

# 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 Tuesday, February 19, 2019

10:00 am

### Board Members Present:

Bill Simcoe – City of Albany

Jeremy Smith – City of Watervliet

Chris Wheland – City of Troy

Gerry Moscinski – Rensselaer County Sewer District

Garry Nathan – City of Cohoes

### Also Present:

Mike Miller – APJVT

Angelo Gaudio – Albany County Water Purification District

Mark Castiglione – CDRPC Staff

Amy Weinstock – CDRPC Staff

Tom White – CDRPC Staff

### I. Call to Order/Roll Call

Bill Simcoe called the meeting to order at 10:22am.

### II. Reading and Approval of Minutes of January 10, 2019

The minutes were distributed before the meeting. Change #8 Project SEQR to type 1 coordinated review. Jeremy Smith's name was spelled incorrectly. Both will be changed.

### Action Taken

Garry Nathan made a motion to approve and accept the minutes as amended and Chris Wheland seconded. The motion was approved unanimously.

### **III. Appointment of Designees and Alternates from City of Cohoes**

A letter was presented to the Board from the Mayor of Cohoes, designating Garry Nathan as the City of Cohoes designee to the Corporation Board and Robin Reynolds as an alternate.

#### **Action taken:**

Jeremy Smith made a motion to designate Garry Nathan as the City of Cohoes designee to the Corporation Board and Robin Reynolds as an alternate. Chris Wheland seconded the motion. The motion was passed unanimously.

### **IV. Financial Report as of 12/31/18**

Tom White provided an overview of the Finance Committee's report, and the closing of the Corporation's Financial Reports as of 1/31/2019.

### **V. Duties of the Treasurer in the Treasurer's absence**

Mark Castiglione presented a letter Tom Dufresne had submitted to Martin explaining that he cannot participate in meetings for the next 4 weeks. Under the financial policies, the treasurer's signature is required for authorization of vouchers. As a temporary solution, staff proposed that the President be permitted to serve as signatory on vouchers in the Treasurer's absence. In the future, an amendment to bi-laws may be needed to pre-authorize such activities should the Treasurer be unable to again.

#### **Action Taken**

Jeremy Smith motioned to authorize the President to sign vouchers in the absence of the Treasurer. Garry Nathan seconded the motion. The motion was passed unanimously.

### **VI. Vendor Invoices**

Tom White presented the Board with invoices totaling \$51,405.90 for payment approval. The Pioneer checking account balance is healthy enough to process payment immediately.

- West & Co. in the amount of \$3,250 for C-7 Audit & Tax.
- CDRPC in the amount of \$39,341.68 for C-1 Program Management.
- Grammercy in the amount of \$6,695.00 for APW-07 Public Notification System
- Grammercy in the amount of \$1,758.75 for APW-07 Public Notification System.

- Whiteman, Osterman & Hanna in the amount of \$360.47 for C-5 General Counsel.

### **Action Taken**

Jeremy Smith motioned approve the payment of the invoices. Chris Wheland seconded the motion. The motion was passed unanimously.

### **VII. Project Updates**

- The Orange Street Floatables project is still ongoing.
- The Beaver Creek Clean River Project had a special Board Meeting in January and will be having another one later this week. They are doing coordinated reviews of the project as it progresses. A meeting with held with a nearby Neighborhood Association and another one will be held soon with 3<sup>rd</sup> Street residents. The City is working on modeling now, and that should take 2-3 weeks.
- The Middle Vliet Street project is done. The documents are all together to finalize payment from the grant. The City needs to get the MWBE utilization Plan and approval from EFC.
- Troy is finalizing the Hoosick Street Project. Paperwork from EFC and DEC are all ok. Still waiting for DOT permit.
- The 123<sup>rd</sup> /124<sup>th</sup> Street separation should be completed on time. The City will be shutting down the bike trail for a month to divert the unnamed stream to another one to ease flooding.

### **VIII. IMA Status Reminder**

Cohoes and Troy still need to submit their final executed versions. After those are received, we will have all signatures. CDRPC will begin settling the "cash catch-up" payments soon afterwards. Communities will settle ongoing debt amongst themselves.

### **IX. EFC Call recaps – Albany and Troy**

A more proactive schedule of meetings are being held bi-weekly with the EFC to keep track of all projects.

The EFC Audit- more paperwork is being requested. All other requested paperwork has already been submitted.

### **X. Other Business**

Albany has a new Minority Business Officer.

The Board President has the authorization, per the bylaws, to sign checks. Pioneer Bank needs a board resolution to add Bill Simcoe as a signatory, however.

**Action Taken**

Jeremy Smith motioned to authorize Board President Bill Simcoe to be a signatory for Corporation Checks. Garry Nathan seconded the motion. The motion was passed unanimously.

**XI. Adjournment**

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

Respectfully submitted,

Amy Weinstock  
CDRPC Office Manager

Reviewed and approved by

Jeremy Smith  
Board Secretary