

RED HOOK TOWN BOARD MEETING

January 5, 2010

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 Sue Crane
Councilman James Ross
Councilwoman Micki Strawinski
Councilman Harry Colgan
Councilman William O'Neill
Town Clerk Sue McCann

Also Present: Attorney for the Town Christine Chale

Supervisor Crane welcomed everyone to the meeting and opened with the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

Supervisor Crane opened the meeting to comments from the public.

There were no comments.

ANNOUNCEMENTS

- Supervisor Crane thanked everyone who supported the ceremonial oath of office which was held on January 1st. It was a wonderful experience. She explained the move between the Assessor's Office and Conference Room and thanked the office staff for their support during that time. She thanked Councilwoman Strawinski and Councilman Colgan for the food they supplied.
- The US Census Bureau announced a road tour and informational meeting on January 10th at the Poughkeepsie Galleria. It is important that residents fill out the census information and return it to the government.
- The Senior Services Committee will hold a food drive at the Firehouse from 1:00 to 3:00 p.m. on February 9th and 16th.
- Brent Kovalchik referred to USDA Rural Development home loan grants available to certain income groups. Anyone who is interested should contact the Supervisor's Office. There are adjusted income limits.
- Dutchess County Community College is holding a seminar regarding "green jobs" on January 7th from 6 to 8 p.m. Preregistration is required.
- PANDA will hold their annual meeting on January 21st at 5:00 p.m. at their studio.
- Association of Towns material that will be distributed at the meeting in NYC came in and will be discussed at the next Town Board meeting.
- Nathan Kalina, a friend of the Town of Red Hook, died on January 4th. She announced the funeral services. She expressed condolences to his daughters Lydia, Abby and to his entire family.

Town Clerk Sue McCann announced that the 2010 Recycle stickers are now available at the Town Clerk's Office.

Supervisor Crane said at some point the Town Board should talk about whether or not to raise the rate and consider businesses again. At one point we didn't want to deal with businesses bringing volumes of cardboard so that was discouraged. She would like to revisit that and maybe come up with a reasonable rate increase for homeowners. If we do raise the rate, it would be a nominal increase just to acknowledge that it does cost more to the Town. She will have it in the next agenda.

HIGHWAY SUPERINTENDENT DISCUSSION

Supervisor Crane said we have made it known that the position has not been filled. It is being covered by the Deputy Highway Superintendent. It is a long time before the election when it would be filled by that process. We received letters of interest and will make sure the Board gets copies. There are some good candidates. It is not necessary to appoint before the next election, but it would be nice to fill the vacancy. She suggested announcing the position at the meetings, and putting it up on the Town website. We can send a notice to PANDA and ask local

municipalities to post the position. She is reluctant to suggest spending the money to run an ad. We have several applicants that seem very capable.

Councilwoman Strawinski if the appointed person has to be a resident of Red Hook.

Supervisor Crane responded the elected person has to be a resident. The person would have to move to Red Hook to be considered for election. The order of succession in the Highway Department right now is that Rich Schloemer, the Deputy Highway Superintendent is the Interim Superintendent and Rob Taylor is the Interim Deputy Highway Superintendent.

EMERGENCY INTERIM SUCCESSOR

Supervisor Crane explained that every year we designate an emergency interim successor to the Supervisor and we do this in response to the DC Emergency Response request to update our records. She would be the first to contact then next in line would be the Highway Superintendent. As it stands now that is Rich Schloemer who is the interim. Next is Councilman Ross, then Councilwoman Strawinski. If the above are not available, Councilman Colgan would be the successor. The order is Supervisor Crane, Rich Schloemer, Councilman Jim Ross, and Councilwoman Micki Strawinski.

RESOLUTION: REPORTING REGULATIONS FOR ELECTED/APPOINTED OFFICIALS IN NYSRS

Supervisor Crane explained that this resolution is to meet the request of the New York State Comptroller who is asking Town Boards to pass a resolution for reporting hours worked for the New York State Retirement System. They want three months of reporting from those who wish to be in the NYS Retirement System or who are in the NYS Retirement System, to log their hours and report them to Business Manager Deb Marks after a three month log. Deb will report to the NYS Comptroller to meet the new law that requires us to verify hours worked.

