

Village of Rhinebeck Board of Trustees
Meeting
Tuesday, April 5, 2016
7:00 PM

Mayor Heath Tortarella:	Present
Deputy Mayor Howard Traudt:	Present
Trustee Scott Cruikshank:	Present
Trustee Gary Bassett:	Present
Trustee Gina Fox:	Absent

Also present: Village Clerk Patricia Coon, Treasurer Karen McLaughlin, Danielle Maloney from Panda and numerous members of the public.

Mayor Tortarella opened the meeting at 7:00 pm with the Pledge of Allegiance. Mayor Tortarella thanked Village Employee John Raimondo for painting the big room and along with the help from the Highway and Waste Water Departments for switching around the room.

Mayor Tortarella introduced Judge William Sanchez who performed the ceremonial swearing in of newly elected Village Trustees Scott Cruikshank and Gary Bassett and newly appointed Acting Village Justice John Kane.

Motion: Mayor Tortarella: To approve the organizational list
Second: Trustee Bassett

Mayor Heath Tortarella:	Yes
Deputy Mayor Howard Traudt:	Yes
Trustee Scott Cruikshank:	Yes
Trustee Gary Bassett:	Yes
Trustee Gina Fox:	Absent

VILLAGE OF RHINEBECK

ORGANIZATIONAL MEETING: APRIL 5, 2016
OFFICIAL YEAR 2016-2017

REGULAR MONTHLY MEETING	2nd Tuesday of Month at 7:00
NEXT ORGANIZATIONAL MEETING	April 4, 2017 at 7:00 (No meeting April 11)
MEETING PLACE	Village Hall, 76 East Market St., Rhinebeck NY
OFFICIAL DEPOSITORY	M & T Bank
OFFICIAL NEWSPAPER	Poughkeepsie Journal
MAYOR	Heath Tortarella
DEPUTY MAYOR	Howard Traudt
CLERK	Patricia Coon
DEPUTY CLERK	Christina Denu
TREASURER	Karen McLaughlin
ATTORNEY	McCabe & Mack
ASSESSORS	Town of Rhinebeck Assessors
BUILDING DEPARTMENT LIAISON	Howard Traudt
CODE ENFORCEMENT OFFICER / BUILDING INSPECTOR	John Fenton
EMERGENCY MANAGEMENT COORDINATOR	Henry Campbell
ENGINEER	Crawford & Associates
FIRE DEPARTMENT LIAISON	Scott Cruikshank
FIRE CHIEF	Kyle Eighmy
HIGHWAY / PARKS LIAISON	Gina Fox

HIGHWAY DEPARTMENT FOREMAN	Michael Wolff
HISTORIAN	Rhinebeck Historical Society
INFORMATION TECHNOLOGY LIAISON	Gary Bassett
JUSTICE COURT LIASON	Heath Tortarella
JUSTICE-ELECTED	William Sanchez
ACTING JUSTICE	John Kane
COURT CLERK	Patricia Giacalone
PANDA BOARD LIAISON	Gina Fox
PANDA BOARD COMMUNITY MEMBER	Judy Merritt
PARKS AND RECREATION COMMITTEE LIAISON	Heath Tortarella
PARKS AND RECREATION COMMITTEE CHAIR	Gabrielle Marcigliano
PLANNING BOARD LIAISON	Scott Cruikshank
PLANNING BOARD CHAIR	David Miller
PLANNING BOARD MEMBER (5 Year Term)	Mary Quinn
PLANNING / ZONING / BUILDING CLERK	Karen MacFarlane
POLICE DEPARTMENT LIASON (CHIEF OF POLICE)	Heath Tortarella
POLICE OFFICER IN CHARGE	Sergeant Peter Dunn
POLICE DEPARTMENT CLERK	Danielle Rector
POWER LINE COMMITTEE LIAISON	Gary Bassett
POWER LINE COMMITTEE CHAIR	Gentry Rouse
REGISTRAR OF VITAL STATISTICS	Town Clerk Jon Gautier
DEPUTY REGISTRAR OF VITAL STATISTICS	Deputy Town Clerk Joan Winne
SUPERINTENDENT OF PUBLIC WORKS AND CODES ENFORCEMENT	John Fenton
TAX COLLECTOR	Patricia D. Coon
ASSISTANT TAX COLLECTORS	Christina Denu and Karen McLaughlin
THOMPSON / MAZZARELLA PARK COMMITTEE LIAISON	Howard Traudt
TREE COMMITTEE LIAISON	Gina Fox
TREE COMMITTEE CHAIR	Meg Crawford
VILLAGE HALL LIAISON	Heath Tortarella
WASTEWATER DEPARTMENT LIAISON	Howard Traudt
CHIEF WASTE WATER PLANT OPERATOR	Peter Rathjen
WATER DEPARTMENT LIAISON	Gary Bassett
CHIEF WATER PLANT OPERATOR	Thomas Wallbank
WEBSITE LIAISON	Heath Tortarella
ZONING BOARD OF APPEALS LIAISON	Scott Cruikshank
ZONING BOARD OF APPEALS CHAIR	Colton Johnson
ZONING BOARD MEMBER (5 Year Term)	Judy Merritt
MILEAGE ALLOWANCE (Established by the IRS and adjusted annually on January 1st)	\$0.575/mile
AUTHORIZED ADVANCED PAYMENT OF CLAIMS	Public Utility Services and Postage

