

**VILLAGE OF RED HOOK BOARD MEETING  
VIA RING CENTRAL  
November 9, 2020**

Present: Mayor Ed Blundell, Deputy Mayor Bent Kovalchik, Trustee Jay Trapp, Trustee Jennifer Norris, Trustee Charlie Laing and Village Clerk Lara Hart.

Mayor Blundell stated the Village Board Meeting is held in compliance with Open Meetings Law per Executive Order 202.1 and 202.72. Meeting was noticed with media, website and at the Village Hall.

Mayor Blundell opened the November 9, 2020 Village Board Meeting via ring central at 7:11 pm with a quorum confirmation and asked for a moment of silence for Essential Workers / First Responders during Covid-19. The delayed opening was related to getting PANDA TV 23 on line.

Mayor Blundell announced that PANDA was not present and a video copy will be provided at a later date.

Mayor Blundell made a motion to approve Village Board minutes dated October 13, 2020. Motion seconded by Trustee Trapp.

**ROLL CALL:**

Mayor Blundell – yes  
Deputy Mayor Kovalchik – yes  
Trustee Trapp – yes  
Trustee Norris – yes  
Trustee Laing- yes  
Motion approved.

**TREASURER'S REPORT**

Read by Village Treasurer Ray Towle

**ACCOUNT BALANCES:**

GENERAL FUND	\$ 978,669.02
WATER FUND	\$ 184,799.18
TRUST & AGENCY	\$ 22,503.25
PETTY CASH	\$ 57.75
VILLAGE GREEN	\$ 4,149.92
HARDSCRABBLE	\$ 2,881.94
HEALTH INSURANCE	\$ 6,373.37
SEWER FUND	\$ 23,290.25
CAPITAL PROJECTS	\$ 00.00

**RESERVE CHECKING BALANCES:**

FIRE DEPARTMENT (M&T)	\$ 5,029.08
POLICE (M&T)	\$ 14,572.83
USDA (M&T)	\$ 108,925.03

HIGHWAY (M&T)	\$	20,769.24
SNOW RESERVE (M&T)	\$	3,278.59
TOWER RESERVE (M&T)	\$	17,706.52
UNEMPLOYMENT (M&T)	\$	4,542.88
COURT RESERVE (M&T)	\$	3,297.68
OFFICE RESERVE (M&T)	\$	972.26

**MONTHLY EXPENSES:**

GENERAL FUND	\$	118,614.06
WATER FUND	\$	9,374.43
TRUST & AGENCY	\$	1,165.44
SEWER	\$	00.00

Mayor Blundell discussed the vouchers and in particular certain water payments to be re-routed to the USDA item line as short term asset expenses. We put \$25,000 per year from operating lines to a required short term asset fund that sits as a CD. That has limited access so we will deduct these from the \$25,000. And, that he would like to have \$25,000 taken out of line item 9901.9, where it is bulked with another item, and moved to 9710.8 where it should have been.

**Mayor Blundell made a motion to approve the Treasurer’s report as submitted by the Village Treasurer. Motion seconded by Deputy Mayor Kovalchik. All in favor. Motion approved.**

**Mayor Blundell made a motion to move \$25,000 from line item 9901.9 to line item 9710.8. Motion seconded by Trustee Trapp.**

**Roll Call:**

**Blundell: yes**  
**Kovalchik: yes**  
**Trapp: yes**  
**Norris: yes**  
**Laing: yes**  
**All in favor**

**POLICE**

Mayor Blundell read the Police Report as follows:

	<i>Village of Red Hook</i>	<i>Town of Red Hook</i>	<i>Tivoli</i>
Incidents: 411	293	109	9
UTT's: 80	50	29	
Arrests: 8	5	3	

Mayor Blundell showed the October graph report for the Speed Trailer which has been placed on West Market Street.

Mayor Blundell advised that the Village will be soon be taking ownership of the Red Hook Sewer Plant and has been working with our insurance agent on coverage and that there is monies in the sewer line as reported by Treasurer.

