

MINUTES OF THE REGULAR MEETING OF THE  
NEW YORK STATE BRIDGE AUTHORITY

HELD AT HEADQUARTERS, HIGHLAND, N.Y. ON  
APRIL 16, 2020

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Business agenda documents/reports are mailed to the Board Members and General Counsel one week prior to the meeting. Board meetings are web cast and are available on-line.

IN ATTENDANCE VIA ZOOM TELECONFERENCE:

BOARD MEMBERS:

Gerentine, Richard A., Chairman  
Higgins, Roger P., Vice Chairman  
Stanton, J. Henry, Commissioner  
Jablonski, Diane, Commissioner  
Dressel, Roderick O., Commissioner

OFFICERS:

Sullivan, Tara, Secretary  
Bushek, Brian, Treasurer  
Whitbeck, Carl G., Counsel

Chairman Gerentine called the meeting to order at 11:03 am. Chairman Gerentine called a motion to adopt the Regular minutes of the March 19, 2020 Regular meeting. On a motion of Vice Chairman Higgins, seconded by Commissioner Stanton, the Regular minutes of March 19, 2020 Regular meeting were adopted unanimously.

ADMINISTRATION:1) Payroll Service Provider (GTM) Contract

Mr. Russo reported to the Board that in April 2019, the Authority resolved to extend its payroll services agreement with GTM Payroll Services as a single source contract for a period of five years to be executed as five one-year terms, renewable each year. Accordingly, the Board is requested to authorize the second year renewal of this agreement for the one year period beginning April 1, 2020 with estimated costs not to exceed \$20,000.00 based on established service rates. Chairman Gerentine called for a motion. On a motion of Vice Chairman Higgins, seconded by Commissioner Jablonski, the following resolution was adopted unanimously:

NEW YORK STATE BRIDGE AUTHORITY  
BOARD RESOLUTION

Resolution No.: 020-037Resolution Date: April 16, 2020

WHEREAS, the Board has previously designated a single source contract subject to annual approval for a five-year period to GTM Payroll Services, Inc.; and

WHEREAS, the Board has reviewed the staff memo relative to the annual renewal of payroll services; and

WHEREAS, the Board has determined it to be in the public interest to continue to procure such services to process its payroll transactions and related services; now

BE IT RESOLVED that the Board approves the second year of a five-year single source contract for payroll services with GTM Payroll Services, Inc. effective April 1, 2020, in accordance with the terms and conditions as originally awarded, with costs not to exceed \$20,000, based on number of active employees processed; and

BE IT FURTHER RESOLVED that the Acting Executive Director, or her designee, is hereby authorized and directed to take the necessary measures to implement this resolution.

IN WITNESS WHEREOF, this resolution has been duly adopted this 16<sup>th</sup> day of April, 2020.

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Tara Sullivan, Secretary

## 2) Occupational Health Services Agreement Renewal

Mr. Russo indicated to the Board that in 2018 the Authority awarded contract BA-2018-OA-002-PS for Occupational Health Services to The Workplace at Mid-Hudson Regional Hospital of Westchester Medical Center Health Network, Poughkeepsie, NY. The original contract agreement provided for three additional one-year renewals of which the second would be effective May 1, 2020. The services provided are on an as needed basis and invoiced according to the rate schedule that was approved in the original contract. Mr. Russo recommended that the Board renew the agreement effective May 1, 2020 for one year with a not-to-exceed amount of \$45,000. Chairman Gerentine called for a motion. On a motion of Commissioner Jablonski, seconded by Vice Chairman Higgins, the following resolution was adopted unanimously:

### NEW YORK STATE BRIDGE AUTHORITY BOARD RESOLUTION

Resolution No.: 020-038

Resolution Date: April 16, 2020

WHEREAS, the Authority has determined the need to procure occupational health services for its employees to satisfy physical requirements related to work duties; and

WHEREAS, the Authority previously awarded RFP BA-2018-OA-002-PS for Occupational Health Services; and

WHEREAS, the awarded contract with The Workplace at Mid-Hudson Regional Hospital provides for renewal options for three additional one-year terms; and

WHEREAS the Authority wishes to exercise its option to renew its contract for the one year period beginning May 1, 2020; now therefore

BE IT RESOLVED, the Board of Commissioners of the New York State Bridge Authority renews its contract for Occupational Health Services with The Workplace at Mid-Hudson Regional Hospital at Westchester Medical Center for the one year period beginning May 1, 2020 at an amount estimated not to exceed \$45,000.00 with the option to renew for an additional one year term; and,

BE IT RESOLVED FURTHER RESOLVED, that the Acting Executive Director, or her designee, is hereby authorized and directed to take the necessary measures to implement this resolution.

IN WITNESS WHEREOF, this resolution has been duly adopted this 16<sup>th</sup> day of April, 2020.

