



FTZ #121

# CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

ONE PARK PLACE, SUITE 102, ALBANY, NY 12205

TEL: 518/453-0850

FAX: 518/453-0856

WEB SITE AT <http://cdrpc.org>

E-MAIL: [cdrpc@cdrpc.org](mailto:cdrpc@cdrpc.org)

## 2013 Officers

**Chair**  
James Shaughnessy

**Vice Chair**  
John Murray

**Secretary**  
Gary Hughes

**Treasurer**  
Lucille McKnight

## Members

**Albany County**  
Willard A. Bruce  
Lucille M. McKnight  
Michael Morelli  
Kristin Swinton  
Michael B. Whalen, Jr.

**Rensselaer County**  
Judy H. Breselor  
Stan Brownell  
Michael Cristo  
James D. Shaughnessy  
Michael Stammel

**Saratoga County**  
Fred Acunto  
Philip Barrett  
Jason Kemper  
John Murray  
Paul Sausville

**Schenectady County**  
B. Donald Ackerman  
Gary Hughes  
Barbara Mauro  
Angelo Santabarbara  
Vacant

## Staff

**Executive Director**  
Rocco Ferraro, AICP

**Director of  
Information Services**  
David Lang Wardle, AICP

**Program Manager/GIS**  
Todd M. Fabozzi

**Senior Planner**  
Deborah A. Shannon

**Senior Planner**  
Joanna H. King

**Office Manager**  
Donna M. Reinhart

## COMMISSION MEETING

8:30 am, Wednesday, January 16, 2013

CDRPC Office  
One Park Place  
Albany, New York  
453-0850

## AGENDA

1. Welcome/Introduction of Guests
2. December 19th 2012 Meeting Minutes\*
3. Financial Statement through December 31<sup>st</sup>, 2012 (Memo 13-01)\*
4. Appointments to CDYCI Board (Memo 13-02)\*
5. The Year Ahead (Memo 13-03)
6. LTCP CSO Memo (Memo 13-04)
7. Staff Activity Report
9. Other Business
10. Next Commission Meeting Date: March 20th, 8:30 am

\*Formal Board Action Anticipated

## COMMISSION MEETING

December 19, 2012  
CDRPC Conference Room  
One Park Place, Suite 102  
Albany, New York 12205

### Minutes

**PRESENT:** Willard Bruce, Lucille McKnight, Michael Morelli, Kristin Swinton, Stan Brownell, Michael Cristo, James Shaughnessy, Michael Stammel, Fred Acunto, Philip Barrett, Jason Kemper, John Murray, Paul Sausville, Donald Ackerman, Gary Hughes, Barbara Mauro, David Vincent

**ABSENT:** Michael Whalen, Judy Breselor, Angelo Santabarbara

**PRESIDING:** Bill Bruce, Chair, called the meeting to order at 8:30am.

#### 1. Welcome New Commissioners/Introduction of Guests

New commissioners at the meeting were Michael Morelli, Director of Economic Development and Planning for the Town of Bethlehem representing Albany County, Kristin Swinton, CEO of the Green Island Power Authority also representing Albany County, and Michael Cristo, Rensselaer County Legislator, representing Rensselaer County.

#### 2. October 17, 2012 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 Mike Stammel seconded. The motion was approved with one abstention by Michael Morelli.

#### 3. Financial Statement through November 20, 2012

The financial statement represents activities through November 2012. Through the first eleven months of the fiscal year, revenues are at 77% of the budgeted amount and expenses are at 87%. The revenues do not reflect work completed during October and November for contracts that are billed on a quarterly basis. The expenses reflect the rent paid in full for 2012, employee health insurance and the NYS Retirement bill in the amount of \$71,717.

There is approximately \$135,235.40 cash in the bank and outstanding receivables totaling \$72,430.42.

**Action Taken**

Jack Murray made a motion to approve the Financial Statement and Phil Barrett seconded. The motion was approved unanimously.

**4. Report from Nominating Committee**

The nominating committee has recommended the following commissioners to serve as officers of the Capital District Regional Planning Commission for 2013: James Shaughnessy, Chair; Jack Murray, Vice Chair; Gary Hughes, Secretary; and Lucille McKnight, Treasurer.

**Action Taken**

Phil Barrett made a motion to accept the proposed slate of 2013 officers and Jack Murray seconded. The motion was approved unanimously.

**5. Proposed 2013 Budget**

Rocky went over the highlights of the 2013 proposed budget.

