

COMMISSION MEETING
10:00 am, Wednesday, May 18, 2022

Due to social distancing policies related to COVID-19, the Capital District Regional Planning Commission's (CDRPC) 10am, May 18th meeting was held in person at 1 Park Place, Suite 102 and virtually through Zoom.

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Members Present: Craig Warner, Larry Schillinger

Members Present via Zoom Meeting: Kristin Swinton, Judith Breselor, James Shaughnessy, Michael Stammel, Jacqueline Stellone, Joseph Grasso, Opal Hinds, Jason Kemper, David Hogenkamp, Gary Hughes, Joe Landry, Barbara Mauro

Others Present via Zoom:

Members / Others Absent: Lucille McKnight, Scott Bendett, B. Donald Ackerman, Willard A. Bruce

Staff Present: Mark Castiglione, Amy Weinstock, Martin Daley, Todd Fabozzi, Haley Balcanoff, Tara Donadio, Amanda Diaz, Zeynep Tas, Kate Maynard

Presiding, Craig Warner, Chair, called the meeting to order at 10:00 am.

1. Welcome & Introductions

Chair Warner welcomed everyone to the meeting.

2. Approval of March 16, 2022 meeting minutes

Judy Breselor made a motion to approve the March 16, 2022 meeting minutes and Barbara Mauro seconded it. The motion was approved unanimously.

3. Financial Statements April 30, 2022

The current financial statements through February 2022 were presented to the Board. All invoices have been sent to the counties for first and second quarter billings.

Through four months of the fiscal year, revenues are at 29% of the budgeted amount and expenses are at 28%. Par = 33%.

As noted on the Balance Sheet, on April 30, 2022, we had \$108,270.05 cash in the bank (combined SEFCU and KEY) not including amounts for the NYSERDA CECP program, the CD and the FSA account. The outstanding receivables total \$488,359.95. Receivables reflect the estimated grant revenues for Q1. The majority of the receivables reflect the payment due to CDRPC from NYSERDA and NYS DOS for CSO administration and the DEC for the 604b program.

The transition from Key to SEFCU is progressing. We still have just over \$10,000 in the Key checking and savings account to cover accounts payable.

Through two months of the fiscal year, revenues are at 9% of the budgeted amount and expenses are at 14%. Par = 16%.

As noted on the Balance Sheet, on February 28, 2022, we had \$94,767 cash in the bank not including amounts for the NYSERDA CECP program, the CD and the FSA account. The outstanding receivables total \$491,924. Receivables reflect the estimated grant revenues for Q4. The majority of the receivables reflect the payment due to CDRPC from NYSERDA and NYS DOS for CSO administration and the DEC for the 604b program.

Action Taken

Larry Schillinger made a motion to approve the Financial Statements through April 30, 2022 and Jacqueline Stellon seconded it. The motion was approved unanimously.

4. Appointment of Zeynep Tas

Our open solicitation for the Regional Planner/Analyst position generated 11 applications. We interviewed three of the top candidates and I offered the position to Zeynep Tas at an annual salary of \$55,000. She has just the right kind of experience we need and has a reputation as a hard worker with a demonstrated ability to learn new things. Her GIS expertise will also help take some of that work off of Todd's plate as he deploys the new climate smart program. Also, it will tee us up for a smoother transition related to our GIS services as we approach Todd's retirement (within the next 5 years or so).

Formal approval of this new hire is requested from the Commission. Her resume was presented to the Board for review.

5. Appointment of Josh Dranoff

Our open solicitation for the Sustainability Planner position generated 14 applications. We interviewed five of the top candidates and I offered the position to Josh Dranoff at an annual salary of \$55,000.

Originally, we conducted our interview process for the Sustainability Planner position which is funded through the DEC Climate Smart Grant back in January. At that time, we decided to hire a NYSERDA-funded intern for the role since we didn't yet have a contract. Now that we have a contract in place, we're in a position to hire a full time staffer.

Josh holds a master's degree in Sustainable Systems from the Rochester Institute of Technology and a bachelor's degree in biology from SUNY Oswego. He was previously the Sustainability Coordinator for Union College in Schenectady. His resume is attached.

Formal approval of this new hire is requested from the Commission.

Action Taken

Joe Grasso made a motion to approve the appointments of Zeynep Tas and Josh Dranoff and Gary Hughes seconded it. The motion passed unanimously.

