

**VILLAGE OF RED HOOK  
BOARD OF TRUSTEES WORKSHOP MEETING  
VILLAGE HALL  
MAY 23, 2024**

Present: Mayor Karen Smythe, Deputy Mayor Melkorka Kjarval, Trustee Steven Appenzeller, Trustee Kym Bradley-Rickard, and Village Deputy Clerk Diana Devens

Absent: Trustee Charlie Laing (until 7:00pm)

Mayor Smythe opened the Village Board workshop meeting at 5:00PM.

There was a presentation by Bonnie Franson, Partner, on the Northeast Village Quadrant Planning document prepared by Nelson Pope Voorhis. Future zoning code changes need to be flexible to existing uses/buildings, particularly the “eclectic mix” on the east side of North Broadway. A new zone may be required in this quadrant to achieve the vision for a multiuse area. Water and sewer will be required for any develop in this quadrant. Trustees and presenter noted the interesting demographics in the Village of Red Hook – few older homes and households are smaller. Ms. Franson noted the limited sidewalks in the area. She asked that the Trustees think about what the Village needs on the Cookingham (east) site and does the Village want longer multifamily buildings as proposed by early RUPCO renderings.

Mayor Smythe noted that the Village’s current sewer system is at capacity. She stated that phase 2 is currently being planned that would include additional capacity for expected development in the quadrant. She stated that the ultimate goal of the Village sewer system is for it to include the entire Village.

Mayor Smythe stated that RUPCO is the developer that the Town of Red Hook has been consulting with to design the site. She confirmed that if affordable housing units are proposed then the Town is not required to go through the typical procurement process (e.g., request for proposal/qualification) so the Town can choose to sell the property to RUPCO.

Deputy Mayor Kjarval noted that the Village has many old manufacturing buildings such as the auction building (historically was a dairy processing building) that could be looked at as an opportunity instead of a hindrance – an opportunity for “maker spaces”. She would like to see sidewalks offset from the roadway with a buffer (brick or grassed). She noted that a cul-de-sac is proposed in RUPCO planning documents and that she does not find them as welcoming to pedestrians. She also asked if there was an opportunity for a pocket park. She also brought up the idea of increasing density of development on each lot to make houses larger and yards smaller – further necessitating pocket parks.

Incentive zoning was discussed as it may provide motivation to the developer to include items that the Village desires.

Former Deputy Mayor Kovalchik briefed the planning consultant and Board on past actions regarding zoning, architectural aspects, on street and off-street parking, trees, and road width.

Trustee Bradley-Rickard would like to promote movement in this quadrant and connection with the rest of the Village.

Workshop participants discussed topography and how it may limit development. They also discussed traffic and vehicle speeds through the quadrant.

Trustee Appenzeller observed that this area provides the opportunity to have symmetry on the north and south side of the Village as mixed-use districts.

Participant discussed if the Village wants to allow the design of the development to look different and separate from the rest of the Village or if the Board would like it to look similar including in appearance and density.

Discussion of the Northeast Village Quadrant Planning document ended and the public meeting briefly paused to move from courtroom to conference room at 6:17pm. Meeting continued at 6:25pm.

**Mayor Smythe asked for a motion to approve the minutes from the May 13, 2024 Board of Trustees Meeting. The motion was made by Trustee Appenzeller and seconded by Trustee Bradley-Rickard. All in attendance in favor. Motion approved.**

Mayor Smythe introduced the SEQRA involved agency letter prepared by Tighe & Bond on behalf of the Town of Red Hook. It involves the formation of a sewer district in the Traditional Neighborhood District of the Town (area south of Town Hall to approximately Hannaford excluding Tradition community). The Town is requesting that the Village assign the Town as lead agency. Trustee Appenzeller updated the Board on discussions that took place on this topic at the prior Village Planning Board meeting. Mayor Smythe discussed the overall process.

**Mayor Smythe asked for a motion to authorize her to consent that the Town of Red Hook be lead agency for the Town of Red Hook Town Sewer District formation with discharge to the Village of Red Hook wastewater treatment plant. The motion was made by Trustee Bradley-Rickard and seconded by Trustee Appenzeller. All in attendance in favor. Motion approved.**

Trustees discussed a proposal before the Board for an annual audit of the Village Court financial records.

**Mayor Smythe asked for a motion to authorize her to approve the proposal from Lori E. Doty, CPA for audit services of the Village of Red Hook Justice Courts cash receipts and disbursements. The motion was made by Trustee Appenzeller and seconded by Deputy Mayor Kjarval. All in attendance in favor. Motion approved.**

Trustees discussed the possible consolidation of the Town and Village Justice Courts including a study completed on the topic.

Trustee Laing joined the meeting in progress at 7:00pm.

Trustee Bradley-Richard introduced a proposal for Climate Smart Community grant writing assistance from Barton & Loguidice. The grant is 50/50 matching. Trustees discussed the Climate Smart Community program. Mayor Smythe would like the Village Attorney to review prior to authorization and she would like to know the dollar amount of the potential grant. Decision on the proposal tabled until June 10, 2024 meeting.

#### RESOLUTION 16 – 2024

#### RESOLUTION TO TRANSFER FUNDS INTO VARIOUS RESERVE FUNDS AS BUDGETED

WHEREAS, a resolution is required to transfer budgeted reserve funds to their respective reserve account; and

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

\$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 Board of Trustees hereby accepts and approves these transfers.

Motion by: Trustee Laing

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				

Trustees discussed the Village’s reserve fund accounts.

No budget adjustments.

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

No general business.

No public comment.

No executive session.

**Mayor Smythe asked for a motion to adjourn the May 23, 2024 Village Board Workshop Meeting at 7:25pm. Trustee Bradley-Rickard made the motion and it was seconded by Trustee Laing. All in favor. Motion approved.**

Respectfully Submitted,



Jennifer Cavanaugh, Clerk