The proposed county dues will remain the same for 2013. Each county's assessment reflects its proportionate share of the population based on the 2010 Census as required per the Inter-municipal agreement establishing the Commission in 1967.

With the release of the Comment Letter from DEC regarding the CSO LTCP, staff responsibilities to manage the project are expected to increase significantly during 2013 in order to coordinate the response to the Comment Letter including an investigation of alternative inter-municipal management structures.

Beginning April 1, CDRPC will be entering into the second year of a three year contract with NYSERDA under the Climate Smart Communities Grant program.

The contribution to the State Retirement system is based on an estimated 2014 payment that will be paid in December 2013. Depending upon the employee's tier, the projected rate will range from 21% to 26.2% of the projected salary. The recently paid 2013 payment ranged from 18.6% to 23.2%.

For the 2013 budget, \$3,184 will be taken from the Unreserved Fund Balance in order to balance the budget. For 2012, there may be a slight surplus despite appropriating \$11,884 to balance the budget. If that is the case, the end of year unrestricted 2012 Fund Balance will be approximately \$308,000.

**Action Taken**

Lucille McKnight made a motion to approve the 2013 Proposed Budget and Barbara Mauro seconded. The motion was approved unanimously.

6. **Proposed 2013 Meeting Schedule**

A list of proposed dates for the 2013 Commission meetings were distributed before the meeting. All the meetings are scheduled for the third Wednesday of the month at 8:30am.

**Action Taken**

Lucille made a motion to approve the 2013 meeting schedule and Stan Brownell seconded. The motion was approved unanimously.

7. **The Year in Review**

Rocky gave a PowerPoint presentation outlining the Commission's accomplishments during 2012.

A copy of the presentation was provided at the meeting.

8. **LTCP – CSO Update**

The Albany Pool Technical Committee interviewed four law firms for the Special Counsel position. The representatives from the six Albany pool communities voted unanimously to hire Beveridge & Diamond from New York City and Washington DC to negotiate the LTCP with DEC and the EPA and to lead the preparation of an intermunicipal management arrangement for Phase II. Whiteman, Osterman & Hanna will be working as a sub-contractor to Beveridge & Diamond to assist in the evaluation of alternative inter-municipal structures.

CDRPC and the Pool Communities received the NYS DEC Comment Letter on Friday, December 7 outlining the concerns DEC and EPA have about the draft Long Term Control Plan. A follow-up meeting with DEC is scheduled for December 18. With the release of the Comment Letter, a series of monthly meetings will be held through June 2013 with DEC to finalize the LTCP.

Rocky is requesting Board approval to sign a retainer agreement with Beveridge & Diamond in order to continue utilizing legal counsel. The retainer must be signed by all the Pool Communities and the Sewer Districts as well. There are no cost obligations to CDRPC.

**Action Taken**

Mike Stammel made a motion to authorize CDRPC to enter into agreement with Beveridge & Diamond for legal counsel and Lucille McKnight seconded. The motion was approved unanimously.

9. **Staff Activity Report**

The Staff Activity Report was distributed before the meeting. There was no discussion.

**10. Other Business**

Bill Bruce announced that David Vincent is leaving the Commission after 30 years of serving on the Board.

Both Rocky and the Commission members expressed their appreciation for David's support and hard work as a volunteer over the years on both CDRPC and CDYCI Boards. David was presented with a Certificate of Appreciation and a gift basket from the staff and the Commission.

**11. Next Commission Meeting**

The next CDRPC Commission meeting is scheduled for January 16, 2012 at 8:30am.

**Adjournment**

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

Respectfully submitted,



John Murray  
Secretary



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## MEMORANDUM (#13-01)

**To:** Commissioners  
**From:** Rocky Ferraro, Executive Director  
**Date:** January 8, 2013  
**Re:** Monthly Financial Statement

Enclosed for your review and approval are the current financial statements representing the provisional trial balance through December 2012.

For the year, the revenues are at 94.3% while expenses are at 92.2%. The revenue reflects the final billings through the fourth quarter of 2012. The only remaining revenue not included is five weeks of interest from the Certificate of Deposit. On the expense side, there is an estimated \$1000 in outstanding expenses from billings we will receive through February that represent actual 2012 expenses. It is anticipated that the year will end with a fund balance of approximately \$3500. A final audited financial statement will be prepared and presented to the Commission in mid 2013.

As noted on the Statement of Financial Condition, on December 31<sup>st</sup> we had \$94,982.75 cash in the bank and outstanding receivables totaling \$242,624.01. The larger than usual receivables reflects the year end billings. We also have one Certificate of Deposit which is listed on the following table.

