

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

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

Mayor Smythe opened the Village Board meeting at 7:00pm and led the Pledge of Allegiance.

**Deputy Mayor Kovalchik made a motion to approve the minutes from the June 22, 2022 Board of Trustee Meeting. Motion seconded by Trustee Laing. No. discussion or corrections. All in favor. Motion approved.**

**Deputy Mayor Kovalchik made a motion to open the public hearing at 7:01pm for Local Law to amend the official zoning map of the Village of Red Hook and to provide a definition for the use of “salesroom or shops of a builder, contractor or artisan”. Motion seconded by Trustee Laing. All in favor. Motion approved.**

PUBLIC HEARING:

#1. Claire Stehling – 60 East Market Street, LLC

Mrs. Stehling asked for the definition of a contractor.

Deputy Mayor Kovalchik read the definition from Section 3. Subsection B of Section 200-5 of the Zoning Law, entitled, “Definitions”... “Salesroom or shops of a builder, contractor or artisan – a place where no more than 5 artisans, woodworkers, metalsmiths or other craftspersons engage in the manufacture of specialty items , art or goods and which includes a showroom or retail space open to the public”...

Mrs. Stehling asked what is meant by a salesroom or shops of a builder, contractor or artisan.

Deputy Mayor Kovalchik again read the definition

Mayor Smythe said this is intended to be for a builder, contractor or artisan.

Mrs. Stehling said a builder or contractor does not have a showroom

Mayor Smythe said they can and that would depend on what type of contract work that is done.

Mrs. Stehling said right, but it might not.

Mayor Smythe said it includes salesroom or shop which includes a showroom or retail space, so you can have retail space

Mrs. Stehling said or not.

Mayor Smythe said or a showroom

Mrs. Stehling said or not

Mayor Smythe said or it does not fall under this definition and the reason to clarify this definition is you can have a salesroom or a shop

Mrs. Stehling said or not

Mayor Smythe said the idea behind the definition is to say this is what is required in order to fall under this definition of use that is allowed in this zoning district

Mrs. Stehling asked if there was a plumber there would they have to have a showroom

Mayor Smythe said or a retail space or a salesroom and maybe it’s not meant for a plumber and this is to define the type of contractor that would be allowed so it is not meant to say that just because we use the word contractor that everyone might be considered a contractor and this is clarifying the definition around what type of contractor is allowed in this zone.

Mrs. Stehling asked for definition of a contractor

Mayor Smythe said the general notion of having a definition is to provide the framework within which other come and do their business.

Mrs. Stehling asked for examples.

Deputy Mayor Kovalchik said the definition includes artisans, woodworkers, metalsmiths or other craftspersons who engage in the manufacture of specialty items or goods

Mrs. Stehling said that is not a contractor

Mayor Smythe said it can be a contractor - you can be contracted to do a special type of iron work

Mrs. Stehling said what if a plumber or electrician was there and had a shop but no retail space

Deputy Mayor Kovalchik said a plumber would have to go to the general business district

Mrs. Stehling asked about contractors with trucks and no showroom or retail space

Deputy Mayor Kovalchik said this is a different zone now and that it used to be Highway Business District and it is now a Gateway Business District wherein definitions, setbacks and uses have all been amended which has been approved in the past based on public hearings and public notice

Mrs. Stehling asked who can she rent to

Mayor Smythe said this is not the only use within the area and there is a list of possible uses

Deputy Mayor said within the zoning law, and is with most zoning laws, and in this particular district, there is permitted uses, accessory uses and special permitted uses and those are listed in each zoning district

Mrs. Stehling indicated her property is large parking lots and feels this limits her and is unfair and is taking away from her property

Mayor Smythe said she appreciates her coming and it is not the intention to do that but our job is to create the boundaries and the framework for the type of businesses in the area, and this is why we have had public hearings when we made the change to Zoning so we create the kind of Village and we encourage the kind of business that we believe the Village is wanting to be.

Mrs. Stehling said she understands that but wants to stand up for the small businesses and asked what happened to wanting the local shops, local electricians and where do they go

Deputy Mayor said there is a local electrician on East Market Street.

Mrs. Stehling said when they bought this property it was highway business and they bought the property because of that zoning and this takes from their income and is very unfair. Mrs. Stehling said she just wanted you to know that there are repercussions and people get hurt and she is one of them

#2. Ray Towle-30 Fraleigh Street

Asked if someone could apply for a variance.

