

COMMISSION MEETING

May 15, 2013

CDRPC Conference Room

One Park Place, Suite 102

Albany, New York 12205

Minutes

PRESENT: Willard Bruce, Lucille McKnight, Michael Morelli, Kirstin Swinton, Stan Brownell, Michael Cristo, James Shaughnessy, Fred Acunto, Philip Barrett, John Murray, Donald Ackerman, Gary Hughes, Joe Landry, Matthew Martin, Barbara Mauro

ABSENT: Michael Whalen, Judy Breselor, Michael Stammel, Jason Kemper, Paul Sausville,

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

1. **Welcome & Introduction of Guests**

There were no guests in attendance.

2. **March 20, 2013 Meeting Minute**

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

Action Taken

John Murray made a motion to approve the March 20, 2013 meeting minutes and Don Ackerman seconded. The motion was approved unanimously.

3. **Financial Statement through April 30, 2013**

The financial statement represents activities through April 30, 2013. For the year the revenues are at 33.0% and expenses are at 29.0%. There is approximately \$193,388 cash in the bank including one CD and outstanding receivables totaling \$247,255.

First quarter invoices were sent to the appropriate billing agencies for the CDYCI, CSO Water Quality, NYSERDA, and the UPWP work programs.

Rocky informed the Commission that he hired a summer intern, Bryan Jackson. Bryan will be working semi full-time, working four days per week and will be primarily working with the data collection analysis associated with Capital Region Economic Development Council. Bryan is a student at University at Albany.

The 2012 audit has begun by UHY, LLC and should be completed for Board approval at the July meeting.

Action Taken

Lucille McKnight made a motion to approve the Financial Statement and Joe Landry seconded. The motion was approved unanimously.

4. Staff Presentation Climate Smart Communities Program

Todd Fabozzi gave a PowerPoint presentation including the progress report of the first year activities as well as outlining actions planned for the second year.

The primary objective of the Climate Smart Communities Program is to address climate change by helping communities reduce greenhouse gas emissions. During the first year, CDRPC staff, in partnership with the consulting firms Climate Action Associates, LLC, and VHB Engineering, Surveying and Landscape Architecture, P.C., has created a regional greenhouse gas inventory and a Climate Smart Communities Outreach Plan.

The program is only targeted to the communities that have taken the Climate Smart Communities Pledge. The pledge describes ten areas of climate mitigation and adaptation action. Climate Smart Communities are free to develop their own specific programs within the ten action areas. There are currently 17 communities that have taken the pledge. Direct technical support services have been provided to these communities as well as customized service strategies. Implementation of the strategies is currently underway.

This program is a three year NYSERDA funded Climate Smart Communities grant with the first year wrapping up. For year two, the focus will mainly be on marketing and recruitment; going out to communities that are not Climate Smart Communities to see if they would be interested in joining the program.

There have been a variety of trainings such as green infrastructure, climate adaptation, and walkable communities where all the communities have been invited. There will be a workshop training session on electric vehicles at HVCC on June 20.

Fred Acunto inquired if the program is focused more on urban areas than suburban areas? Todd responded that no, the program is not focused more on urban areas. For example, several communities in Green and Columbia have taken the pledge and are considered rural areas. There are a mix of communities that are involved ranging from the cities to rural communities.

5. LTCP CSO

CDRPC and the Pool Communities received the NYS DEC Comment Letter in December, 2012 outlining the concerns DEC and EPA have regarding the draft LTCP and were given six months to respond. Written responses are due to be delivered to DEC by June 5, 2013. Technical meetings have been held on a weekly basis with DEC to discuss the water quality standards, modeling, and green infrastructure. DEC has agreed

that sufficient technical meetings have occurred to allow the Joint Venture Team to move on to responding to the comment letter in writing.

The communities agreed to a funding amendment for the existing Intermunicipal Agreement to cover the expenses associated with engineering, legal and administrative support for the negotiations phase. Communities have been billed for the full amount listed in the funding amendment.

A meeting was held with the Albany Pool Chief Elected Officials on April 4 to present and discuss the draft governance structure. All communities are concerned about the financial implications of a joint LTCP and will withhold judgment on the governance structure until the allocation methodology is in place.

Based on discussions in previous meetings with the sewer districts, 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. If an intermunicipal agreement is put in place, CDRPC will be the lead entity responsible for managing the program.

Rocky believes that because this is a regional program, there is a better chance to seek and receive financial grant funding.

Stan Brownell believes that CDRPC is doing a great job in mentoring and mediating this complex process and in the process making great strides.

Fred Acunto inquired if CDRPC will at some point back out of the CSO Program. Rocky responded that CDRPC will only back out if the communities decide to walk away from a regional solution.

6. Staff Activity Report

Staff continues to keep CDRPC website up to date and accurate and has received very positive feedback about the quantity and quality of data available on the site.

The staff has continued work on the 604(b) water quality program. Staff continues to participate in county water quality coordinating committee activities, MS4 committee activities, and to provide technical support to the counties and local communities. The challenge in both the MS4 and CSO projects is moving from grey infrastructure (pipes in the ground) to green infrastructure (landscaping, land guard). There is a learning curve and maintenance costs for green infrastructure programs and communities are concerned about the additional costs associated with green infrastructure.

There is an all day Land Use workshop scheduled for June 20, 2013 at Hudson Valley Community College.

Staff continues to have a great working relationship with CDTC and CDTA. Work will begin shortly on the employment projections. The population projections have been completed and Rocky has made several presentations throughout the Region.

Staff continues to work on Foreign-Trade Zone activities. MPM Silicones is in the process of putting through a new application to continue manufacturing in the foreign trade zone. Staff will review the application once the final version is received. An import-export training program has been scheduled for June 17 at the Albany Chamber of Commerce. The workshop is for the entire service area of the Foreign Trade Zone.

Rocky is co-leading the Project Metrics and Monitoring Work Group of the Capital Region Economic Development Council with Ann Moynihan., President of Documentation Strategies. There have been a series of meetings held during the last two months with feedback received from the other work groups. As a result, a two tier approach is emerging. Tier one Metrics will be focused to specific strategies to measure and monitor the outcome of inclusion in the plan update while tier two will include a more comprehensive set of metrics that are more detailed in nature. Joanna King is taking the lead on monitoring the outcome of the project.

Rocky is serving as Chair of the Saratoga Affordable Housing Group and facilitated the Group's effort transitioning management responsibilities from the Saratoga Springs Housing Authority to the Saratoga Rural Preservation Company.

Gene Terry continues to do a great job in running the Capital District Juvenile Detention Center. There will be a conversation regarding continuation of the summer school program at the next meeting, following the CDRPC meeting.

7. **Other Business**

There was no other business at this time.

8. **Next Commission Meeting**

The next CDRPC Commission meeting is scheduled for July 17, 2013 at 8:30 am.

Adjournment

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

Respectfully submitted,



Gary Hughes, Secretary