CD #	Value	Expires
943799	\$ 35,128.33	November 23, 2013
Total: \$ 35,128.33		

**CDRPC 2012 Income Statement**

Account	2012 Budget	Oct 12	Nov 12	Dec 12	Year-to-Date	Balance	YTD %
<b>2012 REVENUE</b>							
R2390.1 Albany County	\$ 74,590.00	\$ -	\$ -	\$ -	\$ 74,590.00	\$ -	100.0%
R2390.2 Rensselaer County	39,091.00	-	-	-	39,091.00	-	100.0%
R2390.3 Saratoga County	53,847.00	13,461.75	-	-	53,847.00	-	100.0%
R2390.4 Schenectady County	37,938.00	9,484.50	-	-	37,938.00	-	100.0%
R2401.0 Interest & Earnings	1,500.00	22.17	24.38	10.32	237.99	1,262.01	15.9%
R2770.1 Miscellaneous	100.00	-	-	-	2.00	98.00	2.0%
R2770.3 Contractual Services	20,000.00	-	-	6,000.00	17,425.33	2,574.67	87.1%
R2770.4 FTZ#121	30,000.00	-	-	-	25,000.00	5,000.00	83.3%
R2770.5 Conferences	6,000.00	1,180.00	120.00	30.00	5,290.00	710.00	88.2%
R2770.6 CDYCI	80,000.00	-	-	20,000.00	80,000.00	-	100.0%
R3900.3 NYSERDA	72,000.00	-	-	20,074.39	41,858.97	30,141.03	58.1%
R3900.6 CSO Grant	25,000.00	-	-	15,488.14	31,511.52	(6,511.52)	126.0%
R3900.7 Health Dept	17,000.00	-	-	1,130.50	14,341.20	2,658.80	84.4%
R4000.2 EDA	70,000.00	-	-	11,678.72	70,000.00	-	100.0%
R4000.3 Water Quality	67,000.00	-	-	19,167.03	59,609.33	7,390.67	89.0%
R4000.4 UPWP	120,000.00	-	-	30,110.28	122,956.70	(2,956.70)	102.5%
<b>Gross Revenue</b>	<b>\$ 714,066.00</b>	<b>\$ 24,148.42</b>	<b>\$ 144.38</b>	<b>\$ 123,689.38</b>	<b>\$ 673,699.04</b>	<b>\$ 40,366.96</b>	<b>94.3%</b>
<b>2012 EXPENSE</b>							
E.1010 Salaries	\$ 384,000.00	\$ 30,492.20	\$ 31,259.67	\$ 31,408.21	\$ 363,666.37	\$ 20,333.63	94.7%
E.1030 Temporary Services	14,000.00	-	-	-	5,015.00	8,985.00	35.8%
E.2010 Office Equipment	4,000.00	229.00	1,220.48	229.00	4,570.48	(570.48)	114.3%
E.2020 Furniture & Furnishings	1,000.00	-	-	-	-	1,000.00	0.0%
E.4020 Workshops & Conferences	6,000.00	3,391.75	-	-	8,348.25	(2,348.25)	139.1%
E.4030 Consultant Services	11,000.00	-	-	-	10,015.00	985.00	91.0%
E.4040 Agency Memberships	4,500.00	-	-	-	3,450.00	1,050.00	76.7%
E.4051 Computer Supplies/Software	5,500.00	-	-	43.16	4,122.63	1,377.37	75.0%
E.4055 Data Purchases	500.00	-	-	-	150.00	350.00	30.0%
E.4060 Equipment Maintenance	1,500.00	-	-	-	-	1,500.00	0.0%
E.4070 Office Supplies	3,000.00	67.99	58.37	275.84	2,889.42	110.58	96.3%
E.4080 Books & Journals	750.00	-	-	-	353.75	396.25	47.2%
E.4090 Printing & Publishing	10,000.00	-	538.97	89.52	3,841.66	6,158.34	38.4%
E.4110 Rent	64,000.00	5,081.55	5,091.85	220.79	61,335.51	2,664.49	95.8%
E.4120 Telephone	4,000.00	293.37	278.31	139.16	3,224.64	775.36	80.6%
E.4121 Internet	1,000.00	62.96	62.96	31.48	1,051.94	(51.94)	105.2%
E.4130 Travel	10,000.00	2,908.56	235.60	1,945.63	9,135.14	864.86	91.4%
E.4140 Equipment Repairs	500.00	-	-	-	382.00	118.00	76.4%
E.4150 Postage	3,000.00	350.51	150.00	45.00	1,853.16	1,146.84	61.8%
E.4160 Miscellaneous	1,000.00	104.59	-	-	104.68	895.32	10.5%
E.4170 Payroll Services	1,900.00	146.80	146.80	146.80	1,842.85	57.15	97.0%
E.4190 Contingent Fund	1,000.00	-	-	-	-	1,000.00	0.0%
E.4200 Insurance-General	1,500.00	-	-	-	1,339.41	160.59	89.3%
E.4210 Meeting Expenses	2,000.00	76.89	197.37	74.80	870.68	1,129.32	43.5%
E.4260 Bad Debt Expense	-	-	-	-	-	-	-
E.8010 NYS Retirement	75,000.00	-	71,717.00	-	71,717.00	3,283.00	95.6%
E.8030 FICA	31,600.00	2,361.90	2,420.61	2,431.98	28,555.10	3,044.90	90.4%
E.8040 Ins.-Worker's Comp. & Dis.	2,500.00	-	-	-	1,851.50	648.50	74.1%
E.8050 Ins.-Health	78,000.00	6,591.98	6,591.98	382.38	78,334.73	(334.73)	100.4%
E.8060 Ins.-Unemployment	1,200.00	-	-	-	840.22	359.78	70.0%
E.8070 Prof. Memberships	1,000.00	-	-	-	200.00	800.00	20.0%
E.8080 Continuing Education	1,000.00	-	-	-	230.00	770.00	23.0%
<b>Gross Expenses</b>	<b>\$ 725,950.00</b>	<b>\$ 52,160.05</b>	<b>\$ 119,969.97</b>	<b>\$ 37,463.75</b>	<b>\$ 669,291.12</b>	<b>\$ 56,658.88</b>	<b>92.2%</b>
<b>Net Operating Income</b>	<b>\$ (11,884.00)</b>	<b>\$ (28,011.63)</b>	<b>\$ (119,825.59)</b>	<b>\$ 86,225.63</b>	<b>\$ 4,407.92</b>		
A909 Fund Balance-Unreserved	11,884.00	-	-	-	-		
<b>Net Income</b>	<b>\$ -</b>	<b>\$ (28,011.63)</b>	<b>\$ (119,825.59)</b>	<b>\$ 86,225.63</b>	<b>\$ 4,407.92</b>		

