

## COMMISSION MEETING

October 18, 2006, 8:30am  
CDRPC Conference Room  
One Park Place, Suite 102  
Albany, New York 12205

### MINUTES

**PRESENT:** Betty Barnette, Willard Bruce, Henry Dennis, John Graziano, Lucille McKnight, Judy Breselor, Mike Stammel, Fred Acunto, John Murray, Barbara Mauro, David Vincent

**ABSENT:** Stan Brownell, Jayne Regan Harris, James Shaughnessy, Philip Barrett, Christopher Callaghan, Spencer Hellwig, Raymond Gillen, Gary Hughes, Michael Petta

**PRESIDING:** Fred Acunto, Chair, called the meeting to order at 8:30am.

#### 1. WELCOME/INTRODUCTION OF GUESTS

#### 2. AUGUST 16, 2006 MEETING MINUTES

The minutes were distributed before the meeting. No corrections were made.

##### Action Taken

Bill Bruce made a motion to approve the minutes, and John Murray seconded. The motion was approved unanimously.

#### 3. FINANCIAL STATEMENT THROUGH SEPTEMBER 30, 2006.

Rocky reported that this statement reflects the current statements through September 2006. Revenues are at 77.5% and expenses are at 68.1%. Third quarter billings have been prepared and sent out to the contracting entities.

There is approximately \$95,400 cash in the bank and outstanding receivables totaling \$134,000.

John Murray inquired about the total revenue for the end of the year. Rocky responded that the total should be close to 100%. The contractual services should all come in as projected. The revenue projected for the Foreign Trade Zone will come in after the first of the year per our agreement with Capital District Trade Strategies.

##### Action Taken

Lucille McKnight made a motion to accept the Financial Statement, and Mike Stammel seconded. The motion was approved unanimously.

#### **4. PROPOSED LINE ITEM BUDGET ADJUSTMENTS**

A list of proposed line item adjustments to the 2006 budget was sent out prior to the meeting for the Board's review and approval.

Under Revenue, there is a \$6000 increase from NYSERDA associated with the wind energy activities. This would be offset by the elimination of the \$5000 that was budgeted for Aviation Planning and the reduction of revenue for technical services to CARES for \$1000.

Under Expenses, Rocky is recommending \$1500 be transferred from Furniture and Furnishings in order to increase the Equipment line item by \$1000 and Miscellaneous by \$500. The increase in Office Equipment is necessary for the purchase of a new computer for Todd, which will cost \$2600. The new computer will have the additional capacity for the storage and operation for the GIS work and an enhanced graphics card. This does not include a new monitor.

The requested transfers will have no impact on budget revenues and expenditures since it only involves the transfer/adjustments of funds from one account to the other.

Bill Bruce inquired about the activities that are involved with the NYSERDA grant. The total grant for NYSERDA is approximately \$19000 and it extends into 2007. The purpose of the grant is to determine to what extent local communities need assistance addressing Wind Energy issues

#### **Action Taken**

Mike Stammel made a motion to approve the Proposed Line Item Budget Adjustments, and Judy Breselor seconded. The motion was approved unanimously.

#### **5. CEG MEMO OF UNDERSTANDING**

Per the request of the Board, Rocky met with Michael Hall about the two concerns raised at the last Board meeting regarding the proposed MOU. Section 5 Confidentiality and Section 9 Nonbinding raised some concerns.

Michael Hall recommended keeping Section 5 in the contract because there is no legal concern to keep it in since the paragraph states that there would not be a breach of paragraph by disclosing confidential information in compliance with "applicable laws, subpoena or court order". Michael also recommended a few word changes in this section as well.

Regarding Section 9 Non binding, since this is not a formal contract outlining specific responsibilities, it should not be an issue. The MOU outlines general requirements and activities. Michael Hall recommends signing the MOU with the modifications suggested.

### **Action Taken**

John Graziano made a motion to approve the contract with Michael Hall's recommendations, and Barbara Mauro seconded. The motion was approved unanimously.

## **6. OFFICERS NOMINATING COMMITTEE**

The nominating committee for 2007 officers is Stan Brownell, Barbara Mauro, Lucille McKnight and Spencer Hellwig. Barbara Mauro will Chair the committee and report back at the December Commission meeting the recommendations of the nominating committee.

## **7. LTCP – CSO UPDATE**

Rocky reported that Part A of the contract is near completion. The Scope of Work was presented to the Technical Advisory Committee to prepare Part B of the LTCP. The Technical Advisory Committee has also approved a cost allocation plan to pay for the preparation of the LTCP. A final draft is being prepared to submit to NYS DEC for their review and approval as well as the US EPA.

The study to complete Part B of the LTCP is \$4.9 million. The State of NY has provided \$2 million towards the study, leaving the communities responsible for \$2.9 million of the cost. The communities will be applying for an additional grant of approximately \$900,000 from the State through the Round 9 Water Quality Improvement Program. The \$4.9 million does include a fee of \$300,000 to CDRPC to coordinate and facilitate the preparation of the plan for the next three years beginning January 1, 2007.

Rocky is requesting Board approval for CDRPC to apply for the Round 9 grant money on behalf of the Albany Pool Communities.

John Graziano inquired if the municipalities agree to the Cost Allocation Plan. The Technical Advisory Committee has approved the Cost Allocation Plan as presented.

### **Action Taken**

Henry Dennis made a motion to approve CDRPC move forward in applying for the WQIP Round 9 grant money. Mike Stammel seconded. The motion was approved unanimously.

## **8. FALL BOARD/STAFF RETREAT**

The Fall Board/Staff Retreat is scheduled for October 18, 2006 immediately following the regular Board meeting. Jon Allen will facilitate the discussion and review and discuss the results of the satisfaction survey that was distributed to the County Executives and County Planning Departments along with the Board self evaluation survey.

**9. COMMUNITY DESIGN STANDARDS PRESENTATION**

CDRPC recently signed a contractual agreement with CEG to analyze the fiscal impact of alternative population growth scenarios in the region. Part of the study included visitations by members of the team to other areas in the United States to investigate how they accommodated growth in their regions.

Todd Fabozzi visited Portland, Oregon and Denver, Colorado to investigate their growth patterns. His investigations included visits to several new development sites that have utilized traditional urban design techniques to create walkable, mixed-use centers.

Todd made a PowerPoint Presentation showing photos of his visit to suburban Denver and how these concepts are being applied to create “New Centers” in communities surrounding the City of Denver.

**10. STAFF ACTIVITY REPORT**

The Staff Activity Report was distributed before the meeting. There was no discussion.

**11. OTHER BUSINESS**

There is a Local Government Planning & Zoning Workshop scheduled for November 1, 2006 at HVCC.

Capital District Trade Strategies has been in contact with the Economic Development Departments in each of the four counties to put together a single application for the Foreign Trade Zone Expansion. The cost to each county will be \$15,000. The application will be presented to the CDRPC Board in the Spring of 2007 for approval for submittal to the Foreign Trade Zone Board.

On February 2, 2007, the ECOS Group is sponsoring their second annual Sustainable Development Conference. The program will focus on the Fiscal Impact Analysis being prepared by CDRPC in conjunction with CDTC and U-Albany with funding from CEG.

**12. NEXT COMMISSION MEETING DATE**

The next Commission meeting will be held December 20, 2006 at 8:30am. The date had been changed from December 13<sup>th</sup> to accommodate schedule conflicts with Saratoga County representatives.

**13. ADJOURNMENT**

Mike Stammel made a motion to adjourn the meeting, and Lucille McKnight seconded. The motion was approved unanimously.

Respectfully submitted,

John Graziano  
Secretary