

QUARTERLY MEETING OF DIRECTORS AND MEMBERS
LOCATION: Business Office: 2 Route 164, Suite 2, Patterson, NY 12563
TIME and DATE: 10:00 a.m., Thursday, May 11, 2023

Meeting Minutes

1) Open of Meeting at 10:00 AM

Voting Members in Attendance: Richard Williams, Sr. (Town of Patterson) for himself and Jaimie McGlasson (Town of Kent), Ellen Calves (Town of Bedford) and Richard Becker (Town of Cortlandt); Robert Scorrano (Town of Somers); Warren Lucas (Town of North Salem); Tony Goncalves (Town of Lewisboro); Michael Cazzari (Town of Carmel); Jaqueline Annabi (Town of Putnam Valley); Vincent Tamagna as alternate for Kevin Byrne (Putnam County); Thomas Diana (Town of Yorktown); JoAnne Daley for James Schmitt (Town of Pawling); Tony Hay (Town of Southeast)

Others in Attendance: Christine Chale (Corporate Counsel); Janet Anderson (Three Lakes Council); Vincent Giorgio (NYCDEP); Kevin Fitzpatrick (EOHWC); Keith Giguere (EOHWC); Linda Matera (EOHWC); Cory Lapidus (EOHWC)

2) Pledge of Allegiance

3) Approve Meeting Minutes: January 10, 2023

a. January 10, 2023 Annual Board of Directors

Motion by Alternate Tamagna, seconded by Director Goncalves to approve the Annual Board of Directors Meeting Minutes of January 10, 2023; all in favor.

b. January 10, 2023 Quarterly Board of Directors

Motion by Alternate Tamagna, seconded by Director Goncalves to approve the Quarterly Board of Directors Meeting Minutes of January 10, 2023; all in favor.

4) Financial Update

Keith Giguere reported that as of March 31, 2023 there is just under \$15 million in total cash and investments of which \$9,929,000 is FAD related and the remainder is WQIP funding.

5) Tax Returns/Form 990/CHAR 500

Keith reported that the tax returns were reviewed with the Audit Committee at a meeting on April 20. It was presented to the Executive Committee where it was approved and recommended to the Board. It is being presented today for approval to have Director Williams sign it so it may be filed. As soon as the Form 990 is transmitted, the CHAR 500 will be uploaded to the State of New York by our CPA

firm. They will send both Keith and Director Williams an electronic signature form to sign.

Motion by Director Lucas, seconded by Alternate Tamagna to authorize submission of the tax returns and authorize the chairman to sign the CHAR 500; all in favor.

6) List of Reporting and Filing Due Dates

Linda Matera reported that all reporting due dates have been met. The last three 2022 O&M checks we are waiting for are from Cortlandt, New Castle, and North Salem in order to reimburse the Westchester municipalities. With respect to Board member compliance, three remain that need to complete various documents and ABO Board Member Training. Director Lucas offered to reach out to Lisa Katz and Michael Schiliro to remind them.

7) Project Update

Kevin Fitzpatrick reported that construction and installation is starting on three projects to close out in the spring months and will be completing four others. Projects being closed out are in New Castle, North Salem, and Yorktown. We were hoping to go to bid on a few more projects over the summer. Some will have to wait until the tree clearing restrictions have been lifted by NYSDEC unfortunately, but at least we can have them prepared and ready come November 1 when those restrictions are over. On three other projects we are waiting for a response from the Army Corps of Engineers and the state to see whether we can get assistance with them. They are located outside the FAD basins where we need any financial help we can get within those limited areas of Westchester and Putnam. Director Lucas said that there is also money from the NYCDEP that we are expecting. Vincent Giorgio indicated that it is somewhere in the ballpark of \$10 million but does not know when it will be available. Kevin said that while we were aware of that internally, it will not be included in our operating budget but are acknowledging that it is not expected for a while.

No new updates have been given to us from NYSDEC regarding the upcoming stormwater permit. We are anxious to see the requirements and hope that it will be coming out in the next few months. We heard multiple times that June was the target. We are hoping to have a new stormwater implementation plan soon.

a. Program Summary

Kevin presented a summary of projects and invited questions.

b. Annual Report

Kevin presented the Annual Report.

8) Wastewater Study Update

Kevin explained that Woodard and Curran was contracted to study all the needs throughout the watershed for each individual municipality. A brief update was provided by them this morning on all the towns they spoke with. Each town is at a different point in the study. They expect to provide a more substantial report in upcoming weeks to map out the exact recommendation that they think will best serve everyone. There are many towns that only need upgrades to their infrastructure and others that want full wastewater treatment plants. This is a study they've been conducting over the last decade or so. A lot of the information that Woodard and Curran originally received changed or needed to be updated once they spoke with individual towns. They have offered assistance to a few municipalities with an upcoming WQIP grant because they felt some were much closer to the finish line for qualifying for funding than others. Ken Kohlbrenner informed towns that while it is a great

