

COMMISSION MEETING

8:30 am, Wednesday, March 19th, 2008

CDRPC Office
One Park Place
Albany, New York
453-0850

AGENDA

1. Welcome/Introduction of Guests/New Commissioners
2. January 16, 2008 Meeting Minutes
3. Unaudited Financial Statement through December 31, 2007 (Memo 08-04)*
4. Financial Statement through February 28, 2008 (Memo 08-05)*
5. Approval Grantee/Operator's Agreement between CDRPC & MPM Silicones (Memo 08-06)*
6. Foreign Trade Zone Proposed Expansion Application (Memo 08-07)*
7. Proposed Tariff Clarification Modification (Memo 08-08)*
8. Local Update Census Address Program Regional Status Report (Memo 08-09)
9. Combined Sewer Overflow Long Term Control Plan Update (Memo 08-10)*
10. Staff Activity Report
11. Other Business
12. Next Meeting Date/Time: May 21, 2008 @ 8:30 AM

*Requires Formal Board Action

COMMISSION MEETING

January 16, 2008
CDRPC Conference Room
One Park Place, Suite 102
Albany, New York 12205

MINUTES

PRESENT: Betty Barnette, John Graziano, Stan Brownell, Leon Fiacco, Philip Barrett, Jason Kemper, John Murray, Gary Hughes, Barbara Mauro, Dave Vincent

ABSENT: Willard Bruce, Henry Dennis, Lucille McKnight, Judy Breselor, James Shaughnessy, Mike Stammel, Fred Acunto, Chris Callaghan, Raymond Gillen, Michael Petta

PRESIDING: John Graziano, Chair, called the meeting to order at 8:30am.

1. **Welcome/Introduction of Guests**

John Graziano introduced Jason Kemper as a new Commissioner representing Saratoga County. Jason is the Director of Planning for the Saratoga County Planning Board.

2. **December 19, 2007 Meeting Minutes**

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

Action Taken

Gary Hughes made a motion to approve the minutes, and Barbara Mauro seconded. The motion was approved unanimously.

3. **Financial Statement through December 31, 2007**

The financial statement reflects activities through December 31, 2007. For the year, the revenues are at 101.4% and expenses are at 91.4%. There is approximately \$3000 to \$5000 in outstanding expenses from billings that will be received through February that will represent actual 2007 expenses.

There is approximately \$73,000 cash in the bank including three CD's and outstanding receivables totaling over \$200,000 that reflect the final quarter billings through December 31, 2007.

Action Taken

Stan Brownell made a motion to approve the Financial Statement, and Phil Barrett seconded. The motion was approved unanimously.

4. Combined Sewer Overflow Long Term Control Plan Update

Rocky is seeking authorization from the Board to allow the Chair to enter into a contract for State Assistance for up to \$475,000 from the NYS Department of Environmental Conservation to conduct a Receiving Waters Conditions Assessment for the Albany Pool Hudson River Estuary.

This task is part of the CSO LTCP development project that is being overseen by CDRPC for the six Albany Pool communities under the February 8, 2007 Municipal Cooperation Agreement.

Action Taken

Phil Barrett made a motion to authorize the Chair to sign the contract with the NYS Department of Environmental Conservation, and Stan Brownell seconded. The motion was approved unanimously.

5. 2007: The Year in Review; 2008: The Year Ahead

Rocky did a PowerPoint presentation outlining the Commission's accomplishments during 2007 and the anticipated work program for 2008.

A copy of the presentation was provided at the meeting.

6. Staff Activity Report

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

7. Other Business

There was no other business at this time.

8. Next Commission Meeting Date

The next Commission meeting will be held March 19, 2008 at 8:30am.

9. Adjournment

Gary Hughes made a motion to adjourn the meeting, and Phil Barrett seconded. The motion was approved unanimously.

Respectfully submitted,

Phil Barrett
Secretary

MEMORANDUM (#08-04)

To: Commissioners
From: Rocky Ferraro, Executive Director
Date: March 12, 2008
Re: End of the Year 2007 Financial Statement

Enclosed for your review are the financial statements through December 31, 2007. This represents the Commission's final unaudited financial statement for 2007.

For the year, the revenues were at 101.7% of the approved budget while expenses were at 92.1%. Overall, revenue exceeded expenditures by \$60,365. Our Fund Balance, all unrestricted, for the year ending December 31, 2007 is \$208,229. These are the financial records that will be provided to the auditor as part of the 2007 audit of our financial records.

CDRPC 2007 Income Statement

Account	Budget	Oct 07	Nov 07	Dec 07	Year-to-Date	Balance	YTD %
2007 REVENUE							
R2390.1 Albany County	\$ 84,663.00	\$ -	\$ -	\$ -	\$ 84,663.00	\$ -	100.0%
R2390.2 Rensselaer County	43,842.00	-	-	-	43,842.00	-	100.0%
R2390.3 Saratoga County	57,666.00	14,416.50	-	-	57,666.00	-	100.0%
R2390.4 Schenectady County	42,123.00	10,530.75	-	-	42,123.00	-	100.0%
R2401.0 Interest & Earnings	1,200.00	149.83	159.16	1,780.19	3,765.06	(2,565.06)	313.8%
R2770.1 Miscellaneous	100.00	-	-	-	854.03	(754.03)	854.0%
R2770.3 Contractual Services	30,000.00	-	-	10,894.59	31,804.29	(1,804.29)	106.0%
R2770.4 FTZ#121	12,000.00	-	-	12,000.00	12,000.00	-	100.0%
R2770.5 Conferences	5,000.00	-	-	-	5,770.00	(770.00)	115.4%
R2770.6 CDYCI	70,000.00	-	-	17,500.00	70,000.00	-	100.0%
R3900.3 Empire State Dev.	-	-	-	4,276.06	16,865.32	(16,865.32)	
R3900.4 Other NYS Aid (NYSERDA)	20,000.00	-	-	1,210.58	7,395.70	12,604.30	37.0%
R3900.6 EFC CSO Grant	75,000.00	-	-	10,893.75	49,181.01	25,818.99	65.6%
R4000.1 Fed. Reg. Aviation	-	-	-	-	-	-	
R4000.2 EDA	52,000.00	-	-	6,516.25	56,000.00	(4,000.00)	107.7%
R4000.3 Water Quality	46,000.00	-	-	10,215.67	41,882.28	4,117.72	91.0%
R4000.4 UPWP	85,000.00	-	-	23,085.84	111,492.02	(26,492.02)	131.2%
R4000.5 Other Federal Aid (HUD)	3,000.00	-	-	-	3,125.50	(125.50)	104.2%
R4000.6 EPA CSO Grant	-	-	-	-	-	-	
Gross Revenue	\$ 627,594.00	\$ 25,097.08	\$ 159.16	\$ 98,372.93	\$ 638,429.21	\$ (10,835.21)	101.7%
2007 EXPENSE							
E.1010 Salaries	\$ 336,000.00	\$ 29,511.14	\$ 29,511.14	\$ 29,511.14	\$ 335,791.76	\$ 208.24	99.9%
E.1030 Temporary Services	16,000.00	-	-	-	6,516.50	9,483.50	40.7%
E.2010 Office Equipment	5,000.00	169.00	169.00	169.00	5,327.64	(327.64)	106.6%
E.2020 Furniture & Furnishings	2,000.00	-	-	-	1,308.66	691.34	65.4%
E.4020 Workshops & Conferences	5,000.00	-	-	-	5,696.75	(696.75)	113.9%
E.4030 Consultant Services	8,000.00	-	-	-	6,800.00	1,200.00	85.0%
E.4040 Agency Memberships	5,500.00	-	-	-	3,085.00	2,415.00	56.1%
E.4051 Computer Supplies/Software	5,000.00	-	-	38.47	3,743.44	1,256.56	74.9%
E.4055 Data Purchases	500.00	180.00	-	-	190.00	310.00	38.0%
E.4060 Equipment Maintenance	1,500.00	216.50	83.71	-	1,088.31	411.69	72.6%
E.4070 Office Supplies	3,000.00	333.60	362.28	238.13	2,558.68	441.32	85.3%
E.4080 Books & Journals	800.00	75.78	-	-	884.13	(84.13)	110.5%
E.4090 Printing & Publishing	8,000.00	493.85	90.51	2,695.84	5,968.78	2,031.22	74.6%
E.4110 Rent	63,000.00	4,618.54	4,717.73	471.28	56,686.61	6,313.39	90.0%
E.4120 Telephone	3,500.00	243.60	239.35	269.39	2,909.57	590.43	83.1%
E.4121 Internet	3,200.00	224.80	224.80	239.67	2,753.56	446.44	86.0%
E.4130 Travel	11,000.00	424.00	166.00	3,637.75	6,636.62	4,363.38	60.3%
E.4140 Equipment Repairs	500.00	-	-	-	-	500.00	0.0%
E.4150 Postage	2,800.00	172.08	-	611.74	2,827.58	(27.58)	101.0%
E.4160 Miscellaneous	1,294.00	-	110.72	161.30	1,126.92	167.08	87.1%
E.4170 Payroll Services	1,500.00	106.06	114.06	166.06	1,416.52	83.48	94.4%
E.4190 Contingent Fund	3,500.00	1,700.00	-	-	1,700.00	1,800.00	48.6%
E.4200 Insurance-General	1,500.00	-	-	-	1,244.79	255.21	83.0%
E.8010 NYS Retirement	34,000.00	-	29,869.00	-	29,869.00	4,131.00	87.9%
E.8030 FICA	27,000.00	2,279.12	2,279.12	2,279.12	26,315.56	684.44	97.5%
E.8040 Ins.-Worker's Comp. & Dis.	3,000.00	-	-	-	1,894.41	1,105.59	63.1%
E.8050 Ins.-Health	72,000.00	5,285.67	5,285.67	484.90	62,084.58	9,915.42	86.2%
E.8060 Ins.-Unemployment	1,500.00	-	-	-	928.44	571.56	61.9%
E.8070 Prof. Memberships	1,000.00	-	170.00	-	590.00	410.00	59.0%
E.8080 Continuing Education	1,000.00	30.00	30.00	60.00	120.00	880.00	12.0%
Gross Expenses	\$ 627,594.00	\$ 46,063.74	\$ 73,423.09	\$ 41,033.79	\$ 578,063.81	\$ 49,530.19	92.1%
Net Operating Income	\$ -	\$ (20,966.66)	\$ (73,263.93)	\$ 57,339.14	\$ 60,365.40		
A909 Fund Balance-Unreserved	-	-	-	-	-		
Net Income	\$ -	\$ (20,966.66)	\$ (73,263.93)	\$ 57,339.14	\$ 60,365.40		

