

Town of Red Hook

TOWN BOARD MINUTES

Volume XIII RECORD SERIES DESCRIPTION

1989 - April 13, 1993

Volume XIII of the Town Board minutes is post bound with leatherette binding in very good condition. There is a beginning index with headings from A - Z, including Mc. There are no entries for Q and X. Entries may be by subject, department or person's last name, but are not necessarily cross-referenced. Appointments are listed under A, and also sometimes by person's name. Subjects with more than one word are entered under the first word (ex. Americans With Disabilities Act entered under A).

There are 281 pages of typewritten records with printed numbers. They are in excellent condition, with some corrections. Some documents that are noted in these minutes as annexed or attached will not be found with the minutes; they are on file with the Town Clerk. These documents are referenced on pages 5, 12, 46a, 54, 67, 86, 237d, 269d, 269f and 269h.

Many inserts are included, now more than the number of records. They are photocopies of typewritten or computer printout documents bound into the volume. They are in very good condition. They are located as near as practical to their reference in the minutes. Pencilled numbers were added for purposes of microfilming and to prevent loss of order. Types of inserts include Supervisor's monthly reports, budget adjustments, resolutions, SEQR notices, public notices, bond resolutions and lists of employees and wages.

STRUCTURE:

The structure of Town Board meetings continues in the basic format of previous years. Regular meetings were held on the second Tuesday of the month, with special meetings held as needed. Notation is recorded of whether the meeting is regular, special, a public hearing, bid opening or public informational meeting, followed by date and location (Town Hall). Town officials present are listed. The time is recorded for opening the meeting with the Pledge of Allegiance. Minutes of the previous meeting are read and accepted; any corrections are detailed. The Supervisor's monthly report is read and accepted. Budget adjustments are made. The body of the meeting includes announcements, correspondence, reports and discussion of issues. Issues may be tabled for further study, referred to other agencies, or

decided by resolution. Resolutions continue to have a formal whereas..., whereas..., therefore be it resolved structure, and are numbered by the year. At the end of the meeting, bills are audited and paid, with total amount and budget category listed, but no details. The time of adjournment is recorded and the minutes are signed by the Town Clerk.

As in Volume XII, the greater part of Town Board meetings in Volume XIII consists of announcements, correspondence, reports and updates on continuing issues. Meetings continue to be used as a public forum for the Town Board to inform residents. There is also information about activities not directly related to the Town Board business.

Public hearings are frequent, for the budget and other issues of major consequence. Names of persons speaking and their comments are recorded. Use of engineering, planning and legal consultants is frequent for many issues, and public informational meetings are held for controversial issues. The many discussions, referrals, recommendations, and hearings for each issue mean that an issue will appear over many months, and even years before resolution.

The first meeting of the year continues as a reorganization meeting. Appointments and Town Board assignments are made; salaries and holidays are set; official bank and newspaper/s are designated. At the 1993 reorganization, the Supervisor gives a "State of the Town address", which details future plans.

Comprehensive details of discussions, opinions and reasons are included in these minutes. Personal details continue to be recorded - complaints, memorials, appreciation, recognitions. Global considerations receive mention - "wise and economical use of the earth's resources."

CONTENT:

DOG CONTROL: There are details of a Dog Control Officer's report.

ELECTIONS: Appointments and wages of inspectors of elections are listed at the reorganizational meeting in January. The Town Board establishes Election District No. 8.

HIGHWAY: The Town Board accepts several new roads and passes resolutions in the matter of laying out new highways, with details of location. Letters of credit for maintenance and drainage easements are accepted. Maintenance and reconstruction are the major responsibility.

Dumping on roads remains a problem; the Town Board approves closing Freeborn Lane for a year, as a solution for one area. Spring clean-up continues with arrangements for a sanitation company to pick up items at the Town Hall for a fee.

Some speed limit and traffic light requests are referred to the State Department of Transportation. The intersection of Route 96 and Kelley Road is a particular concern. Bard College renews a proposal to close Annandale Road.

PUBLIC SAFETY: The Disaster Preparedness Committee makes recommendations of sites for emergency shelters, and presents a need for an emergency communication system.

Street lighting approvals are frequent. Fire Company contract approvals are routine.

The Recreation Park Commission requests Sheriff's patrols of the park after hours.

TAXATION: The Town Board approves a proposition for the Town to receive a share of the County sales tax increase.

Senior Citizens' Tax exemption income limits are increased and related to a sliding scale.

State Board of Equalization reduction of the Town's equalization rate is an issue.

FISCAL/PUBLIC ACCOUNTABILITY: Supervisor's monthly reports are included. Annual reports generally are accepted, but not detailed.

The Town Board summarizes the results of a State audit for 1987, which reported many errors in fiscal accounting, and notes that changes have been made.

FRANCHISES: There are discussions and a public hearing regarding the franchise agreement with TCI of New York (former Kingston Cablevision).

