

RED HOOK TOWN BOARD MEETING
June 27, 2018

A meeting of the Town Board of the Town of Red Hook, Dutchess County, New York was convened in public session at the Town Hall, 7340 South Broadway, Red Hook at 7:30 p.m.

Present: Supervisor Robert McKeon
Councilman Harry Colgan
Councilman William O'Neill
Councilperson Christine Kane
Town Clerk Sue McCann
Absent: Councilperson Sarah Imboden
Also Present: Attorney Christine Chale

Supervisor McKeon called the meeting to order and opened with the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

Supervisor McKeon opened for comments.

Linda Keeling complained that the signs posted on the trees at Greig Farm are still there. She feels they are illegal; the whole Papa's Best Batch project is illegal. You need to do better. There were no more comments.

WINNAKEE LAND TRUST GRANT APPLICATION FOR TRAILS

Supervisor McKeon explained the application by Winnakee Land Trust who is looking for support from the Town. He introduced the Executive Director of Winnakee Land Trust, Greg Swanzey.

Mr. Swanzey explained the proposal for constructing a trail that would help connect the Village of Red Hook to the vicinity of Bard College, the lands around the Sawkill. He presented project details.

Supervisor McKeon read the resolution.

RESOLUTION 2018 #35

RE: AUTHORIZING THE MUNICIPAL ENDORSEMENT FOR APPLICATION OF
WINNAKEE LAND TRUST FOR A GRANT UNDER THE ENVIRONMENTAL
PROTECTION FUND

On a motion of Supervisor Robert McKeon seconded by Councilperson Christine Kane moved to approve the resolution.

Adopted	Ayes	4	McKeon, Colgan, O'Neill, Kane
	Nays	0	
	Absent	1	Imboden

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NATURAL RESOURCES CONTINUED DISCUSSION

Supervisor McKeon referred to the continued discussion on natural resources. Sample ordinances were received and will be reviewed. We have a moratorium in place right now and we won't have updated zoning before the moratorium is up. An extension is being considered. Ted Fink explained the time that would be needed and suggested a six month extension. Attorney Chale will prepare a resolution for our July 10th meeting to set a Public Hearing for July 25th.

BLOCK PARTY APPROVAL REQUEST

Supervisor McKeon referred to a previous block party request. The application form is now filled out.

Highway Superintendent Theresa Burke asked what is the process for contacting the Highway Department if they need barrels or help from them.

Supervisor McKeon asked if applicants have the Highway Department information.

Highway Superintendent Burke suggested giving her department a copy of an application So they have contact information. They will need someone to sign off on any supplies needed.

Attorney Chale said there is an item on the application. A copy should be provided to the Town Clerk, the Highway Department, the Police Department, and the Fire Department so that they all have contact information.

Supervisor McKeon will ask the Red Hook Police to ride by and check on things.

Town Clerk McCann suggested having a spot on the application for telephone numbers.

Supervisor McKeon will include that.

Attorney Chale suggested both email and phone numbers.

Councilperson Kane asked about a portion of the application regarding blocking the road.

Shouldn't it go to the Highway Department first to make sure there is no issue? There should be a procedure.

Supervisor McKeon said it went in letter form already. There is not a procedure but we should jot that down.

Highway Superintendent Burke asked how the Board decides who can have a block party based on the flow of traffic. Is there a designation for alternate routes?

Attorney Chale said all residents have to sign the form. One way access can be determined to be sufficient. The road cannot be blocked in such a way that emergency vehicles cannot access.

When the application comes in it would be wise to have a consultation to see if there is an objection to the plan.

Highway Superintendent Burke agreed because some roads aren't conducive to being blocked.

RESOLUTION 2018 #36

RE: APPROVING BLOCK PARTY FOR CARRIAGE DRIVE

On a motion of Councilman William O'Neill seconded by Supervisor Robert McKeon moved to approve the resolution.

Adopted	Ayes 4	McKeon, Colgan, O'Neill, Kane
	Nays 0	
	Absent 1	Imboden

Copy attached

RED CHURCH CEMETERY

Supervisor McKeon asked Councilman O'Neill to summarize the meeting he attended regarding the Red Church Cemetery.

Councilman O'Neill pointed out a packet explaining the notice about the Town assuming ownership of the cemetery and a summary of the meeting. It also includes a proposal to accept a contract with Cemetery Services Associates to run the cemetery.

RESOLUTION 2018 #37

RE: APPROVING SERVICES AGREEMENT FOR CEMETERY MANAGEMENT

On a motion of Supervisor Robert McKeon seconded by Councilman Harry Colgan moved to approve the resolution.

Adopted	Ayes 4	McKeon, Colgan, O'Neill, Kane
	Nays 0	
	Absent 1	Imboden

Copy attached

RESOLUTION 2018 #38

RE: APPROVING FEE SCHEDULE FOR CEMETERY

On a motion of Supervisor Robert McKeon seconded by Councilman Harry Colgan moved to approve the resolution.

Adopted	Ayes 4	McKeon, Colgan, O'Neill, Kane
	Nays 0	
	Absent 1	Imboden

Copy attached

FUND BALANCE POLICY

Supervisor McKeon explained that the Comptroller’s Office wants all municipalities to adopt a fund balance policy which should be reviewed yearly.

Councilman Colgan feels the fund balance looks good.

Bookkeeper Ann Conway supplied a fund expense calculation.

