.09
Contaminated Recycling					\$2.30			\$2.42	\$2.40			\$7.08	\$3.55	\$14.20
TOTAL COSTS	\$818.12	\$708.33	\$813.67	\$778.53	\$1,153.85	\$749.72	\$365.09	\$1,186.56	\$892.96	\$532.36	\$950.69	\$841.06	\$815.91	\$9,790.94
TOTAL REVENUE	\$1,206.00	\$2,775.00	\$3,147.00	\$2,346.00	\$2,803.00	\$2,793.00	\$2,454.00	\$3,520.00	\$1,743.00	\$2,745.00	\$3,493.00	\$2,625.00	\$2,637.50	\$31,650.00

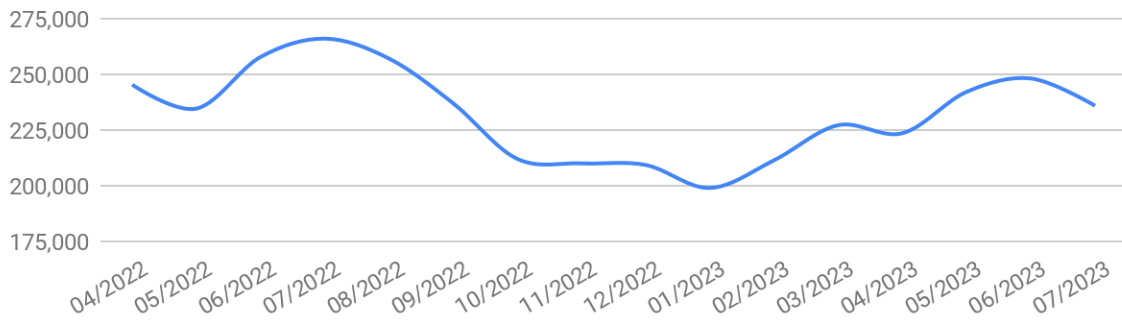
2023/2024	June*	July	August	September	October	November	December	January	February	March	April	May	Average	YTD
<b>TONS</b>														
Commingled	0.84	1.5											1.17	2.34
Cardboard	0.45	0.44											0.45	0.89
Paper	0.68	0.73											0.71	1.41
Total Recycling	1.97	2.67											2.32	4.64
Garbage	4.88	3.98											4.43	8.86
<b>REVENUE</b>														
Tags Sold	\$3,560.00	\$2,469.00											\$3,014.50	\$6,029.00
<b>COSTS</b>														
Garbage @ \$105/ton	\$536.80	\$437.80											\$487.30	\$974.60
Fuel	\$38.93	\$30.65											\$34.79	\$69.58
Contaminated Recycling													#DIV/0!	\$0.00
TOTAL COSTS	\$575.73	\$468.45											\$522.09	\$1,044.18
TOTAL REVENUE	\$3,560.00	\$2,469.00											\$3,014.50	\$6,029.00

# Village of Red Hook Water Treatment Facilities Monthly Report

August 1, 2023

## ***System Flow***

During the month of June, the water treatment facility treated 7,313,400 total gallons, which is an average of 235,900 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><b><i>Location</i></b></u>	<u><b><i>Total Coliform</i></b></u>	<u><b><i>E. Coli</i></b></u>
Waiting for Results from Lab		

## ***Chemical Usage***

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

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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](mailto:Fernando@C3NDEnviro.com)

Sincerely,

A handwritten signature in black ink, appearing to read 'F Dongo', written in a cursive style.

