

**RED HOOK TOWN BOARD MEETING**  
**May 25, 2016**

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 Robert McKeon  
Councilman James Ross  
Councilman Harry Colgan  
Councilman William O'Neill  
Councilperson Sarah Imboden  
Town Clerk Sue McCann

Also Present: Attorney for the Town Christine Chale

Supervisor McKeon called the meeting to order and opened with the Pledge of Allegiance.

**ANNOUNCEMENTS**

Supervisor McKeon announced the following:

- DC Office of the Aging recognized three Red Hook residents, Dr. William and Nancy Aierstok, as Senior Citizen Couple of the Year and Evelyn O'Brian, as Female Senior Citizen of the Year.
  - Sister Cities International is marking their 60<sup>th</sup> anniversary and asked the Board to contribute a memorandum in support. They have an annual conference on July 15.
  - Rogers Run for AMC – June 18, meet at St. Christopher's School at 8:45 a.m.
  - DC Household Hazardous Waste event on June 25, Sand Dock Road in Poughkeepsie.
  - Senior Services Committee food drive. Donations accepted on Saturday, 6/4 from 9 – 1.
  - Condolences to the families of residents who recently passed away. One is Harriet Oppenheimer, a volunteer EMT and former rescue captain for the Red Hook Fire Department.
- Councilperson Imboden announced the following.
- Sign-ups for summer recreation programs: Town Hall, Saturday, 6/4 and 6/11, 9 a.m. – 1 p.m.

**PUBLIC HEARING**

**Local Law No. E. (Proposed) of 2016 entitled "A Local Law establishing a new Article II in Chapter 95 to be known as "Block Parties"**

Supervisor McKeon opened the public hearing.

Town Clerk McCann read the notice of public hearing.

Supervisor McKeon asked for comments. There were none.

On a motion of Supervisor McKeon, seconded by Councilman O'Neill, the public hearing was closed.

Adopted	Ayes	5	McCann, Ross, Colgan, O'Neill, Imboden
	Nays	0	

**WATER DISTRICT ANNUAL REPORT**

Water Department Chairman Henry VanParys presented the annual report. The Water Board lost John Wintenberg to retirement and Anne Rubin is interested in filling the position. For any other membership in the future, he'd like to have a person who lives in the Water District. VRI Environmental Services have been our operations company since 2012. Our current manager of operations is Fernando Dongo, a Red Hook resident; Carole Little is in charge of billing. Cindy Fildes, Mark Rowe, Chris Gifford are meter readers and revenue collection is handled by Town Clerk McCann. Hank explained work done in the last year, the testing that's done on a regular basis, inspections from the Department of Health, and work to be done this year. He gave a financial overview of the department, explaining revenue, expenses and reserves.

Supervisor McKeon asked about the water tank and the possibility of borrowing for its replacement. Did we consider a gradual increase in the rates?

Hank responded it was considered and they've already had two 10% increases. Our water rates are still very low relative to our neighbors.

Councilman Ross wants to keep in mind that you don't want to overcharge users today for a tank we might need to replace ten years from now which is why it should be bonded and paid for at the time for the people taking advantage of the new tank. Some should come from reserves by all means, but some should come from the rate payers when that replacement takes place.

Councilperson Imboden lives it that water district and commented that when there is an increase, they do notice it. We need to bear in mind that people do notice.  
Councilman Ross explained the time when the Water District took over from the Town. He is a firm believer in fund balances, but he doesn't feel we should overcharge the present users to build up a fund balance for future users.  
Hank doesn't see a problem with borrowing if we can keep it relatively minor.  
Councilman Colgan feels building up the reserve now would be a good idea.

