



## EAST OF HUDSON WATERSHED CORPORATION

### EXECUTIVE COMMITTEE MEETING

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

TIME and DATE: 9:30 AM, Thursday, May 28, 2015

#### Meeting Minutes

##### **1) Open Meeting**

In Attendance: Michael Griffin (Town of Patterson) for himself and as alternate for Ken Schmitt (Town of Carmel); Warren Lucas (Town of North Salem) for himself and as alternate for Chris Burdick (Town of Bedford) and Peter Parsons (Town of Lewisboro); Sabrina Charney-Hull (Town of New Castle); Bruce Walker (Putnam County); Antonino Modica (NYCDEP); Vincent Giorgio (NYCDEP); Kevin Fitzpatrick (EOHWC); Joanne Tavino (EOHWC); John Belyea (EOHWC); Linda Matera (EOHWC); Yvette Rivera (EOHWC)

##### **2) Approve Meeting Minutes**

Motion by Director Schmitt, seconded by Director Parsons to approve the Executive Committee Meeting Minutes of April 23, 2015 as presented; all in favor

Motion by Director Schmitt, seconded by Director Parsons to approve the Executive Committee Meeting Minutes of May 12, 2015 as presented; all in favor.

##### **3) Financial Update**

Joanne Tavino gave an update of the remaining funds through year 5. Bruce Walker discussed (and will provide a copy of) a resolution adopted by Putnam County which allows remaining WQIP Fund balances to be used for years 6 through 10.

##### **4) Inspections for Closed Projects**

A meeting to discuss the maintenance of closed projects will be held on June 26, 2015. Kevin Fitzpatrick will report back on details of meeting at the July 23, 2015 Executive Committee Meeting.

##### **5) List of Regulatory Compliance Due Dates**

Joanne Tavino reported that all internal deadlines have been met by EOHWC staff. Two remaining open items are Putnam County Director's Financial Disclosure forms and Conflicts of Interest Statements from Board members, which were due May 15<sup>th</sup> and have some additional forms due. Joanne will follow-up to request these forms be signed before the next Executive Committee meeting.

## **6) Project Update**

Kevin Fitzpatrick notified the board that approval was received from DEC on the total phosphorus removal of 328 kilograms. In addition, we are still on target with currently open projects to hit 496 kilograms of phosphorus removal. Several of the 30% design approvals are expected to occur at the next Executive Committee Meeting on June 25, 2015.

### **SE-POT-02**

The necessary access agreements have been drafted by George Rodenhausen and are being given to the property owners by the Town of Southeast. There were 9 easements required for two stabilization channels. Currently, we are moving forward and are awaiting determinations from the individual property owners.

### **S-MU-16 and 17**

The closeout on S-MU-16 and 17 will be submitted to the DEC for approval. Complete closeout is expected in the next few weeks.

### **Carmel-CF-113A**

We are awaiting final approval on Carmel-CF-113A at an upcoming meeting with the school board on June 16, 2015. It is expected that the Facilities Board will approve moving forward. 100% final approval is expected toward the middle of July. We plan to go out to bid for construction immediately after the meeting.

### **Patterson-PA-15A and 15B**

The Patterson-PA-15A project will use a bioretention practice, while Patterson-PA-15B will use a dry swale to handle the water quality volume. The Facilities Director at Matthew Patterson School is in full support of these projects and has expressed an interest in taking on the maintenance of both, especially because they currently have bioretention on the site and are familiar with the required maintenance.

Motion by Director Schmitt, seconded by Bruce Walker to approve the initial 30% design evaluation of Patterson-PA-15A; all in favor

Motion by Director Schmitt, seconded by Bruce Walker to approve the initial 30% design evaluation of Patterson-PA15B; all in favor.

### **Change order L-CR-28**

Insite will prepare an initial submission to the NYCDEP for a crossing, piping, or diversion permit. The appropriate report and plan information necessary will be prepared for initial submission to the NYCDEP. It is understood that EOHWC will provide required SEQRA information. Insite Engineering's charge for this initial submission will be billed for a fixed fee of \$2,500. In addition, it is proposed to

establish a budget for responses and additional work that may be requested by the NYCDEP in pursuit of the permit. The proposed budget for these services, if necessary, is \$2,000.

Motion by Director Lucas, seconded by Director Schmitt to approve the change order in the amount of \$4,500 for L-CR-28 (School House Road).

### **Kent-MB-311B**

Presently, Kent-MB-311B is at 90% design. Kevin Fitzpatrick will contact Jeff Contelmo at Insite Engineering to determine if a site for 40,000 yards of fill has been located. Director Griffin has recommended that George Rodenhausen draft an agreement that contains a clear understanding that East of Hudson Watershed Corporation will pay up to \$90,000 per kilogram, not to exceed a total \$540,000 for phosphorous removal as under the current situation, including the engineering costs.

### **7) Approvals**

Motion by Director Lucas, seconded by Director Griffin to approve John Belyea's attendance at the Construction Contracts Workshop Conference on June 26, 2015, expenses not to exceed \$500; all in favor.

Motion by Director Lucas, seconded by Director Griffin to approve the purchase of a 2016 AutoCAD Government Network License from DLT Solutions in the amount of \$1,460.30; all in favor.

### **8) Other business**

Bruce Walker addressed information on the New York State Consolidated Funding Application designed to streamline the grant application process with a deadline date of July 31. Sabrina Charney-Hull added reference to the Hudson River Estuary Grant with a deadline date of June 15.

Motion by Bruce Walker, seconded by Director Lucas to move forward with the New York State Consolidated Funding Application; all in favor.

Sabrina Charney-Hull readdressed the O&M sub-committee goal to get specific information from Towns to enable the municipalities to come to an agreement on a finalized solution to O&M funding and procedure. A tentative meeting will be scheduled with Director Parsons, Director Lucas, Director Burdick, Sabrina Charney-Hull, and Bruce Walker to discuss specific details and will present an O&M proposal to the Executive Committee at the June 25, 2015 meeting.

**9) Adjournment – Motion to adjourn by Director Griffin, seconded by Director Schmitt; all in favor.**

**Adjourned 10:45 am**