

CWC POLICY COMMITTEE  
OCTOBER 3, 2017  
MINUTES

Present: Alan Rosa, Richard Parete, Tina Mole, Mark McCarthy, Rich Parete, Michael Triolo, Anthony VanGlad, Robert Pelham, Michael Meyer (NYCDEP), James Eisel

Others Present; Tim Cox (CWC), James Martin (CWC), John Mathiesen (CWC), John Schwartz (NYCDEP), Bruce Dolph (Coalition of Watershed Towns), Aaron Bennett (Ulster County Dept of Env)

I. Call to Order at 10:16 am

II. September, 2017 Minutes unanimously approved upon motion of Tina Mole and second by Robert Pelham

III. CWC New Headquarters Building

Tim Cox reviewed the proposal from Keystone to continue to serve as engineer and architect to continue to the design and bidding phase as well as construction observation and interior design. Keystone and CWC and Whiteman, Osterman, and Hanna negotiated a fixed price of \$892,000 inclusive of 15 months of construction observation. Mark McCarthy suggested that as built drawings be supplied to CWC on CD for any future work or issues. Robert Pelham noted that for many firms, this is the standard practice. Upon motion of Tony VanGlad and second by Tina Mole, the Committee unanimously recommended that CWC Board authorize the Executive Director and/or President to sign an agreement with Keystone for an additional \$892,000 for design services, bid drawings, construction observation, and interior design consultant.

IV. Other

Tim Cox stated that the 2017 contract with CWC's outside counsel, Whiteman, Osterman, and Hanna has been exhausted. Tim noted that it was a busy year including numerous meetings regarding the draft FAD, draft contracts and program rules and work on the new CWC headquarters including the closing and AIA contract with Keystone. Tim requested that if the Committee was willing to recommend to the Board that Whiteman, Osterman, and Hanna's contract be increased by \$25,000 to \$125,000 for calendar year 2017. Upon motion of Tina Mole and second by Robert Pelham, Committee unanimously recommended CWC Board increase agreement by \$25,000.

V. Other

Michael Triolo noted that as part of the budget, the Board needed to establish the executive director's salary. Mr. Triolo suggested that it be increased by 3%, same as proposed for CWC staff. Upon motion of Mark McCarthy and second by Tina Mole, Committee unanimously recommended that Executive Director's salary be increased by 3%

Alan Rosa stated that finding signatories for CWC checks could be difficult during construction season. He continued that CWC Policies prohibited designating a staff member to sign checks. Jim Martin stated that for CWC operations, it would be beneficial to have an additional signatory who lives nearby. Upon motion of Ton VanGlad and second by Mark McCarthy, Committee unanimously recommended that the position of third vice-president be established and that Thomas Hynes be appointed to such position.

V. Next Meeting scheduled for November 7, 2017.

VI. Adjourned at 11:00 am