

COMMISSION MEETING

May 20, 2009

CDRPC Conference Room

One Park Place, Suite 102

Albany, New York 12205

MINUTES

PRESENT: Willard Bruce, John Graziano, Henry Dennis, Michael Whalen, Judy Breselor, Philip Barrett, Jason Kemper, John Murray, Paul Sausville, Robert Godlewski, Barbara Mauro, David Vincent

ABSENT: Lucille McKnight, Stan Brownell, Leon Fiacco, James Shaugnessy, Michael Stammel, Fred Acunto, Gary Hughes, Michael Petta

PRESIDING: Philip Barrett, Vice Chair, called the meeting to order at 8:30 am.

1. Welcome/Introduction of Guests

Phil Barrett introduced Paul Sausville as a new Commissioner representing Saratoga County.

2. March 18, 2009 Meeting Minutes

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

Action Taken

Bob Godlewski made a motion to approve the minutes, and Bill Bruce seconded. The minutes were approved unanimously.

3. Financial Statement through April 30, 2009

The financial statement reflects activities through April 30, 2009. The revenues are at 35% and the expenses are at 31%. There is approximately \$71,500 cash in the bank and outstanding receivables totaling just over \$130,500. There are also five Certificates of Deposit totaling \$135,102.49.

The first quarter invoices were sent out to the appropriate billing agencies the first week in April.

The auditor, Bonadio & Co has started the 2008 Audit and a report will be presented to the Board at the July meeting.

Action Taken

John Graziano made a motion to approve the Financial Statement and John Murray seconded. The motion was approved unanimously.

4. Foreign Trade Zone – Conceptual Application Approval

A copy of the new Zone Schedule for FTZ # 121 was distributed before the meeting for review. The Foreign Trade Zone Board requires that each Grantee prepare and maintain a Zone Schedule containing internal rules and regulations for the Zone and a statement of the rates and charges applicable to zone users. A new Zone Tariff with rates and charges was adopted at the December 2008 Commission meeting. To complete the preparation of a new, up-to-date Zone Schedule, the Commission retained Mr. David Ostheimer, a NYC attorney specializing in FTZ law and regulations.

The proposed new Zone Schedule cites and repeats the various laws and regulations under which CDRPC must operate as Grantee of Foreign-Trade Zone #121, as well as providing the Zone Tariff and location maps.

The Major Modification Application will be submitted to the Foreign Trade Zone Board based on the new guidelines, which will allow companies in the Capital Region interested in locating in the FTZ an easier process.

Rocky is seeking Board approval of the Zone Schedule and to submit the major modification application to the Foreign-Trade Zone Board.

Bob Godlewski inquired about the Navy Depot in Glenville and why it was not included in the application. Since there were no prospects at this time to take advantage of the FTZ, the Navy Depot was not interested in creating a magnet site at this time. If the Navy Depot wants to be added as a user driven site at a later date, the individual users within the Depot can be added. A minor modification application will then have to be submitted to the FTZ Board, with approval expected within 30-45 days.

John Graziano inquired about the status of CDTS. CDTS is paying \$1,000 per month for a 12 month period in order to pay off the \$13,000 that is owed. We have received one payment from CDTS.

Action Taken

Michael Whalen made a motion to authorize Rocky to submit the new Zone Schedule and the major modification application to the Foreign-Trade Board. Barbara Mauro seconded. The motion was approved unanimously.

5. CDYCI Status Report – Change in Per Diem Rate Structure

Due to the sudden decrease in utilization rates, a per diem rate adjustment was recently approved by the Capital District Youth Center, Inc Board. The new per diem rates have gone up to \$499.63 for contracting counties (from \$374.69) and \$509.63 (from \$384.69) for non-contracting counties. Utilization rates are at 45 -50%, not the 85% that was originally budgeted for. The utilization rate has significantly gone down since November 2008 and has continued to do so.

In response to the unanticipated drop in utilization rates, the CDYCI Board has had to reduce the operations budget to maintain staffing requirements and operate as a 16 bed facility instead of the original 24 beds. The Board also had to utilize \$212,000 from the fund balance and apply it to the deficit. However, even with cost cutting measures and an increased per diem rate, a deficit of \$165,000 is projected if utilization rates remain at 50% for the remainder of 2009.

The Board will be monitoring activity on a monthly basis to determine if any further adjustments may be necessary during 2009.

6. Tech Valley Futures

Tech Valley Futures is the culmination of a collaborative planning process that was launched in 2007. The Tech Valley Forum brought together representatives from a cross-section of the Region. The purpose of the forum was to identify and define mechanisms that would connect high-tech growth and community well-being.

On Friday, May 29th at Hudson Valley Community College, Tech Valley Futures will present a one day forum to discuss the findings of the four task forces and to host a career pathways trade show that will facilitate individual conversations between attendees, employers, educators, workforce development providers and the trades. The forum will be led by Judith Saidel, Executive Director of The Center for Women in Government & Civil Society.

The report, *Tech Valley Trends – a Basic for Civic Change*, will be released at the May 29th meeting by the Metrics Task Force. CDRPC is the prime author of the report and is continuing to take the lead role on this initiative.

7. Combined Sewer Overflow Long Term Control Plan Update

The results of the Hudson Valley River water quality assessment have been presented to the Citizen Advisory Committee, the Technical Committee and DEC. Once DEC has approved the Receiving Water Quality Assessment Report, it will be made public and posted on CDRPC website.

The next Technical Committee meeting is scheduled for June 4 to discuss possible additional sampling studies of the Hudson River tributaries.

8. Staff Activity Report

There is a Planning & Zoning Workshop scheduled for Thursday, June 4, 2008 at Hudson Valley Community College.

9. Other Business

There was no other business at this time.

10. Next Meeting Date

The next Commission meeting will be held July 15, 2009 at 8:30am.

Adjournment

Henry Dennis made a motion to adjourn the meeting and Mike Whalen seconded. The motion was approved unanimously.

Respectfully submitted,

Barbara Mauro

Barbara Mauro,
Secretary