



# ALBANY CSO Pool Communities

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

## Minutes for Corporation Meeting

Thursday, October 13, 2022

10:10am

Meeting Held Via Zoom and streamed on the CDRPC YouTube Channel  
(<https://www.youtube.com/watch?v=8z3xxqwaU2I>)

### Board Members Present:

Bill Simcoe, P.E. – Albany Water Board  
Garry Nathan, P.E. – City of Cohoes  
Andrew Golden – City of Troy  
Mark Hendricks, P.E. – City of Rensselaer  
Maggie Alix – Village of Green Island

### Also Present:

Shane Lewis – City of Cohoes  
Mark Castiglione – CDRPC Staff (joining virtually)  
Martin Daley – CDRPC Staff  
Tom White – CDRPC Staff  
Tim Murphy – ACWPD (joining virtually)  
Tom Dufresne (joining virtually)

### I. Call to Order/Roll Call

The meeting started at 10:15am. Chairman Simcoe conducted the roll call.

### II. Reading and Acceptance of the September 8, 2022

Draft meeting minutes were distributed prior to the meeting. Martin summarized the minutes. Bill Simcoe requested an edit to specify the water Purification District is advancing an engineering study for capital planning.

### Action taken

Maggie Alix made a motion to accept the minutes as amended and Andrew Golden seconded. The motion passed unanimously.

### **III. Financial Report**

Tom White summarized the financial report as of 10/1/22 and shared community balances. The corporation's balance for accounts payable is roughly \$20,000. The program is 76% budget to year, with pending additions of today's invoices.

Community obligations as they relate to Monument Square, Cross Street and Quail St. will adjust community balances based on expected adjustments of communities funding whole shares of the projects. Martin reported staff is working in the memo that will outline community contribution changes.

There were no questions on the report.

### **IV. Report for the Governance Committee**

The governance committee met immediately prior to the board meeting and recommended to the board to rely on the annual survey instrument used in past annual evaluations.

#### *Action taken*

Andrew Golden a motion to distribute the survey to the board. Maggie Alix seconded. The motion passed unanimously.

### **V. Report for the Finance Committee**

The finance committee met immediately prior to the board meeting and recommended to the board modify the FY 2023 budget.

#### *Action taken*

Mark Hendricks a motion to distribute the RFP. Maggie Alix seconded. The motion passed unanimously.

### **VI. 2023 Audit and Tax services solicitation**

Martin summarized the efforts to solicit and evaluate RFP responses for the FY 2022 – FY2024 audit and tax preparation services the Corporation needs. After some discussion there was consensus from the board that West and Co. presented the lowest bid, best value (having been engaged previously), and would have the most reliable costs based on the requirement to work closely to any new auditors to walk then through the unique operations and bookkeeping of the Corporation. West and Co. did provide all the EFC required contract materials.

#### *Action taken*

Gary Nathan a motion to award the RFP to West and Co. Andrew Golden seconded. The motion passed unanimously.

### **VII. Vendor invoices**

The following vendor invoices were presented for approval:

Community	Vendor	Invoice	Invoice Date(s)	Associated Work	Invoice Total	Invoice Total After Grant
Cohoes	Carver	Pay App 6	9/6/22	SSS-10 Columbia St.	\$482,488.38	\$120,807.54
Cohoes	Carver	Pay App 7	10/6/22	SSS-10 Columbia St.	\$424,209.08	\$106,052.27
<b>Total</b>					<b>\$964,976.76</b>	<b>\$226,859.81</b>

Efforts are underway to ensure EFC cost summaries are up to date and invoices are disburseable. Both have grant associated. Martin made a correction to the invoice total for Pay App 7's invoice total (reflected above). There was a question on MWBE eligibility – Cohoes has been working with EFC to ensure eligibility.

*Action taken*

*Mark Hendricks made a motion to approve the invoices as presented and distribute them to the communities for payment contingent on EFC disbursement eligibility. Maggie Alix seconded. The motion passed unanimously.*

**VIII. End of Program Expenses and Obligations**

Within the IMA is an exhibit B, the Matrix of Responsibility. Both DEC and EFC required the Pool to ensure, as part of the IMA, that costs ownership and maintenance of projects contained within the LTCP would be assigned. Some projects, Big C, Floatables Control and Green Infrastructure projects, have annual operation costs beyond their construction – as operation is critical to maintaining water quality compliance. When the order terminates, it will be necessary for the communities to obligate themselves to a mechanism to continue to share operating costs for certain facilities in the IMA's Appendix B. The IMA remains in effect until February 2055. (<https://www.albanypoolcso.org/wp-content/uploads/2019/04/2015-02-25-APC-Intermunicipal-Agreement-Fully-Executed.pdf>) There was some discussion on this matter, but no actions were taken.

**IX. EFC Disbursements and Reconciliations**

Work continues to make project disburseable with EFC and biweekly meetings have resumed.

**X. Project Updates**

Polk Street is advancing. Columbia St. is on schedule for on time completion for the purposes of conveying stormwater. Finish work such as sidewalk restoration, will continue after the water aspects of the project is completed.

Bill Simcoe reported delays in Beaver Creek continue, the latest being the acquisition of a fiberglass tank for odor control. The delays have been, and will continue to be part of discussion with DEC. That delay is affecting the installation of a concrete slab above where the tank will be installed.

**Other Business**

Martin summarized the development of the Discharge Notification System, built to comply with the Sewage Pollution Right to Know Act. Since the launch of the site DEC has

promulgated the requirement for communities to use NYALERT. The Pool site needs an update to remain viewable across a spectrum of browsers, due to security updates that are needed. It also needs subscription based weather data to remain accurate. Finally the cost to update the site will be \$30,000-\$40,000. The site received fewer than 10 visits per month for the past year. Given it is duplicative, does not meet the terms of the Sewage Pollution Right To Know Act, does not get traffic, and needs roughly \$35,000 to remain secure and in use, the board agreed that a memo be sent to DEC that we will be shuttering the site. Martin will draft a memo.

**XI. Adjourn**

*Garry Nathan made a motion to adjourn the meeting. Maggie Alix seconded. The motion passed unanimously. The meeting adjourned at 10:45am.*

**Next Meeting November 10, 2022**

*Andrew L. Golden*