**Fernando Dongo**  
**Principal Consultant**  
**C3ND Environmental Consulting**





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

08/01/2023

***Water System***

<b>Water System Notes:</b>	
<i>Monthly Total Coliform</i>	<i>Waiting for results back from Lab.</i>
<b><u>Deficiencies</u></b>	
<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 &amp; 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>
<b>For Future Notes:</b>	

Public Water System Name		Reporting Month/Year	Date Report Submitted		Source Water Type(s)	
Village of Red Hook		Jul-23	8/1/23		<input type="checkbox"/> Surface <input checked="" type="checkbox"/> Ground <input type="checkbox"/> GWUDI	
Public Water System ID		County	Town, Village, or City		<input type="checkbox"/> Purchase with subsequent chlorination	
NY1302775		Dutchess	Red Hook		<input type="checkbox"/> Purchase w/out subsequent chlorination	
DATE	Source(s) in Use	Treated water volume (1,000/day)	Chlorination			Comments/Observations
				Liquid	Free chlorine residual at entry point (mg/l)	
			Hypochlorite added to crock (quarts)			
1	Well 1.3,4,9,12,13,14,1	298.2			1.0	
2	Well 1.3,4,9,12,13,14,1	234.2			1.1	
3	Well 1.3,4,9,12,13,14,1	182.5		20.00	1.1	
4	Well 1.3,4,9,12,13,14,1	237.6			1.2	
5	Well 1.3,4,9,12,13,14,1	283.6		20.00	1.0	
6	Well 1.3,4,9,12,13,14,1	249.6			1.1	
7	Well 1.3,4,9,12,13,14,1	248.9		20.00	1.0	
8	Well 1.3,4,9,12,13,14,1	272.2			1.1	
9	Well 1.3,4,9,12,13,14,1	197.3			1.0	
10	Well 1.3,4,9,12,13,14,1	250.8		20.00	1.1	
11	Well 1.3,4,9,12,13,14,1	230.5			0.7	
12	Well 1.3,4,9,12,13,14,1	222.3			0.6	
13	Well 1.3,4,9,12,13,14,1	228.3			0.6	
14	Well 1.3,4,9,12,13,14,1	223.5		12.00	0.9	
15	Well 1.3,4,9,12,13,14,1	219.7			0.9	
16	Well 1.3,4,9,12,13,14,1	213.3			0.8	
17	Well 1.3,4,9,12,13,14,1	238.2		40.00	0.9	
18	Well 1.3,4,9,12,13,14,1	271.2			0.9	
19	Well 1.3,4,9,12,13,14,1	216.9			0.8	
20	Well 1.3,4,9,12,13,14,1	243.7			0.8	
21	Well 1.3,4,9,12,13,14,1	233.8		40.00	0.9	
22	Well 1.3,4,9,12,13,14,1	250.7			0.9	
23	Well 1.3,4,9,12,13,14,1	120.7			0.8	
24	Well 1.3,4,9,12,13,14,1	232.3		40.00	0.9	
25	Well 1.3,4,9,12,13,14,1	289.8			0.9	
26	Well 1.3,4,9,12,13,14,1	252.0			0.9	
27	Well 1.3,4,9,12,13,14,1	102.5			0.4	
28	Well 1.3,4,9,12,13,14,1	346.7			0.4	
29	Well 1.3,4,9,12,13,14,1	273.6			0.8	
30	Well 1.3,4,9,12,13,14,1	213.4			0.8	
31	Well 1.3,4,9,12,13,14,1	235.2			0.8	
<b>Total</b>		7,313.4		300		
<b>AVG.</b>		235.9		9.6	0.9	

Chlorine Mix Ratio = 5 quarts/gallons of 12.5 % chlorine added to - gallons of water in crock

Reported by Fernando Dongo Title: Operator NYS DOH Operator Certification Number NY0038297

