

**VILLAGE OF RED HOOK
VILLAGE BOARD MEETING
April 11, 2022**

Present in Person: Mayor Karen Smythe, Deputy Mayor Brent Kovalchik, Trustee Melkorka Kjarval, Trustee Charlie Laing, Trustee Declan Dwyer-McNulty and Village Clerk Jen Cavanaugh

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

Mayor Smythe welcomed the Village's newest Trustee, Declan Dwyer-McNulty to the Board.

Deputy Mayor Kovalchik made a motion to approve the minutes from the Village Board meeting dated March 14, 2022 and from the regular and special workshop meetings on March 10, 17, & 31, 2022. Motion seconded by Trustee McNulty. All in favor. Motion approved.

Deputy Mayor Kovalchik made a motion to open the Public Hearing on the 2022-2023 Village Budget. Motion seconded by Trustee Kjarval. All in favor. Motion approved.

Trustees discussed the budgets (general, water, sewer).

Mayor Smythe stated that she made a few changes to the tentative budget including:

- Controller line as listed is incorrect as per NYS, this code is for salary costs. Mayor Smythe added a second line to cover controller contractor costs.
- She moved 25% of Treasurer and 80% of Clerk payroll costs to water fund
- In Water Fund, added 8310.1c Treasurer.
- In Sewer Fund, changes made to many lines. Mayor will make new version available.

Trustees discussed difference between grease traps and regular tank pumping and reason for additional budget lines. Mayor noted that in the next few months, grease trap customers will be surveyed for current actions (frequency of pumping) so the Village knows better what to expect.

Mayor Smythe stated that she will make the revised budgets available for all.

Public Comment: Lori Urbin asked what the percent difference was from last budget to this one. Mayor stated that the budget increase is less than allowable 2% and is likely less than 1.5%. She will calculate the exact number.

Deputy Mayor Kovalchik made a motion to close the Public Hearing on the 2022-2023 Village Budget. Motion seconded by Trustee Dwyer-McNulty. All in favor. Motion approved.

Mayor Smythe read appointments including boards and committees. She read the meeting times and stated that the Board of Trustee Workshop Meetings are being moved to 4th Wednesday. Trustee Department assignments were announced.

**RESOLUTION # 6 - 2022
BROAD FORM – CONSOLIDATED REORGANIZATION**

On motion of Mayor Smythe, seconded by Deputy Mayor B.Kovalchik, the following resolution was adopted by the Board of Trustees of the Village of Red Hook, New York:

WHEREAS, the Board of Trustees (Board) has received and reviewed the various annual reorganization documents, including:

The Meetings Schedule, Official Newspaper, and the Mayor’s Appointees/Officers designations with any new appointments listed, and

WHEREAS, the Board of Trustees (Board) has determined that Village Law Section 4-412(3)(2) requires the designation of banks of trust companies for the deposit of all Village monies; and

WHEREAS, the Board of Trustees (Board) has determined to pay a fixed rate for mileage as reimbursement to Village Officials and employees who use their personal automobiles while performing official duties; and

WHEREAS, the Village Board of Trustees is meeting in person on April 11, 2022; and

WHEREAS, the Board is aware of the existing Ethics Code and Procurement Code as embodied in our Local Law and is reminded of same, and

WHEREAS, the Board intends to complete the annual reorganization with consolidated voting and move to other business.

NOW, THEREFORE, BE IT RESOLVED:

The Board designates the following institutions as depositories of all monies received by the Village Treasurer, Clerk and receiver of Taxes:

- Key Bank
- M&T Bank

The Board of Trustees will approve reimbursement to such officers and employees at the current federal IRS rate per mile in effect at the time of the trip.

Acknowledges review and familiarity with the Ethics Code and Procurement Code of the Village of Red Hook;

Appoints the official newspaper;

Renews its meeting schedule as indicated in the circulated document;

Approves the Mayor’s appointments as circulated on the sheets.

