



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, May 11, 2023

10:00am

Meeting Held Via Zoom and streamed on the CDRPC YouTube Channel
(<https://www.youtube.com/watch?v=Kyqw2xKPAt0>)

Board Members Present:

Bill Simcoe, P.E. – Albany Water Board
Garry Nathan, P.E. – City of Cohoes
Shane Lewis, P.E.I.T. – City of Cohoes
Chris Wheland – City of Troy
William Smart, P.E. – City of Rensselaer
Tom Dufresne – Albany Water Board
Tim Murphy - ACWPD
Andrew Gold- City of Troy

Also Present:

Mark Castiglione – CDRPC Staff
Tom White – CDRPC Staff
Mike Miller – APJVT (joining remotely)

I. Call to Order/Roll Call

Chairman Simcoe conducted the roll call. The meeting was called to order 10:00 a.m.

II. Reading and Acceptance of the April 13, 2023, Minutes

Draft meeting minutes were distributed prior to the meeting. After a brief discussion on typos and other changes needed, the vote was held to accept them.

Action Taken

William Smart made a motion to accept the minutes as amended and Chris Wheland seconded. The motion passed unanimously.

III. Financial Report

Tom White summarized the financial report as of 5/1/23 and shared community balances. The attached Statement of Financial Position shows a cash balance of \$291,693.47; Accounts Receivable of \$211,322.78; Combined Communities' Balance of \$502,916.25 and Accounts Payable total of \$0.00.

Actual Cost vs 2023 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 direct expenditures for work done by a community as a payment to that community's balance, upon the Board's approval.

As of April 30, 2023, Fiscal YTD 2023 total expenditures have been reported and approved for LTCP expenditures of \$12,265,248.74, and administrative expenditures of \$44,002.48.

2023 Budget Components	Budget Amount	Actual	Completed
Programmed	19,969,750.00		61.419%
Construction Budget		12,265,248.74	
Corp.			21.892%
Admin, PCCM & Misc. Budget	201,000.00	44,002.48	
Total	20,170,750.00	12,309,251.22	61.025%

Communities' Balances as of 04/30/2023

➤ *Summary of the Communities Balance Status:*

Community	Balance	Communities Share of Expenditures Invoiced this fiscal year to date		Communities' Obligations Paid Through	Funds Paid to Communiti	Direct Expense Applied net of grants	Balance	Re-allocate costs Fully Absorbed by Host Community	Adjusted Balance Due to (from) Communities
	10/01/2022	LTCP Projects	Net of Grants	4/30/2023			4/30/2023		
	Due To Comm. (Due From)		Albany CSO Corp Expenses						
	+	-	-	+	-	+	=		
Albany	\$ (612,297.90)	(6,558,334.55)	(12,976.99)		(4,483,272.57)	9,920,634.07	\$ (1,746,247.95)	99,168.24	\$ (1,647,079.71)
Troy	\$ 605,695.82	(3,884,930.29)	(7,687.12)	4,152,596.14		356,774.66	\$ 1,222,449.21	(190,654.20)	\$ 1,031,795.01
Cohoes	\$ 1,062,700.04	(306,234.44)	(605.95)	271,519.90	(567,511.72)	1,058,830.59	\$ 1,518,698.42	38,212.13	\$ 1,556,910.55
Rensselaer	\$ (335,612.40)	(238,058.16)	(471.05)	187,213.10			\$ (386,928.50)	29,705.05	\$ (357,223.45)
Watervliet	\$ (248,906.71)	(129,646.70)	(256.53)	304,446.05			\$ (74,363.89)	16,177.40	\$ (58,186.49)
Green Island	\$ 4,611.83	(59,235.13)	(117.21)	24,049.46			\$ (30,691.05)	7,391.40	\$ (23,299.65)
TOTALS	\$ 476,190.68	\$ (11,176,439.26)	\$ (22,114.85)	\$ 4,939,824.65	\$ (5,050,784.29)	\$ 11,336,239.32	\$ 502,916.25	\$ 0.00	\$ 502,916.25

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.

The above balance represents the net amount, as of the date of the report, each individual Community has invested in the pooled community body of work. Negative numbers represent the amount that is owed by the individual community to the Albany CSO Pool Community Corporation.

IV. Vendor invoices

The following vendor invoices were presented for approval.