Mayor Smythe said they could apply for a use variance and options for a proposal

No other public hearing comments.

**Deputy Mayor Kovalchik made a motion to close the public hearing at 7:12pm. Motion seconded by Trustee Laing. Mayor Smythe asked for any comment or discussion. Deputy Mayor Kovalchik asked if it was Local Law C. Attorney Polidoro advised it was Local Law #3. All in favor. Public hearing closed.**

Mayor Smythe read aloud proposed Local Law 3-2022.

**VILLAGE OF RED HOOK  
RESOLUTION NO. 12-2022  
DATED JULY 11, 2022**

A meeting of the Village of Red Hook was convened in public session at the Village Hall, 7467 South Broadway, Red Hook, New York on July 11, 2022. The meeting was called to order by Mayor Smythe and, upon roll being called, the following were present:

PRESENT: Mayor Karen Smythe, Deputy Mayor Brent Kovalchik, Trustee Charlie Laing, Trustee Melkorka Kjarval and Trustee Declan Dwyer-McNulty.

ABSENT:

The following Resolution was offered by Deputy Mayor Kovalchik, seconded by Trustee Charlie Laing, to wit:

RESOLUTION TO ADOPT A LOCAL LAW  
TO AMEND THE OFFICIAL ZONING MAP OF THE VILLAGE OF RED HOOK AND DEFINE "SALESROOM OR SHOPS OF  
A BUILDER, CONTRACTOR OR ARTISAN"

WHEREAS, a proposed form of a Local Law entitled "A Local Law to Amend the Official Zoning Map of the Village of Red Hook and Define "Salesroom or shops of a builder, contractor or artisan" (the "Proposed Local Law") has been submitted to the Village Board of Trustees of the Village of Red Hook (the "Board"); and

WHEREAS, the Proposed Local Law would correct typographical errors on the Zoning Map with respect to certain tax parcel numbers and provide a definition for a use that is already permitted in the Gateway Business District; and

WHEREAS, pursuant to Section 239-m of the General Municipal Law, the Proposed Local Law was referred to the Department of Planning and Development for its review and report thereon, which responded on July 11, 2022 that it was a matter of local concern; and

WHEREAS, pursuant to 6 NYCRR § 617.C(26), routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment, is a Type II action under the State Environmental Quality Review Act; and

WHEREAS, a duly noticed public hearing was held on July 11, 2022, during which all those who wished to speak were heard; and

WHEREAS, the Village Board finds that it is in the best interest of the Village to adopt the Proposed Local Law.

NOW THEREFORE BE IT RESOLVED, by the Board as follows:

1. The Board hereby adopts the Proposed Local Law as Local Law No 3 of 2022 ("The Local Law").
2. That the Village Clerk be and she hereby is, directed to enter said Local Law in the minutes of this meeting and in the Village Code of the Village of Red Hook, to give due notice of the

adoption of said Local Law to the Secretary of State of New York, and take all other actions as may be required by law.

CERTIFICATE OF RECORDING OFFICER

The undersigned hereby certifies that:

(1) She is the duly qualified and acting Clerk of the Village of Red Hook, Dutchess County, New York (hereinafter called the "Village") and the custodian of the records of the Village, including the minutes of the proceedings of the Village Board, and is duly authorized to execute this certificate.

(2) Attached hereto is a true and correct copy of a resolution duly adopted at a meeting of the Village Planning Board held on the 11th day of July, 2022 entitled:

RESOLUTION TO ADOPT A LOCAL LAW  
TO AMEND THE OFFICIAL ZONING MAP OF THE VILLAGE OF RED HOOK AND DEFINE "SALESROOM OR SHOPS OF  
A BUILDER, CONTRACTOR OR ARTISAN"

(3) Said meeting was duly convened and held and said resolution was duly adopted in all respects in accordance with law and the regulations of the Village. To the extent required by law or said regulations, due and proper notice of said meeting was given. A legal quorum of members of the Village Board was present throughout said meeting, and a legally sufficient number of members (majority of the Village Board) voted in the proper manner for the adoption of the resolution. All other requirements and proceedings under law, said regulations or otherwise incident to said meeting and the adoption of the resolution, including any publication, if required by law, have been duly fulfilled, carried out and otherwise observed.

