

## COMMISSION MEETING

March 17, 2010

CDRPC Conference Room

One Park Place, Suite 102

Albany, New York 12205

### MINUTES

**PRESENT:** Willard Bruce, Lucille McKnight, Judy Breselor, Stan Brownell, James Shaughnessy, Michael Stammel, Philip Barrett, Jason Kemper, John Murray, Paul Sausville, Barbara Mauro, David Vincent

**ABSENT:** John Graziano, Michael Whalen, Leon Fiacco, Fred Acunto, Robert Godlewski, Gary Hughes, Michael Petta

**PRESIDING:** Phil Barrett, Chair, called the meeting to order at 8:30 am.

#### 1. **Welcome/Introduction of Guests**

Henry Dennis, Shirley Leahy and Chungchin Chen attended the meeting.

#### 2. **January 20, 2010 Meeting Minutes**

The minutes were distributed before the meeting. No corrections were made.

##### **Action Taken**

David Vincent made a motion to approve the minutes, and John Murray seconded. The minutes were approved unanimously.

#### 3. **Unaudited Financial Statement through December 31, 2010**

The financial statement represents the Commission's final unaudited financial statement for 2009. For the year, the revenues were at 93.5% and the expenses were at 88.8%. The revenues exceeded expenditures by \$32,881.66 increasing the fund balance from \$296,146.16 to \$329,026.82.

The financial statements will be provided to the auditor in April and a presentation will be given at the July meeting to review and approve the audited financial statements.

##### **Action Taken**

Mike Stammel made a motion to approve the Unaudited Financial Statements as presented and Lucille McKnight seconded. The motion was approved unanimously.

#### 4. **Financial Statement through February 28, 2010**

Invoices were sent out to each of the four counties. Albany and Rensselaer Counties pay semi-annually while Saratoga and Schenectady Counties are billed quarterly. FTZ invoices were sent out to AMRI and MPM Silicones. The contracting agencies will be billed at the end of the quarter.

For the year, the revenues are at 17.7% and expenses are at 16.0%. There is approximately \$142,7000 cash in the bank and receivables totaling \$55,900. There are also five Certificates of Deposit totaling \$137,147.97.

In some cases, the percent to date expenses are greater than what may be normally expected because we renewed our membership with Foreign Trade Zone Board and Planning Federation. The annual GIS software license to ESRI was renewed in January and the General Business insurance bill for 2010 was paid in full. Also the Rent and Health Insurance line items reflect three months worth of payments.

**Action Taken**

Barbara Mauro made a motion to approve the Financial Statement and Lucille McKnight seconded. The motion was approved unanimously.

**5. ACCRA Cost of Living Index Survey**

The Council for Community & Economic Research produces the Cost of Living Index to provide a measurement of living cost differences among 320 urban areas in the United States. The Capital Region, through the University at Albany Department of Geography and Planning, participated during the past year on a trial basis. There is strong interest to continue the Region's participation in the Survey on an ongoing basis.

CDRPC will enter into a contract with UAlbany at an annual cost of \$2608 for five years. The Department of Geology and Planning will be responsible for collecting and reporting the data to the Council on a quarterly basis. CDRPC will then enter into a Memorandum of Understanding with the Center for Economic Growth and the Albany-Colonie and Schenectady County Chambers of Commerce to reimburse CDRPC for the contract cost. CDRPC's expenses will be the purchase of the Cost of Living Calculator at an annual fee of \$150.

Rocky is requesting Board approval to enter into the Agreements with UAlbany and the Chambers to participate in the Council's Quarterly Cost of Living Index.

**Action Taken**

Lucille McKnight made a motion to authorize CDRPC to enter into an agreement with UAlbany and Albany-Colonie and Schenectady County Chambers of Commerce. Judy Breselor seconded. The motion was approved unanimously.

**6. EDA Project Listing Request**

Schenectady County is seeking a \$25,000 pilot technical assistance matching grant from the Green Energy Initiative of the federal Economic Development Administration (EDA) to explore the feasibility of establishing a greenhouse compacting unit as a demonstration project on the County Farm. In order to apply for EDA funds, the project must be on CDRPC's official list of EDA-eligible projects.

This is a pilot project to for local farmers to attempt to extend their growing season from December through March using cost effective greenhouse construction and compost-heated facilities. The County is proposing to build a green house at the Schenectady County Farm heated by the natural decomposition of compost.

