

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 Directors Meeting Thursday, January 12, 2017

Board Members Present:

Rich Lyons – Albany County Sewer District
Gerry Moscinski – Rensselaer County Sewer District
Bill Smcoe – City of Albany
Chris Wheland – City of Troy
Jeremy Smith – City of Watervliet
Garry Nathan – City of Cohoes
Sean Ward – Village of Green Island
Mark Hendricks – City of Rensselaer

Also Present:

Martin Daley – CDRPC Staff
Mark Castiglione – CDRPC Staff
Donna Reinhart – CDRPC Staff
Magdy Hay – CDRPC Staff
Andrew Gillcrist – CDRPC Intern
Tim Murphy – Albany County Sewer District
Dave Dressel – City of Watervliet
Maggie Alix – Village of Green Island
Richard Davis – Beveridge and Diamond
Mike Miller – APJMT (CHA)

I. Call to Order/ Roll Call

Rich Lyons called the meeting to order at 10:20am

II. Reading and Approval of Minutes of December 8, 2016

The minutes were distributed prior to the meeting. No changes were made.

Action Taken

Sean Ward made a motion to approve the December meeting minutes and Mark Hendricks seconded. The motion was approved unanimously.

III. CDRPC 2017 Rates

CRPC staff, fringe, and indirect rates are annually adjusted on January 1 of each year, per the CDRPC contract with the Corporation. Martin prepared a letter to the Board reflecting the FY2017 staff, fringe and overhead rates effective January 1, 2017. There is no change proposed to the contract value.

IV. Financial Status Update

Financial reports were previously distributed to the Board. Magdy Hay reviewed the financials reports with the Board. The Balance Sheet as of December 31, 2016, P/L vs Budget as of December 31, 2016, and Communities Shares and Account Balances were explained in detail.

V. Certificate of Title

Martin was informed by EFC that each municipality (Albany, Troy, Watervliet, Rensselaer, Green Island and Cohoes) is required to fill out the Certification of Title and send back to Paul Johnson. Paul requested that each community submit one certificate back (Albany and Troy to list their respective finance numbers, others to note the project is for the LTCP) to cover all projects within the overall LTCP.

There was some discussion whether the communities are comfortable executing a single blanket certificate of titles for all LTCP projects. Martin will forward the original email he received from Paul Johnson and ask EFC to clarify. Martin will also reach out to EFC to set up a meeting to determine how to best certify each project separately and individually if the communities' determine that they cannot issue blanket certificates for all LTCP projects in sum.

VI. Vendor Invoices

Martin requested approval for the following invoices upon available funding:

- Barton and Loguidice through November 16, 2016 in the amount of \$85.00
Costs include reimbursable expenses for the GI Code Audit (GI-07); GI Technical Design Guidance (GO-09).
- Beveridge and Diamond through November, 2016 in the amount of \$1,409.78.
Costs include expenses for legal coordination
- West and Co., CPA PC through December 7, 2016. Costs include expenses for FY2016 financial audit and tax preparation

Martin informed the Board that West and Co.'s Audit and tax filing services are attributable solely to Corporation Operations and are not part of the services submitted to EFC for financing, and thus will not be financed.

Bill Smcoe suggested that all program expense for the program be capitalized, including West and Co. and that CDRPC should work with EFC to ensure that any and all expenses

incurred by the Corporation can be capitalized for EFC. Martin will discuss with EFC and update the Board.

Action Taken

Sean Ward made a motion to approve payment of all consultant invoices upon available funds and Jeremy Smith seconded. The motion was approved unanimously.

VII. City of Watervliet August Bohl Pay Estimate #4

Martin is requesting Board approval for a payment request from Weston Sampson for August Bohl Construction in the amount of \$164,499.15 for work completed on Route 32 corridor through the period ending December 15, 2016. Jeremy Smith informed the Board that the project is close to being complete. A packet of back-up information was provided to the Board, however the AIA form and the monthly MWBE report was not included.

Action Taken

Bill Smcoe made a motion to pay the invoice for \$164,499.15 to August Bohl for Rte. 32 Corridor when the AIA form and monthly MWBE report is received and funds become available. Garry Nathan seconded the motion. The motion was approved unanimously.

VIII. Other Business

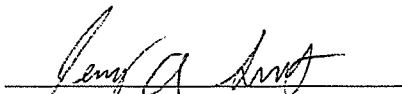
Martin informed the Board there is a quarterly meeting with DEC this afternoon and anyone is welcome to attend.

Martin will be setting up a meeting with next month to discuss funding moving forward on the next round of IUP financing, the potentially for longer tranches, the certificate of title, and processing of EFC invoices for eligible expenses. Bill Smcoe requested that the Corporation work to revise the 15-year capital plan in order to update and provide for changes to expected capital and operational expenses.

Adjournment

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

Respectfully Submitted



Jeremy Smith
Secretary