

EAST OF HUDSON WATERSHED CORPORATION

EXECUTIVE COMMITTEE MEETING

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

TIME and DATE: 9:30 AM, Thursday, August 7, 2014



Minutes

1. Meeting Opening @ 9:40 a.m.

In Attendance: Michael Griffin, Peter Parsons, David Kelly, Chris Burdick, Bruce Walker, Rich Williams, Rahul Verma, Sharon Dirac, Joanne Tavino, Kevin Fitzpatrick, Danielle Harris, Vincent Gregorio (DEP), Antonino Modica (DEP)

Absent: Warren Lucas, Bruce Barber, Walter Artus, Sabrina Charney-Hull

2. Review & Discuss: Municipal Reimbursement Request- Southeast

Danielle Harris presented seven draft resolutions for reimbursement to the Town of Southeast for various projects. The resolutions included reimbursement requests, as well as reclassification, as follows:

- Resolution for Authorization to Approve the Additional Reimbursement of Expenses to the Town of Southeast for Stormwater Retrofit Projects (SE-PA-05, SE-POT-02, SE-POT-1, SE-PA-24, SE-DI-03)
- Resolution to Approve the Reimbursement & Reclassification of Expenses to the Town of Southeast for Stormwater Retrofit Project SE-DI-03
- Resolution to Approve the Reclassification of Reimbursement Expenses to the Town of Southeast For Stormwater Retrofit Project SE-EB-05
- Resolution to Approve the Reimbursement & Reclassification of Expenses to the Town of Southeast for Stormwater Retrofit Project SE-PA-05
- Resolution to Approve the Reimbursement & Reclassification of Expenses to the Town of Southeast for Stormwater Retrofit Project SE-PA-24
- Resolution to Approve the Reimbursement & Reclassification of Expenses to the Town of Southeast for Stormwater Retrofit Project SE-POT-01
- Resolution to Approve the Reimbursement & Reassignment of Expenses to the Town of Southeast for Stormwater Retrofit Project SE-POT-02

The resolutions will be presented to the full Board for review and/or approval at the August 12th quarterly meeting.

3. Contract & Change Order Summary

Mr. Verma presented and summarized a report on change orders (COs). He summarized the details of the report for Year 3 and Year 4 projects.

4. Go/No-Go & Temporarily Stopped Projects

Kevin Fitzpatrick reported on the review of those projects (with cost @ or around \$100,000/kg) being considered for potential start (i.e. remove from temporarily stopped project list), including: Pat-EB-09-03A; Pat-EB-09-03B; MK-NC-20; MK-NC-21; MK-NC-22; SE-POT-02; Y-MU-14.

Thereupon a motion by Peter Parsons, seconded by Chris Burdick, it was agreed that the internal review process on these projects should continue. A subsequent report will be presented to the Committee at upcoming meeting.

5. Review & Discussion: Draft Amendments - EOHWC By-laws

Thereupon a motion by Director Burdick, seconded by Peter Parsons, it was agreed that the amendments in the by-laws related to the duties of the Executive Committee will be submitted to EOHWC members at the special meeting on August 12th. Specifically (as described in George Rodenhausen's draft amendments):

The Executive Committee is authorized to approve SEQRA significance determinations, requests for proposals for engineering services, engineering contracts, requests for construction bids, construction contracts, installation agreements with municipalities and other landowners, easements, change orders, reimbursement agreements with municipalities, and all payments related to approved stormwater retrofit projects.

6. Review Employment Agreement – Joanne Tavino

Thereupon a motion by Director Burdick, seconded by David Kelly, it was agreed that a resolution will be prepared and presented to the Board to hire Joanne Tavino as Controller at the rate of \$85,000 per year, with the following changes to the draft employment agreement presented at today's meeting: the probationary period (noted as 3 months in the draft) will be changed to 6 months; the position will be identified as a full-time exempt position; the agreement will include "a minimum of 40 hours per week."

7. Review Employment Agreement – Danielle Harris

Thereupon a motion by Director Griffin, seconded by Director Kelly, it was agreed that a resolution will be prepared and presented to the full Board to hire Danielle Harris as Staff Attorney at the rate of \$80,000 per year, with the same changes to the draft employment agreement as noted above.