**RESOLUTION AUTHORIZING ADOPTION OF LOCAL LAW E (PROPOSED) OF 2016 REGARDING BLOCK PARTIES**

Supervisor McKeon explained the resolution. We should consider setting a fee for block parties, but suggested we waive it for the first couple of block parties.  
Councilperson Imboden said the fee should reflect how much time it takes the Town to review.  
Supervisor McKeon doesn't have experience with fees, maybe a nominal fee of \$100, and suggested waiving the fee for now unless we find there are expenses with it.  
Councilman Colgan told the Board that in Tivoli there is some expense, providing materials, blocking the road, and sweeping the road for example.  
Highway Superintendent Theresa Burke asked if the highway department would be responsible.  
Councilman O'Neill said the people holding the block party are responsible for cleanup.  
Councilman Ross is in favor of a deposit, if they clean up, they get their deposit back, if they don't clean up and the Highway Dept. has to clean up then they don't get their deposit back.  
Councilperson Imboden rather see a deposit than a fee.  
Supervisor McKeon agrees with a deposit and asked for a suggestion for a fee.  
Councilman Ross suggested a \$200 deposit and if the highway department's barrels or cones get damaged then that deposit can be used to replace what was lost.  
Highway Superintendent Theresa Burke said they have road closed signs and agreed if they don't get their things back, then no deposit gets refunded.  
Attorney Chale reminded the Board that not only are they to adopt the local law they are going to have to establish the fees.  
Councilperson Imboden asked how we get people to go through the highway department to block the road. Does that happen in the fee schedule?  
Highway Superintendent Burke said that can be done during the application.

**RESOLUTION 2016 #43**

RE: AUTHORIZING ADOPTION OF LOCAL LAW E (PROPOSED) OF 2016 REGARDING BLOCK PARTIES

On a motion of Councilperson Sarah Imboden seconded by Councilman James Ross moved to approve the resolution.

Adopted	Ayes	5	McKeon, Ross, Colgan, O'Neill, Imboden
	Nays	0	

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On a motion of Councilman Colgan seconded by Councilman Ross moved to set no fee and a deposit of \$200.00 for temporary road closures.

Adopted	Ayes	5	McKeon, Ross, Colgan, O'Neill, Imboden
	Nays	0	

On a motion of Supervisor McKeon seconded by Councilman Ross moved to approve the request from Nancy Titus for a block party on June 5, from 11 am – 4 pm for a small section of Old Post Road North under conditions of adequate signage and road blocking as permitted.

Adopted	Ayes	5	McKeon, Ross, Colgan, O'Neill, Imboden
	Nays	0	

**DUTCHESS COUNTY SHARED SERVICES GRANT**

Highway Superintendent Theresa Burke explained grants available for shared services. The Town has been successful in getting a compact excavator that we share with two other towns. There is another round of funding and the highway department is considering two items, a Jet Vac Truck, the Town of Rhinebeck is the lead, and there would be six municipalities involved. The total cost is \$405,000. The second item a heavy duty tractor with boom mower, we would be the lead of that and it would be shared with Pine Plains and the Town of Rhinebeck. There is a

different grant that might be more suited for that piece of equipment. We would need approval to participate in the grants.

On a motion of Supervisor McKeon seconded by Councilman Ross moved to approve having the Highway Superintendent apply for either one of the two grants.

Adopted      Ayes    5      McKeon, Ross, Colgan, O'Neill, Imboden  
                  Nays    0

**HIGHWAY DEPARTMENT RFP'S REPAVING: ECHO VALLEY, ZABRISKIE COURT, BARD AVE., HOFFMAN WOODS, AND WESTWOOD ROADS**

Highway Superintendent Theresa Burke announced that they are going out to bid for two projects. She explained the two projects and processes that will be under the same bid package.

**RESOLUTION 2016 #44**

RE: AUTHORIZING THE SOLICITATION OF PUBLIC BIDS FOR FULL DEPTH RECLAMATION AND HOT ASPHALT PAVING

On a motion of Councilman William O'Neill, seconded by Councilman Harry Colgan the resolution was approved.

Adopted      Ayes    5      McKeon, Ross, Colgan, O'Neill, Imboden  
                  Nays    0

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**STICKLE FARM PRESERVATION APPLICATION**

Supervisor McKeon introduced Cari Watkin Bates from Scenic Hudson and Art Collings from Dutchess Land Conservancy. They presented maps and hand outs.

