



EAST OF HUDSON WATERSHED CORPORATION
QUARTERLY MEETING OF DIRECTORS AND MEMBERS

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

TIME and DATE: 10:30 a.m., Tuesday, January 8, 2019

Meeting Minutes

1) Open of Meeting at 10:30 a.m.

Voting Members in Attendance: Peter Parsons (Town of Lewisboro) for himself and for Warren Lucas (Town of North Salem); Rich Williams (Town of Patterson); JoAnne Daley as alternate for James Schmitt (Town of Pawling); Chris Burdick (Town of Bedford); Sandra Fusco as alternate for MaryEllen Odell (Putnam County); Michael Quinn (Town of Yorktown); Ilan Gilbert (Town of Yorktown); Steve Ferreira as alternate for Linda Puglisi (Town of Cortlandt); Steve Woelfle as alternate for Rick Morrissey (Town of Somers); Sam Oliverio (Town of Putnam Valley); Ed Brancati as alternate for Gina Picinich (Town of Mount Kisco); Joseph Zarecki as alternate for Robert Liffland (Village of Pawling); Tony Hay (Town of Southeast); Maureen Fleming (Town of Kent); Sabrina Charney-Hull as alternate for Michael Greenstein (Town New Castle); Rich Franzetti as alternate for Ken Schmitt (Town of Carmel).

Others in Attendance: George Rodenhausen (Corporate Counsel); Vincent Giorgio (NYCDEP); Kevin Fitzpatrick (EOHWC); Linda Matera (EOHWC)

2) Pledge of Allegiance

3) Approve Meeting Minutes: October 16, 2018

Motion by Director Parsons, seconded by Director Oliverio to approve the Board of Directors Meeting Minutes of October 16, 2018; all in favor.

4) Staff Salaries

Director Parsons announced that during November's Executive Committee Meeting it was agreed that a 3% salary increase for staff members would be recommended to the Board of Directors.

5) Enter into Executive Session to discuss terms of employment of a particular person or persons, motion proposed by Director Parsons, seconded by Director Burdick; all in favor.

6) Motion to come out of Executive Session proposed by Director Parsons, seconded by Director Burdick. No action taken in Executive Session.

Motion by Director Parsons, seconded by Director Burdick to recommend a salary increase of 3% for Kevin Fitzpatrick, Director of Engineering; Joanne Tavino, Comptroller; and Linda Matera, Office Manager to the Board of Directors; all in favor.

(Vote: Aye: 13 Nae: 4 Abstain: 0)

7) Financial Update

Kevin Fitzpatrick reported year-to-date investment income is approximately \$120,000. The total expenditure for the 2018 calendar year was \$2.4 million with an ending balance of \$6.8 million which will carry over and is strictly Westchester and Putnam WQIP Funding. The carry-over will be used for some 2019 construction as we look to our next funding agreement.

8) FAD Funding Agreement Approval

Director Parsons indicated that the Final FAD Agreement reflects all of George's comments.

Motion by Director Oliverio seconded by Director Burdick to approve signing the final FAD Funding Agreement CRO-574; all in favor.

9) Westchester Inter-Municipal Agreement (IMA) Update

Director Parsons provided an update on the Westchester IMA for operations and maintenance. The Legal Department in Westchester understood all of George's comments. They believe they can get it back as an approved document to the Planning Department by March 18th.

10) List of Reporting and Filing Due Dates

Director Parsons stated that we did relatively well overall on our filing requirements in 2018. Director Burdick mentioned that the past due items are from members and not the Corporation. It was requested that members from towns where items are past due, please complete and submit them. Kevin added that one of the past due items is for O & M. Presently, everyone is in the habit of giving us a large submittal of O & M documents at the end of the calendar year. There is no reason to hold on to it. Towns are encouraged to submit the work as it's completed. It would be best if documentation was submitted early this way we can begin filing it and have a little bit less work from all 19 municipalities handing us a thick packet at the end of the calendar year. It would be helpful to have a chance to review everything as it's completed so it does not accumulate.

Director Parsons stressed the importance of completing the Annual Directors' Financial Disclosure. It creates problems with Putnam County if we don't do it. The fact that you are a Westchester town does not excuse you in any way because the Corporation is geographically located in Putnam so we are required to obey the laws of the County. Director Williams asked if there was a current list available of the individuals who did not submit their financial disclosures. Director Parsons will inquire about the list with Joanne Tavino upon her return. It will be sent around to those who have not complied in 2018. In addition, Financial Disclosers must also be completed for 2019.

11) Project Update

Kevin Fitzpatrick reported that in wrapping up of 2018, the largest item that has yet to be submitted to the New York State Department of Environmental Conservation (NYSDEC) is the final credit for the Year 2 project SE-POT-02. With that credit, our next submittal to NYSDEC will be for 520 kilograms of phosphorus reduction.

a. Program Summary

The current estimated total reduction is 1,000 kilograms which has been proposed to the NYSDEC for projects as we await approval of the Year 8 Work Plan. The requirement is 919 kilograms, so we are in good shape and are ready to take a hard look at all our active projects which are on the Work Plan. We will start shifting backwards to choose only the projects that would be a great success moving forward into the Year 9 Work Plan. With the Year 10 Work Plan, we will start whittling those down even further with the idea that the Year 10 Work Plan should not contain any design and should be only wrapping up construction. Some projects will be filtered out that inevitably might run into a roadblock. In general, the program itself is in fine shape. Kevin expressed his thanks to all towns for their assistance in getting good projects and moving forward. Director Parsons asked if that means we will actually fulfill our requirement for the second five years without having to move outside the FAD or the FAD-connected. Kevin believes that it is possible; however, the unfortunate part is we didn't have the best selection of projects. Over the course of next year, we will still be moving full steam ahead to do better projects especially within the FAD basins and the FAD-connected basins. That does not mean we are turning our attention away from possible projects outside of the FAD basins either. If we find more efficient projects that we can implement which are more successful, we will go out there with the towns and evaluate them and continue moving forward. As of right now, we are on target to exceed our phosphorus reduction requirement, so it's a good time to give a larger review of all the more active projects. Director Parsons asked Vincent Giorgio if New York City Department of Environmental Protection (NYCDEP) felt any urgency to get projects done outside the FAD. Vincent said that money provided was only for FAD projects and knows of no funding available for projects outside of the FAD basins. Director Parsons asked if they are even considering the possibility of funding projects outside of the FAD. Vincent added that there had been no discussion about it. Director Parsons emphasized that the project efficiency would be increased by doing a certain number of projects outside of the FAD. Director Burdick agreed that there is no question that we would have on average, a lower cost per kilogram if we had funds in addition to Westchester's in which to do projects outside the FAD.

12) O & M Discussion

Kevin announced that any O&M being done now will be counted towards 2019. The absolute deadline for 2018 submissions is January 15th. If you have not submitted to us by January 15th for your O&M and costs, you will not be paid in the 2019 cycle. If we have not seen your documentation, then you will wait a full calendar year to be paid for it. Members were encouraged to make the 2018 O & M submission by the deadline.

13) Other business

No other business was brought forward.

14) Adjournment – Motion to adjourn by Director Parsons, seconded by Director Oliverio; all in favor. Adjourned 10:35 AM.