Motion: Mayor Tortarella: To appoint Bruce Washburn as the Village Liaison on the Shared highways services with the Town

Second: Deputy Mayor Traudt

Mayor Heath Tortarella:	Yes
Deputy Mayor Howard Traudt:	Yes
Trustee Scott Cruikshank:	Yes
Trustee Gary Bassett:	Yes
Trustee Gina Fox:	Absent

Motion: Mayor Tortarella: To approve the following policies: Drug Free Workplace; Harassment and Discrimination Policy; Workplace Violence Program; Vehicle Use Policy; Conference- Seminar Attendance Approval Form; Procurement Policy; Ethics Code; Time Reporting Policy; Time off request form; Annual Mileage Resolution; Vouchers and Billing Adjustment Policies and Procedures; Meeting Policies and Procedures; Advance Approval of Claims.

Second: Trustee Bassett

Mayor Heath Tortarella: Yes
Deputy Mayor Howard Traudt: Yes
Trustee Scott Cruikshank: Yes
Trustee Gary Bassett: Yes
Trustee Gina Fox: Absent

Copies of policies and forms are on file in the Village Clerk's office.

Mayor Tortarella gave a tree update on the trees removed with the cooperation of the 20 property owners. Mayor Tortarella thanks Dod Crane and Cecily Frazier for their input, and with the communities input, helped created the Power Lines committee. Mayor Tortarella and Trustee Bassett discussed their communication with New Paltz, Woodstock and Saugerties.

County Legislator Joel Tyner reported on various topics that he is involved with at the county legislature including the next Repair Café. Mayor Tortarella asked County Legislator Tyner to help support the Village of Rhinebeck when applying for county grants.

Treasurer's report- McLaughlin reported the following: Vouchers: General \$42,745.36; Water \$28,366.47; Sewer- \$17,768.12; Capital Projects \$9,309.94. Complete report is on file in the Village Clerk's office.

Motion: Mayor Tortarella: To appoint Bruce Washburn as the Village Liaison on the Shared shared highways services with the Town

Second: Deputy Mayor Traudt

Mayor Heath Tortarella: Yes
Deputy Mayor Howard Traudt: Yes
Trustee Scott Cruikshank: Yes
Trustee Gary Bassett: Yes
Trustee Gina Fox: Absent

Motion: Mayor Tortarella: To approve the Water and Waste Water Adjustments as presented and reviewed.

Second: Deputy Mayor Traudt

Mayor Heath Tortarella: Yes
Deputy Mayor Howard Traudt: Yes
Trustee Scott Cruikshank: Yes
Trustee Gary Bassett: Yes
Trustee Gina Fox: Absent

Complete report is on file in the Village Clerk's office.

