

RED HOOK TOWN BOARD MEETING

January 9, 2018

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 Harry Colgan
Councilman William O'Neill
Councilperson Sarah Imboden
Councilwoman Christine Kane
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. He congratulated and welcomed Councilwoman Christine Kane and thanked former Councilman James Ross for his service to our Town. He also congratulated and thanked Town Clerk Sue McCann.

Town Clerk McCann said it's an honor to serve.

SUPERVISOR'S REPORT

The December 31, 2017 report showed: Opening balance - \$4,488,429.75; Receipts - \$1,438,833.70; Disbursed - \$1,125,674.44; Balance - \$4,301,589.01. There was a recent mortgage tax payment of \$110,760, and Community Preservation Fund payment of \$50,000 was received in December. To date, we've received \$2.6 million.

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

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

Copy Attached

TOWN CLERK'S REPORT

During the period of December 1 – 31, 2017: Total local shares remitted to the Supervisor - \$1,480.96; Amount paid to NYS Ag. & Markets - \$54.00; Amount paid to NYS Dept. of Racing & Wagering - \$15.00; Amount paid to NYS Environmental Conservation - \$93.54; Total State, County & Local revenue - \$1,643.50.

Town Clerk McCann alerted residents that tax bills will be mailed out tomorrow. If a resident does not receive it please call our office, and if you receive a bill that should go to a mortgage company, please forward it to them. Recycling stickers for 2018 are now on sale.

On a motion of Councilperson Imboden seconded by Councilman Colgan moved to accept the Town Clerk's report.

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

ANNOUNCEMENTS

Supervisor McKeon announced the following:

-E-Waste day at the recycling center from 8 a.m. to 1 p.m. on January 13.

Councilperson Imboden explained acceptable items.

-Announced holiday closings for Town Hall in 2018

PUBLIC COMMENT

Supervisor McKeon opened for comments.

Linda Keeling hopes the new web site looks better than this one. She claimed that the agenda is supposed to be posted 72 hours before the meeting, and asked that we get it out.

Supervisor McKeon asked where it says we have to have the agenda posted 72 hours in advance. Linda told him it's in the Town Code. She then asked if there will be a new St. Margaret's Committee.

Supervisor McKeon hopes so and commented that we need someone to lead the effort. We will keep her apprised of that.

Linda suggested contacting the Red Hook Historical Society.

Kris Munn introduced himself as the newly elected DC Legislator and hopes to come to Town Board meetings at least once a month to report on the County. The DC Legislature will hold its first meeting on January 22.

ANNUAL REORGANIZATION

Supervisor McKeon suggested having only one official newspaper.
Councilperson Imboden thinks it makes sense to think about it.
Councilman O’Neill recommends the Poughkeepsie Journal
Councilman Colgan also recommends the Journal.
Councilwoman Kane agrees with using the Poughkeepsie Journal.

On a motion of Councilman O’Neill seconded by Councilman Colgan moved to use the Poughkeepsie Journal as the Town’s official newspaper.

Adopted Ayes 5 McKeon, Colgan, O’Neill, Imboden, Kane
 Nays 0

RESOLUTION 2018 #1

RE: RELATING TO ANNUAL REORGANIZATION

On a motion of Councilperson Sarah Imboden seconded by Councilman Harry Colgan moved to approve the annual reorganization.

Adopted Ayes 5 McKeon, Colgan, O’Neill, Imboden, Kane
 Nays 0

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TOWN APPOINTMENTS

Planning Board Chair

On a motion of Councilman O’Neill seconded by Councilman Colgan moved to appoint Sam Phelan as Chair of the Planning Board for a term to expire December 31, 2018

Adopted Ayes 5 McKeon, Colgan, O’Neill, Imboden, Kane
 Nays 0

Councilwoman Kane commented that Sam will do an excellent job.

SUPERVISORS APPOINTMENTS

Town Historian

Supervisor McKeon appointed Emily Majer as our new Town Historian to fill the vacancy created by Winty Aldrich. The Board agreed with the appointment.

Emily is involved with Historic Red Hook, and has a MA in Historic Preservation. She welcomes the opportunity to preserve Red Hook’s history. She hopes to strengthen the community in that way.