Supervisor McKeon read the resolution.

RESOLUTION 2018 #39

RE: APPROVING TOWN OF RED HOOK FUND BALANCE POLICY

On a motion of Supervisor Robert McKeon seconded by Councilman Harry Colgan moved to approve the resolution.

Adopted	Ayes 4	McKeon, Colgan, O’Neill, Kane
	Nays 0	
	Absent 1	Imboden

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REORGANIZATION

Supervisor McKeon referred to two vacancies on the Planning Board. The Planning Board would like to see an architect fill one vacancy. She comes highly recommended by Planning Board Chair Sam Phelan.

On a motion of Councilman O’Neill seconded by Councilperson Kane move to appoint Kristina Dousharm to the Planning Board for a term to expire December 31, 2021.

Adopted	Ayes 4	McKeon, Colgan, O’Neill, Kane
	Nays 0	
	Absent 1	Imboden

REPORTS

Planning Board – Commenced or continued to review two applications, held two public hearings and granted approval to construct an addition to a store in the TND.

ZBA – Special meeting held to accommodate an attorney. Public hearing was conducted; Board went into Attorney/Client session to review a document. An application for an area variance was reviewed.

Highway Department – met on June 14 for an Echo Valley Road Safety Study, an informal study with issues residents have with the road. A report will be presented by the end of summer. Paving should begin August 1st on Stonybrook Rd., Sengstack & Kidd Lanes.

Assessor – The office has been finalizing the final assessment roll for 2018. All BAR decisions have been made and letters have been sent to grievance applicants. There were 9 sales in May, the lowest sale price was \$105,000 and the highest was \$855,000. The Assessor attended a meeting to discuss the new Enhanced Star program. NYS Tax & Finance will now be processing all the Enhanced Star Exemptions as they have done with the Basic Star in the past. Their office will assist all residents in making this a smooth transition.

Building Department – The June report showed 25 permits issued, 23 inspections, 23 CO/CC’s, 3 complaints and \$3,012.00 in revenue.

Village Police Department – In May there were 95 total incidents, 9 arrests and 35 tickets issued.

Purchasing – for the period of May 30 – June 26, 2018 there were 25 purchase orders issued in the amount of \$25,154.38, the largest for installation of LED lights in the Rec. Park. Plans are being developed for the Challenger Field, they are looking into a key fob door entry system at Town Hall, tennis courts should be striped this week and security concerns for the Red Church Cemetery are being assessed.

Water Department – All systems are working well, necessary repairs were made and a hydrant flushing is complete. The Board met to discuss recommendations regarding the water storage tank. The Tighe & Bond report recommends rehabilitating and repainting the existing tank vs. replacing. The Water Board recommends NOT rehabilitation the existing tank.

EDC – At the May and June meetings Local Law C was discussed, 89% of Village easements for the proposed sewer were received, a planning session to develop a clear path to achieving the committee’s mission was held, and the mission statement was revised to embrace the community and quality of life.

IMTF – Discussed recommendations presented by the Town Extraction Working Group and reviewed proposals regarding amendments to the Fence Section of the Zoning Law contained in

a 12/21/2017 memo to the Town by Bob Fennell, ZEO. Consensus was to refer the proposal to the Zoning Review Committee. The Board decided to refer the issue to the ZRC.

Recreation Commission – Some issues with the tennis court surfaces developed and the engineer from Tighe & Bond met with the contractor and Recreation Director to discuss the outstanding concerns. The USTA grant application was submitted, and the park was readied for the Summer Recreation Programs.

Senior Services Committee – the “Give a Child a Summer Meal” was successful and all who helped were recognized.

CORRESPONDENCE

Supervisor McKeon shared the following correspondence:

-Cornell Cooperative Extension asking for a letter of support. They are applying for a DEC Urban and Forestry Grant for tree care topics.

On a motion of Councilman O’Neill seconded by Councilwoman Kane moved to provide the letter of support.

Adopted	Ayes 4	McKeon, Colgan, O’Neill, Kane
	Nays 0	
	Absent 1	Imboden

PUBLIC COMMENT PERIOD

Supervisor McKeon opened for comments.

Linda Keeling asked if there will be a pavilion in the plan for the Recreation Park West.

Supervisor McKeon told her that there is a plan for a pavilion.

Linda Keeling asked how big it will be.

Supervisor McKeon told her it is in discussion. It is not a part of Phase I.

Linda Keeling said Winnakee’s trail should be handicapped accessible.

ATTORNEY/CLIENT

On a motion of Supervisor McKeon seconded by Councilman O’Neill moved to go into Attorney/Client session at 8:50 p.m.

Adopted	Ayes 4	McKeon, Colgan, O’Neill, Kane
	Nays 0	
	Absent 1	Imboden

On a motion of Supervisor McKeon seconded by Councilperson Kane moved to adjourn Attorney/Client session at 9:13 p.m.

Adopted	Ayes 4	McKeon, Colgan, O’Neill, Kane
	Nays 0	
	Absent 1	Imboden

On a motion of Supervisor McKeon seconded by Councilperson Kane moved to adjourn the Town Board meeting at 9:15 p.m.

Adopted	Ayes 4	McKeon, Colgan, O’Neill, Kane
	Nays 0	
	Absent 1	Imboden

Respectfully submitted,

Sue McCann, Town Clerk