Cari began by explaining the farmland protection that Scenic Hudson and Dutchess Land Conservancy partnered with in the Town. Land owned by Don and Claudia Stickle on Route 9G is their newest opportunity. It is historically known as the Potts Farm. Cari and Art are at the Board meeting to ask the Town's support in the application for the Stickle Farm preservation. Land trusts are allowed to apply for funding but require letters from the municipality involved. The Stickles submitted an application in December 2015. Cari gave an overview of the farm and the process. She explained the parcels and deed corrections, total acreage is approximately 73, and pointed out the various farm operations on the property.

Art added that a part of that farm is on Village property as part of a deed arrangement with them dating back to 1948. There are wells on the Village property which Cari pointed out on the map. Art added that there is an application and a letter of endorsement before the County's Farmland Protection Board.

Cari said it is the intention of the family to keep all the farmland together.

Councilman O'Neill asked if the son's name should be in the contract.

Cari pointed out an estimate. They will apply to the State program which is a matching grant program. In early June Scenic Hudson should approve the application. The acquisition cost is \$7,000 per acre for approximately 73 acres for a total of about \$511,000. Since the number of acres is estimated they include a contingency of 5%. They'd like to discuss the share of the cost, which is 20% from Scenic Hudson, 20% the Town's share, and then apply to the State for a 60% share. She explained the State's ranking criteria and project related costs if awarded.

Supervisor McKeon noted that the Town will need a special meeting in order to have time to meet the time table for this application. He suggested holding a meeting on June 9.

Councilperson Imboden asked about the process.

Attorney Chale explained. To process a commitment we have to complete a public hearing.

Supervisor McKeon said a letter of support carries less weight than approval to expend the funds.

If we can accomplish that before the application deadline it makes us much more competitive.

The Board reviewed the EAF.

On a motion of Councilman O'Neill seconded by Councilman Colgan moved to accept the EAF and coastal management program form.

Adopted      Ayes    5      McKeon, Ross, Colgan, O'Neill, Imboden  
                  Nays    0

**RESOLUTION 2016 #45**

RE: ESTABLISHING INTENT TO BE LEAD AGENCY IN THE TYPE I ACTION REGARDING LANDS OF STICKLE PURCHASE

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

Adopted      Ayes    5      McKeon, Ross, Colgan, O'Neill, Imboden  
                  Nays    0

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**RESOLUTION 2016 #46**

RE: ESTABLISHING A DATE FOR A PUBLIC HEARING REGARDING THE PROPOSED PURCHASE OF THE POTTS/STICKLE FARM

On a motion of Supervisor Robert McKeon seconded by Councilman William O'Neill moved to establish a public hearing for June 9, 2016 at 7:45 p.m.

Adopted      Ayes    5      McKeon, Ross, Colgan, O'Neill, Imboden  
                  Nays    0

Copy attached

**COMMUNITY PRESERVATION PROJECT PLANS**

Supervisor McKeon explained that this document is a culmination of work over the last few months. A reference map will be submitted soon. We need to take action on this if we would like to apply to the State. We have to establish lead agency and set a public hearing.

On a motion of Councilman O'Neill seconded by Councilman Ross moved to accept the EAF Part I and the Coastal Form with authorization for the Supervisor to sign both documents.

Adopted      Ayes    5      McKeon, Ross, Colgan, O'Neill, Imboden  
                  Nays    0

**RESOLUTION 2016 #47**

RE: CLASSIFYING ACTION AND ESTABLISHING LEAD AGENCY TYPE I ACTION

On a motion of Councilman William O'Neill seconded by Supervisor Robert McKeon moved to approve the resolution.

Adopted      Ayes    5      McKeon, Ross, Colgan, O'Neill, Imboden  
                  Nays    0

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**RESOLUTION 2016 #48**

RE: ESTABLISHING A DATE FOR A PUBLIC HEARING REGARDING THE ADOPTION OF LOCAL LAW NO. G (PROPOSED) OF 2016 BY THE TOWN BOARD OF THE TOWN OF RED HOOK REGARDING AN AMENDED COMMUNITY PRESERVATION PLAN

On a motion of Councilman William O'Neill seconded by Councilman Harry Colgan moved to set a public hearing for June 9, 2016 at 7:30 p.m.