Department Reports

Police & Court- Mayor Tortarella reported that in the month of March 2016 Summary: Total # of Incidents – Town: 29 ;Total # of Incidents- Village: 85; Total # of Tickets – Town: 14; Total # of Tickets – Village: 63; Total # of Arrests: 12; Total # of Accidents: 8.

Motion: Mayor Tortarella: To approve #85 Patrol Rifle Policy and #48 Less Lethal Electronic Incapacitation device- advanced taser.

Second: Deputy Mayor Traudt

Mayor Heath Tortarella: Yes
Deputy Mayor Howard Traudt: Yes
Trustee Scott Cruikshank: Yes

Trustee Gary Bassett: Yes
Trustee Gina Fox: Absent
Complete report is on file in the Village Clerk's office.

Fire Department- Trustee Cruikshank reported for the month of March there were 24 fire calls; 12 in the town, 8 in the village and 4 mutual aid calls. There were 49 EMS calls; 22 in the town, 21 in the village and 5 M/A. There were also 1 MVA in the town. The ambulance did not respond to 7 calls; therefore, our response percentage was 85.41%. Our average response time was 7:57 minutes. Complete report is on file in the Village Clerk's office.

Building/Planning/Zoning- Trustee Cruikshank reported the 10 CO searches were done, 7 building reports, 11 fire inspections, 2 sign applications, 3 site plan applications, 1 special permit, 2 area variance applications.

Highway Department- Deputy Mayor Traudt read that the following jobs were completed for the month of March 2016; cleaned out the entire catch basin along Platt, N. Parsonage and South Street; replaced 3 catch basins (Chestnut St); north side brush pick up; gravel and guardrail removal at Legion Park. Deputy Mayor Traudt reported the department requested to purchase a utility trailer, but one more additional quote is needed.

Motion: Mayor Tortarella: To apply for a grant through the Frost Foundation to purchase 2 double solar Big Belly trash compactors

Second: Deputy Mayor Traudt

Mayor Heath Tortarella: Yes
Deputy Mayor Howard Traudt: Yes
Trustee Scott Cruikshank: Yes
Trustee Gary Bassett: Yes
Trustee Gina Fox: Absent
Complete report is on file in the Village Clerk's office.

Water Department-Trustee Bassett read that 12,041,000 gallons of water was treated, The Department has completed flushing a hydrant on North Hinterlands in regards to a customer's concerns; 31 radio meters were installed; spring cleanup at the reservoir putting in with the highway department 100 man hours and supplied equipment; repaired pump #2 at reservoir. Trustee Bassett reported on the infrastructure project and that the lagoon sludge removal bid package is being reviewed by legal and trustees, and should be ready to go out to bid next month. The surveying is completed for the water improvement project and is now in the design phase. The next step will be overview. Trustee Bassett gave a review of the Hilee Road reservoir maintenance and options the village is considering- the purchasing of a brush hog vs. using the goats for clean up. Trustee Bassett recommended the purchase of the walk behind brush hog equipment, No action was taken. Trustee Cruikshank gave an update on the Town Park Master Meter Installation and that the information requested from the Town will be reviewed when received before a decision is made in regards to the master meter. Complete report is on file in the Village Clerk's office.

Wastewater Department- Deputy Mayor Traudt reported that 3.782 million gallons of waste water treated; 41,000 gallons of sludge processed; 5,192 lbs. of sludge processed. Deputy Mayor Traudt read the Headworks project report as submitted by John Fenton. Project is at 80% completion rating is forecasted to be completed by April 15th. The contractors are wrapping up the electrical work, with the biggest hold up being the metal work for the stairs. Complete report is on file in the Village Clerk's office.

Committee Reports

Tree Committee- Deputy Mayor Traudt reported that on Saturday April 30 will be the spring planting, and the committee is looking for volunteers. P.A.R.T. (Plant a Rhinebeck Tree) is fund raising to plant bigger trees.

Motion: Mayor Tortarella: To adopt the following Arbor Day resolution.