## **PLANNING AND ZONING**

Trustee Trapp read the Red Hook monthly report as follows:

Building Permits:	8
Certificate of Occupancy:	2
Certificate of Compliance:	7
Municipal Searches:	5
Complaints:	5
Order to Remedy:	0
Fire Inspections:	4

Trustee Trapp advised \$1,125.00 was collected in fees. Trustee Trapp mentioned that good money has been collected in the Building Department given these conditions we are in.

## **MATERIAL MANAGEMENT**

Trustee Norris read the monthly report as follows:

For the month of October we sold \$3,066 in garbage tags and paid out \$729.70. We had 6.78 tons of garbage and 2.92 tons of recycling: 1.04 tons of newspaper; .51 tons of cardboard and 1.37 tons of comingled.

Trustee Norris asked the Mayor about electronic recycling. Mayor BLudnell said he cannot see this happening during COVID.

## **CELEBRATIONS**

The VFW will hold a safe distance memorial service at the Memorial Park on Wednesday, November 11th at 6:00pm.

Red Hook Responds Thanksgiving meals are available for pre-order, for delivery and take out, with a suggested donation of \$4 a meal. To order and for more information, go to [redhookresponds.org](http://redhookresponds.org).

Starting on Black Friday, Red Hook Responds presents community bell ringing- 6pm on Fridays and 12 noon on Sundays, until midnight on New Year's Eve.

Mayor Blundell advised that the e-waste will not be held this year. COVID19 and Bard's inability for assistance are impeding the effort for the usual MLK service weekend task.

Mayor Blundell announced that Winter Fest will not be held this year, and that they will help with coordinating the placement of the tree at the 4 corners and is encouraging local merchants to decorate store fronts/windows and encouraged people to shop local.

**WATER:**

Trustee Laing did not have reports.

Mayor Blundell read the monthly water report as follows:

- During the month of October the water treatment facility treated 9,708,900 total gallons, which is an average of 313,200 gallons per day.
- All bacteriological samples for the month were collected and transported to Smith Environmental Laboratory, Hyde Park NY. All results were negative.
- During the month of September the water treatment plant used 110 gallons of sodium hypochlorite. The average daily use was 3.55 gallons per day.

Deputy Mayor Kovalchik read monthly reports as follows:

**VILLAGE OF RED HOOK  
VILLAGE GREEN COMMITTEE (VGC)  
MONTHLY REPORT  
OCTOBER, 2020**

1. The current balances of the Village Green Committee’s related budget accounts, as of October, 2020, are as follows:

• Community Beautification – Contractual Expenses (#8510.4)	
Balance .....	\$ 3,372.00
Shade Tree – Contractual Expenses (#8560.4)	
Balance .....	\$(-)3,100.00
• Village Green Committee Checking Account	
Balance .....	\$ 4,192.82

2. There were no Village Green Committee Meetings held during the month of October, 2020.

3. The 2020 “Annual Fall Planting Day” will be held on Saturday, November 7, 2020. Volunteers will assemble at the Red Hook Village Municipal Parking Lot (Prince Street/South Broadway) at 9:00am for photos and team assignments. Due to the restrictions regulating gatherings due to the COVID-19 pandemic, a small number of trees will be planted to reduce the size of teams and planting time duration. The after-planting luncheon, usually held in conjunction with the Town of Red Hook Tree Commission, has been canceled for this planting season. The VGC volunteers will be planting six (6) trees throughout the Village including sites on Phillips Street, Church Street and Richard Abrahams Memorial Park. A tree will be planted in memory of Kathy Triebel at Abrahams Park for her years of volunteering and community service.

