

## **RED HOOK TOWN BOARD MEETING**

**March 2, 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

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

### **PUBLIC COMMENT PERIOD**

Supervisor Crane opened for a fifteen minute public comment period.

*Frank Stoppenbach* announced that on March 14<sup>th</sup> at the United Methodist Church of Red Hook, there will be screening of a film about Lyme disease. It will run from 3:00 – 6:00 p.m.

There were no further comments.

### **ANNOUNCEMENTS**

Supervisor Crane made the following announcements:

- We have had incredible communication from Central Hudson and D.C. Emergency Response Team during the recent snow storms. She was in touch with the Red Cross who was willing to consider opening a center at the Red Hook High School. The Red Hook School Superintendent was extremely forthcoming by offering whatever the Town needed. The Fire Company met with Central Hudson employees who were at the High School distributing dry ice. Central Hudson's concern was the next storm. They reported this was the largest outage in their history. She thanked our Highway Department, the Fire Company and Central Hudson for their efforts.
- The Town received from the Secretary of State – a Smart Growth Grant award of \$50,000. It will enable the Town in partnership with the Villages of Red Hook and Tivoli to amend the Town's comprehensive plan and it's zoning regulations to curb housing sprawl on rural and agricultural lands, encourage village scale development and protect open spaces. It is for funding to support consulting fees to wrap up that work of updating the comprehensive plan.
- The State Energy Program- American Recovery & Reinvestment Act Grant request has been granted for the photovoltaic installation on the Town Hall building.
- Supervisor Crane thanked Linda Keeling for preparing the Smart Growth grant and also those who worked on developing the program.
- She attended the Association of Town's meeting. She found that the training classes she attended referred to those same services we are interested in. She hopes more employees will be able to attend the conference next year.
- She attended the Patterns For Progress Presidents Day breakfast on Feb. 22, and the very same themes came from County Executives representing our region as were mentioned at the Association of Towns. Those were the need for consolidation, the need for shared services, and the trending toward green initiatives throughout all levels of government.
- There will be a Dutchess County Bar Association Mock Trial at Town Hall on March 3<sup>rd</sup> at 4:00 p.m. It is open to the public.
- Time Warner Scholarship Program of \$3,000 for students who are Time Warner customers. Anyone interested should contact Time Warner at (718)390-7007.
- Department of Commerce is asking residents to send back census forms they receive in the mail. It is a very important aspect of the US Government. Please answer the questions and return.

Councilwoman Strawinski made the following announcements:

- She thanked the volunteers for working on getting the grant secured for the photovoltaic system.
- The Rotary Dinner Dance is cancelled
- Friends of the Red Hook Library is hosting "Hair of the Dog" on March 7<sup>th</sup> at Cappuccino's at 4:00 p.m. The donation is \$20.00.

- The Elmendorph is having a soup and salad night on March 6<sup>th</sup>.
- Red Hook Chamber of Commerce is hosting a St. Patrick's Day mixer in Tivoli on March 17<sup>th</sup>, from 6:30 – 9:00.
- March 7<sup>th</sup> the Red Church Restoration Benefit will be held at the Monumental Lodge on North Road in Tivoli. \$15.00 per person.
- March 18 – 20 at 7:00 p.m. and on March 21, 2:00 pm. - Red Hook High School play "Guys & Dolls". The cost is \$10 for adults/\$8 for senior citizens and students.
- Bard College will have a mock disaster preparedness event at 1:00. It begins at the Fisher Center at noon on Saturday.
- Scenic Hudson announced that the McKeon farm preserved 378 acres in a joint partnership. The transaction guarantees the land will continue contributing to Red Hook's economy while preserving the Town's rural and agricultural character.

Supervisor Crane announced that the Town is deeply indebted to Town Clerk Sue McCann and Business Manager Debbie Marks for the financial reports for their departments. There is a Receiver of Taxes financial report, and a Town Clerk's report that sums up the activities in that office for the year 2009. We have an Annual Financial Report by Deb Marks. She knows Deb worked tirelessly on the report. If anyone wishes their own copy, it can be purchased for \$7.00.

**HIGHWAY SUPERINTENDENT POSITION**

Supervisor Crane explained the Highway Superintendent vacancy that occurred as a result of the retirement of Wayne Hildenbrand. The Town advertised the position and received about eight letters of interest. The Board conducted a special meeting where they met and interviewed candidates in Executive Session. Before making the announcement she thanked those who were involved in the search. She thanked Interim Highway Superintendent Rich Schloemer and Interim Deputy Rob Taylor from the Highway Department for their insight and input. She also thanked Highway Department Secretary Theresa Burke. All of the people in the Highway Department have been wonderful to work with throughout this process. Purchasing Agent Ted Kudzy outlined the qualities and characteristics the Board must be alert to as they conducted interviews. She thanked Attorney Chale for preparing the resolution as well as all of the people who expressed interest in the position.