Signature: [Signature] Date: 8/1/2023 Operator Grade Level IIA, IIB, C, D





**Village of Red Hook Wastewater System**

		<b>Red Hook Commons</b>			<b>Village of Red Hook</b>	
<i>Average Daily Flow :</i>		<i>0.008 MGD (Million Gallons per Day)</i>			<i>0.040 MGD (Million Gallons per Day)</i>	
		<b>Required Samples</b>	<b>Result</b>			<b>Compliance</b>
		<i>BOD (June 1 - Oct 31)</i>	<i>&lt;4.0 mg/L</i>			<i>5 mg/L</i>
		<i>TSS</i>	<i>6.4 mg/L</i>			<i>10 mg/L</i>
<i>June 2023</i>		<i>UOD (Ultimate Oxygen Demand) Nov 1 - May 31</i>	<i>&lt;10.5 mg/L</i>			<i>34.0 mg.L</i>
		<i>NH3</i>	<i>&lt;0.5 mg/L</i>	<i>18 mg/L (June 1 - Oct 31)</i>	<i>1.81 mg/L (Nov 1 - May 31)</i>	
		<i>Fecal Coliform</i>	<i>&lt;1.0/100 mL</i>			<i>200/100 mL</i>
		<i>Dissolved Oxygen</i>	<i>7.0 mg/L</i>			<i>7.0 mg/L Minimum</i>
<b>Deficiencies</b>						
<i>Anoxic Mixers</i>	<i>Currently a Medora mixer in place to keep Anoxic tank solids moving. May need to consider this in future updates.</i>					
<i>Sand Filter Rebuild</i>	<i>Sand Filters have never been rebuilt or media replaced. Should price and schedule for the near future.</i>					
<i>Train Down for Review</i>	<i>One process train is down for review of deficiencies.</i>					
<i>Pump Station</i>	<i>Pump Station pumps clogging issues have been an issue for some time. Pump Station mixing should be implemented to help with pump failure and pump station pump outs.</i>					
<i>Backflow Prev.</i>	<i>Facilities backflow Preventor in need of replacement.</i>					
<b>Additional Notes:</b>						



**WASTEWATER FACILITY OPERATION REPORT FOR THE MONTH** June 2023

SPDES PERMIT NO.		FACILITY NAME			FACILITY OWNER				FACILITY LOCATION									
NY-- 0271420		Village of Red Hook Sewer			Village of Red Hook				7467 S Broadway Red Hook, NY12571									
Day	Date	Daily Precip in/day	VOLUME OF SEWAGE TREATED			TEMPERATURE (°F.)		pH (S.U)				SETTLABLE SOLIDS		B.O.D. <sub>5</sub>		SUSPENDED SOLIDS		
			Inst.Max. MGD	Daily Average MGD	Inst. Min MGD	Influent (2)	Effluent (2)	Influent Minimum	Influent Maximum	Effluent Minimum	Effluent Maximum	Influent Maximum	Effluent Maximum	Influent Type	Effluent Type	Influent Type	Effluent Type	
Thu	01	0.00		0.045		66	68		7.7		8.2	13.0	<0.1					
Fri	02	0.00		0.045		66	68		7.9		8.0	34.0	<0.1					
Sat	03	0.13		0.051		66	67		7.7		8.1	28.0	<0.1					
Sun	04	0.00		0.054		66	67		7.8		8.0	25.0	<0.1					
Mon	05	0.00		0.051		67	67		7.7		7.8	20.0	<0.1					
Tue	06	0.00		0.037		67	68		7.7		7.7	36.0	<0.1					
Wed	07	0.00		0.043		66	68		7.8		7.9	11.0	<0.1					
Thu	08	0.00		0.045		66	68		7.6		7.9	15.0	<0.1					
Fri	09	0.00		0.047		66	68		7.8		7.8	21.0	<0.1					
Sat	10	0.00		0.034		66	68		7.7		7.9	19.0	<0.1					
Sun	11	0.00		0.045		66	68		7.8		7.9	18.0	<0.1					
Mon	12	0.00		0.041		66	68		7.7		8.1	36.0	<0.1					
Tue	13	0.13		0.040		66	68		7.9		8.0	24.0	<0.1					
Wed	14	0.00		0.048		67	68		7.6		7.8	20.0	<0.1					
Thu	15	0.36		0.045		67	68		7.7		8.0	36.0	<0.1					
Fri	16	0.00		0.054		67	68		7.7		8.1	25.0	<0.1					
Sat	17	0.24		0.057		67	68		7.8		8.0	22.0	<0.1					
Sun	18	0.03		0.049		67	68		7.7		7.9	20.0	<0.1					
Mon	19	0.00		0.038		67	68		7.7		8.1	17.0	<0.1					
Tue	20	0.00		0.054		66	68		7.9		7.8	29.0	<0.1					
Wed	21	0.00		0.054		67	68		7.6		7.7	24.0	<0.1					
Thu	22	0.00		0.061		67	68		7.8		7.6	39.0	<0.1		4		6	
Fri	23	0.00		0.069		66	68		7.7		7.9	20.0	<0.1					
Sat	24	0.18		0.053		67	68		7.8		7.7	24.0	<0.1					
Sun	25	0.28		0.033		67	68		7.7		7.6	20.0	<0.1					
Mon	26	0.04		0.047		67	68		7.5		7.9	29.0	<0.1					
Tue	27	1.54		0.053		68	68		7.6		7.7	20.0	<0.1					
Wed	28	0.19		0.057		69	68		7.5		7.8	39.0	<0.1					
Thu	29	0.63		0.045		68	68		7.6		7.6	17.0	<0.1					
Fri	30	0.00		0.062		69	68		7.7		7.7	26.0	<0.1					
		<b>Total Precip.</b>	<b>Monthly Average</b>		<b>Average Influent Effluent</b>		<b>Minimum Maximum Minimum Maximum</b>				<b>Monthly Maximum</b>	<b>Monthly Maximum</b>	<b>30 day flow-weighted avg (1) Inf.(mg/l) Eff.(mg/l) Rem.%</b>			<b>30 day flow-weighted avg (1) Inf.(mg/l) Eff.(mg/l) Rem.%</b>		
		3.75	0.049		67 68		7.5 7.9 7.6 8.2				39.0	<0.1	4 ####			6 ####		
		<b>30 Day Quantity</b>										1.62 lbs/day		2.59 lbs/day				

