

COMMISSION MEETING

May 21, 2014

CDRPC Conference Room

One Park Place, Suite 102

Albany, New York 12205

Minutes

PRESENT: Lucille McKnight, Michael Morelli, Judy Breselor, Stan Brownell, Jacqueline Stellone, Fred Acunto, Phil Barrett, John Murray, Don Ackerman, Barbara Mauro

ABSENT: Bill Bruce, Kristin Swinton, Michael Whalen, James Shaughnessy, Michael Stammel, Jason Kemper, Paul Sausville, Gary Hughes, Joe Landry, Matthew Martin

1. Welcome & Introductions

There were no guests in attendance.

2. March 19, 2014 Meeting Minutes

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

Action Taken

Lucille McKnight made a motion to approve the minutes and Fred Acunto seconded. The motion was approved unanimously.

3. Financial Statement through April 30, 2014

For the first four months of the year, revenues are at 31.4% and expenses are at 28.4%. There is approximately \$213,540.65 cash in the bank including one CD and outstanding receivables totaling \$152,574.19.

First quarter invoices were sent to the appropriate billing agencies for the CDYCI, CSO Water Quality, NYSERDA, and the UPWP work programs. The rent and health insurance expenses represent 5 months worth of payments.

The 2013 audit has begun by UHY, LLC and should be completed for Board approval at the July meeting.

Action Taken

Phil Barrett made a motion to approve the financial statement and Don Ackerman seconded. The motion was approved unanimously.

4. Staff Appointments

Rocky introduced Tim Canty, a Certified Public Accountant, as the new part time Financial Officer at CDRPC. Tim has twenty five years experience as an auditor working for the NYS Public Service Commission. Tim will be responsible for CDRPC, CDYCI and CSO financial records.

CDRPC also hired Dan Harp as the new Assistant Planner to replace Joanna King who relocated to North Carolina. Dan has a Masters Degree in Regional Planning from UAlbany and has experience working with NYSEDA and NYS DEC. Dan will be responsible for data requests and special studies including school enrollment projections as well as Transportation and Water Quality related activities.

5. Mid Year Staff Activity Report

Rocky gave a PowerPoint presentation to the Board with updates on the Commission's activities through the first half of the year.

A copy of the presentation is available on our website.

6. LTCP CSO

Work continues on the Inter-Municipal Agreement (IMA) as the guiding document for the Albany Pool communities to implement the Long Term Control Plan. Draft documents are being reviewed to create the Local Development Corporation (LDC) including the Certificate of Incorporation, By-Laws, Mission Statement, Fiscal Policies and responsibilities, Code of Ethics and Conflict of Interest Policies, Procurement Policy, Freedom of Information Policy, and Open Meetings Law Policy. The LDC will be submitted to NYS DEC in August, 2014 to get their response and comments by December and have it in place by April 15, 2015. The LDC must be in place by the Order on Consent by April 15, 2015.

The Order on Consent was signed on January 15, 2014 and there are 53 projects set to be completed over the next 15 years. For each project there are four milestones and each have to be submitted to DEC for approval.

A meeting was held with the Environmental Facility Corporation (EFC) to discuss bonding options available. Individual communities will be the bonding entity with EFC for their share of the costs. Some communities will use a "pay as you go" program instead of getting financed through EFC. However, EFC requires that a portion of the money be available up front. A financial plan is being prepared followed by a Capital Improvements plan.

The Pool Communities and the two Sewer Districts continue to meet twice a month to form the foundation of the entity what will guide the process. Meetings are being held with DEC once a month for guidance and updates.

7. **Other Business**

There was no other business at this time.

8. **Next Commission Meeting**

The next CDRPC Commission meeting is scheduled for July 16, 2014 at 8:30am.

Adjournment

Lucille McKnight made a motion to adjourn the meeting and Phil Barrett seconded. The motion was approved unanimously.

Respectfully submitted,



Lucille McKnight
Secretary