

RED HOOK TOWN BOARD MEETING

April 27, 2022

A meeting of the Town Board of the Town of Red Hook, Dutchess County, New York was convened by Zoom Videoconference due to COVID-19 pandemic stay in place rules at the Town Hall, 7340 South Broadway, Red Hook at 7:30 p.m.

Present: Supervisor Robert McKeon
Councilmember William Hamel
Councilmember Christine Kane
Councilmember Jacob Testa
Councilmember Julia Solomon
Town Clerk Deanna Cochran
Attorney Chris Chale

Supervisor McKeon opened with the Pledge of Allegiance and reviewed the agenda.

Public Hearing- CDBG CV Cares Grant

Supervisor McKeon opened the public hearing and explained the applicable grants.

Public Comment- There was no public comment.

On a motion by Supervisor McKeon seconded by Councilmember Hamel to close the Public Hearing

Adopted Ayes 5 McKeon, Hamel, Kane, Testa, Solomon
Nays 0

Supervisor McKeon suggested working with the Office of Community Renewal to make a grant application for up to \$1,000,000.00.

Councilmember Kane asked if the Town would have to solicit for bids for these projects since the Town will be named the grantee of the grant and there will be one contractor to oversee all the projects. She also questioned if this process would have to be included within the 12-month timeframe. Supervisor McKeon answered that yes, solicitation of bids and extensions are a possibility.

Councilmember Hamel added that whichever application we submit should include language to clarify any monies received might not go towards what was originally intended.

On a motion by Councilmember Kane seconded by Councilmember Testa to authorize the Supervisor to work with the Office of Community Renewal to submit a grant to CDBG – CV Cares Grant

Adopted Ayes 5 McKeon, Hamel, Kane, Testa, Solomon
Nays 0

Culvert Maintenance Plan

Ryan Morrison and Megan Lung from Tighe & Bond gave a presentation regarding road-stream crossings.

In 2021, the Town of Red Hook received a grant for a Road-Stream Crossing Management Plan in collaboration with the Town of Milan and with Neiw PCC, a Non-Profit Organization. The management Plan involves cataloging of the State Registered Dams, finding priority culverts and selecting three priority culverts for concept design.

The goals of this program are to improve habitats, restore free flowing conditions and to prevent flooding.

After identifying the top three culverts, crossings will be designed within the DEC guidelines.

Councilmember Solomon asked how Tighe & Bond will integrate these new findings with previous ones. Ryan Morrison answered they have some of the previous reports which are being used to better prioritize this project.

Councilmember Kane asked about the timeline. Ryan Morrison answered the fieldwork is anticipated to be completed by the end of June 2022.

Municipal Investment Grant-

Ryan Morrison from Tighe and Bond began a discussion concerning the connection between Rec Park East and Rec Park West. Proposed is a 10-foot-wide shared use path that includes additional sidewalks along Fruit Bud Lane and Linden Ave as well as gravel pathways. All the pathways would be ADA accessible. Signage and Road Striping will be used as well.

Supervisor McKeon added the project is estimated to cost approximately \$279,000.00, the Municipal Investment Grant would provide \$100,000.00 towards this project, and the Town would need to appropriate the remainder of the funding.

Councilmember Kane asked if the 10-foot-wide path would be contained within the current roadway, or if the roadway would be widened to accommodate the path. Ryan Morrison answered Fruit Bud Lane would be shifted to accommodate the pathway, but surveys and more work will need to happen before Tighe & Bond could give a more thorough answer as to how the road would be affected.

Councilmember Solomon asked if the pathway would be elevated. Ryan answered elevating the pathway gives a visual and physical barrier for better safety and awareness of the pathway.

Councilmember Solomon asked why the path on the west side was pushed back far into the field. Ryan Morrison answered this was done to not conflict with future design plans.

Councilmember Solomon asked if a flashing crosswalk sign could be considered for this intersection. Ryan Morrison answered Dutchess County has stated when too many flashing signs are used, they become ineffective, and therefore they will not be used in this area.

