



EAST OF HUDSON WATERSHED CORPORATION  
ANNUAL MEETING OF DIRECTORS AND MEMBERS

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

TIME and DATE: 10:00 a.m., Tuesday, January 9, 2018

**Meeting Minutes**

**1) Open of Meeting at 10:00 a.m.**

Voting Members in Attendance: Peter Parsons (Town of Lewisboro); Rich Williams (Town of Patterson); Warren Lucas (Town of North Salem); James Schmitt (Town of Pawling); JoAnne Daley (Town of Pawling); Chris Burdick (Town of Bedford); Vincent Tamagna as alternate for MaryEllen Odell (Putnam County); Michael Quinn (Town of Yorktown); Ian Gilbert (Town of Yorktown); Steve Ferreira as alternate for Linda Puglisi (Town of Cortlandt); Steve Woelfle as alternate for R-ck Morrissey (Town of Somers); Sam Oliverio (Town of Putnam Valley); Jon Powers as alternate for Kevin Hansan (Town of Pound Ridge); 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); Antonino Modica (NYCDEP); Bruce Barber (Putnam Valley Wetlands Inspector); Stewart Glass (Town of Yorktown); Kevin Fitzpatrick (EOHWC); Yvette Rivera (EOHWC); Linda Matera (EOHWC)

**2) Pledge of Allegiance**

**3) Elect Officers for 2018**

Motion by Director Parsons, seconded by Director Oliverio to elect officers to the East of Hudson Watershed Corporation.

At the Annual Meeting of the Board of Directors of the East of Hudson Watershed Corporation held on January 9, 2018,

**WHEREAS**, nominations were called at the annual meeting of the Board of Directors of the East of Hudson Watershed Corporation for the positions of President, Vice President, Secretary and Treasurer, and

**WHEREAS**, the following Directors identified below were each nominated for the position of an Officer of the Corporation as listed below; and

**WHEREAS**, each of the Directors identified has accepted the nomination;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the East of Hudson Watershed Corporation hereby elects the following slate of Officers for the East of Hudson Watershed Corporation:

Peter Parsons	President
Richard Williams	Vice President
Warren Lucas	Treasurer
JoAnne Daley	Secretary

**AND BE IT FURTHER RESOLVED** that said Officers so elected shall have and faithfully exercise the duties of their respective Office as provided by Article IV of the Bylaws of the East of Hudson Watershed Corporation,

**AND BE IT FURTHER RESOLVED** that said Officers shall serve until the next annual meeting of the East of Hudson Watershed Corporation, to be held on, or about January of 2019, or until such time as the Board of Directors elects new Officers to the East of Hudson Watershed Corporation. **(R-0109-01)**

Motion passed; all in favor.

#### **4) Appoint Committees**

##### **a. Executive Committee**

Motion by Director Parsons, seconded by Jon Powers to appoint the Executive Committee to the East of Hudson Watershed Corporation.

At the Annual Meeting of the Board of Directors of the East of Hudson Watershed Corporation held on January 9, 2018,

**WHEREAS**, the Bylaws of the East of Hudson Watershed Corporation, Article VI provide for the creation of an Executive Committee to act in an advisory capacity to, and to exercise such authorities and responsibilities as determined reasonable by the East of Hudson Watershed Corporation Board of Directors, and

**WHEREAS**, the Board of Directors finds it to be in the interest of the East of Hudson Watershed Corporation to also appoint individuals with a particular expertise in watershed affairs, but who are not Directors, to serve as Ex-Officio members;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the East of Hudson Watershed Corporation hereby appoints the following individuals to the Executive Committee of the East of Hudson Watershed Corporation, with all rights and privileges thereof:

Peter Parsons	MaryEllen Odell
Richard Williams	Ken Schmitt
Warren Lucas	James Schmitt
Chris Burdick	

**AND BE IT FURTHER RESOLVED** that the Board of Directors of the East of Hudson Watershed Corporation hereby appoints the following individuals to the Executive Committee of the East of Hudson Watershed Corporation to sit as Ex-Officio, non-voting members:

Rich Franzetti  
Sabrina Charney-Hull

Michael Quinn

**AND BE IT FURTHER RESOLVED** that the members of the Executive Committee shall serve until the next annual meeting of the East of Hudson Watershed Corporation, to be held on, or about January of 2019, or until such time as the Board of Directors of the East of Hudson Watershed Corporation shall appoint new members to the Executive Committee. **(R-0109-02)**

Motion passed; all in favor.

