

RED HOOK TOWN BOARD MEETING

February 10, 2015

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
Councilman Harry Colgan
Councilman William O'Neill
Councilwoman Brenda Cagle
Town Clerk Sue McCann

Also Present: Attorney for the Town Christine Chale (8:45 p.m.)

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

SUPERVISOR'S REPORT

The Supervisor's report dated January 31, 2015 was read as follows: Opening balance - \$2,780,080.45; Receipts - \$206,420.65; Disbursed - \$512,377.75; Balance - \$2,474,123.35. Sales tax balance for 2014 was short \$4,198.19. It will have to be made up elsewhere.

Councilman Ross commented that it was close budgeting.

Supervisor Crane said the total amount of sales tax received by the Town was \$370,801.81.

She read a statement from Bookkeeper Ann Conway regarding the process of compiling data for the annual financial report for 2014. The ending fund balances will be reconciled and final reports will be available.

On a motion of Councilman Colgan seconded by Councilman Ross moved to accept the Supervisor's report.

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

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ANNOUNCEMENTS

Councilwoman Cagle announced a program being sponsored by Bard College Conservatory of Music who received a grant to provide transportation to some of our Senior Citizens to go to their concerts for free. February 15th is their kickoff performance. A bus will pick up residents from Red Hook Commons and Provost Park for that concert. She thanked Bard for their collaboration and generosity.

Supervisor Crane announced the following:

-The Northern Dutchess Alliance breakfast was a success. Bard College was recognized for their contribution to the community as well as the DC Ag. & Farmland Protection Board.

-Rebuilding Together Dutchess County announces the program's 23 year. There is an income eligibility requirement for people whose homes need repair. Call 454-7310.

-Village elections will take place on March 18 from noon to 9 p.m.

-Received correspondence from Dutchess County Executive Marc Molinaro announcing the CDBG for Town Hall ADA improvements have been recommended.

TOWN CLERK'S REPORT

The Town Clerk's report for the period January 1 – January 31, 2015 was as follows: Total local shares remitted to the Supervisor - \$4,782.42; Amount remitted to NYS Ag. & Markets - \$62.00; Amount remitted to NYS Dept. of Health - \$135.00; Amount remitted to NYS Dept. of Racing & Wagering - \$15.00; Amount remitted to NYS DEC - \$58.58; Total State, County & Local revenue - \$5,053.00

Town Clerk Sue McCann presented the Tax Receiver Financial Report for 2014 and the Town Clerk Financial Report for 2014. The tax warrant last year was \$8,567,000. Three million goes to the Town and the balance goes to the County. We returned \$889,000 unpaid to the County.

The Town Clerk Financial Report - Total local shares collected was \$26,114.49; Amount to State \$18,005.72; Total Town Clerk fees - \$44,120.21. Water Revenue - \$106,739.18.

Supervisor Crane thanked Town Clerk Sue McCann for the work she does.

PUBLIC COMMENT PERIOD

Supervisor Crane opened for public comments. There were none.

RESOLUTION – ASSOCIATION OF TOWNS

Supervisor Crane explained that Councilman Ross agreed to attend the Association of Town’s conference in Manhattan from February 15 – 18 as the Town’s delegate. She asked him to comment on the various resolutions that will be presented from the Association.

Councilman Ross asked if any Board members had any comments. Some have been brought before us a number of times.

Councilwoman Cagle asked if there is a time when the floor is open to the delegates for discussion.

Supervisor Crane said delegates can bring forward questions and motions. The meeting is only open to delegates to speak.

Councilwoman Cagle said the Association of Towns asked that Towns endorse the municipal energy program. The CAC Chair asked about the percentage and costs. When she read what the Association of Towns said, she thinks it would be interested in knowing what part of the energy supply comes from renewable sources. Can that concern be raised on the floor?

Supervisor Crane has been a delegate for a number of years and she said that it seems that people generally send letters in advance then are recognized by the Board. She asked that Councilwoman Cagle write one and ask for a written response. It would be perfectly appropriate. It can go to their legal department and we would get an answer. Councilman Ross can follow through.

Councilman O’Neill looked through all 21 resolutions and 11 through 21 are recommended by the committee. He has no objection to Councilman Ross voting in favor of those resolutions 11 through 21.

