RED HOOK TOWN BOARD MEETING March 29, 2017

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 Councilperson Sarah Imboden Town Clerk Sue McCann

Councilman William O'Neill Absent:

Also Present: Christine Chale, Attorney for the Town

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

SUPERVISOR'S REPORT

The report dated February 28, 2017 was read as follows: Opening balance – \$3,625,804.55; Receipts - \$252.177.37; Disbursed - \$310,603.35; Balance - \$3,567,378.57

On a motion of Councilperson Imboden seconded by Councilman Colgan moved to approve the Supervisor's report.

Adopted Ayes 4 McKeon, Ross, Colgan, Imboden

Nays 0

Absent 1 O'Neill

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Supervisor McKeon pointed out budget adjustments.

Councilman Colgan asked about changes to the predicted flow of funds.

Supervisor McKeon explained where the budget adjustments were and said they are very minor in nature.

Councilman Colgan was also interested in the CPF account.

Supervisor McKeon answered there is a balance of \$747,259.46. We have a preliminary commitment for the Stickle property.

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

Adopted Ayes 4 McKeon, Ross, Colgan, Imboden

Nays 0

Absent 1 O'Neill

Copy Attached

TOWN CLERK'S REPORT

The Town Clerk's report for the period February 1 - 28, 2017 was read as follows: Total local shares remitted to the Supervisor - \$1,939.88; Amount remitted to NYS Ag. & Markets - \$52.00; Amount remitted to NYS Dept. of Health - \$157.50; Amount remitted to NYS DEC - \$23.62; Total State, County & Local revenue - \$2,173.00.

Abstracts

January 2017 – Voucher numbers 21431 through 21579: Total abstract - \$286,717.86 February 2017 – Voucher numbers 21580 through 21672: Total abstract - \$126,796.16

On a motion of Councilman Ross seconded by Councilman Colgan moved to approve the Town Clerk's report.

Adopted Ayes 4 McKeon, Ross, Colgan, Imboden

Nays 0

Absent 1 O'Neill

ANNOUNCEMENTS

Supervisor McKeon announced that April 22 will be the annual cleanup day, details to follow. Councilperson Imboden announced the annual Easter Egg Hunt will take place on April 8, 11:00 a.m. at the Linden Avenue Middle School.

PUBLIC COMMENT PERIOD

Supervisor McKeon opened for comments.

Mark Baisch, of Landmark Properties, owner of the property known as "The Preserves at Lakes Kill", informed the Town Board that the Preserves @ Lakes Kill has the Red Hook Planning Board FINAL plat approval, not CONDITIONAL as was stated at the last Town Board meeting. He is doing what the Planning Board requires of him, asking for a road name. To accomplish the Planning Board's requirement he asked to have someone deal directly with him, as liaison. Mr. Baisch provided his contact information.

Supervisor McKeon will be happy to have a discussion with him.

Linda Keeling spoke in regard to the ZRC. There have been no minutes recently. She pointed out the dates they were to meet. There are no minutes from the committee and she feels it is a dereliction of duty. Secondly, she attended the IMTF meeting on Friday and the front door was locked. She had to use the back door. Having it locked is discriminating against the disabled. Supervisor McKeon commented that she came for the very first time, she arrived at the door, moments before 8 a.m. He opened the door at 8:01a.m. It has been opened at 8 a.m. for several weeks. We do so even knowing that people could be walking in the building unescorted and unattended that we cannot help in order to accommodate Mrs. Keeling's request. He reminded her that advisory committees meet at all hours at different locations. We are trying to do everything we can to bring government to residents.

Linda Keeling commented on the number of Board members at committee meetings. Having three Board members at a committee meeting is considered a Town Board meeting and that is illegal.

Supervisor McKeon responded that we notice every meeting depending on how many Town Board members attend.

Linda Keeling commented that a third Board member was invited to attend and declined. She thanked Councilperson Imboden.

Supervisor McKeon asked if there were any other comments. There were none.

RESOLUTION TO ADOPT HAZARDOUS MITIGATION PLAN

Supervisor McKeon explained the resolution regarding the hazardous mitigation plan that has been updated.

RESOLUTION 2017 #17

RE: ADOPTION OF JURISDICTIONAL ANNEX TO DUTCHESS COUNTY HAZARD MITIGATION PLAN

On a motion of <u>Councilperson Sarah Imboden</u> seconded by <u>Councilman Harry Colgan</u> moved to approve the resolution.