Capital District Regional Planning Commission

GENERAL FUND

Statement of Financial Condition December 31, 2007

Assets

Cash — Checking	\$	2,022.46
Cash — Money Market		1,022.22
Cash — PayPal Account		-
Cash — Certificates of Deposit		71,725.59
Petty Cash		200.00
Due from Private Persons/Organizations		109,240.03
Due from State & Federal Governments		99,404.14
Due from Other Governments		1,894.59
Prepaid Expenses		16,594.48
Carryover Revenue		4,843.62
<i>Sub-Total: Assets</i>	\$	<u>306,947.13</u>
Expenses — Year-to-Date		<u>578,063.81</u>

Total \$ 885,010.94

Liabilities & Fund Balance

Due to Other Governments	\$	33,967.00
Due to Private Persons/Organizations		4,385.53
Deferred Project Revenue		-
Fund Balance — Restricted		-
Fund Balance — Unrestricted		208,229.20
<i>Sub-Total: Liabilities & Fund Balance</i>	\$	<u>246,581.73</u>
Revenue — Year-to-Date		<u>638,429.21</u>

Total \$ 885,010.94

Net Income (Loss) \$ 60,365.40

MEMORANDUM (#08-05)

To: Commissioners
From: Rocky Ferraro, Executive Director
Date: March 12, 2008
Re: Monthly Financial Statement

Enclosed for your review and approval are the current financial statements through February 2008. Invoices were sent to each of the four counties. Albany and Rensselaer Counties pay semi-annually while Saratoga and Schenectady Counties are billed quarterly. Payments have been received from all four counties.

In several instances, the percent of year to date expenses are greater than what may be normally expected for the following reasons: Under Computer Supplies/Software, our annual GIS software license to ESRI was renewed in January. Also our General Business insurance bill for 2008 was paid and Rent and Health Insurance expenses reflect three months worth of payments.

As noted on the Statement of Financial Condition, on February 29th we had approximately \$124,500 cash in the bank and receivables totaling just over \$101,600.