# Capital District Regional Planning Commission

## GENERAL FUND

### Statement of Financial Condition December 31, 2012

#### Assets

Cash — Checking	\$	29,509.89
Cash — Money Market		65,472.86
Cash — Certificates of Deposit		35,128.33
Petty Cash		200.00
Net Due from Private Persons/Organizations		31,684.80
Due from State & Federal Governments		210,939.21
Due from Other Governments		-
Prepaid Expenses		20,322.00
Carryover Revenue		1,458.68
		<hr/>
<i>Sub-Total: Assets</i>	\$	394,715.77
Expenses — Year-to-Date		669,291.12
		<hr/>

#### Total

\$ 1,064,006.89

#### Liabilities & Fund Balance

Due to Other Governments	\$	-
Due to Private Persons/Organizations		83,271.12
Deferred Project Revenue		-
Fund Balance — Unrestricted		307,036.73
<i>Sub-Total: Liabilities &amp; Fund Balance</i>	\$	390,307.85
Revenue — Year-to-Date	\$	673,699.04
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#### Total

\$ 1,064,006.89

#### Net Income (Loss)

\$ 4,407.92





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## MEMORANDUM (#13-02)

**To:** Commissioners

**From:** Rocky Ferraro, Executive Director

**Date:** January 8, 2013

**Re:** Appointments to CDYCI Board

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The Capital District Youth Center Inc. (CDYCI) Board consists of 9 members; two each from Rensselaer, Saratoga and Schenectady Counties and three from Albany County since it is the host county. Per the CDYCI Bylaws, each of the four county legislative bodies appoints one Board member and CDRPC appoints 5 Commission members to serve on the Board: two from Albany County and one each from Rensselaer, Saratoga, and Schenectady counties. Currently, Commission appointees are: Commissioners Lucille McKnight representing Albany County, Stan Brownell representing Rensselaer County and Fred Acunto representing Saratoga County.

At the Commission meeting, there will be a discussion with possible action to fill the two vacancies and appoint Commissioners from Albany and Schenectady Counties to serve on the CDYCI Board.



