

# EAST OF HUDSON WATERSHED CORPORATION

## EXECUTIVE COMMITTEE MEETING

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

TIME and DATE: 9:30 AM, Thursday, September 25, 2014

### Meeting Minutes

#### 1. Open Meeting

In Attendance: Michael Griffin (alternate for Bruce Walker), Warren Lucas, Peter Parsons, Chris Burdick, Rich Williams, Sharon Dirac, Joanne Tavino, Kevin Fitzpatrick, Danielle Harris, George Rodenhausen, Vincent Gregorio (NYCDEP), Antonino Modica (NYCDEP)

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

#### 2. R. Verma Request – Reimbursements

The Committee reviewed and considered reimbursement requests made by previous Executive Director Rahul Verma. The Committee agreed to reimburse requests (paper and computer) with appropriate documentation (to be submitted by Mr. Verma). The Committee did not approve a request to reimburse ASCE membership. The Treasurer will inquire to determine if 2015 membership in ASCE can be refunded to engineer directly.

#### 3. Status Update: Form 1023, 2013 Audit, Form 990/CHAR500

Form 1023: Ms. Harris reported that final documents are being prepared for attachments/exhibits, as required by form. The completed form should be ready to send in one week to ten days.

2013 Audit: Ms. Tavino reported that audit is still in process – work now being completed to reclassify misallocated funds, and to update and/or correct journal entries, etc.

Form 990 and CHAR500 are still scheduled for completion by 11/15/14 extension deadline.

An update will be provided at next Executive Committee meeting on October 23, 2014.

#### 4. NYCDEP Update

Mike Griffin provided a summary report of the September 23, 2014 meeting between EOHWC (Mike Griffin, Danielle Harris, Kevin Fitzpatrick, Joanne Tavino, and Sharon Dirac attending) and NYCDEP (Mike Meyer, Vince Gregorio and Nino Modica attending). Topics discussed included the provisions of the funding agreement, funding allocations, status of projects, and compliance requirements (VENDEX, insurance, etc.).

**5. Amendment to Resolutions on S-MU-16&17 (dated 9/11/14)**

Resolution to Approve Amendment of Resolution #R-0911-03

Thereupon a motion by Director Burdick, seconded by Director Griffin, it was unanimously agreed that

**WHEREAS**, Resolution #R-0911-03 which was adopted by the Executive Committee of the East of Hudson Watershed Corporation (“EOHWC”) approved “Change Order No. 1” in connection with the stormwater retrofit project identified as “S-MU-16/17”, which did not require a change in the contract price, but that identified the work to be performed and the related costs that constitutes a portion of the construction work that is categorized as Miscellaneous Additional Work; and

**WHEREAS**, Resolution #R-0911-03 contained a drafting error which used the term “Change Order” instead of “Work Change Directive” to refer to the written statement that responded to differing or unforeseen subsurface or physical conditions under which the work was to be performed for S-MU-16/17; and

**WHEREAS**, the Executive Committee recognizes the need to amend Resolution #R-0911-03 to correct the name of the document referenced therein; and now therefore be it

**RESOLVED**, that the Executive Committee of the Corporation hereby adopt the amendment to Resolution #R-0911-03 as follows:

**WHEREAS**, the East of Hudson Watershed Corporation (“EOHWC”) is implementing the stormwater retrofit project identified as “S-MU-16/17” (Somers Highway Garage), which is a stormwater wet pond located in the Town of Somers; and

**WHEREAS**, S-MU-16/17 is included in the EOHWC’s Regional Stormwater Retrofit Plan, as approved by the New York State Department of Environmental Conservation; and

**WHEREAS**, by Resolution #R-1003-02, which was adopted on October 3, 2013, the Board of Directors of the EOHWC authorized the construction contract to be awarded to R. Pugni & Sons, Inc. to perform the construction work for S-MU-16/17 (“construction contract”); and

**WHEREAS**, the construction contract was awarded in the amount of \$415,800 (“contract price”), which includes costs for all work other than unit price work in the amount of \$377,500 and costs for all unit price work in the amount of \$38,300; and

**WHEREAS**, the costs for unit price work includes, amongst other things, costs for “Miscellaneous Additional Work” in the amount of \$35,000; and

**WHEREAS**, R. Pugni & Sons, Inc. has submitted Work Change Directive No. 1 to the EOHWC for approval, and

**WHEREAS**, Work Change Directive No.1 seeks to identify the work to be performed and the related costs in the amount of \$21,400, that constitutes a portion of the construction work that is categorized as Miscellaneous Additional Work; and

