

**VILLAGE OF RED HOOK
VILLAGE BOARD MEETING
August 8, 2022**

Present: Mayor Karen Smythe, Deputy Mayor Brent Kovalchik, Trustee Charlie Laing, Trustee Melkorka Kjarval, Trustee Declan Dwyer-McNulty, and Deputy Clerk Annamarie Gruntler-Bussey (filling in for Village Clerk Jen Cavanaugh)

Absent: None

Mayor Smythe opened the Village Board meeting at 7:05pm and led the Pledge of Allegiance.

Mayor Smythe made a motion to approve the minutes from the July 11, 2022 Board of Trustee Meeting and July 28, 2022 Workshop Meeting. Motion approved by Deputy Mayor Kovalchik and seconded by Trustee Dwyer-McNulty. No discussion or corrections. All in favor. Motion approved.

REGULAR BUSINESS:

Sarah Ugolini, Executive Director of the Red Hook Community Center joined by Jeung-Il Tsumagari, Executive Director of Red Hook Responds (RHR) and Nevill Smythe, Board Member and Volunteer for RHR. Made a presentation to the board regarding a Community Needs Assessment for Red Hook and Rhinebeck, NY". They asked for the Board's support of this project. This needs assessment will use interviews, focus groups, surveys and statistical analysis of community needs and will benefit the residents of Red Hook. Red Hook Responds wants the study to guide the organizations strategic planning process.

Deputy Mayor Kovalchik asked if the assessment will look into transportation or lack thereof in Red Hook. Ms. Ugolini confirmed that it'll be a full assessment of needs, including transportation. Mayor Smythe asked if it'll include walkability to locations and ADA accessibility. Mr. Smythe stated that this topic may be captured in the questionnaire answers. Trustee Kjarval asked if the report is going to be a public document accessible to all. Mr. Smythe stated that RHR will share the document with everyone who is interested in the information. Deputy Mayor Kovalchik asked for more detail about the project methodology, specifically the methods used to access those in need and how information will be gathered. Ms. Ugolini stated that they're hiring teams who will have knowledge of methods used to reach this community. She stated that they'll also be contacting grassroots community partners who are connected with the community. They'll also be surveying the larger community and engaging with focus groups. The project will include an effort to connect with the residents who are remote and hard to reach, such as those with language barriers.

Mayor Smythe stated that it's known that there is a homeless population in the area and they're often not visible. It'll be a challenge to capture those needs as it's not likely they'll be able to respond to an internet survey. Mr. Smythe stated that one of the benefits of hiring Patterns for Progress is that they have local knowledgeable and have done these types of studies before. Knowledge gained completing other similar studies may make this project more efficient. A RHR representative stated that they have references to share if needed. Mayor Smythe stated that if the Village would like to support this project, the Board will need to decide the amount of Village funds they'd like to invest in this needs assessment.

Deputy Mayor Kovalchik stated that he is supportive of this project as an opportunity for the Village to join a coalition of municipal partners to reach out to those who have special needs and then work together to address

that population in a better way. Trustee Kjarval stated that she also supported the investment and thought that the data gathered will be important and an opportunity to learn more about our community.

Mayor Smythe added that she recently received notice that the Village won a language grant which will reach out to the non-native English speaking community. She thinks that this may be a good parallel project. Mayor Smythe stated that there is a line item in the budget for \$2,000 that is identified as Red Hook Seniors. She stated that the Village has supported a senior organization in the amount of \$1,000.00 in the past, leaving \$1,000.00 available. She stated that she believed the Village could find another \$1,000.00 within the existing budget. Deputy Mayor Kovalchik stated that \$2,000.00 seemed like an appropriate contribution to the project.

Deputy Mayor Kovalchik made a motion to provide monetary support to Red Hook Responds in support of the Needs Assessment in the amount of \$2,000.00. Trustee Kjarval seconded the motion. No other questions. Mayor Smythe abstained. All others in favor. Motion approved.

Mayor Smythe stated that NYS recently announced \$2 Million in funding to revitalize downtown areas. There are two programs, New York Forward and the Downtown Revitalization Initiative. Mayor Smythe stated she is focused on the New York Forward, which is a new program and it supports a “more equitable downtown recovery, for NY smaller rural communities- with a focus on hamlets and villages”. There is \$100 million specifically focused on this grant program. NYS requests that municipalities send in a letter of intent to apply for the grant by August 17, 2022. The Letter of Intent is a simple 3-page document, it’s not the application. The Trustees reviewed the draft letter. Mayor Smythe would like the Village’s proposal to include a comprehensive look at the business district, including parking and a coordinated plan to update parking lots, secondary roads and off street parking, public parking, and ways to assist people in getting around in the community such as parking and walking around. This will help with community identity, pedestrian cycling experiences, and streetscape. She’d also like the project to evaluate the second business district in the Village – the area behind Salvatore’s new location including JB Peel coffee shop. She believes this is being underutilized. She believes that if the Village had some investment and planning, we might be able to have a secondary area where residents could go, walk around public spaces, shop, and live. She thinks this has the potential to be an exciting opportunity to put together a cohesive plan.

Deputy Mayor Kovalchik made a motion to authorize Mayor Smythe to submit the Letter of Intent to apply for the New York Forward grant program. Trustee Dwyer-McNulty second the motion. Deputy Mayor Kovalchik asked that they change the “second Business District” to the “sub-Business District”. The Mayor agreed with the change. (it will still be general business district, but special emphasis towards the North Broadway area specifically the east side of North Broadway). Mayor Smythe seconded this change. No other changes, all in favor. Motion approved.