**b. Audit Committee**

Motion by Director Parsons, seconded by Ed Brancati to appoint the Audit Committee to the East of Hudson Watershed Corporation.

At the Annual Meeting of the Board of Directors of the East of Hudson Watershed Corporation held on January 9, 2018,

**WHEREAS**, the Bylaws of the East of Hudson Watershed Corporation, Article VI provide for the creation of an Audit Committee to recommend to the Board the hiring of a certified independent accounting firm for the corporation, establish the compensation to be paid to the accounting firm, and provide direct oversight of the performance of the independent audit performed by the accounting firm hired for such purposes; and

**WHEREAS**, the Directors of the East of Hudson Watershed Corporation wish to appoint members to the Audit Committee for said purposes,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the East of Hudson Watershed Corporation hereby appoint the following individuals to the Audit Committee of the East of Hudson Watershed Corporation, with all rights and privileges thereof;

Peter Parsons  
Chris Burdick  
Mary Ellen Odell

**AND BE IT FURTHER RESOLVED** that the members of the Audit Committee shall serve until the next annual meeting of the East of Hudson Watershed Corporation, to be held on, or about January 2019, or until such time as the Board of Directors of the East of Hudson Watershed Corporation shall appoint new members. **(R-0109-03)**

Motion passed; all in favor.

**c. Governance Committee**

Motion by Director Parsons, seconded by Ed Brancati to appoint the Governance Committee to the East of Hudson Watershed Corporation.

At the Annual Meeting of the Board of Directors of the East of Hudson Watershed Corporation held on January 9, 2018,

**WHEREAS**, the Bylaws of the East of Hudson Watershed Corporation, Article VI provide for the creation of a Governance Committee to act in an advisory capacity to Board of Directors, to keep the Board informed of current best governance practices, to review corporate governance trends, to update the corporation's governance principles, and to advise appointing authorities on the skills and experiences required of potential board members, and the oversight of the Code of Ethics and to review Financial Disclosures, and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the East of Hudson Watershed Corporation hereby appoints the following individuals to the Governance Committee of the East of Hudson Watershed Corporation, with all rights and privileges thereof;

Richard Williams  
Chris Burdick  
Ken Schmitt

**AND BE IT FURTHER RESOLVED** that the members of the Governance Committee shall serve until the next annual meeting of the East of Hudson Watershed Corporation, to be held on, or about January of 2019, or until such time as the Board of Directors of the East of Hudson Watershed Corporation shall appoint new members. **(R-0109-04)**

Motion passed; all in favor.

#### **d. Technical Committee**

Motion by Director Parsons, seconded by Jon Powers to appoint the Technical Committee to the East of Hudson Watershed Corporation.

At the Annual Meeting of the Board of Directors of the East of Hudson Watershed Corporation held on January 9, 2018,

**WHEREAS**, the Bylaws of the East of Hudson Watershed Corporation, Article VI provide for the creation of a Technical Committee to act in an advisory capacity to Board of Directors, to keep the board informed of engineering and scientific information with respect to stormwater retrofits, total maximum daily loads, phosphorus modeling, waste load allocations and other technical issues related to the New York City Watershed; and

**WHEREAS**, the Board of Directors of the East of Hudson Watershed Corporation wish to appoint members to the Technical Committee to provide advice to the board on technical matters relating to the implementation of the stormwater retrofit program;

**NOW THEREFORE IT IS HEREBY RESOLVED** that the following individuals are hereby appointed to the Technical Committee to hold office until the next annual meeting of the corporation:

Rich Franzetti  
Sabrina Charney-Hull  
Michael Quinn  
Ed Brancati

**AND BE IT FURTHER RESOLVED** that the members of the Technical Committee shall serve until the next annual meeting of the East of Hudson Watershed Corporation, to be held on, or about January of 2019, or until such time as the Board of Directors of the East of Hudson Watershed Corporation shall appoint new members. **(R-0109-05)**

Motion passed; all in favor.

