

Albany Pool
Combined Sewer Overflow
Long Term Control Plan Development
Quarterly Report
10/18/2005 – 12/31/2005
for
The Albany Water Board, the Cities of Cohoes, Rensselaer, Troy, and
Watervliet, and the Village of Green Island

Prior to the issuance of the Combined Sewer Overflow (CSO) SPDES permits on October 18, 2005, the Albany Pool communities had entered into a municipal cooperation agreement with the Capital District Regional Planning Commission (CDRPC) to develop a scope of work, a cost allocation plan, and a public participation plan for the development of a CSO Long Term Control Plan (LTCP). This work has been labeled as Part A of the LTCP development process while the remainder of the work required to complete the LTCP is labeled Part B. The project was developed in two parts due to the complexities associated with an intermunicipal project of this magnitude.

Part A of the project is scheduled to be completed by December of 2006 with the final LTCP scheduled to be delivered in August of 2009. The timeline for the project is attached.

The Albany Pool communities selected a consulting team headed by Clough Harbour & Associates LLP (CHA) to perform this work. The consulting team also includes Malcolm-Pirnie, Camp Dresser & McKee, Black & Veatch, Brown and Caldwell, and Lawler, Matusky & Skelly Engineers.

Because of the cooperative nature of this project, CDRPC has received approval for a \$2,000,000 grant from the NYS Environmental Protection Fund that will require an additional \$2,000,000 in matching funds and in-kind services from the communities. The contract for this grant was reviewed by DEC during this quarter and will be reviewed by the NYS Attorney General's office and hopefully executed by the Office of the State Comptroller during the next quarter. CDRPC has also received an \$80,000 grant from the U.S. EPA to cover some of the costs of Part A.

A kickoff meeting for the project was held on October 3, 2005. The meeting minutes are attached. At the meeting, the consultant team informed the communities about what information and data they would need to collect for the consultants to assess what additional data would need to be developed. The consultants also briefed the attendees about plans for the development of the scope of work, the public participation plan, and the cost allocation plan.

By the end of December, the consultant team reported that the Albany Pool communities had provided them with all the information initially needed, though follow-up requests may be necessary during the analysis of the information.

Initial discussions regarding the contents of the Public Participation Plan were held and a meeting to create a framework for the plan was scheduled for January 16, 2006.

Attachment 1
Kickoff Meeting Minutes

Part A CSO Long Term Control Plan Development
Kickoff Meeting Minutes
Monday, October 3, 2005
9:30am

1. Introduction

In Attendance: Gerry Benson, B& V; Neil Bonesteel, City of Troy; Ted Burgess, CDM; Jim Buhmer, City of Watervliet; Greg Daviero, MPI; Mike Domenica, B&V;; Dan Durfee, CDM; Leif Engstrom, CDRPC; Rocky Ferraro, CDRPC; Mark Gleason, City of Watervliet; Bill Kane, City of Cohoes; Dan Lowenstein, MPI; Keith Lyons, ACSD; Mayor John McDonald, City of Cohoes; Tim Murphy, Albany County Sewer District; Marybeth Pettit, City of Rensselaer; Nick Ostapkovich, City of Watervliet; Ken Radcliff, City of Cohoes; Ray Rudolph, CHA; William Simcoe, Albany Water Board; Sean Ward, Village of Green Island; Cheryle Webber, NYSDEC; Chris Wheland, City of Troy;

2. Part A Project Management Goals and Objectives

Part A has a 9 month timeline with the overall project completion scheduled for 2009. Part A has 4 components to it: 1. data collection and assessment, 2. Preparation of the scope of work for the long term control plan, 3. public participation plan, and the 4. preparation of the cost allocation and financing plan.

CDRPC will be receiving a \$2 million grant from DEC for the preparation of the plan and \$80,000 grant from EPA to complete Part A.

3. Data Collection and Assessment

Greg Daviero from Malcolm Pirnie (MPI) handed out a packet, which included a timeline and detailed list of both general information and data requirements. The principal component of Part A is to have the communities provide the consultant with the most up to date information that they have at this time. This information is going to be utilized to develop the LTCP and to assess where each community stands relative to allocating the costs.

Greg spoke of the importance of each community having a technical liaison available to have the information needed for Part A readily available.

Greg went over the list of preliminary data requirements which are; overall sewer maps, detailed plans and profiles for major combined and sanitary interceptors and trunk lines, CSO regulator drawings, in-system and CSO flow monitoring data, Zoning and land use maps, Population data, Real property tax valuation data, and WWTP DMR Reports for the last 2 years. The electronic version of these data sets is preferred if available. The timeframe for investigation of this data collection is estimated at 4 weeks.