DATED: April 11, 2022

VOTE:

Mayor Karen Smythe	_____
Deputy Mayor Brent Kovalchik	_____
Trustee Charlie Laing	_____
Trustee Melkorka Kjarval	_____
Trustee Declan Dwyer-McNulty	_____

**RESOLUTION # 7 - 2022
ADOPT 2022-2023 BUDGET**

On motion of Mayor Smythe, seconded by Deputy Mayor Kovalchik, the following resolution was adopted by the Board of Trustees of the Village of Red Hook, New York:

WHEREAS, the Board of Trustees (Board) has received and reviewed the tentative budget and held a public hearing on same; and

WHEREAS, funding lines and expense lines have been developed, reviewed and established in Board Workshop Meetings to reflect income projections and expenses from trending and history; and

WHEREAS, the Village’s budget has three budget areas: General Fund; Water Budget, and Sewer Budget;

NOW, THEREFORE, BE IT RESOLVED THAT:

The resulting general fund budget will be within the NYS Comptroller Formula for the tax cap and be a reduction in the tax rate. The General Fund budget will be \$2,163,080; and

BE IT FURTHER RESOLVED, the water fund budget and the sewer fund budget will remain as listed in the tentative budgets, water at \$529,600, and sewer at \$105,800;

And, those general fund, water fund, and sewer fund budgets are hereby adopted with the Treasurer to be fully advised and authorized to proceed accordingly.

DATED: April 11, 2022

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>

Mayor Smythe announced that the pollinator garden presentation on the upcoming event will be tabled until the next Board of Trustee Board Meeting but there is information on the Village website.

Trustees discussed the request for Village water service by Mighty Donuts (7268 South Broadway). Applicant requests approval to connect to the Village line near Old Post Road development. Mayor Smythe stated that Village engineer concluded that the Village system has the capacity in the system to supply them. Village counsel has drawn up an agreement with the application if Board votes to supply water. Trustee Kjarval asked if the Village would need to get an easement over the former Bagel Shoppe property. Mayor Smythe stated that the owner would be responsible for easements after the Village waterline curb stop as well as service line.

Trustee Kovalchik stated that this application and expansion of the water system does not follow the zoning rules – adjacent property may not be able to tap into Village water. He asked what would happen with future expansion in this area of the Town. Mayor stated that this plan is not to expand water main, it’s just to tap into the main waterline. Trustee Kovalchik stated that Town could create a water district in this area. Trustee Kovalchik stated that he is apprehensive to grant piecemeal application to Village water system without looking at future growth and expansion of this Town zoning district (traditional neighborhood district).

Mayor Smythe stated that the Village needs to have a meeting with the Town to discuss their intentions and a plan for future expansion in the Town and how Village water might be integrated.

It was discussed that future planning is needed for the water district in conjunction with the Town but this applicant is asking for water now prior to comprehensive planning.

Mayor Smythe made a motion to approve application to grant water to Mighty Donut (7268 South Broadway) from Old Farm Road water main and allow Mayor to sign contract for service. The motion was seconded Trustee Kjarval. Roll call vote.

VOTE:

Mayor Karen Smythe	<u>yes</u>
Deputy Mayor Brent Kovalchik	<u>no</u>
Trustee Charlie Laing	<u>abstain</u>
Trustee Melkorka Kjarval	<u>yes</u>
Trustee Declan Dwyer-McNulty	<u>yes</u>

The motion passes

Clerk Cavanaugh presented Election Expenses incurred for the March 15, 2022 Special Election. Total cost was \$543.50 (correction from materials distributed at the meeting). Clerk Cavanaugh asked for a motion to be made by the Trustees to pay the election inspectors.

Mayor Smythe made a motion to pay the Election Inspectors The motion was seconded by Trustee Kovalchik. All in favor. Motion approved.

Mayor Smythe introduced resolution related to records retention.

**RESOLUTION # 8 - 2022
RECORDS RETENTION**

Resolved, By the Board of Trustees of the Village of Red Hook that *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

Further resolved, that in accordance with Article 57-A:

- (a) Only those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, after they have met the minimum retention periods described therein;
- (b) Only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

Deputy Mayor Kovalchik made a motion to adopt records retention resolution The motion was seconded by Trustee Kjarval. All in favor. Motion approved.

Trustees adopted Municipal Innovation Grant (MIG) opportunity. Trustee Kjarval stated that application is due May 4th, considering applying for planning design services for Richard M. Abrahams Memorial Park. Only one grant application is allowed per municipality. Maximum grant award is \$100,000. There was no application ready for review at this time. Mayor stated that the draft application would be brought to the next workshop meeting for review and approval.

Mayor stated that the Town Supervisor reached out to ask if Village wanted to join with Town on a sidewalk grant proposal associated with Rec Park East and West. Mayor Smythe stated that she felt it was not appropriate as it was not related to the Village – all town land and Town parks.

The Trustees discussed how a planning design of Abrahams Park might include linking it to the Town Recreation Park but there would be challenges and significant expenses to do so.