Attorney Chale clarified that it is appropriate to start recording hours immediately. On the basis of that recording you will determine what you are going to be reporting to the State as to what is a representative amount of time they are typically working. The three month period is just to determine a baseline. She suggested the Board start keeping a calendar. She explained that when the reporting process is done, the Board will pass a resolution that standardizes those amounts and that will be posted on the Town website.

REORGANIZATION – 2010

Supervisor Crane referred to an updated draft dated December 11, 2009 of the Town appointments.

Attorney Chale referred to a resolution that included several non individual appointments, it covers a few non routine things.

Supervisor Crane suggested different meeting dates and having committees report at the last meeting of the month. She suggested meeting the second Tuesday and the fourth Wednesday and additionally as needed. If it doesn't work out after a few months it can be changed.

Attorney Chale reviewed the Resolution. Paragraph 2 (Meeting Procedures). Changes will be made to "Meeting Procedures" and discussed next week. She suggested deferring the review of procurement policy because Purchasing Agent Ted Kudzy wants to look at it. She continued to review official newspapers, depositories, petty cash, salaries, mileage reimbursement rate, undertaking, and check signing. She discussed insurance coverage for undertaking and modifications to check signing. The resolution presented at the meeting will be revised to exclude Paragraph 2 which will be presented separately at the next Board meeting.

Councilman Ross asked if the salary line in the resolution was correct.

Town Clerk verified the figures and they are correct.

Adopted Ayes 5 Crane, Ross, Strawinski, Colgan, O'Neill
 Nays 0

Supervisor Appointments:

- Deputy Supervisor	Rob Latimer
- Budget Officer	Rose Rider
- Confidential Secretary to the Supervisor	Linda Stoddard
- Town Historian	Winthrop Aldrich
- Asst. Town Historian	Patsy Vogel

On a motion of Supervisor Crane, seconded by Councilman Colgan moved to accept the appointments.

Adopted Ayes 5 Crane, Ross, Strawinski, Colgan, O'Neill
 Nays 0

The vote was taken after the following discussion:

The Town Board discussed considering replacing the Deputy Supervisor line back to what it was a year ago. After a brief discussion the Board decided to leave as is.

Town Clerk Appointments:

Deputy Town Clerk	Claire Horst
Deputy Registrar of Vital Statistics	Deputy Town Clerk
Deputy Receiver of Taxes	Claire Horst

Attorney Chale explained that a vote is not needed for Supervisors appointments, Town Clerk appointments, employees and officers.

Supervisor Crane explained that the Town Board was approached about raising the water meter readers to \$1.50 and \$2.00 per meter.

On a motion of Supervisor Crane, seconded by Councilman Ross moved to raise the meter readers to \$1.50 and \$2.00 per meter.

Adopted Ayes 4 Crane, Ross, Strawinski, Colgan
 Nays 0
 Abstain 1 O'Neill

Contracts/Consultants Appointments:

Town Physician	St. Francis/Northern Dutchess Hospitals
Attorney	Keane & Beane – holdover

Councilman Colgan wants to discuss the appointment of Keane & Beane with the Planning Board first.

Water District Operator	United Water Associates Inc.
Computer Software Planner	Software Consulting Associates - holdover Greenplan Inc. – holdover
Independent Auditor	Ted Eglit – holdover
Custodial Services	Pollard's Cleaning Services – holdover
Police & Court Attendants	Village of Red Hook Police Department Dutchess County Sheriff's Department

Supervisor Crane believes that Greenplan, while it's a holdover, is almost a necessary entity because they have been working with the Centers & Greenspace Plan and the Community Preservation Fund.

On a motion of Councilman Colgan, seconded by Councilwoman Strawinski moved to accept the appointments.

Adopted Ayes 5 Crane, Ross, Strawinski, Colgan, O'Neill
 Nays 0

Miscellaneous:

- Meetings 2010: Town Board meetings 7:30 p.m.,
 Second Tuesday – Regular Business Meeting
 Fourth Wednesday – Board Workshop/Regular Meeting – Committee and
 Department reports
- Monthly and Annual Reports to the Town Board: Department Heads and Committee Chairs
 minutes or report monthly by noon on the Friday before the second Board meeting of the month.
 Annual committee and departmental reports shall be submitted by noon on the Friday before the
 second Board Meeting of February. The CAC is required to present an annual report by April
 1st. The Recreation Commission is required to present an annual report by April 1st.

