

Catskill Watershed Corporation PO Box 569, 905 Main Street Margaretville, NY 12455 Tel.: (845) 586-1400 Fax: (845) 586-1401

Website: www.cwconline.org

EMAIL COVER SHEET

November 22, 2016

TO: POLICY COMMITTEE

ATTN: Donald "Mike" Brandow Michael Triolo

James EiselMichael MeyerBerndt LeifeldJohn SchwartzMark McCarthyThomas SnowTina MoléDavid Warne

Robert Pelham

CC: CWC Staff

FROM: Frieda Suess, Secretary

SUBJECT: Policy Committee Meeting DATE: Tuesday, December 6, 2016

TIME: Morning Committees commence at 9:00 a.m. Policy Committee will

commence immediately following conclusion of the Septic Committee

Meeting.

LOCATION: Catskill Watershed Corporation Building

Additional Instructions:

Please be advised that the Policy Committee meeting has been scheduled. Please find attached the agenda and minutes from the previous meeting. If you have any questions or concerns, please contact Timothy Cox.

CWC POLICY COMMITTEE DECEMBER 6, 2016 AGENDA

- I. Call to Order
- II. Approval of November, 2016 Minutes
- III. Proposed Personnel Policy Change

<u>Underlined is proposed change</u> <u>Strikethrough</u> is proposed deletion

8. Annual Leave – Accrual and Use

For years 1 through 14 of employment, annual Leave accrues at the rate of 4.6154 hours per biweekly pay period (15 days per year). Upon an employee's In addition, employees who have been employed at least 15 years anniversary [hire date], annual leave accrues at the rate of 6.1538 per bi-weekly pay period (20 days per year). at CWC shall receive an additional 5 days of leave annually on the anniversary of their hire date. Annual leave may be used at any time after the first six-month period and may be accumulated from year to year up to a maximum carry over of 21 days. All employees are reimbursed for unused annual leave at the salary rate he/she is earning at the time of termination of employment.

A medically documented illness occurring during an annual leave period may be covered by utilizing sick leave for those days that the employee was ill during the annual leave, subject to the discretion and approval of the Executive Director.

All annual leave must be approved in advance by the Executive Director (or his/her designee).

- IV. CWC Board Election Update
- V. Other
- VI. Schedule Next Meeting
- VII. Adjourn

CWC POLIY COMMITTEE NOVEMBER 1, 2016 MINUTES

Present: James Eisel, Robert Pelham, Michael Triolo, Alan Rosa, Michael Meyer (NYCDEP), Berndt Leifeld, Tina Mole, Thomas Snow (NYSDEC) (By Phone), Mark McCarthy, Michael Brandow

Others Present: Tim Cox (CWC), Jim Martin (CWC), Diane Galusha (CWC), John Mathiesen (CWC) Wayne Marshfield, Martin Donnelly, Rich Parete, Tom Hynes, Dean Frazier (Delaware County Watershed Affairs), Molly Oliver (Delaware County Watershed Affairs), Bruce Dolph (Coalition of Watershed Towns), Alicia Terry (Schoharie County Planning)

- I. Call to Order at 11:15 am
- II. October 4, 2016 Minutes unanimously approved upon motion

III. 2017 CWC Board Election

Tim Cox provided the Committee a memo regarding schedule for upcoming Board election for one seat in Ulster County, currently held by Berndt Leifeld, and the Schoharie County seat. As in past years, Committee agreed to send nomination forms eight weeks before nominations due date set forth in CWC By-laws.

IV. CWC Building

Tim Cox provided to the Committee a memo describing the bidding process, the responses, interviews, and recommendation to hire Keystone Associates. Tim noted that the review committee consisted of two attorneys from Whiteman, Osterman, and Hanna, CWC Board President Michael Triolo, and John Mathiesen and Tim Cox from CWC. Policy Committee unanimously recommended that CWC Board of Directors authorize an agreement with Keystone Associates for up to \$100,000.00 for architectural and engineering services for new CWC headquarters building.

IV. Status of 2017 FAD Negotiations

Tim Cox provided to the Committee the summary chart of issues for the current FAD Stakeholder Discussions. Tim noted that while the chart may note an agreement on an item, everyone understood that all agreements are tentative until everything is agreed to. Tim and Alan Rosa reviewed proposed changes to the CWC Small Business Septic Program, including additional eligible applicants, and funding of systems not currently in failure that do not meet current State and NYC requirements. Tim also reviewed proposed changes to the Watershed Regulations, including non-complying regulated activities and stormwater requirements, and other FAD Programs.

- VI. Next Meeting scheduled for December 6, 2016
- VII. Adjourned at 12:35 pm.