Mayor Smythe led the Trustees in a discussion of the LOSAP forms that were provided at the last workshop meeting. Mayor Smythe noted that the documentation was on 2020 forms. She stated that both she and Treasurer Towle have spoken with the Fire Department. They informed the Mayor that these were the documents they were provided, and they approve the Village changing the date on the forms from 2020 to 2021 by hand. Mayor Smythe felt that it was appropriate to proceed these with modified forms.

She stated that there were 16 members who reached the 50-point total and thus qualify for the service of work program. There was 1 member who was on military leave and as per rules qualifies for up to 4 years’ volunteer fireman service while on military leave. However, that member must volunteer with the Fire Department upon their return and achieve service award once a year during military service (in escrow). Mayor Smythe stated that the Village is required to review the LOSAP documents and then submit to Penflex which then authorizes

payment(s) for benefits for those who qualify through service credits. Credit is based on call attendance as well as meeting attendance and drills.

Mayor made a motion to authorize the Board of Trustees to fill out the Red Hook Fire Department provided 2020 LOSAP form, edited to 2021, using 2021 numbers and send to Penflex for distribution. Deputy Mayor Kovalchik seconded. Deputy Mayor Kovalchik asked if this payment is in fiscal budget for 2022-23 and Mayor Smythe stated no as it is budgeted for one year at a time for the year prior (this payment is for 2020-21). No changes. All in favor. Motion approved.

The Board of Trustees previously approved a revision to the Building/Planning & Zoning Department fees; however, there are some of additional amendments that the Planning Department has requested. The adjustments that were requested are as follows: adding the word “minimum” after \$100.00 under Residential Construction, under fence permits indicating linear feet not square feet, adding the words “or inside” under oil tank replacement, and adding electrical work/upgrade \$100.00. List of all fees and changes provided to the Trustees (originally approved on June 13,2022. Revised on August 8,2022).

Resolution #15 of 2022

Whereas the Village of Red Hook Building, Planning & Zoning Department has a fee schedule,
Whereas with the increased level of construction activity in the Village and the increase in costs to the Village for oversight,
Therefore, be it resolved that the Village Board hereby adopts the attached Building/Planning & Zoning Department Fees approved on June 13, 2022, and revised on August 8, 2022.

Motion by: Trustee Dwyer-McNulty
Second by: Deputy Mayor Kovalchik

Vote:

Mayor Karen Smythe	<u>aye</u>
Deputy Mayor Brent Kovalchik	<u>aye</u>
Trustee Charlie Laing	<u>aye</u>
Trustee Melkorka Kjarval	<u>aye</u>
Trustee Declan Dwyer-McNulty	<u>aye</u>

Resolution approved.

Mayor Smythe stated that the water rate and fee schedule was discussed during the workshop meeting on July 28, 2022. She stated there was a rate increase schedule that was passed in the past which these rates are based on. It was decided to approve the rates and fees again as there were a few revisions. Base water use rates are all the same, removed the pool filling rate schedule as it’s not being used. Village revised the late penalty, draft fee schedule is to assess 5% fee if not paid within 30 days and assess an additional 5% if not paid within 60 days. There was one adjustment that has been requested by our Highway Department related to tapping. Currently the fee is \$2,500.00 and if there is road cutting or crossing it’s \$3,000.00. Mayor Smythe proposed that it be changed to tapping with road cutting or crossing involvement an additional \$500.00, and if there’s tapping within the sidewalk (requiring cutting sidewalk) an additional \$500.00. Deputy Mayor Kovalchik clarified that if cutting into both road and sidewalk the tapping fee would have an additional \$1,000.00 total, the Mayor agreed.

Resolution #16 of 2022

Whereas the Village of Red Hook provides water at posted rates to its customers,
Whereas Village Code Section 195-26 allows the board to adopt a Fee Schedule for water rates,

Whereas the Village board desires to codify our current rate schedule with some adjustments, Therefore, be it resolved that the Village Board hereby adopts the attached Schedule of Rates dated August 8, 2022, to be the current water rates.

Motion by: Deputy Mayor Kovalchik
Second by: Trustee Dwyer-McNulty

Trustee Dwyer-McNulty asked for clarification on tapping fee. Deputy Mayor Kovalchik asked for confirmation that the proposed rates had been set years ago, Mayor Smythe confirmed and stated the rates had been approved in the end of 2015 and these were the rates listed for final quarter of 2017. No other questions or comments, all in favor.

Vote:

Mayor Karen Smythe	<u> aye </u>
Deputy Mayor Brent Kovalchik	<u> aye </u>
Trustee Charlie Laing	<u> aye </u>
Trustee Melkorka Kjarval	<u> aye </u>
Trustee Declan Dwyer-McNulty	<u> aye </u>

Resolution approved.

Mayor Smythe stated that initiating a sewer fee will require a Resolution; however, she did not prepare one so this topic will be tabled until the September Board of Trustees Meeting.

There were no budget adjustments.