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## MEMORANDUM (#13-03)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: January 8, 2013

Re: 2013: The Year Ahead

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I will be making a Power Point presentation outlining the Commission's proposed activities during 2013 in line with CDRPC's Mission:

*The Capital District Regional Planning Commission (CDRPC) is a regional planning and resource center serving Albany, Rensselaer, Saratoga, and Schenectady counties. CDRPC provides objective analysis of data, trends, opportunities, and challenges relevant to the Region's economic development and planning communities. CDRPC serves the best interests of the public and private sectors by promoting intergovernmental cooperation; communicating, collaborating, and facilitating regional initiatives; and sharing information and fostering dialogues on solutions to regional problems..*

Similar to past years, I look forward to a productive and exciting 2013.



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## MEMORANDUM (#13-04)

**To:** Commissioners  
**From:** Rocky Ferraro, Executive Director  
**Date:** January 8, 2013  
**Re:** Long Term Control Plan – Combined Sewer Overflow Study

CDRPC signed and submitted the Special Counsel retainer agreement following the last Commission meeting.

The December 18<sup>th</sup> meeting with DEC was postponed until January 16<sup>th</sup> due to DEC's staff availability. In preparation for this meeting, CDRPC, the APJVT and Special Counsel have met twice to review the comment letter.

Following the meeting with DEC, the APJVT and Counsel will provide CDRPC with budget estimates that will be used to generate a funding amendment to the existing Albany Pool Communities' Intermunicipal Agreement for Phase I tasks.

CDRPC and Special Counsel have had two conference calls to discuss the development of the intermunicipal structure for Phase II. Based on initial discussions, it appears a 501(c) (3) would be the preferred strategy, with additional intermunicipal agreements between the Albany Pool Communities and sewer districts for projects involving the sewer districts, operations and maintenance.

# *CAPITAL DISTRICT REGIONAL PLANNING COMMISSION*

## **STAFF ACTIVITY REPORT**

December 10, 2012 to January 6, 2013

### **A. ADMINISTRATION**

1. The 2012 Q4 billings are being prepared for the 604(b) Water Quality contract, UPWP Transportation Planning contract, EDA Economic Planning contract, CDYCI administrative contract, CSO administrative contract, NYSERDA contract, and the Community Gardens project.

### **B. REGIONAL PLANNING**

#### *Regional Information System & Data Services*

1. The staff responded to approximately 30 call-in and e-mail data requests during the reporting period.
2. For 2012, CDRPC's website received 1,255,751 page hits, up 8.6% over 2011; and 89,107 visitors, up 11.2% over the previous year. The Commission continues to receive very positive feedback about the quantity and quality of data available on the site.
3. The staff continues to update and maintain its GIS, and to provide GIS products and services to local governments, agencies and citizens on request.
4. The Five-year school enrollment projection update for the Ballston Spa School District have been completed.

#### *Water Quality Planning*

1. The Staff has continued work on the 604(b) water quality program. Staff continues to participate in county water quality coordinating committee activities, MS4 committee activities, and to provide technical support to the counties and local communities. The 2013-2014 work plan and budget has been approved by NYS DEC.
2. Staff is serving on the technical advisory committee of the Mohawk River Watershed Plan being carried out by a consortium of soil and water conservation districts. Staff is currently serving on the Municipal Codes subcommittees related to this effort. Staff is also serving on the newly created Mohawk River Basin Steering Committee, which a partnership between NYSDEC, NYDOS, and Congressman Tonko's Mighty Waters Taskforce.
3. A meeting has been scheduled with NYS DEC on January 16, 2013 regarding CSO LTCP negotiations. (See Memo 13-04)

