



ALBANY CSO Pool Communities

A collaboration between the cities of Albany, Cohoes,
Troy, Watervliet & Rensselaer and the Village of Green Island

C/O Capital District Regional Planning Commission
One Park Place, Suite 102 | Albany, New York 12205
(518) 453-0850 | (518) 453-0856, fax | <https://www.albanypoolcso.org>

Minutes of the Board of Directors Meeting

Thursday, June 13, 2019

10:00 am

Board Members Present:

Chris Wheland – City of Troy
Garry Nathan – City of Cohoes
Gerry Moscinski – Rensselaer County Sewer District
Jeremy Smith- City of Watervliet
Tom Dufresne – Albany Water Board
Sean Ward - Village of Green Island
Mark Hendricks – City of Rensselaer

Also Present:

Mike Miller – APJVT (CHA)
Amy Weinstock – CDRPC Staff
Martin Daley – CDRPC Staff
Tom White – CDRPC Staff
Karthik Rajan – CDRPC Staff

I. Call to Order/Roll Call

Gerry Moscinski called the meeting to order at 10:01 am.

II. Reading and Approval of Minutes of May 9, 2019

The minutes were distributed before the meeting. No changes needed.

Action Taken

Sean Ward made a motion to approve the May 9, 2019 corporation meeting minutes and Mark Hendricks seconded. The motion was approved unanimously.

III. Financial Report as of 6/1/19

Tom White distributed the current financial statement. No substantial changes noted in cash position or reporting on project volume. Tom noted that the only change in this month's financials, when compared to last, is that a column has been added to illustrate the Credit IMA Cash obligations.

IV. Proposed 2020 Budget

The Finance Committee met immediately prior to the Corporation meeting. The committee recommended a 2020 budget for board adoption. The proposed 2020 budget carries over lines from 2019 on several projects for which the Corporation did not close out. The Board has the flexibility to change any numbers as needed, but the 2020 budget is needed for ABO compliance.

Action Taken

Jeremy Smith made a motion to approve the 2020 budget as recommended by the finance committee Chris Wheland seconded. The motion passed unanimously.

V. Asset Management Plan Update

The conditional approval letters have been received NYSDEC. Nothing further is needed for submission. There was a discussion about the wording of the language in paragraph 4. "...the Asset Management Plan is now enforceable under the Consent Order as stipulated in Parts IV.C.1 and IV.D of the executed order". There was discussion over whether a communities Asset Management Plan was now part of the Order and whether this meant the Order remained in perpetuity. It was decided that due to the ambiguity of the language, CDRPC staff will briefly consult with special counsel for an opinion.

Action Taken:

Garry Nathan made a motion to engage special council (not to exceed one hour) to discuss the language ambiguity of the conditional approval letter and Mark Hendricks seconded. The motion passed unanimously.

VI. Billing Processes

- Martin requested communities to submit invoices to the Corporation.
- EFC requested to change the way they see invoices that we bill to communities. CDRPC will work to resubmit vendor breakdowns to EFC to expedite disbursement.

VII. Communications

There was a FOIL request sent to CDRPC to provide documentation related to contracts, legal services and other services provided by Beveridge & Diamond. There was a question on whether that is a valid request, as CDRPC does not have contracts with any of them, but CSO Corporation has one with Beveridge & Diamond. After discussion, it was deemed since CDRPC acts as staff for, and retains Corporation Documents, that CDRPC will respond to the request and submit the original and amended engagement letters to the law firm that submitted the FOIL request.

VIII. Other Business

- There was a quote for brochures received for \$350 for 500 to be printed. A sample was distributed. There was a suggestion to add a union bug logo to them. There is money in the budget under miscellaneous costs that would cover the printing of them. The board was comfortable with printing as no more than \$1500 worth of brochures, as to keep the purchase under the corporation's procurement threshold for multiple bids.
- The RT32 Green Infrastructure vendor services agreements have been approved by EFC. Once EFC takes action on the Weston and Sampson MWBE UP and waiver request the city will request the engineering costs, previously tabled for consideration, be considered for corporation acceptance.
- Three Audit firms have reached out for the audited financials, expressing interest in responding to the Audit RFP

- The delayed Hoosick Street Metering project just needs to be energized and will be completed on time.

IX. Adjournment

Chris Wheland made a motion to adjourn the meeting and Sean Ward seconded the motion. The motion was approved unanimously. The meeting adjourned at 10:52am.

Respectfully submitted,
Amy Weinstock, CDRPC Office Manager

Jeremy Smith
Albany CSO Pool Communities Corporation Secretary