CDRPC 2008 Income Statement

Account	Budget	Jan 08	Feb 08	Year-to-Date	Balance	YTD %
2008 REVENUE						
R2390.1 Albany County	\$ 84,663.00	\$ 42,331.50	\$ -	\$ 42,331.50	\$ 42,331.50	50.0%
R2390.2 Rensselaer County	43,842.00	21,921.00	-	21,921.00	21,921.00	50.0%
R2390.3 Saratoga County	57,666.00	14,416.50	-	14,416.50	43,249.50	25.0%
R2390.4 Schenectady County	42,123.00	10,530.75	-	10,530.75	31,592.25	25.0%
R2401.0 Interest & Earnings	1,500.00	92.95	158.95	251.90	1,248.10	16.8%
R2770.1 Miscellaneous	100.00	-	-	-	100.00	0.0%
R2770.3 Contractual Services	20,000.00	-	-	-	20,000.00	0.0%
R2770.4 FTZ#121	15,000.00	-	-	-	15,000.00	0.0%
R2770.5 Conferences	6,000.00	-	-	-	6,000.00	0.0%
R2770.6 CDYCI	72,000.00	-	-	-	72,000.00	0.0%
R3900.3 Empire State Dev.	5,000.00	-	-	-	5,000.00	0.0%
R3900.4 Other NYS Aid (NYSERDA)	20,000.00	-	-	-	20,000.00	0.0%
R3900.6 EFC CSO Grant	95,000.00	-	-	-	95,000.00	0.0%
R4000.1 Fed. Reg. Aviation	-	-	-	-	-	
R4000.2 EDA	60,000.00	-	-	-	60,000.00	0.0%
R4000.3 Water Quality	49,000.00	-	-	-	49,000.00	0.0%
R4000.4 UPWP	100,000.00	-	-	-	100,000.00	0.0%
R4000.5 Other Federal Aid (HUD)	1,000.00	-	-	-	1,000.00	0.0%
R4000.6 EPA CSO Grant	-	-	-	-	-	
Gross Revenue	\$ 672,894.00	\$ 89,292.70	\$ 158.95	\$ 89,451.65	\$ 583,442.35	13.3%
2008 EXPENSE						
E.1010 Salaries	\$ 371,000.00	\$ 30,669.12	\$ 33,029.12	\$ 63,698.24	\$ 307,301.76	17.2%
E.1030 Temporary Services	16,000.00	-	90.00	90.00	15,910.00	0.6%
E.2010 Office Equipment	6,000.00	181.10	169.00	350.10	5,649.90	5.8%
E.2020 Furniture & Furnishings	1,500.00	-	-	-	1,500.00	0.0%
E.4020 Workshops & Conferences	6,000.00	-	-	-	6,000.00	0.0%
E.4030 Consultant Services	8,500.00	-	-	-	8,500.00	0.0%
E.4040 Agency Memberships	6,000.00	185.00	-	185.00	5,815.00	3.1%
E.4051 Computer Supplies/Software	5,500.00	3,390.00	-	3,390.00	2,110.00	61.6%
E.4055 Data Purchases	500.00	-	-	-	500.00	0.0%
E.4060 Equipment Maintenance	2,000.00	167.42	226.70	394.12	1,605.88	19.7%
E.4070 Office Supplies	3,000.00	190.20	168.59	358.79	2,641.21	12.0%
E.4080 Books & Journals	1,000.00	98.97	-	98.97	901.03	9.9%
E.4090 Printing & Publishing	8,000.00	-	614.75	614.75	7,385.25	7.7%
E.4110 Rent	64,000.00	8,908.32	4,454.16	13,362.48	50,637.52	20.9%
E.4120 Telephone	3,500.00	216.14	281.64	497.78	3,002.22	14.2%
E.4121 Internet	3,200.00	250.93	224.80	475.73	2,724.27	14.9%
E.4130 Travel	10,000.00	275.00	-	275.00	9,725.00	2.8%
E.4140 Equipment Repairs	500.00	-	-	-	500.00	0.0%
E.4150 Postage	3,300.00	111.42	24.32	135.74	3,164.26	4.1%
E.4160 Miscellaneous	1,094.00	8.50	46.25	54.75	1,039.25	5.0%
E.4170 Payroll Services	1,700.00	106.06	185.56	291.62	1,408.38	17.2%
E.4190 Contingent Fund	3,500.00	-	-	-	3,500.00	0.0%
E.4200 Insurance-General	1,600.00	1,200.56	-	1,200.56	399.44	75.0%
E.8010 NYS Retirement	34,000.00	-	-	-	34,000.00	0.0%
E.8030 FICA	30,000.00	2,369.40	2,556.83	4,926.23	25,073.77	16.4%
E.8040 Ins.-Worker's Comp. & Dis.	3,000.00	1,381.00	-	1,381.00	1,619.00	46.0%
E.8050 Ins.-Health	75,000.00	10,768.71	5,709.18	16,477.89	58,522.11	22.0%
E.8060 Ins.-Unemployment	1,500.00	579.32	294.94	874.26	625.74	58.3%
E.8070 Prof. Memberships	1,000.00	-	-	-	1,000.00	0.0%
E.8080 Continuing Education	1,000.00	-	-	-	1,000.00	0.0%
Gross Expenses	\$ 672,894.00	\$ 61,057.17	\$ 48,075.84	\$ 109,133.01	\$ 563,760.99	16.2%
Net Operating Income	\$ -	\$ 28,235.53	\$ (47,916.89)	\$ (19,681.36)		
A909 Fund Balance-Unreserved	-	-	-	-		
Net Income	\$ -	\$ 28,235.53	\$ (47,916.89)	\$ (19,681.36)		

Capital District Regional Planning Commission

GENERAL FUND

Statement of Financial Condition

February 29, 2008

Assets

Cash — Checking	\$	17,810.38
Cash — Money Market		106,705.00
Cash — PayPal Account		10.73
Cash — Certificates of Deposit		71,725.59
Petty Cash		200.00
Due from Private Persons/Organizations		72,703.44
Due from State & Federal Governments		28,928.58
Due from Other Governments		-
Prepaid Expenses		-
Carryover Revenue		-
<i>Sub-Total: Assets</i>	\$	<u>298,083.72</u>
Expenses — Year-to-Date		<u>109,133.01</u>

Total \$ 407,216.73

Liabilities & Fund Balance

Due to Other Governments	\$	33,967.00
Due to Private Persons/Organizations		203.48
Deferred Project Revenue		15,000.00
Fund Balance — Restricted		-
Fund Balance — Unrestricted		268,594.60
<i>Sub-Total: Liabilities & Fund Balance</i>	\$	<u>317,765.08</u>
Revenue — Year-to-Date		<u>89,451.65</u>

Total \$ 407,216.73

Net Income (Loss) \$ (19,681.36)

MEMORANDUM (#08-06)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: March 12, 2008

Re: Grantee/Operator Agreement Between CDRPC & MPM Silicones

Commission staff and our attorney, Michael Hall, have reviewed and made an initial set of suggested changes to the proposed contract between CDRPC as Grantee of Foreign-Trade Zone #121 at Albany, New York, and MPM Silicones, LLC as Operator of the proposed Foreign-Trade Subzone at their plant and the proposed General-Purpose Zone Site at the CP Rail Yards (included in the Major Modification Application) in Waterford. We are currently waiting for a response from MPM Silicones and its consultant, PointTrade Services, Inc. with respect to those changes and hope to have an acceptable contract for the Board's consideration before next week's meeting. A Grantee/Operator contract must be executed before MPM Silicones may initiate any Subzone activities.

Action may be requested from the Board to approve a Grantee/Operator contract between CDRPC and MPM Silicones if we have a contract agreeable to both parties by the time of the Board meeting. Michael Hall and Kenneth Carlstedt of MPM Silicones' Trade Controls & Customs Compliance office will be available at the meeting to answer any questions the Board might have regarding the contract.

MEMORANDUM (#08-07)

To: Commissioners
From: Rocky Ferraro, Executive Director
Date: March 12, 2008
Re: Foreign-Trade Zone Expansion Application

Attached is a memo from Capital District Trade Strategies outlining the process and recommended sites to be included in the Expansion Application for FTZ #121 that will be submitted to the Foreign-Trade Zones Board for their review and approval. Also included is a regional map identifying the location of each of the proposed sites. Individual maps for each site will be posted on our web site shortly. Once posted, links to access the maps will be provided via e-mail. The maps will also be on display for review at the Commission meeting.

Action is requested to approve the submission of the complete application for expansion to the Foreign-Trade Zones Board. A representative from Capital District Trade Strategies will be at the meeting to outline the process and present the proposal for Board approval.

Capital District Trade Strategies

100 State St., Suite 210
Albany, NY 12207

T 845-778-4512
F 201-651-8501
Tradestrat@hvc.rr.com

March 6th, 2008

TO: CDRPC Commissioners
FROM: Bill Hooton, President - Capital District Trade Strategies
RE: FTZ Expansion Application
DATE: March 4th, 2008

Dear CDRPC Board Members:

To follow and attached you will find maps, site and parcel information and a narrative describing the scope, detail and deliverables for the proposed Expansion Application for FTZ #121, the Capital Region FTZ.

Undertaking an Expansion of the Foreign-Trade Zone to key properties' infrastructure assets was identified and adopted as an appropriate goal as part of the Administrators 'Work Plan' in 2006 and the formal effort commenced later that year. Much work has been done and a very expansive, relevant and readily justifiable Expansion plan has been developed.

The premise for the expansion of boundaries is that Zone status is not a limited commodity but is meant to be available to any property that is more likely to be developed and/or developed more highly or quickly by having FTZ status and be available to any individual User who can benefit, compete more effectively in the global economy and retain and grow or create jobs and capital plant in the US as a consequence of access to Zone status.

Periodically, Grants of Authority can be expanded to reflect the changing needs of commerce within a Grantee's geography and to create environments attractive to inward investment in that geography. The 'geography' of a Grant of Authority is roughly defined as a seventy-five mile radius from the Port of Entry Customs and Boarder Protection Office with responsibility for that Zone. In our case that Port of Entry is Albany and both the Port District and FTZ 'radius' covered all or some of sixteen counties in Capital District Region.