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

**VILLAGE OF RED HOOK  
HIGHWAY DEPARTMENT  
MONTHLY REPORT  
OCTOBER, 2020**

1. The Village Highway Department will begin picking up leaves in November. Leaf pick-up will continue through the fall as weather permits. Brush pick-up will follow once leaf removal is complete. The Highway Department will not pick-up leaves mixed with brush due to possible equipment damage.
2. The Village's Snow Ordinance is currently in effect through March 31, 2021. No parking is permitted on Village streets from 11:00pm to 6:00am and on NYS Highways (Route 199 (Market Street) and Route 9 (Broadway) from 2:00am to 6:00am during the same period (re: Local Law #4 of 6/19/14; Section 190-28A, 190-28B). When snow or ice removal operations are underway, any vehicle parked or abandoned on any street, may be removed by, or under the direction of, the Red Hook Village Police Department or any responding law enforcement agency. Costs associated with vehicle towing and storage will be charged to the vehicle's owner(s).
3. The owner and/or occupant of every building/lot in the Village, with an adjoining sidewalk, shall remove snow and ice within 24 hours of a snowstorm (re: Local Law #1-199: Section 165-1). At the direction of the Village Board of Trustees, the Village Highway Department may remove snow/ice, left uncleared, at a cost of \$2.00 per linear foot. This cost will be assessed and collected with the next tax levy (re: Local Law #1-199: Section 165-48).
4. An agreement letter, of October 6, 2020, from the Town of Red Hook Highway Department regarding confirmation of a cooperative agreement for salt and sand for 2020-2021. The Town Highway Department will act as a distribution center for the sand and salt required by the Village. The current price of \$46.82, will be billed monthly, with price adjustments based on the cost of sand, salt and Magic Liquid salt treatment at State or County contract pricing plus a 3% administrative charge.
5. No revenue was generated from the sale of scrap metal during the month of October, 2020. Total revenue generated in FY2020-2021 is \$1,448.40. Since inception of the Scrap Metal Recycling Program in September, 2007, \$32,940.52 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 or businesses interested in donating scrap metal may contact the Village Highway Department (845-758-8600) or the Village Clerk (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  
SEPTEMBER, 2020**

**1. Red Hook Sewer Project**

- a. Meetings were held on October 2, 16, 23 and 30, 2020 via telephone conference calls. Victoria Polidoro (Rodenhausen, Chale and Polidoro, LLP), Ed Blundell and Brent Kovalchik participated. The following items were discussed:
  - Work continues with USDA-RD to finalize their review and approval process.
  - Ed Blundell signed USDA-RD Right-of-Way Certificate (Form RD 442-21 (Rev. 12-95)) certifying that the Village has acquired and holds continuous and adequate right-of-ways for construction, operation and maintenance of the sewer system. NYSDEC SPDES General Permit for Stormwater Drainage from Construction Activity (GP 0-20-001) and the NYSDOT Perm-32 Highway Work Permit Application for Utility Work will be filed within a few weeks of construction and/or filed by the contractor before construction begins. This certificate was forwarded to USDA-RD on 10/23/20.
  - Rodenhausen, Chale and Polidoro completed USDA-RD Opinion of Counsel Relative to Right-of-Ways (Form RD 442-22 (Rev. 10-96)) regarding right-of-ways are appropriate and legal form and confer upon the Village of Red Hook the necessary right-of-ways for the construction, operation and maintenance of the Red Hook Sewer System. The deed to the RH Commons Sewer Works Corporation has been donated to the Village of Red Hook and is being held in escrow subject only to approval of USDA-RD funding. This opinion was forwarded to USDA-RD on 10/23/20.

**2. Cell Tower (Tower Street Elevated Water Storage Tank) Generator Project**

- a. Discussions are ongoing between the Village, C.T. Male Associates, and Village cell communications consultant, David Groth, regarding costs and acceptable hook-up connection responsibilities to connect to a generator as required by FCC Federal Regulations.

**3. Village of Red Hook Water/Sewer Administration Improvement Project**

- a. A telephone conference call was held on October 16, 2020 between the Village of Red Hook and Delaware Engineering to discuss and review options to better coordinate meter readings, billings and general operation procedures.

**4. Red Hook Crosswalk Signal Devices**

- a. The Village Board of Trustees passed Resolution #19-2020 "To Maintain Highway Signals (South Broadway (RT 9) and West Market Street (RT 199)). The resolution accepts responsibility to maintain, repair and energize Rectangular Rapid Flashing Beacons located on NYS Rt. 199 at Benner Road, NYS Rt. 9 at Morgan's Way, Rt. 9 at Prince Street, and Rt. 9 at Fraleigh Street for a period of 25 years or until such time as the signal devices are no

longer necessary. Five copies of the approved and Clerk certified resolution were sent to the NYSDOT.

