

COMMISSION MEETING
10:00 am, Wednesday December 18, 2024

Members Present at CDRPC Office: Willard A. Bruce, Larry Schillinger, Kristin Swinton, Jacqueline Stellone, Jason Kemper, Joseph Grasso, Craig Warner, B. Donald Ackerman, Charles Davidson, David Hogenkamp, Gary Hughes, Yi-Mei Han

Present via Zoom Meeting: Judith Breselor

Others Present via Zoom: Heather Lewis, (MMB&CO), Jim Shelton (Tectonic), Dominic Villecco (Tectonic),

Others Present at CDRPC Office: Edward Martella (Tectonic), Edward Frawley (Tectonic), Robert Van Auken (Tectonic), and Jean Marie Frawley (Tectonic).

Members / Others Absent: Agatha Reid, James Shaughnessy, Carolyn McLaughlin, Opal Hinds, Wayne Gendron

Staff Present: Mark Castiglione, Haley Balcanoff (via zoom) Amy Weinstock, Kate Maynard, Josh Dranoff, Madison Hrysko, Lauren Oertel

Presiding, Lawrence Schillinger, Chair, called the meeting to order at 10:02 am.

1. Welcome & Introductions

Chair Schillinger welcomed everyone to the meeting.

2. Welcome to New Commissioner Jasmine Higgins

Jasmine Higgins was welcomed to the Board.

3. Recognition of Gary Hughes

Gary Hughes was awarded a plaque and proclamation thanking him for his 20 years of service on the CDPRC Board.

4. 2023 Audit Presentation

Heather Lewis from MMB&CO gave the Board an overview of the 2023 audit. A Fair and Clean unmodified opinion was given. No deficiencies in internal controls were found. No material or non-compliance issues were found either.

Action Taken

Craig Warner made a motion to accept the 2023 audit report from MMB&CO and Jacqueline Stellone seconded it. The motion passed unanimously.

5. Presentation: Regional Broadband Feasibility Study

Staff from Tectonic presented the Board with an overview of where their Broadband Feasibility Study stands. There was a discussion on the Current Broadband Services, with proposed Grant Areas for each County, Proposed Broadband Services, Cost Estimates and Recommendations and next steps for consideration.

6. Approve the October 16, 2024 Minutes

The Board received the minutes prior to the meeting. No changes were required.

Action Taken

Bill Bruce made a motion to accept the October 16, 2024 meeting minutes, and David Hogenkamp seconded it. The motion passed unanimously.

7. Financial Statements through November 30th 2024.

On November 30, 2024 we had \$178,954 cash in the bank not including amounts for the NYSERDA CECP program, the Climate Smart program, NYCLASS, and the FSA account. The NYCLASS balance is \$159,095.00. The outstanding receivables total \$483,931. The majority of the receivables reflect the payment due to CDRPC from NYS Agencies.

Action Taken

David Hogenkamp made a motion to approve the Financial Statements through November 30, and Craig Warner seconded it. The motion passed unanimously.

8. A Report from the Nominating Committee

The Nominating Committee recommended the following Officers for 2025-2026. No one was nominated from the floor.

Chair: Jacqueline Stellone (Rensselaer County)
First Vice-Chair: Joseph Grasso (Saratoga County)
Second Vice Chair: David Hogenkamp (Schenectady County)
Secretary/Treasurer: Jasmine Higgins (Albany County)

Action Taken

Craig Warner made a motion to approve the Slate of Officers for 2025-2026, and Mike Stammel seconded it. The motion passed unanimously.

9. 2025 Meeting Schedule

The following dates were proposed for the 2025 Board meetings.

January 15, 2025
April 16, 2025
June 18, 2025
October 15, 2025
December 17, 2025

Action Taken:

Gary Hughes made a motion to approve the 2025 meeting schedule and David Hogenkamp seconded it. The motion passed unanimously.

10. Appointment to the Capital District Youth Center Inc

The Commission appoints 2 Commissioners from Albany County and 1 Commissioner each from Rensselaer, Saratoga, and Schenectady Counties to serve on the Capital District Youth Center, Inc board. One of two Albany County Commission appointments is vacant. Commissioner Jasmine Higgins has expressed interest in serving on the Youth Center Board. Commission action is requested to appoint Commissioners from Albany County to serve on the CDYCI Board and to reappoint all current Commission representatives on the CDYCI Board for three year terms.

Action Taken:

Craig Warner made a motion to approve the appointment of Jasmine Higgins to the CDYCI Board and to reappoint all current Commission representatives on the CDRYC Board for three-year terms and Gary Hughes seconded it. The motion passed unanimously.

11. Update on Bill to Amend 239-h General Municipal Law

Governor Hochul signed A8374/S8958 on November 22nd which authorizes regional planning council's eligibility for federal and/or state grants. The members of the New York State Association of Regional Planning Councils will continue to communicate the impact of the bill to state granting agencies.

12. Foreign Trade Zone 121 Usage-Based Designation

As grantee of Foreign Trade Zone (FTZ) #121, the Capital District Regional Planning Commission submitted a Minor Boundary Modification request under the Alternative Site Framework which would allow Jupiter Bach to enter their Schenectady, NY site into Foreign Trade Zone 121.

13. Economic Impact Analysis for UAlbany

A presentation was made by Kate Maynard on the Economic Impact Analysis for UAlbany. The report focused on an assessment of the overall economic impact of several main drivers: student, faculty and staff spending; construction projects; and the University's purchasing of the goods and services required for university operations. The University's last economic impact report was released in 2018 and also completed by CDRPC. The analysis found the economic impact of UAlbany translated into:

- \$813 million in operational impacts
- \$211.7 million in construction-related impacts
- \$80 million in UAlbany students spending in local communities
- Over 8,000 jobs across the Capital Region

14. 2025 Proposed Budget

The Budget was discussed at length. Joe Grasso made a motion to enter executive session at 11:21 to discuss personnel and Craig Warner seconded it. The motion was approved unanimously. Executive session was adjourned with no actions taken.

Action Taken:

Gary Hughes made a motion to approve the 2025 proposed budget and Mike Stammel seconded it. The motion was passed unanimously.

15. Other Business

None to discuss

16. Adjournment

Gary Hughes made a motion to adjourn and Mike Stammel seconded it. The meeting was adjourned at 11:41. a.m.

The next Commission Meeting Date: 10:00am, January 15, 2025.

Respectfully submitted,

Amy Weinstock
Office Manager

Reviewed and approved by

Date: _____
David Hogenkamp, Secretary / Treasurer