

EAST OF THE HUDSON WATERSHED CORPORATION

BOARD OF DIRECTORS MEETING MINUTES

LOCATION: Business Office: 2 Route 164, Patterson, NY 12563

TIME and DATE: 9:30AM, Thursday, July 12, 2012

- 1) Opening of Meeting @ 10:00AM,
 - In attendance; Mary Beth Murphy (Town of Somers), Michael Griffin (Town of Patterson), Warren Lucas (Town of North Salem), David Kelly (Town of Pawling), Robert Liffland (Village of Pawling), James Schoenig (Village of Brewster), Kenneth Schmitt (Town of Carmel), Katherine Doherty (Town of Kent), Robert Tendy (Town of Putnam Valley), Danielle Harris (Proxy for Putnam County), Lee Roberts (Town of Bedford), Steve Ferreira (Proxy for Town of Cortlandt), Peter Parsons (Town of Lewisboro), Bruce Barber (Proxy for Town of Yorktown), Rahul Verma, Kim Keller, George Rodenhauser (Legal Counsel, EOHWC)
 - Absent: Tony Hay (Town of Southeast), J. Michael Cindrach (Town of Mt. Kisco), Susan Carpenter (Town of New Castle), Gary David Warshauer (Town of Pound Ridge)
- 2) Pledge of Allegiance
- 3) Motion by Mary Beth Murphy for Approval of meeting minutes from 5/2/12 Board of Directors Meeting.
 - 2nd by Lee Roberts
 - Vote: 13 yea to 0 nay
- 4) Rahul Verma gave an overview update on the Legacy Projects with respect to Contract Administration / Payment - See attached Standard Operating Procedure.
 - Motion by David Kelly to adopt Standard Operating Procedure #1 – Invoice and Payment
 - 2nd by Lee Roberts
 - Vote: 13 yea to 0 nay
- 5) Katherine Doherty asked for clarification as to how the Town of Kent would be reimbursed for the retrofit work.
 - Danielle Harris of County of Putnam explained how the funds were transferred to EOHWC except for a total of \$752,184.65 which has been pulled out of the Corporate Fund and placed aside to pay for vouchers already submitted to the County of Putnam (list attached as Schedule B) for payment.

- Danielle Harris stated that she will submit a letter to EOHWC with further details and explanation with respect to the fund disbursement.
- 6) Review of Vendor Payment Policy Procedures
- See Item #4
- 7) Motion by Mary Beth Murphy to Authorize reimbursement to municipalities for Engineer/Construction Cost for approved retrofit projects as of January 1, 2011.
- 2nd by Peter Parsons
 - Vote: 13 yea to 0 nay
- 8) Motion by Mary Beth Murphy to Authorize that if a municipality had completed a DEC-accepted Year 1 or Year 2 project with the municipalities own funds, they may be eligible for reimbursement from EOHWC, provided the project was completed in accordance with the corporation agreements, including start date as of January 1, 2011 and submitted back to EOHWC with back-up by August 25, 2012 for review for possible reimbursement.
- 2nd by David Kelly
 - Vote: 13 yea to 0 nay
- 9) Other Business
- Quarterly Board of Director Meeting will be scheduled and all will be sent notices shortly.
 - Warren Lucas mentioned that any town with a contractor that might be interested in retrofit work should let get the Vendex Certification Forms submitted as soon as they can.
 - Rahul Verma mentioned that he may hold a contractors meeting here at 2 Route 164, Patterson, NY to let any contractor who would like to bid on the construction work to come in look at the plans and give them appropriate information that would be required to bid (ex: Vendex Certification Information)
- 10) Motion for Adjournment by Mary Beth Murphy @ 11:30a
- 2nd by Warren Lucas
 - Vote: 13 yea to 0 nay