

**VILLAGE OF RED HOOK  
BOARD OF TRUSTEES WORKSHOP MEETING  
VILLAGE HALL  
NOVEMBER 24, 2025**

Present: Mayor Karen Smythe, Trustee Frances Uku, Trustee Anthony Maccarini, and Village Clerk Jen Cavanaugh

Mayor Smythe began the Village Board meeting at 6:02PM for voucher review.

Deputy Mayor Melkorka Kjarval joined the meeting at 6:08PM.

Trustee Amy Smith joined at 6:22PM.

General board business started at 6:31PM.

**Mayor Smythe asked for a motion to accept the minutes from the November 17, 2025 Board of Trustees Meeting. The motion was made by Trustee Smith and seconded by Trustee Maccarini. All in favor. Motion approved.**

**Mayor Smythe made a motion to add discussion of a bond counsel agreement to the agenda. Trustee Smith seconded the motion. All in favor. Motion approved.**

**Mayor Smythe asked for a motion to accept the agenda as amended. Trustee Smith made the motion and it was seconded by Trustee Maccarini. All in favor. Motion approved.**

No public comment.

Scott Kleinberg, Climate and Environment Educator at Cornell Cooperative Extension Dutchess County, gave a presentation to the Board about NYS's Climate Smart Community program and the Village of Red Hook Climate Smart Resiliency Planning report.

Robert Flores, Village Engineer from Delaware Engineering, reviewed the history of the Village's sewer system and the proposed WWTP Upgrades and STEP Sewer System Phase 2 expansion. Trustees reviewed Delaware Engineering's proposed Professional Services Agreement. Mayor Smythe described changes to the agreement as written including removing reference to membrane biological reactor (MBR) wastewater treatment process and that written direction will be required prior to Delaware Engineering starting different phases of the project.

**Mayor Smythe asked for a motion to authorize her to sign the Professional Services Agreement with Delaware Engineering after changes are made and the agreement is reviewed by the Village Attorney. Trustee Maccarini made the motion and it was seconded by Trustee Smith. All in favor. Motion approved.**

Trustees discussed the need for bond counsel. Mayor Smythe stated that the agreement has a typographical error, it is for a wastewater project, not a water project.

**Mayor Smythe asked for a motion to authorize her to sign the Bond Counsel Agreement with Hawkins, Delafield, & Wood LLP after corrections. Deputy Mayor Melkorka Kjarval made the motion and it was seconded by Trustee Uku. All in favor. Motion approved.**

**Mayor Smythe asked for a motion to accept a donation from Decker Construction for digging holes necessary for the Village Green Fall Planting Day (value \$500). Trustee Smith made the motion and it was seconded by Deputy Mayor Melkorka Kjarval. All in favor. Motion approved.**

Trustees reviewed the event applications for the Parade of Lights proposed to take place throughout the Village and Town of Red Hook and for the Menorah Lighting located near Municipal Information Booth.

**Mayor Smythe asked for a motion to approve the Menorah Lighting. Trustee Smith made the motion and it was seconded by Deputy Mayor Melkorka Kjarval. All in favor. Motion approved.**

**Mayor Smythe asked for a motion to approve the Parade of Lights contingent on receiving an adequate waiver form by December 5, 2025. Deputy Mayor Melkorka Kjarval made the motion and it was seconded by Trustee Smith.**

The foregoing motion was duly put to a vote, which resulted as follows:

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 Uku	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Trustee Smith	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Trustee Maccarini	<input type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input checked="" type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Vote Total	4		1		
Result	Motion: Passed				

Trustees discussed the North Broadway Corridor Land Use and Zoning Study. Mayor Smythe stated that as it is considered an amendment to the Village’s Comprehensive Plan, approving the document required two Public Hearings.

**Mayor Smythe made a motion to rescind the motion to set the public hearing for Local Law ‘B’ of 2025, “A Local Law Enacting Certain Amendments to Chapter 200, Zoning, of the Code of the Village of Red Hook to establish a new mixed use zoning district entitled ‘Gateway North’” for December 8, 2025. The motion was seconded by Trustee Smith. All in favor. Motion approved.**

**Mayor Smythe made a motion to set the first Public Hearing for the North Broadway Corridor Land Use and Zoning Study on December 8, 2025 and to direct the Clerk Cavanaugh to put a legal notice in the Village’s newspaper of record. The motion was seconded by Trustee Smith.**

The foregoing motion was duly put to a vote, which resulted as follows:

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 Uku	<input type="checkbox"/> Aye	<input checked="" type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Trustee Smith	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Trustee Maccarini	<input type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input checked="" type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Vote Total	3	1	1		
Result	Motion: Passed				

Trustees reviewed the North Broadway Corridor Land Use and Zoning Study.

Trustees discussed concerns about increased density in this area. Mayor Smythe distributed a list of current permitted commercial uses allowed in the different Village zoning districts. Trustees discussed formula businesses.

Trustees discussed the EV charger located at the municipal parking lot, if the Village should start charging users and if and how other municipalities charge for use of their chargers. The topic was tabled.

RESOLUTION #44 – 2025  
RESOLUTION FOR BUDGET ADJUSTMENTS TO VILLAGE GENERAL FUND

WHEREAS, the Village Board desires to amend the General 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>					
A2376	Refuse & Garbage Services Other Gov'ts	\$ -	\$ 38,000.00	\$ 38,000.00	Tivoli garbage service
A5031	Interfund Transfers (In)	\$ 47,756.46	\$ (21,856.61)	\$ 25,899.85	Reduced Fund Balance
<b>EXPENSE:</b>					
A1410.46	Clerk - Bank Fees	\$ 33.29	\$ 6.71	\$ 40.00	
A9010.8	State Retirement System	\$ 40,000.00	\$ 2,328.34	\$ 42,328.34	Reflects Actual
A9015.8	Police Retirement - Empl Ben	\$ 115,000.00	\$ 13,808.34	\$ 128,808.34	Reflects Actual
	<b>TOTAL</b>		\$ -		

NOW THEREFORE BE IT RESOLVED, that the Village of Red Hook amends the General Fund budget as shown in the schedule above.

Motion by: Trustee Maccarini

Seconded by: Trustee Smith

The foregoing motion was duly put to a vote, which resulted as follows:

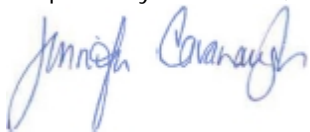
Mayor Smythe	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Deputy Mayor Kjarval	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Trustee Uku	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Trustee Smith	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Trustee Maccarini	<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				

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

Mayor Smythe read a letter from the Community Action Partnership for Dutchess County thanking the Village for the donation.

**Mayor Smythe asked for a motion to adjourn the November 24, 2025 Village Board Workshop Meeting at 9:07pm. Trustee Maccarini made the motion and it was seconded by Trustee Uku. All in favor. Motion approved.**

Respectfully Submitted,



Jennifer Cavanaugh, Clerk