Second: Trustee Cruikshank

Mayor Heath Tortarella: Yes
Deputy Mayor Howard Traudt: Yes
Trustee Scott Cruikshank: Yes
Trustee Gary Bassett: Yes
Trustee Gina Fox: Absent
Complete report is on file in the Village Clerk's office.



Whereas, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, And

Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.

Now, Therefore, I, Heath Tortarella, Mayor of the Village of Rhinebeck, do hereby proclaim
April 29, 2016 as

Arbor Day

In the Village of Rhinebeck, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this 5th day of April, 2016

Mayor _____


Parks and Recreation Committee – Mayor Tortarella reported the Village did not get the improvement grant applied for thru the county, however the Village used our labor to do some of the repairs and improvements as reported in the highway report.

Power lines committee- Mayor Tortarella reported that March 28th was the first meeting, with the next the third Wednesday in April. Discussion on the possibility of a street-scape committee made up of one member from each committee or Board, but the Village Board needs to make the determination.

Special Requests

Mad Dash Race-

Motion: Mayor Tortarella: To approve the request as submitted.

Second: Trustee Bassett

Motion: Mayor Tortarella: Amended the motion to state approval was contingent on meeting our insurance carriers needs

Second: Trustee Cruikshank

Mayor Heath Tortarella:	Yes
Deputy Mayor Howard Traudt:	Yes
Trustee Scott Cruikshank:	Yes
Trustee Gary Bassett:	Yes
Trustee Gina Fox:	Absent

Peddling Permit - Mr. Ding a Ling Ice Cream Truck-

Motion: Mayor Tortarella: To approve the peddling permit as submitted pending the payment of the \$50 fee.

Second: Trustee Cruikshank

Mayor Heath Tortarella:	Yes
Deputy Mayor Howard Traudt:	Yes
Trustee Scott Cruikshank:	Yes
Trustee Gary Bassett:	Yes
Trustee Gina Fox:	Absent

Lion’s Club Coin Drop-

Motion: Mayor Tortarella: To approve the Lions Club coin drop as submitted.

Second: Trustee Cruikshank

Mayor Heath Tortarella:	Yes
Deputy Mayor Howard Traudt:	Yes
Trustee Scott Cruikshank:	Yes
Trustee Gary Bassett:	Yes
Trustee Gina Fox:	Absent

Fire Department Coin Drop-

Motion: Mayor Tortarella: To approve the Fire Department coin drop as submitted

Second: Trustee Cruikshank

Mayor Heath Tortarella:	Yes
Deputy Mayor Howard Traudt:	Yes
Trustee Scott Cruikshank:	Yes
Trustee Gary Bassett:	Yes
Trustee Gina Fox:	Absent

Rhinebeck Soccer League-

Motion: Mayor Tortarella: To approve the request from the Rhinebeck Soccer league to use the Rockefeller Park and the Legion Park for part of the celebration to honor Jon Nansen on May 14th, 2016.

Second: Deputy Mayor Traudt.

Mayor Heath Tortarella:	Yes
Deputy Mayor Howard Traudt:	Yes
Trustee Scott Cruikshank:	Yes
Trustee Gary Bassett:	Yes
Trustee Gina Fox:	Absent

Other Business

Judith Chapman – 100th Birthday Proclamation:

Motion: Mayor Tortarella: To approve the following proclamation for village resident Judith Chapman’s 100th birthday.

Second: Deputy Mayor Traudt.

Mayor Heath Tortarella:	Yes
Deputy Mayor Howard Traudt:	Yes
Trustee Scott Cruikshank:	Yes
Trustee Gary Bassett:	Yes
Trustee Gina Fox:	Absent

Whereas, Judith Culver Chapman was born at the family farm in Amenia, New York on April 13, 1916; and **Whereas, Judith Culver Chapman** has lived through a full century that included the Great Depression, two World Wars, and a multitude of technological advancements. Judith Culver married Stuart Chapman on January 1, 1942 and lived together in their home they built on 15 Knollwood Road in the Village of Rhinebeck for fifty eight years; and

