
EXECUTIVE COMMITTEE MEETING

9:30 A.M., Thursday, January 25, 2024

Meeting Minutes

1) Open Meeting

Voting Members in Attendance: Richard Williams, Sr. (Town of Patterson) for himself and Tony Goncalves (Town of Lewisboro); Robert Scorrano (Town of Somers); Vincent Tamagna for Kevin Byrne (Putnam County); JoAnne Daley as alternate for James Schmitt (Town of Pawling); Michael Cazzari (Town of Carmel)

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

2) Approve Meeting Minutes of December 14, 2023

Motion by Director Scorrano, second by Alternate Tamagna to approve the meeting minutes of December 14, 2023; all in favor.

3) Financial Update

Keith Giguere announced that the tentative date for the onsite visit from the auditor is February 20. The engagement letter from RBT CPAs was presented for approval. As part of the scope Keith confirmed that the auditor will be filing both federal and state returns. Director Williams' signature will be required before leaving the meeting.

Motion by Director Scorrano, seconded by Alternate Tamagna to approve the 2023 audit engagement letter. Motion passed; all in favor.

a.) Schedule of Insurance

Keith explained that all of the corporation's insurance is carried through Assured Partners. The Directors/Officers and Business Owner policies are renewed annually and are coming due in April. He has put both of the policies out to bid with another agent but hasn't gotten a quote back yet from the third party. The pollution policy doesn't renew until December 2025. Director Williams recommended bringing the deductible down to \$10,000 but feels we should explore different options.

4) List of Reporting and Filing Dates

Linda Matera informed members that three of the 2023 O&M submittals remain outstanding. A majority of board members have submitted their 2023 compliance forms and those who haven't will be reminded bi-weekly via email until they are received.

5) Project Update

Kevin Fitzpatrick reported that construction is ongoing for PC-MB-1000 at John Simpson Road. The contractor is battling flash floods and the occasional frozen ground, but they are moving forward and making progress. There's no reason we shouldn't be on target for spring stabilization planting period. Construction will begin at Y-MU-40 at Hallocks Mill by Coyle Industries once the paperwork is finalized. We will soon be closing out C-NC-1000 at Walter Panas High School and L-CR-805 at Salem Hill Road, both of which are catch basin insert projects. NYSDEC credit for both is expected in the spring. We will be going out to bid on L-MU-1017 in Katonah for a spring award with a late spring/early summer construction. Christine informed Kevin that she received final comments from Paul Camarda's attorney for Kent-MB-1000. An internal meeting will need to be scheduled to review them and then the issues will have to be worked through. Kevin said that we will be closing the Kent-MB-1000 SEQRA today with the determination on the agenda. It will be provided to the permitting agencies and all involved agencies and that will trigger the NYSDEC to give us responses for permitting and NYCDEP for pending permits as well. The project should be on target for construction this year.

6) NS-MU-601 Construction Change Order

Motion by Director Scorrano, seconded by Alternate Tamagna to approve change order #3 submitted by Coyle Industries, Inc. in the amount of \$12,540 for NS-MU-601, increasing the contract price from \$277,450 to \$289,990.

WHEREAS, Coyle Industries, Inc. submitted change order request dated December 6, 2023 for an additional \$12,540 for NS-MU-601 attached hereto; and

WHEREAS, NS-MU-601 is located on the property of Janet C. Olshansky and Mrs. Mary Russell and James O'Donohue, as Trustees of the O'Donohue Family Property Trust, in the Town of North Salem and involves the stabilization of a heavily eroded channel in the Municipality, including re-grading of channel banks (the "Project") on the Owners' respective properties located at 91 Keeler Lane and 154 Keeler Lane (collectively, the "Property"); and

WHEREAS, this change order, if approved, would increase the construction cost from \$277,450 to \$289,990 and would have an updated efficiency of approximately \$10,000 with an estimated phosphorus reduction of 31.36kg/yr; and

NOW THEREFORE IT IS HEREBY RESOLVED, by the Executive Committee of the Board of Directors of the East of Hudson Watershed Corporation that the change order request from Coyle Industries, Inc. dated December 6, 2023, for an increase of an additional \$12,540 for NS-MU-601 is approved.

