

## COMMISSION MEETING

January 20, 2016  
CDRPC Conference Room  
One Park Place, Suite 102  
Albany, NY 12205

**PRESENT:** Lucille McKnight, Michael Morelli, Kristin Swinton, Judy Breselor (via conf call), Stan Brownell, Jacqueline Stellone, Fred Acunto, Phil Barrett, Don Ackerman, Gary Hughes, Barbara Mauro

**ABSENT:** Bill Bruce, James Shaugnessy, Michael Stammel, Jason Kemper, John Murray, Paul Sausville,

### 1. **Welcome/Introductions**

Jon Allen from Performance Matters, Inc. was in attendance.

### 2. **December 16, 2015 Meeting Minutes**

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

#### **Action Taken**

Fred Acunto made a motion to approve the meeting minutes and Gary Hughes seconded. The motion was approved unanimously.

### 3. **Financial Statement through December 31, 2015**

The financial statement represents activities through December 31, 2015. For the year the revenues are at 104% and expenses are at 95%. There is \$222,431 cash in the bank and outstanding receivables totaling \$240,660.

It is anticipated that the year will end with a net operating income of approximately \$59,000. A final audited financial statement will be prepared and presented to the Commission in mid 2016.

#### **Action Taken**

Fred Acunto made a motion to approve the financial statement and Gary Hughes seconded. The motion was approved unanimously.

### 4. **Townsend Leather Company, Inc. Foreign Trade Zone Application**

Sean Maguire was contacted by Fulton County regarding Townsend Leather Company, Inc. located in Johnstown for a potential new usage-driven site. Since then, Sean has

worked with Townsend Leather Company to prepare a usage-driven site application and productions notification.

Townsend Leather Company is a top of the line leather producer with nearly 50 years of experience in the Capital Region FTZ. Their products are used in architecture and design, aviation interiors, and accessories and more. Their leather is used on Air Force One. The FTZ will help with cash flow by deferring duty on products to be used in the United States and will allow Townsend to remain competitive with its foreign exports by avoiding duty fees on its finished products. Townsend Leather employs approximately 40 people at its location in Johnstown.

Rocky is requesting the Commission approve the Resolution authorizing CDRPC to submit an application on behalf on Townsend Leather Company to establish an FTZ usage driven site.

**Action Taken**

Stan Brownell made a motion to authorize the Executive Director to submit an application on behalf of Townsend Leather Company, Inc. to the FTZ Board to establish a FTZ usage driven site and Fred Acunto seconded. The motion was approved unanimously.

**5. CDYCI Board Appointment**

Lucille McKnight and Mike Whalen have served as representatives from Albany County on the CDYCI Board. However, Mike Whalen has requested he not be reappointed to the Commission with the expiration of his term on December 31, which means he will be leaving the CDYCI Board as well.

There is a vacancy on the CDYCI Board for a Commissioner from Albany County. Commission action is requested to appoint a Commissioner from Albany County to serve on the CDYIC Board.

Lucille McKnight recommended Mike Morelli from Albany County to serve on the CDYCI Board.

**Action Taken**

Fred Acunto made a motion to appoint Mike Morelli from Albany County to serve on the CDYCI Board and Don Ackerman seconded. The motion was approved unanimously.

**6. The Year Ahead**

Rocky made a PowerPoint presentation outlining the Commission's proposed activities during 2016 as well as ongoing projects the staff is involved in.

The presentation is available on our website.

**7. LTCP CSO**

The CSO program was awarded \$1.3 million through the Consolidated Funding Application grant program. This grant money will help defray some of the LTCP costs shouldered by the communities. In addition to the CFA awards, Albany and Troy were awarded nearly \$2.5 million between them for their share of CSO projects in the LTCP program. An additional \$6 million was awarded in the CFA program for sewer and stormwater projects not in the LTCP, but will have a positive effect on CSOs and thereby benefit the Albany Pool Communities CSO LTCP program.

The first season of Hudson River and tributary sampling have been completed and the results are currently being analyzed and compared to weather data, as well as baseline data collected during the development of the LTCP.

**8. Staff Activity Report**

Staff continue to reach out to counties for possible FTZ opportunities. Sean Maguire has met with Washington County, Canajoharie and Rotterdam Industrial Park for new leads.

**9. Other Business**

Schenectady and Albany County both have one vacancy on CDRPC Board. Rocky hopes to have them filled by the next meeting.

**10. Executive Session**

**Action Taken**

Don Ackerman made a motion to enter into Executive Session and Barbara Mauro seconded. The motion was approved unanimously.

The Board came out of Executive Session 10:30am.

**Action Taken**

Fred Acunto made a motion to accept Rocky Ferraro's letter of resignation effective December 31, 2016 and Barbara Mauro seconded. The motion was accepted unanimously.

Fred Acunto made a motion to continue consultant services with Performance Matters, Inc. and Don Ackerman seconded. The motion was approved unanimously.

Barbara Mauro made a motion to enter into an agreement with Buzz Media for services related to the announcement of Rocky's retirement and the search for a new Executive Director and Gary Hughes seconded the motion. The motion was approved unanimously.

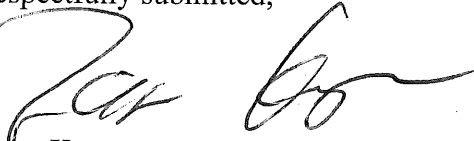
**11. Next Commission Meeting**

The next CDRPC Commission meeting is scheduled for March 16, 2016 at 8:30am.

**Adjournment**

Fred Acunto made a motion to adjourn the meeting and Gary Hughes seconded. The motion was approved unanimously.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jason Kemper". The signature is written in a cursive, flowing style with a long horizontal stroke at the end.

Jason Kemper  
Secretary