(4) The seal appearing below constitutes the official seal of the Village and was duly affixed by the undersigned at the time this certificate was signed.

IN WITNESS WHEREOF, the undersigned has hereunto set her hand this 11<sup>th</sup> day of July, 2022.

-SEAL-

\_\_\_\_\_  
Jen Cavanaugh  
Village Clerk

**Deputy Mayor Kovalchik made a motion to accept and adopt Local Law #3-2022. Motion seconded by Trustee Laing. Mayor Smythe asked for any discussions or questions.**

Trustee Kjarval asked if it there was a plumber in the area they could have a saleroom for the sale of items and that would constitute still, so long as they have an open room  
Mayor Smythe said as stated they would have to a showroom or retail space  
Trustee Kjarval asked so if they were a plumber and there was certain hardware that they like to have on display that is a way to be able to be there  
Deputy Mayor Kovalchik said this would also fall under planning/zoning review and they are the ones to make the decision

Trustee Kjarval asked but we are not saying a plumber cannot have a space in that area but that we want a more active space with more foot traffic

Deputy Mayor Kovalchik said if you read the definition for that District it is all laid out, so the Planning or Zoning decides on the business under definitions in that zoning district and it would have to go through the process

Mayor Smythe said the change in the name gives a sense of the flavor that in the past the Village of Red Hook was a pass through where the highway business district made sense and what we are trying to do if to create a sense of when you are entering the Village that it is a gateway rather than highway business and feels a plumber does not fit square in the middle of what was intended, but the planning board would make that determination

Trustee Kjarval said when a landlord rents to the tenant they have to go through the Planning Board

Mayor Smythe said yes, it would require site plan review and if the Planning Board felt immediately it would not fit, it could then go to the Zoning Board.

**ROLL CALL**

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

**Motion approved.**

Mayor Smythe advised that Village Engineer, Delaware Engineering has submitted 4 proposals for underground locates of water in the NE quadrant of the Village. Mayor Smythe said we are trying to increase our knowledge of the water system.

Deputy Mayor Kovalchik asked for the number of the prior Resolution. Secretary Hart advised #12-2022.

Mayor Smythe said we have been working with our Village Engineer and have asked Delaware Engineering to seek proposals to locate water mains in the NE quadrant of the Village. Mayor Smythe said there were 4 proposals ranging from \$4,500 to \$32,000 and Delaware Engineering recommends we accept the proposal from New England Subservice which is the low bidder of \$4,500.00.

Mayor Smythe advised there is money in the budget for this.

Deputy Mayor Kovalchik advised New England did the South area.

Mayor Smythe said the Village will proceed with this project.

Trustee Kjarval asked for the reason in such disparity in quotes. Mayor Smythe said we have worked with the low bidder before and is a small shop who does the work himself and others may have a lot of work, and why we get multiple bids.

Deputy Mayor Kovalchik advised that there are a series of maps being held and the information will be included in an electronic format on a tablet that our highway foreman can use to locate and make repairs and help organize and keep better track of maintenance.

Mayor Smythe said next item is 2021-2022 budget and we had budgeted \$2500 for highway reserve; \$2500 for police reserve and \$2500 for fire reserve and we need to formally approve putting monies into those reserves. Mayor Smythe said this will be put into a formal Resolution.

Mayor Smythe advised the Village finance team (herself, Michele Zagorski & Ray Towle) have met and started work on year end project and as projected the general fund will be in deficit but that deficit will be lower than

the excess from the year before. Mayor Smythe said we should be in the habit and stay in the habit of putting monies away into reserves. Mayor Smythe feels we should approve the reserve funds.

**Mayor Smythe made a motion to accept and approve Resolution #13-2022 to transfer 2021-2022 budgeted funds into three Village of Red Hook reserve funds for Police, Highway and Fire in the amounts of \$2,500.00 each. Motion seconded by Deputy Mayor Kovalchik. Mayor Smythe asked for any comments or questions. All in favor. Motion approved.**

Mayor Smythe said there is one budget adjustment for tonight and advised we have in the water fund a line item for USDA Phase I interest and in the budget it is listed for \$21,000.00 and the amount came in and number is \$460.93 higher so is asking for a budget adjustment to increase the Phase I USDA interest line item #EW9710.72 by \$460.93 and to counter that would reduce the water repairs budget (line item 8320.47) to \$79,539.07.