6. Climate Smart Communities Program Overview (Todd Fabozzi)

On Earth Day, the New York State Department of Environmental Conservation (DEC) and CDRPC announced the launch of the new Climate Leadership Coordinators Services grant, which provides Climate Smart Communities Coordinators to serve as technical support providers and strategic planners to help guide local governments in the development of successful local climate action initiatives across New York State.

CDRPC previously accepted the \$1.2 million dollar grant in October 2021 and the final executed contract was received on March 8th. \$140,000 will be due to CDRPC annually for managing the program across the Eastern Upstate Territory, and to fund a full-time outreach coordinator. The remaining funds will be used by our program partners serving the Hudson Valley, North Country, and Mohawk Valley regions, who will each hire a full-time outreach coordinator to support communities in their respective regions. In addition, funds will be allocated to a consortium of Cornell Cooperative Extensions to develop climate adaptation and resilience plans, and funds will be allocated to a private company, Planning4Places, to develop sustainable transportation plans. There is no match requirement for this grant.

The new CDRPC outreach coordinator will be integrated into the CDRPC Sustainability Team, and all three CDRPC outreach coordinators will work with communities on both the CLCS program, and our existing NYSEDA-funded Clean Energy Communities Program.

Public outreach for this program has been done in multiple ways. There have been quarterly webinars Statewide reflecting individual Communities and the benefits this program has brought to them. There are also newsletters emailed quarterly highlighting individual Communities participation. Email blasts are sent on occasion with updates on the program and advancement. Regional and private agencies who are involved with the program assist in getting information to the public as well.

7. Economic Development and FLIP Update (Kate Maynard)

Our economic development program has been very active over the past year. CDRPC's Kate Maynard provided a progress update on CARES programing, discussed our NBRC broadband planning grant, her work assisting communities with federal grant

applications, conducting economic impact studies and the Future Leaders in Planning (FLIP) program.

Topics discussed at length were:

- **EDA Funding-** Capital Region applications guidance
- **CARES Act-** Subaward program and Economic Dashboard. All 5 CARES Subawards are progressing. Roughly 73% of the total \$400,000 of CARES funds have been disbursed.
- **CDRPC, CEG, National Grid Partner on Clean Energy Supply Chain Study.** CDRPC allocated \$50,000 of CARES Act funds set aside for pandemic recovery planning, and CEG / National Grid are providing the balance of funding.
- **Broadband** - NBRC recently announced \$176,000 in funding to CDRPC for broadband focused planning and project development within Rensselaer, Saratoga, and Schenectady Counties, as well as Greene County.
- **Northern Border Regional Commission (NBRC).**- CDRPC provides outreach and information on available federal grant programs for eligible communities within Rensselaer, Saratoga and Schenectady counties.
- **Future Leaders in Planning (FLIP)-** CDRPC's own urban planning and workforce development focused program for high school students between the ages of 16-18.
- **IMPLAN economic analysis-** University of Albany and Capitalize Albany have retained CDRPC for economic analysis reports for different projects.

8. Water Quality Update- (Martin Daley)

CSO Program

The program is on track with several projects moving forward well above the Consent Order deadlines. Board members can view the progress of the Long Term Control Plan at the project website: www.albanypoolcso.org

The marquee project, the Beaver Creek Clean River Project is under construction with several tunneling phases completed. Progress is reported through the city's website:

www.albanyny.gov/Government/Departments/WaterAndWaterSupply/BeaverCreekCleanRiverProject.aspx.

To date, more than \$20,500,000 has been obligated between the communities for the Beaver Creek Clean River Project and nearly \$7,100,000 has applied in grant funds.

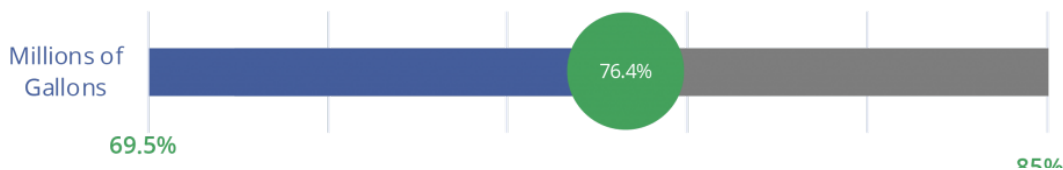
The following table of remaining projects summarizes their status in the LTCP.

