

**Village of Rhinebeck Board of Trustees
Meeting Agenda
Tuesday, August 22, 2017 7:00 PM**

Mayor Bassett opened the meeting at 7:00 pm with the Pledge of Allegiance.

Mayor Gary Bassett:	Present
Deputy Mayor Richard Lewit:	Present
Trustee Howard Traudt:	Present
Trustee Brant Neuneker:	Present
Trustee John Rossi	Present

Also present were: Village Clerk Patricia Coon, Treasurer Karen McLaughlin, Superintendent of Public Works John Fenton, PANDA staff and members of the public

Thompson Mazzarella Park & Legion Park updates

Trustee Traudt introduced Thompson Mazzarella park committee chair Bob Ellsworth who gave a history of the projects at the park including the pavilion- which will have a rain garden and handicap access rest rooms, trails and ball fields. Mr. Ellsworth took questions from the Board and he reported grants have been applied for but the committee will not know the results until December. He also discussed using the Boy Scouts and their Eagle Projects to accomplish goals. To fulfill the requirements of the grant received, the pavilion needs to be completed by December.

Trustee Traudt introduced village Engineer from Crawford and Associates who gave a report on the details of the Community Development Block Grant (CDBG) the Village had applied for and awarded from Dutchess County. The project was for \$113,000, the grant was for \$100,000, engineering costs \$15,000 and the Village's workforce labor matching was \$15750.

Katie Ullman, VP Marketing Dandelion Co.- was scheduled to give a presentation, however she did not attend.

County Legislator Joel Tyner-

Discussed projects and initiatives that he is working on and concerned about in the county Legislature. Mr. Tyner handed out literature and letters he has sent to County Executive Molinaro regarding the following: white supremacists, unemployment rate, pay equality for females and male employees in the workforce and government transparency, and stop the frack-gas Cricket Valley CPV.

DEPARTMENT REPORTS

Treasurer's report- Treasurer McLaughlin presented the report the following as of July 30, 2017. Vouchers: General \$126,816.89; Water \$41,432.58; Sewer- \$21,860.01; Balance: Tax Collector \$1,538,993.07; General \$1,133,211.18; Water \$806,965.16; Sewer- \$801,030.00.

Motion: Trustee Neuneker: To approve the Water Adjustments for July as they have been reviewed and signed off by the water liaison.

Second: Trustee Traudt

Mayor Bassett:	Yes
Deputy Mayor Lewit:	Yes
Trustee Traudt:	Yes
Trustee Neuneker:	Yes

Motion: Trustee Traudt: To approve the Waste Water Adjustments for July as they have been reviewed and signed off by the wastewater liaison.

Second: Mayor Bassett

Mayor Bassett:	Yes
Deputy Mayor Lewit:	Yes

Trustee Traudt: Yes
Trustee Neuneker: Yes

Treasurer McLaughlin discussed and read the Fund Balance Policy she presented to the Board. The Board discussed the 12-18% suggested and asked for a 5 year historical report of the Fund Balances and the board will discuss at the next meeting.

Motion: Mayor Bassett: To approve the Budget Amendments to the 2017-2018 Village Budget as listed in the Treasurer's report and as reported by Treasurer McLaughlin.

Second: Deputy Mayor Lewit

Mayor Bassett: Yes
Deputy Mayor Lewit: Yes
Trustee Traudt: Yes
Trustee Neuneker: Yes

The complete Treasurer's report is on file in the Village Clerk's office.

Police & Court- Mayor Bassett presented the police report as follows:

- Total # of Incidents- Town 38
- Total # of Incidents- Village 109
- Total # of Tickets- Town 30
- Total # of Tickets- Village 91
- Total # of Arrests 3
- Total # of Accidents 5

Fire Department- Mayor Bassett reported for the month of July 2017 there were a total of 82 Alarms –including: 22 fire calls, there were 57 EMS calls; there were also 3 motor vehicle accidents. The ambulance did not respond to 9 calls, therefore response percentage is 85% %. New fire truck has been delivered and training has been completed and it is in-service. Mayor Bassett invited all interested to stop and see it if there is personnel here and there will be an event forthcoming. The Fire Dept. personnel will be on duty all week at the Dutchess County Fair, and the NYS DOH inspection on the ambulance on August 14th found no deficiencies and we are in full compliance.

