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**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY
APPROVED MINUTES OF JULY 18TH, 2018**

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
Rudy Vavra
Larry Knapp
Mike Cotton

Staff Present

Bridget Barclay
Tanya Clark
Crystal Limato
Mary Morris
Rich Winchester

Ex-Officer Member

Eoin Wrafter – Commissioner, Dutchess County Planning and Development

Others Present

Peter Marlow, Dutchess County Department of Behavioral and Community Health

Meeting Open – Introductions

Tom LeGrand opened the meeting at 4pm.

Public Comment

There were no members of the public present.

Approval of Board Meeting Minutes

Tom asked for a motion to approve the minutes of June 27th 2018. Mike made the motion. The motion was seconded by Larry; voted on and passed unanimously. (Res. 2018.07.A)

Chairman's Report

Designation of 1 Lagrange Ave as Polling Place

Tom noted that a letter was sent to the BOE objecting to the designation. Bridget reported that we received additional information from the BOE in response to the FOIL request, and, as a result, are submitting an additional letter addressing access to the building. Bridget also noted that out of 220 polling places designated by the BOE, our building is the only one that is an office and not a place of public assembly. Tom additionally noted we are open for business on the date in question.

Operations Reports

System Operations Report

On Schreiber Water System, Mike asked about Well #2 being out of service. Rich responded that it is a concern, and we are working to resolve the problem. He noted that we are in violation of the requirement that water systems have a back-up well to meet demand, and we are assessing whether this will be repaired, or a new well dug. On Valley Dale Sewer, Mike asked about the new contactor for effluent pump #2. Rich responded that it is a part of the motor for the pump that needed to be replaced. On Chelsea Cove, Mike asked about a primary sludge pump #2 being out of service. Rich responded that we have 2 pumps, so there is a back-up, and we are assessing whether we can go back to the contractor on the project and make them responsible for the repair. Larry commented that he assumes that the warranty is expired. On Dalton farms Sewer, Mike asked about vent fan #3 being out of service. Rich responded that we have back-up fans.

CDWTL/DC Airport Water Line Storage

Bridget stated the water line would be servicing the surrounding area, both commercial and residential properties. It was requested by the Health Department that we have storage water available, possibly consider building storage, to potentially provide 50,000 gallons of storage. Bridget reported that we had commissioned a feasibility study on storage for the CDWTL back in 2006. The consultants identified several potential site options. Of the two highest ranked sites, one still available and the other was purchased by the Town of East Fishkill.

Global Foundries Assignment Agreement

Bridget stated the interim agreement for water for the DCAWL was expiring. The agreement provides for two 90 day extensions, and we have asked global Foundries to agree to an extension. We have provided a further response to Global Foundries on the Assignment Agreement. They have indicated they will respond once their attorney returns to office on 07/23/2018. Thereafter a meeting should be arranged to discuss and finalize the agreement.

Finance Reports:

Approval of Warrant

Mary advised the board that an amendment to the warrant was being presented, in addition to items presented in the board package, for the purchase of a mower to be used primarily for the Hyde Park Regional service area and requested approval for this item be included in warrant adoption.

Rudy made a motion to approve the warrant as revised. This was seconded by Larry; voted on and passed unanimously. (Res. 2018.07.B)

Approval of DOWR Preliminary Budget

Bridget stated that the \$10,000 rent payment to the County will be eliminated from the budget due to office space no longer be occupied. A request for the 2019 budget to increase the salary support amount from \$105k to \$120k was submitted. Last year, the 2018 budget request for \$120k was cut back to \$105k.

Rudy made a motion to approve the DOWR Preliminary Budget. This was seconded by Larry; voted on and passed unanimously. (Res. 2018.07.C)

Capital Reports

SHW Improvement Project Status

Rudy made a motion to approve the CA Services Agreement Amendment No. 9 for the Agreement with Morris Associates. This was seconded by Larry; voted on and passed unanimously. (Res. 2018.07.D)

DC Airport Water Line Project Status

Bridget stated closeout was anticipated for next month, and that the project should be significantly under budget.

ACSD Water Line Project Status

Bridget stated all that is needed is closeout paperwork.

HPWTF I&C Project Status

Bridget noted the project is moving slowly and we have had to chase the general contractor to get work done. At present, they're trying to get the server and the next step, is to work on the programming for the control system.

PBS WWTP Project Status

PBS WWTP Project Contract Award – General Construction

Larry questioned if anyone, Bridget or Rich, had spoken with Arold to confirm the work and its nature. Bridget responded, a conversation was had and that Arold had done this type of work, an Orenco installation, in the past.

Rudy made a motion to approve the PBS WWTP Project Contract Award – General Construction. This was seconded by Larry; voted on and passed unanimously. (Res. 2018.07.E)

PBS WWTP Project Contract Award – Electrical Construction

Rudy made a motion to approve the PBS WWTP Project Contract Award - Electrical. This was seconded by Larry; voted on and passed unanimously. (Res. 2018.07.F)

PBS WWTP Project Contract Award – Plumbing

Mike expressed concern with the estimate numbers. The numbers seemed very steep, actually reflected a 100% increase, not a 49% increase from the previously stated

\$22,000 for the project. Bridget explained that EFC funding administrative and MWBE requirements may have attributed to the increase in expense, as it is not a large scope of work.

Rudy made a motion to approve the PBS WWTP Project Contract Award - Plumbing. This was seconded by Larry; voted on and passed unanimously. (Res. 2018.07.G)

Lagrange Ave. Building Renovation Project Status

Bridget provided the Board an update on the construction cost estimates received from Swartz Architecture, noting the total for general, mechanical/electrical and asbestos abatement was about \$240,000. Staff recommends that, to reduce the project cost, the renovation of the back "kiosk area" be eliminated from the scope of work, and estimates this would reduce construction costs by about \$20,000. Rudy raised the concern that, if this is work we ultimately want done, it would be considerably more expensive to do the work at a later time as a separate project. Upon further discussion, the Board reached a consensus that the renovations to the kiosk area should remain part of the project, and directed staff to advise the architect accordingly.

Community Projects

Red Hook Acres (Hoffman Farm) Project Status

Bridget noted the latest revision to the MOU and Lease Agreement came in on Friday 07/13. It is proposed that there be one more revision before being finalized. A summary of the agreements will be presented to the board prior to the August meeting for review, due to their complexity.

New For Consideration

There was nothing new for consideration.

Executive Session

Rudy made a motion to enter Executive Session to discuss Personnel Issues. This was seconded by Larry; voted on and passed unanimously. (Res. 2018.07.H)

Rudy made a motion to close Executive Session. This was seconded by Larry; voted on and passed unanimously. (Res. 2018.07.I)

Motion to Adjourn:

At 4:45pm Tom asked for a motion to adjourn. Rudy made that motion. This was seconded by Larry; voted on and passed unanimously.

Respectfully submitted,

Crystal Limato,
Senior Typist

Resolutions

1. (2018.07.A) Minutes of June 27th 2018 Regular Meeting
2. (2018.07.B) Approval of Warrant
3. (2018.07.C) Approval of DOWR Preliminary Budget
4. (2018.07.D) Authorize CA Services Agreement Amendment No. 9
5. (2018.07.E) PBS WWTP Project Contract Award – General Construction
6. (2018.07.F) PBS WWTP Project Contract Award – Electrical
7. (2018.07.G) PBS WWTP Project Contract Award – Plumbing
8. (2018.07.H) Enter Executive Session to discuss Personnel Issues
9. (2018.07.I) Close Executive Session