BUDGET: The budget process begins in the Summer, with departments preparing budget estimates (not detailed). Presentation of a tentative budget, a public hearing and adoption of the budget occur in the Fall. Details of changes in the budget are recorded, but the budget is not included (the volume makes it impractical).

Budget adjustments occur monthly and give detailed fiscal information. Grants and other Federal or State funding are an important part of the Town budget, and are reflected in the minutes.

Investment of Town monies is discussed, and the Town Board agrees to participate in a "Flexicash" program.

PERSONNEL: Town personnel continues to increase. Most offices have deputies or clerks; most committees have secretaries. Regular appointments are recorded at the reorganization meeting in January, including a listing of all committee members with date of expiration of term.

As the use of computers becomes routine, a Data Processing Committee is formed.

The Town Board establishes a "standard work day" for retirement purposes and continues medical insurance for retired or separated employees. In 1989, a revised Personnel Policy is approved.

PURCHASING: Bidding procedure for highway materials and equipment continues to be recorded with details. The Town Board establishes a purchasing policy, a purchase order system and appoints a Purchasing Agent.

PUBLIC RECREATION: Detailed year end reports for the Town Recreation Park are included. The Town Board continues to award bids for the Recreation Park concession.

PLANNING: The Town Board amends the Town Code to provide for local implementation of the State Environmental Quality Review and the Local Waterfront Revitalization Program (part of the federal Coastal Zone Management Program). It passes a resolution for enforcement of Land Subdivision Regulations, and another for revision of flood management areas.

Routine planning issues for subdivisions are handled by the Planning Board. They are reflected in these minutes through reports, or when further approvals are needed. For example, the Town Board approves the use of a homeowners' association as a part of a subdivision.

An increase in Planning Board fees for consulting review is approved; such fees are now held in escrow. The Town Board hears a developer's request for reduction in pavement requirements and allowing use of natural drainage (no action).

A lawsuit is filed against the Town regarding procedural issues in the approval of a site plan for construction at Bard College.

An Architectural Review Committee is established to advise the Planning Board.

MASTER PLAN: A major planning issue is the review and revision of the Town Master Plan. Reports of the Master Plan Committee, discussions, recommendations and public hearings are reflected in these minutes.

ZONING: Zoning issues are also addressed by recommendations of the Master Plan Committee for revisions to the Zoning Law. A "Right to Farm Law" is enacted; an Agricultural District Overlay proposal is referred to the Master Plan Committee.

Rezoning requests brought before the Town Board are the subject of many meetings and hearings (particularly Hardscrabble Commons).

ZONING ENFORCEMENT/BUILDING INSPECTOR: Some issues of zoning enforcement are discussed. The Town Board enacts a law for the administration and enforcement of the NYS Uniform Fire Prevention and Building Code.

WATER SUPPLY: Water supply issues remain a large item of Town Board business. The Dutchess County Health Department requests that the Town establish wellhead protection rules and regulations (referred for engineering recommendations) and the Water Board hires a hydrogeology student for a watershed protection study.

The Water Storage Facility and Pipeline project is bid, accepted and constructed, with details of financing. The Town Board authorizes an engineering study, lets bids and approves the contract for an emergency water connection with the Village of Red Hook.

Requests for extension of the Water District to serve a proposed development, as well as the Unification Church, are approved. The Town Board amends rules and regulations of Water District No. 1 to include restrictions of water use during droughts.

ENVIRONMENT: Environmental issues addressed by the Town Board are many and controversial in this time period. The State Environmental Quality Review process is regularly reflected in the minutes.

The County proposal for an ashfill/landfill on Consolidated Edison property continues as an important item of discussion, study and litigation, until the County notifies the Town in 1992 that it is no longer considering the site.

The Conservation Advisory Council proposal to designate the Sawkill Creek as a Critical Environmental Area becomes controversial, with discussions and a hearing reflected in the minutes.

SOLID WASTE: The Town Board endorses regional management of recycling, and other recycling issues are reflected in the minutes. An employee is hired to monitor the Recycling Center.

In order to assist residents with the disposal of garbage, the Town Board authorizes the use of the Town Garage property as a drop-off site for garbage collection, and signs a contract with a sanitation company.

TOWN CODE: Discussion and approval of recodification of Town Laws is recorded.

HANDICAPPED: The Town Board addresses the requirements of the Americans With Disabilities Act (ADA), as it makes plans for accessibility of Town facilities.

RECORDS MANAGEMENT: The Town Board adopts the SARA MU-1 Records Retention and Disposition Schedule. A records inventory and improvement of the records storage area are accomplished through a State Archives and Records Administration grant.

Volume XIII of the Town Board minutes contains many details of the controversial issues of the time- Master Plan, zoning, water supply and environmental issues having the most importance. Interaction and influence of Federal, State and County programs and policies are routinely a part of most issues.

END VOLUME XIII RECORD SERIES DESCRIPTION