- b. Work to install the remaining devices on Route 9 at Fraleigh Street and Prince Street is anticipated to be complete before 2021.

**5. Intermunicipal Task Force (ITF)**

Charlie Laing and Brent Kovalchik – RH Village Representatives/Members

- a. There were no ITF Meetings held during the month of October, 2020.

Mayor Blundell spoke on the DOT Crosswalks and advised that he saw out in front of Village Hall that mark outs have been done to start the project.

Town of Red Hook Zoning Review Committee (RHT – ZRC) – Monthly Report

October, 2020 – Brent Kovalchik – RH Village Representative/Member

- a. There were no RHT – ZRC Meetings held during the month of October, 2020.

Community Preservation Fund (CPF) Advisory Board – Monthly Report

October, 2020 – Brent Kovalchik – RH Village Representative/Member

- a. There were no CPF Advisory Board Meetings held during the month of October, 2020.
- b. The current balance of the Community Preservation Fund, as of October 31, 2020, is \$1,627,225.65.

Saw Kill Watershed Community (SKWC) – Monthly Report

October, 2020 – Brent Kovalchik – RH Village Board of Trustees Representative

- a. There were no SKWC Meetings held during the month of October, 2020.
- b. An amendment to the SKWC Newsletter was circulated. This issue included additional information on candidates and issues for voters' consideration as they vote on November 3, 2020.

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

October, 2020 – Brent Kovalchik – RH Village Representative/Member

- a. There were no LWRP Working Group Meetings held during the month of October, 2020.
- b. The LWRP Working Group is waiting for review and comments by the NYS Department of State before organizing a Public Informational Meeting for the Red Hook Town Community to review current proposed updates to the Local Waterfront Revitalization Plan of the Town of Red Hook.

Northern Dutchess Alliance (NDA) Executive Committee – Monthly Report

October, 2020 – Brent Kovalchik – Local Government Representative

- a. There were no NDA Executive Committee Meetings held during the month of October, 2020.

Village of Red Hook Zoning Review Committee (RHV – ZRC) – Monthly Report  
October, 2020 – Ray Towle, Larissa Delango, Jay Trapp and Brent Kovalchik – Members

- a. Meetings were held on October 2, 9 and 16, 2020 via “Ring Central.” The following items were discussed:
  - Reviewed and proposed amendments to Section 200-11: Highway Business (HB) District regarding use and bulk regulations, number of curb cuts, local street access and shared parking. Consideration was given to include one (1) property located on East Market Street, currently in the R10,000 District, into the HB District. Proposed changing the HB District to the Gateway District.
  - Reviewed and approved amendments to Section 200-9: Residential 10,000 (R10,000) District regarding special permits for Live/Work units for properties, currently in the R10,000, located on East Market Street.
  - Reviewed and proposed amendments to the Neighborhood Mixed Use (NMU) District to include eight (8) properties, currently in the R10,000, located on South Broadway and Fisk Street into the NMU.
  - Reviewed and proposed amendments to Section 200-5: Definitions to amend the definition of “Live/Work” mixed uses.
- b. Delaware Engineering is currently amending the proposed Zoning Map to reflect the proposed expansions of the HB/Gateway District and NMU Districts.
- c. Copies of the proposed amendments have been sent to Four Corners Planning and Rodenhausen, Chale and Polidoro, LLP for their review, comments and drafts of proposed legislation, SEQR Documents and Dutchess County Department of Planning and Development’s review and approval in accordance with NYS statute 239-m.

Community Solar Project

- a. The New York State Planning Federation awarded the Town of Red Hook, Village of Tivoli and the Village of Red Hook the Heissenbuttel Award for Planning Excellence for the Red Hook Community Solar Installation. The Planning Federation cited the project as a great example of how communities can come together for positive change.