Mayor Smythe introduced the topic of bulk waste pick-up to the Trustees stating that there have been discussions about adding this service in the past. Mayor Smythe stated that she spoke with Highway Foreman Jake Smith. She proposed that the Village begin picking up bulk items with a special bulk tag available for purchase - \$25.00 tag per item with an additional \$5.00 for a mattress or box spring (as Ulster County Resource Recovery charges \$5.00 for these two types of items). Unacceptable items would be hazardous waste, stumps, and e-waste.

Mayor Smythe stated that Highway Foreman Smith would also like a Village policy and fee for the pick-up of large number of trash bags – up to 25 bags at one time for \$75.00, 25 to 50 bags at one time for \$125.00 (no minimum). The multi-bag pick up will save the resident money versus purchasing individual bag tags (25 bags at either \$3.00 per bag or \$6.00 per bag). These bags should only be put out the night before waste pick up day.

Any items that contain scrap metal will continue to be picked up for free by the Village. E-waste can be brought to the Ulster County Resource Recovery facility for free on Saturdays (per their website) and it’s not required you be an Ulster County resident to participate.

Resolution #17 of 2022

Whereas there are times when Village residents have large items or a large quantity of trash bags that they would like to dispose of,

Whereas the Village Highway Department already provides garbage pick-up service for bags properly tagged,

Whereas the Village Highway Department can provide limited bulk pickup with existing equipment,

Whereas the Village garbage pickup service is provided to help keep the Village safe and clean,

Therefore, be it resolved that the Village Clerk is authorized to purchase special bulk pick-up tags and the Highway Department is authorized to begin picking up properly tagged bulk items based on the attached fee schedule.

Motion by: Trustee Dwyer-McNulty
Second by: Deputy Mayor Kovalchik

Vote:

Mayor Karen Smythe	<u>aye</u>
Deputy Mayor Brent Kovalchik	<u>aye</u>
Trustee Charlie Laing	<u>aye</u>
Trustee Melkorka Kjarval	<u>aye</u>
Trustee Declan Dwyer-McNulty	<u>aye</u>

Motion approved.

Mayor Smythe stated that the Village’s agreement with the Fire Company and contract rate ended last year. The Village has been in negotiations with the Fire Department and has been waiting for them to provide reports. As of this meeting, the Village has begun to receive reports and is continuing forward with negotiations. As of this meeting the Fire Department has sent a report that covers until June 2022. A public hearing must be set and held prior to signing the Fire Company contract agreement. Mayor Smythe would like to make some adjustments to the contract prior to the public hearing but would like to set the public hearing date for September 12, 2022.

Resolution #17 of 2022

Whereas the Village of Red Hook desires to contract with the Red Hook Fire Company for Fire Services, Whereas Section 4-412 (9)b of the Village Law requires a public hearing for any contract for fire service with an incorporated fire company,

Whereas the next monthly meeting of the Village Board is September 12, 2022,

Therefore, be it resolved that the Village Board will schedule a public hearing on the Fire Company Agreement on September 12, 2022 at 7:05pm; and the Clerk will publish notice in the Freeman.

Motion by: Deputy Mayor Kovalchik
Second by: Trustee Dwyer-McNulty

Vote:

Mayor Karen Smythe	<u>aye</u>
Deputy Mayor Brent Kovalchik	<u>aye</u>
Trustee Charlie Laing	<u>aye</u>
Trustee Melkorka Kjarval	<u>aye</u>
Trustee Declan Dwyer-McNulty	<u>aye</u>

Motion approved.

Mayor Smythe stated that there is an item in the budget to upgrade water meter reader system and software; however, when the budget was set the cost of upgrading our water meter billing system was not included. PCI, the billing software company, needs to create a software interface with the new software so both systems can “speak to each other”. The new software interface is \$3,500.00, this is a long term change this is not an annual fee. Mayor Smythe asked for a motion to authorize PCI to make the interface that is needed and to pay for it from our Short Lived Asset Reserve (USDA) for the cost. Mayor Smythe believed she will need to have a formal

Resolution to transfer funds from the SLAR, which she will do at the next Board of Trustees Meeting on September 12, 2022. Trustee Kjarval asked about the term Short- Lived term. Mayor Smythe stated it was 10 years. Trustee Kjarval, asked if it was a requirement to replace the program after 10-years. Deputy Mayor Kovalchik stated it's a requirement from the USDA from Phase 1 and 2 of water system upgrades that the Village put in reserve \$25,000.00 per year. He stated that the meters were part of Phase 1, so this qualifies as a Short-Lived Asset. He stated there is no term as Village is required to make the contributions and USDA did not set a time limit. As long as we need to replace or enhance something involved in the first two phases of the water project, the funds are available for use on it. The loan is 38 years; therefore, the Short-Term is considered within that timeframe. Trustee Kjarval asked is Village must replace in 10-years. Deputy Mayor Kovalchik stated 'no' as USDA requires Village to deposit funds to make sure Village has funds available to cover components as needed.

Motion made by Mayor Kovalchik to approve expenditure of USDA reserve funds to PCI to create a software interface. The motion was seconded by Trustee Kjarval. No other questions or comments. All in favor. Motion approved.

Mayor Smythe announced that the next Village Board is September 12,2022 and the next Board of Trustee Workshop meeting is August 25, 2022.