FACILITY MAILING ADDRESS (Street, City, State, Zip code)				TELEPHONE NUMBER		CHIEF OPERATOR'S NAME		CERTIFICATION GRADE	
14 Old Route 199 Red Hook, NY 12571				845-244-0129		C3ND ENVIRONMENTAL		2A	
Day	Date	TOTAL PHOSPHORUS(mg/l)		Ultra Violet		FECAL COLIFORM Effluent MF or MPN/100ml	REMARKS Enter any other comments, observations, operating problems, equipment failure, etc		
		Influent Type	Effluent Type	MW/CM2					
				#1	#2				
Thu	01			100%	100%				
Fri	02			100%	100%				
Sat	03			100%	100%				
Sun	04			100%	100%				
Mon	05			100%	100%				
Tue	06			100%	100%				
Wed	07			100%	100%				
Thu	08			100%	100%				
Fri	09			100%	100%				
Sat	10			100%	100%				
Sun	11			100%	100%				
Mon	12			100%	100%				
Tue	13			100%	100%				
Wed	14			100%	100%				
Thu	15			100%	100%				
Fri	16			100%	100%				
Sat	17			100%	100%				
Sun	18			100%	100%				
Mon	19			100%	100%				
Tue	20			100%	100%				
Wed	21			100%	100%				
Thu	22			100%	100%	1			
Fri	23			100%	100%				
Sat	24			100%	100%				
Sun	25			100%	100%				
Mon	26			100%	100%				
Tue	27			100%	100%				
Wed	28			100%	100%				
Thu	29			100%	100%				
Fri	30			100%	100%				
		30 day flow-weighted avg.(1)		Monthly		30 day Geometric Mean			
		Influent(mg/l	Effluent(mg/l	Minimum(1)	Maximum				
				1	1	1			
		lbs/day							

(1) Refer to current edition of "Notice to SPDES Permittees Regarding Use of the National Pollutant Discharge Elimination System (NPDES) Discharge Monitoring Report Form" for procedures to calculate loadings, flow-weighted average, geometric mean, maximum minimum, percent removal, etc.

