

**RED HOOK TOWN BOARD MEETING**  
**June 24, 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

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

**ANNOUNCEMENTS**

Supervisor Crane announced the following:

- There will be no second Town Board meeting of the month in July and August
- Town Hall will be closed on Friday, July 3.
- The Recycling Center will be closed on Saturday, July 4

Councilwoman Cagle announced a batch of new free energy assessment forms for those making under \$166,000 and reduced rate for others are available at the Town Clerk office.

**PUBLIC COMMENT PERIOD**

Supervisor Crane opened for comments and introduced Kari Feuer, representative from the Red Hook Community Arts Network (Red Hook CAN). The Board will be speaking about the joint venture we are considering. She asked if she'd like to speak

Kari explained that Red Hook CAN just received the proposal for using St. Margaret's Home. Her organization just had a meeting where they brainstormed about outreach for the citizens of the Town and to the artist population, including performing artists and literary artists. They worked up a proposal for use of the building. She shared their ideas as to how they will proceed.

**TOWN EMPLOYEE HANDBOOK**

Supervisor Crane explained the work involved in updating the handbook. Trilby Sieverding who has a background in personnel, helped with the language in the handbook. Supervisor Crane reviewed the changes in the handbook and read the resolution.

**RESOLUTION 2015 #25**

RE: AUTHORIZING THE UPDATED EMPLOYEE HANDBOOK OF THE TOWN OF RED HOOK

On a motion of Supervisor Sue Crane seconded by Councilman Harry Colgan move to approve the resolution.

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

Copy attached

The adoption date will be changed to June 24, 2015 from May 27.

**RESOLUTION TO SET PUBLIC HEARING FOR LIGHTING DISTRICT EXPANSION INTO THE CONSOLIDATED LIGHTING DISTRICT**

Supervisor Crane explained the resolutions to bring two new sections of residential areas into the existing consolidated lighting district. One is the area of Echo Valley and Willard Road and the other is the Fairway Lane area. There are two orders calling for a public hearing. She referred to a chart describing the rates in the Consolidated Lighting District and the Town's tax appropriation which does not include the proposed districts. She explained the costs and projected increase in appropriations and the tax rate difference and projected costs in adding the two areas to the lighting district. Everyone in the Consolidated Lighting District will benefit by including the two districts. She asked if there were any questions. There were none.

Councilman O'Neill read the resolution regarding the Echo Valley Rd. area.  
Councilwoman Cagle read the resolution regarding the Fairway Lane area.

### **RESOLUTION 2015 #26**

RE: SETTING OF PUBLIC HEARING FOR EXTENSION OF THE CONSOLIDATED LIGHTING DISTRICT IN THE TOWN OF RED HOOK IN THE COUNTY OF DUTCHESS, NEW YORK, FOR ECHO VALLEY, WILLARD AND BLUE ECHO ROADS

On a motion of Councilman William O'Neill seconded by Councilman Harry Colgan moved to set the public hearing for July 14, 2015 at 8:00 p.m.

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

Copy attached

### **RESOLUTION 2015 #27**

RE: SETTING OF PUBLIC HEARING FOR EXTENSION OF THE CONSOLIDATED LIGHTING DISTRICT IN THE TOWN OF RED HOOK IN THE COUNTY OF DUTCHESS, NEW YORK, FOR FAIRWAY LANE AND TEE LANE

On a motion of Councilwoman Brenda Cagle seconded by Councilman James Ross moved to set the public hearing for July 14, 2015 at 8:05 p.m.

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

Copy attached

### **ST. MARGARET'S UPDATE**

Councilman Ross tried to get in touch with the committee and hasn't heard back yet. As soon as he does, he will let the Board know.

Supervisor Crane said it feels that if there is not another date called for on August 22 and 23, she would be comfortable in putting out a call to artists to pull something together.

The Board is in agreement.

Supervisor Crane went to look at the property and the issues there. The Town contacted a tree service to deal with the tree that was struck by lightning, and the dead trees. She also met with NYS DOT to deal with the trees leaning toward Route 9. As far as parking there will be no problem with five cars on the property. Todd Baright will allow additional parking on a portion of his property and he'll provide a map. She told Kari that we will help in any way we can. A pop-up gallery will be exciting. We have blanket insurance for liability and we have an occupancy agreement to look at. It is one we used for Mill Street Loft when they were there. Supervisor Crane will forward it to Red Hook CAN. The Town is investing money in the property and we are happy to see it used. We will not charge them at this time. In regard to the trees, we have a proposal from a company. Supervisor Crane told Recreation Director John Kuhn to move forward with getting the dangerous trees down.