Adopted Ayes 4 McKeon, Ross, Colgan, Imboden

Nays 0

Absent 1 O'Neill

Copy attached

PARKLAND FUNDS

Supervisor McKeon explained the issue of appropriating parkland funds. Unfortunately there was another incident of vandalism at the Rec. Park and a door will have to be replaced. The Recreation Commission is asking approval to use \$939.13 from parkland funds.

On a motion of Councilperson Imboden seconded by Councilman Ross moved to approve the request for \$939.13 from the parkland fund.

Adopted Ayes 4 McKeon, Ross, Colgan, Imboden

Nays 0

Absent 1 O'Neill

Councilman Ross commented that it is a shame that we have to use money from the parkland funds to pay for vandalism.

Supervisor McKeon would like the Board to think about the possibility of installing security cameras in the recreation park. They would only be used in case of an incident like this.

UPDATE – STREETLIGHT AUDIT AND PURCHASE

Supervisor McKeon informed the Board that the firm we hired to perform the audit of streetlights is preparing results. There were some discrepancies and we should get a report from them in the next few weeks. He shared materials with the Board. The NYSERDA grant allows them to help with the process as we go forward with purchasing our streetlights from Central Hudson. The payback period will be about three years.

RED CHURCH CEMETERY CORPORATION

Supervisor McKeon explained that we were approached by the Red Church Cemetery Corporation. Due to lack of volunteers they are going to abandon the cemetery in which case the Town is required by State law to take it over. We would have to maintain it. The Town Board has been researching the legal aspects of taking it over which we will be forced to do if it is abandoned. He asked if any resident would want to volunteer to upkeep the church and cemetery let him know.

Attorney Chale commented that we have a private cemetery corporation with minimal resources. Supervisor McKeon is asking for input from community members.

CLEAN ENERGY COMMUNITY GRANT

Supervisor McKeon said the Town has been successful with the Clean Energy Community designation. We were only the fourth Town in NY to be designated. The Energy Committee has been meeting to discuss what to put the \$100,000 toward. He shared some ideas. One is to try to make our municipal buildings net zero. We are looking at photovoltaic at the Highway Garage, insulating the Town Hall building ceiling, and/or replacing our air source heat pumps. We will have to go out to bid for whatever project we decide. EV Charging stations are going to be installed in Town Hall. He referred to an electric vehicle chart in regard to reduction in CO2. Various rebates are available for purchase of electric vehicles. May 1 is the deadline for the grant.

Councilperson Imboden asked if we considered the idea of making the Town Hall doorway more efficient. There is a lot of air exchange that makes things inefficient. Can that be addressed? Councilman Colgan commented that a vestibule would have a major impact on cold air coming in and the loss of air conditioning.

Supervisor McKeon also commented about changing the siding on the building. A vestibule would have to accommodate ADA.

Councilperson Imboden commented about building wide improvements. They will have to be addressed sooner or later.

PROCLAMATION RE: APRIL AS WORLD-WIDE PARKINSON'S DISEASE **AWARENESS MONTH**

Councilman Ross read the Parkinson's Awareness Month Proclamation.

On a motion of Councilman Ross seconded by Supervisor McKeon moved to sign the proclamation declaring April Parkinson's Awareness month.

Ayes 4 Nays 0 Adopted McKeon, Ross, Colgan, Imboden

Absent 1

LETTER- DUTCHESS LAND CONSERVANCY

Supervisor McKeon referred to a letter from Dutchess Land Conservancy regarding a farm labor unit (trailer) that is to be replaced. The letter explains the issue relating to the replacement, putting it on a concrete pad.

Councilman Colgan feels this makes sense. The new trailer is six feet longer and the pad would extend the life expectancy of the unit by reducing moisture and dampness. Dutchess Land Conservancy is quite comfortable with it.

Councilperson Imboden said it is still well within the impervious surface area that is allowed within the easement.

Councilman Ross said it makes sense. It brings it into compliance with today's building codes.

DISCUSSION – AGREEMENT TO EXPEND HIGHWAY MONIES

Supervisor McKeon referred to our annual expenditure of highway monies. Our Highway Department asked the Board to approve \$50,000 for general repairs, and \$140,000 for permanent improvements of paving on Mill Road. We would like input from the public on paving an area of Oriole Mills Road commencing at Yantz Rd. That is a sum of \$85,000.

