Town of Red Hook Planning Board
Approved Minutes / Monday December 15, 2025

6:30 PM CALL TO ORDER / DETERMINATION OF QUORUM/ BUSINESS SESSION Chairperson Sam Phelan, present via zoom, began the meeting at 6:35pm. The board members present at the Town Hall were Arthur Salman, Jay Quaintance and Nancy Low-Hogan. Board Member Ariadne Montare was present via zoom. Board Members Kristina Dousharm and Maxine Coleman were absent. Planning Board Clerk Katie Khakhar was present in person. Planning Board consultants Ted Fink and Brandee Nelson were present via Zoom.

Jay Quaintance made a motion to approve the December 1, 2025, Planning Board meeting minutes. Nancy Low-Hogan seconded the motion, and all members voted in favor.

PUBLIC HEARINGS

Ackerman Special Use Permit- Applicant Brian Ackerman - Applicant Representative Marty Willms

Public Hearing for an application to construct a new 3-bedroom single family residence with well and new septic system in a fringe flood overlay on parcel 980360 located on Lasher Road in the RD 3 and Water Conservation Districts.

Nancy Low-Hogan made a motion to open the Public Hearing. Jay Quaintance seconded the motion, and all members voted in favor.

Applicant Brian Ackerman was present in person in person. Applicant representative, Marty Willms, was present via zoom and gave a brief overview of the application. He identified the proposed location of the house, well, and septic system. Marty Willms reviewed the base flood elevation data and explained the data from the NYS DEC would provide the information needed to produce the Letter of Map Amendment.

Town engineer, Brandee Nelson, explained that the Town's code triggered the need for the special permit to develop in the Flood Fringe Overlay. The code also states the Town will need to go to FEMA to obtain the Letter of Map Amendment to allow development in this area. Due to this procedure, the application will need to be referred to the Town Board.

Nancy Low-Hogan made a motion to continue the Public Hearing to an unspecified date. Arthur Salman seconded the motion and all members voted in favor.

OLD BUSINESS

Old Rhinebeck Aerodrome Master Plan – Special Use Permit- Applicant Rhinebeck Aerodrome Museum- Applicant Representative Kelly Libolt of KARC Planning Consultants

Continued discussion of a Special Use Permit Application for a Master Plan for Rhinebeck Aerodrome Museum on parcel 820860 located at 9 Norton Road in the RD3 District.

Tara Grieb, of the Old Rhinebeck Aerodrome, Kelly Libolt and Amy Argyakis, of KARC Planning Consultants, were present in person. Kelly Libolt reviewed the updates to the narrative, Master Plan, building use tables, building names for consistency with the Town's Zoning Code, and a phasing schedule.

Kelly Libolt reviewed these additional updates:

- The buildings' historical and architectural compatibility and their proposed layouts
- The wayfinding signage proposed locations which will include some repurposed signage
- Exterior lighting which will comply with dark sky regulations
- Complimentary activities and expanded hours:
    - Corporate Retreats, camps, special events, film production and advertising
    - The updated History of Flight Building will allow the Aerodrome to operate year-round. The Aerodrome plans to continue the current operating hours of 10 am – 5pm.
- The current coffee shop and "Aviation Grill" that will be replaced as one dining area within the History of Flight building
- A general traffic analysis shows approximately 243-259 visitors per day.
    - The aerodrome anticipates the same traffic patterns, but now on more days throughout the year
- Water/wastewater and stormwater runoff will need additional testing and identification
- Additional educational facilities.

The applicants planned on submitting an updated EAF part 2 for the January 5, 2026 Planning Board meeting.

OTHER BUSINESS

Jordan Taproom Annual Agricultural Product Usage Report-

The board members reviewed the Jordan Homestead Taproom's annual agricultural product usage report and found it to their satisfaction.

Retention Agreement for Jennifer Gray of Keane & Beane-
Sam Phelan began the discussion by explaining that he spoke with Jennifer Gray regarding a new retention agreement and how to avoid potential future conflicts. Arthur Salman suggested Keane & Beane draft an agreement letter which conveys to the Planning Board they are the most favored client status to avoid any potential future conflicts of interest. The board members discussed there should be better communication between the board members and our attorney regarding important issues such as this.

Ariadne Montare made a motion to withdraw the prior resolution to remove Jennifer Gray as the Planning Board attorney. Arthur Salman seconded the motion, and all members voted in favor.

ADJOURNMENT
There being no further business before the board, Nancy Low-Hogan made a motion to adjourn the meeting. Jay Quaintance seconded the motion and all members voted in favor.

The next regular meeting of the Town Planning Board will take place on Mon Jan 5, 2026. Only submissions received by noon Dec 29 2025, will be considered at the next meeting.

Respectfully submitted,
Katie Khakhar
Clerk for the Board