

**VILLAGE OF RED HOOK  
BOARD OF TRUSTEES WORKSHOP MEETING  
VILLAGE HALL  
OCTOBER 27, 2022**

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

Absent: Deputy Mayor Brent Kovalchik

Meeting opened by Mayor Smythe at 7:03pm

**Mayor Smythe asked for a motion to approve the corrected minutes from the October 3, 2022 Village Board of Trustees Meeting. Motion made by Trustee Dwyer-McNulty and seconded by Trustee Kjarval. All in favor. Motion approved.**

**Mayor Smythe asked for a motion to reapprove the amended minutes from the July 11, 2022 Village Board of Trustees Meeting. Motion made by Trustee Laing and seconded by Trustee Kjarval. All in favor. Motion approved.**

Trustees discussed CIT/BEAT Contract extension and need to confirm dates listed in extension.

RESOLUTION #25 of 2022

RESOLUTION TO APPROVE THE EXTENTION OF THE CIT/BEAT AGREEMENT WITH THE COUNTY OF DUTCHESS FROM JANUARY 1 TO DECEMBER 31, 2023

WHEREAS, the Red Hook Police Sergeant Patrick Hildenbrand has confirmed that he agrees with the continuation of this contract due to the benefit to the Red Hook Police Department,

WHEREAS, the Village of Red Hook desires to continue to benefit from the services and resources through the Dutchess County Crisis Intervention Team (DCCIT) training and Behavioral Evaluation & Assessment Team (BEAT) Patrols,

NOW THEREFORE BE IT RESOLVED, that the Village of Red Hook hereby extends the contract with Dutchess County for CIT/BEAT services from January 1, 2023, through December 31, 2023 pursuant to the contract extension agreement that the Village board authorizes the Mayor to sign.

Motion by: Trustee Laing

Seconded by: Trustee Dwyer-McNulty

Vote:

Mayor Smythe	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Deputy Mayor Kovalchik	<input type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input checked="" type="checkbox"/> Absent/Excused
Trustee Laing	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Trustee Kjarval	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Trustee Dwyer-McNulty	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Vote Total	4				1
Result	Motion: Passed				

**Mayor Smythe asked for a motion to go to Executive Session to discuss a police matter at 7:15pm. Motion made by Trustee Kjarval and seconded by Trustee Laing. All in favor. Motion approved.**

**Trustee Dwyer-McNulty made a motion to come out of Executive Session and restart workshop meeting at 7:29pm. Motion seconded by Trustee Kjarval. All in favor. Motion approved.**

Trustees discussed the invitation from Councilperson Julia Solomon to volunteer a representative from the Village of Red Hook to the Town of Red Hook Housing Committee.

**Trustee Kjarval made a motion to nominate Mayer Smythe as the Village of Red Hook liaison to the Town of Red Hook Housing Committee. Motion seconded by Trustee Laing. All in favor. Motion approved.**

Mayor Smythe introduced a proposal for the Village to hire a full-time Treasurer in addition to current part-time Treasurer (existing, new title to be determined). Mayor Smythe shared a division of labor/tasks between full-time Treasurer, part-time Treasurer, and controller (consultant). She described the position's rate, benefits, and how the position would be paid for in the existing budget.

**Mayor Smythe made a motion to hire a full-time Village Treasurer. Motion seconded by Trustee Dwyer-McNulty. All in favor. Motion approved.**

Trustees discussed moving from punch card time recording system to a web/app based digital timecard via ADP at a cost of \$5.30 per person per month. This system would eliminate the need to manually compute time worked and could be used to better record how time is spent (e.g., tasks related to Tivoli patrols, Town patrols, SRO, sewer tasks, water tasks, etc.).

**Trustee Laing made a motion to increase the starting balance of the garbage tag cash drawer to \$100. Motion seconded by Trustee Dwyer-McNulty. All in favor. Motion approved.**

Trustees discussed progress in developing a new noise ordinance.

Trustees discussed the need to start charging sewer fees. Tabled until November Village Board meeting.