The City of Troy and Rensselaer will deal directly with Dan Durfee in terms of the data requirements, and Albany, Cohoes and Watervliet will deal directly with Ted Burgess and the Village of Green Island will be dealing with Mike Miller.

After November 4, the consultant team will reassemble and perform the gap analysis and assess the data from the communities. The consultant will go back to the communities at that point to discuss any missing pieces of information.

4. LTCP Scope Development

Ted Burgess from Camp Dresser and McKee (CDM) went over the information they will need to collect from the communities to put together a CSS Combined Sewer System Characterization, Monitoring and modeling plan. That plan will use models and flow monitoring as tools to make decisions of the extending impacts of the CSS on water quality.

Ted went over the LTCP Scope of Work key items listed on the hand-out.

1. Part B scope and schedule for the LTCP
2. Analysis of CSO impacts
3. Affordability analysis
4. Development and evaluation of control alternatives
5. Life-cycle cost estimates
6. Plan for regulatory compliance
7. Implementation schedule
8. Financing plan
9. Part B cost estimate

Rocky mentioned that there may be opportunities for the communities to receive a SARA grant from the State to assist in the data collection analysis that will be necessary under Part B.

5. Public Participation Plan

There will be a project website with access to the public and a separate area for the consultants and communities to receive and view documentation. Ray Rudolph from Clough Harbour added that there will be various levels of security on the website.

The Community participation strategy development would include media communications management, public opinion survey design and implementation, newsletter, brochure and flyer design and open houses and workshops.

Rocky raised an issue with having a person as a spokesperson for the project representing all six communities.

6. Cost Allocation Agreement and Financing Plan

Mike Domenica from Black & Vetch went over the outline of the Cost allocation Agreement. There will be two workshops scheduled. One will be on the Technical Requirements and Planning Metrics emphasizing elements and stages of cost, importance of information, cost estimates, discussion and concurrence of metrics, preliminary cost allocations formulas and in-kind services.

The second workshop is the cost allocation and in-kind services and funding plan emphasizing the cost estimates for Part B, assessment of metrics for each community, discussion of issues and draft cost sharing agreement, in-kind services matrix and financing options.

There will be a different allocation formula for planning versus design and construction. The planning allocation will depend, in part, on the amount of information available as identified in the early stages of the evaluation of the study. This is the cost allocation plan for Part B.

The success of this program depends, in part, on the willingness of the communities to provide in-kind services. The financing plan is key to the success of the plan.

Rocky suggested presenting alternatives or examples from other cities to look at and find out what the cost drivers are. Mike added that this can be done at the workshops.

7. Next Steps

Dan Lowenstein added that the information that is needed in the next four weeks is very critical in order to get the project going. Each community should have a key contact person to communicate with the consultants.

The next meeting has been scheduled for Wednesday, December 14, 2005 at 1:30pm and a default date of January 5, 2006 at 1:30pm.

Attachment 2
LTCP Development Timeline

Timeline for the Albany Pool Phase I CSO LTCP

	2005												2006												2007												2008												2009											
	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12			
Current Activities																																																												
EPA Grant Final Approval	x																																																											
EPF Contract Language Received	x																																																											
EDPM (effective date of permit modification)									x																																																			
CDRPC Contracts with Communities and Consultants																																																												
Municipal Coopertation Agreement Development																																																												
PART A (Community Cost Allocation & LTCP Scope)																																																												
Project Management and Coordination																																																												
Data Collection and Assessment																																																												
LTCP Scope Development (CSS Characterisation, monitoring and modeling plan)																																																												
Public Participation Plan Development																																																												
Cost Allocation and Financing Plan																																																												
Part B contract processing																																																												
Regulatory Negotiation																																																												
Community Adoption																																																												
PART B (Phase I LTCP - Approval of Plan + 36 Months)																																																												
Public Participation																																																												
CSS Characterization Monitoring and Modeling Results																																																												
CSS Mapping & Digitizing																																																												
CSS Monitoring*																																																												
Receiving Water Assessment*																																																												
WWTP Wet Weather Study*																																																												
CSS and River Modeling																																																												
CSO Alternatives Identification																																																												
CSO Controls Evaluation and Cost Perform. Curves for alternatives																																																												
Financial Analysis																																																												
Proposed Construction, Implementation Schedule, and Monitoring Plan																																																												
Submit Final CSO LTCP Plan																																																												
Negotiate Phase II Construction and Implementation Schedule with NYSDEC																																																												

Notes:
 * - Activities that are weather or seasonally dependent are shown in a green hatched pattern.
 "X" - Indicates CDRPC or NYSDEC Milestone