

**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY  
APPROVED MINUTES OF MAY 15, 2019**

**Board Members Present**

Tom LeGrand  
Vincent DiMaso  
Rudy Vavra  
Mike Cotton

**Staff Present**

Bridget Barclay  
Jonathan Churins  
Christine Curtis  
Crystal Limato  
Ed Mills  
Rich Winchester

**Board Member Absent**

Larry Knapp was not in attendance.

**Ex-Officer Member**

Eoin Wrafter – Commissioner, Dutchess County Planning and Development was not in attendance.

**Others Present**

No others were in attendance.

**Meeting Open – Introductions**

Meeting opened at 3:58 pm.

**Public Comment**

No members of the public were in attendance.

**Approval of Meeting Minutes**

Rudy made a motion to approve the minutes of December 19, 2018. The motion was seconded by Mike; voted on and passed unanimously, with Vince abstaining. (Res.2019.05.A)

Rudy made a motion to approve the minutes of January 16, 2019. The motion was seconded by Vince; voted on and passed unanimously, with Mike abstaining. (Res.2019.05.B)

Rudy made a motion to approve the minutes of March 20, 2019. The motion was seconded by Vince; voted on and passed unanimously, with Mike abstaining. (Res.2019.05.C)

Mike made a motion to approve the minutes of April 17, 2019. The motion was seconded by Vince; voted on and passed unanimously, with Rudy abstaining. (Res.2019.04.D)

### **Chairman's Report:**

There was no Chairman's report this session.

### **Operations Reports:**

#### **Monthly System Operations Report**

Mike questioned repairs needed on frame for south RBC at the Greenfields Wastewater Plant. Rich responded that this was mentioned as a note in case work would need to be done before upgrades are addressed, and that the situation is currently under observation. Mike also questioned the nature of a response letter to DEC being underway. Rich responded the DEC had issued a violation notice for various exceedances, to which we responded.

#### **Award of Annual Grounds Maintenance Contract**

Rudy made a motion to approve the awarding of the Annual Grounds Maintenance Contract to N&L Landscaping, Inc., in the amount of \$10,990.00 for the 'Lawn Maintenance Agreement, PWC-OPS-219-03' for the lawn maintenance of twelve (12) facilities owned by DCWWA. This was seconded by Mike; voted on and passed unanimously. (Res.2019.05.E)

#### **Poughkeepsie Joint Water Storage Study**

Bridget presented copies of the Draft Narrative MIG 2019 Application Intermunicipal Water Storage Tank and a letter to Commissioner Eoin Wrafter, Dutchess County Department of Planning and Development, which detailed the Town of Poughkeepsie, Town of Pleasant Valley and Dutchess County Water and Wastewater Authority (DCWWA) requesting \$100,000.00 to conduct an engineering study for the construction of a new water storage tank that would serve the water supply needs of the three entities.

### **Finance Reports:**

#### **Approval of Warrant**

Bridget advised the Board that an amendment to the warrant was being presented, and the total amount to be paid slightly increased.

Mike made a motion to approve the warrant as amended. This was seconded by Vince; voted on and passed unanimously. (Res.2019.05.F)

### **Capital Reports:**

#### **HPWTF I&C Project Status**

Bridget stated they are still working to close the project; there are some technical issues with the communication system between the raw water pump station and the main plant.

#### **SHW Project Status**

Ed reported all contractor close out documents have been received and final payment to McNamee is being processed this month.

#### **PBS WWTP Project Status**

Jonathan explained things were progressing well. Substantial Completion is anticipated by May 31<sup>st</sup> and Final payment by June 30<sup>th</sup>.

#### **GFS WWTP Project Status**

Jonathan stated the NYS DEC has indicated the regulatory compliance date may be reset in consideration for its extended review process and delayed start due to DEC, DFBC and EFC review. A written request will be made following a schedule update when all regulatory reviews are complete. The project design schedule is now indeterminate, pending on EFC review and approval of submission.

#### **GFS Collection System Repairs Project Status**

Jonathan stated the project design schedule is now indeterminate, pending acquisition of easements for existing pipe locations, and EFC review and approval of project manual and bidding documents.

#### **DOS Grant Funded Hyde Park Meter Replacement Project Status**

Ed explained the Project includes replacement of approximately 651 old meters with Neptune radio meters in the Violet Avenue, Arbors, Greenbush, Greenfields and Pinebrook water systems. Per the Notice to Proceed, the date for overall Substantial Completion for the project is 8/17/2019. The date of readiness for the final payment is 10/16/2019.

#### **Phase II Meter Replacement Project Status**

Rudy made a motion to approve the Awarding of the Meter Installation Contract to Saks Metering, Maspeth, NY for contract No. HPR-PWSC-2019-PHASE 2 in the amount of \$167,455.00 with an additional \$33,491 (20%) beyond the base bid to be used for contingency purposes and unforeseen field conditions encountered as the work progresses. The Hyde Park Phase 2 Metering Project is contracted for the not to exceed amount of \$200,946.00, which shall include the aforementioned 20%

contingency. This was seconded by Mike; voted on and passed unanimously. (Res.2019.05.G)

### **Lagrange Parking Lot Renovation Project Status**

The project was released for bid on March 28<sup>th</sup>, with a bid opening on May 3<sup>rd</sup>, which resulted in 4 bids under review for presenting at the June Board Meeting.

### **Community Projects:**

#### **Tivoli Water and Sewer Acquisition**

Rudy made a motion to approve the Authorization of the System Engineering Service Agreement for the Tivoli Water and Sewer Systems through December 31,2019 with Tighe & Bond within the parameters of the engineering procurement guidelines. This was seconded by Mike; voted on and passed unanimously. (Res.2019.05.H)

### **New for Consideration**

Bridget shared the BOE will be using 1 Lagrange for the June primary voting. There are 80 registered voters eligible to vote in the primaries, and with the expected turn out, DCWWA will conduct regular business during the voting.

### **Executive Session:**

There was no Executive Session held. (Res. 2019.05.I) and (Res. 2019.05.J).

### **Motion to Adjourn:**

At 4:28 pm Tom made a motion to adjourn. This was seconded by Mike; voted on and passed unanimously.

Next Meeting date is Wednesday, June 19, 2019 4:00 pm, at 1 Lagrange Ave., Poughkeepsie, NY 12603.

Respectfully submitted,

Crystal Limato,  
Senior Typist

### **Resolutions**

1. (2019.05.A) Minutes of December 16, 2018 Regular Meeting
2. (2019.05.B) Minutes of January 16, 2019 Regular Meeting
3. (2019.05.C) Minutes of March 20, 2019 Regular Meeting
4. (2019.05.D) Minutes of April 17, 2019 Regular Meeting
5. (2019.05.E) Award of Annual Grounds Maintenance Contract
6. (2019.05.F) Approval of Warrant
7. (2019.05.G) Award of Meter Installation Contract
8. (2019.05.H) Authorize System Engineering Service Agreements
9. (2019.05.I) Open Executive Session – Not Used
10. (2019.05.J) Close Executive Session – Not Used