It was agreed that all sixteen of those Counties would be invited to consider if and how they should participate and that a general notice to the public and a specific notice to each of the 16 Counties through their Economic Development Corporations (EDCs) would be issued advising that an Expansion of FTZ #121 was being contemplated. All were invited to find out more about the process and the opportunities involved and to participate in the expansion, if appropriate, beneficial and agreed. This invitation was mailed to the EDCs in each County, posted on CDRPC's web site, CDTS' web site, CRWTC's web site, included on several occasions in the CRWTC Newsletter and was the subject of many articles in both regional and local newspapers throughout the Region.

Although individual property owners could and were encouraged to participate in the process on their own and at any time, our main thrust was to include the Counties in the

process and make them an active partner in identifying appropriate sites and prospective users and to be a ‘gateway’ for the participation of individual participants from their respective Counties. In any case, all comers were offered the same opportunity under the same terms and conditions and the same requirements for deliverables, which included a determination of the suitability of the property, the execution of a ‘contract’ to participate, the provision of a letter of concurrence and legal description of the property to be included and the payment of an Application Fee (established and approved in our Zone Tariff at \$15,000 per site).

In order to both lower the cost for individual participation and encourage the participation of the Counties, it was agreed that if the County were the ‘contracting’ entity, we could designate the County as the included ‘Site’ and that the individual ‘sub-sites’ within that County would only have to pay their ‘fair share’ of the Application Fee (i.e., \$15,000 divided by the number of individual sub-sites/property owners included from that County). All the included Counties have agreed to this methodology and the terms and conditions, although some have chosen to pay the entire Application Fee and collect what they deem appropriate from their County participants while others have chosen to have us collect the ‘fair share’ directly from the participating property owners in their County.

By the formal ‘closure’ date for participation, February 29, 2008, one individual property owner has chosen to apply from a non participating County (Greene) while eight of the sixteen counties have chosen to be official FTZ #121 Expansion Sites and have submitted the required deliverables. Those counties are Albany, Saratoga, Rensselaer, Schenectady, Warren, Washington, Montgomery, and Schoharie

Dutchess, Sullivan, Ulster, Columbia, Utsego, Delaware, and Fulton Counties chose not to participate in the Expansion and no individual property owners from these Counties applied on their own. Please note that Fulton County already has a GPZ FTZ Site (#4), and no changes are being made to Site #2 at the Rotterdam Industrial Park in Schenectady County.

The over all scope of the Expansion, then, is as follows:

<u>County</u>	<u>No. of Sites</u>	<u>No. of parcels</u>	<u>Acreage</u>
Albany	9	121	5,803
Rensselaer	4	84	1,234
Saratoga	5	10	1,711
Schenectady	4	30	1,504
Green	1	3	270
Washington	6	86	1,388
Warren	8	203	4,808
Montgomery	3	26	1,107
Schoharie	2	56	400
Totals	42	619	18,225

The scope of the Expansion by each County is as follows:

Albany County:

Site #	Name	No. of Parcels	Acreage
1	Guilderland Industrial Park	3	156
3	Port of Albany	40	881
5	Albany Airport	11	147
6	Watervliet	7	211
7	Mill Street Industrial Area	9	83
8	Menands	7	55
9	Green Island	25	173
10	Selkirk Yards	14	530
11	Port Coeymans	5	3,567
Totals		121	5,803

Rensselaer County:

Site #	Name	No. of Parcels	Acreage
12	Ross Technology Park	14	211
13	South Troy	10	93
14	Port of Rensselaer	53	826
15	RLR Intermodal	7	104
Totals		84	1,234

Saratoga County:

Site #	Name	No. of Parcels	Acreage
16	Purinton Property	1	49
17	DeVito Property North	2	12
18	Luther Forest Technology Campus	5	1,300
19	Saratoga Technology Park	1	280
20	DeVito Property South	1	70
Totals		10	1,711

Schenectady County:

Site #	Name	No. of Parcels	Acreage
21	Rotterdam Business Park	4	372
22	Scotia- Glenville Industrial Park	11	780
23	Nott Street Industrial Park	9	311
24	SEPSA Industrial Park	6	41
Totals		30	1,504

Greene County:

Site #	Name	No. of Parcels	Acreage
25	New Baltimore Intermodal	3	270

Washington County:

Site #	Name	No of Parcels	Acreage
26	Airport Industrial Park	41	280
27	Fort Edward Industrial Park	17	632
28	Sullivan Industrial Park	7	107
29	Hampton Industrial Park	3	123
30	Argyle Industrial Park	7	147
31	Greenwich Industrial Park	11	99
Totals		86	1,388

Warren County:

Site #	Name	No. of Parcels	Acreage
32	Bay Road Industrial Park	18	54
33	Tech Meadows Industrial Park	14	61
34	Town of Chester Ind. Park	28	479
35	Barton Mines	2	2,257
36	Glen Falls Industrial Park	35	279
37	Quaker Road Airport	55	1,343
38	Pruyn's Industrial Park	18	73
39	Carey Industrial Park	33	262
Totals		203	4,808

Montgomery County:

Site #	Name	No. of Parcels	Acreage
40	Florida Business Park	13	777
41	Glen Canal Business Park	7	305
42	Amsterdam Florida Empire Zone	6	25
Totals		26	1,107

Schoharie County:

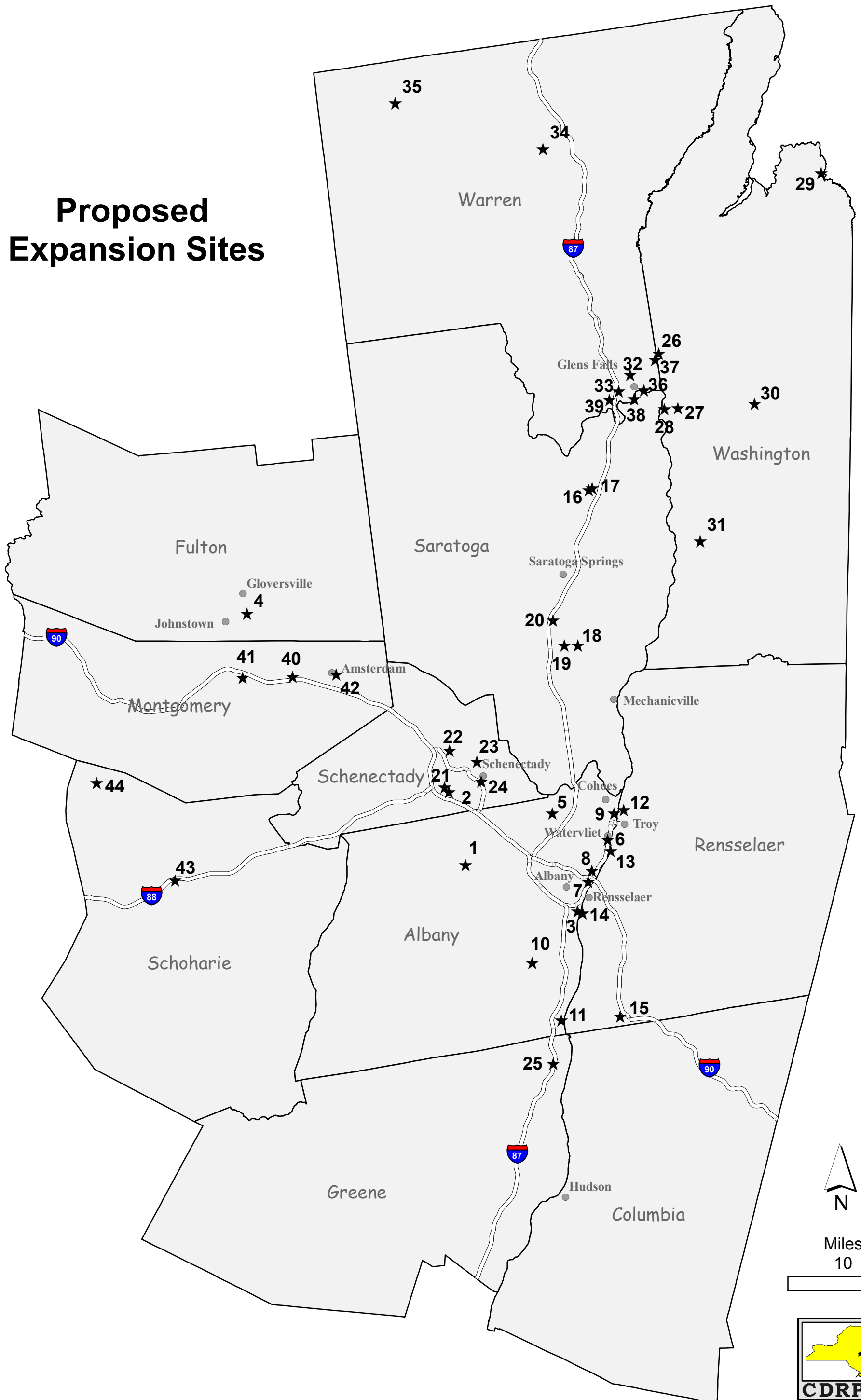
Site #	Name	No. of Parcels	Acreage
43	Guilford Corporate Park	9	165
44	Sharon Springs Enterprise Zone	47	235
Totals		56	400

