

COMMISSION MEETING

October 16, 2013

CDRPC Conference Room

One Park Place, Suite 102

Albany, New York 12205

Minutes

PRESENT: Willard Bruce, Lucille McKnight, Michael Morelli, Kristin Swinton, Michael Whalen, Judy Breselor, James Shaughnessy, Fed Acnto, Philip Barrett, Jason Kemper, Paul Sausville, Donald Ackerman, Gary Hughes, Joe Landry, Barbara Mauro

ABSENT: Stan Brownell, Michael Cristo, Michael Stammel, John Murray, Matthew Martin

PRESIDING: James Shaughnessy, Chair, called the meeting to order at 8:30am.

1. Welcome & Introduction of Guests

There were no guests in attendance.

2. July 17, 2013 Meeting Minutes

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

Action Taken

Fred Acunto made a motion to approve the July 17, 2013 meeting minutes and Lucille McKnight seconded. The minutes were approved unanimously.

3. Financial Statement through September 30, 2013

The financial statement represents activities through September 30, 2013. Through the first nine months, revenues are at 79.1% and expenses are at 64.9%. There is approximately \$297,099 cash in the bank including one CD and outstanding receivables totaling \$116,423.

Rocky expressed slight concern regarding the UPWP (transportation) project not being completed due to the government shut down. The task involving employment projections cannot be completed because the information is not available from the Census Bureau at this time. Rocky believes we will not expend the full \$55,000 between October 1 and December 31. Rocky has been in contact with CDTC regarding the delay in completing the project and they are aware of the situation.

The CSO project was budgeted for \$60,000 in revenue and thus far we have billed for \$77,000; Rocky expects to bill for approximately \$20,000 during the next quarter.

Action Taken

Bill Bruce made a motion to approve the Financial Statement and Don Ackerman seconded. The motion was approved unanimously.

4. Appointment of Nominating Committee

Phil Barrett agreed to Chair and serve on the nominating committee for 2014 officers. Phil will report back at the December meeting with the recommendations for 2014 officers.

5. Appointment of New Staff Person

With the resignation of Deb Shannon in August, a Project Manager position responsible for managing the implementation of the Albany Pool Combined Sewer Overflow Long Term Control Plan needs to be filled. The position will be full time primarily responsible for the CSO project.

The position was advertised in the Times Union as well as the NY Upstate Chapter of the American Planning Association through an email distribution list along with a posting on their website and CDRPC's website. Sixteen resumes were received and five persons were interviewed. A representative from the Albany Pool communities participated in the interviews.

From the five interviews, Martin Daley was selected and offered the position pending approval from the Board. Martin is presently the Program Manager at Park & Trails NY. Rocky highly recommends Martin as a candidate for the position and believes his excellent technical and personal skills will be a great addition to CDRPC staff. If approved by the Board, Martin will start Monday, November 25, 2013.

Action Taken

Phil Barrett made a motion to approve the hiring of Martin Daley as Project Manager and Judy Breselor seconded. The motion was approved unanimously.

6. Metrics Report Presentation by Joanna King

CDRPC staff was responsible for the creation of a data appendix for inclusion in the Capital Region Economic Development Council 2013 Strategic Plan Update and Progress Report. The metrics were chosen to measure success toward the Council's vision for a better tomorrow in the Capital Region and to ensure that our collective efforts result in positive changes outlined in the Plan's goals and strategies.

The metrics are designed to provide an on-going analysis of the Region by focusing attention on critical needs; encouraging discussion of solutions; and keeping track of progress toward achieving economic, environmental, and social sustainability.

Joanna King gave a PowerPoint presentation to the Board reviewing the eight CREDC goals included in the data dashboard.

7. LTCP – CSO Update

Negotiations with DEC have continued specifying the language to be included in the Consent Order. It is expected that the agreement between the Albany Pool communities and DEC will be forthcoming shortly. CDRPC will be the designated Project Manager working on behalf of the Albany Pool communities to assure implementation of the LTCP. While the agreement is being finalized, a preliminary RFQ has been prepared seeking Bond Counsel services to provide legal advisory services and other assistance as necessary with respect to the issuance of general obligation debt to pay for the capital improvements outlined in the Plan.

There is an intermunicipal agreement among the six communities that has been signed to create a 501(3)(c). The project is moving forward in a positive way and Rocky looks forward to hiring a new Project Manger who will be responsible for managing implementation of the Plan per the requirements outlined in the Consent Order.

Rocky informed the Board that he was contacted by a reporter from the Times Union requesting a copy of the revised Long-Term Control Plan for Combined Sewer Overflow submitted by the Commission to the NYS DEC. This document has not been made public and is not subject for public review due to negotiations with DEC. Rocky declined the initial request and Friday, October 11, 2013 the request came through pursuant to the New York Freedom of Information Law (FOIL). DEC received the same request. Rocky will be responding by refusing the FOIL request. Due to the private enforcement action under negotiations, legal counsel has told him that it is exempt from disclosure under FOIL.

8. Staff Activity Report

The NYSEDA funded Climate Smart Communities Program is now into year two and is moving forward. Todd Fabozzi is the Project Manger on this project and there has been a lot of positive feedback coming back from the communities.

9. Other Business

There was no other business at this time.

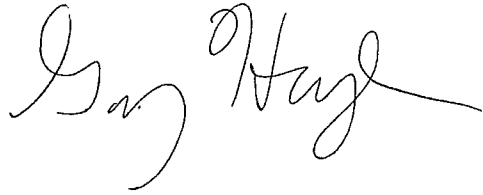
10. Next Commission Meeting

The next CDRPC Commission meeting is scheduled for December 18, 2013 at 8:30 am.

Adjournment

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Gary Hughes". The signature is written in a cursive style with a long horizontal stroke extending to the right.

Gary Hughes
Secretary