Motion passed; all in favor.

R-0125-01

7) Kent-MB-1000 SEQRA Determination

Motion by Director Scorrano, seconded by Alternate Daley to reaffirm the Negative Declaration for Kent-MB-1000.

WHEREAS, EOHWC is proposing to undertake the installation of a stormwater retrofit project in the Town of Kent involving the stabilization and rerouting of multiple municipal outfalls which have created heavily eroded channels; and

WHEREAS, the project will be located on both private and municipal property at multiple locations along Longfellow Drive and a vacant lot located between Ludington Court and Longfellow Drive; and

WHEREAS, to facilitate the installation of said stormwater retrofit project, the EOHWC is also considering the acquisition of a permanent drainage easement over of the said vacant lot located between Ludington Court and Longfellow Drive, which is privately owned; and

WHEREAS, on December 14, 2023, the Executive Committee reviewed a full Environmental Assessment Form (EAF) dated December 13, 2023, and all relevant environmental information related to the proposed project; and

WHEREAS, on December 14, 2023, the Director of Engineering recirculated a notice to all involved and interested agencies declaring EOHWC's intention to serve as lead agency in the environmental review of the stormwater retrofit project in accordance with NYCDEP request; and

WHEREAS, the Executive Committee has considered the criteria contained in 6 NYCRR Sec. 617.7 and thoroughly analyzed all identified relevant areas of environmental concern, and has reviewed a draft EAF Part 3 setting forth reasons supporting a determination that the proposed action will not have a significant adverse impact on the environment.

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

1. Stormwater Retrofit Project Kent-MB-1000 Negative Declaration dated November 16, 2023 is hereby reaffirmed. Stormwater Retrofit Project Kent-MB-1000 will not cause any potential significant adverse environmental impacts and a draft environmental impact statement will not be prepared.

Motion passed; all in favor.

R-0125-02

8) O&M Program Update

Cory Lapidus reported that 2023 O&M submissions are in the process of being wrapped up. Anything not submitted by the end of this month will not be included for 2023 and will be part of the 2024 O&M reimbursement. Mt. Kisco, Yorktown, and North Salem are still outstanding. We will be sending out comments and questions again in a couple of weeks. An updated O&M manual will be sent out soon. Beginning this year, we want to get more accurate pricing for O&M costs. Presently, some towns use their own numbers, while others use FEMA rates. We are trying to figure out what

numbers we can blanket approve across the board. We will be pushing to standardize costs this year. Kevin added that as he and Cory have gone through what goes on for each retrofit, there is a little more education that needs to happen with the highway or parks and rec departments, or whoever is going out there to do the work. Updates to the manual will include expansion items that we expect to see, and where there are deficiencies. A lot of progress was made this year. We are happy to springboard into 2024 and keep the momentum going.

9) Checks and vouchers

Monthly vouchers were signed. No action taken.

10) Other business

Director Williams informed members that he, Christine and Kevin have a meeting with the NYCDEP on Monday to discuss the future funding agreement. Vincent Giorgio said he will try to provide a copy of the agreement prior to the meeting.

11) Motion by Director Williams, seconded by Director Scorrano to adjourn into Executive Session to discuss a matter in litigation; all in favor.

12) Motion to come out of Executive Session by Director Williams, seconded by Director Scorrano; all in favor. No action taken in Executive Session.


13) Adjournment - Motion to adjourn by Director Scorrano, seconded by Alternate Tamagna; all in favor. Adjourned 10:54 AM.

PRESIDENT'S CERTIFICATE

I certify that the foregoing is a true and correct copy of the January 25, 2024 meeting minutes approved by the Executive Committee.



Richard Williams, Sr., President



Date

SECRETARY'S CERTIFICATE

I certify that the foregoing is a true and correct copy of the January 25, 2024 meeting minutes approved by the Executive Committee.


JoAnne Daley, Secretary


Date