Building/Planning/Zoning- Mayor Bassett reported in the month of June 6.5 CO searches were done \$650.00, 7 building permits \$1236.25, 2 Zoning permits \$200.00, 6 Fire inspection \$575, 1 sign application fee \$75.00, 3 site plan application fees \$400, 1 area variance \$200, and Escro\$5000.00. The Board discussed projects before the Planning and Zoning departments.

Trustee Neuneker discussed the proposed changes which we had the public hearing on and the comments received from Dutchess county Planning which will all be put into one draft, which can be done and available for review by the September meeting.

Highway Department- Deputy Mayor Lewit reported- road repairs and resurfacing on Center Street, N. Parsonage/ Livingston, Astor & Montgomery. Catch basins were repaired, brush removed, mulch delivered, sidewalk and sign repairs, park clean up and maintenance. Curb and sidewalk reconfiguration project has started and should be completed by August 29. House fire in July located at 66 South Street is still under investigation, with demolitions permit pending.

Water Department- Trustee Neuneker presented the water report as follows: 14,273,000 gallons was treated. July 18 Drue Sellers from ES2 installed new chlorination equipment. Service line at 18 South Parsonage was repaired, and the water main in front of the village hall was repaired. On July 11th operator trainee Anthony Valenti joined the department. Complete report is on file in the Village Clerk's office. Trustee Neuneker and Clerk Coon reported that due to uncontrolled circumstances, the Poughkeepsie Journal didn't publish the resolution from the last meeting, which will need to be done. Trustee Neuneker read the resolutions below.

SEQRA RESOLUTION

At a regular meeting of the Board of Trustees of the Village of Rhinebeck, Dutchess County, New York, held at the Village Hall, in Rhinebeck, New York, in said Village, on the 22th day of August, 2017, at 7 o'clock P.M., Prevailing Time.

The meeting was called to order by Mayor Gary Bassett, and upon roll being called, the following were

PRESENT: Mayor Gary Bassett, Trustees Howard Traudt, John Rossi, Brant Neuneker and Ric Lewit

ABSENT:

The following resolution was offered by Trustee Neuneker, who moved its adoption, seconded by Trustee Traudt to-wit:

BOND RESOLUTION DATED AUGUST 22, 2017.

**A RESOLUTION OF THE VILLAGE OF RHINEBECK, DUTCHESS COUNTY, NEW YORK AS TO
SEQRA DETERMINATION.**

BE IT RESOLVED by the Board of Trustees of the Village of Rhinebeck, Dutchess County, as follows:

Section 1. It is hereby determined that the Board adopting this resolution has declared itself to be the lead agency under the State Environmental Quality Review Act ("SEQRA") and the regulations promulgated thereunder for purposes of determining the environmental impact of the project described in Section 3 hereof.

Section 2. It is hereby determined that the project described in Section 3 hereof is an Type II Action which it has been determined will not have any significant adverse impact upon the environment, as provided in 6 NYCRR Part 617.5(c)(2) and (5).

Section 3. The project which is the subject of this resolution is described as follows:
Replacement and reconstruction of water mains along various roads, including original furnishings, equipment, machinery, apparatus, appurtenances, as well as incidental improvements and expenses in connection therewith, at a maximum estimated cost of \$3,735,000.

Section 4. This resolution shall take effect immediately.

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

Second: Mayor Bassett

Mayor Bassett:	Yes
Deputy Mayor Lewit:	Yes
Trustee Traudt:	Yes
Trustee Neuneker	Yes
Trustee Rossi	Yes

The resolution was thereupon declared duly adopted.