RESOLUTION #26 of 2022  
RESOLUTION FOR BUDGET ADJUSTMENTS TO VILLAGE GENERAL FUND & WATER FUND

WHEREAS, the Village Board desires to amend the General Fund and Water Fund budgets to reflect current information and expenses,

WHEREAS, The Village Board the following budget adjustments are requested to be made:  
For the General Fund:

Account No.	Account Name	Current Budget	Adjustment	Revised Budget	Notes
<b>REVENUE:</b>					
A1090	Interest/Penalty - Prop Tax	\$ 5,000.00	\$ 500.00	\$ 5,500.00	Actual over budget
A1689	Other Health Departmental	\$ 17,000.00	\$ (10,000.00)	\$ 7,000.00	Overestimated
A2261b	School SRO	\$ 70,000.00	\$ 60,000.00	\$ 130,000.00	School added a second SRO
A2260T	Village of Tivoli	\$ -	\$ 10,000.00	\$ 10,000.00	13 pay pds, 20hr/pd, avg \$50/hr
A2260a.1	Town of Red Hook - Mileage	\$ -	\$ 1,700.00	\$ 1,700.00	Not properly allocated
A2260a.2	Town of Red Hook - Court	\$ 14,500.00	\$ (2,500.00)	\$ 12,000.00	\$4k thru 4 months
A2414	Rental - Equipment	\$ -	\$ 500.00	\$ 500.00	Stage rental
A2701	Refunds of Prior Year's Exp	\$ -	\$ 113.00	\$ 113.00	Aflac
<b>TOTAL</b>		<b>\$ 106,500.00</b>	<b>\$ 60,313.00</b>	<b>\$ 166,813.00</b>	
<b>EXPENSE:</b>					
A1210.1	Mayor - Per Srv	\$ 14,300.00	\$ (600.00)	\$ 13,700.00	Reflects actual
A1480.42	Public Information (Panda)	\$ 11,000.00	\$ (65.00)	\$ 10,935.00	Actual contracted cost
A1910.4	Unallocated Insurance	\$ 49,590.00	\$ 1,000.00	\$ 50,590.00	Other insurance
A3120.1A	Village Police - per srv	\$ 389,000.00	\$ 60,000.00	\$ 449,000.00	added a second SRO & Tivoli patrols
A5110.8	Maint of Streets - Empl Bnfts	\$ -	\$ 750.00	\$ 750.00	EAP/SAP program
A5110.43	Streets - Miscellaneous	\$ 4,500.00	\$ (750.00)	\$ 3,750.00	EAP/SAP program was budgeted here
A7110.41	Abrahams Park	\$ 800.00	\$ 200.00	\$ 1,000.00	Extra work done
A5110.42	Street Maintenance	\$ 20,470.00	\$ (222.00)	\$ 20,248.00	\$4400 charged here that shouldn't be
<b>TOTAL</b>		<b>\$ 489,660.00</b>	<b>\$ 60,313.00</b>	<b>\$ 549,973.00</b>	
				<b>\$ 549,973.00</b>	
Increase (Decrease) in total net budget			\$ -		

For the WATER FUND:

Account No.	Account Name	Current Budget	Adjustment	Revised Budget	Notes
<b>EXPENSE:</b>					
E8320.45	Communications	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00	WIN911 \$600 not budgeted
E9710.62	Debt Principal USDA Phase II	\$ 23,500.00	\$ 500.00	\$ 24,000.00	Actual cost
E8320.45	Misc	\$ 5,000.00	\$ (1,500.00)	\$ 3,500.00	
<b>TOTAL</b>			<b>\$ -</b>		
Increase (Decrease) in total net budget			\$ -		

NOW THEREFORE BE IT RESOLVED, that the Village of Red Hook amends the General Fund & Water Fund budgets as shown in the charts above.

Motion by: Trustee Kjarval

Seconded by: Trustee Laing

Vote:

Mayor Smythe	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Deputy Mayor Kovalchik	<input type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input checked="" type="checkbox"/> Absent/Excused
Trustee Laing	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Trustee Kjarval	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Trustee Dwyer-McNulty	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Recuse	<input type="checkbox"/> Absent/Excused
Vote Total	4				1
Result	Motion: Passed				

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

**Trustee Dwyer-McNulty made a motion to adjourn the October 27, 2022 Village Board of Trustees Workshop Meeting at 8:27pm. Motion seconded by Trustee Laing. All in favor. Meeting adjourned.**

Respectfully Submitted,

Jennifer Cavanaugh, Clerk

DRAFT