Town Board Organizational Responsibility:

Chain of responsibility:

Supervisor

Deputy Supervisor

Town Board members in alphabetical order

Harry Colgan

William O’Neill

James Ross

Micki Strawinski

Mileage: \$0.50 per mile

On a motion of Supervisor Crane, seconded by Councilman Colgan moved to approve the
mileage cost at \$0.50 per mile.

Adopted	Ayes	5	Crane, Ross, Strawinski, Colgan, O’Neill
	Nays	0	

Town Department Chains of Command:

Department Head

Deputy Department Head (if one exists)

Supervisor

Town Board Liaison

Town Board Liaisons to Town Departments:

Function:	Liaison:
Assessor	Sue Crane
Attorney	Sue Crane
Bard College	Sue Crane
Bookkeeper	Sue Crane
Building Inspector	James Ross, Bill O’Neill
Dog Control	Micki Strawinski
Fire Companies	James Ross, Bill O’Neill
Highway Department	Sue Crane, Harry Colgan, Rob Latimer
Purchasing	Harry Colgan
Recycling	Micki Strawinski
Red Hook CSD	Micki Strawinski, Bill O’Neill
Special Projects IM Task Force	Harry Colgan, Bill O’Neill
Town Clerk	James Ross, Sue Crane
Village – Red Hook	James Ross, Bill O’Neill
Village – Tivoli	Harry Colgan, Micki Strawinski

On a motion of Supervisor Crane, seconded by Councilwoman Strawinski moved to
accept the liaisons.

Adopted	Ayes	5	Crane, Ross, Strawinski, Colgan, O’Neill
	Nays	0	

Board and Committee Liaisons:

Ag. & Open Space Advisory Board (PDR coordination & Limited Term conservation Easement Review)	Bill O’Neill, Micki Strawinski
Board of Assessment Review	Sue Crane

Conservation Advisory Council	Micki Strawinski, Bill O’Neill
Design Review/Hamlet	Harry Colgan
Disaster Preparedness Committee	Sue Crane
Economic Development Committee	Micki Strawinski
Ethics Board	Harry Colgan
Planning Board	Micki Strawinski, Jim Ross
Recreation Commission	Harry Colgan, Bill O’Neill
Senior Services Committee	Micki Strawinski
Greenway & Trails Committee	Micki Strawinski
Tree Preservation Commission	Bill O’Neill
Water District #1 Advisory Board	Jim Ross
Zoning Board of Appeals	Jim Ross, Bill O’Neill
Farmland Protection (PDR Review)	Jim Ross
IT Working Group	Sue Crane
St. Margaret’s Committee	Harry Colgan, Bill O’Neill
Zoning Review Committee	Bill O’Neill
Community Preservation Fund	Harry Colgan
Transportation Committee	eliminated

Councilman Ross suggested that the committees meet in the evenings in order to make them more accessible to those who work.

Supervisor Crane will get in touch with Greenplan and Susan Ezrati to see if she can push for a Community Preservation Fund Committee program report and presentation. We need to have that plan, we are six months overdue.

Councilman Colgan said Greenplan’s work is primarily done and they have a priority list of lands to be preserved. The difficulty was trying to determine how to include the list of historic preservation. Attorney Chale had some positive suggestions for them.

On a motion of Councilman Colgan, seconded by Councilwoman Strawinski moved to approve the liaisons to committees and boards.

Adopted Ayes 5 Crane, Ross, Strawinski, Colgan, O’Neill
 Nays 0

Town Board Committee Appointments 2010

Agriculture and Open Space Advisory Committee – Councilwoman Strawinski e-mailed Mary Ann Johnson and is waiting to hear from her.

Assessment Review Board – Town Clerk informed the Board that she received communication regarding reappointments. Technically the Assessment Review Board should be appointed in September. She gave the information to Assessor Jeff Churchill.

Attorney Chale said whoever is on the list now has a five year term commencing on October 1st. If someone resigns, then that appointment can be addressed at that time. The positions can be filled that have expired as of last October. It looks like Domenic Scarpulla’s position expired so the Board could reappoint that position if they chose and can also appoint the Chair.

On a motion of Supervisor Crane, seconded by Councilman Colgan moved to reappoint Carl Dowden as Chair of the Assessment Review Board term to expire Sept. 30, 2010 and Domenic Scarpulla for a term to expire Sept. 30, 2014.