**BOND RESOLUTION
(SUBJECT TO PERMISSIVE REFERENDUM)**

At a regular meeting of the Board of Trustees of the Village of Rhinebeck, Dutchess County, New York, held at the Village Hall, in Rhinebeck, New York, in said Village, on the 22th day of August, 2017, at 7 o'clock P.M., Prevailing Time.

The meeting was called to order by Mayor Gary Bassett, and upon roll being called, the following were

PRESENT: Mayor Gary Bassett, Trustees Howard Traudt, John Rossi, Brant Neuneker and Ric Lewit

ABSENT:

The following resolution was offered by Trustee Neuneker, who moved its adoption, seconded by Deputy Mayor Lewit to-wit:

BOND RESOLUTION DATED AUGUST 22, 2017.

A RESOLUTION AUTHORIZING, SUBJECT TO PERMISSIVE REFERENDUM, THE REPLACEMENT AND RECONSTRUCTION OF WATER MAINS ALONG VARIOUS ROADS, IN AND FOR THE VILLAGE OF RHINEBECK, DUTCHESS COUNTY, NEW YORK, AT A MAXIMUM ESTIMATED COST OF \$3,735,000 AND AUTHORIZING THE ISSUANCE OF \$3,735,000 SERIAL BONDS OF SAID VILLAGE TO PAY THE COST THEREOF.

WHEREAS, the capital project hereinafter described has been determined to be a Type II Action pursuant to the regulations of the New York State Department of Environmental Conservation promulgated pursuant to the State Environmental Quality Review Act, the implementation of which as proposed, such regulations provide, will not result in any significant adverse environmental impact; and

WHEREAS, it is now desired to authorize the financing thereof, NOW, THEREFORE,

BE IT RESOLVED, by the affirmative vote of not less than two-thirds of the total voting strength of the Board of Trustees of the Village of Rhinebeck, Dutchess County, New York, as follows:

Section 1. The replacement and reconstruction of water mains along various roads, in and for the Village of Rhinebeck, Dutchess County, New York, including original furnishings, equipment, machinery, apparatus, appurtenances, as well as incidental improvements and expenses in connection therewith, at a maximum estimated cost of \$3,735,000, is hereby authorized, subject to permissive referendum.

Section 2. It is hereby determined that the plan for the financing of the aforesaid maximum estimated cost is by the issuance of \$3,735,000 of serial bonds of the Village hereby authorized to be issued therefore pursuant to the provisions of the Local Finance Law; **PROVIDED,**

HOWEVER, that to the extent that any grants-in-aid are received for such class of objects or purposes, the amount of bonds to be issued pursuant to this resolution shall be reduced dollar for dollar.

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid class of objects or purposes is forty years pursuant to subdivision 1 of paragraph a of Section 11.00 of the Local Finance Law. It is hereby further determined that the maximum maturity of the serial bonds herein authorized will exceed five years.

Section 4. The faith and credit of said Village of Rhinebeck, Dutchess County, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such bonds as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such bonds becoming due and payable in such year. There shall annually be levied on all the taxable real property of said Village, a tax sufficient to pay the principal of and interest on such bonds as the same become due and payable.

Section 5. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the serial bonds herein authorized, including renewals of such notes, is hereby delegated to the Village Treasurer, the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said Village Treasurer, consistent with the provisions of the Local Finance Law.

Section 6. The powers and duties of advertising such bonds for sale, conducting the sale and awarding the bonds, are hereby delegated to the Village Treasurer, who shall advertise such bonds for sale, conduct the sale, and award the bonds in such manner as the Village Treasurer shall deem best for the interests of said Village, including, but not limited to, the power to sell said bonds to the New York State Environmental Facilities Corporation; provided, however, that in the exercise of these delegated powers, the Village Treasurer shall comply fully with the provisions of the Local Finance Law and any order or rule of the State Comptroller applicable to the sale of municipal bonds. The receipt of the Village Treasurer shall be a full acquittance to the purchaser of such bonds, who shall not be obliged to see to the application of the purchase money.

