

## COMMISSION MEETING

March 18, 2009

CDRPC Conference Room

One Park Place, Suite 102

Albany, New York 12205

### MINUTES

**PRESENT:** Willard Bruce, Henry Dennis, Judy Breselor, James Shaughnessy, Michael Stammel, Fred Acunto, Philip Barrett, Jason Kemper, John Murray, Robert Godlewski, Barbara Mauro

**ABSENT:** John Graziano, Lucille McKnight, Michael Whalen, Stan Brownell, Leon Fiacco, Paul Sausville, Gary Hughes, Michael Petta, David Vincent

**PRESIDING:** Mike Stammel, Chair, called the meeting to order at 8:30 am.

1. **Welcome/Introduction of Guests**
2. **January 21, 2009 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 Judy Breselor seconded. The minutes were approved unanimously.

3. **Unaudited Financial Statement through December 31, 2008**

The financial statement reflects activities through December 31, 2008. This represents the Commission's final unaudited financial statement for 2008. For the year, revenues were at 99.3% while expenses were at 95.3%. Overall all, revenues exceeded expenditures by \$26,883.25.

A second invoice was sent to Capital District Trade Strategies on March 17, 2009 in the amount of \$25,000. The contract states CDTS has until March 1, 2009 to pay the outstanding invoice. Rocky has been in contact with Michael Hall regarding this matter for possible legal action if payment is not received.

4. **Financial Statement through February 28, 2009**

Invoices were sent out to each of the four counties and all payments have been received. FTZ invoices were sent out to AMRI and MPM Silicones and both payment have been received.

For the year, the revenues are at 18.8% and expenses are at 17.1%. In some cases, the percent to date expenses are greater than what may be normally expected because the annual GIS software license to ESRI was renewed in January and the General Business insurance bill for 2009 was paid in full. Also the Rent and Health Insurance line items reflect three months worth of payments.

There is approximately \$72,000 cash in the bank, excluding CD's, and receivables totaling \$90,400.

**5. Presentation – Status Report of the Combined Sewer Overflow Long Term Control Plan**

Rocky announced that Leif Engstrom and he were co-recipients of the Project Management Innovation award from the Capital District Chapter of the American Public Works Association. The award was given to recognize the outstanding work each has done managing the CSO project.

Leif Engstrom gave a presentation to the Board providing an overview of the deliverables and findings to date and the next steps in selecting the CSO Control alternatives. A copy of the presentation was provided at the meeting.

The water sampling and sewer system monitoring have been completed and the primary focus at this point is analyzing the data and incorporating it into the system modules.

The results of the Hudson River water quality assessment have been presented to the Technical Committee and DEC. Once DEC has reviewed and approved the assessment, the monitoring and sampling results can be discussed with the Citizen's Advisory Committee and presented to the public. The next CAC meeting has been scheduled for 1:30pm, March 30 in the CDTC conference room.

**6. Staff Activity Report**

Rocky informed the Board that the Capital Region Metrics Progress report that evaluates ten categories of data is being prepared for presentation by CDRPC at HVCC as part of the Tech Valley Civic Forum Scheduled for Friday, March 29<sup>th</sup>. This is an all day event sponsored by the business community, non-profit community and the public sector.

The 2010 Census preparation continues to move forward. CDRPC has agreed to be the lead agency for updating the Participant Statistical Areas (PSAP).

The Foreign Trade Zone expansion application is being rewritten in accordance with a new proposed FTZ Board application Framework. At this time, we are waiting to receive information from Saratoga County regarding Luther Forest Tech Park and the Step facility in order to complete the application and submit to the FTZ Board.

7. **Other Business**

There was no other business at this time.

8. **Next Meeting Date/Time**

The next Commission meeting will be held May 20, 2009 at 8:30am.

**Adjournment**

John Murray made a motion to adjourn the meeting and Judy Breselor seconded. The motion was approved unanimously.

Respectfully submitted,

A handwritten signature in cursive script that reads "Barbara Mauro". The signature is written in black ink and is positioned above the printed name and title.

Barbara Mauro,  
Secretary