On a motion by Supervisor McKeon seconded by Councilmember Kane to submit an application for the Municipal Investment grant in the amount of \$100,000.00

Adopted	Ayes	5	McKeon, Hamel, Kane, Testa, Solomon
	Nays	0	

Resolution- Authorizing the Solicitation of Public Bid for Generator Projects

Supervisor McKeon explained the resolution.

Attorney Chris Chale added the resolution would need to be amended to include a date for the submission of bids.

**TOWN OF RED HOOK
RESOLUTION NO. 19
DATED APRIL 27, 2022**

**RESOLUTION AUTHORIZING THE SOLICITATION OF PUBLIC BIDS
FOR THE ACQUISITION AND INSTALLATION OF THE TOWN OF RED HOOK
GENERATORS/MIG GRANT PROJECT**

WHEREAS, the Supervisor has requested that the Town proceed with advertising for requests for bids for the **“TOWN OF RED HOOK- GENERATORS/MIG GRANT PROJECT”** for the acquisition and installation of a generator for the Town Hall and for a generator for the warming/cooling center at Red Hook Community Center in accordance with specifications substantially in the form on file with the Town Clerk (the **“Project”**); and

WHEREAS, a portion of the cost of the Project is expected to be reimbursed from grant proceeds in the amount of \$50,000 through a Dutchess County Municipal Investment Grant and the Project is subject to the terms and conditions thereof; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Red Hook does hereby authorize and direct the solicitation of bids for the Project, with bids to be received until 2:00 p.m. on May 9, 2022 or such later time and date as determined by the Supervisor, provided that such publication shall appear not less than five days prior to the date set for bid opening.

EXTRACT OF MINUTES

A regular meeting of the Town Board of the Town of Red Hook, Dutchess County, New York was convened in public session on April 27, 2022 at 7:30 p.m., local time via videoconference and/or teleconference pursuant to NYS Laws Ch. 56 of 2022 and Executive Order 11, as amended. A live transmission was available to the public as described in the notice of meeting attached hereto. The meeting was recorded and a full transcript is required to be prepared to the extent required by such law.

The meeting was called to order by Supervisor Robert McKeon, and, upon roll being called, the following members were: (Note: Where members are marked Present, specify whether In Person at the Town Hall, 7340 South Broadway, Red Hook, NY, via Videoconference, or via Teleconference.)

	Present	Absent
Supervisor Robert McKeon	Via Videoconference	
Councilmember William Hamel	Via Videoconference	
Councilmember Christine Kane	Via Videoconference	
Councilmember Julia Solomon	Via Videoconference	
Councilmember Jacob Testa	Via Videoconference	

The following persons were ALSO PRESENT:

Christine M. Chale, Esq., Attorney for the Town, via Videoconference

The following resolution was offered by Supervisor McKeon, seconded by Councilmember Hamel, to wit;

**TOWN OF RED HOOK
RESOLUTION NO. 19
DATED APRIL 27, 2022**

**RESOLUTION AUTHORIZING THE SOLICITATION OF PUBLIC BIDS
FOR THE ACQUISITION AND INSTALLATION OF THE TOWN OF RED HOOK
GENERATORS/MIG GRANT PROJECT**

The question of the adoption of the foregoing resolution was duly put to vote on a roll call, which resulted as follows:

Supervisor Robert McKeon	VOTING <u>Aye</u>
Councilmember William Hamel	VOTING <u>Aye</u>
Councilmember Christine Kane	VOTING <u>Aye</u>
Councilmember Julia Solomon	VOTING <u>Aye</u>
Councilmember Jacob Testa	VOTING <u>Aye</u>

The foregoing resolution was thereupon declared duly adopted.

Resolution to Approve Amended Police Agreement

Supervisor McKeon explained the resolution.

