



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 | www.albanypoolcso.org

Minutes of the Board of Directors Meeting Thursday, January 9, 2020 10:00 am

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:

Joseph Graves- City of Cohoes
Andrew Golden- City of Troy
Amy Weinstock – CDRPC Staff
Martin Daley – CDRPC Staff
Tom White – CDRPC Staff
Mark Castiglione- CDRPC Staff
Mike Miller – APJVT (CHA)
Tim Murphy – Albany County Water Purification District
Present via GoTo Meeting- Amy Pedrick, CPA West & Company

I. Call to Order/Roll Call

Board President Bill Simcoe called the meeting to order at 10:06 am. All Communities represented but Watervliet.

II. Reading and Approval of Minutes of December 12, 2019

The minutes were distributed before the meeting. Bill submitted a few small edits. On the third page update reference to \$250K in collateral. Requesting repair of formatting errors. He asked the bottom of page to be updated from 2019 to 2020 when referencing the budget. On the last page formatting issues should also be updated. Also suggested correcting Mereline.

Action Taken

Garry made a motion to approve the December 12, 2019 Corporation meeting minutes as amended and Chris Wheland seconded. The motion was approved unanimously.

III. Appointment of New Designees

Three communities have new ex-officios. As the members, they must appoint reps. From the City of Cohoes Garry Nathan was reappointed and Joseph Graves was appointed as alternate. The City of Troy appointed Andrew Golden as an alternate. Bill Smart and Mark Hendricks were reappointed by Rensselaer the City of Rensselaer.

Action Taken

A motion was made to approve the slate of new appointees as presented by Chris Wheland and seconded by Sean Ward. The motion was approved unanimously.

IV. January Financial Report

1) Financial Status

➤ The Statement of Financial Position shows a cash balance of \$338,888.99; Combined Communities' Balance of \$338,807.78 and Accounts Payable total of \$0.00.

2) Actual Cost vs 2020 Overall Budget

➤ Project and Administration expenses are invoiced to the communities on an invoice by invoice basis after board approval, grants are accounted for on an accrual basis as anticipated against approved invoices. The corporation records any direct expenditures for work done by a community as a payment to that community's balance, upon the Board's approval, as such, each balance is subject to change as expenditures are received and approved by the Board.

➤ Fiscal YTD expenditures have been approved for a total \$105,514.10; or 00.63% of the FY 2020 Budget for Total Expenses. Expenditures have been submitted and approved for Programmed Construction Projects of \$94,231.92; and Corporation Expenses of \$11,182.18.

2020 Budget Components	Budget Amount	Actual	Completed
Programmed Construction Budget	16,424,000	94,231.92	0.57%
Corp. Admin, PCCM & Misc. Budget	273,350	11,182.18	4.09%
Total	16,697,350	105,514.10	0.63%

3.) Communities' Balances as of 12/31/2019

➤ Summary of the Communities Balance Status updated at 12/31/2019, as follows:

Community	Balance 10/01/2019	Communities Share of Expenditures Invoiced - Oct. 1, 2019 to Date		Communities' Obligations Paid Through	Funds Paid to Communities	Direct Expense Applied net of grants	Balance
		LTCP Projects	Albany CSO Corp Expenses	12/31/2019			12/31/2019
	+	-	-	+	-	+	=
Albany	\$ 532,833.30	55,295.29	6,561.70	-	1,158,819.96	94,231.92	\$ (593,611.73)
Troy	\$ (305,991.06)	32,755.02	3,886.93	1,158,519.96		-	\$ 815,886.96
Cohoes	\$ 127,824.36	2,581.95	306.39	127,799.24		-	\$ 252,735.25
Rensselaer	\$ (265,643.41)	2,007.14	238.18	21,021.14		-	\$ (246,867.59)
Watervliet	\$ 77,791.94	1,093.09	129.71	-		-	\$ 76,569.14
Green Island	\$ 5,167.37	499.43	59.27	29,487.08		-	\$ 34,095.75
TOTALS	\$ 171,982.50	\$ 94,231.92	\$ 11,182.18	\$ 1,336,827.42	\$ 1,158,819.96	\$ 94,231.92	\$ 338,807.78

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.

V. Vendor Invoices

Martin presented one invoices for payment, CDRPC for #33,214.21 for the 1Q of the 2019 calendar year.

Action taken

Nathan made a motion to approve the invoice for payment and Mark Hendriks seconded. The motion passed unanimously.

CDRPC was awarded \$432,000 from the NYSDOS for program admin but is still waiting a contract that will define when the grant can be applied. If CDRPC can apply the grant retroactively, an adjustment will be made to community balances to record the grant and apply it to previously paid invoices.

VI. Char 500 and 990

Amy Pedrick, of West and Co. CPAs, presented the Char 500 and Federal 990 form prepared by the auditors. The NYS Char500 requires a \$50 processing fee to be paid to NYS Charities Bureau.

Action Taken

Garry Nathan made a motion to authorize board president Simcoe and Treasurer Tom Dufresne the execution of the 990 and CHAR500 Filings and Mark Hendricks seconded. The motion was approved unanimously.

VI. District IMA Renewals

The District / Pool Communities IMAs were executed in 2014 and set to expire in 2020 unless renewed. The IMAs were an instrument required by the Order. Martin summarized and history of the existing IMAs and presented the renewals to the board prior to sending them to the communities for execution. Bill asked if the term could be extended beyond 5 years. Martin noted General Municipal Law restricted the term of such IMAs.

Action taken

Although the corporation is not a party to the IMA, the board felt it best to resolve to approve the IMAs language and recommend their renewal. A motion was made to approve the form and content of the IMA renewal by Sean Ward and Chris Wheland seconded. The motion passed unanimously.

VII. Project Updates

Martin noted floatables control project and status of the Big C project process will be discussed at the quarterly DEC Meeting.

Bill noted \$5m WQIP grant for Big C. In sum \$15m in grants have been secured against the project, lowering the bottom line cost share substantially. Bill noted approval of the basis of design and JVT team has screening design in the works. Screening modifications at the South Plant will likely be first project let. Bill noted the importance of other communities getting their financing in order and noted Tom Dufresne is working on the cash flow, financing relationship and accounting. Bill noted that they may need some advance money from the communities if the cash flow is problematic. Discussion ensued regarding the complexities of financing.

The Mereline project is mostly completed but warmer weather is needed to apply porous pavement topcoat.

Albany is likely closing on financing for Big C very soon. Troy is close to going to loan committee. Cohoes is needs to pass bond and apply. Garry will schedule a presentation to his City Council.

Garry noted the City received a grant for Columbia street. The project has a substantial estimated cost increase to \$3.8m, this is due to upsizing of separation pipe needed to handle contributing flow that increased after a City School district expansion. Cohoes will continue to aggressively apply for additional grants. Martin noted adding Green Infrastructure to the project, could secure additional project grants. Bill noted the LTCP budget was \$1 million.

Garry outlined the context and challenges that resulted in the increased costs. Bill noted the AWB will have questions and Garry agreed to provide appropriate details to the AWB. Garry and Bill discussed financing options potentially reviewing the project development.

VIII. Other Business

Bill noted that the State Comptroller audited Albany's compliance with the Sewage Pollution Right to Know Act.

IX. Adjournment

Sean Ward made the motion to adjourn and Garry Nathan seconded.

Respectfully submitted,
Mark Castiglione
CDRPC

Sean Ward
Albany CSO Pool Communities Corporation Secretary