Note: Refer to current SPDES permit for specific monitoring requirements. Sample type for chlorine residual and fecal coliforms is grab.





Village of Red Hook  
Village Green Committee  
Monthly Report  
August 2023

The Current balances of the Village Green Committee’s related budget accounts, as of Aug. 1, 2023 are as follows:

1. Community Beautification – contractual expenses (#8510.4)----- (-)
2. Shade Tree – contractual expenses (#8560.4)----- (-)
3. Village Green Committee Checking Account Balance -----**\$7,674.32--**

There were no Village Green Committee Meetings held during the month of July, 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. The bench donations from the VFW are in design mode and are moving forward and hopefully will be solidified this month.

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  
August 2023

Mid July Village of Red Hook (Mayor Smythe, Jen Cavanaugh and myself) met with C3ND (Fernando Dongo) and the village engineer to discuss the sewer updates, checking lists and discussing plans for updating the code and ensuring proper billing and updates. We had set up schedules to meet regularly.

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

As a reminder to all residents whether you are in the Sewer Use Area or not be kind to your pipes! Please put only 3 P's in the toilet: Pee, Poop and (Toilet) Paper and while in the kitchen (or near other drains) no Fats, Oils, or Grease "FOG" – they clog up the pipes and make the system stressed. What goes down the drain matters

If you are in the sewer use area and the emergency alarm goes off, call the Village Sewer Operator (845) 758-1081, option 8. Press the "Silence Alarm" button ONLY AFTER notifying the Sewer Operator. Please do not open the box or tamper with Village owned equipment.

Village of Red Hook  
Speed Limit Initiative  
Monthly Report  
Aug. 2023

There has been no new activity since we met in July on this front.

# VILLAGE OF RED HOOK BUILDING DEPARTMENT

## MONTHLY TRUSTEE'S REPORT

### MONTH OF:     **JULY, 2023**

DATE	PROPERTY OWNER	ADDRESS	TYPE OF APPLICATION	CHECK AMOUNT
7/3/23	Packard (paid by Nora Ruth Feldhusen)	4 Bassett Lane	Building Permit	\$100.00
7/5/23	Baright Keaity TGKK Centures, LLC		Fire Inspection Fire Inspection	\$200.00 \$8,500.00
7/6/23	Foley (paid by Kasselmann Solar)	15 Cambridge Drive	Building Permit	\$162.70
7/7/23	Paxel Reis Properties (paid by River City Abstract)	43 Thompson Street	CO Search	\$100.00
7/10/23	Deneger-Baldwin	12 Garden Street	Building Permit	\$100.00
7/11/23	Jameison	7631 South Broadway	Building Permit	\$100.00
7/13/23	Dillon	29 W. Market Street	Building Permit (balance from prior month)	\$50.00
7/19/23	Elsley (paid by Sila Services, LLC)	24 Thompson Street	Building Permit	\$100.00
7/19/23	Andazela/Janicki	35 Benner Road	Building Permit	\$100.00
7/20/23	Hand Trust	20 Smith Street	CO Search	\$100.00
<b>TOTALS</b>				<b>\$9,612.70</b>

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

Building Permits Issued: 7

Certificates of Occupancy Issued: 0

Certificate of Compliance: 12

Municipal Searches: 2

Orders to Remedy: 1

- a. 24 E. Market Street – no renewal of BP – OPEN

Stop Work Orders: 0

Court Appearances: 0

Fire Inspections: 2 plus Senior Housing Buildings (4 buildings)

Complaints: 3

- a. 32 Phillips St. – property maintenance – REMEDIED
- b. 26 Fraleigh Street – POD storage container – OPEN
- c. 67 Fraleigh Street – POD storage container – OPEN

**Planning Board Actions:**

July 13, 2023 Meeting:

- 1) Signage approval granted to property located at 49 W. Market Street
- 2) Lot Line Alteration approval granted to property located at 35-39 Garden Street
- 3) Site Plan application for property located at 7366 South Broadway tabled to August 10, 2023
- 4) Lot Line Alteration approval granted to property located at 7598-7617 North Broadway
- 5) Site Plan application for property located at 29 W. Market Street tabled to August 10, 2023
- 6) Site Plan application for property located at 59 Fisk Street tabled to August 10, 2023

**Zoning Board of Appeals:**

July 27, 2023

- 1) Interpretation/Appeal application for 25 Fisk Street – ZBA by Resolution reversed the determination of the Code Enforcement Officer regarding goats in the Residential District.

