

RED HOOK TOWN BOARD MEETING

January 8, 2013

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 Harry Colgan
Councilman William O’Neill
Councilwoman Brenda Cagle
Town Clerk Sue McCann
Absent: Councilman James Ross
Also Present: Attorney for the Town Christine Chale

Supervisor Crane welcomed everyone to the meeting and opened with the Pledge of Allegiance. The Supervisor’s report will be available at the next Town Board meeting.

ANNOUNCEMENTS

Supervisor Crane made the following announcements:

- The annual training school from the Association of Towns has been cut from the budget. She suggested designating someone to be our delegate to vote on some of the issues. She is willing to go depending on the weather and asked for a volunteer to be an alternate. Councilman Colgan offered to do it.

On a motion of Supervisor Crane seconded by Councilman Colgan moved to serve as delegate and Councilman Colgan serve as alternate at the annual meeting of the Association of Towns on Wednesday, February 20.

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|---------|--------|---|-------------------------------|
| Adopted | Ayes | 4 | Crane, Colgan, O’Neill, Cagle |
| | Nays | 0 | |
| | Absent | 1 | Ross |

- Councilman Ross took responsibility for the Echo Valley Lighting District. He did an analysis of old and new maps and will hopefully have it done by the first meeting in February.
- Dutchess County Executive Marc Molinaro announced that municipalities can apply for funding through the County for shared services plans. Applications will be available in mid-January.
- Dutchess County had fewer funds for the CDBG funding. Red Hook did not receive funding.

RESOLUTION – Retirement of Lisa Loughran from NYS Police Department

RESOLUTION 2013 #1

RE: COMMEMORATING THE RETIREMENT OF CAPTAIN LISA D. LOUGHRAN FROM THE NYS POLICE DEPARTMENT

On a motion of Councilwoman Brenda Cagle seconded by Councilman William O’Neill moved to approve the resolution.

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|---------|--------|---|-------------------------------|
| Adopted | Ayes | 4 | Crane, Colgan, O’Neill, Cagle |
| | Nays | 0 | |
| | Absent | 1 | Ross |

Copy attached

Mr. Paul Piastro will deliver the resolution to Lisa at her retirement party.

TOWN CLERK’S REPORT

The Town Clerk’s report for the period December 1 – December 31, 2012 was read as follows: Total local shares remitted to the Supervisor - \$2,091.55; Amount remitted to NYS Ag. & Markets - \$82.00; Amount remitted to NYS Dept. of Health for marriage licenses - \$67.50; Amount remitted to NYS Dept. of Racing & Wagering - \$15.00; Amount remitted to NYS Environmental Conservation - \$351.45; Total State, County & Local revenues - \$2,607.50.

Town Clerk Sue McCann announced that the tax bills have been delivered to her office and are due by February 28, 2013. To date, approximately 375 recycling permits have been sold and are also available at the recycling center. Royal Carting, the garbage company at the recycling center, changed their Saturday hours. They will be there from 7:30 a.m. to noon effective January 5. The Recycling Center hours are still 8 a.m. until 1:00 p.m. The Town Clerk's financial report and the Tax Receiver's financial report for 2012 have been distributed to the Town Board.

ANNOUNCEMENTS (cont.)

Councilwoman Cagle made the following announcements:

- On January 19 the Red Hook Recycles Group will hold a free Town wide electronic waste recycling in the Village parking lot from 10 a.m. to 1:00 p.m. It is also combined with a food drive and is a partnership between the 10% Challenge, the Town of Red Hook, the Village of Red Hook and Bard College. The Town recycling center collects electronic waste and a permit is required to use the Recycling Center.
- The 10% Challenge is now the 20% Challenge and is promoting energy audits in the Town. Questions regarding the program are directed to: askenergyexpert@gmail.com. CAC Chair Laurie Husted invited the Town Board to her house to hear the results of her energy audit. Supervisor Crane announced that the February 27 Town Board meeting will be held at Watts DePeyster Hall in Tivoli at 7:30 p.m.

PUBLIC COMMENT PERIOD

Supervisor Crane opened for public comments.

Linda Keeling asked if the CAC will be commenting on the fracking issue. She asked for their comments regarding the "30 days of fracking".

Councilwoman Cagle told her they are holding a meeting tomorrow night.

FARMERS MARKET ZONING CODE

Supervisor Crane explained that Norman Greig wanted to talk to the Town Board about the farmer's market section of the zoning code.

Norman Greig objects to the need of a special permit and site plan approval to run a farm market. Councilman Colgan spoke to Ag. & Markets who faxed their background information and recommendations. He offered a copy to Mr. Greig. He also had a copy of our zoning as it relates to farm markets. There is a distinction between a 'farm market' and a 'farmers market'. A farmers market requires a fairly extensive site plan because it essentially becomes a grocery store. He suggested Mr. Greig review the Ag & Market's information.