**TOWN OF RED HOOK
RESOLUTION NO. 20
DATED: APRIL 27, 2022**

**RESOLUTION AUTHORIZING THE AMENDMENT OF POLICE SERVICES
AGREEMENT WITH THE VILLAGE OF RED HOOK**

WHEREAS, the Town of Red Hook and Village of Red Hook are parties to a Police Services Agreement dated as of January 1, 2020; and

WHEREAS, such agreement provides for annual renewal at rates that are renegotiated and agreed upon between the parties; and

WHEREAS, the Village has proposed an amended form of Police Services Agreement, in the form on file with the Town Clerk, for the annual sum of \$90,000, to be pro-rated for 2022, and \$50 per hour for additional hours; and

NOW THEREFORE BE IT RESOLVED by the Town Board of the Town of Red Hook (by the favorable vote of not less than a majority of all of the members of the Board) as follows:

1. The amended Police Services Agreement between the Village of Red Hook and the Town of Red Hook is hereby approved.

2. The Supervisor of the Town is hereby authorized and directed to execute the amended Police Services Agreement and such other documents necessary in connection with such Agreement in substantially the form on file with the Clerk, with such insubstantial changes as may be approved by the Supervisor.

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Councilmember William Hamel	Via Videoconference	
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Councilmember Julia Solomon	Via Videoconference	
Councilmember Jacob Testa	Via Videoconference	

The following persons were ALSO PRESENT:

Christine M. Chale, Esq., Attorney for the Town, via Videoconference

The following resolution was offered by Supervisor McKeon, seconded by Councilmember Kane, to wit;

**TOWN OF RED HOOK
RESOLUTION NO. 20
DATED: APRIL 27, 2022**

**RESOLUTION AUTHORIZING THE AMENDMENT OF POLICE SERVICES
AGREEMENT WITH THE VILLAGE OF RED HOOK**

The question of the adoption of the foregoing resolution was duly put to vote on a roll call, which resulted as follows:

Supervisor Robert McKeon	VOTING <u>Aye</u>
Councilmember William Hamel	VOTING <u>Aye</u>
Councilmember Christine Kane	VOTING <u>Aye</u>
Councilmember Julia Solomon	VOTING <u>Aye</u>
Councilmember Jacob Testa	VOTING <u>Aye</u>

The foregoing resolution was thereupon declared duly adopted.

Resolution to Approve Justice Court Audits

Supervisor McKeon explained the resolution.

**TOWN OF RED HOOK
RESOLUTION NO. 21
DATED APRIL 27, 2022**

**RESOLUTION ACCEPTING AUDIT REPORTS DATED MARCH 28, 2022 FOR
YEAR ENDED DECEMBER 31, 2021**

BE IT RESOLVED, that the Town Board of the Town of Red Hook does hereby accept the following audit reports dated March 28, 2022 for the year ended December 31, 2021, prepared by Lori E. Doty, Certified Public Accountant:

- Office of Tax Collector Financial Statements and Independent Auditor's Report
- Office of Town Clerk Financial Statements and Independent Auditor's Report
- Town Justice Courts Financial Statements and Independent Auditor's Report
- Report on Compliance for Federal Program and Report on Internal Controls over Compliance required by OMB Circular A-133
- Audit of General Fund Receipts and Disbursements

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Councilmember Julia Solomon	Via Videoconference	
Councilmember Jacob Testa	Via Videoconference	

The following persons were ALSO PRESENT:

Christine M. Chale, Esq., Attorney for the Town, via Videoconference

The following resolution was offered by Supervisor McKeon, seconded by Councilmember Kane, to wit;

**TOWN OF RED HOOK
RESOLUTION NO. 21
DATED APRIL 27, 2022**

**RESOLUTION ACCEPTING AUDIT REPORTS DATED MARCH 28, 2022 FOR
YEAR ENDED DECEMBER 31, 2021**

The question of the adoption of the foregoing resolution was duly put to vote on a roll call, which resulted as follows:

Supervisor Robert McKeon	VOTING <u>Aye</u>
Councilmember William Hamel	VOTING <u>Aye</u>
Councilmember Christine Kane	VOTING <u>Aye</u>
Councilmember Julia Solomon	VOTING <u>Aye</u>
Councilmember Jacob Testa	VOTING <u>Aye</u>

The foregoing resolution was thereupon declared duly adopted.

Resolution to Set Public Hearing – Cold War Veterans Exemption Extension

Attorney Chris Chale explained the resolution. Currently, the percentage amount is set at 15%, the maximum allowed, and the maximum cap is set not to exceed \$12,000.00. The Board can decide to extend this exemption as it is or modify it.

Supervisor McKeon suggested increasing the cap to the maximum allowed and suggested making this exemption permanent. He added that currently, there are 22 residents in the Town that would be applicable for this exemption.

