



EAST OF HUDSON WATERSHED CORPORATION

EXECUTIVE COMMITTEE MEETING

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

TIME and DATE: 9:30 AM, Thursday, April 9, 2015

Meeting Minutes

1) Open Meeting

In Attendance: Michael Griffin (Town of Patterson) and as alternate for Ken Schmitt (Town of Carmel); Warren Lucas (Town of North Salem); Chris Burdick (Town of Bedford); Peter Parsons (Town of Lewisboro); Rich Williams (Town of Patterson); Bruce Walker (Putnam County); George Rodenhausen (Corporate Counsel); Kevin Fitzpatrick (EOHWC); Joanne Tavino (EOHWC); Yvette Rivera (EOHWC); Linda Matera (EOHWC)

2) Approve Meeting Minutes-

Motion by Director Burdick, seconded by Peter Parsons to approve the Executive Committee Meeting Minutes of February 17, 2015 with amendment to Executive Session detail; all in favor.

Motion by Director Burdick, seconded by Peter Parsons to approve the Executive Committee Meeting Minutes draft of March 26, 2015 with minor typographical changes as discussed; all in favor.

3) 2014 Project Accounting Report

Joanne Tavino reported that the 2014 Project Accounting Report was submitted to DEP on March 31, 2015 with copies to counties on April 1, 2015. Currently, we are awaiting comments/recommendations from Mike Meyer at NYCDEP. Since submission of this report brings us into compliance with DEP, Director Griffin recommended submitting the voucher for the next \$5.5 million to NYCDEP. Director Burdick and others agreed. Director Walker then suggested the inclusion of extra columns or a tab to the Project Accounting Report for additional analysis to be used for O&M.

4.) List of Regulatory Compliance due dates

A list of Regulatory Compliance due dates was presented by Joanne Tavino as requested at the March 26, 2015 Executive Committee Meeting by Director Burdick. Director Burdick inquired as to whether it was necessary to send the Project Accounting Report to DEC. George Rodenhausen agreed to determine. Director Burdick further requested that Joanne Tavino update the report monthly and present it at future Executive Committee Meetings.

5. Project Status Update

Kevin Fitzpatrick gave an update on Y-MU-14 and CNC-01B. Bids on both projects will be opened on Thursday, April 16, 2015. Contracts will be awarded at the April 23, 2015 Executive Committee Meeting. Director Burdick requested an update on projects going into the ground in 2015. Kevin Fitzpatrick estimated approximately 15 projects will be installed in 2015.

Director Griffin requested creating an inspection checklist to help address the maintenance of current in-ground projects that may have been affected by weather-related issues. He further suggested that inspections of these projects are conducted within the next month to ensure they are in working order. In addition, Director Griffin requested an update on the condition of each project to be presented at the April 23, 2015 Executive Committee Meeting.

6) Awarding RFP's

Motion by Director Burdick, seconded by Director Lucas to award Solicitation 2015-06 (PW-342A, PW-342B, PW-343) to Hahn Engineering, not to exceed \$52,500; all in favor.

Motion by Director Parsons, seconded by Director Griffin to award Solicitation 2015-07 (L-CR-29, B-MU-41) to Hudson Engineering, not to exceed \$87,470; all in favor.

Motion by Director Burdick, seconded by Director Lucas to award Solicitation 2015-08 (PC-22) to Insite Engineering, not to exceed \$48,000; all in favor.

Director Griffin suggested postponing the award of Solicitation 2015-09 (Carmel-CF-124) until more detailed information on the project is available. Kevin Fitzpatrick will set up a meeting with the developer and engineer and will report details of the discussion at the April 23, 2015 Executive Committee Meeting.

7) Engineer-new hire

Kevin Fitzpatrick notified the Executive Board that John Belyea has been hired as a temporary employee beginning employment on April 13, 2015 at East of Hudson Watershed Corporation. Kevin Fitzpatrick has checked John Belyea's references and received a letter of recommendation from his previous employer. Upon board approval at the May 12, 2015 Board of Directors Meeting, he will be hired as a regular employee.

8) Other Business

George Rodenhausen discussed the maintenance bonds for VB-DI-31 and VB-DI-32 in which East of Hudson Watershed Corporation is reimbursing the Village of Brewster for payments they have made to NYCDEP for 2015 maintenance bonds. Both Director Parsons and Director Griffin suggested that George Rodenhausen meet with David Warne to discuss further negotiation of maintenance bonds required going forward.

Joanne Tavino informed board members that copies of the completed and bound Audited Financial Statement for Years Ended December 31, 2014 and 2013 are available and will be distributed to board members for acceptance at the May 12, 2015 meeting.

Director Parsons notified the Executive Board that the Reimbursement Agreement for L-CR-30 has been signed.

**9) Adjournment – motion to adjourn by Director Griffin, seconded by Director Burdick; all in favor.
Adjourned 11:15**