

**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY  
APPROVED MINUTES OF SEPTEMBER 26, 2018**

**Board Members Present**

Tom LeGrand  
Vince DiMaso  
Mike Cotton  
Larry Knapp  
Rudy Vavra

**Staff Present**

Bridget Barclay  
Tanya Clark  
Karen Hallenbeck  
Crystal Limato  
Ed Mills  
Rich Winchester

**Board Member Absent**

All members were in attendance.

**Ex-Officer Member**

Eoin Wrafter – Commissioner, Dutchess County Planning and Development

**Others Present**

Dominiq Monopoli and Tyler Elmendorf – students of the P.I.G. program at Arlington High School.  
Joseph Kirchoff, Richard Rang, and Al Natoli; Red Hook Acres LLC

**Meeting Open – Introductions**

Tom LeGrand opened the meeting at 4pm.

**Public Comment**

No member of the public had comments.

**Approval of Board Meeting Minutes**

Tom asked for a motion to approve the minutes of August 16<sup>th</sup>, 2018 Regular Board Meeting. Larry made the motion. The motion was seconded by Rudy; voted on and passed unanimously.

Tom asked for a motion to approve the minutes of August 29<sup>th</sup>, 2018 Special Board Meeting. Larry made the motion. The motion was seconded by Rudy; voted on and passed unanimously.

**Chairman's Report:**

Chairman's report was skipped this session.

**Community Projects:**

Tom requested that this item be taken out of order, as there are individuals present seeking to address the Board. Tom then recused himself due to a conflict of interest.

Larry made a motion to approve Vincent DiMaso as the Temporary Chair. This was seconded by Rudy; voted on and passed unanimously. (Res.2018.09.H)

**Red Hook Acres (Hoffman Farms) Project Status Memo**

Representatives from Red Hook Acres LLC, Joseph Kirchoff (Project Sponsor), Richard Range (Project Manager), and Alan Natoli (Attorney), made a presentation overviewing the project, MOU and leasing details.

**Approval of Water System MOU**

Rudy made a motion to approve Authorization to Execute MOU for Red Hook Acre Water System. This was seconded by Larry; voted on and passed unanimously with Tom abstaining. (Res.2018.09.I)

**Approval of Water System Lease Agreement**

Rudy made a motion to approve Authorization to Execute Operating Agreement and Lease for the Red Hook Acres Water System. This was seconded by Larry; voted on and passed unanimously with Tom abstaining. (Res.2018.09.J)

**Approval of Sewer System MOU**

Rudy made a motion to approve Authorization to Execute MOU for Red Hook Acres Sewer System. This was seconded by Larry; voted on and passed unanimously with Tom abstaining. (Res.2018.09.K)

**Approval of Sewer System Lease Agreement**

Rudy made a motion to approve Authorization to Execute Operating Agreement and Lease for the Red Hook Acres Sewer System. This was seconded by Larry; voted on and passed unanimously with Tom abstaining. (Res.2018.09.L)

## **Operations Reports:**

### **System Operations Report**

Mike questioned - page 2 (Schreiber) – Well #2 out of service due to low yield and quality of water. Rich replied that we will need to assess whether the well can be deepened or rehabilitated.

Mike questioned – page 3 (Valley Dale WW) – Continuing control issue. Rich noted that we can do a manual switch over between pumps.

Mike questioned – page 4 (CDWTL) – Flushing the airport water line continuously. Rich noted this is due to the small number of customers currently connected to the Airport Water Line.

Mike questioned – page 5 (Birch Hill) – Control Panel Issue needs attention. Rich noted we are addressing this.

Mike questioned – page 5 (Fairways Water) – Piping in plant will need to be replaced. Rich explained that this is not a critical item, but something we will need to plan for due to the age of the facility.

Mike questioned – page 7 (Greenfields Water) – Well yield reducing for all wells. There was discussion of the above average rainfall over the past few months. Rich noted these wells have historically had low yields.

### **Fishkill Plains Emergency Interconnection – Authorize Temporary Water Purchase Agreements**

Rudy made a motion to approve the Fishkill Plains Emergency Interconnection – Authorization of Extension of Water Sales and Purchase Agreements. This was seconded by Larry; voted on and passed unanimously. (Res.2018.09.C)

## **Finance Reports:**

### **Approval of Warrant**

Karen 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 Rudy; voted on and passed unanimously. (Res.2018.09.D)

### **Approval of 2018 Tentative Benefit Assessment Levy**

Rudy made a motion to approve 2019 Tentative Benefit Assessment Levy. This was seconded by Larry; voted on and passed unanimously. (Res.2018.09.E)

### **Capital Reports:**

#### **SHW Improvement Project Status Memo**

Bridget stated we are still awaiting close out papers from contractors.

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

Bridget stated we are still having scheduling problems with General Controls.

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

##### **PBS WWTP Replacement Project – Authorize Change Orders to Three Construction Contracts**

Larry requested an explanation for this resolution. Bridget explained that NYS EFC, who is providing funding for the project, requires the most current Federal Davis Bacon wage schedules to be included in the contract documents; the purpose of the Change Orders is to incorporate those schedules.

Rudy made a motion to approve PBS WWTP Replacement Project – Authorize Change Orders to Three Construction Contracts. This was seconded by Larry; voted on and passed unanimously. (Res. 2018.09.F)

#### **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**

##### **Lagrange Ave. Renovation Project – Authorize Amendment to Professional Services Agreement**

Rudy made a motion to approve Lagrange Ave Renovation Project – Authorize Amendment to Professional Services Agreement. This was seconded by Larry; voted on and passed unanimously. (Res. 2018.09.G)

#### **Bellefield Project Water/Sewer Status Memo**

Bridget stated she is in negotiations of MOU.

### **New for Consideration:**

Bridget proposed that there be a Scheduling Change for the November Meeting, from November 21<sup>st</sup> to November 28<sup>th</sup>. She also confirmed Budget Workshop Meeting Date, October 31<sup>st</sup>, 2018 at 4pm.

### **Executive Session:**

At 5:10pm Rudy made a motion to enter Executive Session to discuss Personnel Issues. This was seconded by Larry; voted on and passed unanimously. (Res. 2018.09.M)

Rudy made a motion to close Executive Session. This was seconded by Vince; voted on and passed unanimously. (Res. 2018.09.N)

### **Motion to Adjourn:**

At 5:30 pm Tom asked for a motion to adjourn. Rudy made that motion. This was seconded by Vince, voted on and passed unanimously.

Respectfully submitted,

Crystal Limato,  
Senior Typist

### **Resolutions**

1. (2018.09.A) Minutes of August 16, 2018 Regular Meeting
2. (2018.09.B) Minutes of August 29, 2018 Special Board Meeting
3. (2018.09.C) Fishkill Plains Emergency Interconnection – Authorize Temporary Water Purchase Agreements
4. (2018.09.D) Approval of Warrant
5. (2018.09.E) Approval of 2019 Tentative Benefit Assessment Levy
6. (2018.09.F) PBS WWTP Replacement Project – Authorize Change Orders to Three Construction Contracts
7. (2018.09.G) Lagrange Ave Renovation Project – Authorize Amendment to Professional Services Agreement
8. (2018.09.H) Designation of Temporary Chair
9. (2018.09.I) Approval of Water System MOU
10. (2018.09.J) Approval of Water System Lease Agreement

11. (2018.09.K) Approval of Sewer System MOU
12. (2018.09.L) Approval of Sewer System Lease Agreement
13. (2018.09.M) Enter Executive Session to discuss Personnel Issues
14. (2018.09.N) Close Executive Session