Trustee Dwyer-McNulty asked if interest paid to USDA.

Mayor Smythe said yes this is for the water project done around 5 years ago.

Mayor Smythe advised that a formal Resolution will be prepared. Resolution will be #14.2022.

**Trustee Dwyer-McNulty made a motion to accept and approve Resolution #14-2022. Motion seconded by Deputy Mayor Kovalchik. All in favor. Motion approved.**

Mayor Smythe advised the next Workshop will be held on July 28<sup>th</sup> but she will be out of Town but can call in and said Clerk Jen would like to discuss water rates with the Board. Mayor Smythe reminded that we changed the workshop meeting night to Thursday nights so as to not conflict with the Board of Education.

Mayor Smythe said the next Village Board meeting will be held on August 8, 2022.

**COMMITTEE REPORTS:**

Treasurer's Report

Submitted by Ray Towle

ACCOUNT BALANCES (06/30/2022)

GENERAL FUND \$1,446,506.33

Treasurer Towle advised that we now have almost %92 of the property tax revenue

WATER FUND \$ 163,928.41

TRUST & AGENCY \$ 29,052.07

SEWER FUND \$ 4,460.63

HARDSCRABBLE \$ 17,410.39

Treasurer Towle advised that we have received sponsorship monies for Hardscrabble Day

VILLAGE GREEN \$ 5,603.92

Treasurer Towle advised that over \$1,000.00 has been donated in memory of Leisolette Burke.

HEALTH INSURANCE \$ 5,304.49

PETTY CASH \$ 62.78

RESERVE CHECKING BALANCES

FIRE DEPARTMENT (M&T) \$ 5,033.89  
POLICE (M&T) \$ 14,586.75  
USDA (M&T) \$ 134,047.92  
HIGHWAY (M&T) \$ 30,585.46  
SNOW RESERVE (M&T) \$ 3,279.69  
TOWER RESERVE (M&T) \$ 17,712.45  
UNEMPLOYMENT (M&T) \$ 4,544.40  
COURT RESERVE (M&T) \$ 3,298.78  
OFFICE RESERVE (M&T) \$ 972.58

MONTHLY EXPENSES (May)

GENERAL FUND \$ 245,556.38  
WATER FUND \$ 50,201.91  
TRUST & AGENCY \$ 1,387.35  
SEWER \$ 717,344.80

**Deputy Mayor Kovalchik made a motion to accept the Treasurer's Report as submitted. Motion seconded by Trustee Dwyer-McNulty. Mayor Smythe advised amount for Sewer is related to the construction project. All in favor. Motion approved.**

Mayor's Reports

Police Department Report: Mayor Smythe advised that the Red Hook Police Department has updated Police Pro software which is budgeted which has upgraded the computers and software.

Mayor Smythe advised the Fire Department submitted a report which indicated that from January 2022 to May 31, 2022 there were 82 incidents; and that a large number is for emergency EMS calls.

Mayor Smythe advised that the Village has hired a part time deputy clerk who will start on July 18<sup>th</sup> and who will be working 15-20 hours per week.

Mayor Smythe spoke on an audit of escrow accounts that she has conducted and advised we are now in a position to close out accounts and in moving forward the State has made a change in terms of accounting and we will need to account for all escrow accounts as part of the general fund.

Mayor Smythe thanked Clerk Jen Cavanaugh for taking on the job as water clerk and that Jen has done a tremendous job in auditing all the accounts and in working for our water operator and Highway Foreman Jake Smith.

Mayor Smythe advised we have placed an order for the upgrade to our meter reading software which is in the budget.

Mayor Smythe advised that no property owner should be operating the water value at a curb stop in the Village and if anyone has issues with their water to please contact the water department at 845-758-1081. It is very important that this work be done in coordination to best service all water customers.