Supervisor Crane read the resolution regarding the appointing of the Highway Superintendent.

**RESOLUTION 2010 #14**

RE: APPOINTING HIGHWAY SUPERINTENDENT

On a motion of Supervisor Sue Crane seconded by Councilwoman Micki Strawinski moved to appoint Arvine Coon, Jr. as Town Highway Superintendent to fill the vacancy created by the resignation of Wayne Hildenbrand, with an interim term to expire on December 31, 2010

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

Copy Attached

**NORTHERN DUTCHESS ALLIANCE RESOLUTION – LUCY HAYDEN**

Supervisor Crane introduced Lucy Hayden, Executive Director of Northern Dutchess Alliance.

Lucy Hayden explained that the Town of Red Hook is a member of the Northern Dutchess Alliance. It is an organization that brings together municipalities, not-for-profits and local institutions to work on shared issues in the region. She explained they want to present a yearlong series of quarterly forums on the most pressing issues identified by the groups. Those issues are shared services, water and wastewater resources and management, protecting our historic sites and promoting agriculture and economic development that is compatible with agriculture. She explained the series of forums. They are applying for funding in the amount of \$20,000 and hope the Town will consider supporting their request.

Supervisor Crane thanked her for providing a copy of the resolution.

Councilman Colgan read the resolution.

**RESOLUTION 2010 #15**

RE: SUPPORT OF THE NORTHERN DUTCHESS ALLIANCE’S APPLICATION TO THE HUDSON RIVER VALLEY GREENWAY FOR FUNDING IN SUPPORT OF A SERIES OF REGIONAL FORUMS

On a motion of Councilman Harry Colgan seconded by Councilwoman Micki Strawinski moved to accept the resolution as read.

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

Copy Attached

**MOTIONS TO AUTHORIZE**

A) Advertising St. Margaret’s RFP for Architect

Supervisor Crane explained the motion concerning St. Margaret’s. There is an RFP for a preservation architect and there is a requirement to advertise twice.

On a motion of Supervisor Crane seconded by Councilman Ross moved to advertise two days in the Albany Times Union and two days in local media for proposals for professional services for architects for exterior restoration of St. Margaret’s Home.

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

B) Bank Signature Card

Supervisor Crane explained the need to update the bank account signatures.

On a motion of Supervisor Crane seconded by Councilman Ross moved to authorize adding Councilman Bill O’Neill to the bank account.

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

C) Transfer of Funds

Supervisor Crane explained the authorization of a transfer of \$30,000 from the HRA Fund (special health fund account). She referred to documents prepared by Business Manager Deb Marks.

On a motion of Supervisor Crane seconded by Councilman Colgan moved to approve the transfer of funds.

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

D) State Aid Budget Adjustment

Supervisor Crane explained three adjustments made to the 2009 budget. She asked Business Manager Deb Marks to read the adjustments.

Business Manager Deb Marks reviewed and explained the adjustments.

On a motion of Supervisor Crane seconded by Councilman Colgan moved to approve the budget adjustments.

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

Copy Attached

**DEPARTMENT REPORTS**

Water Department – Water Department Chair Hank VanParys presented a monthly report dated February 24<sup>th</sup>. The chlorine residual had been raised a little and he asked the new operator to reduce it. He reviewed the purchasing the department did; the biggest expense was a new pump. There was a small leak on Albie Road that was taken care of. He summarized a meeting with Bard, operators and the Health Department. There are no insurmountable problems with Bard College usage.

Supervisor Crane questioned when the service to Bard College will begin.

Hank responded that the contractor told him around the first of May for about a one month duration. It will be during the summer season when the Bard population is a lot less.

Supervisor Crane asked Hank to discuss the rates Bard College pays to the Red Hook water system.

Hank VanParys explained they pay the normal rate, the same as any other user. It will be revenue for us.

Purchasing – Councilman Colgan presented the report from Purchasing Agent Ted Kudzy for the period January 27 to February 27, 2010. During that period 41 purchase orders were issued in the amount of \$274,860.51. The largest to Navistor Corporation of Albany under State contract amount of \$214,344.90 for a 2011 International Truck, dump body, accessories and extended warranty. The old furnace in the Town Garage had to be replaced. It was treated as an emergency purchase due to the extreme cold temperatures. A site visit at St. Margaret's for preservation architects is scheduled. An RFP for engineering services was sent out and replies are due March 17.

