



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

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Minutes of the Board of Directors Meeting Thursday, November 21, 2019 1:00 pm

Board Members Present:

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

Also Present:

Andrew Golden- City of Troy
Amy Weinstock – CDRPC Staff
Martin Daley – CDRPC Staff
Tom White – CDRPC Staff
Mark Castiglione- CDRPC Staff
Tim Murphy – Albany County Water Purification District

I. Call to Order/Roll Call

Board President Bill Simcoe called the meeting to order at 1:05 pm.

II. Reading and Approval of Minutes of October 17, 2019

The minutes were distributed before the meeting.

Action Taken

Chris Wheland made a motion to approve the October 17, 2019 Corporation meeting minutes and Gerry Moscinski seconded. The motion was approved unanimously.

III. Report from Governance Committee

Prior to this meeting the Governance Committee met. There is no recent Corporation modifications to the policy and internal controls.

IV. Financial Report as of 10/31/19 & 9/30/19

There were two financial reports provided to the Board. This is because there was an updated end of year report given.

November 14, 2019

Board Members of the Corporation

Re: CSO Financial Reports for the period ended **October 31, 2019**.

This financial report summarizes contribution shares and expenditures by major Line Items. The report consists of three sections:

- 1) Key financial status items
- 2) Actual vs Overall Budget
- 3) The Communities' Balances as of 10/31/2019.

1. Financial Status

The attached Statement of Financial Position shows a cash balance of \$171,763.71; Combined Communities' Balance of \$171,982.50 and Accounts Payable total of \$0.00.

2. Actual Cost vs 2019 Overall Budget

There was no activity reported through October 31, 2019

2020 Budget Components	Budget Amount	Actual	Completed %
Programmed Construction Budget	16,424,000	0.	0.00%
Corp. Admin, PCCM & Misc. Budget	273,350	0.	0.00%
Total	16,697,350	0.	0.00%

3. Updated Communities' Balances as of 10/31/2019

➤ Summary of the Communities Balance Status updated at **10/31/2019**, as follows:

Community	Balance 10/01/2018	Communities Share of Expenditures Invoiced - Oct 2019 to Date		Communities' Obligations Paid Through	Funds Paid to Communities	Direct Expense Applied net of grants	Balance
		LTCP Projects	Albany CSO Corp Expenses	10/31/2019			10/31/2019
	+	-	-	+	-	+	=
Albany	\$ 532,833.30	(0.00)	-	-	-	-	\$ 532,833.31
Troy	\$ (305,991.06)	(0.00)	-	-	-	-	\$ (305,991.05)
Cohoes	\$ 127,824.36	(0.00)	-	-	-	-	\$ 127,824.36
Rensselaer	\$ (265,643.41)	0.00	-	-	-	-	\$ (265,643.41)
Watervliet	\$ 77,791.94	0.00	-	-	-	-	\$ 77,791.94
Green Island	\$ 5,167.37	0.00	-	-	-	-	\$ 5,167.37
TOTALS	\$ 171,982.50	\$ (0.00)	\$ -	\$ -	\$ -	\$ -	\$ 171,982.51

The above does not include any yet to be reported expenditures, adjustments to expenditures or grants, which, when presented and approved by the Board may change Communities' Balances.

Sincerely,
 Thomas P. White
 Albany CSO Pool Communities Corporation

November 14, 2019

Board Members of the Corporation

Re: CSO Financial Reports for the period ended **September 30, 2019**.

This financial report summarizes contribution shares and expenditures by major Line Items. The report consists of three sections:

- 4) Key financial status items
- 5) Actual vs Overall Budget
- 6) The Communities' Balances as of 9/30/2019.

1. Financial Status

The attached Statement of Financial Position shows a cash balance of \$252,114.96; Combined Communities' Balance of \$171,982.50 and Accounts Payable total of \$80,182.46.

2. Actual Cost vs 2019 Overall Budget

2019 Fiscal Year expenditures were approved for a total \$10,875,454.00; or 58.98% of the 2019 Budget for Total Expenses. Expenditures have been submitted and approved for Programmed Construction Projects of \$10,645,777.; and Corporation Expenses of \$229,509.00.

Budget Components	Budget Amount	Actual	Completed %
Programmed Construction Budget	18,130,000	10,645,777.	58.72%
Corp. Admin, PCCM & Misc. Budget	298,350	229,509.	76.93%
Total	18,428,350	10,875,454.	58.98%

3. Updated Communities' Balances as of 9/30/2019

During the twelve months completed and reported for the 2019 fiscal year, the communities have contributed, net of all grants, \$6,434,056.05. Of this amount, individual Communities have made \$6,171,579.29 in the form of direct payments to further LTCP completion. Total Community share payments have been received in F.Y. 2019 from: Albany \$193,208.26; Cohoes \$14,993.76; Green Island \$10,296.69; and Troy \$1,069,705.04 and applied. The Corporation made partial payments to Albany, Cohoes, Green Island and Watervliet for previously submitted and Board approved construction projects in the amounts of \$468,257.75, \$66,299.45, \$5,461.46 and \$92,516.24, respectively. ➤

The expenditures made by the host community, net of Grants anticipated are recorded as Direct Expense.