FTZ #121 Major Modification Site Listing

Site	County	Name	Parcels	Acreage
1	Albany	Guilderland Industrial Park	3	156
2	Schenectady	Rotterdam Industrial Park — No Change	3	6
3	Albany	Port of Albany	40	881
4	Fulton	Crossroads Industrial Park — No Change	3	2
5	Albany	Albany Airport	11	147
6	Albany	Watervliet	7	211
7	Albany	Mill Street Industrial Area	9	83
8	Albany	Menands	7	55
9	Albany	Green Island	25	173
10	Albany	Selkirk Yards	14	530
11	Albany	Port Coeymans	5	3567
12	Rensselaer	Ross Technology Park	14	211
13	Rensselaer	South Troy	10	93
14	Rensselaer	Port of Rensselaer	53	826
15	Rensselaer	RLR Intermodal	7	104
16	Saratoga	Purinton Property	1	49
17	Saratoga	DeVito Property North	2	12
18	Saratoga	Luther Forest Technology Campus	5	1300
19	Saratoga	Saratoga Technology + Energy Park	1	280
20	Saratoga	DeVito Property South	1	70
21	Schenectady	Rotterdam Business Park	4	372
22	Schenectady	Scotia-Glenville Industrial Park	11	780
23	Schenectady	Nott Street Industrial Park	9	311
24	Schenectady	SEPSA Industrial Park	6	41
25	Greene	New Baltimore Intermodal	3	270
26	Washington	Airport Industrial Park	41	280
27	Washington	Fort Edward Industrial Park	17	632
28	Washington	Sullivan Industrial Park	7	107
29	Washington	Hampton Industrial Area	3	123
30	Washington	Argyle Industrial Area	7	147
31	Washington	Greenwich Industrial Area	11	99
32	Warren	Bay Road Industrial Park	18	54
33	Warren	Tech Meadows Industrial Park	14	61
34	Warren	Town of Chester Industrial Park	28	479
35	Warren	Barton Mines	2	2257
36	Warren	Glen Falls Industrial Park	35	279
37	Warren	Quaker Road Airport	55	1343
38	Warren	Pruyn's Industrial Park	18	73
39	Warren	Carey Industrial Park	33	262
40	Montgomery	Florida Business Park	13	777
41	Montgomery	Glen Canal Business Park	7	305
42	Montgomery	Amsterdam Florida Empire Zone	6	25
43	Schoharie	Guilford Corporate Park	9	165
44	Schoharie	Sharon Springs Enterprise Zone	47	235

Foreign Trade Zone #121

Proposed Expansion Sites



MEMORANDUM (#08-08)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: March 12, 2008

Re: Proposed Tariff Clarification Modification

On August 16, 2006, the Commission adopted a new FTZ Tariff for Operators and Users of the Foreign-Trade Zone. At the time of adoption, the Tariff schedule was intended to bring the rates charged for use of FTZ #121 into line with the norm of rates charged by other similar Zones, as well as to provide additional funds so that the Zone could be marketed more effectively to the Region's counties, municipalities, and business community.

Capital District Foreign-Trade Zone Tariff

Annual Operator/User Fee

Less than 15,000 sq. ft. of activated Zone space	\$ 6,000
15,000 – 30,000 sq. ft.	\$10,500
30,000 – 45,000 sq. ft.	\$15,000
45,000 – 75,000 sq. ft.	\$19,500
More than 75,000 sq. ft.	\$24,000

Zone Boundary or Scope of Authority Application Fees

Minor Boundary Modification (per site)	\$ 5,000
Manufacturing Application (per site)	\$ 5,000
Subzone Application (per site)	\$10,000
Major Zone Expansion (per site)	\$15,000

Adopted 16 Aug 06

Since the adoption and posting of the new Tariff, CDRPC has received several inquiries about its application and reasonableness. In response, CDRPC staff are conducting an investigation of the tariffs and policies of other FTZ Grantees to

determine whether it would be advisable to recommend a revision to the FTZ #121 Tariff to the Board. The review is expected to take several more months, in part due to the fact that very few grantees post the information on their respective web sites similar to CDRPC.

In the meantime, it is recommended that the Commission adopt a minor change to the Capital District Foreign-Trade Zone Tariff to resolve a possible ambiguity. Specifically, the existing Tariff makes no distinction for the purpose of assessing an annual fee between General-Purpose Zone sites and Subzone sites. Each has an Operator/User, and the annual fee is structured solely in terms of the Operator/User. Based on suggestions that this may represent an ambiguity, we recommend that the following Tariff revision be adopted by the Board:

Capital District Foreign-Trade Zone Tariff

General-Purpose Zone Site Annual Operator/User Fee

Less than 15,000 sq. ft. of activated Zone space	\$ 6,000
15,000 – 30,000 sq. ft.	\$10,500
30,000 – 45,000 sq. ft.	\$15,000
45,000 – 75,000 sq. ft.	\$19,500
More than 75,000 sq. ft.	\$24,000

Subzone Site Annual Operator/User Fee

Less than 15,000 sq. ft. of activated Zone space	\$ 6,000
15,000 – 30,000 sq. ft.	\$10,500
30,000 – 45,000 sq. ft.	\$15,000
45,000 – 75,000 sq. ft.	\$19,500
More than 75,000 sq. ft.	\$24,000

Zone Boundary or Scope of Authority Application Fees

Minor Boundary Modification (per site)	\$ 5,000
Manufacturing Application (per site)	\$ 5,000
Subzone Application (per site)	\$10,000
Major Zone Expansion (per site)	\$15,000

MEMORANDUM (#08-09)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: March 12, 2008

Re: Local Update Census Address Program Status Report

The following is a status report for the Local Update of Census Address (LUCA) technical assistance program.