## Public Spaces Initiative Monthly Report – August 14<sup>th</sup> 2023

### Fall Pumpkin Event – Pumpkins in the Park

Ash, who chairs the PSI, met with Mayor Smythe, Steve Appenzeller and Amy Smith on August 3<sup>rd</sup> to discuss fall event at Abraham's Park

1. Moved date of the event to Oct 21<sup>st</sup>, 1 to 3 pm
  - a. Date change helps to resolve any conflicts with other events happening the weekend of Halloween – Parade, Day of the Dead, VFW Trunk or Treat etc.
  - b. Kid's soccer is still going on which happens on Saturday mornings and having an afternoon event accommodates these families as well.
  - c. Can advertise as picnic style, family friendly event
2. ADA Compliance is required for Public events
  - a. Need to have free water available to patrons
  - b. Food trucks have a Village form to fill out for Liability and Health, standard
  - c. ADA accessibility for event
  - d. Bathroom accessibility and ADA compliant, portapotty needs to be rented
  - e. Parking and ADA transportation from parking area, golf cart will need to be rented
3. Music
  - a. Can be hosted in the pavilion
4. Pumpkin decorating
  - a. For first year, look at just doing pumpkin decorating to reduce waste and liability
  - b. Amy to provide a contact from Funshine preschool as they used to host a pumpkin decorating event
  - c. Reach out to i2Evolve for kids activities and see if they want to participate
  - d. Reach out to other preschools in area to see if they want to participate
5. Pumpkins
  - a. Farms are not generally open to donating pumpkins due to cost
  - b. Reach out to farms to see if they can provide pumpkins at wholesale cost instead, previous events have seen 100 pumpkins cost around \$450

#### Next Steps:

1. Volunteers to contact farms for wholesale pumpkins
  - a. Betsy Brauer to reach out to the folks who were interested from May event to have them call farms
  - b. Other members who have current contacts with farms may also reach out
2. Volunteer to contact food trucks
  - a. Kym can provide a list of food trucks in the area who were contacted for Hard Scrabble
  - b. Need to call and see who is available for October 21<sup>st</sup> date
3. Volunteer to contact local businesses – i2Evolve, preschools etc., to see if any want to participate
4. Amy from Events committee to provide contacts for Portapotty, golf cart and Funshine

**Next steps need to begin before end of August!**

**Miscellaneous items:**

1. Mayor Smythe mentioned the possibility of meeting with 1 to 2 more landscapers to discuss plan for Abraham's Park and solicit community involvement.
  2. Looking to contact Amy Parella at Bard as well. Amy manages the horticulture and arboretum at Bard
- 
1. Linda is still working on the submission for the Pollinator Pathway webpage and is very excited to help us move forward in that space
- 
1. The Mayor did bring up having a pollinator garden near Village Hall as well and is still excited for us to locate a spot around the building that would be able to be used. This will also give the PSI its first garden on Village owned property.
  2. The Mayor is also excited to have us bring back arts as well, including possibly working with Bard to incorporate some of their sculpture exhibits to Abraham's park and other areas.
- 
1. PSI to develop a yearly plan to submit to Village Board to help with determining budget and actions items for the year
  2. Will look to meet after Fall event to discuss with committee and build our presentation prior to Board meeting in April 2024

**PSI Committee meeting for August will be on Saturday August 26<sup>th</sup>, 10 am at Village Hall**