Mayor Smythe thanked Patrick Risney, Red Hook High School student, for facilitating the Zoom meeting

Trustee Kjarval made a presentation to the Board on the Village Demographics based on the 2020 Census (and 2010 data with applied region trends and margin of error). She discussed who lives in the Village and how the Village might better communicate with them. She stated that most people now use internet/website and, therefore, a paper newsletter in water bills may not reach everyone. Data shows that there is a high level of renters, about 40%. If Village puts information in with water bill, the actual resident may not be receiving. 1 out of 3 residents are enrolled in school. Half of the households are single people. The demographics have a good amount of error based on problems with the collection. Data shows that there are many new residents which means that Village may need to communicate what is unique about Village (recycling schedule, what highway department does, garbage tag system, etc.).

Mayor Smythe discussed the necessary Police Pro software upgrade – \$10,000 (½ in this fiscal year, ½ in next). Officer Sterritt discussed how PolicePro software is used (used since 2010). Mayor Smythe stated that Sgt. Hildenbrand talked with other police departments and this upgrade as proposed is the cheapest option for the Village.

Mayor Smythe made a motion to approve purchase of the Police Pro software upgrade. The motion was seconded by Deputy Mayor Kovalchik. All in favor. Motion approved.

Mayor Smythe and Trustee Kjarval are hoping that the new software has better reporting options.

COMMITTEE REPORTS:

Treasurer's Report

read by Village Treasurer Ray Towle

ACCOUNT BALANCES (03/31/2022)

GENERAL FUND	\$	520,786.15
WATER FUND	\$	190,697.34
TRUST & AGENCY	\$	23,606.70
PETTY CASH	\$	44.18
VILLAGE GREEN	\$	4,773.92
HARDSCRABBLE	\$	9,320.65
HEALTH INSURANCE	\$	3,479.16
SEWER FUND	\$	270,671.92

RESERVE CHECKING BALANCES

FIRE DEPARTMENT (M&T)	\$	5,033.64
POLICE (M&T)	\$	14,586.04
USDA (M&T)	\$	134,041.38
HIGHWAY (M&T)	\$	30,583.97
SNOW RESERVE (M&T)	\$	3,279.61
TOWER RESERVE (M&T)	\$	17,712.02
UNEMPLOYMENT (M&T)	\$	4,544.29
COURT RESERVE (M&T)	\$	3,298.70
OFFICE RESERVE (M&T)	\$	972.56

MONTHLY EXPENSES (March)

GENERAL FUND	\$	160,720.13
WATER FUND	\$	14,867.15
TRUST & AGENCY	\$	2,767.84
SEWER	\$	4,646.15

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

Police Report

Mayor Smythe read the Police Report as follows:

	Total	Village of Red Hook	Town of Red Hook	Tivoli
Incidents	345	252	90	3
UTTs	83	33 (1 parking tickets)	50	
Arrests	9	2	7	

Deputy Mayor Kovalchik read his reports as follows:

**VILLAGE GREEN COMMITTEE (VGC)
MONTHLY REPORT - MARCH 2022**

1. The current balances of the Village Green Committee’s related budget accounts, as of March 31, 2022, are as follows:
 - Community Beautification – Contractual Expenses (#8510.4)
Balance \$ 2,452.21
 - Shade Tree – Contractual Expenses (#8560.4)
Balance \$ 2,500.00
 - Village Green Committee Checking Account
Balance \$ 4,773.92
2. There were no Village Green Committee Meetings held during the month of March, 2022.
3. Plans for the 2022 Annual Spring Planting Day and Arbor Day Celebration are being prepared. Tree sites have been selected and property owners’ approvals have been secured. Trees will be planted on East Market Street, West Market Street, Park Avenue, Benner Road, Elizabeth Street, and Garden Street.
4. The Village Highway Department is preparing a list of trees to be pruned or removed. Trees included may create hazardous conditions for vehicular and/or pedestrian safety.
5. Residents and businesses interested in having a tree(s) planted on their adjacent Village and/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 - MARCH 2022**

1. The Village Highway Department began picking up leaves and brush during the week of April 4, 2022. This service will continue on every first and third Monday of the month.

Residents are reminded to place lawn debris and brush in separate piles curbside, and not in the street. Please limit brush piles to one per household per month; and limit the size of brush piles to 6’ x 6’ x 6’. The Highway Department will not pick up tree branches larger than 6” in diameter. Brush that includes tree trunks, stumps, garbage, or construction material will not be picked up. Neighbors are encouraged to share a brush pile. This will make pick up easier and quicker.