Project	Location	Milestone
Implementation of the Post-Construction Monitoring Program	Pool-wide	Sampling will likely resume in 2025 following completion of the Beaver Creek Facility and dose testing the effluent monitoring
Beaver Creek Clean River Project ("Big C" Disinfection and Floatables Control Facility)	City of Albany	Under Construction. Anticipated Construction Completion Date on or before 12/15/22. Anticipated Operational Start-Up Date on or before 5/1/23.
Manor Avenue Sewer Rehabilitation, Replacement and Separation	City of Cohoes	Completed Plans & Specifications due 10/1/26
Remove Liberty Overflow	City of Albany	Completed Plans & Specifications due 10/1/25
"Little C" Floatables Control Facility	City of Cohoes	Completed Plans & Specifications due 10/1/24
Columbia Street Phase II Separation	City of Cohoes	Under Construction, Anticipated Construction Completion Date on or before 12/15/22
Remove Schuyler Overflow	City of Albany	Completed Plans & Specifications due 10/1/26
Vliet Street Sewer Rehabilitation, Replacement and Separation, City of Cohoes	City of Cohoes	Under Construction. Anticipated Construction Completion Date on or before 12/15/23
Van Buren Street Stream Separation	City of Troy	Completed Plans & Specifications due 10/1/22
Polk Street Stream Separation	City of Troy	Under Construction. Anticipated Construction Completion Date on or before 12/15/22

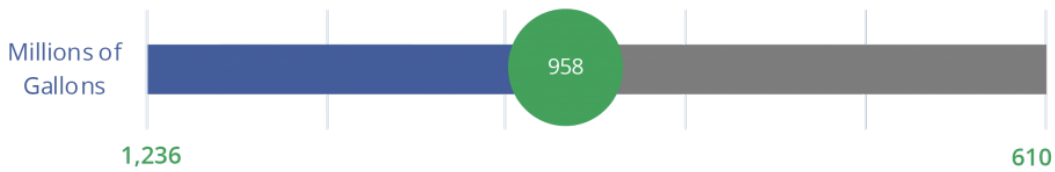
CDRPC has begun drawing down on our grant with NYSDOS for \$432,000 – a 90% reimbursement that will be applied to CDRPC administration, legal services, and general engineering.

The 2021 audit wans annual reporting were completed late last year, and the corporation had a clean opinion from our auditors. We continue to work with the communities to reconcile their balances and ensure program costs are accounted for and accurate.