Councilwoman Cagle agrees.

Supervisor Crane thanked Councilman Ross for serving as the Town’s delegates.

TND COTTAGE COMPREHENSIVE PLAN DISCUSSION

Supervisor Crane brought up an issue that came to the Board from the Intermunicipal Task Force regarding the size of the TND cottage design. They are asking to increase the number of square footage of a cottage.

Councilman Colgan explained in more detail. The project before the Planning Board is a development on the Hoffman property. The issue is with the size of the smallest house, the cottage. 1200 square feet is very small in retrospect and the developer asked that it be looked at. It was decided to alter that to 1500 square feet and it would take a resolution from the Town Board. The Planning Board would be the lead agency.

Councilman O’Neill said what is recommended by Greenplan Inc. is 1500 square feet maximum for a cottage in keeping with the comprehensive plan.

Councilman Ross felt that 1500 makes more sense. Since it is a zoning modification, why isn’t the Town Board lead agency instead of the Planning Board? Who determined that?

Councilman Colgan said the Planning Board was already in the process and initiated the SEQRA. It was in that context that the question came up. It was by legal advice. The Planning Board asked the Town Board to do it.

Councilman Ross commented that as long as it is ok with our Town Attorney. We are the ones that set the zoning, the Planning Board enforces it.

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

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

TOWN PARTICIPATION IN DUTCHESS COUNTY ALL-HAZARD MITIGATION PLAN

Supervisor Crane introduced Disaster Preparedness Chairman, Vincent Coluccio. She explained that we received a letter from Dutchess County Department of Emergency Response regarding several regulations. All local governments are required to have a FEMA approved hazard mitigation plan in order to be eligible to apply for and receive federal mitigation funding.

This plan is required and needs to be updated on a five year cycle. The County is trying to tie the municipalities together with a focus on mitigation. He explained the plan and its requirements.

Our Disaster Preparedness Plan has a lot of this information already and will help streamline the process of meeting the requirements. The plan will require quite a bit of data mining. He explained.

Supervisor Crane said that Dutchess County featured our plan years ago.

Vincent said this brought together responders from other local Towns. They decided to meet the folks at the Dutchess County Emergency Preparedness Center and spent a day touring the facility and it's a great center.

On a motion of Supervisor Crane seconded by Councilwoman Cagle moved to appoint Vincent Coluccio as the primary point of contact for our jurisdiction.

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

RED HOOK FIRE COMPANY DISCUSSION CONTINUATION

Councilman Ross commented on the meeting he and Councilman O'Neill had with the Red Hook Fire Company. They discussed their recruitment problems and their concerns with LOSAP. He listed some items of concern regarding construction and renovations needs. One long term plan is the possibility of having paid firefighters along with volunteers.

Councilman Colgan asked if they have recruitment plans in place.

Councilman Ross explained that they do and State requirements take a lot of hours. They'd like to come up with ideas to entice new or young members to stay. They don't have the people and it's hard because of all the training requirements. They will meet again for more discussion.

Councilman O'Neill said Jim Mulvey wants to arrange a LOSAP meeting and we can meet for that purpose. Mr. Mulvey also indicated that he would like to speak to the Supervisor about attending meetings and having a presentation on PANDA.

Supervisor Crane said they'd welcome that.

Councilman O'Neill also said they would like a special recognition publicly for the special service by their membership. Whether the Board or the Supervisor would be able to enact some type of rule in the Town handbook that if you are a volunteer and are called to a fire that the employee would be encouraged to go to that fire without being penalized.

Councilman Ross feels they should sit with the Highway Superintendent to discuss that issue. We would want to assure them that they wouldn't lose income.

Supervisor Crane suggested an open house or volunteer recognition night sometime in April. She suggested a pot-luck open house with invitation to the Fire Company on April 1.

REORGANIZATION

ZBA -

Supervisor Crane asked ZBA Chair Nick Annas if he would like to speak.

ZBA Chair Nick Annas said that Ken Anderson told him he is willing to step down. Ken sent a letter of resignation letter dated 2/7/2015. Kristofer Munn is interested in serving on the ZBA. Supervisor Crane read the letter of resignation from Ken Anderson. She praised the work he's done in the last 23 years. He served with intelligence and dedication and was a wonderful volunteer in the Town of Red Hook.