### **TRANSPORTATION ALTERNATIVE PROGRAM GRANT UPDATE**

Councilwoman Cagle explained the grant for the sidewalks. Requests for Qualifications due today were sent out to 15 engineering firms. Seven submitted their qualifications and they will be opened on Friday. The sidewalk team will move forward rating the applicants and inviting them in for interviews. She read the names of the firms that responded. She is working with Village Trustee Brent Kovalchik regarding whether a small portion of proposed sidewalk is in the Village or the Town. It seems to be almost entirely in the Village. We would have to speak to the DOT for that portion of the west side of Route 9.

Supervisor Crane thanked her for the work she put into this project.

### **TOWN HALL AND GROUNDS CONSTRUCTION/CDBG**

Supervisor Crane referred to the reconfiguration of the Town Hall parking lot. We are presently working with an engineer and have good ideas for use of the CDBG. They include improvements for ADA compliance, as well as in some aspects of the building. She was assured that we can move ahead to go out for bid since the award has been granted.

## JUSTICE COURT AUDIT REPORTS

Supervisor Crane said the Justice Court has been audited. She read a letter from the Auditor, Lori Doty, who said she found no deficiencies in Justice Martin and Justice Triebwasser's internal controls. The Town Clerk/Tax Receiver will be audited soon.

## CAC

Supervisor Crane recognized CAC member Denis Colet who introduced a student who will be working with the CAC this summer. The student will help the community get a little more climate smart.

## CORRESPONDENCE

Councilwoman Cagle received an email from Veda Nambi who is with EnvironmentNY.org, a non-profit that does advocacy research and advocacy education. She asked the Board to sign a letter urging the Governor to support solar in a substantial way. Councilwoman Cagle read the correspondence and said she'd like to personally sign the letter and asked if the Board members would too. All agreed that they would sign as the Town Board of Red Hook.

## REPORTS

Ag. & Open Space Committee – Linda Keeling reported that the group is working on PDR's. There are parcels on Hapeman Hill Road that they would like to include. They are working on a farm list. She asked that the Town appoint Talea Heckman-Taylor and Hannah Biel to complete the membership of the committee. They received a letter of resignation from Maryann Johnson. Supervisor Crane explained that we need the resignation letter before the Board can appoint anyone to membership of the committee.

Tree Commission - they will be planting in the fall and will probably not meet during the summer. They are using the forestry management plan.

## CORRESPONDENCE (cont.)

Supervisor Crane shared an email she received from a Bard College student asking to move the Barrytown polling place from St. John's Church to the Bard College campus. She shared it with the Board. The student asked that the Town pass the request on to the Board of Elections.

Supervisor Crane is not in favor of moving the polling place and she gave her reasons. She has no reason to believe that students cannot make it to St. Johns. They have a shuttle and its only ¼ mile down the road. This has been St. John's opportunity for community outreach and they look forward to people going to their church. She asked for the Board's opinion.

Councilman O'Neill feels the people interested in moving it should be heard and the request should be sent to the Board of Elections. They can make the decision.

Councilman Colgan is inclined to ask the Board of Elections to look at the distribution of the polling place. The church is a useful location but we should look how the elections districts are in the Town. It might be possible and desirable to rearrange election districts.

Councilwoman Cagle referred to a sentence in the email that a polling place on campus would be accessible by foot to 68% of the voters in that district. She feels it warrants a closer look, she would hate to see St. John's lose that location.

Councilman Ross is not in favor of moving the polling place. It is a church activity and it has been historically there. It serves permanent residents that have lived here for many, many years. He feels students are more able to get around. A church, a Town Hall, the Firehouse are some of the most neutral places to have a polling district. He pointed out all the polling places that are neutral public buildings.

Supervisor Crane commented that Bertelsmann Center on Bard Campus is not a small walk from the parking lot for senior citizens.

On a motion of Councilman O'Neill seconded by Councilwoman Cagle move to send the request from Bard College to the Board of Elections to review and consider moving the polling place from St. John's Church to Bard College Campus.

