



EAST OF HUDSON WATERSHED CORPORATION

MONTHLY EXECUTIVE COMMITTEE MEETING

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

TIME and DATE: 9:30 AM, Thursday, July 3, 2014

Meeting Minutes

1. Meeting Opening @ 9:30 a.m.

In Attendance: Michael Griffin, Warren Lucas (proxy for Peter Parsons), Chris Burdick, Bruce Walker, Rich Williams, Rahul Verma, Sharon Dirac, Joanne Tavino, Danielle Harris

Absent: David Kelly, Bruce Barber, Sabrina Charney-Hull, Walter Artus

2. Award Construction Contracts

NewC-NCR-12A & 12C (Horace Greeley High School, Chappaqua School District):

Note: Bid Tabulation and Engineer's Recommendation (Woodard & Curran) were distributed with the agenda prior to meeting (Legacy Valve submitted low bid at \$603,289).

Rahul Verma noted that Legacy Valve's bid on the project was nearly two times engineer's estimate.

Director Griffin questioned the discrepancy, and also raised the question as to how much money is (or has been to date) spent on projects that are ultimately (after substantial design fees) cancelled.

As to NewC-NCR-12A & 12C, Committee members agreed that the new cost per kilogram of phosphorous reduction was not acceptable.

Thereupon a motion by Warren Lucas, seconded by Director Burdick, it was unanimously agreed that the Executive Committee would not award project NewC-NCR-12A&12C.

S-MU-03 (Putnam/Northern Westchester BOCES)

Thereupon a motion by Director Lucas, seconded by Director Burdick, it was unanimously agreed:

WHEREAS, the East of Hudson Watershed Corporation (EOHWC) wishes to retain the services of Legacy Supply, LLC for the Putnam/Northern Westchester BOCES Stormwater Retrofit Project (S-MU-03) as submitted to the EOHWC and upon the recommendation from Woodard & Curran Engineering PA PC (Woodard & Curran);

NOW, THEREFORE, BE IT RESOLVED that the Executive Committee of the EOHWC hereby authorizes Legacy Supply, LLC for construction of the Putnam/Northern Westchester BOCES Stormwater Retrofit Project (S-MU-03), based upon recommendation of Woodard & Curran for the amount of \$ 791,099 (Seven Hundred Ninety One Thousand Ninety Nine Dollars & 00/100) and not to exceed set amount.

3. Adopt Negative Declarations

Resolutions were presented to adopt negative declarations (SEQRA) on the following projects: C-NC-01A, C-NC-01B; L-CR-11A, 11B, 11C; NewC-NCR- 12A & 12C.

All resolutions were postponed with the except for L-CR-11A, 11B, 11C (Katonah Lewisboro School District). Mr. Verma noted that construction on the project was awarded last month (June 26, 2014 Executive Committee Meeting). Mr. Verma also noted that the project is on a tight construction schedule as a school district project with deadlines related to school schedule (opening for new school year in September).

Thereupon a motion by Director Burdick seconded by Director Walker, it was unanimously agreed:

WHEREAS, the East of Hudson Watershed Corporation ("EOHWC") has proposed to enter into an installation agreement with the Katonah-Lewisboro School District for the purpose of constructing a stormwater retrofit project known as L-CR-11A, L-CR-11B, L-CR-11C; and

WHEREAS, the EOHWC Executive Director has determined pursuant to the authority vested in him by the EOHWC SEQRA Policy adopted by the Board of Directors August 6, 2013, that the proposed stormwater retrofit project constitutes an Unlisted Action under SEQRA; and

WHEREAS, the Executive Committee has reviewed the Short Environmental Assessment Form prepared for this stormwater retrofit project and reviewed all other available information; and

WHEREAS, this is a coordinated review in which the municipality has consented to EOHWC acting as lead agency and making the significance determination;

NOW THEREFORE IT IS HEREBY RESOLVED, by the Executive Committee of the Board of Directors of EOHWC that the proposed installation agreement with Katonah-Lewisboro School District and the construction of a stormwater retrofit project known as L-CR-11A, L-CR-11B, L-CR-11C pursuant thereto is not likely to have an adverse impact on the environment and that a draft environmental impact statement will not be prepared.

4. Other Business

Employment Agreement - Danielle Harris

Mike Griffin noted that this item was being postponed due to the need for further discussion and review.

5. New Business

During the course of the meeting, and following a discussion of current project costs, administrative expenditures, and the uncertainty regarding change orders, Director Walker recommend a temporary pause until current financial status of the EOHWC is properly assessed. The Committee agreed that a “pause” was required to assess financial standing, upcoming budgets, and to evaluate change orders and the process by which they are approved.

In order to do so, Director Walker and President Griffin requested a report to conduct this assessment, and evaluate overall costs. The report would be created to include:

- Project status/phase (i.e. under construction, completed, cancelled, etc.)
- Kilogram of phosphorus reduction
- Cost per kilogram
- Spent (amount paid to date)
- Aggregate Change Orders (total \$ in change orders, and as reflected in original and revised cost)

The committee agreed that projects presently under construction should proceed. Projects in design will be temporarily stopped (until further review is completed). Projects at or near 100% design may be considered if ready for bid or currently advertised for 2014 construction season – but would be presented to the Committee as a matter of record and review.

The Committee discussed the change order (“CO”) approval process, whereby the Executive Director reviews, negotiates, and approves design and construction change orders. The Committee agreed that this process will be revised per EOHWC fiscal policy. At the suggestion of President Griffin, the Executive Committee agreed that it was necessary to meet more often than the regular monthly EC meeting, and would begin weekly (or bi-weekly) meetings at EOHWC office in Patterson, NY. In addition, the EOHWC voucher form will be modified to include original contract value and revised contract value. The new form will be used by EOHWC Bookkeeper within one week.