

# Albany CSO Pool Communities Corporation

Capital District Regional Planning Commission  
One Park Place, Suite 102,  
Albany NY 12205  
Tel: (518) 453-0850

## Minutes of Board of Albany CSO Pool Communities Corporation Board of Directors Meeting

Thursday, September 8, 2016

11:00am

**Present:**

Martin Daley – CDRPC Staff  
Rocco Ferraro – CDRPC Staff  
Donna Reinhart – CDRPC Staff  
Andrew Gilcrist – CDRPC Staff  
Mike Miller – Albany Pool Joint Venture Team (CHA)  
Bill Smcoe – Qty of Albany  
Rich Lyons – Albany County Sewer District  
Tim Murphy – Albany County Sewer District  
Chris Wheland – Qty of Troy  
Garry Nathan – Qty of Cohoes  
Jeremy Smith – Qty of Watervliet  
Gerry Moscinski – Rensselaer County Sewer District  
Sean Ward – Village of Green Island  
Maggie Alix – Village of Green Island

**I. Call to Order/ Roll Call**

Rich Lyons called the meeting to order at 11:00am

**II. Reading and Approval of Minutes of July 14, 2016**

The minutes were distributed before the meeting and no changes were made.

**Action Taken**

Maggie Alix made a motion to approve the July 14, 2016 meetings and Chris Wheland seconded. The motion was approved unanimously.

**III. Contracts and Extra Work Authorizations**

- a) Albany Pool Joint Venture Team “Regulator projects” Extra Work Authorization
- b) Capital District Regional Planning Commission
- c) Albany Pool Joint Venture Team Extra Work Authorization #9, PCCMP

The CDRPC draft contract was previously distributed to the communities for review. In order to submit the CDRPC expenses to EFC for funding, a scope of services is needed. The board made requests for edits to the contract.

#### **Action Taken**

Chris Wheland made a motion to table the Capital District Regional Planning Commission contract at this time and Bill Smcoe seconded. The motion was approved unanimously. Martin will revise the contract prior to presenting a revised draft at the next meeting.

The APJT “Regulators” extra work authorization was previously distributed to the communities for review. This authorization is for engineering work associated with BMP-05, BMP-06, BMP-07, and BMP-08 (Regulator and Weir projects in Cohoes, Watervliet, and Green Island). The APJT developed the modification schedule for the orifices and weir heights previously during the development of the modeling and characterization for the LTCP, the extension of LTCP services and economy of scale of one vendor will help ensure consistency with the LTCP and cost effectiveness. There were some changes requested by the board requesting clarification of services within the authorization. In addition, this authorization should be categorized as #10.

#### **Action Taken**

Chris Wheland made a motion to table The Albany Pool Joint Venture Team “Regulator” extra work authorization at this time and Garry Nathan seconded. The motion was approved unanimously. Martin will work with the APJT to make the necessary changes and distribute a revised contract at the next meeting.

The Post Construction Monitoring Program is continuing for the 2016 season and river samples are being collected each week. This is the second season that sampling is underway. Martin received a letter proposal, Extra Work Authorization #9, from the Albany Pool Joint Venture Team in April for technical assistance with the administration of the Post Construction Monitoring Program for the 2016 recreational sampling season. The APJT developed the PCCMP and helped crunch and report data from the 2015 season.

The tasks include Data Review and Quality Assurance; Water Quality Assessment; Laboratory Analysis and Coordination. The cost for year 2 is budgeted at \$103,500.00. The board had previously requested consideration of transferring contracts from CDRPC to the Corporation. However, at this time, no such transfer is necessary and there was concern transferring contracts would jeopardize EFC funding.

#### **Action Taken**

Jeremy Smith made a motion to accept the APJMT extra work authorization #9, POCMP, proposal for year 2 of water quality sampling, with the execution by CDRPC, and Sean Ward seconded. The motion was approved unanimously.

#### **IV. Review Financial Statements through August 31, 2016**

Magdy Hay prepared and distributed spreadsheets for CSO financials and gave a financial report to the communities. Moving forward, Magdy will provide monthly financial reports each meeting.

A meeting will be scheduled to discuss credits and get final numbers from each community. We are in the final stages of working out the credits for prior Order projects.

Martin requested all LTCP Table 7-b, "post-order" projects, financial records be sent to Magdy to finalize the budget and to close the books the end of September. Magdy can discuss further with each community's financial officers if need be. This will aid in reconciliation of the Corporation books.

#### **V. Consultant Invoices**

Martin requested approval for the following invoices:

- Barton & Loguidice for June, 2016 in the amount of \$12,650.50  
Costs include reimbursable expenses for the GI Code Audit (GI-07); GI Technical Design Guidance (GI-09).
- Beveridge & Diamond for June, 2016 in the amount of \$24,161.63  
Costs include expenses for legal coordination.

##### **Action Taken**

Sean Ward made a motion to approve payment of all consultant invoices and Bill Smcoe seconded. The motion was approved unanimously.

#### **VI. Insurance Proposal**

An RFP for insurance brokerage services for directors and officers and general liability insurance was sent out with only 1 response from COOL Insurance Brokerage. Martin met with COOL Insurance and received a quote back for general liability with Acadia for \$422.00 and public officials' liability with Darwin for \$3,556.00.

##### **Action Taken**

Bill Smcoe made a motion to accept the proposal and Jeremy Smith seconded. The motion was approved unanimously.

#### **VII. EFC Update**

Martin is in the process of getting vendor contracts and MWBE Utilization Plans to EFC as soon as possible. Albany is likely to close in October or November.

## VIII. Other Business

Martin received a media request from Channel 13 and inquired with the Board if they are comfortable with him responding. Martin will be speaking on behalf of CDRPC answering questions on the CSO Program. The Board agreed that Martin can respond to general questions, however for specific questions directed toward a community it is best not to answer and discuss with the community first. The board requested the CDRPC contract address media policy.

Martin distributed a technical memo regarding the Hudson River Enterococci sampling and analysis for 2015 from Arcadis. The memo includes a summary of the Enterococci results from each sampling event. Martin will prepare a memo and submit the 2015 Enterro Sampling results to DEC.

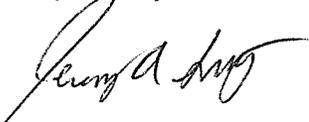
## IX. Adjournment

Chris Wheland made a motion to adjourn the meeting and Maggie Alix seconded. The motion was approved unanimously.

The meeting adjourned at 1:00pm.

The next LDC meeting is scheduled for Thursday, October 13 at 11:00 am.

Respectfully submitted,



Jeremy Smith, Secretary