Highway Superintendent Theresa Burke explained the issue of Oriole Mills Road. It is 1 ½ miles long and 20 to 21 feet wide, and it runs from Yantz to Old Rock City Road. About half way through there is 2,000 feet of gravel. It was supposed to be paved in 2008 but that year the price of blacktop skyrocketed and the job was put off. This past bidding period we got an extremely low price for binder which we need 4 inches of in that section. We want to connect the two asphalt ends and take away the gravel portion. The gravel portion causes extra maintenance and unsafe travel conditions. She asked Supervisor McKeon to go out when there was very deep mud and if you didn't have a 4 wheel drive vehicle you could not have gotten through. That happens in the spring when we have a thaw and almost have to close the road. In the winter that one section is always icy and cannot be plowed like an asphalt road can. She explained the extra work that has to be done during a snow. The Town of Red Hook does not have a network of gravel roads. It causes extra maintenance year after year. There is inconsistency in road surface area when you are driving down the road. They want to make that one road consistent making it better for maintenance and safety. The road is winding, narrow, hilly and has lots of trees close to the road. Gravel to slow traffic does not make sense. We have the funding to do that this vear.

Councilman Colgan asked about the grader.

Superintendent Burke said we don't use the grader much. She would have to talk to the heavy equipment operator what else we would use it for.

Councilman Ross asked the difference in price.

Superintendent Burke answered that the Town can do the work themselves as opposed to contract prices. She explained further. The price for the blacktop this year is phenomenal and we would like to take advantage of it.

Councilperson Imboden asked if we can wait until the next meeting in case someone has comments.

Superintendent Burke said it would be fine to wait for approval until the next meeting. People are welcome to call her office if they have concerns. She needs an answer in the next month. Supervisor McKeon said residents on Rockefeller and Pitcher Lane have been mailed information about changing the speed limit. Maybe letters should be sent to residents on Oriole Mills Road to let them be apprised of the situation.

Superintendent Burke informed him that the gravel road runs through two properties. She doesn't think mailing letters is necessary. It's up to the Supervisor if he'd want to. Supervisor McKeon wants to mail letters. Paving a dirt road is an historic change in the character of the road and people around there should be apprised of what is being considered. He will draft a letter.

Highway Superintendent Burke would like to review the letter before he sends it out. Supervisor McKeon agreed.

ESTUARY PROGRAM - CULVERT REPLACEMENT GRANT

Supervisor McKeon reminded the Board of the DEC grant to study culverts in our community for replacement to increase connectivity. The engineers worked with our Highway Department and the Estuary Program to come up with priority lists. There are about 60 culverts that were analyzed and we had a list of priorities. DEC had different priorities. We have three culverts that are rated as severe which will garner the attention of the Estuary Program that has one million dollars for replacement. He referred to a memo from our engineers. Two are on Fraleigh Lane and one on Feller Newmark Road. One of the culverts is tiny, handling a small amount of water. The Board reviewed the memo regarding its replacement. It has an aquatic passibility disability. That would cost \$56,000. The grant pays 95% and our engineers determined not to recommend this action. One on Fraleigh Lane should be considered is a double culvert. The third is a large culvert on Feller Newmark Road. It has a significant drop off from the north to the south. Both of these would have to be subcontracted.

Highway Superintendent Burke did a review and it is not something their department is experienced in. Most culvert replacements are for aquatic barriers. The DEC has priorities that may not align with the Town's.

Supervisor McKeon said we might not even receive the grant. Only a certain area in the Hudson Valley can apply for it. We have to consider this more. He will look to Highway Superintendent Burke regarding the value of the work. He asked the Board to take some time to review and come to a consensus about applying for this program. We can call an emergency meeting if we have to.

REORGANIZATION

Assessment Review Board

Supervisor McKeon thanked Lois Chenkus for her 30 years of service on the Assessment Review Board. Due to her resignation there is a position open. The County is offering a training session in the first week of May. Two people showed interest in serving as her replacement. He referred to their resumes.

On a motion of Supervisor McKeon seconded by Councilman Ross moved to appoint Pete Hubbell to the Assessment Review Board for a term to expire September 30, 2021.

Adopted Ayes 4 McKeon, Ross, Colgan, Imboden

Nays 0

Absent 1 O'Neill

Planning Board

On a motion of Supervisor McKeon seconded by Councilperson Imboden moved to appoint William Hamel as Alternate Planning Board member for a term to expire December 31, 2018.

