



EXECUTIVE COMMITTEE MEETING
9:30 A.M., Thursday, December 17, 2020
via Zoom Videoconference

Meeting Minutes

1) Open Meeting

Voting Members in Attendance: Rich Williams (Town of Patterson); Chris Burdick (Town of Bedford); Peter Parsons (Town of Lewisboro); Warren Lucas (Town of North Salem); Rich Franzetti as alternate for Ken Schmitt (Town of Carmel)

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

2) Approve Meeting Minutes of November 19, 2020

Motion by Director Parsons, seconded by Director Burdick to approve the meeting minutes of November 19, 2020; all in favor.

3) Financial Update

Joanne Tavino reported that as of November 30th the fund total was \$18.1 million of which \$11 million were FAD funds, \$4.2 million of Westchester and \$2.9 million Putnam. Checks drawn today total \$48,230. The total FAD expenditures for this month total \$4,201.

4) List of Reporting and Filing Due Dates

Joanne reported 2 O&M submittals were received this week from Putnam County and Carmel. All year-end voucher submittals pertaining to 2020 must be submitted by January 15th. Director Williams stated that the Town of Patterson's O&M submittal should be received soon.

5) Project Update

Kevin Fitzpatrick reported that he expects catch basin inserts to be installed in late winter/early spring at Mount Kisco Commons, and Vails Grove on Peach Lake in North Salem and potentially at the Greenbriar Subdivision in Somers. We are currently in discussions with the community boards at Vails Grove and Greenbriar. Installation agreements for both are pending. We are starting to concentrate on a lot of projects from the Year 10 Work Plan. Green infrastructure projects are being targeted that could be utilized, not just as substantial amount of phosphorus credits, but to also to focus on things that would translate directly into community involvement and educational tools. Many times in the past we've found ourselves doing a wetland or a pond in the middle of an off beaten trail that isn't seen very frequently. We are trying to get more eyes on these projects that can be used as educational tools and lots of progress has

been made so far. We expect that much of that work will be able to be done pretty quickly in the summer of 2021.

As discussed at previous Executive Committee meetings, we have been looking to install signs at our retrofits. Not only will those signs be used to draw caution to the retrofits but they will also be used as an educational tool. Cory has been working on getting price quotes for signs that we plan to install. Not every retrofit will be targeted for a sign because some of them might be channel stabilization or outfall stabilization that does not require signage for public attention to be brought to them. The plan is to target ponds, wetlands, biorention and sand filters that might be located in parks that we could get a lot more positive attention towards. We've been working on how we might want to represent that and may it involve some re-tooling of our website. As we move forward, we expect to have price quotes for discussion at the January 2021 Executive Committee meeting.

Director Parsons inquired if his gravedigger was able to provide the assistance Kevin required to do deep test pits. Kevin said that they were able to help with the test at Lewisboro Town Park (L-CR-803) but he will require additional help as well at Lewisboro Elementary School (L-CR-701) in order to move forward.

6) Approval of Amendment to the Reimbursement Agreement for Tilly Foster/PC-MB-701