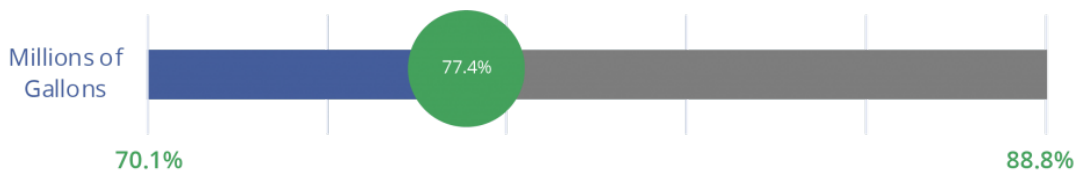
POOL-WIDE PERCENT CAPTURE



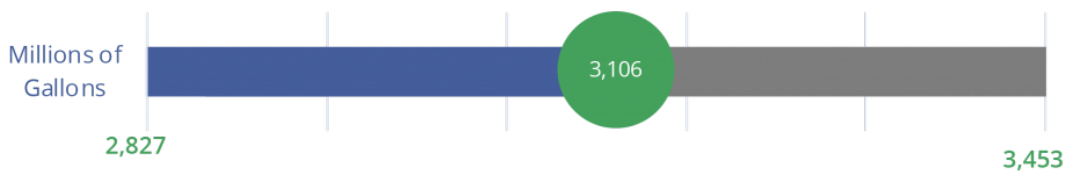
UNTREATED CSO VOLUME



POOL-WIDE TREATMENT & FLOATABLES CAPTURE



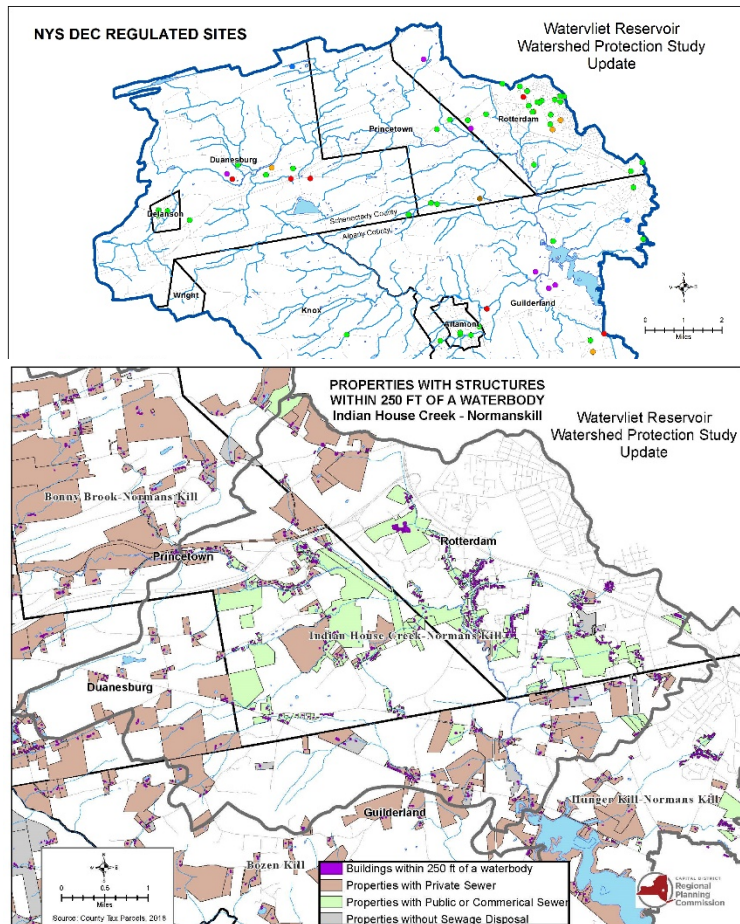
WET WEATHER FLOW TREATED



“604b” Water Quality Program

The NYSDEC “604b” Grant program is progressing. We are in the 4th year of our four-year program. This year’s award was \$53,000. We are wrapping up the Watervliet Reservoir Watershed protection plan, the first of three such anticipated plans under the Drinking Water Source Water Protection Plan (“DWSP2”) initiative that DEC has incorporated as our major task under the 604b workplan. We are halfway through a similar planning effort for the Tomhannock and continue to press for a Saratoga County community to work with.

We continue to carry the other workplan tasks of coordinating with MS4 working groups, Water Quality Coordinating Committees, the participating in the Mohawk River Basin



program, conducting education and outreach and participating in entities such as the Hudson River Estuary program.

The Regional Councils have begun meeting to discuss the next four years of the 604b program and how our resources may be best put to use for the program. With more Federal and State grant money on the street we think we can be of greater service to DEC and provide grant writing support to the communities within our regions. We also anticipate the new MS4 SPDES permit, which may drop as soon as late summer, will have drastic impacts on permitted communities' stormwater programs – and require greater oversight – something the RPCs may be in position to help administer.

9. Staff Report:

- Webinars have been ongoing and will continue through early June. To date, more than 92 tickets have been sold.
- CDRPC and CDTC's Technical Assistance Program is now accepting project applications. Applications will be accepted on a rolling basis through December 2022.
- The Erastus Corning 2nd awards for Intermunicipal Cooperation are now open. The deadline to apply for award is 4pm, Thursday August 19, 2022. The program will recognize individuals, organizations or projects that have contributed to or demonstrate excellence in intermunicipal collaboration related to the following categories:
 1. Planning and Economic Development
 2. Water Quality
 3. Equity or Environmental Justice
 4. Community and Regional Sustainability
 5. Innovation and Technology

10. Other Business:

The next Commission Meeting Date is July 20, 2022.

Larry Schillinger made a motion to adjourn, and Judy Breselor seconded it. The motion passed unanimously. The meeting was adjourned at 11:08 a.m.

Respectfully submitted,

Amy Weinstock
Office Manager

Reviewed and approved by

Jacqueline Stellone, Secretary / Treasurer

Date: _____