Supervisor McKeon also appointed Claudine Klose as Assistant to the Town Historian. The Board also agreed with the appointment.

Town Board Appointments

Safety Officer	Highway Superintendent
Disaster Preparedness & Civil Defense	Supervisor
Emergency Interim Successors	Robert McKeon, Theresa Burke Sarah Imboden, 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 Appt)	Cheryl Kaszuga
Building Inspector II	Stephen Cole
ZEO/Building Inspector- P/T	Robert Fennell
Director of Purchasing	Theodore Kudzy
Animal Control Officer	DCSPCA
P.A.N.D.A. Representative from Town	Mary Anne Harvey
P.A.N.D.A. Alternate	Mark Durand (3/13)
Buildings & Grounds	Supervisor, Highway Superintendent

Justice Court Clerks PT
Attorneys for the Town
Town Engineer

Nancy Roberts/ Katherine Fell
Rodenhausen Chale LLP (Christine Chale)
Crawford & Associates, Tighe & Bond, Weston &
Sampson, Chazen & Company

On a motion of Supervisor McKeon seconded by Councilman Colgan moved to reappoint Rodenhausen Chale LLP as Attorneys for the Town

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

After discussion regarding having four Town Engineering firms, it was decided that it would give us more choice for various projects. We can have four estimates for projects and it would provide greater flexibility.

On a motion of Councilwoman Kane seconded by Councilman Colgan moved to approve the appointment of the four engineering firms; Crawford & Associates, Tighe & Bond, Weston & Sampson and the Chazen Co.

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

Supervisor Appointments

Deputy Supervisor	William O'Neill
Budget Officer	Robert McKeon
Secretary PT	Jacqueline Fenaroli (Assistant to the Supervisor)
Town Historian	Emily Majer
Assistant to the Town Historian	Claudine Klose

Town Clerk Appointments

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

Highway Superintendent Appointments

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

Highway Secretary PT	Lori Pierce
Assistant Budget Officer	Ann Conway
Bookkeeper to Supervisor	Ann Conway
Deputy Assessor's PT	Diana Picciano
Transfer Station Operator	T.J. Hackett
Solid Waste Attendants	William Szigethy, Nicole Powlis
Maintenance & Groundskeeper	Tom Peters, Howie Callies, Jeff Tremper, vacancy
Recreation Park and Program Director	John Kuhn
Water District Meter Readers PT	Cynthia Fildes, Mark Rowe, Chris Gifford

Contracts/Consultants:

Town Physician	Northern Dutchess Hospital
Attorney for Planning Board	Keane & Beane
Water District Operator	VRI Environmental Services Inc.
Computer Software	Software Consulting Associates
Planner	Greenplan, Inc.
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.

Jan. 14, 2014 – Town Board voted unanimously that any and all Town committee appointees must be residents or property owners of the Town of Red Hook unless otherwise required by law or town code.

MISCELLANEOUS

A. Meetings--2017

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 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
- Harry Colgan
- Sarah Imboden
- Christine Kane
- William O’Neill

D. Mileage: \$.0545 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:

FUNCTION:

- Assessor
- Attorney
- Bard College
- Bookkeeper
- Building Inspector
- Animal Control
- Fire Companies
- Highway Dept.
- Purchasing
- Recycling
- Red Hook CSD
- Special Projects
 - IM Task Force
- Town Clerk
- Village- Red Hook
- Village- Tivoli

LIAISON:

- Robert McKeon
- Robert McKeon
- Robert McKeon
- Robert McKeon
- Harry Colgan
- Sarah Imboden
- Bill O’Neill
- Harry Colgan
- Harry Colgan
- Sarah Imboden
- Sarah Imboden
- Bill O’Neill
- Robert McKeon
- Sarah Imboden
- Harry Colgan, Christine Kane

BOARD AND COMMITTEE LIAISONS:

- Agricultural and Open Space
- Board of Assessment Review
- Board of Ethics
- CPF/PDR Advisory Committee
- Communications Committee
- Conservation Advisory Council
- Design Review/Hamlet
- Disaster Preparedness Committee
- Economic Development Committee
- Energy Committee
- Greenway and Trails Committee
- Planning Board
- Recreation Commission
- St. Margaret’s Committee
- Senior Services Committee
- Sister Cities Working Group
- Tree Preservation Commission
- Water District #1 Advisory Board
- Zoning Board of Appeals
- Zoning Review Committee

