



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 Corporation Meeting

Thursday, September 17, 2020

10:15 am

Zoom Online Meeting

Board Members Present:

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

Also Present:

Martin Daley – CDRPC Staff
Mike Miller – APJVT (CHA)

I. Call to Order/Roll Call

Board President Bill Simcoe called the meeting to order at 10:15 am. The meeting was held online to comply with NYPAUSE. This meeting was held to ensure timely renewal of the Corporation’s insurance policy.

II. Draft September 3 Meeting Minutes

The minutes were not distributed before the meeting and no action was taken. The reading and

acceptance of the 9/3/20 minutes will be considered at the next meeting.

III. Financial Report

Tom White summarized the financial memo distributed prior to the meeting. The Corporation is at 11% of budget. Corporate expenses are on track, but slightly below as Tom noted the CSO Grant from DEC.

Garry Nathan asked the status of the reconciliation. Tom noted that it is close, and he anticipated it to be done by next meeting. Martin stressed that he believed the communities balances are accurate.

IV. Vendor Invoices

Three vendor invoices were presented to the board for processing. Vendor invoices include, to from the City of Cohoes for the Vliet Street Sewer Rehabilitation project. This project has a 50% EFC grant applied to the CHA invoices. The invoice total is \$30,100 and Corporation obligation is \$15,050. Albany submitted an APJVT invoice for design services for the Beaver Creek Clean River Project. The APJVT invoice was for \$624,650.

Action taken

Sean Ward made a motion to accept the invoices and Tom Dufresne seconded. The motion passed unanimously.

V. Report from the Audit Committee

Immediately prior to the Corporation Meeting the Audit Committee met to review the 2020 West and Co. Audit engagement letter. Martin summarized the engagement letter and process of the audit. West and Co also provides tax services. The Corporation awarded West & Co. prior in the year, the but the audits have individual engagements that need to be executed.

Action taken

Chris Wheland made a motion to authorize the Board President execute the Engagement letter and Garry Nathan seconded. The motion passed unanimously.

VI. Financing Update

The Albany Water board was awarded a \$5m WQIP grant from NYSDEC and its awaiting state signatures. The money will be applied to the first phases of the Beaver Creek Project. Bids have gone out for phases I, II and III. The pool will be liable for the match. Cohoes has closed but still

needs to execute the PFA. Troy send wiring instructions and a revised Bond amendment. They were scheduled to close at the end of September with EFC's loan committee. Watervliet was not able to report on their closing, but Martin communicated they closed on 4/9 on their short term financing.

Martin updated the status of the Cost Summary work with EFC and a meeting is scheduled for 9/25.

VII. Albany Permit Modification Update

Albany is working on a letter back to DEC in response to their comments on the City's application to modify the permit. Mike Miller reported that the APJVT put priority on plan and spec submittal

VIII. Other business

The Beaver Creek regulatory review submittals were made. The city believes these submittals are complete and we have met the 10/1 deadline for submittal of plan and spec. Mike asked Martin to schedule a meeting for the first week of October to discuss the permit mod with DEC. The pool's Next Quarterly meeting is slated for October 8th

Steve Gephert has been hired by the Water Board. Steve is a certified wastewater operator, and it is anticipated that he will supervise the Beaver Creek facility when it is operational.

The Semi-Annual CSO LTCP report was submitted to NYSDEC on 9/15.

Two bids have come in for the Beaver Creek project. Malloy and Jet industries were the low bidders for Phase I and Phase II, respectively, and the Water Board is working to engage these vendors, reviewing the MWBE utilization plans and will be looking to award within the next month.

APJVT is looking to get back-up material for recommendation of award letters for the 3rd Ave. project. Bill will aid.

There was some concern expressed about low bidders dropping out. but the bids have been opened. Sean asked if a bid bond was required. Mike responded that it was.

IX. Adjourn

Sean Ward made a motion to adjourn and Chris Wheland seconded. The motion passed unanimously, and the meeting ended at 11:05am.

Respectfully submitted,
Martin Daley, CDRPC Director of Water Quality Programs

Sean E. Ward

Sean Ward
Albany CSO Pool Communities Corporation Secretary