Deputy Mayor Kovalchik read his reports as follows:

**VILLAGE GREEN COMMITTEE (VGC)  
MONTHLY REPORT –JUNE, 2022**

1. The current balances of the Village Green Committee’s related budget accounts, as of June 30, 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 . . . . . \$ 5,603.92  
(as of 7/6/2022, balance \$5,853.92 including \$1,080 donated in memory of Lieselotte Burke)

2. There were no Village Green Committee Meetings held during the month of June, 2022.

3. The Village Highway Department has prepared a list of trees to be removed and pruned. Trees included may create hazardous conditions for vehicular and pedestrian safety. Trees included to be removed are as follows:

- 40 Blue Echo Road/East Market Street (dead maple in median).
- 75 East Market Street (dead maple).
- 30/32 East Market Street (dying maple).
- 48 Fisk Street (dead maple).
- 55 Fisk Street (dead maple).
- Corner of Garden Street/Phillips Street (dead maple).
- 35/37 Benner Road (dying maple).
- 1 Benner Road (dying maple).
- Park Avenue/Old Post Road (2 dying maples at end of Park Avenue).
- 25 Cherry Street (uprooted elm – leaning into road).
- 7563 North Broadway (trim dead wood of maple tree).

Trees to be routinely trimmed at Village right-of-ways to a height of 16’ above paving (entire east side of Village) include:

- Graves Street
- Margaret Street
- Elizabeth Street
- Thompson Street
- Firehouse Lane
- Eldridge Lane
- Tower Street
- Cherry Street
- Fisk Street
- Bird Street
- Basset Lane

Estimates are forthcoming. The VGC Officers are encouraged to review this list provided by the Highway Department.

4. Two benches with memorial plaques have been purchased by Village residents. A third bench may be purchased in the near future. These benches will be placed on concrete pads installed by the Village Highway Department and located along the west side (near the Saw Kill) at Richard M. Abrahams Memorial Park.
5. Residents and/or 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.

Mayor Smythe spoke on the 2 dying large maples on Old Post Road and advised that although you may see leaves the trees are hollow and is a risk of them falling into the road. It will be sad to see them go.

Mayor Smythe advised there was a dead maple in Memorial Park and Dave's Tree Service has offered to take that down as a donation in honor of our veterans and servicemen. Mayor Smythe thanked Dave's Tree Service.

Mayor Smythe advised that the Village has budgeted \$12,000.00 towards pruning expense.

Deputy Mayor Kovalchik added a Resolution to his report, which will be #11-2022, for the Board to accept and approve the Village Green to submit application for 2022 NYS Urban Forestry Council Tree City USA Reward Grant.

A formal Resolution will be prepared.

**Deputy Mayor Kovalchik made a motion to accept and approve Resolution #11-2022. Motion seconded by Trustee Dwyer-McNulty. Mayor Smythe asked for any questions. Trustee Kjarval asked if "grove" was because of the grant or requested by the family. Deputy Mayor Kovalchik advised there were 2 uses for this grant so after looking at several sites they decided on grove. All in favor. Motion approved.**

#### **HIGHWAY DEPARTMENT MONTHLY REPORT - JUNE 2022**

1. The Village Highway Department is currently picking up brush every first and third Monday of the month (schedule and weather permitting).

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. Neighbors are encouraged to share a brush pile. This will make pick up easier and quicker. Please limit your brush pile to one pile per household per month.

2. The Village Highway Department is preparing a list of projects to be financed, in whole, or in part by the CHIPS, PAVE-NY, and the EWR FY2022-2023 Apportionment and Rollover Balances. List of projects and estimates are forthcoming for review and approval by the Village Board of Trustees (re: May, 2022 Highway Department Monthly Report for available balances).

3. The Village Highway Department is seeking estimates for cleaning Village street drywells and basins. A total of \$15,000.00 is available (\$10,000.00 from #5110.46 (Maint. of Streets – Catch Basin/Culvert) and \$5,000.00 from #5110.42 (Maint. of Streets – Street Maintenance).
4. Revenue from the sale of scrap metal was received on June 8, 2022 in the amount of \$627.20. 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 (845-7581081). Highway Department personnel will assist property owners by picking up scrap metal upon request.

### **INTERMUNICIPAL TASK FORCE (ITF) - RED HOOK INFRASTRUCTURE MONTHLY REPORT - JUNE 2022**

#### **1. Red Hook Sewer Project**

A meeting was held on June 10, 2022 in the Red Hook Village Building and via Zoom.

