

## COMMISSION MEETING

July 16, 2008

CDRPC Conference Room

One Park Place, Suite 102

Albany, New York 12205

### MINUTES

**PRESENT:** Willard Bruce, Henry Dennis, John Graziano, Judy Breselor, Mike Stammel, Fred Acunto, Chris Callaghan, John Murray, Robert Godlewski, Barbara Mauro, David Vincent

**ABSENT:** Lucille McKnight, Michael Whalen, Stan Brownell, Leon Fiacco, Jim Shaughnessy, Phil Barrett, Jason Kemper, Gary Hughes, Michael Petta

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

#### 1. Welcome

Alan Walther and Rick Bigham from Dorfman Robbie were in attendance. Also Michael Hall from McNamee, Lochner, Titus, & Williams was in attendance.

#### 2. May 21, 2008 Meeting Minutes

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

##### Action Taken

Fred Acunto made a motion to approve the minutes, and Mike Stammel seconded. The motion was approved unanimously.

#### 3. Financial Statement through June 30, 2008

The financial statement reflects activities through June 30, 2008. The revenues are at 49.9% and the expenses are at 46.8%. There is approximately \$73,300 cash in the bank plus certificates of deposit totaling \$71,000 and outstanding receivables totaling approximately \$146,500.

##### Action Taken

Mike Stammel made a motion to approve the Financial Statement, and Fred Acunto seconded. The motion was approved unanimously.

#### 4. 2007 Audit Report, Presentation by Dorfman-Robbie

A copy of the FY-2007 Audit Report prepared by Dorfman-Robbie Certified Public Accountants, P.C. was sent out prior to the meeting for review.

Alan Walther and Rick Bigham went over the Audit Report with the Board. Included in the Audit Report is a Management Discussion and Analysis that provides an overview of the financial activities for the year ending December 31, 2007

Under *Other Post-Employment Benefits – Management Advisory Comment*, it stated the following:

**During June 2004, the Government Accounting Standards Board (GASB) issues statement 45 pertaining to post-employment benefits (OPEB). This statement establishes new reporting requirements for state and local governments throughout the United States. When implemented, it will require the reporting of liabilities pertaining to post-employment benefits earned by employees on a current basis. CDRPC is required to implement this standard for the year ending December 31, 2010. The implementation of this standard is expected to have a substantial impact on the CDRPC's financial position. We recommend that the CDRPC begin planning for the implementation of this requirement.**

Chris Callaghan inquired about the post-employment benefits mentioned in the above statement. CDRPC does not offer health insurance coverage to its retired employees and therefore will not have a substantial impact on CDRPC's financial position. Rick Bigham from Dorfman Robbie added that it was put into the **Other Internal Control Matters** letter for Board consideration.

Rocky inquired if the letter could be modified to represent the fact that CDRPC presently does not offer health insurance coverage for its retired employees and therefore will not be subject to the new reporting requirement and liabilities associated with post employment benefits effective in 2010. Rick informed the Board that a revised letter would be put together to reflect the change and sent to CDRPC.

Bill Bruce asked how often CDRPC sends out RFP's for Audit services. This is the last audit year on the current three-year contract with Dorfman Robbie. Dorfman Robbie has been providing audit services to CDRPC for the last ten years.

#### **Action Taken**

Barbara Mauro made a motion to approve the 2006 Audit as amended, and Mike Stammel seconded. The motion was approved unanimously.

#### **5. 2009 Proposed Preliminary Budget**

Rocky informed the Board that the adoption of the Preliminary Budget will allow us to send out the Commission's request for next year's county contributions. The amount requested from each county will remain unchanged from 2008. There has been no increase since 2004. A final budget will be prepared for the December Commission meeting.

The contractual services reflect work anticipated to be under contract in 2009 including mapping support assistance to CDTA, school district enrollment projections, and participating in a pilot project with the EDA.

CDRPC will continue to facilitate and coordinate the work associated with the Combined Sewer Overflow project through 2009. Funding support is being provided through a variety of funding sources including an EPF grant from the NYS DEC. There is a separate set of financial records for this project, including the establishment of separate banking accounts.

Jack Murray inquired about the percentage of employee benefits that is listed. The primary benefits are the health insurance, which is listed for 2009 with a 7% increase and NYS Retirement for 2009. The Retirement bill for 2008 is \$31,000 and \$34,000 was budgeted. For 2009 Rocky estimated the bill to be approximately \$34,500, however he anticipates that amount to be lower.

#### **Action Taken**

Fred Acunto made a motion to approve the 2009 Preliminary Budget and Chris Callaghan seconded. The motion was approved unanimously.

### **6. Mid Year Progress Report**

Jack Murray made a motion to enter into Executive Session to discuss contract issues and David Vincent seconded. The motion was accepted unanimously.

### **7. Combined Sewer Overflow Long Term Control Plan Update**

After the executive session, Rocky reported that sampling of the Hudson River, its tributaries, and the combined sewer system has begun. As of July 7, there have been 12 dry-weather sampling events and two wet-weather sampling events.

The municipalities have provided staff and interns to do the sampling. The samples must be taken to the lab within 6 hours of taking the sample to get tested. The cooperation by all parties has been exceptional since the event must often be organized on short notice.

The next CAC and public meetings will be held in the fall, after the sampling and monitoring data has been collected and analyzed.

### **8. Staff Activity Report**

Highlighting the staff report, Rocky reported that the 2010 Census Project is moving forward. CDRPC will be entering into a contract with Empire State Development effective August 1, 2008 for the next phase of activities.

Staff continue to provide technical support to each of the four counties in addressing the issue of affordable and workforce housing in their respective counties.

Staff has continued work on the 604b water quality program and continues participating in water quality coordinating committee activities, MS4 committee activities, and to provide technical support to the counties and local communities.

**9. Other Business**

Jack Murray suggested getting the RFP out for an auditor now and present the results at the October meeting. Rocky will send the RFP out within the week and will report back to the Board at the October meeting.

**10. Next Meeting Date**

The next Commission meeting will be held October 15, 2008 at 8:30am.

**Adjournment**

Chris Callaghan made a motion to adjourn the meeting and Fred Acunto seconded. The motion was approved unanimously.

Respectfully submitted,

  
John Graziano  
Chair