DUTCHESS COUNTY
WATER AND
WASTEWATER AUTHORITY

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Authority Board Members

Thomas LeGrand
Chairperson

Vincent DiMaso
Vice-Chairperson

Rudy Vavra
Treasurer

Lawrence R. Knapp
Secretary

Amanda Baxter-Dingee

Ex officio Members

Brian Scoralick
Acting Executive Director
Soil and Water Conservation District

Eion Wrafter
Commissioner
D.C. Dept. of Planning & Development

Staff

Bridget Barclay
Executive Director

Mary C. Morris
Deputy Director

DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY
UNAPPROVED - MINUTES OF AUGUST 26, 2015

Board Members Present
Tom LeGrand
Rudy Vavra
Larry Knapp

Staff Present
Bridget Barclay
Jackie Burger
Peter Fadden
Ed Mills
Mary Morris
Doug Odell

Board Members Absent
Vince DiMaso
Amanda Baxter-Dingee

Ex-Officio
Eoin Wrafter – Commissioner of Dutchess County Planning and Development

Others Present
Don Sagliano – Legislative Liaison
Pete Marlow – Dutchess County Department of Health

Meeting Open
Chairman Tom LeGrand opened the meeting at 3:44 p.m.

Approval of Board Meeting Minutes
Rudy made a motion to approve the minutes of the July 22, 2015 board meeting. The motion was seconded by Larry; voted on and passed unanimously. (Res.2015.08.A/01)

The minutes of the Special Board Meeting of August 6, 2015 were tabled as there was not a quorum of members that had been present at the meeting.

Chairman's Report
Tom said this month he worked with Bridget on the water assignment for Global Foundries. This is now in the hands of the Poughkeepsie Joint Water Board and the City and Town of Poughkeepsie. Our focus is now on the DC Airport project and there is interest from a fixed base operator.

Bridget said she believes they have a contract in place. Tom said he and Bridget will be meeting next week to assist in expediting the timeframe on this project.

Operations Report
Tom said the Operations report was included in the package and asked if there were any questions. There were no questions and the report was accepted as submitted.

Finance Report – Approval of Warrant
Tom said the warrant was included in the package. Mary said there were no additions or changes. Larry moved to approve the warrant as presented. This was seconded by Rudy; voted on and passed unanimously. (Res.2015.08.C/02)

Contract Extension – Rose and Kiernan Insurance Services
Rudy made a motion that the Authority hereby consents to amending the agreement with Rose and Kiernan, Inc. of Fishkill, NY for Insurance Consulting and Broker Services dated November 1, 2012 to be extended through the 2016 calendar year for a fee not-to-exceed $20,000 with additional amounts as adjusted by the contract, and authorizes the Authority's Executive Director or Deputy Director to execute a letter amending the original 2012 executed agreement for the same. This was seconded by Larry; voted on and passed unanimously. (Res.2015.08.D/03)

Chelsea Cove Sewer – Revised Bonding Resolution
Bridget provided an overview of the paperwork provided in the package for the Chelsea Cove Revised Bonding Resolution. This will authorize an increase in the amount that the Authority is bonding for the Chelsea Cove Wastewater Treatment Improvements. The Board had previously authorized funding for this project through Environmental Facilities Corporation (EFC) and we now need the Board to authorize an increase due to changes in the project and the costs. The consent to the issuance of the additional bonding amount has been approved by the Legislature. Larry made a motion to approve the Chelsea Cove Sewer Revised Bonding. This was seconded by Rudy; voted on and passed unanimously. (Res.2015.08.E/04)

System/Capital Project Updates – Shore Haven Water Treatment Improvement Project
Larry noted that there were only two proposals for the Shore Haven Water Treatment Improvement Project Construction Administration. Bridget said we have had more proposals for CA services in the past but after staff distributed the RFP to about 10 firms we received only two proposals.

Larry made a motion to authorize the Executive Director or Deputy Director to execute a contract with Morris Associates Engineering and Surveying Consultants, PLLC for an amount not-to-exceed of $84,070.00 to provide construction administration services for the Shore Haven Treatment System Improvements Project. This was seconded by Rudy; voted on and passed unanimously. (Res.2015.08.F/05)

Shore Haven System Status
Bridget said there have been no new sample results since the completion of the status update included in the package. The New York State Department of Health (NYSDOH) has the water treatment improvement plans. There was a submittal to the NYSDOH for the distribution system. NYSDOH had some questions. Authority Staff then worked with Weston & Sampson to provide a written response to NYSDOH addressing their concerns. We are now looking at the 2nd submittal of the plans and specs from Weston & Sampson.

There were changes noted from the Authority and the NYSDOH on the first round that were not picked up on the revisions. We are now commenting again on changes to the plans and specs. We do not yet have any comments back from NYSDOH on the treatment upgrades. Larry asked if there had been any water problems due to the decreased water levels. Doug said staff is seeing lower static levels in the wells with reduced production.

DC Airport Water Line Extension
Tom said in addition to working with Authority staff on the assignment for Global Foundries they had also ironed out some of the contractual language between the Authority and the County on this project. Bridget confirmed that the language issues had been rectified and the contract finalized.

Rudy made a motion to authorize execution of the Dutchess County Airport Water Line Project Management Agreement and further resolved that the Authority Chairman is authorized to execute the Amendment Agreement in substantially the same form presented to this meeting. This was seconded by Larry; voted on and passed unanimously. (Res.2015.08.G/06)

Community Projects Updates
Bridget said the next resolution addresses property issues involved with the Greenfield Water and Sewer Systems that must be resolved in order for the Authority to take the systems over.

Larry made a motion that the Board authorizes the Executive Director or Deputy Director to enter into a professional services agreement with KC Engineering and Land Surveying, PC, Poughkeepsie, NY for Professional Service Agreement – Greenfields Sewer Survey and Easement Plat Preparation, as well as a Greenfields Water System Well Location Survey and Easement Plat Preparation for a cost not to exceed of $14,400.00. This was seconded by Rudy; voted on and passed unanimously. (Res.2015.08.H/07)

Authorities Budget Office Recommended Practice
Bridget advised the Board that the New York State Authority Budget Office periodically distributes guidance documents on issues related to management and administration of Public Authorities. She then distributed the most recent document on "Conflict of Interest Policies" for Public Authorities which recommend that all Public Authorities have

this policy in place. She added that the Authority does not have a "Conflict of Interest Policy" per se, but we do have an Ethics Policy which includes issues of "Conflicts of Interest."

Public Comment
There was no public comment.

Confirm next meeting date
Tom confirmed the next meeting date of September 16, 2015.

Adjournment
The meeting was adjourned at 3:55 p.m.

Respectfully submitted,

Jackie Burger

Jackie Burger
Senior Typist

Resolutions

Res. 2015.08.A/01	Motion to approve minutes from the July 22, 2015 board meeting
Res. 2015.08.B/00	Motion to approve minutes from the August 6, 2015 special board meeting **TABLED**
Res. 2015.08.C/03	Motion to approve the warrant
Res. 2015.08.D/04	Motion to approve contract extension with Rose and Kiernan for insurance services
Res. 2015.08.E/05	Motion to approve Chelsea Cove revised bonding resolution
Res. 2015.08.F/06	Motion to award contract – Shore Haven Water Treatment Improvement Project Construction Administration
Res. 2015.08.G/07	Motion to authorize execution of Dutchess County Airport Water Line Project Management Agreement
Res. 2015.08.H/08	Motion to award contract – Greenfields Water and Sewer Surveying Services