**WHEREAS**, Work Change Directive No. 1 does not require a change in the contract price, as the costs represented in Work Change Directive No.1 are included in the costs for the Miscellaneous Additional Work, pursuant to the terms of the construction contract; and now therefore be it

**RESOLVED**, that the Executive Committee of the EOHWC hereby approves Work Change Directive No. 1, which does not require a change in the contract price, but that identifies the work to be performed and the related costs that constitutes a portion of the construction work that is categorized as Miscellaneous Additional Work; and be it further

**RESOLVED**, that the Executive Committee of the EOHWC hereby authorizes the President of the Corporation to execute Work Change Directive No.1, as submitted by R. Pagni & Sons, Inc. in connection with the construction contract for S-MU-16/17, in order to give effect to this Resolution.

**(R#0925-01)**

Resolution to Approve Amendment of Resolution #R-0911-04

Thereupon a motion by Director Burdick, seconded by Director Griffin, it was unanimously agreed that

**WHEREAS**, Resolution #R-0911-04 which was adopted by the Executive Committee of the East of Hudson Watershed Corporation (“EOHWC”) approved “Change Order No. 2” in connection with the stormwater retrofit project identified as “S-MU-16/17”, which did not require a change in the contract price, but that identified the work to be performed and the related costs that constitutes a portion of the construction work that is categorized as Miscellaneous Additional Work; and

**WHEREAS**, Resolution #R-0911-04 contained a drafting error which used the term “Change Order” instead of “Work Change Directive” to refer to the written statement that ordered an addition, deletion, or revision in the work to be performed for S-MU-16/17; and

**WHEREAS**, the Executive Committee recognizes the need to amend Resolution #R-0911-04 to correct the name of the document referenced therein; and now therefore be it

**RESOLVED**, that the Executive Committee of the Corporation hereby adopt the amendment to Resolution #R-0911-04 as follows:

**WHEREAS**, the East of Hudson Watershed Corporation (“EOHWC”) is implementing the stormwater retrofit project identified as “S-MU-16/17” (Somers Highway Garage), which is a stormwater wet pond located in the Town of Somers; and

**WHEREAS**, S-MU-16/17 is included in the EOHWC’s Regional Stormwater Retrofit Plan, as approved by the New York State Department of Environmental Conservation; and

**WHEREAS**, by Resolution #R-1003-02, which was adopted on October 3, 2013, the Board of Directors of the EOHWC authorized the construction contract to be awarded to R. Pagni & Sons, Inc. to perform the construction work for S-MU-16/17 (“construction contract”); and

**WHEREAS**, the construction contract was awarded in the amount of \$415,800 (“contract price”), which includes costs for all work other than unit price work in the amount of \$377,500 and costs for all unit price work in the amount of \$38,300; and

**WHEREAS**, the costs for unit price work includes, amongst other things, costs for “Miscellaneous Additional Work” in the amount of \$35,000; and

**WHEREAS**, R. Pagni & Sons, Inc. has submitted Work Change Directive No. 2 to the EOHWC for approval, and

**WHEREAS**, Work Change Directive No.2 seeks to identify the work to be performed and the related costs in the amount of \$12,650, that constitutes a portion of the construction work that is categorized as Miscellaneous Additional Work; and

**WHEREAS**, Work Change Directive No. 2 does not require a change in the contract price, as the costs represented in Work Change Directive No.2 are included in the costs for the Miscellaneous Additional Work, pursuant to the terms of the construction contract; and now therefore be it

**RESOLVED**, that the Executive Committee of the EOHWC hereby approves Work Change Directive No. 2, which does not require a change in the contract price, but that identifies the work to be performed and the related costs that constitutes a portion of the construction work that is categorized as Miscellaneous Additional Work; and be it further

**RESOLVED**, that the Executive Committee of the EOHWC hereby authorizes the President of the Corporation to execute Work Change Directive No.2, as submitted by R. Pagni & Sons, Inc. in connection with the construction contract for S-MU-16/17, in order to give effect to this Resolution.