**e. Finance Committee**

Motion by Director Parsons, seconded by Jon Powers to appoint the Finance Committee to the East of Hudson Watershed Corporation.

At the Annual Meeting of the Board of Directors of the East of Hudson Watershed Corporation held on January 9, 2018,

**WHEREAS**, by Resolution R-0509-01, dated May 9, 2017, the Board of Directors resolved that the purpose of the Finance Committee is to provide financial oversight to the Corporation, including oversight of the annual budget process, cash flow and money management, financial planning, investments and investment policy, financial reporting, compliance with requirements of funding agreements, and creation and monitoring of internal controls and accountability policies; and

**WHEREAS**, the Directors of the East of Hudson Watershed Corporation wish to appoint members to the Finance Committee for said purposes;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the East of Hudson Watershed Corporation hereby appoint the following individuals to the Finance Committee of the East of Hudson Watershed Corporation, with all rights and privileges thereof;

Warren Lucas  
Tony Hay  
Rick Morrissey

**AND BE IT FURTHER RESOLVED** that the members of the Finance Committee shall serve until the next annual meeting of the East of Hudson Watershed Corporation, to be held on, or about January 2019, or until such time as the Board of Directors of the East of Hudson Watershed Corporation shall appoint new members. **(R-0109-06)**

Motion passed; all in favor.

## 5) Re-adopt EOHWC Policies (Annual Review)

### a. Mission Statement with Performance Measures

Motion by Director Parsons, seconded by Ed Brancati to re-adopt the Mission Statement with Performance Measures for the East of Hudson Watershed Corporation.

At the Annual Meeting of the Board of Directors of the East of Hudson Watershed Corporation held on January 9, 2018,

**WHEREAS**, Public Authorities Law, 2824-a requires the Corporation to re-examine its mission statement and stated measurement goals on an annual basis, and

**WHEREAS**, Public Authorities Law, 2824-a requires the Corporation to provide for performance measures to evaluate the performance of the authority and achievement of its goals,

**NOW, THEREFORE, BE IT RESOLVED** that the Directors of the East of Hudson Watershed Corporation re-adopt the mission statement for the East of Hudson Watershed Corporation as attached and

**BE IT FURTHER RESOLVED** that the Directors of the East of Hudson Watershed Corporation adopt the performance measures as attached, and as may be amended herein, and

**BE IT FURTHER RESOLVED** that the Directors of the East of Hudson Watershed Corporation find that upon examination of the performance standards, that the activities of the Corporation through January 9, 2018 are in conformance with said performance standards and that reasonable progress has been made to achieving the goals of the authority. **(R-0110-07)**

Motion passed; all in favor.

### b. Code of Ethics

Motion by Director Parsons, seconded by Director Lucas to re-adopt the Code of Ethics for the East of Hudson Watershed Corporation as amended.

**WHEREAS**, the New York State Not-for-Profit Revitalization Act has increased the requirements for all not-for-profit corporations with regard to the provisions of the corporation's code of ethics; and

**WHEREAS**, the Board of Directors is desirous of maintaining compliance with both the New York State Not-for-Profit Revitalization Act and the requirements of the Authorities Budget Office; and

**WHEREAS**, the Authorities Budget Office requires that the Code of Ethics of the Corporation be reviewed annually by the Board of Directors, which the Board has done; and

**WHEREAS**, it is a requirement of the New York State Not-for-Profit Revitalization Act that the Board of Directors appoint an Ethics Officer to ensure compliance with the Code of Ethics;

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

1. The annexed Code of Ethics dated January 10, 2017, is hereby adopted to supersede the existing Code of Ethics adopted by the Board of Directors on May 10, 2016; and
2. The Corporation's Legal Counsel is hereby appointed to serve in the position of Ethics Officer, with the duties and responsibilities set forth in the Code of Ethics; and
3. The annexed Annual Statement Regarding Conflicts of Interest is hereby adopted as the annual statement to be completed by all Directors, Alternates and Employees of EOHWC.  
**(R-0110-08)**

Motion passed; all in favor.