Adopted Ayes 4 McKeon, Ross, Colgan, Imboden

Nays 0

Absent 1 O'Neill

Senior Services Committee

A letter of resignation was received from Jean Duntz.

BOARD AND COMMITTEE REPORTS

<u>Planning Board</u> – In March they commenced or continued to review multiple applications. <u>ZBA</u> – In March there were three area variances on Country Club Drive. The Homeowners Association has no objections. A public hearing will be held on April 12.

<u>Assessor's Office</u> – As of March 29 they processed, computed and filed 1200 renewal exemption forms, several new agricultural exemptions and numerous Veterans exemptions. With help of our Data Collector they are trying to keep up to date on all building permits, have taken new photos and calculated square footage and added new assessments on all. They also processed 50 new sales from Real Property Tax Service. The Assessor met with NY State Real Property Service Manager to facilitate a systematic analysis of the assessment roll, update valuation tables accordingly, and determine whether our equalization rate will remain at 100% for the upcoming assessment roll.

<u>Building & Zoning</u> – In March there were 10 permits issued, 21 inspections, 21 CO/CC's, 3 complaints and \$1,580 in revenue.

 $\underline{\text{Dog Control}}$ – In January there were three calls, in February there were six. A complaint came in regarding a cat in an apartment for an extended period of time. The cat was re-homed due to the fact that the owner was hospitalized.

<u>Purchasing</u> – For the period March 1 – March 29, 36 purchase orders were issued. Trees in the right of way on Route 9 were removed, reviewing options and vendors for installing additional insulation and the Electric Vehicle charging stations are being researched.

<u>Water Dept</u>. The report for February shows wells working adequately; testing results are good, filters working satisfactorily. There are 9 outstanding work orders. VRI will focus on getting them repaired. Crawford & Associates gave recommendations for updates, and work items for 2017 are water tank inspection, Ross Valve inspection, remove hydrant at 2 Alder street, and repair the fence at the water tower.

<u>IMTF</u> – continued to discuss and examine proposed zoning amendments to regulate solar energy projects, and to create new zoning district. They continued to review concepts regarding signage for the Town and a proposed an amendment to the zoning code to regulate signs.

<u>CAC</u> – Projects/work completed or ongoing include: Solarize Northern Dutchess campaign, Amphibian Migrations & Road Crossing project, Clean Energy Community, Ruth Oja Scholarship, DEC Environmental Camp Scholarship, Saw Kill Watershed Community Group, misc., grant support, October art installation, E-Waste Day, comments to Planning Board for proposed R.H. development to consider trails, etc, and Energize Red Hook campaign.

<u>Recreation Commission</u> –They are working on spring cleanup and doing repair work. Water will be turned on soon. A summer program director is needed this year. The locust tree in the playground will be removed shortly and the tennis court rebuild will be done late summer or

early fall. Cleanup work has been done at St. Margaret's Home. A Tee-Ball director is needed this year too. Recycling containers are now at the rec. park.

<u>Senior Services Committee</u> – discussed mailing to promote programming for seniors at the new Community Center. The Community Center Open House will be on April 22nd. The committee will have a table in front of the Enchanted Café for Apple Blossom Day and they are planning to stage mini 5 minute oral history interviews, filmed by students.

CORRESPONDENCE

Supervisor McKeon shared the following correspondence:

-Letter from Elaine Hernandez, Rhinebeck Recreation Director, regarding possible closure of the dog park. They have been having continuing problems with dogs running on the sport fields, and have to be cleaned up before using fields.

ATTORNEY CLIENT SESSION

On a motion of Councilman Ross seconded by Councilman Colgan moved to go into Attorney/Client session at 9:25 p.m.

Adopted Ayes 4 McKeon, Ross, Colgan, Imboden

Nays 0

Absent 1 O'Neill

On a motion of Supervisor McKeon seconded by Councilman Ross moved to adjourn the Attorney/Client session at 10:10 p.m.

Adopted Ayes 4 McKeon, Ross, Colgan, Imboden

Nays 0

Absent 1 O'Neill

On a motion of Councilman Ross seconded by Councilman Colgan moved to adjourn the meeting at 10:11 p.m.

Adopted Ayes 4 McKeon, Ross, Colgan, Imboden

Nays 0

Absent 1 O'Neill

Respectfully submitted,

Sue McCann, Town Clerk