COMMITTEE REPORTS:

Treasurer's Report

Submitted and Read by Treasurer Towle

ACCOUNT BALANCES (07/31/2022)

GENERAL FUND	\$ 1,616,352.41
WATER FUND	\$ 244,738.00
TRUST & AGENCY	\$ 28,142.41
SEWER FUND	\$ 1,165,542.59
HARDSCRABBLE	\$ 19,910.39
VILLAGE GREEN	\$ 7,403.92
HEALTH INSURANCE	\$ 4,413.30
PETTY CASH	\$ 57.68

RESERVE CHECKING BALANCES

FIRE DEPARTMENT (M&T)	\$ 5,034.06
POLICE (M&T)	\$ 14,587.24
USDA (M&T)	\$ 134,052.40
HIGHWAY (M&T)	\$ 30,586.48
SNOW RESERVE (M&T)	\$ 3,279.74
TOWER RESERVE (M&T)	\$ 17,712.75
UNEMPLOYMENT (M&T)	\$ 4,544.48
COURT RESERVE (M&T)	\$ 3,298.84
OFFICE RESERVE (M&T)	\$ 972.60

MONTHLY EXPENSES (July)

GENERAL FUND	\$ 117,923.89
WATER FUND	\$ 19,721.37
TRUST & AGENCY	\$ 2,350.16
SEWER	\$ 814,374.87

Police Report

Mayor Smythe read the Police Report as follows:

	Total	Village of Red Hook	Town of Red Hook	Tivoli
Incidents	319	214	100	5
UTTs	54	30 (including 1 parking ticket)	23	
Arrests	4	1	3	

Fire Department Report

Mayor Smythe read the Fire Department Report as follows:

	2022 (Jan-June) Village – only	2021 Outside Village
EMS Call - Rescue, EMS Incident, Medical Assist	68	460
Alarm - Smoke Alarm, CO Alarm, False Alarm, Unintentional	23	178
Fire – Building Fire, Cooking Fire, Brush Fire	1	26
Hazardous Conditions – power line down	1	19
Assist Invalid – Service Call, person in distress	7	30
Good Intent Call – Hazmat release investigation, smoke scare	8	20
Severe Weather – natural disaster	0	2
Total Calls	108	735

Deputy Mayor Kovalchik reports as follows:

**VILLAGE GREEN COMMITTEE (VGC)
MONTHLY REPORT –JULY 2020**

1. The current balances of the Village Green Committee’s related budget accounts, as of July 31, 2022, are as follows:

• Community Beautification – Contractual Expenses (#8510.4)	
Balance	\$ 4,000.00
• Shade Tree – Contractual Expenses (#8560.4)	
Balance	\$ 12,000.00
• Village Green Committee Checking Account	
Balance	\$ <u>7,403.92</u>
	\$23,403.92

2. A Village Green Committee Meeting was held on July 5, 2022 in the Red Hook Village Building. David Pearson, Brian Foran, Brenda Cagle, and Brent Kovalchik attended. The following items were discussed:

- Discussed the 2022 Tree City USA Grants. The NYS Urban Forestry Council has grant applications for funding the planting of a large specimen tree or a grove of trees in a prominent location within the community.
 - The VGC decided to apply for the grant.
 - The VGC proposes to plant a grove of ornamental trees near a seating area to be installed in the western edge of Richard M. Abrahams Memorial Park.
 - Brenda Cagle prepared the grant application.
 - The Village Board of Trustees approved Resolution #11-2022 at the July 11, 2022 Trustees Meeting supporting the VGC’s application.
 - The 2022 Tree City Grant Application was emailed to the NYS Urban Forestry Council on July 14, 2022.
- Reviewed the proposed list of trees located on Village right-of-ways to be removed or pruned (a complete list of trees are listed in the VGC’s Monthly Report of July 11, 2022). The list was submitted by the Village Highway Department. All trees listed have been examined by a certified arborist.
 - Two trees, located on the east end of Park Avenue/Old Post Road intersection were re-examined by David Hughes (certified arborist). A report was submitted on July 16, 2022 to the Village. The trees were found to have obvious signs of decay and infested with invasive wood eating insects. Due to the high volume of pedestrian and vehicular traffic in the area, Mr. Hughes “strongly suggested” that the trees be removed and replaced with young healthier trees.
- The VGC discussed and reviewed potential planting sites for the 2022 Annual Fall Planting Day. A list will be submitted, property owners will be notified, trees will be ordered and delivered, and sites will be prepared prior to the planting day scheduled in the beginning of November, 2022.
- Discussions regarding VGC signs and information for property owners who have had trees planted on their adjacent right-of-ways, will be prepared by David Pearson and Brian Foran.

3. The Village of Red Hook was notified on July 19, 2022 that the Dutchess Land Conservancy awarded a \$1,500.00 grant to the Village Green Committee. The grant was offered to municipalities to plant trees to offset carbon emissions generated by a previous road rally fund raising event sponsored by the Conservancy. The Board of Trustees and the Village Green Committee thanks Ross Williams, Karen Karis, and the Dutchess Land Conservancy for their assistance and most generous donation.

4. Residents and businesses interested in having a tree(s) planted on their adjacent Village or State right-of-ways, volunteering for planting days, or making a contribution to support the VGC’s various community beautification projects, may contact David Pearson, Brent Kovalchik, or the Village Clerk.

**HIGHWAY DEPARTMENT
MONTHLY REPORT - JULY 2022**

1. The Village Highway Department is currently picking up brush every first and third Thursdays of the month.

Residents are reminded to place lawn debris/leaves and brush in separate piles. Please limit brush piles to 6’ x 6’ x 6’ with tree branches no larger than 6” in diameter. Brush that includes tree trunks, stumps, garbage, or construction material will not be picked up. Residents with smaller amounts of brush are

encouraged to share a brush pile with their neighbor. Please limit your brush pile to one pile per household per pick-up date.

