



## EAST OF HUDSON WATERSHED CORPORATION

### BOARD OF DIRECTORS MEETING MINUTES

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

TIME and DATE: 9:30AM, Thursday, August 2, 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), Kenneth Schmitt (Town of Carmel), Katherine Doherty (Town of Kent), Robert Tendy (Town of Putnam Valley), Bruce Walker (Putnam County), Lee Roberts (Town of Bedford), Steve Ferreira as proxy (Town of Cortlandt), Peter Parson (Town of Lewisboro), Rahul Verma (EOHWC), Kim Keller (EOHWC), George Rodenhausen (Attorney, EOHWC), Jeff Graf (NYC DEP)
  - Absent: Robert Liffland (Village of Pawling), James Schoenig (Village of Brewster), 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), William Weaver (Town of North Castle)
- 2) Pledge of Allegiance
- 3) Rahul Verma gave an overview for Recommendations for award of Solicitation 2012-02 and Authorization to Contract based on 3 tiers as 1 being the highest and 3 the lowest. Four firms were in the Tier 1 level, three firms in Tier 2 Level and Three firms in Tier 3 Level.
  - Peter Parsons began a discussion on the selection criteria for engineers, and if familiarity with municipal issues/politics was a criteria for selection. Peter was concerned that projects may not be completed efficiently if the engineer was not familiar with municipal issues/politics. Rahul stated that one of the evaluation criteria is familiarity with DEP, DEC, and experience in local issues when working with EOH watershed communities.

Experience with the individual host municipality is not a specific evaluation criteria, as each Solicitation includes projects in several municipalities. The host municipality will be involved in evaluating/accepting the retrofit project before construction begins.

- David Kelly indicated that is why we set By-Laws in place to operate in a certain criteria/manner when it comes to selecting consultants for contracts with EOHWC.
  - Motion by Michael Griffin to Authorize Contracts for 2012-02 Solicitation with the following firms:
    - Insite Engineering for Project Group 1
    - Hahn Engineering for Project Group 2
    - Weston & Sampson for Project Group 3
    - O'Brien & Gere for Project Group 4
  - 2<sup>nd</sup> by Katherine Doherty
  - Vote: 13 yea to 0 nay
- 4) Other Business:
- Bruce Walker met with NYSDEC in Albany on 7-31-12 to discuss the Putnam County MS4 permit requirements. During the discussion, the idea of assigning additional MS4 responsibilities to the EOHWC were raised. This included Education and possibly O&M.
  - Motion by David Kelly to form a Sub-Committee to explore opportunities for collaboration of other MS4 Elements starting with Education.
    - Members of Committee: Warren Lucas/Mary Beth Murphy/Bruce Walker/David Kelley
  - 2<sup>nd</sup> Jo Powers
  - Vote: 13 yea to 0 nay
- 5) Other Business:
- Michael Griffin asked Jeffrey Graf (NYCDEP) if there yet a signed contract with NYCDEP. Jeffrey Graf mentioned everything was proceeding according to the schedule originally established, but submittal of the final review document was delayed, so the whole schedule has been shifted. He will provide an updated schedule. Once all items are executed properly he foresees EOHWC having a signed contract sometime in October of 2012 and a check being released 4 to 6 weeks thereafter.
- 6) Other Business:
- George Rodenhausen briefly asked how the budget for 2012 was proceeding along that there is a deadline of October 1, 2012 to have a general budget with costs for 2012 reported.
  - Mary Beth Murphy asked that Rahul Verma and Kim Keller put a budget together for review next week with Warren Lucas, Mary Beth Murphy, George Rodenhausen and Rahul Verma.
- 7) Motion for Adjournment by Mary Beth Murphy @ 11:00am
- 2<sup>nd</sup> by David Kelly
  - Vote: 13 yea to 0 nay