**(R#0925-02)**

## **6. Resolutions – Employment Agreements**

### Resolution to Authorize Employment Agreement with Office Manager

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

**WHEREAS**, by Resolution #R-0507-04, which was adopted on May 7, 2013, the Board of Directors of the East of Hudson Watershed Corporation (the “EOHWC”) appointed Sharon Dirac (the “Employee”) to the position of Administrative Assistant at the rate of \$16.00 per hour, which was considered to be a part-time position and commenced on May 7, 2013; and

**WHEREAS**, by Resolution #R-1024-01, which was adopted on October 24, 2013, the Board of Directors modified the employment status of the Administrative Assistant position by creating it as a full-time position and appointed Employee to the Administrative Assistant position on a full-time basis at an annual salary of \$40,000, which commenced on October 24, 2013; and

**WHEREAS**, by Resolution #R-1203-04, which was adopted on December 3, 2013, the Board of Directors approved the promotion of Employee to an appointment as Office Manager (the “Position”), which was a full-time position, at an annual salary of \$45,000 and commenced on December 3, 2013; and

**WHEREAS**, at the Board of Directors' meeting held on August 12, 2014, the Board of Directors approved an increase in salary for Employee as the Office Manager to be paid an annual salary in the amount of \$52,000, which was made effective retroactively to March 1, 2014; and

**WHEREAS**, the Executive Committee of the EOHWC recommends that the EOHWC enter into an Employment Agreement with Employee, in a form consistent with the format and terminology of the Corporation's standardized employment agreement, as revised, and consistent with the terms of this Resolution as described above, in order to incorporate Employee's change from part-time employee status to full-time employee status and to reflect Employee's promotion, and for the purpose of maintaining complete records; and now therefore be it

**RESOLVED**, that the Executive Committee of the EOHWC acknowledges the need execute an Employment Agreement in order to incorporate Employee's change from part-time employee status to full-time employee status and to reflect Employee's promotion to Office Manager at an annual salary of \$52,000, which shall be retroactively applied to March 1, 2014; and be it further

**RESOLVED**, that the Executive Committee hereby authorizes the execution of an Employment Agreement with Sharon Dirac as the Corporation's Office Manager in a form consistent with the format and terminology of the Corporation's standardized employment agreement, as revised, and consistent with the terms of this Resolution; and be it further

**RESOLVED**, the President of the EOHWC is hereby authorized and directed to execute any and all documents necessary to give effect to this Resolution, consistent with the terms hereof, all in a form satisfactory to the Corporation's Staff Attorney. **(R#0925-03)**

Resolution to Authorize Employment Agreement with Project Manager/Engineer

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

**WHEREAS**, by Resolution #R-0213-11, which was adopted on February 5, 2013, the Board of Directors of the East of Hudson Watershed Corporation (the "EOHWC") created the position of Project Manager/Engineer (the "Position") as a full-time position; and

**WHEREAS**, by Resolution #R-0213-11, the Board of Directors appointed Kevin Fitzpatrick (the "Employee") to the Position at an annual salary of \$80,000, which commenced on February 6, 2013; and

**WHEREAS**, the Executive Committee of the EOHWC recommends that the EOHWC enter into an Employment Agreement with Employee, in a form consistent with the format and terminology of the Corporation's standardized employment agreement, as revised, and consistent with the terms of Resolution #R-0213-11, in order to give effect to the resolution described above and for the purpose of maintaining complete records; and now therefore be it

**RESOLVED**, that the Executive Committee of the EOHWC acknowledges the need execute an Employment Agreement to give effect to Resolution #R-0213-11, which appointed Kevin Fitzpatrick as the Corporation's Project Manager/Engineer; and

**RESOLVED**, that the Executive Committee hereby authorizes the execution of an Employment Agreement with Kevin Fitzpatrick as the Corporation's Project Manager/Engineer in a form consistent with the format and terminology of the Corporation's standardized employment agreement, as revised, consistent with the terms of Resolution #R-0213-11; and be it further

**RESOLVED**, the President of the EOHWC is hereby authorized and directed to execute any and all documents necessary to give effect to this Resolution, consistent with the terms hereof, all in a form satisfactory to the Corporation's Staff Attorney. **(R#0925-04)**

## **7. Review & Approve Change Orders & Work Change Directives**

### a. PC-1-Putnam County Golf Course: Change Order #7

Thereupon a motion by Director Burdick, seconded by Director Parsons, it was unanimously agreed that

**WHEREAS**, the East of Hudson Watershed Corporation ("EOHWC") is implementing the stormwater retrofit project identified as "PC-1" (Putnam National Golf Course), which is a subsurface infiltration project located in the Town of Carmel; and