## *CAPITAL DISTRICT REGIONAL PLANNING COMMISSION*

### *Transportation and Land Use*

1. The staff continues to participate on CDTC's Planning Committee, Bike/Ped Taskforce, Capital District Clean Communities Coalition and the Regional Linkage Forum.
2. Draft log-linear population, group quarters population, and household projections for the Region's 904 Traffic Analysis Zones (TAZs) have been prepared for CDTC and are undergoing qualitative review.
3. Staff continues to participate on various Linkage Study advisory committees as part of the CDTC Linkage Grant Program. Current linkage studies underway include: Town of Schodack Town Center Linkage Study and the City of Albany Bike Share Study. The consultant has been chosen for the Clifton Park Form Based Code linkage study.
4. Staff is participating on the advisory committee of the city of Albany's Transit Oriented Design Study.
5. Staff support is being provided to the Village of Menands as part of their Broadway corridor rezoning study. The zoning recommendations have been completed and presented to the Village Board for adoption. Slight revisions are being reviewed by the committee based on recent input.
6. Staff have been working on the NYSERDA-funded Climate Smart Communities Grant. CDRPC has partnered with Climate Action Associates, LLC and VHB Engineering, Surveying and Landscape Architecture, P.C. The grant is to address climate change by creating a regional greenhouse gas inventory (nearing completion), creating a Climate Smart Communities Outreach Plan (completed), and offering regional outreach and technical support services to existing and potential Climate Smart Communities (communities that have taken the NYS DEC Smart Communities pledge). Outreach meeting have been held with eight of the sixteen CSC participants and customized service strategies have been developed for these communities. Implementation of the strategies is underway.
7. Staff has reviewed and offered comments on the Cleaner Greener Communities Regional Sustainability Draft Plan prepared for the 8 counties that make up the Capital Region Economic Development Council region.

### *Human Resources & Criminal Justice*

1. The Executive Director is serving as Chair of the Saratoga Affordable Housing Group and is facilitating the Group's effort in the transition of management responsibilities from the Saratoga Springs Housing Authority to the Saratoga Rural Preservation Company.
2. The Juvenile Detention facility utilization was 69.2% for December 2012.
3. Billings to the counties using the facility were computed and sent out through November 2012.

## *CAPITAL DISTRICT REGIONAL PLANNING COMMISSION*

4. The 2013 Per Diem Rate of \$615.79 for contracting counties and \$625.79 for non-contracting counties (\$10 surcharge) has been approved by the CDYCI Board.

### *Economic Development*

1. Data files continue to be updated and spreadsheets prepared on a monthly basis for public distribution, including Employment/Unemployment and CPI/PPI data. In addition, CDRPC continually maintains and enhances its Web site on an ongoing basis to include new and updated materials as they become available.
2. Staff continues to work on Foreign-Trade Zone activities. AMRI has received interim authority for a new manufacturing process. Staff have advised operators of the 2012 fiscal year annual report requirements and associated deadlines. FTZ Inquiries: 1, Albany County.
3. The November/December issue of Capital District Data was prepared and published. The issue includes foreign trade data, including export and import statistics.
4. The Executive Director is co-leading the Project Metrics and Monitoring Work Group of the Capital Region Economic Development Council with Ann Moynihan. Meetings are being scheduled to discuss next steps including metrics to monitor plan progress.

### **MEETINGS:**

12/10/12 Ferraro: Saratoga Affordable Housing Group Board meeting.

12/10/12 Ferraro: Capital Region Economic Development Council Executive Committee meeting.

12/11/12 Fabozzi: CDTC Bike/Ped Taskforce meeting.

12/12/12 Ferraro: NYS DEC Water Management Advisory Council meeting.

12/12/12 Fabozzi: CDTC Planning Committee meeting.

12/13/12 Shannon: Saratoga County Stormwater Coordinators' meeting.

12/13/12 Ferraro & Shannon: Conference call with Beveridge & Diamond regarding Intermunicipal structure for CSO LTCP Phase II.

12/13/12 Shannon: Saratoga County Water Quality Coordinating Committee meeting.

12/14/12 Fabozzi: Saratoga Springs Climate Smart Communities Taskforce meeting.

12/17/12 Ferraro: Clifton Park linkage study consultant review and selection meeting.

*CAPITAL DISTRICT REGIONAL PLANNING COMMISSION*

- 12/18/12 Ferraro & Shannon: CSO Technical Committee conference call
- 12/18/12 Fabozzi: City of Albany TOD study conference call.
- 12/19/12 Ferraro & King: Meeting with Burnt Hills Ballston Lake School District regarding enrollment projections.
- 12/19/12 Ferraro: Saratoga County Rural Preservation Company Board meeting.
- 12/20/12 Fabozzi: Climate Smart Communities Pilot strategy consultation with Cohoes.
- 12/20/12 Fabozzi: Climate Smart Communities Pilot strategy consultation conference call with Clifton Park.
- 12/20/12 King: Capital District Clean Communities Coalition meeting
- 12/20/12 Shannon: Stormwater Coalition of Albany County meeting.
- 12/20/12 Shannon: Patroon Creek/Tivoli Park core management group meeting.
- 12/21/12 Ferraro & King: Meeting with Guilderland School District regarding demographic data
- 12/21/12 Fabozzi: Albany County Water Quality Coordinating Committee meeting.
- 12/27/12 Ferraro: Clifton Park linkage study meeting with consultant to review scope of work.