CDRPC, under the direction and with financial support from the New York State Department of Economic Development, has been informing and advising local governments about participating in the review of the U.S. Census Bureau's Master Address File. The Address File will be used by the Bureau as the primary source to distribute the 2010 Census forms. In addition, CDRPC has provided technical support to each of the participant communities in the review of their address file in order to identify additions, deletions, and other corrections prior to final submission to the Census Bureau.

Following early outreach in mid 2007, CDRPC met with representatives from each of the four counties to solicit county participation and assistance with compiling countywide address data. All four counties agreed to either participate directly in the LUCA program or to assist their local municipalities in obtaining address data for their municipality.

In September, 2007, a letter and survey was sent to each municipality's Chief Elected Official or LUCA contact identified during early outreach, advising them of the start of the program and offering CDRPC's technical assistance. A reminder letter was issued to all non-responsive municipalities the following month.

Between mid October and the end of December, when the registration period ended, CDRPC met individually and fielded a number of phone calls from most of the municipalities to assist with choosing among the three participation options

and to provide technical training on the data spreadsheet and mapping software requirements.

Among the 78 municipalities within the Capital Region, 56 (71.8%) communities have opted to participate directly. Moreover, 21 of the 22 communities that are not participating are covered under a participating county, giving the Region 98.7% review coverage (see the attached list for a breakdown of all participating communities and counties.)

Since the registration period ended on December 31, 2007, CDRPC has continued to meet and otherwise communicate with municipalities requesting technical assistance including a presentation to the Rensselaer County Assessors' Association.

At this time, all participating communities and counties have received their Master Address File and maps from the U.S. Census Bureau. Almost all have begun the review and three have completed and returned their data. Reviews highlight that the U.S. Census Address list is incomplete regardless of the type or size of the municipality. For example, Green Island discovered over 190 missing housing units; Cohoes found over 200 missing units; Charlton has added 75 housing units so far and estimates that roughly 10% of its housing stock is not on the Census address list; the Town of Saratoga estimates 20% of its housing stock is missing; Halfmoon reports that its boundaries are inaccurate and housing that should be within its borders are attributed to other municipalities; the towns of Colonie, New Scotland, Berne, Coeymans, Wilton and Corinth have all reported missing addresses. These omissions could be significant; according to the last assessment of 80 federal funding programs which relied upon population data, NYS ESD estimates that each additional person counted in 2010 could be worth approximately \$400 per annum, or \$1000 per housing unit.

All municipalities that registered before November 19, 2007 have 120 calendar days from the date they received the Master Address File from the Census, or until April 30, 2008 (whichever is earlier) to complete the review and return it to the Census Bureau. Municipalities who applied between November 19 and December 31, 2007 have 120 calendar days, or until April 4, 2008 to complete and return the data. CDRPC will continue to follow up with communities to ensure timely return of data.

Municipal LUCA Participation

Areaname	Registration Status		
	Will Participate	Assigned to Other Gov't Unit (Which One)	LUCA Option Selected
County ALBANY	Y		1
Albany City	Y		1
Berne Town	Y		1
Bethlehem Town	Y		1
Coeymans Town	Y		1
Ravena Village	Y		1
Cohoes City	Y		1
Colonie Town	Y		2
Colonie Village	Y		1
Menands Village	Y		1
Green Island Village/Town	Y		1
Guilderland Town	Y		1
Altamont Village	N	County	
Knox Town	N	County	
New Scotland Town	Y		1
Voorheesville Village	Y		1
Rensselaerville Town	Y		1
Watervliet City	Y		1
Westerlo Town	Y		1
County RENSSELAER	Y		1
Berlin Town	N	County	
Brunswick Town	Y		1
East Greenbush Town	Y		1
Grafton Town	Y	County	1
Hoosick Town	N	County	
Hoosick Falls Village	Y		1
Nassau Town	N	County	
East Nassau Village	N	County	
Nassau Village	N	County	
North Greenbush Town	Y		1
Petersburgh Town	N	County	
Pittstown Town	Y		1
Valley Falls Village	N	County	
Poestenkill Town	N	County	
Rensselaer City	N	County	
Sand Lake Town	Y		1
Schaghticoke Town	N	County	
Schaghticoke Village	N	County	
Schodack Town	Y		1
Castleton-on-Hudson Village	Y	Schodack	1
Stephentown Town	N	County	
Troy City	Y		1

Municipal LUCA Participation

Areaname	Registration Status		
	Will Participate (Y/N)	Assigned to Other Gov't Unit (Which One)	LUCA Option Selected
County SARATOGA	Y		1
Ballston Town	Y		1
Ballston Spa Village	Y		1
Charlton Town	Y		1
Clifton Park Town	Y		1
Corinth Town	Y		1
Corinth Village	Y		1
Day Town	Y		1
Edinburg Town	Y		1
Galway Town	Y		1
Galway Village	N	County	
Greenfield Town	Y		1
Hadley Town	N	County	
Halfmoon Town	Y		1
Malta Town	Y		2
Round Lake Village	Y		2
Mechanicville City	N	County	
Milton Town	N	County	
Moreau Town	Y		1
South Glens Falls Village	Y		1
Northumberland Town	Y		1
Providence Town	N	County	
Saratoga Town	Y		1
Schuylerville Village	Y		1
Victory Village	Y		1
Saratoga Springs City	Y		1
Stillwater Town	N	County	
Stillwater Village	Y		1
Waterford Town	Y		1
Waterford Village	N	County	
Wilton Town	Y		1
County SCHENECTADY	N		
Duanesburg Town	N		
Delanson Town	Y		1
Glenville Town	Y		3
Scotia Village	Y	Glenville	
Niskayuna Town	Y		1
Princetown Town	Y		1
Rotterdam Town	Y		1
Schenectady City	Y		1

MEMORANDUM (#08-10)

To: Commissioners

From: Rocky Ferraro, Executive Director

Date: March 12, 2008

Re: Long Term Control Plan – Combined Sewer Overflow Study

The following is a status report of the Albany Pool Long Term Control Plan (LTCP).

On February 4, 2008, CDRPC submitted the *Combined Sewer System Monitoring Plan* to NYS DEC for their review and approval in conformance with the contract requirement for Plan submission. Comments to the draft have been received from DEC and are being responded to by the consultant team.

Work continues on the tasks as outlined in the approved Scope of Work including “block testing” to gauge the rough frequency and volume of overflows at the CSO outfalls. Plans for sampling the Hudson River this summer are being finalized. Digital mapping is nearly complete and combined sewer system modeling is underway.

Technical Advisory Committee meetings were held on January 22 and March 4th and a Citizens Advisory Committee will be held on March 13th. In addition, a general public participation meeting/workshop will be held on Monday, March 31st at 7 PM at The Bulmer Telecommunications Center at Hudson Valley Community College.

Media outreach is also moving forward; Channel 6 news recently had a two part series during its 11:00 o’clock news period discussing the Combined Sewer Overflow Study including possible financial implications.