**WHEREAS**, PC-1 is included in the EOHWC's Regional Stormwater Retrofit Plan, as approved by the New York State Department of Environmental Conservation; and

**WHEREAS**, by Resolution #R-0806-02, which was adopted on August 6, 2013, the Board of Directors of the EOHWC authorized the construction contract to be awarded to Ben Ciccone, Inc. to perform the construction work for PC-1 ("construction contract"); and

**WHEREAS**, the construction contract was awarded in the lump sum amount of \$1,255,000 ("contract price"), which includes costs for: (1) parking lot improvements in the amount of \$1,161,400, (2) line striping in the amount of \$2,600, and (3) parking lot lighting in the amount of \$91,000; and

**WHEREAS**, the EOHWC has previously approved Change Orders No.1 – No.6, of which Change Orders No. 1 – No.3 and No.6 approved changes in the construction contract times, and Change Orders No. 4 and No.5 approved changes in the contract price that together increased the contract price in the amount of \$53,521.35; and

**WHEREAS**, by incorporating Change Orders No.1 – No.6, the contract price was increased from \$1,255,000 to \$1,308,521.35; and

**WHEREAS**, Ben Ciccone, Inc. has submitted Change Order No.7 to the EOHWC for approval, a copy of which is annexed hereto as Exhibit "A"; and

**WHEREAS**, Change Order No.7 is being submitted to change the contract price, by increasing the contract price in the amount of \$15,940.56, to cover the extra costs for the additional retaining

wall blocks that were added, the unanticipated survey efforts that were performed, and the additional storm manhole that was added during the construction of PC-1; and

**WHEREAS**, by incorporating Change Order No.7, the contract price will be adjusted to the amount of \$1,324,461.91; and now therefore be it

**RESOLVED**, that the Executive Committee of the EOHWC hereby approves Change Order No. 7, which changes the contract price, by increasing the contract price in the amount of \$15,940.56, to cover the extra costs for the additional retaining wall blocks that were added, the unanticipated survey efforts that were performed, and the additional storm manhole that was added during the construction of PC-1; and be it further

**RESOLVED**, that the Executive Committee of the EOHWC thereby authorizes the construction contract for PC-1 to incorporate Change Order No. 7, which increases the contract price to an amount not to exceed \$1,324,461.91; and be it further

**RESOLVED**, that the Executive Committee of the EOHWC hereby authorizes the President of the Corporation to execute Change Order No. 7, as submitted by Ben Ciccone, Inc. in connection with the construction contract for PC-1, in order to give effect to this Resolution, consistent with the terms hereof, all in a form satisfactory to the Corporation's Staff Attorney. **(R#0625-05)**

b. VB-DI-31 &32 -Tonnetta & Wells Brook

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

**WHEREAS**, the East of Hudson Watershed Corporation ("EOHWC") is implementing the stormwater retrofit projects identified as "VB-DI-31" (Tonetta Brook) that includes rehabilitation of an existing stormwater collection and conveyance system and installation of a new wet extended detention pond and "VB-DI-32" (Wells Brook) that includes the installation of a new wet extended detention pond, which are located in the Village of Brewster; and

**WHEREAS**, VB-DI-31 and VB-DI-32 are included in the EOHWC's Regional Stormwater Retrofit Plan, as approved by the New York State Department of Environmental Conservation; and

**WHEREAS**, by Resolution #R-0725-01, which was adopted on July 25, 2013, the Board of Directors of the EOHWC authorized the construction contract to be awarded to Brennan Construction Co. to perform the construction work for VB-DI-31 and VB-DI-32 ("construction contract"); and

**WHEREAS**, the construction contract was awarded in the amount of \$4,582,042.50 ("contract price"); and

**WHEREAS**, the EOHWC has previously approved Change Order No.1, which approved changes in the contract price that increased the contract price in the amount of \$20,000; and

**WHEREAS**, by incorporating Change Order No.1, the contract price was increased from \$4,582,042.50 to \$4,602,042.50; and

**WHEREAS**, Brennan Construction Co. has submitted Change Order No.2 to the EOHWC for approval, a copy of which is annexed hereto as Exhibit “A”; and

**WHEREAS**, Change Order No.2 is being submitted to change the contract price, by increasing the contract price in the amount of \$242,346, to cover the extra costs for additional unit price items, including rock, asphalt and additional contaminate soils; and