Section 7. All other matters except as provided herein relating to the serial bonds herein authorized including the date, denominations, maturities and interest payment dates, within the limitations prescribed herein and the manner of execution of the same, including the consolidation with other issues, and also the ability to issue serial bonds with substantially level or declining annual debt service, shall be determined by the Village Treasurer, the chief fiscal officer of such Village. Such bonds shall contain substantially the recital of validity clause provided for in Section 52.00 of the Local Finance Law, and shall otherwise be in such form and contain such recitals, in addition to those required by Section 51.00 of the Local Finance Law, as the Village Treasurer shall determine consistent with the provisions of the Local Finance Law.

Section 8. The Village Treasurer is hereby further authorized, at her sole discretion, to execute a project

finance and/or loan agreement, and any other agreements with the New York State Department of Health and/or the New York State Environmental Facilities Corporation, including amendments thereto, and including any instruments (or amendments thereto) in the effectuation thereof, in order to effect the financing or refinancing of the class of objects or purposes described in Section 1 hereof, or a portion thereof, by a bond, and/or note issue of said Village in the event of the sale of same to the New York State Environmental Facilities Corporation.

Section 9. The power to issue and sell notes to the New York State Environmental Facilities Corporation pursuant to Section 169.00 of the Local Finance Law is hereby delegated to the Village Treasurer. Such notes shall be of such terms, form and contents as may be prescribed by said Village Treasurer consistent with the provisions of the Local Finance Law.

Section 10. The validity of such bonds and bond anticipation notes may be contested only if:

- 1) Such obligations are authorized for an object or purpose for which said Village is not authorized to expend money, or
- 2) The provisions of law which should be complied with at the date of publication of this resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or
- 3) Such obligations are authorized in violation of the provisions of the Constitution.

Section 11. This resolution shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.150-2. Other than as specified in this resolution, no monies are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.

Section 12. Upon this resolution taking effect, the same shall be published in summary form in the official newspaper of said Village for such purpose, together with a notice of the Village Clerk in substantially the form provided in Section 81.00 of the Local Finance Law.

Section 13. Pursuant to the provisions of Section 36.00 of the Local Finance Law, this resolution is adopted subject to permissive referendum.

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

Second: Deputy Mayor Lewit

Mayor Bassett:	voting	Yes
Deputy Mayor Lewit:	voting	Yes
Trustee Neuneker	voting	Yes
Trustee Traudt:	voting	Yes
Trustee Rossi	voting	Yes

The resolution was thereupon declared duly adopted.

Wastewater Department- Trustee Traudt presented the monthly Waste Water Treatment Plant report as follows: the month of June 4.153 million gallons of waste water treated; 37,600 gallons of sludge processed; 4,189 lbs. of sludge processed. Trustee Traudt also stated letters have been sent to the Village Green residents that cloth rags cannot be flushed down the system. Complete report is on file in the Village Clerk's office.

Committee Reports

Tree Committee- Deputy Mayor Lewit reported that the commission is taking inventory of the trees in the village. The commission is requesting for the paperwork for planting in the BROW (beyond right of way) be simplified as it is very cumbersome. Deputy Mayor Lewit will work on an easier process. The two application received will be looked at (Klaproth and McNeil). The commission is asking the public and residents for assistance with watering the trees. If you have a tree with a water bag on it, but make sure there is water in it.

Ethics Committee-Deputy Mayor Lewit and Trustee Traudt reported No report

SVR (Short-term Vacation Rental) Committee- Trustee Neuneker reported they committee will be meeting on 8/23 and the big issue is how to treat unhosted rentals.

Environmental Committee Report- Mayor Bassett reported the ongoing activities would be to consider using an intern to research existing energy policies and provide a summary, to research state level initiatives, regional initiatives, and establish a data base to collect and tract activities. The committee will meet the first Wednesday of every month at 5:30pm.

Parks Committee- Trustee Traudt stated all was covered with presentations at the beginning of the meeting.

Special Requests

Porchfest Peddler's Permits- Clerk Coon is to ask Porchfest promoter Liz Mazzarella for a complete list of peddlers and each peddler is to complete the application and only this year will the application fee be waived by the Village. The Village Board need tos approve the list of peddlers.