2. The Highway Department will begin sweeping streets beginning the week of April 11, 2022. A second sweeping is scheduled for the week of April 25, 2022. The Town of Red Hook has offered the use of their street sweeper and the Village of Red Hook will provide the driver. A Service Agreement is being prepared for approval by the Red Hook Town Board and the Red Hook Village Board of Trustees. Costs to the Village will only include fuel.

Residents are reminded to sweep/rake sand and gravel from lawn edges onto the side of the street. Please place sand and gravel in a row, not in a pile, to facilitate more efficient cleanup (the street sweeper is not designed to pick up piles of material).

3. The Village Highway Department has received three estimates for a zero-turn lawn mower with a bag attachment to replace an existing zero-turn lawn mower. A Ferris #15x300 61" 40 HP with a Ferris Fast Vac Easy Dump 61 Bagger. The estimated price of \$17,400.00 will be deducted from FY2022-2023 Maintenance of Streets – Capital Outlay (#5110.2), CHIPS (#5110.3), Highway (M&T) Reserve Checking Account, and the Water Fund (#8320.48).
4. An estimate was received from Custom Street Services, LLC to provide services to clean the Village street catch basins and dry wells. The estimated cost of \$285.00 per hour plus \$95.00 per hour per laborer shall not exceed FY2022-2023 General Fund budget line #5110.46 (Maintenance of Streets – Catch Basins/Culverts) allocated amount of \$10,000.00. The Village Highway Department will prepare a list of all catch basins/dry wells scheduled to be pumped and/or cleaned.
5. A memo from the Dutchess County Transportation Council on March 7, 2022 notifying the Village that a traffic count for Firehouse Lane and Fisk Street will be conducted during 2022.
6. No revenue from the sale of scrap metal was received during the month of March, 2022. Total revenue generated from the sale of scrap metal in FY2021-2022 is \$5,599.95. Since inception of the Scrap Metal Recycling Program in September, 2007, \$41,892.26 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 their scrap metal upon request.

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

1. Red Hook Sewer Project

Meetings were held on March 4, 11, and 18, 2022 in the Red Hook Village Building.

 - a. March 4, 2022 – Progress Meeting #6: C.T. Male Associates (Ron Smaka), Carver Construction (A.G. Bourgeois, Eric Klefbeck), Sausto Contracting, Inc. (Mario Sausto), Karen Smythe, and Brent Kovalchik attended. Items discussed included:
 - 2" force main installed to the west limit along the north side of West Market Street (59 West Market), continuing northward on the west side of North Broadway (from 7529 to 7555).
 - Layout of proposed force main for the east side of North Broadway including locating utilities and resident notification.
 - Sausto Contracting, Inc. has inspected several properties for existing electrical capacity.
 - Concerns have been addressed from property owners on West Market Street and North Broadway.
 - The installation of the force main is scheduled for the north limit of the west side of North Broadway. Installation of 2" force main is scheduled on the east side of North Broadway beginning at the north limit and progressing southward.

