

**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY
APPROVED MINUTES OF OCTOBER 17th, 2018**

Board Members Present

Tom LeGrand
Vince DiMaso
Mike Cotton
Larry Knapp
Rudy Vavra

Staff Present

Bridget Barclay
Jonathan Churins
Tanya Clark
Crystal Limato
Ed Mills
Mary Morris

Board Member Absent

All members were in attendance.

Ex-Officer Member

Eoin Wrafter – Commissioner, Dutchess County Planning and Development

Others Present

Don Sagliano, Dutchess County Legislator District 2 Liaison
Lee Felshin, Department of Health
Michelle Morrill, All Shook Up owner, Arlington Business Improvement District (ABID) representative

Meeting Open – Introductions

Meeting opened at 4pm.

Public Comment

No one from the public was present at this time.

Approval of Board Meeting Minutes

Rudy made a motion to approve the minutes of September 5th, 2018 Special Board Meeting. The motion was seconded by Vince; voted on and passed unanimously, with Tom and Mike abstaining as they were not present at that meeting. (Res.2018.10.A)

Bridget stated the September 26th meeting minutes be amended in reference to Eoin Wrafter's attendance.

Rudy made a motion to approve the amended minutes of September 26th, 2018 Regular Board Meeting. The motion was seconded by Vince; voted on and passed unanimously. (Res.2018.10.B)

Chairman's Report:

Chairman's report was skipped this session.

Operations Reports:

System Operations Report

Mike questioned - page 2 (Schreiber) – Well #2 still out of service due to low yield and quality of water. There should be a backup well and if not, what is the contingency plan for emergencies? Tanya replied as a contingency we would utilize a tanker for water use.

Mike questioned – page 7 (Arbors) – HPR staff recommends replacing master meter. Would this be done in house or contracted? Bridget sates it could be done in house as it is still functional and not critical, the only concern would be labor hours.

Finance Reports:

Approval of Warrant

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

Larry made a motion to approve the warrant as amended. This was seconded by Vince; voted on and passed unanimously. (Res.2018.10.C)

Year-to-Date Budget Review

Mary expressed the Budget Review reflected the expenses and revenues thru 9/30/18 of the fiscal year. All systems, apart from Dalton Farms and Pinebrook, due to water and sewer use bills not yet rendered for 9/30/18, provided an overview of projected numbers and variances. Shore Haven is in jeopardy of not meeting budget, as they have incurred additional operation expenses, putting them over budget by about \$13,500.

Capital Reports:

DCAWL Project Construction Contract Change Order No.5

Bridget stated the closeout for the change order reflected a decrease of \$301,538 in the project budget.

Rudy made a motion to approve DCAWL Project Construction Contract Change Order No.5. This was seconded by Vince; voted on and passed unanimously. (Res. 2018.10.D)

SHW Improvement Project Status Memo

Bridget stated we are still awaiting closeout papers from contractors. Staff is evaluating the assessment of liquidated damages against MacNamee (General Contractor) and Eventus (Plumbing Contractor) in relation to delays in reaching both substantial completion and final payment. We have asked Morris Associates, as the Construction Administrator, for documentation regarding project delays. Staff will present a proposal to the Board at the November meeting.

HPWTF I&C Project Status Memo

Bridget stated we are still working on installation as there were continued issues with General Controls.

PBS WWTP Project Status Memo

Bridget explained that construction was underway. Staff is currently reviewing project construction schedules, and may recommend contract change orders at the November meeting to extend the contract end dates.

GFS WWTP Project Status Memo

Bridget stated that we are developing the contract documents to be submitted to NYS EFC for their approval.

Lagrange Ave. Building Renovation Project Status Memo

Tanya reported that the Abatement work was completed and approved by the certified inspector. Demolition expected to be complete in two weeks. A bid for moving services is in process this week. Estimated date of project completion is January 4th, 2019.

Meter Replacement Project Memo

The board has standardized on Neptune Meter Products and recognized that Ti-Sales Corp. is the Sole Source Vender for Neptune Meters. The staff has negotiated a 15% cost reduction per unit, saving \$88,035.54 for 2,406 meters.

Authorization to Approve Neptune Meter Purchase

Vince made a motion to approve the Neptune Meter Purchase Agreement. This was seconded by Rudy; voted on and passed unanimously. (Res. 2018.10.E)

Community Projects:

Bellefield Project Water MOU

Bridget stated she had negotiated an MOU with T-Rex Hyde Park Owner LLC, for the water system to serve the Bellefield Project (Town of Hyde Park). At the time the Board package was mailed, it was understood there was agreement with T-Rex on MOU language, which did not include a reimbursement to T-Rex for the cost of the West Dorsey Lane water main extension. On the Monday prior to the Board meeting T-Rex re-opened this issue, requesting reimbursement of \$50,000 upon the water line being placed in to service. Their request was based on the following arguments: While the Town Planning Board has required the water main extension be constructed, they did not require it as a condition of Phase 1 (which DCWWA has done.) T-Rex believes the properties to the south of West Dorsey that will receive service from the line should pay for the benefit they are receiving. T-Rex points to the significant benefit assessment that has been charged to this property as an additional consideration.

Vince made a motion to approve Bellefield Project Water/Sewer MOU as presented. This was seconded by Rudy; voted on and passed unanimously, with Larry abstaining as he has a conflict of interest. (Res. 2018.10.F)

Village of Tivoli Water and Sewer Systems

Approval of Transfer Agreement

Vince made a motion to approve execution of the Transfer Agreement. This was seconded by Rudy; voted on and passed unanimously. (Res. 2018.10.G)

Public Comment:

Michelle Morrill, owner of All Shook Up, stated she was there to represent and express like business owner grievances with the Authority. She expressed that the main grievances of the ABID were the appearance of the 1 Lagrange Avenue property, the temperament of DCWWA staff and how parking at 1 Lagrange was addressed and that the Authority has not been accommodating to the business community when it comes to public use of the parking lot.

New for Consideration:

Confirmed Budget Workshop Meeting Date, October 31st, 2018 at 4pm, and the November meeting to be held on November 28th, 2018, and to include the Public Hearing on proposed 2019 System Rates..

Executive Session:

Rudy made a motion to enter Executive Session to discuss Personnel Issues. This was seconded by Mike, voted on and passed unanimously. (Res. 2018.10.H)

Larry made a motion to close Executive Session. This was seconded by Rudy, voted on and passed unanimously. (Res. 2018.10.I)

Motion to Adjourn:

At 5:40 pm Tom asked for a motion to adjourn. Vince made that motion. This was seconded by Larry, voted on and passed unanimously.

Respectfully submitted,

Crystal Limato,
Senior Typist

Resolutions

1. (2018.10.A) Minutes of September 5th, 2018 Special Board Meeting
2. (2018.10.B) Minutes of September 26th, 2018 Regular Meeting as amended
3. (2018.10.C) Approval of Warrant
4. (2018.10.D) DCAWL Project Construction Contract Change Order No. 5
5. (2018.10.E) Authorization to Approve Neptune Meter Purchase
6. (2018.10.F) Approval of Bellefield Project Water MOU
7. (2018.10.G) Approval of Tivoli Water and Sewer Transfer Agreement
8. (2018.10.H) Enter Executive Session to discuss Personnel Issues
9. (2018.10.I) Close Executive Session