offer, it is something that would have to be done outside of our workplan and contract. It is not something we had originally planned for so if anyone has been speaking with Woodard and Curran and were offered those services, please know that those services are not part of our contract with the state. Director Lucas asked if they identified the municipalities. Kevin said the municipalities mentioned include Carmel, Kent and Cortlandt. Kevin will take a closer look to see if there are any others. JoAnne Daley asked if Woodard & Curran mentioned if they spoke with anyone in the town of village of Pawling. Kevin said they didn't, but he will reach out and specifically ask. Director Lucas said he met with Woodard & Curran about a week ago. Director Williams asked if Kevin could get a schedule from them about what they are doing next. Director Williams said that the preliminary work is taking a very long time. Director Lucas mentioned that Ken told him he is having a hard time getting towns to return his calls. Director Williams said that neither he nor Director Hay at the Town of Southeast were contacted. Director Lucas suggested that a few supervisors get on a call with Ken to get an update of where they are. Director Williams said that prior to that he wants a schedule of where they are in the process and what they are currently doing. Director Goncalves said that he has had several meetings with Woodard & Curran, and they even came to his office. As far as the Lewisboro projects are involved, they have been engaged. Alternate Tamagna mentioned that Barbara Barossa would be the best person to contact at the Putnam County Planning Department for Putnam County.

9) O&M Program Update

Kevin explained that the first request for submittals from all the municipalities for any O&M that was done in the spring passed on April 30 and no reports have been submitted. It may have been done but just wasn't submitted. Kevin asked that supervisors make sure that whoever is responsible in their town has at least begun, or continues doing O&M. As inspections are performed by EOHWC in the summer months, we hope to see progress being made.

a. Status of Reimbursements to Municipalities

Kevin reported that we still have three towns that must submit their 2022 O&M payments. We cannot submit to the County or reimbursement for the Westchester municipalities until all payments are received. North Salem will be taking care of theirs shortly, New Castle has mailed their payment, and we still need to address it with Cortlandt. We will reach out to them to get an update of where they are in the process because we cannot move forward without the Cortlandt payment.

10) Summer Intern

Kevin announced that over the winter, resumes were requested for a summer intern for the upcoming season. The job description was to assist Kevin and Cory with O&M inspections. This individual will be exposed to any design review and work that we have coming in during the next few months. The biggest goal is to get eyes out there on the roads and the treatment projects to help us give better feedback to the municipalities. We selected Sofia Harrison, who is a local student here in Patterson. We are going to have her on for 24 hours a week over the course of the summer. The days are dependent on the schedule of 3 days per week. We will fit them in as needed for about 12 weeks at a pay rate of \$20 per hour.

Motion by Director Lucas, seconded by Director Scorrano to authorize the hiring of Sofia Harrison as the summer intern for 24 hours per week for 12 weeks at the rate of \$20 per hour; all in favor.

11) Other business

Alternate Tamagna said he delivered the land acquisition map to Kevin from Dave Tobias. There are a lot of NYCDEP owned properties which may provide some potentially low-cost projects for the Corporation. He ordered the Shapefiles files for Kevin.

It's possible that some of the Westchester supervisors are aware of it, but for Putnam County they are going to be shutting down the Delaware section that comes into our reservoirs for repairs beginning in July and all the reservoirs are going to experience unprecedented low levels that will last for approximately 1 year. It may be an opportunity to fix things while the levels are low. It will also have an impact on things like ice fishing and sports of that nature because they will not be permitted during that time. Director Lucas asked if everyone was aware of the Zoom meeting tomorrow regarding it. Alternate Tamagna said it really has not hit anyone's radar and it will have a big impact. The Department of State is handling the coordination of the Sportsman's Advisory Council. They are only having the education republic hearings down in White Plains and nobody is going to travel down to White Plains from Putnam to hear about what's going on when you drop the level of the reservoir, but it will have a very serious impact. Director Williams said it will affect the whole East of Hudson reservoir system. They are going to be using that as an offset for the water that is coming down out of the Delaware aqueduct right now. Alternate Tamagna said it was canceled in 2020 and was then delayed, but now it's happening this July and they didn't get out with public information until this month. Director Lucas asked Vincent Giorgio if anyone will be monitoring the different reservoir levels at different times. Vincent said he wasn't aware of it but he assumed someone would be. Director Lucas expressed concern because of the nursing homes in North Salem. Alternate Tamagna said he will share links with everyone that the NYCDEP provided that may be helpful. Director Scorrano said Amawalk will be at full capacity by the 15th of May to offset the shutdown.

12) Adjournment – Motion to adjourn by Alternate Tamagna, seconded by Director Goncalves; all in favor. Adjourned: 10:26 AM.

PRESIDENT'S CERTIFICATE

I certify that the foregoing is a true and correct copy of the May 11, 2023 Quarterly Board of Directors Meeting Minutes approved by the Board of Directors.



Richard Williams, Sr., President



Date

SECRETARY'S CERTIFICATE

I certify that the foregoing is a true and correct copy of the May 11, 2023 Quarterly Board of Directors Meeting Minutes approved by the Board of Directors.


JoAnne Daley, Secretary


Date