- Inspections of domestic electrical services for adequate power availability for the proposed sewer upgrades continue.
 - Final locations are being prepared for the amended force main routes in NYS DOT right-of-ways.
 - Payment Applications #1 and #2 (Carver Construction), and Payment Application #1 (Sausto Contracting, Inc.) have been reviewed and accepted. Submissions have been made by the Village to the NYS EFC for reimbursement.
 - Sediment control, including open graded sections behind RH Commons pump station and properties on West Market Street have been straw-mulched.
 - Carver will vary the size of equipment to allow easier routing around plantings and under low branches.
 - New septic tanks are anticipated in April, 2022.
- b. March 11, 2022 – Progress Meeting #7: C.T. Male Associates (Kathryn Serra, Kevin Dufek, Ron Smaka), Carver Construction (A.G. Bourgeois, Eric Klefbeck), Sausto Contracting, Inc. (Mario Sausto), Karen Smythe, and Brent Kovalchik attended. Items discussed included:
- 2" force main has been installed to the north limit along the west side of North Broadway. The 2" force main is continuing southward from the north limit (7590) of North Broadway is currently behind CVS.
 - Layout of the proposed force main route for the east side of North Broadway to East Market along with utility locations and property owner notifications continue.
 - An unmarked 3" water main was encountered at 7579 North Broadway. RH Village Highway/Water Department was notified and the main located via GPS and placed on Record Drawings.
 - An existing electrical panel was determined to be inadequate for sewer upgrades. Sausto Contracting, Inc. will replace with a new 3-phase panel to ensure feeder wire is sized for 60 amp fuse.
 - Installation of the force main will continue southward on North Broadway to East Market Street. Cable runs and panel work will continue for the Baright properties.
 - A subcontractor (Lynch Drilling) has been approved to provide directional drilling services for non-NYS DOT locations. Additional work in the NYS DOT right-of-ways requires a PERM 32 Permit.
 - Open graded sections of the slope behind the RH Commons pump station have been straw-mulched and reinforced with fiber rolls. No erosion has been observed. Properties on West Market Street have been temporarily stabilized with straw mulch.
 - Work is proposed to continue through March 18, 2022 to include impacted properties at 7562, 7558, 7550, 7536, and 7528 North Broadway.
- c. March 18, 2022 – Progress Meeting #8: C.T. Male Associates (Ron Smaka, Kathryn Serra, Kevin Dufek), Carver Construction (A.G. Bourgeois), Sausto Contracting, Inc. (Mario Sausto), Karen Smythe, and Brent Kovalchik attended. Items discussed included:
- Installation of 2" force main pipe (HDPE) is progressing southward on the east side of North Broadway and is currently at the Stewart's Shop on Cherry Street. Two runs of 1 ½" and 2" force main (north side of East Market Street and on the west side of North Broadway) have been successfully pressure/leak tested.
 - Sausto Contracting, Inc. continues with cable routing and existing service inspections of the Baright properties.
 - Concerns have been responded to including restoration of the Elmendorph Inn (Historic Red Hook) green for spring events and possible insufficient electrical service for sewer upgrades of a West Market Street property.
 - Installation of the 2" force main will continue southward on North Broadway toward Graves Street. Directional drilling for non-NYS DOT road crossings is scheduled to begin March 21, 2022.
 - Electrical installations and inspections continue for properties on West Market Street.
 - Application #1 funds have been disbursed by NYS EFC to the Village and will be forwarded Carver Construction.
 - No erosion issues have been observed.
 - Directional drilling is being proposed for properties on the west side of South Broadway from Fraleigh Street to West Market Street. This will save restoration costs and ease property owners' concerns.

- USDA-RD Form E (Report #1.01 of 2/25/22) has been prepared by C.T. Male Associates for review by the Village and submission to USDA-RD.
- d. Additional notes:
- NYS EFC Program Compliance Second Quarter 2022 (CWSRF) is being completed by C.T. Male Associates for review by the Village and submission to NYS EFC.
 - Work is anticipated to continue through April 1, 2022 including 37, 39, 43, 47, and 49 East Market Street.
 - Discussions continue to provide additional funding for C.T. Male Associates inspectors during all, or portions, of extended construction work weeks (50-60 hours per week).
2. Village of Red Hook Water Distribution System Maintenance and Improvement Project Meetings were held on March 11 and 25, 2022 in the Red Hook Village Building.
- a. March 11, 2022 – Delaware Engineering (Ablen Amrod, Anthony Mantus), Jake Smith (RHV Highway Foreman), Karen Smythe, and Brent Kovalchik attended. Items discussed included:
- Water System Maps
 - Reviewed locations of pipes from the wellfield storage tanks to Firehouse Lane for inclusion on maps.
 - Delaware Engineering continues to add/edit valve, hydrant, and main locations.
 - Delaware Engineering to obtain estimates from Northeast Subsurface Imaging to locate valves, mains, hydrants in the southeast, northeast, northwest, and portions of the southwest quadrants (RH Estates) of the Village, as well as RH Town areas receiving Village water services (199 East/Orlich Road, Old Farm Road, and water loop on South Broadway) for inclusion on water system maps.
 - Water Leaks
 - Delaware Engineering to obtain reports from Northeast Water Tech and provide estimates and priorities for repairs.
 - Valve Locations
 - Locations of valves in the southeast quadrant will be complete in the Spring, 2022. Additional estimates for other quadrants are forthcoming.
 - Hydrant Locations
 - Locations of hydrants in the southeast quadrant will be complete in Spring, 2022. Additional estimates for other quadrants are forthcoming.
 - Well Repairs
 - Pressure gauges and well seal repairs have been approved for Well #9.
 - Repairs for the SCADA System are included in the submitted \$1.8 million NYS EFC DWSRF WIIA Grant Application.
 - Bladder tank installed to help stabilize water levels in the storage tanks will remain. Delaware Engineering to provide recommendations and drawings to the DC DOH for review and approval.
 - Sewer Operations
 - C3ND to replace filters and change oil at the existing WWTP.
 - Reviewed costs to repair filters, discharge effluent pipes, flow meter.
 - Discussed obtaining a service contract for the existing WWTP generator.
 - Discussed RH Village Highway Department maintaining grounds and making small repairs to WWTP buildings.
- b. March 25, 2022 – Delaware Engineering (Robert Flores, Bill Bright, Anthony Mantus), C3ND (Fernando Dongo), RHV Highway Foreman (Jake Smith), Badger Meters (Tom Sprague and Kenneth Dahlinger), Karen Smythe, and Brent Kovalchik attended. Items discussed included:
- Badger Meters presented information on the Village’s current radio read water system and possible AMI (Advanced Meter Infrastructure)/cellular read meter head replacements which provides automated meter readings via a 5G network link to cellular antennas.

