

# **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, FEBRUARY 11, 2016**

### **Present:**

Martin Daley – CDRPC Staff  
Rocco Ferraro – CDRPC Staff  
Donna Reinhart – CDRPC Staff  
Jeanine Rogers Caruso – Fiscal Advisors  
Mike Miller – Albany Pool Joint Venture Team (CHA)  
Bill Simcoe – City of Albany  
Chris Wheland – City of Troy  
Tim Murphy – Albany County Sewer District  
Rich Lyons – Albany County Sewer District  
Garry Nathan – City of Cohoes  
Jeremy Smith – City of Watervliet  
Dave Dressel – City of Watervliet  
Mark Hendricks – City of Rensselaer  
Sean Ward – Village of Green Island  
Maggie Alix – Village of Green Island

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

Rich Lyons called the meeting to order at 11:00 AM

### **II. Reading and Approval of Minutes of January 14, 2016**

The minutes were distributed before the meeting. Rich Lyons informed the Board that Gerry Moscinski's name was spelled incorrectly and should be changed.

#### **Action Taken**

Chris Wheland made a motion to approve the meeting minutes as amended and Sean Ward seconded. The motion was approved unanimously.

### **III. Consultant Invoices**

At the last meeting, Gerry Moscinski requested the invoices be tabled to correct an error and to include a summary sheet listing all invoices until the next meeting. Martin distributed a summary sheet along with consultant invoices to the board prior to the meeting. Martin requested approval for the following consultant invoices to be paid:

- Barton & Loguidice for November, 2015 in the amount of \$3,985.50
- Fiscal Advisors for October – December, 2015 in the amount of \$6,475.00
- Albany Pool Joint Venture Team for September – November, 2015 in the amount of \$32,833.45
- Hodgson Russ for September – November, 2015 in the amount of \$11,784.50
- Beveridge & Diamond for October & November, 2015 in the amount of \$31,463.41

The total of these invoices is \$86,591.86

Martin reported there may be a slight error on the September, 2015 invoice for Albany Pool Joint Venture Team amount due; a monthly invoice subtotal roughly \$300 higher than sum of the invoices. Thus, the corporation may owe the APJVT a small amount if the board authorized the bill to be paid at this time. Martin explained he will work with the JVT to identify the error, and recommended the board pay the invoice and, if needed, pay the remaining amount at the next meeting.

*Note: After review there is no error in the billing and no further action is needed.*

#### **Action Taken**

Sean Ward made a motion to approve payments to the above invoices and Jeremy Smith seconded. The motion was approved unanimously.

#### **IV. Semi-Annual Report**

Martin reported that the Semi-Annual report is due March 1, 2016 and it is 95% completed. The report will feature a section on public and private green infrastructure applications within the Pool Communities as required by the Order. Martin has collected quite a bit of GI data for the report from the Pool Communities and will add in a private application by Capital Roots in Troy. He will be working with the communities and technical team to collect capture and run-off data that is also required in the report.

Martin expects to have the latest draft report to the communities by next week for their review. The Post Construction Monitoring Plan will be submitted to DEC with the Semi-Annual Report. Martin is in the process of scheduling a technical committee meeting later this month for a presentation of the draft report of the Post Construction Monitoring Plan. Martin will contact the Board regarding possible dates and times for the presentation.

#### **V. Documentation and Reporting of Public and Private Green Infrastructure Applications**

The objective is to provide a mechanism by which to document the installation of “green practices of infrastructure” within the individual communities and to assess the

use of green practices within new development and redevelopment for both public and private sectors projects. For the past few months, a form has been circulating that Martin created to capture data on private GI applications. There were a few revisions made to the original form.

The Board received the draft Green Infrastructure for Stormwater Management Documentation Form along with a form completed by The Capital Roots Urban Grow Center as an example. An updated form will be sent to each community for distribution to each community's MS4 representatives to be completed and sent back to Martin when projects are reviewed. This form will be included with the Semi-Annual Report as a tool for collecting data for information on private and public GI.

#### **VI. EFC Financing and Grant Updates**

Martin informed the Board that he is still working with Jeanine Rogers Caruso and gathering materials and requesting the communities provide financial information for projects he does not have complete information on. Once Martin receives all the project financials from the communities, he can provide information on community credits. Martin is also in the process of reconciling grant money from EFC's Infrastructure Improvement Act. Program.

#### **VII. Other Business**

The Finance Committee met today to review the Audit and Tax RFP. The RFP will go to the Audit Committee next for their review before going to the full Board next month.

Martin informed the Board that an RFP for insurance for Directors and Officers will be going out very soon. This will need to go through the Finance Committee as well.

DEC presented a draft SPDES permit for the CSO program. Martin requested communities to review and provide him with comments.

#### **VIII. Adjournment**

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

The next LDC meeting is scheduled for March 10, 2016 at 11:00 am. The meeting will be preceded by committee meetings.

Respectfully submitted,

Jeremy Smith, Secretary