

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, JULY 14, 2016

Present:

Martin Daley – CDRPC Staff
Rocco Ferraro – CDRPC Staff
Donna Reinhart – CDRPC Staff
Andrew Gillcrist – CDRPC Staff
Mike Miller – Albany Pool Joint Venture Team (CHA)
Richard Davis – Beveridge & Diamond
Bill Simcoe – City of Albany
Rich Lyons – Albany County Sewer District
Tim Murphy – Albany County Sewer District
Neil Bonesteel – City of Troy
Evan Perry – City of Troy
Garry Nathan – City of Cohoes
Jeremy Smith – City of Watervliet
Mark Hendricks – City of Rensselaer
Gerry Moscinski – Rensselaer County Sewer District
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 11:00am

II. Reading and Approval of Minutes of June 9, 2016

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

Action Taken

Sean Ward made a motion to approve the June 9, 2016 meetings and Bill Simcoe seconded. The motion was approved unanimously.

III. Contracts

- a) Albany Pool Joint Venture Team – Extra Work Authorizations
- b) Capital District Regional Planning Commission – Contract for FY2017
- c) West and Company – Audit Engagement

Consultant contracts need to be amended to include with EFC non-construction contract language prior to any EFC disbursement for costs incurred by existing technical support service providers. There will be no financial changes are proposed for these contracts.

Martin made a request to table APJVT and CDRPC contract amendments at this time.

Martin will continue to work with the APJVT to make necessary changes their extra work authorizations and will also complete and distribute the CDRPC contract for board review at the next meeting.

Action Taken

Jeremy Smith made a motion to table The Albany Pool Joint Venture Team extra work authorizations and the Capital District Regional Planning Commission contract at this time and Garry Nathan seconded. The motion was approved unanimously.

At the last meeting, the Board resolved to request an engagement letter from West & Co. to provide audit and tax services. The engagement letter was received and sent to the Board prior to the meeting for review.

Action Taken

Sean Ward made a motion to authorize the Board President to execute the engagement letter from West & Company to provide audit and tax services and Bill Simcoe seconded. The motion was approved unanimously.

IV. EFC Update

The City of Troy has closed with EFC on financing their shares of the LTCP projects and programs. Albany is anticipated to close soon. Contracts and exhibits are being updated.

V. Report from Committees

a. Finance Committee: 2017 Corporation Budget

The Finance Committee recommended the Board adopt the proposed 2017 Budget, with separation into a Project Budget Administration Budget categories.

Action Taken

Bill Simcoe made a motion to accept the recommendation from the Finance Committee to adopt the FY2017 Corporation Program and Operation budget and Sean Ward seconded. The motion was approved unanimously.

VI. Consultant Invoices

Martin requested approval for the following invoices:

- Barton & Loguidice for May, 2016 in the amount of \$4,582.00
Costs include reimbursable expenses for the GI Code Audit (GI-07); GI Technical Design Guidance (GI-09)
- Beveridge & Diamond for May, 2016 in the amount of \$7,749.16
Costs includes expenses for legal coordination.

Action Taken

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

VII. Other Business

CDRPC is undergoing the 2015 audit (for which CDRPC kept the Corporation's accounts) and expects this to be completed in time to present for the October CDRPC Board meeting. Once the audit is approved, CDRPC will provide the Board with the complete financials for 2015 and 2016.

Magdy Hay is setting up spreadsheets for CSO financials and will begin a monthly financial report presentations to the Board at the September CDRPC Board meeting.

Rich Lyons and Garry Nathan report they have completed required ABO training. Any board members and officers who have not had ABO training are encouraged to do so to ensure compliance with public officer's law.

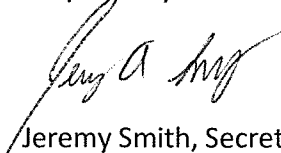
VIII. Adjournment

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

The meeting adjourned at 11:30am.

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

Respectfully submitted,


Jeremy Smith, Secretary