- Bill O’Neill
- Robert McKeon
- Harry Colgan
- Harry Colgan, Christine Kane
- Sarah Imboden
- Sarah Imboden
- Bill O’Neill
- Robert McKeon
- Harry Colgan
- Robert McKeon
- ???
- Christine Kane
- Harry Colgan, Sarah Imboden
- Bill O’Neill
- Robert McKeon
- Robert McKeon
- Sarah Imboden
- Harry Colgan
- Bill O’Neill
- Bill O’Neill

Supervisor McKeon gave a list of people who are willing to serve on a newly constituted committee, Complete Streets. He asked the Board to consider the names and possibly add one or two people. The Red Church Cemetery will be discussed at the next meeting. He asked for a liaison for that committee. The people responsible for the operations are willing to stay on to help for a while. Volunteers are needed. Councilman O'Neill will be the Liaison for that committee. In regard to the LWRP (subcommittee of ITF), Councilman Colgan is willing to help out. These will be discussed at the next Town Board meeting.

On a motion of Councilwoman Kane seconded by Councilman Colgan moved to approve the 2018 Town appointments.

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

DESIGNATING DELEGATE FOR ASSOCIATION OF TOWNS

Supervisor McKeon explained the yearly designation of a delegate to the Association of Towns meeting. He will be giving a presentation on street lights so he is willing to be the delegate.

On a motion of Councilman Colgan seconded by Councilwoman Kane moved to appoint Supervisor McKeon as Delegate to the Association of Towns.

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

RESOLUTION (proposed) LOCAL LAW A, SUBSURFACE SYSTEMS

Supervisor McKeon explained that there has been discussion about modification of our zoning regarding subsurface systems. We were asked to draft a proposed local law. He asked if the Board had any questions.

RESOLUTION 2018 #2

RE: ESTABLISHING A DATE FOR A PUBLIC HEARING REGARDING THE ADOPTION BY THE TOWN BOARD OF THE TOWN OF RED HOOK OF LOCAL LAW NO. A (PROPOSED) OF 2018 REGARDING SUBSURFACE UTILITY SYSTEMS

On a motion of Councilman William O'Neill seconded by Councilman Harry Colgan moved to set the public hearing for February 13, 2018 at 7:35 p.m.

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

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DISCUSSION – CLIMATE SMART COMMUNITIES CERTIFICATION

Supervisor McKeon explained that this is a State run program. Cornell Cooperative Extension is applying for a grant to assist a community in obtaining a climate smart certification. They chose Red Hook as the community they want to work with. This opens another door for matching grant funds. He asked the Board to review it.

On a motion of Supervisor McKeon seconded by Councilperson Imboden moved to approve the signing of the letter of interest.

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

AGREEMENT TO EXPEND HIGHWAY MONIES

Supervisor McKeon explained the expenditure of money.

On a motion of Supervisor McKeon seconded by Councilman Colgan moved to approve the expenditure.

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

CORRESPONDENCE

Supervisor McKeon received correspondence from Scenic Hudson who would like the Town to adopt a resolution regarding tanker avoidance zones on the Hudson River. He read the resolution.

RESOLUTION 2018 #3

RE: IN SUPPORT OF IMMEDIATE STATE AGENCY RULE MAKING FOR
TANKER AVOIDANCE ZONES

On a motion of Councilwoman Christine Kane seconded by Councilman William O'Neill
moved to approve the resolution.

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

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Supervisor McKeon presented more information about the Red Church Cemetery; transferring cemetery property and assets. We need to supply information to the State. The list of possible equipment needed for maintenance will most likely be revised and he asked for the Board to consider information they might want to add.

PUBLIC COMMENT PERIOD

Supervisor McKeon opened for comments. There were none.

On a motion of Supervisor McKeon seconded by Councilwoman Kane moved to adjourn
the meeting at 9:06 p.m.

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

Respectfully submitted,

Sue McCann, Town Clerk