Adopted      Ayes    5      McKeon, Ross, Colgan, O'Neill, Imboden  
                  Nays    0

Copy attached

**BUILDING DEPARTMENT FEE SCHEDULE**

Supervisor McKeon explained the workload with agricultural structures and how the fee schedule relates.

Councilman O'Neill explained Code Enforcement Officer Steve Cole, recommended a \$10 per 100 square feet with a maximum of \$250.

On a motion of Councilman O'Neill seconded by Supervisor McKeon moved to change the fee schedule for agricultural structures to \$10 per 100 square feet with a maximum of \$250.

Adopted      Ayes    5            McKeon, Ross, Colgan, O'Neill, Imboden  
                  Nays    0

Supervisor McKeon brought up fees in case of a disaster. He referred to a letter from the Sheehan's regarding fees. A 50% reduction was granted for their situation. Councilman Ross said it was brought to the Town's attention that the fees were exorbitant.

## **REPORTS**

Planning – Met three times in May: application for final subdivision plat and site plan approval for Hoffman TND, application for Certificate of Appropriateness to construct a single family home, application for a Certificate of Appropriateness to construct an addition to an existing residential building in the hamlet of Upper Red Hook, application to subdivide a parcel into three in the R-1.5 zoning district, granted conditional approval to a site plan application to establish a bagel shop in the B1 Zoning district, (The Bagel Shoppe)

Zoning Board – Met to discuss application 16-04 for area variances to construct a home. Reviewed the documentation submitted and asked for more information. Declared the application a Type II Action under SEQRA and asked the applicant about a site visit. Set a public hearing.

Building & Zoning – The report dated May 2016 showed 47 permits issued, 22 inspections, 13 CO/CC, no complaints, and \$9,609 in revenue.

Red Hook Police Dept. – April report showed 80 total incidents, 11 arrests, and 40 tickets issued.

Purchasing – The report for the period April 25 – May 24 showed 21 purchase orders issued, Town Hall front door ADA modifications scheduled for May 27, campus improvements started, evaluating proposals to upgrade the telephone system, working with Highway Superintendent Theresa Burke on a bid for road projects, attended a Purchasing Forum and Trade Show.

Recreation Commission – Daily ball field grooming and maintenance, grass seeding and fertilizing is done, sign-ups for the summer recreation program start June 4, primarily work is getting the park ready for the summer season.

Senior Services Committee – Adopted disclaimer language clarifying that the committee does not endorse services listed but provides information as a public service, discussed the upcoming food drive; programming at the new community center and reaffirmed its interest as liaison between the Town and the Community Center Board, committee needs new members, discussed a proposed tech event for seniors at the new community center assisted by RHHS students.

Intermunicipal Task Force – reviewed the subject of water resource protection and recommendation by the CAC that the Town adopt an Aquifer Protection Ordinance patterned after that recommended by Dutchess County. We continued discussion regarding the creation of a Hamlet Business District regulating 'formula businesses' and the new concept of zoning for solar energy. Finalizing a draft 'Report of the Intermunicipal Task Force on Drive-Thrus and Formula Business' to be presented to the Town Board, agreed to recommend the Town Attorney draft documents to have the Town Board amend our zoning to ban flag lots and ban floating light industrial zones.

## **CORRESPONDENCE**

Supervisor McKeon shared the following correspondence:

-Applications for the current round of Hudson River Estuary Grants are due by 3 pm on June 30. There are two funding opportunities.

-Hudson River Valley Greenway Trail Connections workshops on June 8 from 2 -4 in Beacon and June 9 from 2 – 4 in Albany.

Councilperson Imboden shared the following:

-The Solarize program continues until June 30. Solarizend.org is their website for more information.

On a motion of Supervisor McKeon seconded by Councilman Colgan moved to adjourn the meeting at 10:50 p.m.

Adopted      Ayes    5            McKeon, Ross, Colgan, O'Neill, Imboden  
                  Nays    0

Respectfully submitted,

Sue McCann, Town Clerk