Attached is a copy of the Financial Statements through 3/4/2008.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION
 COMBINED SEWER OVERFLOW PROJECT
 March 4, 2007

Account	Description	THROUGH 3/4/2008	FINAL 12/31/2007
<u>Cash & Equivalents</u>			
	Cash in Time Depost - CSO	20,456.35	246,416.32
	Total Cash & Equivalents	<u>20,456.35</u>	<u>246,416.32</u>
<u>Receivables</u>			
	Accounts Receivable		
	A/R - Due from NYSDEC (EPF Grant)	1,500,000.00	1,500,000.00
	A/R from Other Governments	359,269.19	8,076.05
	A/R - Due from City of Troy (DOS Grant)	200,000.00	200,000.00
	A/R - Due from Cohoes (DOS Grant Part B)	473,293.00	473,293.00
	Total Receivables	<u>2,532,562.19</u>	<u>2,181,369.05</u>
	Total Current Assets	<u>2,553,018.54</u>	<u>2,427,785.37</u>
	Non-Current Assets	<u>0.00</u>	<u>0.00</u>
	TOTAL ASSET	<u><u>2,553,018.54</u></u>	<u><u>2,427,785.37</u></u>
<u>Accounts Payable</u>			
	A/P - Interest owed to DEC	(350.19)	(3,827.92)
	A/P to CDRPC	0.00	(10,893.75)
	A/Pto APJVT	(118,154.70)	0.00
	Total Accounts Payable	<u>(118,504.89)</u>	<u>(14,721.67)</u>
<u>Deferred Revenue</u>			
	Deferred Project Revenue - NYSDEC	(1,866,760.65)	(1,961,786.03)
	Deferred Revenue - DOS Troy Grant	0.00	0.00
	Deferred Revenue - DOS Cohoes Grant	(432,125.57)	(451,277.67)
	Deferred Revenue - Other Governments	(135,627.43)	
	Total Deferred Revenue	<u>(2,434,513.65)</u>	<u>(2,413,063.70)</u>
	Total Current Liabilities	<u>(2,553,018.54)</u>	<u>(2,427,785.37)</u>
	Non-Current Liabilities	<u>0.00</u>	<u>0.00</u>
	TOTAL LIABILITY	<u><u>(2,553,018.54)</u></u>	<u><u>(2,427,785.37)</u></u>
	Equity	0.00	0.00
	NET (INCOME) LOSS	<u>(0.00)</u>	<u>(0.00)</u>
	TOTAL EQUITY	<u>(0.00)</u>	<u>(0.00)</u>
	TOTAL LIABILITY AND EQUITY	<u><u>(2,553,018.54)</u></u>	<u><u>(2,427,785.37)</u></u>
	Revenues	<u>0.00</u>	<u>0.00</u>

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

STAFF ACTIVITY REPORT January 7, 2008 to March 9, 2008

A. ADMINISTRATION

1. A new Planning Intern, Greg Dennis Atkinson, was hired in February. His initial primary task will be to assist in the revision of the Comprehensive Economic Development Strategy for the Capital District.
2. All quarterly billings for 2007 Q4 have been prepared and submitted for the 604(b) water quality program, the UPWP transportation program, the EDA planning program, the NYSERDA wind energy program, the ESD Census program, and the CSO program.
3. The next Planning & Zoning Board workshop has been scheduled for Wednesday, May 28, 2008 at HVCC.
4. The 2007 books have been closed and the Trial Balance computed.

B. REGIONAL PLANNING

REGIONAL INFORMATION SYSTEM & DATA SERVICES

1. The staff responded to approximately 75 data requests during the reporting period. CDRPC's Web site had 14,927 visitors in January 2008, a 1.0% decrease from January 2007; and 14,015 visitors in February 2008, a 10.3% increase over February 2007. The traffic webcam page (<http://cdrpc.org/DOTpopCCTV.html>) was viewed over 25,000 times in the first two months of the 2008.
2. The staff continues to update and maintain its GIS, and to provide GIS products and services to local governments, agencies and citizens on request.
3. The staff continues to process, analyze, and disseminate Census data and data released by the U.S. and N.Y.S. Departments of Labor. Information is posted on the web site on an ongoing basis. Staff continues to review the American Community Survey data released for geographic areas with populations of 65,000 or more to determine the feasibility of creating "off the shelf" data sets for posting on the web site. The first release of data for geographic areas of 20,000 or more is scheduled for the summer of 2008.
4. Staff continued to provide technical support to each of the four counties in addressing the issue of affordable and workforce housing in their respective counties.
5. Discussions are under way to partner with SUNY Albany and Empire State Development to participate in the ACCRA Cost of Living Index for the Capital Region and published by the Council for Community & Economic Research.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

6. CDRPC will be involved in the next steps associated with the Tech Valley Civic Forum program held this past Fall. A Tech Valley Civic Forum Collaboration Council has been established that includes members from the business, nonprofit, government and education sectors. Four Task Forces have been created and CDRPC (Rocky) will be a con-convener of the Metrics for Success Task Force. The work of the Task Force is expected to continue through June 2009.
7. Staff continues to provide one-on-one follow up assistance to individual communities as part of the technical assistance associated with participating in the 2010 Local Update of Census Address (LUCA) Program being conducted by the Census Bureau. (See **Memo – 08-09** for the most recent update of activities.)

WATER QUALITY PLANNING

1. The Staff has continued work on the 604b water quality program. Staff continues to participate in county water quality coordinating committee activities, MS4 committee activities, and to provide technical support to the counties and local communities. Staff continues to review reports filed late in response to NYSDEC Notices of Violation.
2. Staff continues to manage the Albany Pool Combined Sewer Overflow Long Term Control Plan Development, which includes the Albany Water Board, the cities of Cohoes, Rensselaer, Troy and Watervliet, and the Village of Green Island, as well as assistance from the Albany and Rensselaer county sewer districts. (See **Memo 08-10** for the most recent update of activities.)
3. Staff has completed the first draft of the Onesquethaw-Coeymans Watershed report, which has been submitted to the Onesquethaw-Coeymans Watershed Council for review and comment. Staff continues to assist the council with various revisions. The report is funded by a grant received by the Onesquethaw-Coeymans Watershed Council.

TRANSPORTATION

1. The staff continues to participate on CDTC's Planning Committee and the Quality Region Initiative Taskforce.
2. Staff continues to participate on various advisory committees as part of the CDTC Linkage Grant Program. Ongoing studies include the City of Schenectady State Street Transit Oriented Development study, the Harriman Campus Linkage Study, the Town of Bethlehem Rt. 9W Corridor Plan, the Clifton Park/Halfmoon Exit 9 Linkage Study, and the Village of Menands Broadway Corridor Study.
3. Staff continues to provide GIS mapping to CDTA as part of an ongoing contract to assist in the implementation of the CDTA Transportation Development Plan.
4. A report *Estimating the Fiscal Impact of the Alternative Futures for the Capital Region* has been completed. The report's preparation was coordinated with the other members of the study team: CEG, CDTC and the University at Albany. A number of

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

presentations have been made and continue to be scheduled to discuss the study's findings.

TECHNICAL ASSISTANCE

1. A draft of the South Glens Falls enrollment projections has been submitted to the School District based on an initial review by the School District. CDRPC is conducting enrollment projections for the Burnt Hills-Ballston Lake and Voorheesville School Districts.
2. Work is being finalized on the school attendance area study on behalf of the City of Schenectady School District. The district purchased a new building and CDRPC is using its GIS to assist the district in populating the building with students from adjacent attendance zones.
3. Staff has been participating on the committee reviewing the RFQ master developer submittals for the Harriman Campus development.

HUMAN RESOURCES & CRIMINAL JUSTICE

1. The Juvenile Detention facility utilization rate was 80.4% for the month of January 2008, and 70.0% for February 2008.
2. CDRPC has assumed responsibility for billing the counties using the facility, and has computed and sent out the bills through February 2008. Total billings for 2008 were \$426,928.16 through the end of February.

