



EAST OF HUDSON WATERSHED CORPORATION

EXECUTIVE COMMITTEE MEETING

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

TIME and DATE: 9:30 AM, Tuesday, January 26, 2017

Meeting Minutes

1) Open Meeting

Voting Members in Attendance: Peter Parsons (Town of Lewisboro); Chris Burdick (Town of Bedford); Rich Williams (Town of Patterson); Warren Lucas (Town of North Salem); Bruce Walker as alternate for MaryEllen Odell (Putnam County); Dave Kelly (Town of Pawling); Rich Franzetti as alternate for Ken Schmitt (Town of Carmel)

Others in Attendance: George Rodenhausen (Corporate Counsel); Vincent Giorgio (NYC DEP), Antonino Modica (NYC DEP); Kevin Fitzpatrick (EOHWC); Joanne Tavino (EOHWC); John Belyea (EOHWC); Yvette Rivera (EOHWC); Linda Matera (EOHWC)

2) Approve Meeting Minutes

Motion by Director Parsons, seconded by Director Lucas to approve the meeting minutes of December 22, 2016 with amendment to item #10, changing NYC DEP to NYS DEC as noted by Director Parsons; all in favor.

3) Financial Update

Joanne Tavino reported that the financial update is the same as that presented at the Quarterly Board of Directors' meeting. Checks in the amount of approximately \$260,000 were written today.

a) Investment Update

Joanne informed members that the first round of treasuries will reach maturity shortly. \$2 million will mature on January 31st and \$1 million will mature on February 2nd at the two different investment brokerage accounts. A full cash flow analysis was completed to look at what is being spent and it was determined that since we are in the winter months, it makes sense to reinvest the full \$3 million at the current time. It was indicated that if something were to change, the treasuries can be sold at any time, without penalty. Joanne will work with Warren next week to send out approvals to roll the treasuries over.

b) Audit Update

Joanne announced that Patty Brennan of Sickler, Torchia, Allen and Churchill will begin conducting the audit Thursday, February 2nd, to be completed by due date of March 31st. During that time, all financial data will be gathered and compliance issues will be looked at. Joanne requested that any member who has not submitted the required compliance forms, should do so in time for the audit. Each board member should be aware that they may receive a confirmation letter directly from the auditor.

4) Project Update

Kevin Fitzpatrick reported that no significant changes have been made to the report since the January 10th board meeting. NewC-NCR-33A and NewC-NCR-33B in the town of New Castle received planning board approval post public hearing and will start construction in March or April. We continue to await the final easement for SE-POT-02 while we work on staging and a final time period for the property owner. Kevin will meet with Putnam County Highway Department tomorrow to identify the specifics of how everything is going to be staged and what property is available for utilization. Once the details are worked out, the final easement will be signed. Additionally, Kevin and John will be meeting with the New York City Department of Environmental Protection (NYC DEP) to finalize all permit questions. An anticipated May start date is likely since it is necessary for the soils to be completely thawed and solid. The duration of construction is expected to be approximately 6 months, with seeding being done in Spring 2018.

Director Kelly extended the appreciation of the Pawling Fire Department to Kevin and the Executive Committee for working with them and to put up fences around the ponds for two projects (PW-342A & PW-342B) at the Pawling Fire House. Kevin noted that “No Trespassing” signs were purchased and will be hung to ensure additional safety.

5) SEQRA Determination: NewC-NCR-33 A&B

Motion by Director Parsons, seconded by Director Kelly to approve the SEQRA Negative Declaration for NewC-NCR-33A and NewC-NCR-33B:

WHEREAS, EOHWC is considering undertaking the installation of a stormwater retrofit project in the Town of New Castle involving channel stabilization of three eroded channels installed at Burden Preserve; and

WHEREAS, the Executive Committee of EOHWC has reviewed the Short Environmental Assessment Form dated 9/16/16 and all relevant environmental information related to the proposed project;

NOW THEREFORE IT IS HEREBY RESOLVED, by the Executive Committee of the Board of Directors of the East of Hudson Watershed Corporation that it:

1. Classifies the project as an unlisted action under SEQRA; and
2. Determines that the proposed action will not result in any significant adverse impacts on the environment and that a Draft Environmental Impact Statement will not be prepared.