Adopted	Ayes	3	Colgan, O'Neill, Cagle
	Nays	2	Crane, Ross

Councilwoman Cagle would just like the Board of Elections to consider the letter and evaluate the concern, and answer the students.

Supervisor Crane received a request from the American Red Cross to consider becoming a site for donor collection. She feels it is a good thing to do. She will look into it.

## REPORTS (cont.)

Planning – Continued to review an application to establish a 14 room inn and a restaurant in the AB Zoning District, an application to construct a media building on the Bard College Campus in the Institutional District and Historic Landmarks Overlay District, a subdivision plat and site plan to create 102 residential units in the TND. Received applications for three new projects, granted approval for a lot line alteration, site plan and subdivision application in the TND and a request to amend a building envelope and driveway location on one lot.

ZBA – Granted two variances, denied one appeal, heard an appeal for design change which will be put on next agenda, and had revote on three appeals, all denied.

CAC – Hosted a meeting with the Kirchoff developers, Winnakee and Trails Committee Chair about markers for the Hucklebush Trail going through the new development.

EDC – Working on their website that is aimed at tourism. Dick Wambach has been working with them and has volunteered to serve on that committee.

Councilman Colgan read his letter of interest.

On a motion of Councilman Colgan seconded by Supervisor Crane moved to appoint Richard Wambach to the EDC for a term to expire December 31, 2017

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

Intermunicipal Task Force – Continue discussion and review of the draft of the Historic Preservation Law. They received valuable insight from the Building Department regarding what is required for a building permit under current zoning. The review continues.

Recreation Commission – Most of the repairs have been done, equipment was replaced, and there are several hundred signups for summer recreation programs.

Senior Services Committee – looking for new members, last meeting was cancelled

Shared Services Grant – A request for extension has been submitted because we got further along than we expected. All information needed was submitted.

Trails Committee – Collaborated with Bike Rodeo and Tour d'Red Hook and installed and placed stone on 150 feet of Aspinwall access trail.

On a motion of Councilman Colgan seconded by Supervisor Crane moved to appoint Talea Heckman-Taylor and Hannah Biel to the Ag. & Open Space Committee for terms to expire December 31, 2016.

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

Building Inspector – Report for period May 25 – June 23, 2015: 29 inspections, 4 complaints, \$4,719.98 in fees collected, 34 building permits issued, 5 renovations, 17 miscellaneous permits

Water Department – The May 2015 report showed normal levels, hydrant flushing was done, pipe replacement was done, bids were due and contract was signed. Harkins Mechanical Construction LLC was awarded the bid. We received proposals for well rehab and Boyd Artesian Wells seem to be the best choice, updated inventory will be provided, maintenance at pump house is needed and we received an OK from the Village for water use while doing pipe replacement.

Red Hook Police – May report shows 99 total incidents, 14 arrests and 30 tickets issued

Purchasing – From April 22 to June 24, 2015, 68 purchase orders were issued, an RFQ for Engineering Consulting Firm for Rte. 9 sidewalk project was issued, the roof at the snack bar at the rec. park was re-shingled, and a PO issued for moving the louver fan in the garage.

Disaster Preparedness – Advised the DC OEM that the Town would participate in a FEMA HMP in order to be eligible to apply for federal mitigation grant funding, attended OEM kick-off meeting, AD HOC Hazardous Mitigation Plan Committee was appointed, Working Group met and reviewed the HMP forms provided by OEM, met and reviewed draft HMP forms, discussed potential benefits of coordination among Town and Villages held a meet and greet session with them. On May 28, Supervisor Crane, Steve Cole, Bob Fennell and Vincent Coluccio attended OEM Workshop.

Recycling – Garbage is being dumped while they are closed. Signage is being requested regarding “no dumping”.

## CORRESPONDENCE

Councilwoman Cagle read a letter regarding the Route 199 Bridge over the Sawkill Creek updating us on the status. Proceeding by August, 2015 anticipated completion date August 2017.

**EXECUTIVE SESSION**

On a motion of Supervisor Crane seconded by Councilman Colgan moved to go into executive session at 9:22 p.m. regarding the hiring/firing of particular persons.

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 Executive Session at 10:10 p.m.

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

On a motion of Supervisor Crane seconded by Councilman Ross moved to adjourn the meeting at 10:10 p.m.

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

Respectfully submitted,

Sue McCann, Town Clerk