

Albany CSO Pool Communities Corporation

c/o Capital District Regional Planning Commission
One Park Place, Suite 102,
Albany NY 12205
Tel: (518) 453-0850

Minutes of Board of Directors Meeting

Thursday, October 12, 2017

10:45am

Board Members Present:

Richard Lyons – Albany County Water Purification District
Gerry Moscinski – Rensselaer County Sewer District
Bill Simcoe – City of Albany
Mark Hendricks – City of Rensselaer
Garry Nathan – City of Cohoes
Jeremy Smith – City of Watervliet
Sean Ward – Village of Green Island
Chris Wheland – City of Troy

Also Present:

Martin Daley – CDRPC Staff
Mark Castiglione – CDRPC Staff
Donna Reinhart – CDRPC Staff
Tim Murphy – Albany County Water Purification District
Mike Miller – APJVT (CHA)
Tom Dufresne – City of Albany
Joe Scott – Hodgeson Russ

I. Call to Order/Roll Call

Richard Lyons called the meeting to order at 10:45am.

Annual Meeting Agenda

II. Election of Officers

As per the bylaws, the officers serve a 3-year term ending October, 2018.
No action is needed at this time.

III. Proposed 2018 Regular Meeting Schedule

A copy of the proposed 2018 Meeting schedule was distributed before the meeting. Martin suggested adding technical meetings each month with communities that have active projects to make sure necessary materials are in place. He will amend an outlook invite the Albany Water Board publishes for their annual finance and grants meeting in order to invite additional communities.

Action Taken

Jeremy Smith made a motion to approve the proposed 2018 meeting schedule and Garry Nathan seconded. The motion was approved unanimously.

Regular Meeting Agenda

IV. Reading and Approval of Minutes of September 14, 2017

The minutes were distributed before the meeting. Tim Murphy made one change, Albany County Sewer District is now Albany County Water Purification District.

Action Taken

Bill Simcoe made a motion to approve the September 14, 2017 meeting minutes as amended and Mark Hendricks seconded. The motion was approved unanimously.

V. Consultant Invoices

Staff requested approval of the following invoices to be paid when funds become available:

- Beveridge & Diamond for BMP-06 submittal review in the amount of \$803.25
- Barton & Loguidice through August 30, 2017 in the amount of \$30,803.50
- CDRPC through September, 2017 in the amount of \$36,729.49

Bill Simcoe asked if when the communities will be invoiced for the full amounts of work that is grant funded, or the portion of the invoice that will not be covered, local match. He requested that the Communities only be invoiced the match, as to submit this amount to EFC. Martin said he would invoice for match only on invoices that have grant funds. Bill also requested separate invoices for each vendor.

Action Taken

Bill Simcoe made a motion to approve payment for the consultant invoices when funds become available and Jeremy Smith seconded. The motion was approved unanimously.

VI. Draft CSO Finance Agreement and Draft Resolution

A copy of the draft CSO Long Term Control Plan Financing Inter-Municipal Agreement including terms and structures for credit were distributed before the meeting. Martin asked that the communities review the documents and contact Joe Scott with any issues. Joe presented on how the Draft IMA was developed. The board requested the IMA be expanded to include both Cohoes and Rensselaer, that there be a mechanism to satisfy Green Island in full because that community did not finance for their project, and that the debt schedule and payments made to date be included in the IMA. Joe will revise the IMA based upon comments received and send the revised drafts to each community for their review.

VII. General Legal Services RFQ

Martin informed the Board that three proposals were received for general legal counsel services. The three firms were:

- Harris Beach – represents CDRPC and CDYCI, Bob Ryan has great track record for helping with PAAA and regs; Not MWBE but a percent of MWBE participation; estimated rate at \$400/hour
- Whiteman, Osterman & Hanna – Assistance to RCSD and Troy on EFC projects, water sewer matters, Not MWBE or MWBE sub; \$135-\$225/hour
- Young Sommer – Smaller firm, RFQ did not speak to governance or corporate operational needs, Not MWBE or MWBE sub; \$225/hour

The role of general legal counsel would be attending 3-4 meetings per year be available for any minor questions or issues the Board or Martin may have.

After discussion of firm qualifications and rates, the Board felt that Whiteman, Osterman and Hanna would be best suited.

Action Taken

Bill Simcoe made a motion to proceed with a contract with Whiteman, Osterman & Hanna and Chris Wheland seconded. The motion was approved unanimously.

VIII. DEC Updates

At 1:30pm there will be the Quarterly Meeting with DEC to discuss active projects. Martin previously sent DEC the semi-annual report containing project updates, several plan and spec documents, as well as the GI Tool Kit and received very few comments.

There has been discussions from DEC regarding the CSO website that shows out falls. If the site shows overflows, the communities should be reporting overflows as right to know. The model that is used on the website has not been updated. A discussion is needed about updating models to make it worthwhile for public outreach and to make the information more accessible.

Mark and Martin will look further into finding the best cost-effective way to go about building a new website and update the Board with new information.

IX. Other Business

Martin and Bill Simcoe met with a reporter from WAMC, who had previously interviewed Tim Murphy at the ACWPD Plant. Martin and Bill shared details of the LTCP and examples of upcoming projects. The interview was a good opportunity to share program details and highlight past successes, upcoming projects. Martin will inform the Board when the interview will air.

Martin requested each community invoice the Corporation for all FY2017 expenditures as soon as possible. The auditors will be in the office in November to begin the audit and the books on 2017 need to be closed.

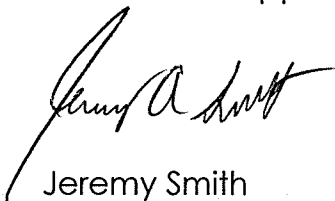
X. Adjournment

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

Respectfully submitted,

Donna Reinhart
CDRPC Office Manager

Review and approved by



Jeremy Smith
Secretary