Police Report – Sergeant Patrick Hildenbrand presented the police report to the Board dated February 8, 2010.

Councilwoman Strawinski asked if we cut the number of days the police patrol in the Town. Supervisor Crane responded that will be discussed.

Budget Officer's Report – Budget Officer Rose Rider reported that she is in the process of distributing copies of the final budget to various department heads and committee Chairs. It is an important project since so many of the budgets were reduced during the final budget process. She's been meeting with Supervisor Crane and Business Manager Deb Marks on a regular basis in order to review budget issues.

Assessor's Report – Assessor Jeff Churchill presented a summary of his report to the Board. He emphasized that just after the holidays they sent out about 1,000 exemption applications and renewals with a deadline for submission of March 1. They got back virtually all of those they sent out and will be processing them over the next couple of months. The tentative roll will be filed May 1<sup>st</sup> and the final roll will be filed July 1<sup>st</sup>. As of May 1<sup>st</sup> the new assessments will be available on line or through the office. There have been preliminary meetings with the State and consultants on the trend in values and it looks like it will go down again. That does not say the taxes will go down. There are two components, tax rate and assessment. During the course of the past six months, they've been in the field about ten days checking sales. There has been about an average of three to five sales per month. A small study on split level homes was done and they are trying to analyze the physical layouts of those. Received and processed 66 +/- petitions for the Board of Assessment Review in May. Two of those cases were settled in small claims court. There were four Supreme Court actions.

Supervisor Crane asked Deputy Assessor Diana Picciano to stand with Assessor Jeff Churchill. She announced that the Town of Red Hook received Excellence in Equity recognition for 2009 assessment roll from NYSORPS for our efforts to provide fair and equitable assessments for our property owners. This marks the 5<sup>th</sup> consecutive year of eligibility for this award. She thanked Jeff Churchill and Diana Picciano for their service to the Town for that award.

Building Inspector's Report – Building Inspector Steve Cole presented the March 2010 Zoning & Building report. It included reports on permits, certificates issued, inspections done and permit fee summaries. He explained that before pool season starts, they want to make sure permits are in place. Letters have gone out to places of assembly for fire inspections to be conducted.

Supervisor Crane thanked him for the Village of Tivoli Building Inspector's report which he also included.

Dog Control Report – Councilwoman Strawinski presented the report prepared by Dog Control Officer Cecil Moore. There were three calls in February and he's decreased his patrols.

## COMMITTEE REPORTS

Ag. & Open Space Committee – Councilman O’Neill reported that there was discussion about getting a survey out to the parcel owners in the proposed agricultural business district under the Centers and Greenspace Plan. The Committee finalized the survey. It is in the process of being prepared with a cover letter to be sent out to over 100 people. Ag. & Open Space will be collecting the results and reporting to the Town Board.

Councilwoman Strawinski announced the last Farmers Market will be March 13<sup>th</sup>.

CAC – Supervisor Crane thanked the CAC and Chair Brenda Cagle. She knows they worked hard on pulling together four applications for NYSERDA in her absence of the Feb. 12<sup>th</sup> meeting. She thanked Deputy Supervisor Rob Latimer for stepping in and helping out at that meeting while she was out of Town. It was a huge effort.

CAC Chair Brenda Cagle thanked the volunteers who worked on the application. Red Hook has been selected as the site of the vernal pool survey that was discussed last month. She asked that the Town Board endorse their participation in the project. They will work with the Institute of Ecosystem Studies and have about 20 -30 volunteers. They will be evaluating the quality of the habitat.

Molly Williams summed up the four NYSERDA grant program projects. She explained that a fifth application for a PV installation on Town Hall was not ready in time for the deadline. We hope to hear by the beginning of May about the other projects.

Design Review/Hamlet Committee – Chair Geoff Carter explained that the Committee continues to function at the request of the Planning Board. The committee is still short one member. They average six cases per year and each review becomes part of the Planning Board’s record. He reported that there are no large scale projects at this time.

Disaster Preparedness Committee – Supervisor Crane said that Tim Muldoon and Linda Stoddard have been working behind the scenes to make sure the contacts are up to date.

Councilman O’Neill asked to interrupt to go back to the CAC. He thought there was a request from them to endorse their participation in the vernal pool study.

On a motion of Councilman Colgan seconded by Councilman Ross moved to support the CAC’s participation in the vernal pool survey project.