Mr. Greig said the farmers market is nothing like a grocery store.

RESOLUTION – YOUTH DEVELOPMENT DELIQUENCY PREVENTION 2013

Supervisor Crane referred to the resolution sponsored by Dutchess County that we have participated in. The resolution relates to authorizing us to accept funding from NY State Office of Children and Family Services for youth development and delinquency prevention projects for 2013. She read the resolution.

RESOLUTION 2013 #2

RE: AUTHORIZING THE ACCEPTANCE OF FUNDING FROM NEW YORK STATE OFFICE OF CHILDREN AND FAMILY SERVICES FOR YOUTH DEVELOPMENT DELIQUENCY PREVENTION PROJECTS FOR 2013 ON FILE WITH OCFS AND DUTCHESS COUNTY DIVISION OF YOUTH SERVICES AND EXECUTION OF DOCUMENTS IN CONNECTION THEREWITH

On a motion of Supervisor Sue Crane seconded by Councilwoman Brenda Cagle moved to authorize Supervisor Crane to enter into that contract. The youth development/delinquency prevention amount applied for is \$1580 and for the program through the RHCSA for conflict resolution/peer mentoring/bias awareness, the amount we will apply for is \$1417.

Adopted Ayes 4 Crane, Colgan, O'Neill, Cagle
 Nays 0
 Absent 1 Ross
 Copy attached

DOG PARK DISCUSSION

Supervisor Crane turned to Paul Piastro who organized a 13 volunteer member committee interested in collaborating with the Village of Rhinebeck in developing a dog recreation park on property owned by Rhinebeck located in the Town of Red Hook.

Paul Piastro described the property on approximately two acres on Stone Church Road. It is an intermunicipal agreement between the Town's of Red Hook and Rhinebeck. They depend on a lot of volunteers to become stewards of construction. In future years they may come to the Town Board for minor operating costs. They hope to start in the spring.

Supervisor Crane said the Town of Rhinebeck passed a local law regarding the matters that have to be considered. Is it expected that Town of Red Hook also pass a local law?

Paul Piastro responded absolutely, due to liability.

Councilwoman Cagle said that it came before the Planning Board the other night and it sounds like everything is being considered. Rhinebeck had a concern about the space not being visible. Paul said there was a concern from one person about walking from the parking lot. They don't have a solution. Most dog parks are from sunrise to sunset. He will work on that.

Councilman Colgan asked about the issue of paying a Planning Board fee. We would wind up paying a fee to ourselves.

Supervisor Crane asked if he wanted to vote to waive the fee.

On a motion of Councilman Colgan seconded by Councilwoman Cagle moved to waive the Planning Board's application fee for the dog park.

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| Adopted | Ayes | 4 | Crane, Colgan, O'Neill, Cagle |
| | Nays | 0 | |
| | Absent | 1 | Ross |

Supervisor Crane asked if the park is open whether or not there are volunteers to act as overseers. Paul said they'd have to look at that.

CONSERVATION EASEMENT REVIEW COMMITTEE – FINAL REPORT

Supervisor Crane thanked the committee for their report and for spending time on the issue.

Chair Mary Ann Johnson thanked the Board for the opportunity to review the program and the committee members for their work. She provided some background information and the committee's recommendation to keep program with some changes. Copies of the report dated December 19, 2012 were provided to the Board.

Supervisor Crane is concerned about the monitoring committee. Monitoring parcels is a big business. To assume we will have trained volunteers to provide the monitoring is unrealistic. Just reducing total assessed value is concerning. Three or four years ago we lost 62 million dollars in assessed value in the Town of Red Hook. As a result the tax rate went way up so it affected every tax payer and she worries about that. She has a serious concern when we lose valuation and that spreads the cost of the tax base over fewer and fewer people.

Councilman Colgan referred to the cost of monitoring and said that is also an additional cost to the property owner.

Councilwoman Cagle thought that \$5,000 came up when Winnakee Land Trust approached us about Towns holding these small easements.

John Douglas, committee member explained why he was the only no vote regarding the review. He ran tax numbers and explained the impact on the taxpayers. The Town Assessor would have to have training every year and approval would have to come from the State, the County and the School Board. There are costs involved in the program which would be a full time job for someone to oversee. We do not have a map or chart explaining what properties are in conservation easements and where the parcels are. It is very tough to delineate what is what.

Mary Ann spent a lot of time trying to ascertain this information. He feels there should be documentation and a map showing what parcels are under conservation easement of some kind. It is not in one nice neat package that can be followed easily. That is very important. We spent a lot of money to preserve property. He is for saving farms, saving property, but how much more are you going to stretch senior citizens?

