

# 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, JUNE 9, 2016, 11:00AM

**Present:**

Martin Daley – CDRPC Staff  
Rocco Ferraro – CDRPC Staff  
Donna Reinhart – CDRPC Staff  
Andrew Gilchrist – CDRPC Staff  
Magdy Hay – CDRPC Staff  
Chris Wheland – City of Troy  
Neil Bonesteel – City of Troy  
Sean Ward – Village of Green Island  
Garry Nathan – City of Cohoes  
Bill Simcoe – City of Albany  
Jeremy Smith – City of Watervliet  
Mark Hendricks – City of Rensselaer  
Mike Miller – Albany Pool Joint Venture Team (CHA)  
Richard Davis – Beveridge & Diamond  
Rich Lyons – Albany County Sewer District  
Tim Murphy – Albany County Sewer District  
Gerry Moscinski – Rensselaer County Sewer District

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

Rick Lyons called the meeting to order at 12:05pm

**II. Reading and Approval of Minutes of May 12, 2016**

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

**Action Taken**

Chris Wheland made a motion to approve the May 12, 2016 meetings and Sean Ward seconded. The motion was approved unanimously.

**III. Post Construction Compliance Monitoring Program (PCCMP) 2016 Season**

At the last meeting, the Board discussed the proposed service agreement for the Albany Pool Joint Venture Team PCCMP. Martin noted that while preparing the minutes for the May meeting, he noted that no formal action was taken to accept the Program.

The estimated budget for year 2, the 2016 season of the PCCMP will be \$103,500, of which \$65,000 of the estimated expenses are for lab costs.

Bill Simcoe inquired if we can transfer the contract for the tasks from CDRPC to LDC. The service provider and clients would remain the same, but since the LTCP is now under administration by the Corporation it would ease some confusion for potential grantors and the Environmental Facilities Corporation to have contracts between the LDC and service providers and then have CDRPC function as a contractor and administrator. Martin will look into amending contracts and potential issues that may arise before making contract amendments for the board to approve.

**Action Taken**

Jeremy Smith made a motion to accept the proposal as amended, contingent upon legal review, and Sean Ward seconded. The motion was approved unanimously.

**IV. Credit Update**

Martin continues to work with Jeanine Rogers Caruso and Joe Scott on a credit schedule for projects that were completed before the Consent Order. The team has been working with the City of Rensselaer and will need to finalize some costs with Albany prior to reviewing and recommending a final, pre-order credit program to the board.

**V. EFC Update**

The City of Troy has closed on their financing. City of Albany is still working with EFC to sort out some issues and to provide them with additional contractual information in order to finalize the financing.

**VI. Reports from Committees**

**a. Audit Committee: Audit and Tax Service**

The Audit Committee recommended the Board request an engagement letter from West & Co. to provide audit and tax services annually for a 3-year term.

**Action Taken**

Sean Ward made a motion to accept the recommendation from the Audit Committee to get an engagement letter from West & Co. to provide audit and tax services and Garry Nathan seconded. The motion was approved unanimously.

**b. Finance Committee: Insurance Services**

The Finance Committee recommended the board engage with COOL Insuring Agency, Inc. to the Board to provide brokerage services for general liability and directors and officers insurance, for the Corporation. COOL will be responsible for obtaining insurance quotes.

**Action Taken**

Jeremy Smith made a motion to accept the recommendation from the Finance Committee to engage with Cool Insuring Agency, Inc. to provide brokerage insurance services and Mark Hendricks seconded. The motion was approved unanimously.

**VII. Consultant Invoices**

Martin requested approval for the following invoices:

- Barton & Loguidice for April, 2016 in the amount of \$2,542.00
  - Costs include reimbursable expenses for the GI Code Audit (GI-07)
- Beveridge & Diamond for March, 2016 – April, 2016 in the amount of \$48,502.49
  - Costs include expenses for a Modification request for Notice to Proceed for Monument Square (GI-04); guidance on Operations, Maintenance, and Inspection Plans (APW-05); Corporation assistance; and guidance for the renewals of the CSO Permit, including the Mercury Minimization program assistance.

Beginning with the July meeting, Corporation staff will provide monthly budget updates for consultant services.

**Action Taken**

Bill Simcoe made a motion to approve payment of all consultant invoices and Jeremy Smith seconded. The motion was approved unanimously.

**VIII. Other Business**

Rich Lyons announced that he attended the New York Water Environment Association (NYWEA) Spring Conference last week. The Department of Environmental Conservation may release draft water quality limit regulations in the fall. There is a meeting at the end of June with NYSDEC and NYWEA to discuss further. Rich will update the Board with any new information.

The 2017 proposed budget and processing of invoices will be discussed at the next meeting.

Martin introduced Andrew Gillcrist as the new CDRPC intern. Andrew will be working with Martin on the CSO project. Andrew is a Graduate student from the University at Albany.

Martin also introduced Magdy Hay as the new part time financial officer. Magdy will be responsible for managing the CSO financials moving forward. Magdy previously worked for the NYS Teachers Association for 15 years.

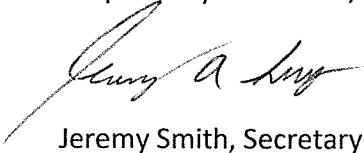
**IX. Adjournment**

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

The meeting adjourned at 11:30.

The next LDC meeting is scheduled for Thursday, July 14 at 11:00 am.

Respectfully submitted,



Jeremy Smith, Secretary