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

Intermunicipal Task Force – Councilman O’Neill presented the report dated February 22, 2010. On January 28<sup>th</sup> they held an informational meeting on the sewer project in the Village of Red Hook. At a DC Legislature meeting on February 11, they held the public hearing on the proposed creation of a Part-County Sewer District for the Village/Town of Red Hook. Members of the Task Force attended and spoke on behalf of the project. The Legislature overwhelmingly approved the Resolution to create the Part-County Sewer District in Red Hook. The stakeholders meetings are continuing for those who live in that proposed sewer district. The Task Force has been reviewing the build out analysis in preparation for the Centers and Greenspace Plan’s environmental impact review. There will be a fiscal analysis also done with Peter Fairweather and John Clark with Dutchess County Planning to prepare that document showing the different alternatives. It is a work in progress.

Community Preservation Fund Committee – Peter Hubbell gave an updated report. They completed their inventory and final ranking of the parcels in the Town of Red Hook in the Ag. Business District. They ranked them in tiers. Tier 1 – agricultural and water resources, Tier 2 – ecological, Tier 3 – scenic features, Tier 4 – historic. The properties in Red Hook are all ranked and they are waiting for the two Villages to rank their properties. How to equitably share the money in the fund between the Town and the Villages is something they will have to look at.

Recreation Committee – Chair Doug Strawinski reported there will be a memorial dedication for Gordie Mergendahl and Bob Bowman, tentatively set for Saturday, April 24<sup>th</sup> at 10:00 a.m. with a rain date for Sunday at 1:00 p.m. He extended his thanks to John Kuhn who helped them get the extra money for their program. Doug told the Board that they approached the pool corporation about helping the Town replace the sign at the front of the Recreation Park. Word

came from them that they will donate \$500 towards it. The hope is to have it rebuilt by the dedication day.

St. Margaret's Committee – Chair Paula Schoonmaker reported that their meeting was snowed out. They are grateful to the CAC for including St. Margaret's in their NYSERDA application and they're looking forward to the results. The committee will meet with interested architects at a site visit tomorrow.

Senior Services Committee – Chair Andrew Kehr reported that the food drive was successful. The Senior Services Committee will sponsor a presentation from the Office of the Aging regarding Medicare on April 20 at the Town Hall from 6:30 – 8:30 p.m. It is an opportunity to learn valuable information about how to navigate through the system. The AARP Tax Aide Foundation in conjunction with the IRS is providing free tax preparation assistance for senior citizens in the community. It is at the Starr Library in Rhinebeck every Thursday from 9:00 a.m. to noon. To make an appointment call 845-418-4821. Recreational/leisure programs for Senior Citizens at the Rec. Park for upcoming Spring/Summer is a work in progress. He recognized Doug Strawinski for his help in this area. The emergency preparedness document is being worked on. It focuses on the needs of Senior Citizens in the community. He thanked Richard Franklin for taking the time to amass the information. He put together a nice format and they will hopefully finalize it at their next meeting.

Trails Committee – Councilwoman Strawinski reported that at their last meeting they discussed possible ideas to provide increased safety to bikers and hikers on River Road. They want to make sure that people are aware that it is a shared roadway. The committee hopes to do more trails awareness events and plan on holding a trails promotion event on May 1<sup>st</sup>.

Zoning Review Committee – Councilman O'Neill reported that they did not have a quorum at their last meeting. It has been a chronic problem so they've asked that the Town Board fill the positions. They need two more members for the committee. They are reviewing the Town's parking regulations, and are also looking at the new proposal amending the zoning regulations regarding solar panels and wind turbines. Another issue they are working on is farm animals on residential lots.

Supervisor Crane said the Board will work on the reorganization at the next meeting and maybe they can get those two positions filled then.

Chief Jim Truitt asked to add to the police report. He said they are working with the Red Hook School district in training for emergencies so they don't have an issue like that in Pine Plains. They are working on getting the police department the training they should have. The District Attorney's Office provided trainers for domestic violence issues. They are working on district level emergency response teams with the schools. Training is an ongoing effort with the police department.

Councilwoman Strawinski thanked Chief Truitt for attending the Communities That Care meetings.

## **ENVIRONMENTAL PROTECTION OVERLAY – HISTORIC AND SCENIC AREAS**

Supervisor Crane explained that Attorney for the Town Christine Chale did some background work on the areas.

Attorney Chale said that in terms of moving forward, the environmental protection issues have to be looked at first. The Board has some choices to make in terms of how to identify the maps of the resources that are available to be used. The most current map is from 1999 prepared by Impact. She asked if the CAC discussed this yet.