Supervisor Crane asked the Town Board to review the recommendations and consider the program.

REORGANIZATION 2013

Supervisor Crane explained that we look at our appointments and reorganization every year. She referred to the resolution.

Councilman William O'Neill read the resolution regarding meeting dates, official newspapers, petty cash, salaries, mileage reimbursement rate, undertaking and check signing.

RESOLUTION 2013 #3

RE: RELATING TO ANNUAL REORGANIZATION

On a motion of Councilman Harry Colgan seconded by Councilman William O'Neill moved to approve the resolution.

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| Adopted | Ayes 4 | Crane, Colgan, O'Neill, Cagle |
| | Nays 0 | |
| | Absent 1 | Ross |

Copy attached

Town Board Appointments

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|---|---|
| Safety Officer | Highway Superintendent |
| Disaster Preparedness & Civil Defense | Supervisor |
| Emergency Interim Successors | Sue Crane, Theresa Burke, James Ross, Harry Colgan |
| Receiver of Taxes | Sue McCann |
| Registrar of Vital Statistics | Sue McCann |
| Water Rents Collector | Sue McCann |
| Issuing Agent – Handicapped parking permits | Sue McCann |
| Assessor (6 year appointment) | Scott Hobson |
| Building Inspector II | Stephen Cole |
| ZEO/Building Inspector – PT | Robert D. Fennell |
| Director of Purchasing | Theodore Kudzy |
| Animal Control Officer | Stephanie Fitzpatrick |
| P.A.N.D.A. Representative from Town | Mary Anne Harvey |
| P.A.N.D.A. Alternate | Vacant |
| Buildings & Grounds | Supervisor, Highway Superintendent |
| Justice Court Clerks PT | Nancy Roberts/Katherine Fell |
| Attorneys for the Town | Rapport, Meyers LLP – Christine Chale |
| Town Engineer | Crawford & Associates – Special projects & conflicts |

Supervisor Crane explained that Ted Kudzy identified and compiled a list of Building & Grounds responsibilities that could be performed by persons from the Highway Garage who are qualified.

Supervisors Appointments

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|--|------------------|
| Deputy Supervisor | James Ross |
| Budget Officer | Rose Rider |
| Confidential Secretary to the Supervisor | Linda Stoddard |
| Town Historian | Winthrop Aldrich |
| Assistant Town Historian | Patsy Vogel |

Town Clerk Appointments

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

Highway Superintendent Appointments

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| Deputy Superintendent of Highways | Richard Schloemer |
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Other Town Employees/Officers:

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|----------------------------------|-----------------|
| Highway Secretary PT | Jeanette Walter |
| Assistant Budget Officer | Deborah Coon |
| Business Manager/Human Resources | Deborah Coon |
| Bookkeeping Clerk PT | Katherine Fell |

On a motion of Supervisor Crane seconded by Councilman Colgan moved to change the title of Assessor's Clerk to Deputy Assessor.

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| Adopted | Ayes 4 | Crane, Colgan, O'Neill, Cagle |
| | Nays 0 | |
| | Absent 1 | Ross |

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| Deputy Assessor | Diana Picciano |
| Transfer Station Operator | T.J. Hackett |
| Solid Waste Attendants | Kevin Wiley and William Szigethny |
| Maintenance & Groundskeeper | Tom Peters, Don Whipple, Howie Callies |
| Recreation Park and Program Director | John Kuhn |
| Water District Meter Readers PT | Cynthia Fildes, John Wintenburg, Chris Gifford |

Contracts/Consultants

| | |
|-------------------------|--|
| Town Physician | St. Francis/Northern Dutchess Hospital |
| Attorney | Keane & Beane |
| Water District Operator | VRI Environmental Services, Inc. |
| Computer Software | Software Consulting Associates |
| Planner | Greenplan, Inc. |
| Town Accountant | Rae D’Achilles |
| Town CPA | Lori Doty |
| Custodial Services | Pollards Cleaning Service |

Police and Court Attendants

Village of Red Hook Police Department
Dutchess County Sheriff’s Deputies

Appointments are annual unless otherwise noted.

