

ALBANY CSO POOL COMMUNITIES CORPORATION

C/O Capital District Regional Planning Commission
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www.cdrpc.org

Minutes of Board of Directors Meeting Thursday, August 10, 2017

Board Members Present:

Richard Lyons – Albany County Water Purification District
Bill Simcoe – City of Albany
Mark Hendricks – City of Rensselaer
Garry Nathan – City of Cohoes
Dave Dressel – City of Watervliet
Sean Ward – Village of Green Island
Chris Wheland – City of Troy

Also Present:

Martin Daley – CDRPC Staff
Magdy Hay – CDRPC Staff
Donna Reinhart – CDRPC Staff
Tim Murphy – Albany County Water Purification District
Sean Ward – Village of Green Island
Tim Murphy – Albany County Sewer District
Gerry Moscinski – Rensselaer County Sewer District
Mike Miller – APJVT (CHA)

I. Call to Order/Roll Call

Richard Lyons called the meeting to order at 10:00am.

II. Reading and Approval of Minutes of July 13, 2017

The minutes were distributed prior to the meeting. Two changes were made; Mark Castiglione was not in attendance at the July meeting and under item #12 Other Business, it should read, *Bill Simcoe reported that the City of Albany applied for \$10m through the inter-Municipal Grant program, and the **Clean Water Infrastructure Act.***

Action Taken

Garry Nathan made a motion to approve the July 13, 2017 meeting minutes as amended and Chris Wheland seconded. The motion was approved unanimously.

III. Consultant Services

Staff requested approval of the following invoices to be paid when funds become available.

- Beveridge and Diamond through June, 2017 in the amount of \$3,627.00
- Barton and Loguidce through July 12, 2017 in the amount of \$3,178.25

Action Taken

Sean Ward made a motion to approve payment for the consultant invoices when funds are available and Garry Nathan seconded. The motion was approved unanimously.

IV. General Counsel RFQ

Martin prepared a draft RFQ for general legal counsel services for the Board to review. Having a local general counsel moving forward to provide general legal matters would provide a cost savings to the program. The RFQ is for a three year period providing general legal matters such as ABO oversight, governance and procedural questions, FOIL and open meetings law items.

The Board reviewed the RFQ and added the following be added:

- Not to exceed \$20,000
- Add non-exclusive
- Fees by hourly rate
- Attendance at meetings as requested

Martin will make the changes requested and distribute to the Board prior to posting the RFQ.

Action Taken

Sean Ward made a motion to post the RFQ as amended and Bill Simcoe seconded. The motion was approved unanimously.

V. Community Expenditures from FY2017

Martin and Magdy requested all 2017 expenditures be submitted for review and approval in order to close the 2017 financial year within the next month. Further discussion will be had at the next meeting.

VI. Credit Resolution Status

Martin has been working with Joe Scott to develop a mechanism that communities could use to settle credits through the Corporation. The credit plan is almost complete, however some credit authorizations have yet to be finalized. Martin will meet with the communities today to discuss how to move forward to complete the credit review.

Joe Scott will be reaching out to the communities to get a financial status on payment schedules. In the next few weeks, Joe will get Martin the plan to bring to the full Board for discussion.

VII. Distribution of Finances and Statement of Accounts as of July 31, 2017

The report was distributed to the Board prior to the meeting. Magdy Hay went over the financial report through July 31, 2017 with the Board. The report included the financial status as of the end of July, actual vs 2017 overall budget and the communities balance status as of July 31, 2017.

VIII. Wet Weather Discharge Tables

Over the last few weeks, some communities have requested a mechanism that conveys estimated wet weather discharge volume based on rainfall totals. Martin prepared a very basic, rudimentary table illustrated annual CSO volumes per rainfall amount. The table was distributed with the meeting materials. In the absence of exact flow measurement or volume, the table may help communities meet the requirements of SPRTK.

IX. Public Outreach, CSO outfall signs

Martin reported having been contacted by DEC and the media with questions about SPDES sign updates. Martin drafted mock-up signs, based upon the current standard signs, with information about the Pool CSO program, SPRTK, and the Discharge Notification Site. Each of the communities is obligated by their SPDES permit to have a sign at each outfall. While new signs are not required, the communities may benefit from updating their current signs.

It was suggested to plan press events with program updates on quarterly basis to tout developments and progress of the CSO program. The Board will continue to discuss opportunities for public outreach moving forward.

X. Other Business

Mark Castiglione announced that on October 18, 2017, CDRPC will be having a 50th anniversary celebration dinner at the Franklin Plaza in Troy. There will be awards given out and this might be a good opportunity for the Albany CSO Pool Communities to be acknowledged for the work all the communities have done together on the program.

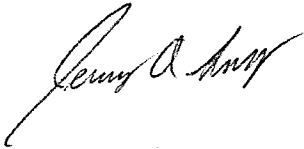
XI. Adjournment

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

Respectfully submitted,

Donna Reinhart
CDRPC Office Manager

Reviewed and Approved by

A handwritten signature in cursive script, appearing to read "Donna Reinhart", written in black ink.