CAC Chair Brenda Cagle responded not recently.

Attorney Chale explained that this is about which map has the most background information.

Supervisor Crane asked why the most current maps of 2003 and 2004 are not used.

Attorney Chale thinks there is a substantial difference between the 2003 map and the 1995 map. Updates have to be looked at and reviewed to make sure that's what you want to do.

Councilman Colgan thinks it would be wise for a group like the CAC to review those and come to the Board with recommendations and an explanation. He realizes that it is complex.

Supervisor Crane clarified that between 1999 and 2003/04 there have been changes in the map. Those changes are the things we need to identify?

Brenda Cagle doesn't think it will be too bad to reconcile the maps.

The Board continued discussion of the issue of the maps. It was discussed to coordinate the map with the survey and to input changes.

Councilman Ross said once we agree we make corrections on the impact map based on the CAC's review of the 1995 and the latest map then send it forward to the County and ask them to update it. It is very important to have a Public Hearing so the public, especially the property owners implicated by inclusion in the scenic overview and historic map, are very well aware of how that coordinates with the zoning. That is what makes the difference, what is written in the zoning law. Everyone should be well aware of how this implicates their piece of property.

Supervisor Crane commented that it sounds like there has been work done on identifying scenic landmarks and features.

Attorney Chale said priorities have been identified so it would be well to look at that work. She referenced the view shed. In the 1995 map there were individual view sheds identified. The later versions of the map don't have them identified. The larger view sheds towards the river are identified on other maps. She asked the CAC for a recommendation on that. If we want to protect the view sheds, we need the specifics, we have to identify where they are.

Councilman Colgan commented that there is a lot of background work to do before the Board can act.

Supervisor Crane asked CAC Chair Brenda Cagle if they had people who were willing to work on this.

Brenda answered she thinks they can pull people together to work on it.

Attorney Chale moved to the scenic road proposal. The primary issue to be addressed is that we either need to wait for Centers and Greenspace or the language needs to be revised in order for it to be incorporated.

Councilman O'Neill recommended going with Centers and Greenspace first, and then follow it up with scenic roads.

Discussion continued regarding the historic and scenic areas of the map.

Planning Board Secretary Paula Schoonmaker explained how this came about. She explained that at one point the Planning Board asked for some sort of interim list of scenic roads, something to work with. They'd like to see scenic road regulations adopted. She offered to provide a letter from Planning Board Chair Christine Kane.

Attorney Chale recommended getting both the CAC's and the Planning Board's comments.

We'd like every ones input. She pointed out that there are provisions in the amendment about highways. Rural road standards should be resolved.

## **CORRESPONDENCE**

Supervisor Crane shared the following items of correspondence:

- a letter from resident Rosemarie Zengen regarding her concerns about the sewer district and the SEQRA process
- notice from a State Forrester inviting the Town to participate in Tree City, USA on April 1<sup>st</sup> in Albany at the Holiday Inn.
- first annual Chamber of Commerce Golf Tournament on May 19<sup>th</sup>, register by March 29<sup>th</sup> at the Chamber office.
- a Senior seminar sponsored by Senator Steve Saland at the Wallace Center in Hyde Park on March 12. Free to the public.
- OSHA training March 29 - 31 in Middletown, NY
- the Cary Institute is sponsoring opportunities for collaborative ecological stewardship on Saturday, March 6 from 8:30 – 1:00 p.m.
- the Public Service Commission is seeking public comments on a Central Hudson proposed rate increase on March 11 in Kingston City Hall and Poughkeepsie Municipal Building, both at 7:00 p.m.
- Cornell Cooperative Extension received support from DC Association of Mayors and Supervisors for a grant proposal and education for creating healthy places to live and work. They put together a proposal and got support from all of those in attendance.

## **PUBLIC COMMENT**

Supervisor Crane opened for public comment.

There were none.

On a motion of Supervisor Crane seconded by Councilman Colgan moved to go to attorney/client session to discuss contracts and following that, executive session for the purpose of discussing the hiring/firing of individuals.

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

On a motion of Councilman Ross seconded by Supervisor Crane moved to close the attorney/client/executive session at 9:40 p.m.

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

On a motion of Councilman Colgan seconded by Supervisor Crane moved to adjourn the meeting at 11:35 p.m.

Adopted	Ayes	3	Crane, Strawinski, Colgan
	Nays	0	
	Absent	2	Ross, O'Neill

Respectfully submitted,

Sue McCann, Town Clerk