Summary of the Communities Balance Status updated at 09/30/2019, as follows:

Community	Balance 10/01/2018	Communities Share of Expenditures Invoiced - Oct 2018 to Date		Communities' Obligations Paid Through 9/30/2019	Funds Paid to Communities	Direct Expense Applied net of grants	Balance 9/30/2019
		LTCP Projects	Albany CSO Corp Expenses				
	+	-	-	+	-	+	=
Albany	\$ 856,592.28	3,640,729.27	134,675.84	193,208.26	468,257.75	3,726,695.62	\$ 532,833.30
Troy	\$ (1,356,534.30)	2,156,641.94	79,777.30	1,069,705.04		2,217,257.45	\$ (305,991.06)
Cohoes	\$ 292,836.80	169,999.96	6,288.54	14,933.76	66,299.45	62,641.75	\$ 127,824.36
Rensselaer	\$ (128,601.61)	132,153.26	4,888.54			-	\$ (265,643.41)
Watervliet	\$ 104,906.80	71,970.78	2,662.30		92,516.24	140,034.47	\$ 77,791.94
Green Island	\$ 9,481.74	32,883.20	1,216.40	10,296.69	5,461.46	24,950.00	\$ 5,167.37
TOTALS	\$ (221,318.30)	\$ 6,204,378.41	\$ 229,508.93	\$ 1,288,143.75	\$ 632,534.90	\$ 6,171,579.29	\$ 171,982.50

The above does not include any yet to be reported expenditures, adjustments to expenditures or grants, which, when presented and approved by the Board may change Communities' Balances.

Sincerely,
Thomas P. White
Albany CSO Pool Communities Corporation

V. Vendor Invoices

Staff is requesting board authorizations to for the following invoices, obtained from the Communities for CSO LTCP work performed during FY2020 up until 11/1/19. Pending approval, staff will distribute the invoices to the communities.

There was a discussion about the Hodgeson Russ invoice, as it was from work done last year. The invoice was misplaced the first time it was received, so it was never approved and paid. The rates also changed in the middle of an invoice but it was determined that was because of the new calendar year and rates.

Community	Vendor	Invoice	Invoice Date(s)	Associated Work	Invoice Amount
Albany	CHA	32605-9A	10/14/19	STCF-01,02 Floatables Controls Facility	\$94,231.92
Corporation	Hodgeson Russ	1023065	5/17/19	C-4 Bond Counsel	\$1,882.18
Total					\$96,114.10

Action Taken

Gary Nathan made a motion to approve the processing of vendor invoices as presented. Sean Ward approved. The motion passed unanimously.

VI. Albany CSO Discharge Notification Website

Martin will follow up with AJV to make sure that at least the minimum amount of work needed is done to assure to website is compliant with the rules set by DEC. However, it may be beneficial to provide mobile optimization with the site.

There was a motion to enter executive session to discuss specific legal issues with the website and projects pertaining to it made by Bill Simcoe and seconded by Sean Ward. All in attendance.

There was a motion to exit executive session with no actions taken made by Bill Simcoe and seconded by Sean Ward.

VII. Other Business

The Floatables project is nearly 100% done. The flow units are only working manually,

which is not how it should be. The contractors are working on trying to fix the problem. The DEC inspection was done already, and all grant money was received. An official letter was received expanding the deadline to show progress in the work, in order to keep receiving money from the \$10,000,000 grant. EFC needs to finish reviewing the paperwork and progress. A meeting with JVT may be needed to help move the process along. There was a discussion on perhaps holding a press conference with DEC and EFC to promote the success of the project.

The Mereline Sewer Separation Project will be completed on time, by Spring, 2020. It is almost all done, but the pavement is permeable, and it is too cold to work on it right now. They have not been awarded the IEC money yet.

The Troy 123/124th street separation project- the trees that they were waiting to cut down have finally been removed and the pavement backfilled. They hope to work through the winter and have it paved and done by the summer.

The auditors are nearly finished with the 2018 audit. There was a request made that the final audit report be done at the next meeting, via skype. The auditor will be out of town but it needs to be presented. There were no objections.

IX. Adjournment

Bill Simcoe made a motion to adjourn the meeting at 1:54 and Gerry Moscinski seconded. The motion passed unanimously. The meeting adjourned 1:54 p.m.

Respectfully submitted,
Amy Weinstock, CDRPC Office Manager

Sean E. Ward

Sean Ward
Albany CSO Pool Communities Corporation Secretary