Motion passed; all in favor. **(R-0126-01)**

6) Year 6 Work Plan

Kevin reported that the Year 6 Work Plan is being submitted to the New York State Department of Environmental Conservation (NYS DEC) today. Thirteen of the eighteen projects are on private property. It is estimated that there are approximately 125 kilograms of phosphorus for removal from the FAD basins. The list contains very efficient channel stabilization projects. The first wave of RFPs to go out to engineering firms are expected to be awarded in March. They will be released to the technical committee earlier so a thorough review may be performed. In February, RFPs to surveying firms will be awarded. Internally, work will continue on projects wherever possible. There are two channel stabilization projects at Sunnyfield Farms in the Town of Bedford from which we expect to yield about 30 kilograms of phosphorus reduction. While we await funding in the next calendar year, projects will be executed that can

be installed at the highest kilogram reduction rate and lowest possible cost. Director Burdick inquired if Kevin expects any of the projects on the list to drop off. Kevin emphasized that in past years a 50% return was expected; however, in this case, many of the projects are strong and likely to succeed. Many of the projects are on private property, therefore it will depend on the property owner's decision. Once a project has reached 30% design, a property owner will be contacted with the boundaries expected in the easement to ascertain if they are agreeable with the installation. In many cases, a conversation has already been initiated with property owners and they are aware that we need a legal right of entry. Kevin provided further details of the process utilized when identifying projects on private property in which an in-house analysis is done using the topography map made available by the NYC DEP. Once a 30% initial evaluation document is obtained, an estimate will be made of how large a project it will be. The property owner is then contacted and shown the extent of the project and presented the installation agreement for signature that authorizes any representative of East of Hudson Watershed Corporation (EOHWC) or the town to go on site to begin work. As the final 100% design is approached, it is determined whether those boundaries need to be refined. Constant communication with the property owner will be maintained during that time.

Director Burdick requested an update on the approval status of the Years 6-10 Work Plan. Kevin confirmed that the Years 6-10 Work Plan was approved by NYS DEC and that work may be done on any projects within that group. Specifically, the Year 6 Work Plan being submitted today informs them that work will be done on a particular subset of projects. It was noted that some of the projects listed on the Year 6 Work Plan handout were not part of the original Years 6-10 Work Plan submitted to NYS DEC. This afternoon, the calculations and analysis completed by East of Hudson Watershed Corporation (EOHWC) for those projects will be sent to NYS DEC for approval.

7) O & M discussion

Kevin reported that there is an updated schedule of values for O & M. An internal system will be set up to send out bills and to refund towns who have committed funds, time and materials towards the program. The release of payment requests is anticipated mid to late February. Bruce Walker offered to put Joanne in touch with William Carlin who may be able to offer helpful insight from his experience or possibly prepare and send out bills.

8) Sign checks and vouchers

Monthly checks and vouchers were signed. No action taken.

9) Other business

Kevin informed the board that lead agency consents were sent to each town and that six have not yet been returned. Executive committee members were reminded to add it to their planning board agendas for approval, if necessary.

Director Parsons delegated drafting of comments on the MS4 permit to Kevin Fitzpatrick and George Rodenhausen. Upon completion, Director Parsons will review and sign off on the comments. It was requested that the comments are submitted to him by February 1 for his review prior to submission to NYS DEC on February 3.

Motion by Director Parsons, seconded by Bruce Walker to delegate drafting of MS4 permit comments to Kevin Fitzpatrick and George Rodenhausen; all in favor.

10) Executive Session

Motion by Director Parsons, seconded by Director Burdick to adjourn into executive session to discuss employment history of particular persons; all in favor.

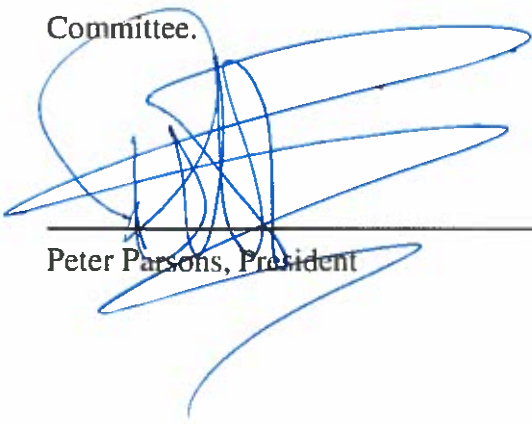
Motion to come out of executive session proposed by Director Parsons, seconded by Director Burdick; all in favor. No action taken, no decisions made.

11) Adjournment

Motion to adjourn by Director Parsons, seconded by Director Williams; all in favor. Adjourned 10:14 AM.

PRESIDENT'S CERTIFICATE

I certify that the foregoing is a true and correct copy of the minutes approved by the Executive Committee.



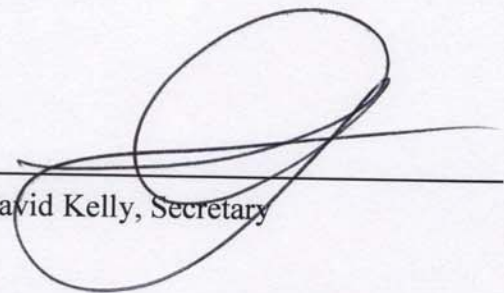
Peter Parsons, President

2/23/17

Date

SECRETARY'S CERTIFICATE

I certify that the foregoing is a true and correct copy of the minutes approved by the Executive Committee.



David Kelly, Secretary

2/23/17
Date