

DUTCHESS COUNTY



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**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY
UNAPPROVED - MINUTES OF AUGUST 17, 2016**

Authority Board Members

Thomas LeGrand
Chairperson

Vincent DiMaso
Vice-Chairperson

Rudy Vavra
Treasurer

Lawrence R. Knapp
Secretary

Michael Cotton

Ex officio Members

Brian Scoralick
Acting Executive Director
Soil and Water Conservation District

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

Staff

Bridget Barclay
Executive Director

Mary C. Morris
Deputy Director

Board Members Present

Tom LeGrand
Vince DiMaso
Larry Knapp
Mike Cotton

Staff Present

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

Board Members Absent

Rudy Vavra

Ex-Officio

Eoin Wrafter – Commissioner of Dutchess County Planning
and Development

Others Present

Don Sagliano – Legislative Liaison
Brian Scoralick – Dutchess County Soil and Water Conservation
Dan Keeler – Dutchess County Department of Health

Meeting Open

Chairman Tom LeGrand opened the meeting at 3:10 p.m.

Public Comment

There were no members of the public present

Approval of Board Meeting Minutes

Vince made a motion to approve the minutes of the July 20, 2016 board meeting. The motion was seconded by Larry; voted on and passed unanimously. (Res.2016.08.A/01)

Mike made a motion to approve the minutes of the August 27, 2016 Special Board Meeting. The motion was seconded by Larry; voted on and passed unanimously. (Res.2016.08.B/02)

Chairman's Report

Tom advised the Board that the Authority is being audited by the New York State Comptroller's office. Prior to today's board meeting, he, Bridget and Mary met with the auditors. This process will last two months or more and will greatly impact staff workloads.

Operations Report

The Operations report was included in the package.

Global Foundries Assignment Request

Bridget said a copy of the term sheet provided by the Town of East Fishkill and Global Foundries was included in the package. We responded to the Supervisor and Global Foundries by letter and are now awaiting their response.

Office Space Relocation

Bridget said staff has been looking into potential office space on in Hyde Park. A cost proposal has been obtained in the amount of \$6,000 for a preliminary layout and budgetary estimate to retrofit the space for our purposes.

Approval of HPR Alum Sludge Removal Contract

Vince made a motion that the Executive Director or Deputy Director is authorized to execute a contract with Duffy Layton Contracting, for the removal and disposal of a maximum of 1,100 tons of waste Alum sludge, at \$31.00 per ton, for a not to exceed value of \$34,100. This was seconded by Larry and passed unanimously. (Res.2016.08.C/03)

Approval of CCS Replacement Boiler Contract

Vince made a motion that the Executive Director or Deputy Director is authorized to execute a contract with DJ Heating and Air Conditioning, Inc. for the purchase and installation of a replacement boiler at the Chelsea Cove Sewer Plant for the amount of \$15,703. This was seconded by Larry and passed unanimously. (Res.2016.08.D/04)

Approval of CCS RBC Repair Contract

Larry made a motion that the Executive Director or Deputy Director is authorized to execute Amendment #1 to the contract with Darlington Equipment Company to add the repair of the concrete support wall and change the repair of the drive end shaft to a replacement with a new shaft for a total cost not to exceed \$27,885. (Res.2016.08.E/05)

Finance Report – Approval of Warrant

Mary said there was an amendment to the warrant in the amount of \$10,000 to the County for office space rent. Larry made a motion to accept the warrant as amended; seconded by Vince voted on and passed unanimously. (Res.2016.08.F/06)

Agreement Renewal with Rose & Kiernan Insurance Services

Vince made a motion that the Dutchess County Water and Wastewater 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 2017 calendar year for a fee not-to-exceed \$20,000 (twenty thousand dollars) 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.2016.08.G/07)

Workers Compensation Board Audit

Mary said the Authority is audited yearly by the New York Workers Compensation Board. The audit takes about 3-4 hours and will be done in the Authority office this week.

Capital Projects – Hyde Park WTF Instrumentation and Control Phase 1 Engineering Design

Bridget said this project was put back on the agenda for discussion. Larry made a motion to approve retaining low bidder Delaware Engineering, for the Hyde Park WTF Instrumentation and Control Phase 1 Engineering Design for the not-to-exceed amount of \$88,650. This was seconded by Vince; voted on and passed unanimously. (Res.2016.08.J/10)

Shore Haven Improvement Projects Status

The Shore Haven Status memo was included in the package. Staff held the pre-construction meeting with Grant Street for the distribution system work, KC Engineering as the construction administration services, and Weston and Sampson there as the design engineer.

Amendment #1 to 2015 SHW General Engineering Services Agreement – Savin Engineers

Larry made a motion that the Authority Board hereby authorizes the Executive Director or Deputy Director to execute the necessary amendment to the 2015 Shore Haven Water System General Engineering Services Agreement with Savin Engineers, P.C. to incorporate the requisite EEO and M/WBE contract provisions. This was seconded by Vince; voted on and passed unanimously. (Res.2016.08.H/08)

GFS I&I Investigations RFP Process

A memo was included in the package. Bridget outlined the Greenfields Sewer System Inflow and Infiltration Investigation for the Board and the intention to solicit for proposals for professional services to evaluate Inflow and infiltration issues.

DC Airport Water Line construction Services RFP Process

Bridget advised the Board of the proposed process and time frame to retain Construction Administration services for the DC Airport water line. This is currently funded in part by a grant from Empire State Development to the County. Staff will also be soliciting MWBE Construction Administration firms.

ACSD Amendment to MOU

Larry made a motion that contingent upon ACSD acceptance of the project cost estimate, the Authority Board hereby authorizes it's Executive Director or Deputy Director to execute the Amendment to the ACSD MOU in substantially the same form as presented herein to the Authority Board. This was seconded by Vince; voted on and passed unanimously. (Res.2016.08.I/09)

Community Projects – Red Hook Acres

Bridget advised the Board that there had been no changes.

Hyde Park Route 9G Area Water Service Request

A memo outlining this request was included in the package. There was a consensus among the Board to proceed with an initial internal feasibility analysis.

Meadows at Pawling Sewer

Bridget said this is a small development project in the Town of Pawling. They are asking that the Authority be the backup for the private sewer Transportation Corporation which would require the approval of the Pawling Town Board. Further information is needed.

Public Comment

There was no public comment.

Confirm next meeting date

Tom confirmed the next meeting date of September 21, 2016.

Motion to Adjourn

Tom asked for a motion to adjourn at 4:30 p.m. Larry made the motion; seconded by Vince and passed unanimously. (Res.2016.08.J/10)

Respectfully submitted,



Jackie Burger
Senior Typist

Resolutions

- Res. 2016.08.A/01 Motion to approve minutes from the July 20, 2016 board meeting
- Res. 2016.08.B/02 Motion to approve minutes from the July 27, 2016 special board meeting
- Res. 2016.08.C/03 Motion to approve HPR Alum Sludge Removal Contract
- Res. 2016.08.D/04 Motion to approve CCS Replacement Boiler Contract
- Res. 2016.08.E/05 Motion to approve CCS RBC Repair Contract
- Res. 2016.08.F/06 Motion to approve the warrant as amended

Res. 2016.08.G/07

Res. 2016.08.H/08

Res. 2016.08.I/09

Res. 2016.08.J/10

Motion to approve contract extension with Rose & Kiernan

Motion to amendment #1 to the 2015 SHW General Engineering Services Agreement – Savin Engineers

Motion to approve ACSD amendment to MOU

Motion to adjourn