Kevin reported that the Tilly Foster project had been touched on back in February of this year. The topic at hand is that we had a reimbursement agreement in place with Putnam County. They used their own resources, manpower and equipment to construct channel stabilization on the site of Tilly Foster Farm. Those projects combined amount to approximately 21.4 kilograms of phosphorus reduction. The original reimbursement agreement was for \$240,350. Because of weather delays and difficulty on site during the construction process, the County overshot the proposed value of \$240,350 and ended up at a final project cost of just shy of \$515,000 for construction. This was brought to our attention after construction had just about been completed and the money was already spent. Kevin negotiated with Putnam County and explained to them that the Corporation cannot pick up the full cost of construction because of the overrun. Back in February Kevin proposed to the Executive Committee that he wanted to move forward with a 50/50 split of the additional cost. Putnam County subsequently did agree that they thought that was appropriate and they were happy to receive the assistance that we would give them for the project. What that means for us is rather than \$240,350 reimbursement, we would end up paying \$377,508.42. The project efficiency with all costs, including Putnam County's investment, is approximately \$24,000 per kilogram. With our investment added into the project, the efficiency is approximately \$17,000. Overall, it's a good project with a great efficiency. There is a concern however, with the fact that we are in a situation again where the entity ran past the agreed dollar amount and then addressed it after the fact. Today we are presenting the amendment to the reimbursement agreement to pay the additional charges up to the total of \$377,508.42. Director Williams said that it was brought to his attention that on Tilly Foster Farm there's been other money provided for the project by the New York City Department of Environmental Protection (NYCDEP). We want to ensure there's no overlap in funding. Director Williams and Christine Chale agreed that the resolution needs to be amended to incorporate that additional information. Vincent Giorgio expressed concern with there being no backup to justify the cost and explained that there's renewed interest by DEP auditors, especially in watershed contracts. Joanne Tavino mentioned that she spoke with Mike Meyer and schedules of the labor incurred are available. They've provided substantial documentation for the labor costs and that alone will cover the additional amount

being requested in the amendment. A check has not been prepared for December because we are waiting for Putnam County Highway Department to certify and verify all schedules and backup. Joanne added that she and Kevin have gone through the backup and made members of the Executive Committee aware that the backup is available and that the overruns were much more than what we are reimbursing. We are only paying a portion of the total project cost. We are happy to provide the documentation to the Executive Committee if they wish to review it as we wait for the signature from Putnam County Highway Department. The idea was that the amendment would be discussed today and then we would move forward with the final documentation to write the check. Rich Franzetti requested that the documentation be presented at the January Executive Committee meeting as backup to make it a complete file. Joanne promised to email the documentation to members after today's meeting. Director Williams requested that the matter be tabled until the January Executive Committee meeting.

7) O & M Program Update

Director Williams asked how many towns have not submitted their 2020 O&M at this point. Joanne said approximately a dozen towns have not made their submissions. Director Williams requested that a reminder be sent to the municipalities about the deadline. Director Lucas indicated that he would contact each town individually to remind them.

8) Checks and vouchers

Checks and vouchers were signed. No action taken.

9) Other business

Linda Matera asked if members have given any thought about who would be replacing Director Burdick on the Board of Directors when he stepped down as Town of Bedford Supervisor and moved on to his position in the New York State Assembly in January. Director Burdick announced that his current Deputy Supervisor, MaryAnn Carr, would likely step into the roll. MaryAnn has been kept apprised of EOHWC. Additionally, Director Burdick announced that this is his last meeting with EOHWC and thanked both the staff and his fellow officers and directors for the honor of being part of the Executive Committee. He expressed that the Corporation has a great reputation within the State and the City of New York. As part of the New York State Assembly, he wishes to continue to assist the Corporation in its current and expanded mission to protect the watershed. It's extremely important to the environment, the quality of our water, as well as the economic vitality of the municipalities that are within the Corporation. Further, Director Burdick plans to be active and work closely with Peter Harckham and offered his help in any way that he could and urged members to contact him if there is any way he could be helpful in the State Assembly. He expressed his sincere thanks to all and wished everyone happy holidays. Director Williams stated that Director Burdick has been a tremendously important individual in making EOHWC everything it is today and that he would be sorely missed. Director Lucas and Director Parsons expressed their sincere appreciation as well.

**10) Adjournment - Motion to adjourn by Director Burdick, seconded by Director Lucas; all in favor.
Adjourned 9:42 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 December 17, 2020 meeting minutes approved by the Executive Committee.

Richard Williams, Sr., President

Date

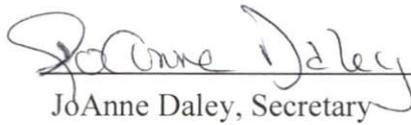


East of Hudson Watershed Corporation

2 Route 164, Suite 2
Patterson, NY 12563

SECRETARY'S CERTIFICATE

I certify that the foregoing is a true and correct copy of the December 17, 2020 meeting minutes approved by the Executive Committee.


JoAnne Daley, Secretary

1-28-2021
Date