- a. June 10, 2022 – Progress Meeting #14: C.T. Male Associates (Ron Smaka, Kevin Dufek, Kathryn Serra), Sausto Contracting (Mario Sausto), Carver Construction (A.G. Bourgeois, Eric Klefbeck), Red Hook Village (Karen Smythe, Brent Kovalchik) attended. Items discussed included:
  - Anchor pads/slabs have been placed with concrete for the WWTP treatment unit, sand filter and UV chamber.
  - Asphalt infill of road crossings, driveways, and test pit locations have been performed.
  - 92 (60%) of sanitary shut-off and check valves, with lateral tie-ins have been installed.
  - Carver Construction assisted subcontractor Winn Construction Services in forming and placing concrete for UV chamber walls at the WWTP.
  - Prepared gravel road into the WWTP for accessibility of the delivery vehicles for the plant and tanks.
  - Installation of shut-offs, flush connections, and ARVs on the force mains continue.
  - Tie-ins of force mains continue along Reilly Lane at Knollwood Commons.
  - Sausto Contracting to continue and proceed with electrical service inspections and panel upgrades on residential and commercial properties.
  - A NYSDOT PERM 32 pre-construction meeting is to be scheduled. The NYSDOT approved C.T. Male Associates' proposed/required site inspector during directional drilling/boring procedures under NYS Highways (Route 9 and Route 199).
  - Payment Applications through #4 have been paid and received (Carver Construction).
  - Payment Applications through #3 have been paid and received. Application #4 has been reviewed by C.T. Male Associates and sent to RHV (Sausto Contracting).
  - Re-seeded areas of grass restoration have begun to grow at various sites within construction areas.
  - A tree has been removed and replanted at the Red Hook Municipal Parking Lot for the installation of a valve.
- b. Delivery and set-up of the WWTP surge and flow equalization tanks occurred on June 24, 2022. RH Commons management was notified of delivery.

- c. Delivery of the WWTP tank occurred on June 28, 2022. RH Commons management was notified of delivery. Minor damage to mailboxes and fences occurred as the WWTP tank was being maneuvered into place.

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

A meeting was held on June 10, 2022 at the Red Hook Village Building.

- a. June 10, 2022 – Representatives from Delaware Engineering (Anthony Mantas, Biagio Delvilano) and the Village of Red Hook (Jake Smith, Karen Smythe, and Brent Kovalchik) attended. Items discussed included:
  - WTP: Delaware Engineering requests confirmation from the Village Water Operator (C3ND) that booster pump #3 has been repaired between the dates of January – June, 2022.
  - Leaks to be repaired:
    - 36 East Market Street repair has been completed.
    - Hamilton Drive repair was completed Spring, 2021.
    - Phillips Street/West Market Street will be assessed by New Tech Northeast Water Technology to confirm location and source.
    - The list of leaks that had been identified by August – September, 2021 survey by New Tech Northeast Water Technology have been addressed.
    - Jake Smith requests additional leak detection services be scheduled. Delaware Engineering will contact Northeast Water Technology for an estimate and schedule.
  - Valves:
    - The Highway Department will begin testing the operation of valves. Valves at the WTP will also be checked. A list of valves checked and operational findings will be submitted by the Village to Delaware Engineering.
  - Maps:
    - Progress copies of maps locating mains, valves, and hydrants were reviewed. Maps locating service lines and curb stop valves are currently being prepared by Delaware Engineering. A meeting with the Village Highway/Water Department and Delaware Engineering has been scheduled for July 7, 2022 to review maps and discuss procedures and protocol for routine maintenance, repairs, and billing.
  - Hydrants:
    - Hydrants are scheduled to be flushed beginning July 11, 2022. Delaware Engineering has requested a flushing schedule including dates and operations.

Mayor Smythe added that hydrant flushing is a service to flush out pipes and maintain clean water and is not a waste of water and a part of maintenance.

- Miscellaneous:
  - Delaware Engineering will investigate options for Village data, maintenance monitoring, plotting, and billing software. Meetings will be scheduled in July, 2022 to review status and discuss protocol and procedures with Village Highway/Water Department and Clerk.
- Storm Water Management:
  - Two locations on Prince Street have experienced issues managing storm water run-off on their properties. Solutions were discussed and will be implemented in the next months. These include:
    - 15 Prince Street – A paved swale will be installed at the head of the driveway at the curb to channel storm water to existing drywells.

- 45 Prince Street – A new 6’ diameter drywell will be installed near the street to mitigate storm water run-off and infiltration.
- Meters:
  - New meters will be installed at the former Village Highway Garage on Firehouse Lane and at Father Carroll Field off of Benner Road.
  - As of June 23, 2022, 18 total work orders to investigate/repair meters are open.