Mayor Blundell showed everyone the Heissenbuttel Award plaque that was received by the Village.

**REGULAR BUSINESS:**

Mayor Blundell announced that Village Trustee Jay Trapp has been with the Village for many years as Trustee on the Village Board and as Chair on the Planning Board and being a friend and colleague to all. Mayor Blundell, on behalf of the Board, and the Village of Red Hook presented Trustee Trapp with the following Proclamation:

**Village of Red Hook  
Proclamation for Significant Service**

**Whereas**, a community is only as great as those citizens who give exemplary service, whether through participation in elected office, volunteer boards, or sharing unique personal skills; and

**Whereas**, such service, by those who choose to give their time and commitment to public service enhance and improve the lives of those in the community in which they serve; and

**Whereas**, Jay Trapp, our colleague, began service to our community through his dedicated involvement in the Village of Red Hook Planning Board, then as Chair of that board and then serving on the Village Board of Red Hook and other Committees, and is always promoting the right steps forward for Red Hook;

**Whereas**, Jay Trapp worked to make Red Hook a better place and is respected by residents and elected leaders;

Therefore be it

**Resolved, that I Do Hereby Proclaim**, that we recognize Jay Trapp for his commitment and distinguished service to the community. The knowledge and expertise he brought to the Village is exceptional; his service benefited the Village of Red Hook and all its residents. On behalf of the Village of Red Hook we extend our sincere appreciation.

**Resolved**, that a copy of this citation suitably embossed, be transmitted to our friend and colleague...Jay Trapp. And, we'll miss you!!

Set this date.

This 9th day of November,

The year Two Thousand and Twenty

**In Witness Whereof,**

*I have hereunto set my Hand and Signature*

/S/ \_\_\_\_\_

Edward M. Blundell

Mayor

Mayor Blundell spoke about Emily Trapp and her commitment, participation and volunteering with the Hardscrabble Committee. Mayor Blundell, on behalf of the Board, and the Village of Red Hook presented Emily Trapp with the following Proclamation:

**Village of Red Hook  
Proclamation for Significant Service**

**Whereas**, a community is only as great as those citizens who give exemplary service, whether through participation in volunteer boards, or sharing unique personal skills; and

**Whereas**, such service, by those who choose to give their time and commitment to public service enhance and improve the lives of those in the community in which they serve; and

*Whereas, Emily Trapp helped our community through involvement in the Village of Red Hook Hardscrabble Committee, our local celebrations team, and worked in promoting the Village of Red Hook and fun for it's residents;*

*Whereas, Emily Trapp worked to make Red Hook a better place;  
Therefore be it*

***Resolved, that I Do Hereby Proclaim,** that we recognize Emily Trapp for her commitment and service to the community. Her service benefited the Village of Red Hook and all its residents. On behalf of the Village of Red Hook we extend our sincere appreciation.*

***Resolved,** that a copy of this citation suitably embossed, be transmitted to Emily Trapp.*

*Set this date.*

*This 9th day of November,*

*The year Two Thousand and Twenty*

**In Witness Whereof,**  
*I have hereunto set my Hand and Signature*

*/S/* \_\_\_\_\_

Edward M. Blundell  
Mayor

**APPOINTMENT:** Mayor Blundell announced that with Jay Trapp's departure and with Jay Trapp's resignation and Per Section 3.312 of NYS Law that the Mayor can appoint a New Trustee. Mayor Blundell announced that William Noonan will take the place as Village of Red Hook Village Board Trustee effective November 13, 2020 at 12:01am. William Noonan was present and said he appreciated the honor and thanked the Board.

**RESOLUTION: M&T BANK CREDIT CARD.**

Mayor Blundell spoke on obtaining a Village credit card for the ability to make on-line purchases of necessary items for the Village.

Trustee Trapp read the following Resolution aloud:

**RESOLUTION #23-2020  
VILLAGE CREDIT CARD – VILLAGE OF RED HOOK AND M&T BANK**

Resolution dated November 9, 2020 authorizing the closing out of an American Express credit card and conversion to a credit card with M&T Bank.