- Discussed replacement and installation costs, associated hardware, software, and compatibility with existing billing systems software, maintenance fees, technical fees.
 - Discussed how data can be accessed by individual property owners to monitor their own water flows.
 - Options will be outlined with associated costs to upgrade existing radio read meter system or replace with new AMI Fixed Network technology.
3. Shared Services for Highway, Water, and Sewer Administrator
- a. A meeting was held on March 25, 2022 in the Red Hook Village Building to discuss the possibility of sharing the services of an Administrator for the Highway, Water, and Sewer Departments between the Village of Rhinebeck and the Village of Red Hook. Village of Rhinebeck (Trustees Brandt Neuneker and Lydia Slaby) and Village of Red Hook (Karen Smythe and Brent Kovalchik) attended.
- It was determined, at this time, that the Village of Red Hook is not in a position to fully articulate the scope of work for the Sewer System. A shared service agreement could not be accurately determined and that conversations with the Village of Rhinebeck should continue as the Village of Red Hook defines maintenance and operations procedures and protocols for its infrastructure requirements.

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

March 2022 – Brent Kovalchik – RH Village Representative/Member

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

Community Preservation Fund (CPF) Advisory Board – Monthly Report

March 2022 – Brent Kovalchik – RH Village Representative/Member

- a. There were no CPF Advisory Board Meetings held during the month of March, 2022.

- b. The current balance of the Community Preservation Fund, as of March 31, 2022, is \$2,761,964.24.

Northern Dutchess Alliance (NDA) Executive Committee – Monthly Report

March 2022 – Brent Kovalchik – Local Government Representative

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

Saw Kill Watershed Community (SKWC) – Monthly Report

March 2022 – Brent Kovalchik – RH Village Board of Trustees Representative

- a. A SKWC Meeting was held on March 15, 2022 via Zoom. Presentations included topic regarding migratory species that depend on the Saw Kill Watershed. Speakers included:
- Amy Shein (SKWC Amphibian Migration Project Coordinator) discussing migratory eels.
 - Lea Stickle (Administrative Director and Research Assistant at Hudsonia) discussing migratory amphibians.

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

March 2022 – Brent Kovalchik – RH Village Representative/Member

- a. The LWRP Working Group met on March 30, 2022 via Zoom. The following items were discussed:
- Reviewed draft amendment for Section 3, “Policies,” of the Red Hook LWRP. These proposed amendments compared Policies of the 1994 version of the Town’s Plan. Ted Fink (Greenplan, Inc.), the RHT Planner incorporated other policies of the Town that had been implemented since 1994 including:
 - Town of Red Hook Master Plan (Comprehensive Plan).
 - Community Preservation Fund Project Plan.
 - Town of Red Hook Trails Plan.
 - Town of Red Hook Biodiversity Connectivity Plan.
 - Proposed amendments of Section 2, “Inventory of Resources,” as prepared by the LWRP Working Group.

These were reviewed and compared to the NYS DOS, NYS DEC policies incorporated into the existing LWRP of 1994 and amended and added to the NYS Coastal Policies of 2017. Policies range from habitats, moorings, erosion control, migratory patterns, compatible structures, public access, discharge and protection of fish and wildlife along the Hudson River waterfront.

Village of Red Hook Zoning Review Committee (RHV – ZRC) – Monthly Report
March, 2022 – Karen Smythe and Brent Kovalchik – Members

- a. There were no RHV – ZRC Meetings held during the month of March, 2022.