2. The Village Highway Department has prepared a list of road repaving projects to be financed in whole, or in part, by the NYS FY2022-2023 CHIPS, PAVE-NY, and EWR Apportionments and Rollover Balances. Estimates are being prepared. The list, with estimates, will be reviewed and approved by the Board of Trustees prior to work beginning. Work on these projects is anticipated to be complete in the Summer/Fall of 2022.
3. Catch basins and drywells will begin being cleaned during the week of July 25, 2022. A \$9,000.00 estimate was approved. Funds to pay for this project will be from the General Fund Account: Maintenance of Streets – Catch Basin/Culvert Budget Line #5110.46.
4. Fire hydrants in the Village and areas of the Town receiving Village water services were flushed during the week of July 18, 2022. Progress maps were used. Locations and conditions were recorded to be included on updated maps and repair/conditions spreadsheets currently being prepared by Delaware Engineering as part of the Village of Red Hook Water Distribution System Maintenance and Improvements Project.
5. No revenue from the sale of scrap metal was received during the month of July, 2022. Total revenue generated from the sale of scrap metal in FY2022-2023 is \$627.20. Since inception of the Scrap Metal Recycling Program in September, 2007, \$43,863.46 has been generated.

Proceeds from this program go toward the purchase of tools and equipment for the Village Highway, Water, and Materials Management Departments. Residents and businesses interested in donating scrap metal may contact the Village Highway Department (845-758-8600) or the Village Clerk's Office (845-758-1081). Highway Department personnel will assist property owners by picking up scrap metal upon request.

INTERMUNICIPAL TASK FORCE (ITF) - RED HOOK INFRASTRUCTURE MONTHLY REPORT - July 2022

1. Red Hook Sewer Project

Meetings were held on July 15 and 28, 2022 in the Red Hook Village Building and via telephone conference call.

- a. July 15, 2022 – Progress Meeting #16: C.T. Male Associates (Kevin Dufek and Kathryn Serra), Sausto Contracting (Mario Sausto), Carver Construction (A.G. Bourgeois and Eric Klefbeck), Village of Red Hook (Karen Smythe and Brent Kovalchik) attended. Items discussed included:
 - Tasks completed since June 10, 2022 included:
 - 22' of 2" force mains have been installed at St. John Street.
 - 30' of 1 ½" force mains and three 1 ½" lateral connections have been installed on Reilly Lane.
 - Riser, frame and rerouting of a section of main has been completed on West Market Street.
 - Formwork/reinforcing bars for tank walls, backfill/compaction testing for tanks/sand filter, and 8"/6" PVC tank connection have been installed at the WWTP.
 - Pressure testing of 4" force main from Key Bank to Morgans Way have been completed.

- Sausto Contracting has progressed with breaker panel inspections, upgrades, and conduit runs on West Market Street properties.
 - Tasks scheduled include:
 - Construction of concrete footings/wall for the fiberglass cover sections at the WWTP.
 - Plumbing installation and connections at the WWTP.
 - Septic tanks will begin to be installed at locations without existing line or tank conflicts. Property owner will be notified prior to tank installations.
 - Complete installation and connections of the remaining force main collection system remaining near Taste Budds on East Market Street.
 - Sausto Contracting continues with residential service inspections and panel upgrades for both residential and commercial properties.
 - Carver Construction will provide an updated schedule to the WWTP start-up operations.
 - C.T. Male Associates will continue to document and provide as-built drawings of force main location at NYS DOT crossings.
 - Carver Construction Pay Application #6 and Sausto Contracting Pay Application #5 have been approved by C.T. Male Associates and forwarded to RHV for processing and submission to NYS EFC.
 - There has been no substantial erosion at construction sites. Some grass growth has started in areas recently seeded.
 - Worker PPE is used during construction by the Carver Construction crews and safety meetings are conducted on a weekly basis.
 - Trees at the RHV Municipal Parking Lot that were removed for installation of valves will be removed and replaced.
 - Record Data from the NYS DOT directional drilling bores will be forwarded to the NYS DOT as required by the PERM acceptance.
 - 200' of force main remains to be installed from Key Bank to 44 East Market Street.
 - An abandoned out-of-use fuel tank behind a property on East Market Street will be removed as per NYS DEC comments.
 - Property owners on South Broadway and East Market Street have requested larger tanks to respond to change of water use due to new property owners' use programs.
 - Carver Construction will notify property owners that restricted access to parking or business operations will be notified at least one day in advance of any closures or site limitations.
 - Blowers for the WWTP are on backorder. Temporary blowers are being located so that construction progress can proceed on schedule.
 - USDA-RD (John Helgrin) have requested that the prime contractors use current USDA-RD Pay Application Forms for RHV'S Form E submissions (7/15/22).
- b. July 28, 2022 – Progress Meeting #13: C.T. Male Associates (Ron Smaka and Kevin Dufek), Carver Construction (A.G. Bourgeois and Eric Klefbeck), and the Village of Red Hook (Karen Smythe and Brent Kovalchik) attended. Items discussed included:
- Tasks completed since July 15, 2022 included:
 - Foundations and backfill at the WWTP.
 - 2 septic tanks (St. Paul's Lutheran Church/South Broadway) including site restoration (top soil and seeding).
 - 100% of the force main collection system have been installed. Remaining connections and testing are anticipated to be complete during the week of 8/1/22.