ECONOMIC DEVELOPMENT

1. Data files continue to be updated and spreadsheets prepared on a monthly basis for public distribution, including Employment/Unemployment and CPI/PPI data. In addition, CDRPC continually maintains and enhances its Web site on an ongoing basis to include new and updated materials as they are prepared.
2. CDRPC has recruited members for a new Comprehensive Economic Development Strategy (CEDS) Advisory Committee in preparation for developing a new CEDS for the Region.
3. Commission staff have initiated work on the new CEDS document.
4. Commission staff have continued contacts with Don Zizzi, Senior Research Associate at the Center for Urban and Regional Policy at Northeastern University, regarding participation in the Center's EDA pilot project to assess the effectiveness of regional economic development strategies.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

5. CDRPC has continued to work with MPM Silicones to support its application to the Foreign-Trade Zones Board for Subzone status at its plant in Waterford. The application has received preliminary approval from the FTZ Board and a Grantee/Operator contract between CDRPC and MPM Silicones has been prepared (See **Memo 08-06**).
6. The Foreign Trade Zone expansion application has been prepared (See **Memo 08-07**).
7. CDRPC is continuing to work with Vistec and the UAlbany College of Nanoscale Science & Engineering (CNSE) to prepare a preapplication to EDA for the funding of a feasibility study regarding the establishment of a nanotech foundry at CNSE.
8. Commission staff have begun the work of updating the web site to make it compliant with new XHTML and CSS standards.

WIND POWER PLANNING

1. Staff continues to respond to technical questions on addressing small scale and commercial wind development within comprehensive plans, zoning, and land use regulations.

C. MEETINGS AND CONTACTS

- 1/7/08 Wardle: Meeting with Bill Hooton (CDTS), and Ken Carlsted and Tommy Berry to discuss issues with the MPM Silicones Subzone project, including a Grantee/Operator agreement and the annual fee.
- 1/7/08 Shannon: LUCA technical training, Wilton.
- 1/8/08 Fabozzi: Schenectady Schools Attendance Zones meeting.
- 1/9/08 Engstrom: Schenectady County Water Quality Coordinating Committee
- 1/9/08 Fabozzi: CDTC Planning Committee meeting.
- 1/9/08 Shannon: Exit 9 Linkage Study meeting, Clifton Park & Halfmoon.
- 1/10/08 Shannon: Saratoga County MS4 Coordinators' meeting.
- 1/10/08 Shannon: Rte 9W Linkage Study, Bethlehem.
- 1/10/08 Engstrom: Saratoga County Water Quality Coordinating Committee
- 1/11/08 Shannon: LUCA technical training, Corinth.

CAPITAL DISTRICT REGIONAL PLANNING COMMISSION

- 1/11/08 Fabozzi: Presentation at Skidmore College GIS conference.
- 1/14/08 Fabozzi: Schenectady TOD Linkage study meeting.
- 1/15/08 Ferraro, Engstrom & Shannon: South Glens Falls School District meeting to review Enrollment Projections.
- 1/16/08 Shannon: Rensselaer County MS4 Coordinators' meeting.
- 1/17/08 Ferraro: Rensselaer County 10 Year {Plan to End Homelessness Executive Committee meeting.
- 1/17/08 Shannon: 2010 Census presentation for the Rensselaer County Assessors' Association.
- 1/17/08 Fabozzi: GIS technical assistance, Clifton Park Planning Department.
- 1/18/08 Fabozzi: Albany County Water Quality Coordinating Committee meeting.
- 1/22/08 Shannon: NYSARC Wind Energy Conference Call with NYSERDA.
- 1/22/08 Ferraro & Engstrom: CSO LTCP Technical Committee meeting.
- 1/23/08 Ferraro: Exit 9 Halfmoon/Clifton Park Land Use Transportation Workshop/Public meeting.
- 1/23/08 Fabozzi: Schenectady Schools Attendance Zones meeting.
- 1/24/08 Ferraro: Presentation at Albany-Colonie Chamber on Cultural Diversity in the Region.
- 1/24/08 Ferraro: CDTC Regional Transportation Coordination Committee meeting.
- 1/25/08 Ferraro: Presentation to Capital District Ministries Fellowship
- 1/24/08 Engstrom: Albany County MS4 meeting
- 1/28/08 Ferraro: Canal Recreationway Commission meeting.
- 1/28/08 Fabozzi: Schenectady Schools Attendance Zones meeting.
- 1/28/08 Ferraro & Wardle: Meeting with Stephen Meyer and Linda Braun to discuss issues with AMRI's (Organichem's) Subzone contract, up for renewal next year.
- 1/28/08 Ferraro: Menands Planning & Economic Development Committee meeting.
- 1/29/08 Fabozzi: Harriman Campus Linkage Study meeting.
- 1/30/08 Ferraro: Presentation at the Saratoga County Planning & Zoning Conference.

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- 1/30/08 Engstrom & Shannon: Manning booth, attending Saratoga County Planning & Zoning Conference.
- 1/31/08 Fabozzi: CDTC Regional Linkage Forum.
- 1/31/08 Ferraro: Regional Development Coordinating Council meeting.
- 1/31/08 Ferraro: Presentation to the Citizens Transportation Committee of Saratoga County.
- 2/6/08 Fabozzi: CDTC Planning Committee meeting.
- 2/6/08 Engstrom: Schenectady County Water Quality Coordinating Committee.
- 2/6/08 Ferraro: NYSARC Executive Director's meeting in Syracuse.
- 2/7/08 Ferraro: Tech Valley Civic Forum Task Force Co-Conveners meeting.
- 2/7/08 Fabozzi: Presentation at the Chamber Leadership Seminar.
- 2/7/08 Fabozzi: Harriman Campus Linkage Study meeting.
- 2/11/08 Ferraro: Menands Planning & Economic Development Committee meeting.
- 2/11/08 Engstrom & Shannon: Albany County MS4 Coordinators' meeting.
- 2/11/08 Shannon: LUCA technical training, Green Island.
- 2/12/08 Fabozzi: CDTC Bike/Ped Taskforce meeting.
- 2/13/08 Ferraro: Hudson River Crossing Study Advisory Committee Meeting
- 2/15/08 Ferraro: Provided comments at the NYSDOT Transportation Roundtable hosted by DOT Commissioner.
- 2/15/08 Shannon: Saratoga County MS4 Coordinators' meeting.
- 2/20/08 Shannon: LUCA technical training, Saratoga Springs.
- 2/20/08 Engstrom & Shannon: EPA teleconference on Wastewater Infrastructure
- 2/21/08 Engstrom: CDPA Lunch with NYS Smart Growth Director
- 2/25/08 Fabozzi: Albany Co. Water Quality Coordinating Committee meeting.
- 2/27/08 Shannon: LUCA technical training, New Scotland.
- 2/27/08 Ferraro: Exit 9 Halfmoon/Clifton Park Land Use Study Advisory Committee meeting.
- 2/28/08 Shannon: Albany County MS4 Coordinators' meeting.

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- 2/28/08 Ferraro & Fabozzi: CDTA regional BRT map review.
- 2/29/08 Engstrom: Meeting with Town of Glenville officials regarding enrollment projections.
- 2/29/08 Fabozzi: Harriman Campus RFQ review meeting.
- 3/3/08 Shannon: LUCA technical training, Round Lake.
- 3/3/08 Engstrom: Meeting with Town of Ballston officials regarding enrollment projections.
- 3/4/08 Ferraro, Engstrom & Shannon: Part B CSO Long Term Control Plan Technical Committee meeting.
- 3/5/08 Fabozzi: Schenectady Schools Attendance Zones meeting.
- 3/5/08 Engstrom: Meeting with Town of Clifton Park officials on enrollment projections.
- 3/6/08 Fabozzi: NYS GIS Coordinating Body meeting.
- 3/6/08 Shannon: Rte 4 Linkage Study funding meeting, East Greenbush.
- 3/6/08 Ferraro, Engstrom & Shannon: Part B CSO Public Outreach planning meeting.
- 3/6/08 Ferraro & Wardle: Meeting with Bill Hooton of CDTS to discuss progress on the FTZ major modification application.