Village of Red Hook Public Spaces Initiative (RHV – PSI) – Monthly Report
March, 2022 – Brent Kovalchik – Liaison

- a. A PSI Meeting was held on March 26, 2022 in the Red Hook Village Municipal Parking Lot/South Broadway Planting Beds. Perry Allen, Max Springer, Polina Malikin, Nichole Rogers, Ash Bradley-Richard, and Brent Kovalchik attended. The following items were discussed:
 - The Red Hook Community Center will host Pollinator Gardens Event scheduled for May 28, 2022. Peter Delucca (RHCC gardener) will assist members of the PSI to establish a Pollinator Garden at the Community Center. The event will introduce the PSI Pollinator Garden Project to the public and offer instructions, demonstrations, and provide materials for people interested in planting their own garden. The Community Center will also provide storage, seeds and mulch, and instructional information in the Center's makers' space. Shared programs with the RH Public Library are also being planned for the event.
 - A prototypical Pollinator Garden will be planted in the South Broadway Planting Beds of the Red Hook Village Municipal Parking Lot. A list and location of other gardens within the Village of Red Hook will be available at the RHACoC Kiosk.
 - SunCommon and the Village of Red Hook have agreed to having a Pollinator Garden installed along the outside perimeter of the west RH Solar CSA fence at the RH Village wellfields.
 - The PSI will also be present at the Old Dutch Village Garden Club Annual Plant Sale and Mill Road Elementary School Plant Sale on May 14, 2022. Information regarding the Pollinator Garden Project will be available at these sales.
 - Anyone interested in volunteering or learning more about the Public Spaces Initiative's projects can contact the PSI at tinyurl.com/444e3ftv.

Trustee Laing read monthly reports:

Materials Management

For the month of March 2022, we had 5.79 tons of garbage, 2.78 tons of recycling, 0.35 tons of cardboard, 1.13 tons newspaper, and 1.3 tons of commingled.

Trustee Laing reported that there was no charges this month for contamination.

Trustee Laing advised the total sales of garbage tags was \$2,628.

Water/Sewer

During the month of March, the water treatment facility treated 7,541,800 total gallons, which is an average of 243,300 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 March, the water treatment plant used 83 gallons of sodium hypochlorite. The average daily use was 2.67 gallons per day.

It was stated that a few of the items on the deficiency list are being investigated and obtaining estimates. Many of the other items are listed within a WIIA grant which the Village is waiting to hear if awarded.

Trustee Kjarval read monthly reports:

Red Hook Together

Red Hook Together's monthly meeting was held on Thursday April 7, 2022 at 12 noon.

The meeting's theme was 'What *is* Red Hook Together, and what do we *want* it to be? The three prompts were - 'Red Hook together helps me, my organization and my community by *blank*'. Answers ranged from relationships, connection, big picture perspective, cross pollination, learning from other organizations & individual's insights, support and the opportunity to be in community with other service-minded community leaders. The attendants broke into three smaller discussion groups with the prompt- 'what are the most pressing issues facing Red Hook'. Themes raised were housing and affordability, mental health in youth, economic development, climate change, community discord, including marginalized communities in leadership spaces, as well as walkability & bike paths. These suggestions will be used to create topic themes for upcoming monthly meetings. If you are interested in attending a Red Hook Together meeting - please contact me at mkjarval@redhooknyvillage.org and I will forward your information to the facilitator.

Red Hook Town Economic Development Committee

The committee meets every Wednesday over zoom, at 8:30 am. They met this last month on March 16th, 23, and 30th as well as April 6th. Committee chair, Kristina Dousharm, made a presentation at the Red Hook Town Council meeting on Wednesday, March 23, 2022 about their proposed project for farm worker housing. For further information, detailed minutes of EDC meetings are available on the Town of Red Hook's website.

Village of Red Hook Communications Committee

The committee meets every Wednesday at 1:30 pm in the Village Hall conference room.

The Mayor's newsletter went out to email inboxes on Wed, April 6th. We encourage anyone interested in receiving Village updates to enroll online - you can subscribe by visiting redhookvillage.org/Newsletter

A recent addition to the website is our 'Report Concerns' form. If you notice something that concerns you, and you think the Village should know - please fill us in. Community members can now fill out a simple form which will send their concern directly to the appropriate department. The "report concerns" link is located on the village homepage directly underneath the welcome banner. The Village of Red Hook continues to look for ways to increase communication with the community - and we value public feedback.

Also new is the Village's revamped recycling calendar. In an attempt to reduce contamination fees - the committee has created an illustrated guide to more clearly communicate what is accepted in the Village's dual stream recycling. We have also implemented a color-coded system to quickly and visually communicate the alternating dual-stream recycling pickup schedule. In an attempt to reduce paper waste - we have combined all four quarters into an annual calendar & guide which was mailed out with the latest Village water bill. Community members may also pick up a printed guide and calendar at the village clerk's office or download the pdfs from the village's website at their convenience.