Community	Vendor	Invoice	Invoice Date(s)	Associated Work	Invoice Total	Invoice for Corporation Total After Grant Applied
Cohoes	New Castle	Pay App 4	4/23/24	SSS-12 Vliet Street Sewer Rehabilitation	\$80,194.14	\$8,019.41
Albany	Di Gesere	Pay App 10 - plumbing	3/31/23	STCF-03 Beaver Creek Clean River Facility	\$5,738.00	\$5,738.00
Albany	Di Gesere	Pay App 11 - plumbing	4/30/23	STCF-03 Beaver Creek Clean River Facility	\$6,464.75	\$6,464.75
Albany	Di Gesere	Pay App 13 - HVAV	2/28/23	STCF-03 Beaver Creek Clean River Facility	\$34,755.75	\$34,755.75
Albany	Di Gesere	Pay App 14 - HVAV	3/21/23	STCF-03 Beaver Creek Clean River Facility	\$28,975.00	\$28,975.00
Albany	Di Gesere	Pay App 15 - HVAV	4/30/23	STCF-03 Beaver Creek Clean River Facility	\$75,321.70	\$75,321.70
Albany	Kasselman	Pay App 6	April, 2023	STCF-03 Beaver Creek Clean River Facility	\$172,033.46	\$172,033.46
Albany	APVVT	Pay App 3	March, 31	STCF-03 Beaver Creek Clean River Facility	\$248,375.84	\$248,375.84
Invoice Total					\$651,858.64	\$579,683.91
Pending approval, staff will distribute community invoices to the communities.					Invoice Total	Invoice for Corporation Total After Grant Applied

Action taken

Andrew Gold made a motion to approve the invoices as presented and distribute

them to the communities. Gary Nathan seconded. The motion passed unanimously.

V. Resolution Authorizing signatories for the Pioneer Account

A Discussion was held with the Board on who would be a signatory on the Pioneer Account. Resolution was amended to remove Amy Weinstock from becoming a signatory and to add William Simcoe as one.

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RESOLVED that the following individuals shall be designated as signatories on the bank accounts of the Albany CSO Pool Communities Corporation held at Pioneer Commercial Bank.

1. Thomas Dufresne, Treasurer
2. Mark Castiglione, Administrator for the Corporation
3. William Simcoe, President

Motion: Chris Wheland

Second: Gary Nathan

Approved: Unanimously. William Simcoe signed the amended resolution.

VI. EFC Disbursements and Reconciliations

Disbursements and Reconciliations are still being reviewed. There was a discussion on the MWBE requirements and challenges at EFC regarding tracking projects and document collection. The GIGE Grant has still not been drawn down on for projects due to these challenges.

- Hoosick Street, AIS (Aquatic Invasive Species) requested more paperwork, and Chris Wheland is waiting for a response.
- 123 /124 street project. Chris Wheland announced that Troy received money on the project.
- Columbia St Phase II, All documents have been send to EFC. Got notification that American Iron and Steel was returned, because Fort Miller did not have the SRF number needed on the certification. Gary will work on getting that back to EFC.
- Vliet Street- MWBE waiver received, submitted a lot of documentation, waiting to hear if anything else is needed from EFC.
- Columbia Street Phase II: Working with Arcadis; everything ok and dispersible.
- Van Buren Street, "Little C" Manor Ave projects –Need to sign off on engineering certification. Finalized certification contract list and Arcadis is going to be doing the "Little C", should be getting a contract from them, and CHA has got Manor Avenue. Other projects should be filled from the list.
- Beaver Creek- Chris Wheland requested an update on the disbursements and reimbursements for this project. Troy has invoices for \$1.4 million dollars, with only \$900,000 for approval.
- William Simcoe got a request from Paul Johnson with a series of questions based on EDU (dwelling units). Bill proposed using an average of annual water usage divided by

200 gallons to calculate the number of EDUs. A Discussion on coordination of how EDU comes into play with getting appropriate funding.

VII. Project Updates

- Finally have the control fiberglass tank built. Until parts are received that are needed to run the motor, there is a consideration of diversion of sewage to keep odor control at bay. This would be accomplished by possibly by-pass of 3rd Avenue facility bypass, screening off areas and keeping doors closed. There is still a part for the motor needed to get it fully operational. Contract end date is in September.
- Phase II of the Beaver Creek Facility is moving along. Restoration work, infrastructure work getting done. Still set to be done end of June. A few items that may change that are under discussion. \$100,000 ball park estimate of new charges. The need is to determine what original contract called for, what happened out in the field, what's contracted work, and what changes are needed.
- Vliet Street- NewCastle is on schedule to complete project according to Contract. Final completion is scheduled for July 28th, substantial completion end of June.
- The Van Buren project has a signed contract. Waiting for a start date, which should be fall of this year.


VIII. Other Business

- Bill Simcoe has requested that the Directors Binder from 2015 be shared using Sharepoint instead of DropBox. Martin Daley is working on getting the Binder onto the Web. The Board will start using Sharepoint and discontinue its use drop box. Currently it will use the current one drive link until the move is completed. Sharepoint will allow for shared workspaces and more functions. The Board and Officers will have access to all records with controls from outside this office. However, access would be available to members outside as well.
- Signatures on Modification of Consent Order is still in process. Martin was sending out paperwork for their proper signatures.
- The Records Manual indicates there are different actions necessary at different times throughout the year. For example, this month would be the time to review policies and procedures. If this manual is available on Sharepoint, the Board would have access to it and know if anything needs to be acted on. Last policy change was the sexual harassment policy after it was enacted by the State.

VIII. Adjourn

Action Taken

Garry Nathan made a motion to adjourn the meeting and William Smart seconded. The motion passed unanimously. The meeting adjourned at 10:45pm.



Next Meeting June 8, 2023