- Two pumps of the WWTP were damaged. Pure Stream (WWTP manufacturer) will investigate and review.
- Tasks scheduled include:
 - Three remaining tanks of the WWTP will be delivered on 8/5/22.
 - Septic tanks located on East Market Street will begin to be installed. Property owners will be notified prior to installation.
 - Final testing of the force main collection system will be conducted during the week of 8/1/22.
 - Service and flush connections will continue to be installed.
- Carver Construction will submit a WWTP start-up schedule. Surrogate/temporary blowers are expected to be delivered on 8/15/22. Two damaged mixers are expected to be replaced and installed. The WWTP is anticipated to be completed by 8/30/22 with an initial start-up date anticipated for 9/6/22 (pending delivery and installation of blowers and mixers).
- Carver Construction has submitted Pay Application #7 for review, approval, and processing by C.T. Male Associates and RHV. Carver Construction has received payments from Pay Application #5. Pay Application #6 is expected from NYS EFC on 7/29/22 and will be forwarded to Carver Construction upon arrival to RHV.
- There have been no reported issues regarding erosion/sediment control and site safety issues.
- Changes in septic tank sizes have been reviewed by C.T. Male Associates including properties at 31-35 East Market Street, 7582 North Broadway, and 7922 South Broadway.
- Carver Construction to submit AIS (American Iron and Steel) documentation for review to C.T. Male Associates.
- Discussions continue between Carver Construction, Sausto Contracting, and C.T. Male Associates regarding electrical connections from the property control panels to individual property septic tank pumps.
- Property owners have not been responding to Sausto Contracting's requests to schedule appointments for electrical panel connections. Sausto Contracting will be on-site, with Carver Construction, when septic tanks are being installed to make these connections.
- Carver Construction will be conducting water tightness tests on new individual property septic tanks to satisfy the terms of Orenco (STEP System Pump Manufacturer) warranties.
- c. July 28, 2022 – A meeting was held in the Red Hook Village Building to discuss the possible relocation of the electrical control panel of a property on East Market Street. Brent Kovalchik met with the property owner.

2. Village of Red Hook Water Distribution System Maintenance and Improvement Project/Sewer Service Area Procedures and Protocol

Meetings were held on July 15 and 28, 2022 in the Red Hook Village Building.

- a. July 15, 2022 – Delaware Engineering (Anthony Mantas) and the Village of Red Hook (Karen Smythe, Jake Smith, and Brent Kovalchik) attended. Items discussed included:
 - No further work has been completed on the water distribution asset inventory maps.
 - Discuss 9-12 potential water hook-ups off of Old Farm Road for the Traditions Development Project. Meter types, RHV notifications, and billing procedures were discussed.
 - Reviewed a proposal from Northeast Water Technology to locate potential leaks on North Broadway, Phillips Street/West Market Street, and Graves Street/West Market Street. Rural Water Association will do preliminary/general leak detection prior to work by Northeast Water Technology.

- Discussed monitoring, location mapping, and repair report/data collection for hydrant valves, distribution valves, and service line curb stop shut-off valves.
 - Hydrant flushing schedules for future maintenance, including the ability to isolate sections of the Village for main/hydrant/valve repair and replacement.
 - Reviewed a proposed electronic mapping and data collection reporting and software service.
 - Discussed and reviewed forthcoming storm water control measures for properties on Prince Street.
- b. July 28, 2022 – Delaware Engineering (Robert Flores), C3ND (Fernando Dongo – Water/Sewer Operator), the Village of Red Hook (Brent Kovalchik and Jennifer Cavanaugh), and Kirchhoff (Richard Rang via telephone conference call) attended. Items discussed included:
- Confirmation of potential operational status of Wells #5 and #6 located east of the Village.
 - Discussed what type and ownership of water meters for 9-12 properties on Old Farm Road of the Traditions Development. Kirchhoff installed the Old Farm Road water main with saddles for individual property hook-ups. If this has not been installed, Kirchhoff and the DCWWA will notify the Village when taps will be made and to schedule inspections with Village Engineers and Operators. C3ND to confirm.
 - The Old Farm Road/South Broadway Water Loop has successfully been installed and inspections approved. The water loop will be operational during the week of 8/1/22.
- 3. Intermunicipal Task Force (ITF)**
 July 2022 – Charlie Laing and Brent Kovalchik – RH Village Representative/Member
- a. There were no ITF Meetings held during the month of July 2022.

Town of Red Hook Zoning Review Committee (RHT – ZRC) – Monthly Report
 July, 2022 – Brent Kovalchik – RH Village Representative/Member

- a. There were no RHT – ZRC Meetings held during the month of July 2022.

Community Preservation Fund (CPF) Advisory Board – Monthly Report
 July 2022 – Brent Kovalchik – RH Village Representative/Member

- a. There were no CPF Advisory Board Meetings held during the month of July 2022.
- b. The current balance of the Community Preservation Fund, as of July 31, 2022, is \$2,962,217.63

Northern Dutchess Alliance (NDA) Executive Committee – Monthly Report
 July 2022 – Brent Kovalchik – Local Government Representative

- a. There were no NDA Executive Committee Meetings held during the month of July 2022.