Adopted Ayes 5 Crane, Ross, Strawinski, Colgan, O’Neill
 Nays 0

Community Preservation Fund Committee – Supervisor Crane recommends that Susan Ezrati remain as Chair. Councilman Colgan informed the Board that there may be one vacancy.

On a motion of Supervisor Crane, seconded by Councilman Colgan moved to appoint Susan Ezrati as Chair for 2010 term to expire December 31, 2010 and Peter Hubbell as member term to expire December 31, 2012.

Adopted Ayes 5 Crane, Ross, Strawinski, Colgan, O’Neill
 Nays 0

Attorney Chale reminded the Board that when they fill the position that Miriam Latzer was appointed as “Farmer”. You need to make sure you have very specific requirements in the codes for those positions. Make sure the person appointed fits into those requirements.

Conservation Advisory Council – Councilwoman Strawinski received correspondence from some of those whose terms are expired and they expressed interest in returning.

On a motion of Supervisor Crane, seconded by Councilman Colgan moved to reappoint Brenda Cagle as Chair term to expire December 31, 2010 and reappoint as members Laurie Husted, Denis Collet, Denise Barton and Mike Ignatowski terms to expire December 31, 2011.

Adopted Ayes 5 Crane, Ross, Strawinski, Colgan, O’Neill
 Nays 0

Design Review/Hamlet Committee – Councilman Colgan will contact the Chair regarding their membership.

Disaster Preparedness Committee – Supervisor Crane will contact Chair Tim Muldoon.

Economic Development Committee – Councilwoman Strawinski emailed the committee members.

Ethics Board – Supervisor Crane asked if Fred Cartier is willing to continue as Chair.

On a motion of Councilman Colgan, seconded by Supervisor Crane moved to reappoint Fred Cartier as Ethics Chair term to expire December 31, 2010.

Adopted Ayes 5 Crane, Ross, Strawinski, Colgan, O’Neill
 Nays 0

Farmland Protection Committee – Supervisor Crane stated that this committee was inactive this year due to lack of PDR review. Councilwoman Strawinski will contact Mary Ann Johnson.

Attorney Chale reminded the Town Board that this committee is one with specific membership requirements. She asked Town Clerk Sue McCann to pull Resolution 2003 #36 for reference.

Greenway & Trails Committee – Supervisor Crane explained that there has been a renewed interest on the part of Central Hudson. While there is nothing to report, she thinks there is a person who is very involved in that Central Hudson land deal. Bruce Cuttler negotiated with Central Hudson and bought a fair amount of property. He would be an outstanding spokesperson on behalf of land use in that general area. She asked the Town Board to consider him for appointment to the Greenway & Trails Committee.

Councilwoman Strawinski knows of openings and two other people who are interested in serving on that committee as well.

Supervisor Crane said they will report at the last Town Board meeting of this month.

IT Committee – Supervisor Crane said that even though Wayne Hildenbrand is retired, there is no reason he can’t still serve as Chair of the Committee.

On a motion of Supervisor Crane, seconded by Councilman Ross moved to reappoint Wayne Hildenbrand as IT Chair term expires December 31, 2010 as member term to expire December 31, 2011 and Ted Kudzy term to expire December 31, 2011 with the addition with one community member who becomes interested.

Adopted Ayes 5 Crane, Ross, Strawinski, Colgan, O’Neill
 Nays 0

Intermunicipal Shared Services Task Force – Councilman Colgan said that in discussion it was decided to appoint Bill O’Neill and suggested keeping the group going just one year at a time.

Supervisor Crane suggested including the Deputy Supervisor on this committee because the Highway Garage might be a big shared services topic.

On a motion of Supervisor Crane, seconded by Councilman Colgan moved to reappoint the Harry Colgan and appoint Bill O’Neill terms to expire December 31, 2010

Adopted Ayes 5 Crane, Ross, Strawinski, Colgan, O’Neill
 Nays 0

Intermunicipal Task Force – Supervisor Crane asked Bill O’Neill if the Town Board has to consider additional representation.

Councilman O’Neill said that Karen Schneller-McDonald, Tim Ross, Jay Trapp and Mike Leedy haven’t attended meetings. Peter Sweeny has resigned.

Supervisor Crane commented that it will be tough to fill the vacancies because of the meetings being at 8:00 a.m. She asked if the Task Force could meet at a later time and is it necessary to meet every week. Councilman O’Neill said the Task Force has to meet every week.