### **3. Intermunicipal Task Force (ITF)**

Charlie Laing and Brent Kovalchik – RH Village Representatives/Members

- a. There were no ITF Meetings held during the month of June, 2022.

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

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

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

- a. There were no CPF Advisory Board Meetings held during the month of June, 2022.
- b. The current balance of the Community Preservation Fund, as of June 30, 2022, is \$2,876,280.59.

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

- a. A NDA Executive Committee Meeting was held on June 16, 2022 via Zoom. Mary Ann Johnson, Bill Jeffway (Milan), Melodye Moore (Rhinebeck), Bill Hamel (RHT), Sue Serino (NYS Senate/Hyde Park), Karen Smythe (RHV), and Brent Kovalchik attended. Items discussed included updates by NDA Representatives:
  - Short-Term Rental adopted or proposed legislation.
  - Resource extraction/resource protection.
  - Comprehensive Plan updates/amendments.
  - Natural Resources Inventories.
  - Workforce/Affordable Housing.

Trustee Kjarval asked if there was a way to share the Short Term Rental Laws. Deputy Mayor Kovachik advised that they were looking at current Laws from the Town of Red Hook and Rhinebeck to see what they have done. Mayor Smythe advised she will forward those STR Laws to Trustee Kjarval.

Saw Kill Watershed Community (SKWC) – Monthly Report  
June, 2022 – Brent Kovalchik – RH Village Board of Trustees Representative

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

Town of Red Hook Local Waterfront Revitalization Plan (LWRP) Working Group – Monthly Report  
June, 2022 – Brent Kovalchik – RH Village Representative/Member

- a. A LWRP Working Group Meeting was held on June 6, 2022 via Zoom. The items discussed included:
  - Section 4: Amendments to Proposed Land Uses and Proposed Projects including:
    - A. Overview.
    - B. Areas of Concern.
    - C. Proposed Land Uses (Agriculture/Low Density Residential, Medium Density Residential, High Density Residential, Conservation, Quasi-Public/Institutional, Park, Water-Related Recreation).
    - D. Proposed Projects (Safe-guard/Improve Water Quality and Habitats, Provide Public Access to the Hudson, Expand Recreational Opportunities, Proposed Projects).
    - E. Existing Authorities for Underwater Lands and Navigable Waters (Federal, State, County, Local).
    - F. Harbor Management Plan (Introduction, Harbor Management Area Boundaries, Inventory, Issues or Areas of Concern, Harbor Management Goals).
  - Amended and proposed new maps were reviewed.
- b. A LWRP Working Group Meeting was held on June 16, 2022 via Zoom. Items discussed included:
  - Proposals to support grant applications regarding trails from farm roads to Montgomery Place Farm Stand.
  - Pollinator Meadows Project.
  - Safety concerns for trails along the Amtrak/CSX rail line.
  - Blueway trails into Tivoli Bays and Tivoli.
  - Moorings at Rokeby.
  - Water chestnut removal programs of other LWRP communities.
  - Collaborative efforts between the Town of Red Hook and Village of Tivoli LWRP Working Group Committees.
  - Updates on the electric cable project scheduled to begin in July under the Hudson River.

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

- a. The RHV – ZRC was assigned to develop Short-Term Rental regulations for the Village of Red Hook at the June 22, 2022 Trustees Workshop.

Village of Red Hook Public Spaces Initiative (RHV – PSI) – Monthly Report  
June, 2022 – Declan Dwyer-McNulty and Brent Kovalchik – Co-Liaisons

- a. There were no PSI Meetings held during the month of June, 2022.

Trustee Charlie Laing’s Monthly Reports:

Materials Management

For the month of June 2022, we had 6.88 tons of garbage, 2.8 tons of recycling, 0.39 tons of cardboard, 0.88 tons paper, and 1.03 tons of commingled.

Total sales of garbage tags - \$1,194.00, which is a light month and we will see how that plays out the rest of the year but was happy to report no contamination with garbage

Water/Sewer

During the month of June, the water treatment facility treated 7,732,000 total gallons, which is an average of 257,700 gallons per day. Trustee Laing showed the annual chart – which showed a little uptick but perhaps could be due to a dry month. Mayor Smythe indicated water added to pools too.

