

**HUDSON RIVER-BLACK RIVER REGULATING DISTRICT
GOVERNANCE COMMITTEE MEETING**

June 10, 2025

10 AM

Sacandaga Field Office Conference Room
Sacandaga Field Office
737 Bunker Hill Road
Mayfield, NY 12117

Participants were invited to join the meeting via computer, tablet or smartphone.

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CALL TO ORDER

Committee Chair Alfred J. Candido Jr. called the meeting to order at 10:11AM.

ROLL CALL

Present: Committee Members Albert J. Hayes, Kenneth F. DeWitt and Nicole T. Allen; Board Chair Mark M. Finkle; Board Members Richard Bird and Timothy J. Reagan; Executive Director John C. Callaghan, General Counsel Robert P. Leslie, Chief Engineer Robert S. Foltan, Chief Fiscal Officer Timothy M. Maniccia and Director of Administrative Services Stephanie V. Ruzycky.

Video Feed: Committee Chair Alfred J. Candido, Jr. (travel)

MOTION TO ADOPT COMMITTEE MEETING AGENDA

Committee Chair Candido asked for a motion to adopt or revise the Committee meeting agenda. Mr. DeWitt moved to adopt the meeting agenda. Mr. Hayes seconded and the Committee approved the motion by unanimous vote.

APPROVAL OF MARCH 11, 2025 GOVERNANCE COMMITTEE MEETING MINUTES

Committee Chair Candido called for a motion to adopt the March 11, 2025 Governance Committee meeting minutes. Mrs. Allen so moved. Mr. DeWitt seconded and the Committee approved the motion by unanimous vote.

COMMITTEE BUSINESS

New Business

- A. Motion to Advance to the Full Board and Recommend a Resolution to Award the Regulating District's Insurance Program for Policy Year July 1, 2025 Through June 30, 2026.

RESOLUTION TO AWARD THE REGULATING DISTRICT'S INSURANCE PROGRAM FOR POLICY YEAR JULY 1, 2025 THROUGH JUNE 30, 2026

Mr. Maniccia presented a resolution to award the Regulating District's insurance program for policy year July 1, 2025 through June 30, 2026. Mr. Maniccia noted that the New York State Office of General Services, Bureau of Risk and Insurance Management dedicates staff to provide professional services and guidance on risk coverage and insurance needs for government agencies, authorities and public benefit corporations. He explained that the Bureau has competed the competitive procurement process for a wide range of insurance coverage; including General Liability, Umbrella-Excess Liability Property, Employment Practices Liability, Cyber/Data Breach Coverage and other coverage previously utilized by the Regulating District. He recommended that the Committee advance to the full Board and recommend adoption of the resolution awarding the Regulating District's Insurance Program for the policy year of July 1, 2025 through June 30, 2026 to the New York State Office of General Services, Bureau of Risk and Insurance Management.

Governance Committee Chair Candido asked for a motion to advance to the full board and recommend adoption of the resolution to award the Regulating District's insurance program for policy year July 1, 2025 through June 30, 2026 to the New York State Office of General Services, Bureau of Risk and Insurance Management. Mr. Hayes so moved and Mr. DeWitt seconded. The Committee approved the motion advancing the resolution by unanimous vote.

- B. Motion to Advance to the Full Board and Recommend a Resolution to Approve Insurance Proposal for Policy Year July 1, 2025 Through June 30, 2026.

RESOLUTION TO APPROVE INSURANCE PROPOSAL FOR POLICY YEAR JULY 1, 2025 THROUGH JUNE 30, 2026

Mr. Maniccia presented a resolution to approve the insurance proposal for policy year July 1, 2025 through June 30, 2026. Building upon the resolution awarding the New York State Office of General Services Bureau of Risk and Insurance Management the Regulating District's insurance program for the policy year ending June 30, 2026, the Chief Fiscal Officer recommended that the Committee advance to the full Board and recommend adoption of the insurance proposal developed by the Bureau for an annual premium amount not to exceed \$415,000.00; which includes the cost of insurance coverage and the cost recovery fee charged by the Bureau (but excludes Stamping and other fees charged by insurance carriers and expected to be minimal.

Governance Committee Chair Candido asked for a motion to advance to the full board and recommend adoption of the resolution awarding the Regulating District's insurance coverage contract for the period July 1, 2025 through June 30, 2026 to the New York State Bureau of Risk and Insurance Management for an annual premium amount not to exceed \$415,000.00. Mr. DeWitt so moved and Mrs. Allen seconded. The Board approved the motion adopting the resolution by unanimous vote.

- C. Motion to Advance to the Full Board a Resolution Authorizing the Executive Director to Negotiate and Enter into an Agreement with Interactive Media Consulting, LLC.

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO
NEGOTIATE AND ENTER INTO AN AGREEMENT WITH INTERACTIVE
MEDIA CONSULTING, LLC**

Ms. Ruzycky presented a resolution authorizing an agreement with Interactive Media Consulting, LLC. She noted that the Regulating District implemented a new online payment system in 2021 to allow customers the ability to renew access permits online. The permit transaction system has resulted in greater speed for renewals, and improved record keeping such as a definitive email confirmation of a successful transaction. She suggested that the Regulating District seeks to build on these improvements by further enhancing the functionality of the online system and providing the necessary technical support to customers, and that Interactive Media Consulting, LLC (“IMC”), a certified WBE, has provided necessary technical support services pursuant to Board authorizations enacted in May 2020, November of 2021, May 2022, August 2023 and June 2024. She noted that IMC also manages the Regulating District’s Constant Contact account and provides website hosting services. Ms. Ruzycky recommended the Board approve IMC’s May 30, 2025, proposal to perform the services described above, for an amount not-to-exceed \$8,325.00, for the period July 1, 2025 through June 30, 2026.

Committee Chair Candido called for a motion advancing to the full Board and recommending adoption of a resolution authorizing the Executive Director to enter into an agreement with Interactive Media Consulting, LLC for the period of July 1, 2025 through June 30, 2026 at an amount not to exceed \$8,325.00. Mr. Hayes so moved and Mr. DeWitt seconded. The Committee approved the motion advancing the resolution by unanimous vote.

ADJOURNMENT

There being no further business to come before the Governance Committee, Mr. Hayes moved to adjourn the meeting. Mrs. Allen seconded the motion to adjourn. The Committee approved the motion by unanimous vote. The committee meeting adjourned at 10:36A.M.

Respectfully submitted,

Robert P. Leslie
Secretary

Mark M. Finkle
Board Chair