**WHEREAS**, the EOHWC and Brennan Construction Co. have agreed to reduce the amount included on Change Order No. 2 in the amount of \$7,500, as indicated in a letter received from Brennan Construction Co., and

**WHEREAS**, Change Order No. 2 will be revised to increase the contract price in the amount of \$234,846; and

**WHEREAS**, by incorporating the revised amount of Change Order No.2, the contract price will be adjusted to the amount of \$4,836,888.50; and now therefore be it

**RESOLVED**, that the Executive Committee of the EOHWC hereby approves the revised amount of Change Order No. 2, which changes the contract price, by increasing the contract price in the amount of \$\$234, 846, to cover the extra costs for to cover the extra costs for additional unit price items, including rock, asphalt and additional contaminate soils; and be it further

**RESOLVED**, that the Executive Committee of the EOHWC thereby authorizes the construction contract for VB-DI-31 and VB-DI-32 to incorporate Change Order No.2, which increases the contract price to an amount not to exceed \$\$4,836,888.50; and be it further

**RESOLVED**, that the Executive Committee of the EOHWC hereby authorizes the President of the Corporation to execute Change Order No. 2 in connection with the construction contract for VB-DI-31 and VB-DI-32, in order to give effect to this Resolution, consistent with the terms hereof, all in a form satisfactory to the Corporation’s Staff Attorney. **(R#0925-06)**

c. S-MU-03: Work Change Directive 1

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

**WHEREAS**, the East of Hudson Watershed Corporation (“EOHWC”) is implementing the stormwater retrofit project identified as “S-MU-03” (BOCES), which is a channel stabilization project located in the Town of Somers; and

**WHEREAS**, S-MU-03 is included in the EOHWC’s Regional Stormwater Retrofit Plan, as approved by the New York State Department of Environmental Conservation; and

**WHEREAS**, by Resolution #R-0703-01, which was adopted on July 3, 2014, the Executive Committee of the EOHWC authorized the construction contract to be awarded to Legacy Supply, LLC. to perform the construction work for S-MU-03(“construction contract”); and

**WHEREAS**, the construction contract was awarded in the amount of \$791,099 (“contract price”), which includes costs for all work other than unit price work in the amount of \$696,399 and costs for all unit price work in the amount of \$94,700; and

**WHEREAS**, the costs for unit price work includes, amongst other things, costs for “Miscellaneous Additional Work” in the amount of \$75,000; and

**WHEREAS**, Legacy Supply, LLC. has submitted Work Change Directive No.1 to the EOHWC for approval, and

**WHEREAS**, Work Change Directive No.1 seeks to identify the work to be performed and the related costs in the amount of \$3,363.92, that constitutes a portion of the construction work that is categorized as Miscellaneous Additional Work; and

**WHEREAS**, Work Change Directive No. 1 does not require a change in the contract price, as the costs represented in Work Change Directive No.1 are included in the costs for the Miscellaneous Additional Work, pursuant to the terms of the construction contract; and now therefore be it

**RESOLVED**, that the Executive Committee of the EOHWC hereby approves Work Change Directive No. 1, which does not require a change in the contract price, but that identifies the work to be performed and the related costs that constitutes a portion of the construction work that is categorized as Miscellaneous Additional Work; and be it further

**RESOLVED**, that the Executive Committee of the EOHWC hereby authorizes the President of the Corporation to execute Work Change Directive No.1, as submitted by Legacy Supply, LLC. in connection with the construction contract for S-MU-03, in order to give effect to this Resolution. **(R#0925-07)**

d. S-MU-03: Work Change Directive 2

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

**WHEREAS**, the East of Hudson Watershed Corporation (“EOHWC”) is implementing the stormwater retrofit project identified as “S-MU-03” (BOCES), which is a channel stabilization project located in the Town of Somers; and

**WHEREAS**, S-MU-03 is included in the EOHWC’s Regional Stormwater Retrofit Plan, as approved by the New York State Department of Environmental Conservation; and

**WHEREAS**, by Resolution #R-0703-01, which was adopted on July 3, 2014, the Executive Committee of the EOHWC authorized the construction contract to be awarded to Legacy Supply, LLC. to perform the construction work for S-MU-03 (“construction contract”); and

**WHEREAS**, the construction contract was awarded in the amount of \$791,099 (“contract price”), which includes costs for all work other than unit price work in the amount of \$696,399 and costs for all unit price work in the amount of \$94,700; and

