

COMMISSION MEETING

March 20, 2013

CDRPC Conference Room

One Park Place, Suite 102

Albany, New York 12205

Minutes

PRESENT: Willard Bruce, Lucille McKnight, Michael Morelli, Michael Whalen, Judy Breselor, James Shaughnessy, Michael Stammel, Fred Acunto, Philip Barrett, Murray, Paul Sausville, Donald Ackerman, Joe Landry, Matthew Martin, Barbara Mauro

ABSENT: Kristin Swinton, Stan Brownell, Jason Kemper, Gary Hughes

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

1. Welcome New Board Members/Introduction of Guests

Jim Shaughnessy introduced Joe Landry and Matthew Martin as the new Commission members representing Schenectady County. Joe Landry is the Town Supervisor of Niskayuna and Matthew Martin is a member of the Schenectady County Legislature representing Duanesburg, Rotterdam, and Princetown.

Michael Tucker, President and CEO for the Center of Economic Growth and Andrea Swank, Director of Business Development and Marketing were in attendance.

2. December 19, 2012 Meeting Minutes

The minutes were distributed at the January meeting, however no action was taken due to lack of quorum.

Action Taken

Mike Stammel made a motion to approve the December 19, 2012 meeting minutes, and Lucille McKnight seconded. The motion was approved unanimously.

3. January 16, 2013 Meeting Minutes

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

Action Taken

Lucille McKnight made a motion to approve the January 16, 2013 meeting minutes and Paul Sausville seconded. The motion was approved unanimously.

4. **Presentation by the Center for Economic Growth: "NY Loves Technology" Initiative**

Michael Tucker, President and CEO for the Center for Economic Growth gave a presentation to the Board outlining the strategies CEG will sponsor and participate during 2013, designed to attract key industries in the technology sector to the Capital Region. Attached is a copy of the PowerPoint.

5. **Financial Statement through December 31, 2012**

The financial statement represents activities through December 31, 2012. For the year, the revenues were at 94.3% and the expenses were at 92.2%. Overall the expenditures exceeded revenues by \$3,351.08. The budget had anticipated that the expenditures would have exceeded revenue reducing our fund balance by \$11,884.

Revenue was less than anticipated for the NYSERDA grant since the contract was not signed until the end of April rather than the anticipated start date of January 1. Expenses were greater than anticipated for Workshop and Conferences since CDRPC hosted more events during the year, including census training workshops.

Based on the income statement for 2012, the January 1, 2013 unaudited Fund Balance is \$310,387.81. These financial records will be provided to the auditor as part of the 2012 audit. A final audited financial statement will be prepared and presented to the Commission at the July 2013 meeting.

Action Taken

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

6. **Financial Statement through February 28, 2013**

The financial statement represents activities through February 28, 2013. The revenues are at 13.4% and the expenses are at 15.7%. The expenses are greater than what is expected due to the annual GIS software license to ESRI for renewal, annual premiums payments for insurance were paid as well as most of Workers's Comp and Unemployment Insurance. The Rent and Health Insurance expense reflect three months worth of payments.

There is approximately \$99,292.63 cash in the bank and outstanding receivables totaling \$169,808.71.

Action Taken

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

7. Appointments to CDYCI Board

The Capital District Youth Center Board consists of 9 members. 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. Currently there are two vacancies to be appointed by CDRPC Commissioners to represent Albany County and Schenectady County.

Lucille McKnight recommended Michael Whalen Jr. to serve on the CDYCI Board representing Albany County and Don Ackerman recommended Barbara Mauro to serve on the Board representing Schenectady County.

Action Taken

Fred Acunto made a motion to approve the nominations to the CDYCI Board for both Albany and Schenectady Counties and Mike Stammel seconded. The motion was approved unanimously.

8. LTCP CSO Memo

CDRPC and the Pool Communities received the NYS DEC Comment Letter in December, 2012 outlining the concerns DEC and EPA have regarding the draft Long Term Control Plan. With the release of the Comment Letter, a series of monthly meetings will be held through June in order for the Pool Communities to respond to the Comment Letter and submit an approvable LTCP to DEC.

Several sub committees/workgroups have been created in order to respond to the comment letter by June, 2013. The workgroups created are: green infrastructure workgroup, receiving waters and assessment and tributaries workgroup, CSO model development workgroup, and an evaluation of alternatives and implementation schedule workgroup. These workgroups consist of representatives from the six communities, City of Albany, City of Watervliet, Cohoes, Village of Green Island, City of Troy, and City of Rensselaer.

On January 16th CDRPC, the Albany Pool Joint Venture Team, Richard Davis of Beveridge & Diamond, the Albany Pool Communities and sewer districts met with DEC staff to review comments of the draft LTCP. DEC discussed the need for the Plan to include additional green infrastructure projects, more information on the impacts of overflow on the tributaries and knee of the curve analyses for various levels of CSO capture and floatable controls.

CDRPC met with the sewer districts to discuss possible governance structure, construction and operation scenarios. Based on discussions in previous meetings, it appears a 501(c)3 would be the preferred strategy, with additional intermunicipal agreements between the Albany Pool Joint Venture Team and sewer districts. It is recommended that CDRPC will provide administrative support to the six communities.

All of the communities have signed and returned the legal retainer agreement and the sewer districts are in the process of getting the retainer signed. Both the APJVT and Beveridge & Diamond have provided budget estimates for the negotiations and governance structure tasks. These estimates have been forwarded to the communities and CDRPC will be drawing up a funding amendment for the existing Intermunicipal Arrangement.

Fred inquired what is it that DEC is suggesting are additional green infrastructure projects in the Plan. DEC is suggesting that the Team identify 3-5 demonstration projects that can be used to determine the effectiveness of green infrastructure projects to address the storm water management issues. Several green infrastructure projects have been included in the LTCP.

Weekly technical committee meetings will be held to ensure that the communities are kept apprised of the discussions and negotiations underway.

9. Staff Activity Report

Staff is working on the Patroon Creek/Tivoli Lake Daylighting project to revitalize Tivoli Lake within the inner City of Albany. CDRPC is working with the Albany County Sewer District and City of Albany on this project.

Staff is in the process of completing population projections for the Region's 907 Traffic Analysis Zones for CDTC. The TAZ projections have been completed for Schenectady County.

Staff have been continuing to work on the NYSERDA Climate Smart Communities Grant offering regional outreach and technical support services to existing and potential Climate Smart Communities that have taken the NYS DEC Smart Communities pledge. The work program for the second year of work has been submitted and the program is expected to go through 2014.

Rocky is co-leading the Project Metrics and Monitoring Work Group of the Capital Region Economic Development Council with Ann Moynihan. Several meetings have been held during the last two months and an intern is expected to be hired to assist in collecting metrics on behalf of the Council. Discussions are underway with the Work Group leaders to identify the appropriate metrics to monitor plan progress.

10. Other Business

There was no other business at this time.

11. Next Commission Meeting

The next CDRPC Commission meeting is scheduled for May 15, 2013 at 8:30 am.

Adjournment

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Gary Hughes", with a long, sweeping horizontal line extending to the right.

Gary Hughes
Secretary