Councilmember Kane suggested not making it permanent so that it can be revisited and therefore remain current.

Councilmember Testa asked what the urgency was concerning this decision. Attorney Chris Chale answered the Assessor noted that many of the applicable residents were coming up to the expiration date of this exemption.

Councilmembers Solomon and Hamel added this would have a bigger impact to the individual than to the budget and spoke in favor of allowing the maximum allowed.

Councilmember Testa added he would like to see more information before setting a date for the Public Hearing.

Councilmember Kane suggested to discuss this at the next meeting.

COMMITTEE/ DEPARTMENT REPORTS

REC COMMISSION: Many projects have been completed in preparation for opening the park. There is a lot of interest in Challenger Field. There will be no formal Pickleball leagues this year. Construction of the Rec Park West dugouts have begun.

HIGHWAY DEPARTMENT: Highway Superintendent Burke submitted an update of the NYS budget and road improvement funding. The Highway Department has received the new backhoe and would like to sell the old backhoe on municipal auction sites and is requesting the Boards permission to do so. Superintendent Burke requested to reinstate a seventh highway position.

Supervisor McKeon recommended discussing the sale of the old equipment at a different meeting.

Councilmember Hamel asked if the Board would want to consider donating old highway equipment. Attorney Chris Chale answered this could be a possibility.

Supervisor McKeon added the 22 year old backhoe might be too old to donated and suggested keeping this machine as backup equipment.

**Town of
Red Hook**



**Highway
Department**

28 Glen Pond Drive, Red Hook NY 12571 845-758-4615

April 26th, 2022

To:
Supervisor Robert McKeon
Councilperson Julia Solomon
Councilperson Christine Kane
Councilperson Bill Hamel
Councilperson Jacob Testa

Highway Department Board Report for Wednesday, April 27th, 2022

The New York State Budget for 2022 has passed and the road improvement funding amounts for the Town of Red Hook are listed below:

Consolidated Highway Local Highway and Street Improvement Program (Chips) \$168,250.71
Extreme Winter Recovery (EWR) \$37,796.26
Pave NY: \$44,666.29
In addition, we are receiving additional funding with the new Pave Our Pothole program (POP) \$29,777.53

The total available for 2022-2023 is \$280,490.80

The Town Highway Department has received the new Case Backhoe, which will replace the backhoe purchased in 2000. It is a wonderful upgrade with many modern safety features. The Highway Department would like to sell the old Case Backhoe on a municipal auction site. In order to do so, the Town Board will need to authorize the sale as surplus equipment. Thank you for the replacement, it is a great investment!

I have asked the Town Board if we will be reinstating a 7th position in the Highway Department. We have been operating with a severely reduced staff due to two layoffs during the pandemic. A current crew member is on a leave of absence with no foreseeable end date. This leaves 5 people to take care of 120 lane miles of roads. This past week, we had another person out for 5 days, and were operating with 3 or 4 staff. We are now and have been behind schedule and there is no relief in sight.

With a population of over 10,000 residents, we have a lot to cover. I am hoping the board can release the funding needed to get the Highway Department to a reasonable level of staffing.

Please let me know if and when you have made a decision to increase the full-time positions available from the six we have now to seven (or even eight!)

Respectfully yours,

Theresa Burke
Theresa Burke
Highway Superintendent

BUILDING DEPARTMENT: From Jan 2022 to April 2022, 102 Permits, 237 Inspections, 50 co/cc's and 5 Complaints were issued. \$30,016.60 in Revenue was collected. Of the \$30,000.00 in revenue, almost \$22,000.00 was residential building permits.

On a Motion by Supervisor McKeon seconded by Councilmember Kane to enter Executive Session to discuss matters under negotiation collective bargaining.

Adopted Ayes 5 McKeon, Hamel, Kane, Testa, Solomon
 Nays 0

9:57pm On a Motion by Councilmember Kane seconded by Councilmember Testa to adjourn the meeting

Adopted Ayes 5 McKeon, Hamel, Kane, Testa, Solomon
 Nays 0

Respectfully Submitted,

Deanna Cochran, Town Clerk