Motion: Mayor Bassett: To approve Jeanne Stenswold with Loaded Fries at Porchfest. The application fee will be waived this year only.

Second: Trustee Traudt

Mayor Bassett:	Yes
Deputy Mayor Lewit:	Yes
Trustee Traudt:	Yes
Trustee Neuneker:	Yes
Trustee Rossi	Yes

Fall 5K Lemur Run

Motion: Trustee Neuneker: To approve the application to hold the Fall 5K Lemur Run subject that they have police escort and it is noted that our police cannot guarantee they will have a police officer available to assist with traffic.

Second: Trustee Traudt

Mayor Bassett:	Yes
Deputy Mayor Lewit:	Yes
Trustee Traudt:	Yes
Trustee Neuneker:	Yes
Trustee Rossi	Yes

Mad Dash

Motion: Mayor Bassett: To approve the Mad Dash 30th Annual Labor Day Charity Race to be held on Monday September 2, 2017, as discussed with the Church of the Messiah paying for the costs incurred by the police.

Second: Trustee Traudt

Mayor Bassett:	Yes
Deputy Mayor Lewit:	Yes
Trustee Traudt:	Yes
Trustee Neuneker:	Yes
Trustee Rossi	Yes

Lemur based artwork on Market Street

Motion: Mayor Bassett: To approve the hanging of the Lemur based artwork on the trees along Market Street for approximately one week.

Second: Deputy Mayor Lewit

Mayor Bassett:	Yes
Deputy Mayor Lewit:	Yes
Trustee Traudt:	Yes
Trustee Neuneker:	Yes
Trustee Rossi	Yes

Edward Travalione- Italian Ice cart- The board discussed the application, and decided to postpone a decision until additional information is provided. The Board and the village Police are concerned regarding the placement and location of the ice cart.

Rhinebeck Central School Park Use

Motion: Mayor Bassett: To approve the from the Rhinebeck PTSO to use the Lion’s Club Mini Park for the PTSO sponsored “Back to School block Party” on Friday September 15, 2017 from approximately 2:45-5:00pm.

Second: Deputy Mayor Lewit

Mayor Bassett:	Yes
Deputy Mayor Lewit:	Yes
Trustee Traudt:	Yes
Trustee Neuneker:	Yes
Trustee Rossi	Yes

Rhinebeck Republican Committee building use

Motion: Mayor Bassett: to approve the Rhinebeck Republican Committee the use of the building for the Caucus on September 16, 2017 from 10-12.

Second: Trustee Rossi

Mayor Bassett:	Yes
Deputy Mayor Lewit:	Yes
Trustee Traudt:	Yes
Trustee Neuneker:	Yes
Trustee Rossi	Yes

Other Business

Climate Mayors- Melanie Gates gave a presentation on Climate Mayors which is a great resource for mayors to connect with one another across the country. She would like to have Rhinebeck a model town in the Hudson valley for Mayors for 100%Clean Energy. More information can be found at <http://climatemayors.org>.

Defensive Driving- Clerk Coon discussed the possibility of holding a defensive driving course at the Village Hall on a Saturday. The participants would pay the instructor directly and the fee would be \$23. The date is to be determined and will be published on our website, Facebook and email blast.

Motion: Deputy Mayor Lewit: To approve holding a defensive driving course at the Village Hall on a Saturday. The participants would pay the instructor directly and the fee would be \$23.

Second: Trustee Traudt

Mayor Bassett:	Yes
Deputy Mayor Lewit:	Yes
Trustee Traudt:	Yes
Trustee Neuneker:	Yes
Trustee Rossi	Yes

LED Upgrade

Motion: Trustee Neuneker: To approve the LED upgrade proposal from Livingston Energy Group a contractor of Central Hudson for the Village Hall and Fire Department at an out of pocket cost of \$1085.00

Second: Trustee Traudt

Mayor Bassett:	Yes
Deputy Mayor Lewit:	Yes
Trustee Traudt:	Yes
Trustee Neuneker:	Yes
Trustee Rossi	Yes

Website Design

The Board had received 2 different quotes form web designers for our Village Website. This was tabled to a later time.