Whereas, Judith Culver Chapman, being the mother to Richard Chapman and Pamela Hoffman; grandmother to Becky, John, Jennifer, Kimbrie, James, Christopher, Thomas, Steven and Christopher; and numerous Great-grandchildren; and

Whereas, Judith Culver Chapman, having been a teacher in the Red Hook School District and other area Districts and retiring in 1981; and who loves knitting and crocheting; and Rummikub; and is highly regarded and very active in the Rhinebeck Dutch Reformed Church and Shepherd Knitting Group; a volunteer at The Northern Dutchess Hospital Exchange Shop and the Third Lutheran Braille workshops; and

Whereas, Judith Chapman, will celebrate her 100th birthday with family and friends on April 13, 2016; and **Therefore be it Resolved**, that I do Hereby Proclaim, Wednesday April 13, 2016 as **Judith Culver Chapman** Day in the Village of Rhinebeck. On behalf of the Village of Rhinebeck, we extend our best wishes; and be it further

Resolved, that a copy of this citation suitable embossed, be transmitted to **Judith Culver Chapman**, set this date.

This 5th day of April, The year two thousand and sixteen;

In Witness Whereof,
I have hereunto set my Hand and Signature

Heath Tortarella
Mayor

Municipal Clerks Week Proclamation-

Motion: Mayor Tortarella: To approve the following proclamation for municipal clerks week May 1-7, 2016

Second: Deputy Mayor Traudt.

Mayor Heath Tortarella: Yes
Deputy Mayor Howard Traudt: Yes
Trustee Scott Cruikshank: Yes
Trustee Gary Bassett: Yes
Trustee Gina Fox: Absent

Proclamation

*Municipal Clerks Week
May 1 - May 7, 2016*

Whereas, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

Whereas, The Office of the Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

Whereas, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

Whereas, The Municipal Clerk serves as the information center on functions of local government and community.

Whereas, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, province, county and international professional organizations.

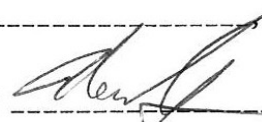
Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

Now, Therefore, I, Heath Tortarella, Mayor of Village of Rhinebeck, do recognize the week of May 1 through May 7, 2016 as Municipal Clerks Week, and further extend appreciation to our Municipal Clerk, Patricia A Coan and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this Seventh day of April 2016

Mayor

Attest:



Minutes approval-

Motion: Mayor Tortarella: To approve the following minutes as submitted: 1-26-16, 2-9-16 (amended), 2-16-2016, 3-3-2016, 3-8-2016, 3-22-2016, 3-24-2016.

Mayor Heath Tortarella: Yes
Second: Deputy Mayor Traudt.

Deputy Mayor Howard Traudt: Yes
Trustee Scott Cruikshank: Yes
Trustee Gary Bassett: Yes
Trustee Gina Fox: Absent

Correspondence-

The Woods Homeowners association in regards to the sidewalk repairs needed. Mayor Tortarella stated the highway department will revisit.
Shepherd’s Knitters will be sponsoring the fifth World Wide Knit in Public day on June 18 from 10-2 on East Market Street.

Public Comment-

Hilee Road Frank Santamorenna addressed the Board in regards to his opposition to the use of goats at the reservoir on Hilee Road.

Personnel-

Motion: Deputy Mayor Traudt: To approve the requests from Tom Wallbank and Patricia Coon to buy out vacation time.

Mayor Heath Tortarella: Yes
Second: Deputy Mayor Traudt.

Deputy Mayor Howard Traudt: Yes
Trustee Scott Cruikshank: Yes
Trustee Gary Bassett: Yes
Trustee Gina Fox: Absent

Motion: Deputy Mayor Traudt: With no further business to be brought before the Board, to close the meeting at 8:46pm.

Mayor Heath Tortarella: Yes
Second: Trustee Cruikshank

Deputy Mayor Howard Traudt: Yes
Trustee Scott Cruikshank: Yes
Trustee Gary Bassett: Yes
Trustee Gina Fox: Absent

Respectfully submitted,

Patricia D. Coon
Clerk