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

During the month of June, the water treatment plant used 75 gallons of sodium hypochlorite. The average daily use was 2.5 gallons per day.

Trustee Kjarval read monthly reports:

Trustee Kjarval said it was very nice to see Lieselotte Burke's memory honored with trees and that she was an amazing gardener.

### **Red Hook Together**

Red Hook Together did not meet for the month of July - due to a scheduled summer break. Red Hook together will be hosting a mixer on August 25th 5:30pm-7pm at the Red Hook Recreation Park Pavilion. Everyone is welcome to come, chat, mix, and mingle, with no Agenda in mind.

### **Red Hook Town Economic Development Committee**

The committee meets every Wednesday over zoom, at 8:30 am.

The EDC continues to work check in with progress on the Town CDBG grant Application. The Bard CCE intern has started to work on tasks for EDC. Further detailed minutes of EDC meetings are available on the Town of Red Hook's website.

### **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. July's meeting was postponed to July 13th due to a scheduling conflict.

The Mayor's Newsletter went out to inboxes on July 1st and we encourage any community members who are interested to sign up for newsletter at: [redhookvillage.org/newsletter](http://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](mailto:mkjarval@redhooknyvillage.org)

Mayor Smythe announced that although the communications committee now only meets once a month she still meets with the BARD intern weekly for the newsletter.

### **Village of Red Hook Hardscrabble / Events Committee**

The Village Events Committee met June 27th at 6pm in Village Hall. All the individual working groups for Hardscrabble shared out their progress for the Hardscrabble Music Festival. Also discussed was the newly expanded Halloween Parade with Human Powered floats.

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](mailto:events@redhooknyvillage.org).

### **Village of Red Hook Human Relations Committee**

The Human Relations meets the first Thursday of every month at 7pm over zoom. This month's meeting was postponed from Thursday July 7th to July 14th at 7pm. If you wish to attend, or have an issue you would like brought to our attention, please contact me at: [mkjarval@redhooknyvillage.org](mailto:mkjarval@redhooknyvillage.org)

### **Red Hook Public Library Report**

Roof Repair work has started at the Library and the Library may have to be closed for several days in July for that project. The RHPL is exploring the possibility of using remaining grant money from the roof project to complete the HVAC system on the Main floor.

The director of the Library, Dawn Jardine would also like to invite any members of the Village Board to come view the changes in the children's library which will be nearing completion soon.

Trustee Dwyer-McNulty read monthly reports:

#### Planning/Zoning

Building Permits Issued: 16

Certificates of Occupancy Issued: 2

Certificate of Compliance: 5

Municipal Searches: 4

Orders to Remedy: 1 – 18 Prince Street – Property Maintenance

Stop Work Orders: 0

Court Appearances: 0

Fire Inspections: Senior Housing Complex – Laura Lane

Complaints: 4

#### **Planning Board Actions:**

June 9, 2022 Meeting:

- 1.) Site Plan Application for 3 St. John Street tabled to July 14, 2022
- 2.) Signage approval granted to 18 East Market Street – i2Evolve
- 3.) Signage approval granted to 7508 North Broadway – Tabor's Hobby Shop
- 4.) Site Plan Application for 31-35 W. Market Street tabled to July 14, 2022
- 5.) Minor Subdivision approval granted to 7598-7617 N. Broadway

#### **Zoning Board of Appeals:**

June 23, 2022 Meeting:

No Agenda

ZBA Minutes dated April 28, 2022 approved

\$2,494.95 was collected in fees (including fire inspection fees).

Mayor Smythe advised that both her and Trustee Dwyer-McNulty are starting a committee to review the noise ordinance for the Village of Red Hook, as the Village noise ordinance was constituted to be unconstitutional in the Fall so will be reviewing other municipalities to submit a proposal.

Deputy Mayor Kovalchik asked that the Tree Grant Resolution be prepared and sent with Application which is due July 15<sup>th</sup>

Mayor Smythe said there was no other general business, public comment or executive session.

**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 to adjourn the July 11, 2022 Village Board Meeting at 8:13pm. Motion seconded by Trustee Dwyer-McNulty. All in favor. Meeting adjourned.**

Respectfully Submitted,

Jen Cavanaugh, Village Clerk  
(prepared by Lara Hart)