

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

**Meeting Minutes**

**1) Open of Meeting at 10:00 AM**

Voting Members in Attendance: Richard Williams, Sr. (Town of Patterson) for himself and as alternate for Warren Lucas (Town of North Salem), Richard Becker (Town of Cortlandt), Jacqueline Annabi (Town of Putnam Valley), Tony Hay (Town of Southeast), Michael Cazzari (Town of Carmel), James Schmitt (Town of Pawling); Tony Goncalves for himself and as alternate for Thomas Diana (Town of Yorktown) and Ellen Calves (Town of Bedford); Lauri Taylor (Village of Pawling); Steve Woelfle as alternate for Robert Scorrano (Town of Somers); Ed Brancati as alternate for Gina Picinich (Town of Mount Kisco)

Others in Attendance: Millie Magraw (Westchester County); Christine Chale (Corporate Counsel); Cassondra Britton (Corporate Counsel); Vincent Giorgio (NYCDEP); Kevin Fitzpatrick (EOHWC); Keith Giguere (EOHWC); Linda Matera (EOHWC); Cory Lapidus (EOHWC)

**2) Pledge of Allegiance**

**3) Approve Meeting Minutes: August 8, 2023**

Motion by Director Goncalves, seconded by Alternate Brancati to approve the Quarterly Board of Directors Meeting Minutes of August 8, 2023; all in favor.

**4) Financial Update**

Keith Giguere reported that cash and investments as of September totaled \$13,641,000. \$9,959,000 is FAD-related, leaving approximately \$3.7 million in WQIP funds. \$214,000 has been made in bank interest so far this year with PCSB compared on only \$6,000 last year with M&T.

Director Williams asked if Vincent Giorgio had an update on the NYCDEP funding agreement. Vincent indicated that a contract is actively being worked on that he hopes to share with the Corporation shortly. It is very similar to the current agreement but with slight modifications. Director Williams asked if there was anything available with Putnam County. Vincent indicated that Putnam has approximately \$2.1 million left last time he checked.

**5) Adoption of 2024 ABO Budget**

Keith reported that the 2024 budget is similar to last year with the exception of being conservative with spending money on projects. A revised budget may be prepared if we receive the additional

funding discussed. The sewer study is still included because we only ended up getting \$75,000 from the state but the rest should come in 2024. The remainder of the budget is just normal increases. There's a built in 4% cost of living adjustment as well an increase of 6.5% for health benefits. Since the intern worked out well this year, the budget includes an intern for 3 months for the summer.

Motion by Director Goncalves, seconded by Alternate Brancati to approve the adoption of the 2024 ABO Budget; all in favor.

## **6) Project Update**

Kevin Fitzpatrick reported that a large project in North Salem (NS-MU-601) will be closing out this fall which will count for approximately 35 kilograms of phosphorus. We will be starting construction on projects in the fall/winter totaling about 70 kilograms. This will bring the total phosphorus reduction to 810. Careful attention will be paid to the budget as we go into the spring. We expect a large project in Kent (Kent-MB-1000) to go to construction in late winter/early spring. This will account for an additional 78 kilograms that will bring us closer to the required 910 kilograms goal. There is an additional handful of projects that will help us towards completion of the first ten-year goal. We hope to have the new MS4 Permit by the spring so that we can take a look at which projects are open and see what can be carried over once it is released. We continue working towards that and communicating with NYSDEC.

### **a) Program Summary**

The program summary was presented, and questions were invited.

## **7) O&M discussion**

Cory explained that all towns should have received their O&M update from him by now. Updates were sent to individual municipalities over the past month or so. He offered to meet with supervisors or highway departments if there were any questions. Another inspection of projects will be conducted in mid-December. Members were encouraged to address any issues pointed out in the recent emailed updates. Kevin added that we have enough of a dataset, and it's been about 7 years since we started the O&M inspection process to look back and see what towns are able to get done with their workforce and what we might recommend. Another option is to go out to bid for a contractor to do the O&M and consolidate some resources. We've been getting good feedback so far and we've offered to meet and go through what needs to be addressed a bit closer to determine what everybody should be doing and how we can boost what's already being done. Director Taylor indicated that she was surprised to receive the email because this had not been done in the past. The Village of Pawling only has two drainage ditches that are cleaned out once a year when the leaves have fallen at the end of November or beginning of December. Because of the severe weather this summer there was sediment build up, which is not normally an issue. Kevin confirmed that cleaning it out once a year is normal because it doesn't make sense to do it in August and then again in November. Cory added that this was the first year that we were able to get an intern to do inspections in the summer as he normally does them in the fall and winter only.

## **8) Proposed 2024 Meeting Dates**

Director Williams presented the list of 2024 meeting dates and asked if anyone had an issue with any of the proposed dates. Motion by Director Taylor, seconded by Alternate Brancati to approve the list of 2024 Meeting Dates; all in favor.

## **11) Other business**

Kevin discussed the update he received over the weekend from Woodard and Curran regarding their recommendation for the wastewater study. They looked at the data they collected from all the individual towns and recommended three projects in total. The locations they are recommending are in Southeast Brewster, Patterson and Mount Kisco. Each one of them had a different level of detail in them but essentially, they took all that data and narrowed it down to three possibilities to recommend the Corporation move forward with. The EOHWC Board needs to decide whether they agree with the methodology that Woodard and Curran used to get to the three projects. They also need to determine if they're comfortable with the approach and if these are the three projects you agree we should be moving forward with, or if we need to re-evaluate the selection process. In order to do that everyone has to review what has been provided by Woodard & Curran and make that decision. The next Board meeting is not until January, which is a long time between today's meeting and the beginning of next year. After members have reviewed what has been provided and made a decision, will have our meeting with Woodard and Curran, and to determine if we are going down the right path. Director Williams said this probably needs to be taken up by the Executive Committee because it can't wait until January since we are trying to move the study along. He requested that everyone review the table that came out of their meeting with Woodard and Curran and provide any comments back to the Corporation. We will distribute them to the Executive Committee. Christine Chale said that anyone who has documentation which they would like to submit should send it to Kevin immediately and he will share it with Woodard and Curran. Christine explained that the whole point was to do a broad survey with estimate flowages and identify potential problem areas for future study. Director Taylor asked Kevin to send her an email with the specifics needed from the Village of Pawling and she will get him that information. The Executive Committee will have to look at that and figure out how to allocate the grant money that is available for further study. That will be an intensive discussion at the October 26<sup>th</sup> Executive Committee meeting. Any of the Board members may attend the Executive Committee meeting if they are interested. Alternate Brancati said there are about 2 dozen properties in Mount Kisco that aren't connected and should be included too.

**12) Adjournment – Motion to adjourn by Director Taylor, seconded by Director Goncalves; all in favor. Adjourned: 10:40 AM.**