Councilman O'Neill commented that he has been loyal and he's done his best in the community.

Councilman Ross commented that Ken has served very well for a long time.

Supervisor Crane wants to give special recognition to people like Ken Anderson at that April 1 pot luck dinner.

On a motion of Supervisor Crane seconded by Councilwoman Cagle moved to accept the resignation of Ken Anderson from the ZBA.

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

Councilman O'Neill recommended appointing Kristofer Munn as member of the ZBA and Chris Klose as alternate.

On a motion of Councilman O'Neill seconded by Councilman Ross moved to reappoint Nick Annas as Chair of the ZBA for a term to expire December 31, 2015, reappoint as member for a term to expire December 31, 2020, and appoint Kristofer Munn as a member for a term to expire December 31, 202.

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

Supervisor Crane announced that there are still two alternate positions open on the ZBA as well as on the Planning Board.

CAC –

Councilwoman Cagle referred to a letter of interest from Jodiah Jacobs expressing interest in serving on the CAC.

Supervisor Crane read his letter of interest.

On a motion of Councilwoman Cagle seconded by Councilman Colgan move to appoint Jodiah Jacobs to the CAC for a term to expire December 31, 2016.

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

FEE SCHEDULE

The Board reviewed fee schedules of other local municipalities. They all have escrow fees. Attorney Chale explained how the fees work. The Town does have an escrow law and our Planning Board has been using escrow fees. Our escrow law doesn’t establish a dollar amount it establishes a procedure and a protocol for holding the escrow. She suggested setting a standard for escrow fees.

The Board discussed fees and tabled a decision. They prefer the Town of Pleasant Valley’s model and will do a comparison with the other municipalities.

Councilman O’Neill will review the fee schedules.

Attorney Chale suggested reviewing it every year.

TOWN HALL INSULATION PROJECT DISCUSSION

Councilman Colgan commented on the insulation project. Two laborers from the Recreation Park, Rec. Director John Kuhn, and Councilman Colgan will work together to look at all the insulation. Some of the insulation has been removed, pushed up or piled up leaving sections uninsulated. They plan to place it back where it was, buy additional insulation for open areas and install it properly in the entire Town Hall building. The two temporary recreation park workers will install it.

Supervisor Crane told the Board that the Town Hall has so much humidity up there in the summer that condensation makes the ceiling look like it has leaks.

Councilman Colgan explained how the insulation was installed in some areas and how they will place the new insulation.

Supervisor Crane thanked Councilman Colgan and Recreation Director John Kuhn for taking this on. It is a large cost saving.

Councilman Colgan said it should only take a couple of weeks to install.

TRANSPORTATION ALTERNATIVES PROGRAM (TAP) DISCUSSION

Councilwoman Cagle referred to a report she generated. It explains where we are to date. We’ve received funding for the sidewalk project. It is part of the Federal Highway Authority’s federal aid highway program. After pre-requisites to the preliminary design phase are completed, another requirement is to refine the project scope. Originally the scope included an area on the west side of Route 9 in the Village that was never completed. The Village was listed as a partner in the Towns application however, after the grant funding was awarded the Village learned that they received funding for the Village portion from the CDBG. That grant requires no match from the community so they decided to use that to complete the west side sidewalk. The Town will have to revise our scope to reflect the change. Once the preliminary design phase is entered a consultant will be procured, a design report prepared, environmental screenings prepared with design approval being the final goal. Local NYSDOT representatives will meet with the Town to begin implementation of the project.

CORRESPONDENCE

Supervisor Crane asked if the Board had any correspondence to share. She shared information about the special meeting on February 3 regarding an indoor pool project.

ATTORNEY/CLIENT

On a motion of Supervisor Crane seconded by Councilman Colgan moved to go into Attorney/Client session at 9:22 p.m. regarding contracts

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

On a motion of Councilman O'Neill seconded by Councilwoman Cagle moved to adjourn the Attorney/Client session at 10:00 p.m.

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

On a motion of Councilwoman Cagle seconded by Councilman Colgan moved to adjourn the meeting at 10:00 p.m.

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

Respectfully submitted,

Sue McCann, Town Clerk