Supervisor Crane asked Councilman O’Neill to report at the last Town Board meeting of the month, some suggestions to replace the vacancies.

Planning Board – Supervisor Crane named the vacancies.

Councilwoman Strawinski will email them and report. She reminded the Board that two alternates are also needed.

Supervisor Crane might have a couple of suggestions. She will get back with the information.

Recreation Committee – Chair Doug Strawinski will check to see if the members whose terms expired are still interested in serving.

St. Margaret’s Task Force – Supervisor Crane said that it looks like the money is in hand to do the roof. She asked if anyone had names of people who wish to serve on the committee. The Board discussed changing the name to the St. Margaret’s Committee and setting 2 year staggered term limits. The Board decided to wait until St. Margaret’s Task Force meets again.

Senior Services Committee – Councilwoman Strawinski will contact Chair Andrew Kehr and report back.

Tree Preservation Commission –

On a motion of Supervisor Crane, seconded by Councilwoman Strawinski moved to reappoint Nancy Guski as Chair term to expire December 31, 2010 and reappoint Marcy Appell and Eleanor Friery terms to expire December 31, 2011.

Adopted Ayes 5 Crane, Ross, Strawinski, Colgan, O’Neill
 Nays 0

Water District #1 Water Board –

On a motion of Councilwoman Strawinski, seconded by Councilman Ross moved to reappoint Henry VanParys as Chair term to expire December 31, 2010 and Laurence Carr, Greg Fildes, and John Wintenburg terms to expire December 31, 2011.

Adopted Ayes 5 Crane, Ross, Strawinski, Colgan, O’Neill
 Nays 0

Zoning Board of Appeals – Supervisor Crane received a note from Corinne Weber that she is interested in remaining on the ZBA. She feels that Corinne Weber has done a good job and would support her reappointment.

Councilman Colgan commented that she’s been on the ZBA for twenty years, and maybe she’s been on too long. He would like to ask Nick Annas.

Councilman Ross will talk to Nick Annas tomorrow and ask about Corinne and the alternates. He will report at next week’s meeting.

Zoning Review Committee – Councilman Colgan said they’ve had a hard time getting a quorum and they have non-voting members who do attend.

Supervisor Crane would like to see John Douglas Chair that committee this year. His experience on the ZBA and that committee has been outstanding.

Attorney Chale asked if there is a resolution establishing a membership of that committee. She thinks it is an advisory committee.

Supervisor Crane said they are supposed to meet every month and feels the committee needs leadership. She asked Councilman O’Neill to attend their next meeting and lead that discussion and report back.

PUBLIC COMMENT

Supervisor Crane opened for Public Comments.

John Douglas asked if PANDA gets money from Time Warner Cable. There was a comment made that PANDA costs us money.

Supervisor Crane responded that the contract the Town has with PANDA is for one taping a month. If the Town chooses to have three meetings a month, we'd have to pay for whoever tapes the two other meetings.

Councilman Ross explained that nobody pays for PANDA in their Time Warner bill. He explained the franchise fee that is part of our budget. It has nothing to do with PANDA.

Supervisor Crane shared one of the reasons the contract negotiations stalled. All participating member municipalities agree to commit to a \$2,000 contribution toward a group called the Buske Group to initiate negotiations in the Time Warner contract. Two out of three have not paid that \$2,000 commitment so the negotiations are at a standstill because there is not enough money for the Buske Group to pursue the negotiations. She said the President of PANDA reminded them to pay for the negotiations and has not gotten a response. The negotiations should have started over six months ago.

Councilman Ross said we've been on holdover with our contract with Time Warner for many years.

John Douglas asked about how the NYSERDA grant is going for solar.

Supervisor Crane said they met the grant deadline and we have not received notification yet.

John Douglas would like to see a comparison of what the electricity costs were for Town Hall between 2008 and 2009.

Councilman Colgan explained that we saved more than what was projected.

Linda Keeling would like to speak to the Supervisor about ADA requirements.

Supervisor Crane invited her to give her a day and time she'd like to meet.

On a motion of Councilman Colgan, seconded by Councilman Ross moved adjourn the meeting at 10:00 p.m.

Adopted	Ayes	5	Crane, Ross, Strawinski, Colgan, O'Neill
	Nays	0	

Respectfully submitted,

Sue McCann, Town Clerk