CDBG Application

The Board had received information regarding the upcoming Dutchess County Community Development Block Grant, with the project to have the most need for handicapped sidewalk accessibility within the area of the village eligible. The proposed site may be to connect the north side to the south side of the village at Parsonage and E. Market Street.

Motion: Mayor Bassett: To hire the Village Engineers to study and apply for the 2017 CDBG for the Village of Rhinebeck

Second: Trustee Traudt

Mayor Bassett:	Yes
Deputy Mayor Lewit:	Yes
Trustee Traudt:	Yes
Trustee Neuneker:	Yes
Trustee Rossi	Yes

Resolution Designation Check Signing Authority

The Board discussed the check signing policy, and in the absence of one, made the following resolution:

Motion: Trustee Neuneker

Second: Trustee Traudt

Resolution Designation Check Signing Authority

Whereas, Village Law 4-408 designated the Treasurer with the authority to sign checks for payment of village obligations, and

WHEREAS, in the absence or inability of the Treasurer to sign checks the village is unable to timely pay its obligations, and

WHEREAS, Village Law 4-400 provides that the Board of Trustees may designate the Mayor as an authorized signer of checks in the absence or inability of the Treasurer to do so, and furthermore Public Officers Law 9 provides that deputy officers possess all powers and may perform all duties of the principal officer, now therefore be it

RESOLVED that the Board of Trustees hereby designate the Mayor and Deputy Mayor as authorized signers of checks for the Village of Rhinebeck, and

BE IT FURTHER RESOLVED, that the Board of Trustees hereby requires two signatures on each check and hereby requires that the Treasurer and Mayor sign each check, or in absence of inability of either, two signers as provided herein must sign all village checks and the Board of Trustees hereby directs the Village Clerk to provide the designated village banks with a certified copy of this resolution.

Dated: Rhinebeck, New York

August 22, 2017

Mayor Bassett:	Yes
Deputy Mayor Lewit:	Yes
Trustee Traudt:	Yes
Trustee Neuneker:	Yes
Trustee Rossi	Yes

Minutes approval: 7-25-2017

Motion: Mayor Bassett:

Second: Trustee Neuneker

Mayor Bassett:	Yes
Deputy Mayor Lewit:	Yes
Trustee Traudt:	Yes
Trustee Neuneker:	Yes
Trustee Rossi	Yes

Correspondence- Village Clerk Coon read all correspondence and all correspondence is all on file in the village clerk's office.

Victor Britton- Mr. Britton's concerns are noted and on schedule. John Fenton will be over after the fair to look at the large cavity that has developed on his property.

Rhinebeck Farmer's Market- Letter requesting a reduction in the annual fee paid to the village from \$2000 to \$1000.

Town of Rhinebeck- Grasmere Hearing- The Town of Rhinebeck Planning Board public hearing on Monday July 17, 2017 pm the application by Grasmere Mensch LLC for Subdivision Plat Approval and amendment of Phase 1 site plan approval.

Parking on South Street- The Board readdressed the email from the Community Nursery School regarding changing the parking on South Street to allow 15 minute drop off and pick up.

Motion: Mayor Bassett: To hold a public hearing on September 12, 2017 to change the vehicle and traffic law to allow 15 minute parking on South Street by the Community Nursery School and the Dutch Reformed Church.

Second: Deputy Mayor Lewit

Mayor Bassett:	Yes
Deputy Mayor Lewit:	Yes
Trustee Traudt:	Yes
Trustee Neuneker:	Yes
Trustee Rossi	Yes

Rhinebeck Chamber letter- Received a letter from Claudia Cooley, Executive Director Rhinebeck Area Chamber of Commerce, thanking the village for the combined efforts in making our streets shine during a recent visit made by Senators Serino and Funke on Thursday August 3.

