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**QUARTERLY MEETING OF DIRECTORS AND MEMBERS**

*10:00 A.M., Tuesday, August 11, 2020*

*Zoom Videoconference*

**Meeting Minutes**

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

Voting Members in Attendance: Richard Williams, Sr. (Town of Patterson); Chris Burdick (Town of Bedford); Peter Parsons (Town of Lewisboro) for himself and as alternate for Warren Lucas (Town of North Salem); Rich Franzetti as alternate for Ken Schmitt (Town of Carmel) and Tony Hay (Town of Southeast); JoAnne Daley as alternate for James Schmitt (Town of Pawling); Vincent Tamagna as alternate for MaryEllen Odell (Putnam County); Matthew Slater (Town of Yorktown); Michael Preziosi as alternate for Linda Puglisi (Town of Cortlandt); Steve Woelfle as alternate for Rick Morrissey (Town of Somers); Edward Brancati as alternate for Gina Picinich (Town of Mount Kisco); Maureen Fleming (Town of Kent); Sam Oliverio (Town of Putnam Valley); Kevin Hansan (Town of Pound Ridge)

Others in Attendance: Millie Magraw (Westchester County); Christine Chale (Corporate Counsel); Patrick Logan (Corporate Counsel); Vincent Giorgio (NYCDEP); Kevin Fitzpatrick (EOHWC); Joanne Tavino (EOHWC); Linda Matera (EOHWC)

**2) Pledge of Allegiance**

**3) Approve Meeting Minutes: May 12, 2020**

Motion by Director Burdick, seconded by Director Parsons to approve the Board of Directors Meeting Minutes of May 12, 2020; all in favor.

**4) Financial Update**

Joanne Tavino reported that the current fund balance is \$19.2 million of which \$3.1 million is Putnam, \$4.8 million is Westchester and 11.3 million is FAD. Year-to-date expenditures are \$1.2 million. For the same time frame we earned \$173,957 in income. The contract balances at this point with signed contracts balances due are \$900,578 of which \$726,817 are for FAD and upper FAD projects. The remainder of \$173,761 are Westchester non-FAD basins.

**5) List of Reporting and Filing Due Dates**

Joanne reported that Director Lucas mentioned at the last meeting that he would contact those on the list who have not yet done their financial disclosures. Putnam County provided an update and there have been no additional compliance forms completed since the May meeting. There are still quite a few members who have not completed it so we need to reach out to them.

Matthew Slater and Ivy Pool have not provided confirmation of having completed their board member training. Joanne will send the board member training link to Matthew per his request and asked that he provide the confirmation once he has completed it.

## **6) Watershed Planner Position**

Kevin informed members that the corporation advertised for a Watershed Planner. The search has been narrowed down to 2 highly qualified candidates. A recommendation will be made at the August Executive Committee meeting and the individual will be hired on an interim basis. The candidate will be officially hired at the October Board of Directors meeting. Director Williams inquired about where Kevin stands with setting up a Zoom interview discussed at the July Executive Committee meeting so that he and Director Burdick can meet the candidates. Kevin said that he will contact the candidates and Directors to and schedule an interview prior to the upcoming Executive Committee meeting.

## **7) Project Update**

Kevin reported that by the end of August or early September we are anticipating additional credits as we close out construction projects from the spring and early summer. This should amount to approximately 50 kilograms and should bring us up to a total of 610 kilograms.

### **a. Program Summary**

Kevin informed members that additional projects that have been approved by NYSDEC have been added to the Program Summary sheet included in today's handouts. Several of them are going to be of no cost to the corporation and some will be municipal reimbursements. The biggest point to take away from this is that our total estimated reduction right now, should all projects go forward as planned, is in the range of 1,080 kilograms. We only need 920 kilograms for this phase of the program. So what we are doing, as we have been for the past year or two, is just overshooting our goal and as these projects work themselves out we'll still be able to land where we need to. This allows us to continue the conversation with the NYSDEC and NYCDEP to determine what, if any actions might be necessary moving forward into Years 11-15. At least in this case we put ourselves on the right track to not have any issues or gaps with the project selection. We will continue to push those ahead. We have quite a few projects right now where we need municipal input and signoff for all installation agreements. Kevin will be reaching out to the municipalities individually to set something up to make sure everyone is on board.

Kevin encouraged members to reach out with any questions they may have about projects in their towns.

## **8) O&M discussion**

Kevin stated that towns are doing a pretty good job of trickling documentation in and did some outreach to the towns to make sure things are moving forward. The biggest item seen this cycle has been a lot of requests for us to assist with or purchase equipment and lending services. The whole concept of the corporation is that we are all going to assist one another in reaching the goal. To date good progress is being made on O&M submissions and we ask that towns continue to do so on time and ahead of the December deadline as best of possible. As the summer is starting to close out and particularly since we just had a storm come through last week, we want to make sure everything is getting addressed and cleanup is being done appropriately. It's not acceptable to have trees laying in our channels that were stabilized or in ponds. We ask that highway departments reach out to us if there are any questions. Director Williams reinforced that the purchase of equipment is not an eligible cost under our funding agreement, which is why we cannot purchase equipment for any individual municipality. Kevin added that Putnam County has stepped up to the plate and has been lending services thus far and we are extremely thankful. We will continue to work with them to make sure they aren't overloaded with tasks. As long as everyone is communicating, we can get everything addressed.

## 9) Other business

Director Hay asked if it would be possible to continue meeting on Zoom after the pandemic as it's beneficial most especially to the Westchester supervisors. Director Williams agreed that it is convenient and added that as long as the state continues to allow it, we will continue meeting via Zoom. In order to meet on an online platform you have to provide a link where the public can go to view the meetings. Since the Coronavirus those rules have been modified so we don't necessarily have to have that right now. If that changes back, we will have to figure out how to allow the public to view the meetings. Chris Chale said that more than that, under the old rules without reference to the executive order, you also had to give notice that anyone who wanted to participate in the meeting could come to any participating town's locations. This might be okay once all towns open up but it's not really workable right now which is why we have the executive order. We will have to see how it plays out. Director Oliverio added that once we get the vaccine, on-line meetings will go way of the horse and buggy.

**12) Adjournment** – Motion to adjourn by Director Burdick, seconded by Director Fleming; all in favor. Adjourned 10:21 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 August 11, 2020 quarterly meeting minutes approved by the Board of Directors.



Richard Williams, Sr., President



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 August 11, 2020 quarterly meeting minutes approved by the Board of Directors.

JoAnne Daley  
JoAnne Daley, Secretary

October 13, 2020  
Date