**WHEREAS**, the costs for unit price work includes, amongst other things, costs for “Miscellaneous Additional Work” in the amount of \$75,000; and

**WHEREAS**, Legacy Supply, LLC. has submitted Work Change Directive No.2 to the EOHWC for approval, and

**WHEREAS**, Work Change Directive No.2 seeks to identify the work to be performed and the related costs in the amount of \$60,660, that constitutes a portion of the construction work that is categorized as Miscellaneous Additional Work; and

**WHEREAS**, Work Change Directive No. 2 does not require a change in the contract price, as the costs represented in Work Change Directive No.2 are included in the costs for the Miscellaneous Additional Work, pursuant to the terms of the construction contract; and now therefore be it

**RESOLVED**, that the Executive Committee of the EOHWC hereby approves Work Change Directive No. 2, which does not require a change in the contract price, but that identifies the work to be performed and the related costs that constitutes a portion of the construction work that is categorized as Miscellaneous Additional Work; and be it further

**RESOLVED**, that the Executive Committee of the EOHWC hereby authorizes the President of the Corporation to execute Work Change Directive No.2, as submitted by Legacy Supply, LLC. in connection with the construction contract for S-MU-03, in order to give effect to this Resolution. **(R#0925-08)**

e. Patt-EB-09-01: Change Order #2

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

**WHEREAS**, the East of Hudson Watershed Corporation (“EOHWC”) is implementing the stormwater retrofit project identified as “Pat-EB-09-01” (Big Elm Road), which includes the installation of a new Pocket Pond located in the Town of Patterson; and

**WHEREAS**, Pat-EB-09-01 is included in the EOHWC’s Regional Stormwater Retrofit Plan, as approved by the New York State Department of Environmental Conservation; and

**WHEREAS**, by Resolution #R-0725-04, which was adopted on July 25, 2013, the Board of Directors of the EOHWC authorized the construction contract to be awarded to Linda Holding Corp. d/b/a Frank Maggio and Sons to perform the construction work for Pat-EB-09-01 (“construction contract”); and

**WHEREAS**, the construction contract provides that the contractor shall be paid in the amount of \$76,794.36 (“contract price”); and

**WHEREAS**, the EOHWC has previously approved Change Order No.1 which approved changes in the construction contract times; and

**WHEREAS**, Linda Holding Corp. d/b/a Frank Maggio and Sons has submitted Change Order No.2 to the EOHWC for approval, and

**WHEREAS**, Change Order No.2 is being submitted to change the contract price, by increasing the contract price in the amount of \$24,727.81, to represent adjustments in unit price items for overruns and underruns incurred by contractor as a result of field conditions and field changes; and

**WHEREAS**, by incorporating Change Order No.2, the contract price will be adjusted to the amount of \$101,522.17; and now therefore be it

**RESOLVED**, that the Executive Committee of the EOHWC hereby approves Change Order No. 2, which changes the contract price, by increasing the contract price in the amount of \$24,727.81, to represent adjustments in unit price items for overruns and underruns incurred by contractor as a result of field conditions and field changes; and be it further

**RESOLVED**, that the Executive Committee of the EOHWC thereby authorizes the construction contract for Pat-EB-09-01 to incorporate Change Order No. 2, which increases the contract price to an amount not to exceed \$101,522.17; and be it further

**RESOLVED**, that the Executive Committee of the EOHWC hereby authorizes the President of the Corporation to execute Change Order No.2, as submitted by Linda Holding Corp. d/b/a Frank Maggio and Sons in connection with the construction contract for Pat-EB-09-01, in order to give effect to this Resolution, consistent with the terms hereof, all in a form satisfactory to the Corporation's Staff Attorney. **(R#0925-09)**

## **8. Update on Part-time Office Assistant Positions**

Thereupon a motion by Chris Burdick, seconded by Peter Parsons, it was unanimously agreed that EOHWC will hire two Part-Time Temporary Office Assistants. The positions will be scheduled for 20 hours per week for duration of up to three months. Both positions are approved per the conditions and scope of position approved by the Executive Committee by previous resolution (R# 0911-02).

## **9. Approve Vouchers & Sign Checks**

Vouchers and checks were signed for distribution.

## **10. Other Business**

The next Executive Committee meeting is scheduled for Thursday, October 23, 2014.

## **11. Adjournment**

Thereupon a motion of Director Lucas, seconded by Director Griffin, the meeting was adjourned at 12:15 p.m.