PANDA letter- Received and discussed the letter a letter from Danielle Maloney asking to submit a bid to continue taping any extra meetings in the month at a fee of \$100 for the second meeting.

Motion: Mayor Bassett: To move forward and support PANDA and to request a formal bid for additional tapings during the month.

Second: Trustee Traudt

Mayor Bassett:	Yes
Deputy Mayor Lewit:	Yes
Trustee Traudt:	Yes
Trustee Neuneker:	Yes
Trustee Rossi	Yes

Sandy Blair- Received a letter from Sandy Blair regarding the water pressure at her house on 50 Chestnut Street. The letter is to be forwarded to the Water Dept for investigation.

Volunteering- Anderson Cares- Received and discussed a vocational development program letter from the Transition Coordinator at the Anderson Center for Autism. It was discussed that the village is currently using volunteers from Gateway to stuff the water bills, and will be using volunteers to help with record retention in the Clerk and Planning Board offices.

Motion: Mayor Bassett: To move forward and support the Transition Program at Anderson Center for Autism vocational development program and to have Superintendent of Public Works, John Fenton get in contact with program coordinator Inga McKay to work out the details.

Second: Deputy Mayor Lewit

Mayor Bassett:	Yes
Deputy Mayor Lewit:	Yes
Trustee Traudt:	Yes
Trustee Neuneker:	Yes
Trustee Rossi	Yes

Dutchess County Hazardous Waste- Clerk Coon read the notice from Dutchess county for schools, governmental agencies, farms and businesses. The notice will be shared with all departments and on the Website, email blast and Facebook.

Personnel- no report

Public Comment- no report

Executive session

Motion: Mayor Bassett: To go into executive session to discuss the civil service job assignments and policies.

Second: Deputy Mayor Lewit

Mayor Bassett: Yes
Deputy Mayor Lewit: Yes
Trustee Traudt: Yes
Trustee Neuneker: Yes
Trustee Rossi Yes

Motion: Mayor Bassett: To close executive session and open the regular meeting.

Second: Trustee Neuneker

Mayor Bassett: Yes
Deputy Mayor Lewit: Yes
Trustee Traudt: Yes
Trustee Neuneker: Yes
Trustee Rossi Yes

Motion: Mayor Bassett: To Establish a 90 30 hour hourly clerk position and to offer it to Danielle Rector at her current salary.

Second: Trustee Rossi

Mayor Bassett: Yes
Deputy Mayor Lewit: Yes
Trustee Traudt: Yes
Trustee Neuneker: Yes
Trustee Rossi Yes

Motion: Mayor Bassett: With no further business to discuss to close the meeting at 11:20pm.

Second: Trustee Traudt

Mayor Bassett: Yes
Deputy Mayor Lewit: Yes
Trustee Traudt: Yes
Trustee Neuneker: Yes
Trustee Rossi Yes

Respectfully Submitted,

Patricia D. Coon, RMC
Village Clerk

Mayor Gary Bassett:	Present
Deputy Mayor Richard Lewit:	Present
Trustee Howard Traudt:	Present
Trustee Brant Neuneker:	Present
Trustee John Rossi	Present

Also present were: Village Clerk Patricia Coon, Treasurer Karen McLaughlin, Sgt. Peter Dunn and Superintendent of Public Works John Fenton

Civil Service Assignments:

Mayor Bassett discussed the hours that Danielle Rector is currently working, and the amount of work she is completing. Sgt. Dunn addressed the Board as to her importance in the department, how she is irreplaceable, and the responsibilities that she is performing under his direction. He discussed her current salary, and was concerned that she is being underpaid for her qualifications and responsibility. Mayor Bassett discussed Dutchess County Civil Service rules, and the need to establish a 30 hour, hourly clerk position which Danielle would be able to be hired for on a 90 day temporary basis at her current salary and if she is reachable from the civil service list, then she could be hired. After the 90 days, the Village will revisit this position, and see if this is what will work for the department. If Danielle is in the top 3 on the Clerk test list, she will be able to be offered the position. If not, the village has the option of offering the position to the top three, or keeping the position part time, possible with a higher pay. Treasurer McLaughlin and Sgt. Dunn reported on the areas in which the salary would be able to be paid for from the budget. The first step is to establish the position of a 90 day 30 Hour hourly clerk position and to offer it to Danielle Rector at her current salary.