WHEREAS the Village of Red Hook needs the ability to make on-line purchases of necessary items and it's designated officers periodically need to cover operational, travel or education expenses for them or staff;

WHEREAS these credit card transactions are infrequent but necessary for the Village to perform and make certain purchases/transactions;

WHEREAS the Village procurement policy guides any and all purchases;  
WHEREAS the current credit card was in the name of the retired Treasurer and was to expire at the end of October 2020. American Express only offers “small business” accounts that bind the named person with liability;

WHEREAS M&T Bank offers a credit card plan at an interest rate consistent with the competition that best meets the needs of the Village;

Therefore, be it resolved the Village Board authorizes as follows:

1. The closing and non-renewal of the existing American Express card.
2. The completion of transactions to obtain the M&T Bank credit card.
3. The Mayor and/or Treasurer are authorized to sign the required documents for three cards; Mayor, Treasurer and Clerk with limits of \$5,000 each and subject to all internal procurement policy requirements and duties;
4. The faith and credit of the Village of Red Hook are hereby pledged for the payment of credit card transactions in accord with monthly processes.

MOTION: Mayor Blundell

SECOND: Trustee Trapp

VOTES:

BLUNDELL - yes

NORRIS - yes

KOVALCHIK - yes

LAING - yes

TRAPP - yes

ALL IN FAVOR. RESOLUTION APPROVED.

**POLICE REDESIGN UPDATE:**

Mayor Blundell announced that he will be doing another call with the Dutchess County based Police Reform Collaborative on November 10<sup>th</sup> and will report back at the next Village workshop to be held on November 19, 2020 at 7:00pm.

He read aloud some key words that arise on community forums, local conversations and in general with regard to police reform.

Mayor Blundell said a common concern was body cameras and advised that the Red Hook PD Sgt. was looking into this and getting pricing and looking at leasing options.

Mayor Blundell announced that the Civil Service change for full-time police officers was adopted by the County and in force. We had discussed this in past meetings and did not agree with dropping the education requirement to high school degree only with a five-year window to achieve an AA degree.

Mayor Blundell announced that we consistently promote “community policing” beginning with interviewing our new hires for the Village of Red Hook PD but we need to further push/ look into walking duty and making that more formally required and performed.

**WEBSITE/CIVIC SPACE OPTION:** Mayor Blundell spoke on the website Civic Space which is a more important gateway now in the COVID era. There is an option to put additional capabilities up on the website and he is looking into pricing and asked the Board to google CIVIL SPACE to review and give any ideas to the Board. Deputy Kovalchik asked if anyone was administering the website. Mayor Blundell said he was doing that at this time and will discuss this issue at the next workshop meeting.

**WATER/SEWER – PLANNING:**

Mayor Blundell said we will be owning the sewer plant in the very near future; and the Village has closed on the transaction in escrow; and contingent on green light from USDA to go to BID and that the Village is going to be in this business and has reached out to the current water operator VRI and received some quotes to take over the sewer plant and the quote came in around \$20-21,000/yr. range which is precisely what was budgeted. Mayor Blundell said one piece will be to find one model to keep cash flow and make sure everything is working properly and that we are totally using our modern capabilities. Mayor Blundell said this will be discussed further at next week’s Village workshop.

**PUBLIC COMMENT:**

No comments.

Mayor Blundell asked the Board for any further comments. No comments.

**Mayor Blundell made a motion to pay bills after audit. Motion seconded by Trustee Trapp. All in favor. Motion approved.**

Trustee Trapp said he will miss everyone and he has thoroughly enjoyed this whole process of working with everyone and all the people that have come and gone.

Mayor Blundell said they will hold the next Village Workshop on Thursday, November 19, 2020 at 7:00pm.

**Deputy Mayor Kovalchik made a motion to adjourn the November 9, 2020 Village Board Meeting at 8:30pm and bid farewell to Trustee Jay Trapp. Motion seconded by Mayor Blundell. All in favor. Meeting adjourned.**

Submitted by,

Lara Hart  
Clerk