### **c. Banking Relationships**

Motion by Director Parsons, seconded by Vincent Tamagna to designate authorized financial institutions for accounts for the East of Hudson Watershed Corporation.

At the Meeting of the Board of Directors of the East of Hudson Watershed Corporation held on January 9, 2018, the following resolution was moved and seconded:

**WHEREAS**, the Corporation is duly authorized and permitted to engage in cash and/or permitted investment transactions pursuant to its Certificate of Incorporation and Bylaws and its duly adopted Manual of Fiscal Policies and Procedures; and

**WHEREAS**, the Corporation has heretofore resolved to open and manage accounts in its name with M & T Bank (5 total accounts checking/money market), J.P. Morgan Chase Bank (1 checking account), Samuel Ramirez & Co., Inc. (1 investment account), and M&T Securities, Inc. (1 investment account); and

**WHEREAS**, the J.P. Morgan Chase account was closed in April of 2017, as it had held the Water Supply Permit funds, which were spent in their entirety;

**NOW THEREFORE BE IT RESOLVED**, by the Board of Directors that the Corporation hereby confirms that M&T Bank is an authorized institution for such designated banking accounts, subject to the conditions of the respective authorizing resolutions approved January 13, 2016 and to the Manual of Fiscal Policies and Procedures; and

**BE IT FURTHER RESOLVED** by the Board of Directors that the Corporation hereby confirms that Samuel Ramirez & Co., Inc. and M&T Securities, Inc. are authorized institutions for such designated

investment accounts, subject to the conditions of the respective authorizing resolutions approved October 18, 2016 and to the Manual of Fiscal Policies and Procedures. **(R-0110-09)**

Motion passed; all in favor.

#### **6) Adopt Updated Personnel Policy**

Motion by Director Parsons, seconded by Director Oliverio to adopt the Revised Personnel Policies and Procedures Manual for the East of Hudson Watershed Corporation.

At the Annual Meeting of the Board of Directors of the East of Hudson Watershed Corporation held on January 9, 2018,

**WHEREAS**, the Executive Committee has recommended to the Board of Directors amendments to the Corporation's Personnel Policies and Procedures Manual to reference the Paid Family Leave requirements of State law and the availability of dental and vision insurance; and

**WHEREAS**, the Directors have reviewed the proposed amendments and find the Manual as amended to reflect the requirements of State law and the health insurance policies of the Corporation;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the East of Hudson Watershed Corporation hereby adopts and approves the revised Personnel Policies and Procedures Manual. **(R-0110-10)**

Motion passed; all in favor.

#### **7) Approve revised 2018 Tentative Meeting Dates**

Motion by Director Parsons, seconded by Ed Brancati to adopt the Board of Directors and Executive Committee tentative meeting dates proposed for 2018. Motion passed; all in favor.

#### **8) Other Business**

Director Parsons requested that each member complete the Conflict of Interest and Board Evaluation forms prior to leaving and submit them to Joanne.

No other business was brought forward.

**9) Adjournment – Motion to adjourn by Director Parsons, seconded by Director Lucas; all in favor. Adjourned 10:28 AM**





## East of Hudson Watershed Corporation

2 Route 164, Suite 2  
Patterson, NY 12563

### PRESIDENT'S CERTIFICATE

I certify that the foregoing is a true and correct copy of the January 9, 2018 Annual Meeting Minutes approved by the Board of Directors of the East of Hudson Watershed Corporation.

Richard Williams Sr.

Richard Williams, Vice President

5/8/18

Date




**East of Hudson Watershed Corporation**

**2 Route 164, Suite 2  
Patterson, NY 12563**

**SECRETARY'S CERTIFICATE**

I certify that the foregoing is a true and correct copy of the January 9, 2018 Annual Meeting Minutes approved by the Board of Directors of the East of Hudson Watershed Corporation.

  
\_\_\_\_\_  
JoAnne Daley, Secretary

  
\_\_\_\_\_  
Date