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Tara Sullivan, Secretary

**ENGINEERING:****1) 1<sup>st</sup> Quarter Accident Report**

Mr. Wright stated that he and the Manager of Maintenance reviewed all of the accidents in the first quarter to determine if something could be done to possibly prevent similar accidents from happening in the future. All of the accidents were believed to be from driver error: driving too fast for weather conditions, not paying attention and distracted driving. Mr. Wright also mentioned that we have had a decrease in traffic due to the NY Pause directive in response to the COVID-19 pandemic. No action was required by the Board.

## 2) Jobs in Progress

Mr. Wright advised the Board regarding the Engineering Jobs in Progress Report for the month. The sidewalk rehabilitation is continuing from last year with Piasecki Steel performing repairs at the Newburgh-Beacon Bridge. Mid-Hudson and Newburgh Beacon Bridge Curb, Railing and Miscellaneous Steel Repairs is out to bid with bids due April 29, 2020. NBB North Span Deck Replacement is out to bid with bids due May 6, 2020. Chairman Gerentine called for a motion. On a motion of Vice Chairman Higgins, seconded by Commissioner Stanton, the following resolution was adopted unanimously:

### NEW YORK STATE BRIDGE AUTHORITY BOARD RESOLUTION

Resolution No.: 020-039

Resolution Date: April 16, 2020

WHEREAS, the Board has reviewed the monthly Engineering Progress Report on Capital Project Status; and

BE IT RESOLVED that the Engineering Progress Report is accepted as an instrument documenting the Board's briefing of Capital Construction activities; and

BE IT FURTHER RESOLVED that the Acting Executive Director, or her designee, is hereby authorized and directed to take the necessary measures to implement this resolution.

IN WITNESS WHEREOF, this resolution has been duly adopted this 16th day of April 2020.

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Tara Sullivan, Secretary

FINANCIAL:1) Investment Report

Mr. Bushek reviewed the monthly Investment Report noting six investments for the month. Chairman Gerentine called for a motion. On a motion of Vice Chairman Higgins, seconded by Commissioner Jablonski, the following resolution was adopted unanimously:

NEW YORK STATE BRIDGE AUTHORITY  
BOARD RESOLUTION

Resolution No.: 020-040Resolution Date: April 16, 2020

WHEREAS, the investment control procedures for the New York State Bridge Authority provide that the Board shall review and approve the report of investment transactions completed since the meeting of the Board on March 19, 2020; now therefore

BE IT RESOLVED, that the Board of Commissioners of the New York State Bridge Authority does hereby concur with and approve the investment report as filed with this body on this date for the purpose noted; and

BE IT FURTHER RESOLVED, that the Acting Executive Director, or her designee, is hereby authorized and directed to take the necessary measures to implement this resolution.

IN WITNESS WHEREOF, this resolution has been duly adopted this 16<sup>th</sup> day of April, 2020.

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Tara Sullivan, Secretary

## 2) NYSTA MOU Expansion for Tolls by Mail

Mr. Bushek explained to the Board that the Authority currently utilizes a Memorandum of Understanding (MOU) for services related to E-ZPass transactions with the New York State Thruway (NYSTA). In this 20+ year arrangement NYSTA sends NYSBA E-ZPass activity to the E-ZPass NY Customer Service Center (NY CSC) for processing. As tolling technology has advanced, NYSTA, along with MTA Bridges and Tunnels and the Port Authority of NY and NJ, has developed the Tolls by Mail program and related administrative functions. Tolls by Mail replaces cash toll collection and is referred to in the industry as All Electronic Tolling (AET). It is the technology whereby all toll booths supporting staffed toll collection are replaced with a gantry supporting an electronic roadside toll collection system. For a variety of reasons including improved traffic flow and reduced emissions this technology has become standard in the tolling industry. The Authority's 2020-2024 Capital Program provided for the implementation of Tolls by Mail. The project implementation encompasses several components including a systems provider, a back office provider, and construction. Each of these requires separate lead times. The Authority has requested NYSTA develop a proposal for the initial investment for back office at the NY CSC. This proposal would provide NYSBA the same capabilities currently utilized to support Tolls by Mail for the other NY agencies. The final proposal total of \$1,518,156 requires partial upfront payment of \$178,265 at notice to proceed. With Board approval of this expansion the Authority would begin revising the existing MOU to cover the expanded scope of services and provide the revised MOU to the Board for approval at a later date. Notice to proceed is requested by May 2020 to allow for Tolls by Mail implementation at Newburgh-Beacon Bridge in early 2021 to help manage traffic during the deck replacement. Chairman Gerentine called for a motion. On a motion of Vice Chairman Higgins, seconded by Commissioner Dressel, the following resolution was adopted unanimously:

### NEW YORK STATE BRIDGE AUTHORITY BOARD RESOLUTION

Resolution No.: 020-041

Resolution Date: April 16, 2020

WHEREAS the NYS Bridge Authority (NYSBA) has an existing Memorandum of Understanding (E-ZPass MOU) with the NYS Thruway Authority (NYSTA) to process E-ZPass transactions through the E-ZPass NY Customer Service Center (NY CSC), a service provided through a vendor engaged jointly by NYSTA, MTA Bridges and Tunnels and the Port Authority of NY and NJ; and

WHEREAS, NYSTA also utilizes the NY CSC to transact Tolls by Mail and related administrative functions through the NY CSC along with MTA Bridges and Tunnels and the Port Authority of NY and NJ; and

WHEREAS, NYSBA has determined that proceeding with development of a plan to implement Tolls by Mail is in the public interest; and

WHEREAS, the NYSBA has determined that contracting with NYSTA to transact and support the related administrative functions of Tolls by Mail through the NY CSC is also in the public interest; and

WHEREAS, the Board has reviewed the staff memo regarding the proposed change order to provide for expansion of services under the E-ZPass MOU with NYSTA at an initial estimated at \$1,518,156; now therefore

BE IT RESOLVED, that the Board of Commissioners of the New York State Bridge Authority does hereby approve of the expansion of services under the NYSTA MOU for the provision of Tolls by Mail through the NY CSC at an estimated initial cost of \$1,518,156; and

BE IT FURTHER RESOLVED, that the Acting Executive Director, or her designee, is hereby authorized and directed to take the necessary measures to implement this resolution.

IN WITNESS WHEREOF, this resolution has been duly adopted this 16<sup>th</sup> day of April, 2020.

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Tara Sullivan, Secretary



3) Accident Review Committee Report – Q1 2020

Mr. Bushek reported that there were 51 accidents on Authority facilities in the first quarter of 2020, compared to, 92 the previous year. No action was required by the Board.

BRIDGE OPERATIONS:1) NYS Thruway Authority – 4<sup>th</sup> Quarter 2019 E-ZPass

On behalf of Mr. Pavlin, Mr. Russo reported that Mr. Savosky and Mr. Pavlin have reviewed the invoice from the New York State Thruway Authority for fourth quarter 2019 Bridge Authority E-ZPass expenses for the period October 1, 2019 through December 31, 2019, and as such, find them to be true and accurate and recommended that they be paid in the amount of \$997,996.94. Chairman Gerentine called for a motion. On a motion of Commissioner Jablonski, seconded by Vice Chairman Higgins, the following resolution was adopted unanimously:

NEW YORK STATE BRIDGE AUTHORITY  
BOARD RESOLUTION

Resolution No.: 020-042Resolution Date: April 16, 2020

WHEREAS, the Memorandum of Understanding dated April 29, 2009 states that the Bridge Authority agrees to reimburse the NYS Thruway Authority for E-ZPass related costs it incurs which are determined as chargeable to the Bridge Authority; and

WHEREAS, E-ZPass related costs resulting from 5,670,817 transactions during the period October 1, 2019 – December 31, 2019 in the amount of \$997,996.94 and equaling a cost of 18.8 cents per transaction have been confirmed as chargeable to the Bridge Authority; now therefore

BE IT RESOLVED, that the Board of Commissioners of the New York State Bridge Authority approves payment to the NYS Thruway Authority in the amount not to exceed \$997,996.94; and

BE IT FURTHER RESOLVED, that the Executive Director, or her designee, is hereby authorized and directed to take the necessary measures to implement this resolution.

IN WITNESS WHEREOF, this resolution has been duly adopted this 16th day of April, 2020.

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Tara Sullivan, Secretary

REPORTS TO BOARD:1) Monthly Activity Report of the Acting Executive Director

The Monthly Activity Report was submitted by Acting Executive Director Tara Sullivan noting no expenditures. No action required by the Board.

2) March 2020 Traffic and Revenue Analysis

Ms. Sullivan noted for the month of March that the Authority's revenues are \$497,565.00 below last year's receipts (\$12,219,126 in 2020, \$12,716,691 in 2019), a decrease of 3.91%. No action was required by the Board.

3) March 2020 E-ZPass Sales Analysis

Ms. Sullivan indicated that year-to-date 2020 tag sales are 1,918, compared to 1,805 sold year-to-date 2019, an increase of 6.3%. No action was required by the Board.

4) Historic Bridges of the Hudson Valley (HBHV) Monthly Report for March 2020

The full monthly and detailed report was submitted to the NYSBA Board of Commissioners and submitted by the Historic Bridges of the Hudson Valley Director Kathy Burke. No action was required by the Board.

This concluded the regular meeting. Chairman Gerentine asked for a motion to adjourn the meeting. On a motion of Commissioner Dressel, seconded by Vice Chairman Higgins and approved unanimously, the regular meeting adjourned at 11:17 A.M.

The next Regular and Annual Meeting of the Board of Commissioners meeting is scheduled for May 21, 2020 at 3:00 P.M. at Headquarters.