By using compost to heat the greenhouse, the County hopes to provide an affordable option to extend the growing season to twelve months of the year instead of nine months.

The second year there will be an urban application focused on growing crops year-round in urban settings. The same space and conditions will apply, as well as the type of crops grown. However, the type of compost will be changed to yard waste collected from urbanized areas to generate the heat needed to run the greenhouse. If proven feasible, urban residents will have access to locally grown, affordable and healthy foods during the winter months.

Rocky is requesting Board approval to place the proposed Pilot Project on CDRPC's official listing of projects eligible for EDA Funding.

#### **Action Taken**

Bill Bruce made a motion to approve the request for the Pilot Project to be listed on CDRPC's official list of EDA eligible projects and Jim Shaughnessy seconded. The motion was approved unanimously.

#### **7. 2009: The Year in Review; 2010: The Year Ahead**

Rocky gave a PowerPoint presentation outlining the Commission's accomplishments during 2009 and the anticipated work program for 2010. The attached copy of the presentation was provided to the Commissioners at the meeting.

#### **Foreign Trade Zone Update:**

CDRPC completed and submitted a Major Modification Application to the FTZ Board to gain authority for a 10-county service area to conform to the FTZ Board's new alternative site framework for zones.

The application proposed expanding the Zone to a 10-county service area covering Albany, Columbia, Fulton, Greene, Montgomery, Rensselaer, Saratoga, Schenectady, Warren and Washington counties. Additionally, the application proposed reorganizing the Northeastern Industrial Park, Rotterdam Industrial Park and the Port of Albany, eliminating Crossroads Industrial Park in Fulton County, and adding STEP and the Luther Forest Technology Campus in Saratoga County, and the Florida Business Park in Montgomery County as Magnet Sites.

According to the Foreign-Trade Zones Board, applications similar to ours for expansion and reorganization under the ASF should take approximately 10 months for Board review and action. On Nov 10, 2009 the Foreign-Trade Zones Board published the notice of CDRPC's application in the Federal Register; opening a 60-day public comment period. There were no public comments received by the Board related to our application. Currently the application is listed as in the Review phase, which will include a site visit by the Army Corps of Engineers, as well as Customs & Border Protection review.

As soon as the Planning Commission's ASF Application is approved, CDRPC will issue a press release to all local media and to the newspapers outside the Region which cover the additional six counties included in the grant of authority (10-county service area).

CDRPC staff will hold a series of training sessions at the offices of the county and regional economic developers who will be marketing the magnet sites and the 10-county service area, and will provide the economic developers with sets of handouts and PowerPoint slides to assist them in marketing the Foreign-Trade Zone. The FTZ blog on the Commission's web site will also be kept up-to-date with postings of relevant information and contacts.

John Murray inquired if the list of contacts can be identified for each of the 10-counties and available to the Board. Rocky will forward that information by email to the Commissioners.

**8. Combined Sewer Overflow Long Term Control Plan Update**

The draft Receiving Water Quality Modeling report has been completed and submitted to DEC in February. There was a meeting with DEC on Monday, March 15 to discuss the issues associated with dissolved oxygen levels in the river. Assessment of control alternatives, cost burdens, and management structures for the LTCP cannot progress until all modeling issues are resolved.

DEC has approved the extension of the grants until August 31, 2010. Grant extension paper work is with Department of Budget awaiting fiscal approval.

**9. Staff Activity Report**

There was no discussion at this time.

**10. Other Business**

On behalf of the CDRPC Commission, Phil Barrett presented Henry Dennis with a plaque honoring his 25 years of dedicated service as a Commission member, representing Albany County.

Rocky Ferraro, Chungchin Chen and Lucille McKnight also commended Henry Dennis on his outstanding dedication and support to CDRPC during his 25 years of service as a Commission member.

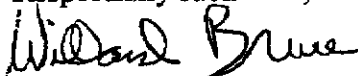
**11. Next Meeting Date**

The next Commission meeting will be held May 17, 2010 at 8:30am.

**Adjournment**

Mike Stammel made a motion to adjourn the meeting and John Murray seconded. The motion was approved unanimously.

Respectfully submitted,



Willard Bruce  
Secretary