Sgt. Dunn and Treasurer McLaughlin left, and Superintendent of Public Works John Fenton came into session.

Astor Drive 8-17-2017

Mayor Bassett gave a report of the incident that happened on 8-17-2017 on Astor Drive which I am attaching the email narrative sent:

“Thursday at approximately 1400hrs we had two major issues happen on Astor drive that could have had major consequences if not for the leadership of the Village staff. Both occurred during the joint operation with the Town on paving the first section of Astor Drive. The actions taken by Peter Rathjen, Brian and Scott with John Fenton and Mike Wolff should be commended in how this was handled.

- The first incident was a manhole cover breaking in half and collapsing into the man hole, blocking the flow of waste water from the hospital to the treatment plant. A confinement space expert was immediately dispatched and the problem was corrected.

In the meantime the paving continued west on Astor rather than completing the Village section.

- Shortly after remedying that situation, raw sewage was observed coming from a manhole east, uphill from the other manhole (we all know which way sewage flows). Again quick response by everyone, a bypass was installed and the confined space expert and a Vac-Truck was dispatched. The short story is during the paving the manhole cover came off and what was assumed to be a relatively small amount blacktop went into the manhole and at the time not perceived as a problem. In reality a large amount of blacktop went into the manhole and blocked the flow. This had to be chiseled in chunks. With the use of the Vac-truck the final plug was forced out of the line with high pressure water avoiding digging up and replacing the line.

Again the expertise of all involved another major problem was remedied in what was the most expeditious way possible. Astor drive remained closed for the night and clean up and opening the road was done this morning.

At the end of the day we are all judged by what we do, in this case the quick actions of everyone involved demonstrated the value of having highly trained and experienced people.

Gary Bassett
Mayor Village of Rhinebeck

John Fenton gave a summary of what the paving project was about and what it entailed, which I am attaching the email narrative he sent to me:

“Below is the chain of events that happened on August 17th, 2017 approximately 3:00pm.

I received a call from Waste Water Operator Pete Rathjen approximately 3pm , he stated that the sanitary manhole located approximately a quarter mile down Astor Drive was over-flowing with raw sewerage. He requested that I come out to the site immediately. I showed up on-site approx. 3:10pm and witnessed the sewerage streaming out of the holes in the manhole cover, at that same time the waste water crew was setting up a bypass pump system to direct the flow over to the un-clogged manhole.

Upon arrival, I was informed that approx. 1 cubic yard of asphalt had been dumped down the sanitary manhole when the manhole cover was accidentally knocked out of place by the paving equipment. Once the manhole was pumped out we were able to locate the exact location of the blockage and assess what equipment was going to be needed to remove said blockage. A Confined Space expert was immediately dispatched, along with a Vac-Truck, once both arrived they began to remove the blockage. It took the crew approx. 5 hours to complete the job.

Presently, I do not have any invoices from the contractors, but once I have them, I will forward you copies.”

After the summaries were discussed, the Mayor discussed how village staff reacted, performed, and presented themselves during this incident. Mayor Bassett asked the Village Board members for help within their departments and the need for all village employees to work together, that it was an accident, and that no fingers are to be pointed.

After the summaries were discussed, the Mayor discussed how village staff reacted, performed, and presented themselves during this incident/project. Mayor Bassett asked the Village Board members for help within their departments and the need for all village employees to work together with better collaboration, communication and respect. There were many things that led up to the issue and that not one person can be held accountable, and that no fingers are to be pointed. The purpose is to learn from the experience and improve for future projects. This cannot be achieved without the boards help.

Respectfully Submitted,

Patricia D. Coon, RMC
Village Clerk