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

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|---------|----------|-------------------------------|
| Adopted | Ayes 4 | Crane, Colgan, O’Neill, Cagle |
| | Nays 0 | |
| | Absent 1 | Ross |

Miscellaneous

A. Meetings – 2013

Town Board Regular Meetings: 7:30 p.m.
Second Tuesday: Regular Business Meeting
Fourth Wednesday: Committee Report Workshop/Regular Meeting

B. Monthly and Annual Reports to 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.

C. Town Board Organizational Responsibility

Chain of Responsibility:

Supervisor
Deputy Supervisor
Town Board members in alphabetical order:
- Brenda Cagle
- Harry Colgan
- William O’Neill
- James Ross

D. Mileage: \$0.565 per mile

E. Town Departments

Chain of Command:
- Department Head
- Deputy Department Head (if one exists)
- Supervisor
- Town Board Liaison

Town Board Liaisons to Town Departments:

| | |
|-------------------------|--------------------------|
| <u>Function:</u> | <u>Liaison:</u> |
| Assessor | Sue Crane |
| Attorney | Sue Crane |
| Bard College | Sue Crane |
| Building Inspector | James Ross, Bill O’Neill |
| Animal Control Officer | Brenda Cagle |
| Fire Companies | James Ross, Bill O’Neill |

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|---|----------------------------|
| Highway Department | Sue Crane, Harry Colgan |
| Purchasing | Harry Colgan |
| Recycling | Brenda Cagle |
| Red Hook CSD | Brenda Cagle, Bill O'Neill |
| Special Projects: | |
| IM Task Force | Harry Colgan, Bill O'Neill |
| Town Clerk | James Ross, Sue Crane |
| Village – Red Hook | James Ross, Brenda Cagle |
| Village – Tivoli | Harry Colgan, Bill O'Neill |
| <u>Board and Committee Liaisons:</u> | |
| Agricultural & Open Space Committee | Bill O'Neill |
| Board of Assessment Review | Sue Crane |
| Conservation Advisory Council | Brenda Cagle, Bill O'Neill |
| Design Review/Hamlet Committee | Harry Colgan |
| Disaster Preparedness Committee | Sue Crane |
| Economic Development Committee | Harry Colgan |
| Board of Ethics | Harry Colgan, Sue Crane |
| Planning Board | Brenda Cagle, Jim Ross |
| Recreation Commission | Harry Colgan, Bill O'Neill |
| Senior Services Committee | Brenda Cagle |
| Greenway and Trails Committee | Brenda Cagle |
| Tree Preservation Commission | Brenda Cagle |
| Water District #1 Advisory Board | Jim Ross |
| Zoning Board of Appeals | Jim Ross, Bill O'Neill |
| IT Committee | Sue Crane |
| St. Margaret's Committee | Jim Ross |
| Zoning Review Committee | Bill O'Neill |
| CPF/PDR Advisory Committee | Harry Colgan, Sue Crane |
| Sister Cities Working Group | Sue Crane |

On a motion of Councilwoman Cagle seconded by Councilman O'Neill moved to approve the Board and Committee liaison appointments

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|---------|--------|---|-------------------------------|
| Adopted | Ayes | 4 | Crane, Colgan, O'Neill, Cagle |
| | Nays | 0 | |
| | Absent | 1 | Ross |

Committee Appointments

The Board reviewed committee membership. Liaisons will follow up with committees regarding vacancies.

Water District #1 Water Board

On a motion of Supervisor Crane seconded by Councilman Colgan moved to reappoint Henry Van Parys as Chair of the Water Board with a term to expire December 31, 2013, and Henry Van Parys, Nick Annas and Richard Franklin as members for terms to expire December 31, 2014

| | | | |
|---------|--------|---|-------------------------------|
| Adopted | Ayes | 4 | Crane, Colgan, O'Neill, Cagle |
| | Nays | 0 | |
| | Absent | 1 | Ross |

Tree Preservation Commission

On a motion of Councilwoman Cagle seconded by Supervisor Crane move to reappoint Nancy Guski as Chair for a term to expire December 31, 2013 and Karen Cadorette and Rosemarie Zengen as members for terms to expire December 31, 2014

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|---------|--------|---|-------------------------------|
| Adopted | Ayes | 4 | Crane, Colgan, O'Neill, Cagle |
| | Nays | 0 | |
| | Absent | 1 | Ross |

The Board discussed the number of the membership of the Zoning Board of Appeals. Supervisor Crane will confirm interest of the membership of the Zoning Review Committee.

CORRESPONDENCE

Supervisor Crane referred to shared services and a program through Dutchess County. She asked the public for their input.

PUBLIC COMMENT PERIOD

John Douglas suggested installing solar power at the recreation park and the highway garage. He also suggested upgrading the old water line. Regarding the ZBA membership, 7 members work, don't change it.

On a motion of Councilman Colgan seconded by Councilwoman Cagle moved to adjourn the meeting at 9:50 p.m.

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|---------|--------|---|-------------------------------|
| Adopted | Ayes | 4 | Crane, Colgan, O'Neill, Cagle |
| | Nays | 0 | |
| | Absent | 1 | Ross |

Respectfully submitted,

Sue McCann, Town Clerk