Saw Kill Watershed Community (SKWC) – Monthly Report

July, 2022 – Brent Kovalchik – RH Village Board of Trustees Representative

- a. There were no SKWC Meetings held during the month of July, 2022.

Town of Red Hook Local Waterfront Revitalization Program (LWRP) Working Group – Monthly Report

July, 2022 – Brent Kovalchik – RH Village Representative/Member

- a. A LWRP Working Group Meeting was held on July 13, 2022 via Zoom. The following items were discussed:
- Reviewed proposed amendments to Section 3: Local Waterfront Revitalization Policies.

- Proposed amended Sections 3, 4, and amended/new maps will be sent to the NYS DOS for review, comment, and approval.
- Proposed amended Sections 1-4, and amended maps will be sent to the RH Town Board for preview and review.
- Next steps for the LWRP Working Group, pending approval from the NYS DOS and the RH Town Board, will be to conduct public outreach events and solicit comments from the general public.

Village of Red Hook Zoning Review Committee (RHV – ZRC) – Monthly Report

July, 2022 – Karen Smythe and Brent Kovalchik – Members

- There were no RHV – ZRC Meetings held during the month of July, 2022.
- A site review and introductory meeting was held on July 15, 2022 with Landscape Architect Frank Palumbo to review existing conditions and propose a Master Plan for future improvements to Richard M. Abrahams Memorial Park. An estimate for design services, including conducting public information gathering sessions, is forthcoming.
- The RHV – ZRC is considering to submit an application to the NY Forward (a new program that supports a more equitable downtown recovery for New York’s smaller and rural communities, with a focus on hamlets and villages) and Round 6 of the Downtown Revitalization Initiative (transforms downtown neighborhoods into vibrant centers that offer a high quality of life and become magnets for redevelopment, business growth, job creation, and economic and housing diversity). A “Letter of Intent to Apply” is due by August 10, 2022.

Village of Red Hook Public Spaces Initiative (RHV – PSI) – Monthly Report

July, 2022 – Declan Dwyer-McNulty and Brent Kovalchik – Co-Liaisons

- There were no official meetings of the RHV – PSI Committee held during the month of July, 2022.

Trustee Laing read monthly reports:

Materials Management

For the month of July 2022, we had 5.97 tons of garbage, 2.23 tons of recycling, 0.32 tons of cardboard, 0.95 tons paper, and 1.03 tons of commingled.

Trustee Laing advised the total sales of garbage tags was \$2,775.00.

Water/Sewer

During the month of July, the water treatment facility treated 8,243,400 total gallons, which is an average of 265,900 gallons per day.

All bacteriological samples for the month were collected and transported to Pace Analytical Services. All results were negative.

During the month of July, the water treatment plant used 75 gallons of sodium hypochlorite. The average daily use was 2.41 gallons per day.

Trustee Kjarval read monthly reports:

Red Hook Together

Red Hook Together’s monthly meeting was held on Thursday, June 11th, 2022 at 12 noon.

Red Hook Together August meeting was not held at our normal first Thursday meeting time - as this month we will be hosting a mixer on August 25th 5:30pm-7pm at the Red Hook Recreation Park Pavilion. Everyone who is hoping to join a future Red Hook Together meeting, are welcome to come, chat, mix, and mingle with provided refreshments and snacks. Family members are welcome to attend as well.

Red Hook Town Economic Development Committee

The committee has had a limited meeting schedule this summer, they met July 6th and July 20th, the next meeting will be September 7th. The summer Bard Intern continues to contact businesses for business listing information. The EDC members expressed optimism about the Town applying for a grant to redo the Town's Comprehensive Plan, and members hope to be consulted at some point for their input. The new director of the Chamber of Commerce, Agatha Bacelar attended the meeting and shared that she would be distributing an "Import Replacement" survey to collect helpful data for Chamber members

Village of Red Hook Communications Committee

The committee has now switched from weekly meetings to meeting the first Wednesday of the month, at 1:30 pm in the Village Hall conference room. The committee met July 13th and June 3rd. We discussed various goals - as well as possible initiatives such as creating a more comprehensive postal address list for residents, promoting the newsletter and website in different mediums, and redesigning the digital welcome letter to be more interactive.

The Mayor's Newsletter went out to inboxes on August 4th and we encourage any community members who are interested to sign up for newsletter at: redhookvillage.org/newsletter

If you have any ideas of website features, or communication methods you would like to see our Communications committee investigate - please email me at: mkjarval@redhooknyvillage.org or call the Village Clerk's office at (845) 758-1081

Village of Red Hook Hardscrabble / Events Committee

The Village Events Committee met July 18th at 6 pm in Village Hall. All the individual working groups for Hardscrabble shared out their progress for the Hardscrabble Music Festival happening on September 17th. Also, in the works the Village Halloween Parade taking place on Saturday, October 29.

Interested in volunteering skills or time to the events committee? Or perhaps your business would want to sponsor an upcoming event? Contact Amy, Melkorka, the Mayor or Jeff Walsh via the Events committee email address: events@redhooknyvillage.org or call the Village Clerk's office at (845) 758-1081

Village of Red Hook Human Relations Committee

The Human Relations Committee meets the first Thursday of every month at 7pm over zoom. This month's meeting was August 4th at 7pm. We discussed the committee's Hardscrabble Booth, details and logistics of a community portrait project, as well as reviewed copy for flyers, brochures & Press releases promoting the open seats on the committee. Committee members have placed a request for an official village email address so that shared files can be stored by the Village in a dedicated Google Drive folder.