In the last year the Communications committee members along with the Clerk's office have worked to reorganize and refresh the Village website including recreating the RHPD Website, created and launched a monthly newsletter, published multiple new contact and feedback forms on the website, updated the phone system menu, streamlined the quarterly seasonal service update, launched a community bulletin board system on the Village homepage, implemented hybrid meetings, as well as many more communication improvements. We have many more goals on the horizon, and we encourage the public to submit any communication improvement ideas you would like to see the committee investigate.

Village of Red Hook Hardscrabble / Events Committee

The March Events Committee meeting reviewed preparations for upcoming events including the addition of treat bags for Bike Rodeo participants and on-going meetings with community organizations about their events planned for 2022.

Please note: Last month, the committee report said that the Town Earth Day Clean Up was scheduled for Sat April 23rd, however we have since learned that the Town will be holding their annual event on Sun, April 24th.

Saturday will still be a day of volunteer activity in the Village - two groups of teens will be cleaning up debris and litter from the winter and the Village Green will be planting spring trees. So please practice caution when driving through the Village or Town the weekend of the 23rd & 24th.

Village of Red Hook Human Relations Committee

The Human Relations committee met on Thursday April 7th, 2022 at 7pm.

Research for the Language access grant continues, the working group has been compiling translation and interpretation needs, and categorizing them by type in order to estimate cost of each component.

The RHPD, Mayor & I worked to produce a Police reform report which analyzes the Police Reform and Reinvention Collaborative plan goals a year from the plan’s adoption on March 8th 2021. The report is currently under review of the Human Relations Police Working group - and will be posted on the Village Website as soon as they commence their feedback.

Red Hook Public Library Report

The library placed a public bid notice on March 21 that closes at 3 pm on April 22nd for the construction project to replace its roof. The project is funded in part by a Dutchess County infrastructure grant.

Also this month community members will start to see the library's Learn, Play, Create grant money in redecoration of the Children's Library, including a paint job that will be taking place April 9th through April 15th and, eventually some new furniture that's expected later this Spring.

Trustee Dwyer-McNulty read monthly reports:

Planning/Zoning

Building Permits:	9
Certificates of Occupancy:	1
Certificates of Compliance:	5
Municipal Searches:	4
Complaints:	1
Order to Remedy:	0
Fire Inspections:	3

\$2,490 was collected in fees.

Mayor Smythe postponed budget adjustments until the May meeting.

Mayor Smythe stated that the Village needed to renew an agreement for the operation of a consecutive water system with Dutchess County Water & Wastewater Authority at the Traditions neighborhood. The agreement allows for the Village to take care of the water testing reports for the consecutive water system. The agreement doesn’t cost the Village anything additional – Village is already taking the samples and drafting the report.

Deputy Mayor Kovalchik made a motion to approve Mayor Smythe to sign the contract to extend the agreement with Dutchess County Water & Wastewater Authority for consecutive water system. The motion was seconded by Trustee Laing. All in favor. Motion approved.

The Trustee welcomed public comment. Lori Urbin, resident of village and member of Town of Red Hook Conservation Advisory Council, announced food waste recycling area available at Town Recycling Yard for all residents of Village and Town. She stated that over 25% of waste is organic and can be composted and reduce methane produced. The collected materials will be transported to UCRAA for processing into compost. The program starts April 30th during the Recycle Yard's normal hours of operation (Wednesday and Saturday mornings). The pilot program will end in October. Food items ok to recycling include bones, meat skin, coffee grounds, all organics. NO paper or plastic or biofilms. The program is free of charge.

Lori Urbin also stated that she is very excited for the addition of Trustee Dwyer-McNulty to the Board.

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

Deputy Mayor Kovalchik made a motion move to Executive Session at 9:01pm. Motion seconded by Trustee Laing. All in favor.

Mayor Smythe made a motion to open Executive Session at 9:05pm. Motion seconded by Deputy Mayor Kovalchik. All in favor.

Trustees discussed police personnel matter.

Mayor Smythe made a motion to close Executive Session at 9:33pm. Motion seconded by Deputy Mayor Kovalchik. All in favor.

Deputy Mayor Kovalchik made a motion to reopen the regular Village Board Meeting. Motion seconded by Trustee Kjarval. All in favor.

Deputy Mayor Kovalchik made a motion to promote Kyle Kolodziejski from a part-time to full-time officer. Motion seconded by Trustee Dwyer-McNulty. All in favor.

Deputy Mayor Kovalchik made a motion to adjourn the April 11, 2022 Village Board Meeting at 9:36pm. Motion seconded by Trustee Laing. All in favor. Meeting adjourned.

Submitted by,

Jen Cavanaugh
Village Clerk