



## EAST OF HUDSON WATERSHED CORPORATION

### BOARD OF DIRECTORS MEETING

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

TIME and DATE: 10:00 a.m., Tuesday, February 24, 2015

#### Meeting Minutes

#### 1) Opening of Meeting at 10:05 AM

- In attendance: Michael Griffin (Town of Patterson); Robert Liffland (Village of Pawling); Peter Parsons (Town of Lewisboro); Warren Lucas (Town of North Salem); Bruce Walker (Putnam County); Bruce Barber, alternate for Michael Grace (Town of Yorktown); Robert Tendy (Town of Putnam Valley); Tony Hay (Town of Southeast); Chris Burdick (Town of Bedford); Jon Powers alternate for Richard Lyman (Town of Pound Ridge); Adam Kaufman, alternate for Michael Schiliro (Town of North Castle); Maureen Fleming (Town of Kent); Stephen Ferreira as alternate for Linda Puglisi (Town of Cortlandt); Joseph Zarecki (Zarecki & Associates); Dan Peters (Village of Pawling); Sharon Dirac (EOHWC); Kevin Fitzpatrick (EOHWC); Joanne Tavino (EOHWC); Vincent Giorgio (NYCDEP); Antonino Modica (NYCDEP)
- ABSENT: Kenneth Schmitt (Town of Carmel); Michael Cindrach (Town of Mt. Kisco); David Kelly (Town of Pawling); Sabrina Charney Hull, alternate for Robert Greenstein (Town of New Castle); Steve Woelfle, alternate for Rick Morrissey (Town of Somers); James Schoenig (Village of Brewster); George Rodenhausen (Legal Counsel, EOHWC)

#### 2) Pledge of Allegiance

#### 3) Approve Meeting Minutes

Amendments proposed to November 18, 2014 Board of Directors meeting minutes: add line under Financials to include filing of Form 990 and CHAR 500 complete; and a correction under engineer salary to add "not" to exceed \$80,000.

Motion to approve November 18, 2014 Board of Directors Quarterly meeting minutes with amendments by Director Burdick, all in favor.

Supervisor Hay brought to attention incorrect dates in January 13, 2015 Board of Directors Annual meeting minutes with regard to schedule of 2015 remaining quarterly Board meetings. Corrections discussed, noted and clarified as Tuesday May 12, Tuesday August 11, and Tuesday November 10. Motion to accept minutes with corrected dates by Supervisor Hay; seconded by Director Burdick; all in favor.

#### 4) Project Update

Kevin Fitzpatrick provided Program Summary by municipalities with phosphorous reduction approved by DEC. If all 22 projects move forward, total reduction would be at 500KG. Goal is to watch projects closely to get as close to 459 as possible. 15 projects ready for RFP within next week. Additional 7 projects are by towns or on private property. Expect 10 projects to construction in next few weeks. Also 5 projects remaining from fall to be closed out as soon as weather permits. For new RFP's timelines made clear to engineers recommending 100% design by August to allow for mid Fall construction.

**5) Review EOHWC Unaudited Financial Statements**

The following reports were reviewed: Year to date and Inception to date cash flow reports; Statement of Financial Position; Statement of Activities and Statement of Functional Expenses provided. The Controller reported the reports are the identical reports that will be provided by the auditors.

**6) Report on Status of 2014 Audit**

Requested audit items (checks, banks statements, account analysis, etc.) have been sent as requested. March 3 and 4 are scheduled for in house audit. May 15<sup>th</sup> is due date for tax filings.

Completion of Audit will allow for DEP Project Accounting Report to be finalized. Last pieces of information will depend upon meeting with Putnam County and Somers, which we anticipate receiving in the next week. Discussion regarding turnaround time once Invoice is submitted to DEP. Vincent Giorgio of DEP suggested they will process as quickly as possible noting that the additional funds will be needed for projects going to construction this year.

**7) Other Business –**

Suggestion was made by President Griffin to ask George Rodenhausen to go to Putnam and Westchester to amend funding agreements to be able to roll funds forward. The question still arises with regard to whether WQIP funds can be spent after Year 5 projects are complete. Director Burdick brought up MS4 permit and whether that is determining factor.

O&M has been discussed and since the organization will not have funds available, it was recommended to go to the towns for the maintenance.

Putnam Valley decision to stay with original design has been made. Kevin Fitzpatrick is moving forward with project.

Director Burdick requested ETA for 2014 Annual Report. Kevin Fitzpatrick will provide draft ahead of next quarterly meeting. President Griffin requested more detailed 2015 budget to include funds committed for current year projects.

Sharon Dirac stated Foil request response due Friday.

**8) Next Quarterly Meeting Date: May 12, 2015**

**9) Executive Session motion to discuss the employment history of a particular person, proposed by Director Burdick; seconded by Director Parsons; all in favor. Motion to come out of executive session passed. No action taken, no decision made in executive session.**

**10) Review and Sign Monthly Checks and Vouchers**

Peter Parsons remained to do so

**11) Adjournment - motion to adjourn by Warren Lucas; seconded by Peter Parsons; all in favor. Adjourned 11:07am.**