If you wish to attend a future meeting, or have an issue you would like brought to our attention, please contact me by email at mkjarval@redhooknyvillage.org or call the Village Clerk's office at (845) 758-1081

Red Hook Public Library Report

The Library has a new roof - and is grateful for everyone's patience when the parking lot was inaccessible to patrons. As the Summer season wraps up - The Red Hook Public Library wants to remind the community that families are allowed to reserve family pool passes three times a season, you can call or visit the library to set up a reservation.

In other pool related news - the Library will be hosting a pool party for senior citizens at 12:30 pm– 2:30 pm August 23, 2022. at the Red Hook Pool. There will be lunch provided. This event is completely free although registration is required. Please call the library at 845-758-3241 or email Renee at adultservices@redhooklibrary.org to register.

Trustee Dwyer-McNulty read monthly reports:

Planning/Zoning

Building Permits:	10
Certificates of Occupancy:	0
Certificates of Compliance:	19
Municipal Searches:	1
Complaints:	1
Order to Remedy:	0
Fire Inspections:	1

Planning Board Actions:

July 14, 2022

1. Site Plan for 3 St. John Street tabled to August 11
2. Site Plan for 7361 South Broadway approved
3. Site Plan for 3135 West Market St. to August 11

Zoning Board of Appeals:

In July 2022 the Zoning Board did not meet

Trustee Dwyer-McNulty stated that the Village doesn't have a standard in Village Code for noise. The Town of Red Hook and the Village of Tivoli both have the same Ordinance with a standard. Trustee Dwyer-McNulty stated that Judge Triebwasser has recommended referencing those ordinances to create a standard for the Village. He stated that he and Mayor Smythe are working together to review the ordinances and come up with a proposal. He stated that the Board will have Public Hearings on this matter and proceed from there. Trustee Kjarval asked how often are the police called for a noise issue. Mayor Smythe stated although she doesn't have the number, it is not a high number.

\$2,753.00 was collected in fees (including fire inspection fees).

Under General Business Mayor Smythe announced that the Village Building has had recent issues with air conditioning (specifically in the Police Department). There were two emergency calls made to American Heating & Cooling. The problem appears to be fixed but if it becomes a bigger issue, requiring more funds, the Board will be made aware.

In Public Comment, Steve Zacharzuk, 92 Cambridge Drive, stated that when you turn off Amherst Road to Cambridge Drive the road is starting to disintegrate and needs repair. He stated that major vehicles continue to

drive through the Cambridge/Amherst residential neighborhood from Traditions project. He also asked if there had been any further discussion about the hazardous tree on the south side of Amherst Road. Deputy Mayor Kovalchik stated it was a healthy tree. Mr. Zacharzuk stated that it may be healthy but it's dangerous.

Mr. Zacharzuk then asked if there would be a traffic light at the end of Old Farm Rd. Mayor Smythe stated that it's a State road that intersects with a Town road, she had no information on what is planned there. Mr. Zacharzuk asked about the Amherst Rd intersection with Route 9. Deputy Mayor Kovalchik stated they had three different study's done and put in proposals for a few items. They did not get numbers on them and decided to not pursue at that point in time.

Mr. Zacharzuk raised a question on the sewer, he said the Village previously stated residents will get a 2 week notice about upcoming work to be done. Deputy Mayor Kovalchik said they provide a 'Look Ahead' describing what they will be doing. He asked about notice for when tanks are installed as residents may need to get a new electric box. Deputy Mayor Kovalchik stated that they'll put new tank alongside existing and they won't hook it up until the electric is connected. He stated that residents should be getting notified, if you have not already by the electrical contractor. Mr. Zacharzuk said he will reach out to the Electrical Contractor. Mr. Zacharzuk mentioned he went to Ulster County Resource Recovery with electronics, and he stated people might want to contact them in advance as they do not take all electronics. Mayor Smythe stated it was on their website and thanked Mr. Zacharzuk for the information.

Mayor Smythe motioned to adjourn for Executive Session to discuss personnel matters, Deputy Mayor Kovalchik seconded the motion. All in favor. Motion approved.

Deputy Mayor Kovalchik made a motion to reconvene meeting at 9:17pm after executive session, Trustee Laing seconded the motion. All in favor. Motion approved.

Deputy Mayor Kovalchik made a motion to provide raises with retroactive payment back to June 1st to non-Union Employees (Clark Kimble, Jen Cavanaugh, Lara Hart, Todd Vanbuskirk, Rebecca Kent). Motion seconded by Trustee Dwyer-McNulty. Deputy Mayor Kovalchik confirmed that the raises were included in the budget. Mayor Smythe stated that the 2.7% raise was in line with the Union contracts (Police, Highway). All in favor. Motion approved.

Deputy Mayor Kovalchik made a motion to pay all Village bills after audit. Motion seconded by Trustee Dwyer-McNulty. All in favor. Motion approved.

Deputy Mayor Kovalchik made a motion to adjourn the August 8, 2022 Village Board Meeting at 9:21pm. Motion seconded by Trustee Dwyer-McNulty. All in favor. Meeting adjourned.

Respectfully Submitted,

Annamarie Gruntler-Bussey, Deputy Village Clerk