

**ALBANY WATER BOARD**  
**MINUTES OF REGULAR MEETING**  
November 16, 2018

A regular meeting of the Albany Water Board was officially convened at 9:30 AM, in the Conference Room at the Albany Water Board, 10 North Enterprise Drive, Albany, NY on Friday, Oct. 26, 2018.

**PRESENT:** Charles Houghton, Chairman; Dan Ranellone, Vice Chairman; Rachel Johnson, Secretary; Barbara Smith; Anthony Owens, Treasurer.

**STAFF PRESENT:** Joseph E. Coffey, Jr., P.E., Commissioner; Thomas Dufresne, CFO; William Simcoe, P.E., Deputy Commissioner; Emily Lyons, Confidential Assistant

**Approval of Oct. 26 Regular Meeting**

Chairman Charles Houghton introduced the minutes of the Regular Meeting held on October 26, 2018. With no objection, the reading of minutes was dispensed and Mr. Houghton called for a motion to approve the minutes of said meeting. A motion was made and seconded and passed unanimously.

**Public Comment Period**

No public comments.

**Committee and Staff Reports**

**Report from the Governance Committee:** Rachel Johnson, Committee Chair

The Governance committee proposed new meeting dates for 2019 and changing the starting time for the Board meetings to 9:00am. The Committee agreed to recommend an Assistant Secretary board member position for 2019. The committee also reviewed the Charter for the Governance Committee and recommended no changes. The Committee plans to recommend a meeting policy for the Board, and review the Board's by-laws with Corporation Counsel.

**Financial Report:** Tom Dufresne, CFO

Revenue is still up, but under the budget. Expenses are mostly stable; with workers comp and costs related to vehicle maintenance up. However, we will also have savings due to the new tax assessment in Coeymans. There were also some increases in emergency spending, however grant income helped offset some budget variances. We will see a much larger investment income this year compared to last. Operations spending is about \$1 million more this year due to personnel and some contractual services. Overtime was also up about \$30,000 this year, mainly due to main breaks from early in the year. We are only exceeding personnel budget expenses in overtime and workers comp costs, but below everywhere else. The light-duty return-to-work policy is now in place. We have also seen more water usage from some of the larger users.

**Commissioner's Report:** Joseph Coffey, P.E., Commissioner

**Floatables Project – construction status report:**

We are working at Orange St. and finishing up at Quackenbush. We paved part of Progressive's Parking Lot and will amend easement agreement to allow construction and restoration to occur until December 2019. Progressive also proposed adding additional parking.

Alcove Gate: We are installing new gates at the Alcove Reservoir and will have a few plant shut downs during installation.

Beaver Creek Clean River Project: Albany County Water Purification District is providing support for new design, which includes improvements at their facility that will benefit them and our Beaver Creek design. We still need the Governor to sign the Alienation or Park Land; however, we will need to have the Legislature and the Common Council approve an amendment to the parkland alienation legislation due to the changes in the project design. A Community Meeting is planned on November 27 and we can share the PPT presentation with the board members. We will have to do a Type I SEQR review and will have a special meeting of the board on December 7<sup>th</sup> to approve the design proposal for which a notice to proceed with Final Design is due under the Consent Order by December 15. Barbara Smith commented that any education signs in the park depicting the ambush should consider the Native American perspective.

### Old Business

**Conservation Easement Status Update:** The carbon credits have been sold for the 2018 inventory and sold through 2021. The money received from the credits will be tied to sustainability efforts.

### New Business

**On-call Stipends:** Commissioner Coffey recommended a proposal to provide a \$100 per week stipend to required on-call water maintenance repairman and foremen. Chairman Houghton made a motion to accept and approve the recommendation for a stipend for the required on-call staff. The motion was seconded and passed unanimously.

**Assistant Secretary Position:** Rachel Johnson recommended adding an Assistant Secretary position to the Board, and naming Barbara Smith to the position. The motion was seconded and passed unanimously.

### Resolutions

Mr. Houghton called for a motion to approve each of the following resolutions. A motion was made for each and seconded; and passed unanimously.

- Resolution 18-96: Authorizing Chairman to Execute a Joint Funding Agreement with the U.S Department of the Interior, United States Geological Survey for multiple Stream gaging sites.
- Resolution 18-97: Authorizing Award of Contract in amount of \$69,209 to ClearSpan Fabric Structures, International to furnish and Install a structure at 35 Erie Blvd.
- Resolution 18-98: Authorizing Task Order to CHA Companies under Master Services Agreement for Construction Phase Services for Upper Washington Sewage Pump Station & Force Main Project in an amount not to exceed \$319,500.
- Resolution 18-99: Authorizing Task Order to CHA Companies under Master Services Agreement for Construction Phase Services for Tivoli Preserve Stream Daylighting Project in an amount not to exceed \$95,000.
- Resolution 18-100: Authorizing Task Order to CHA Companies under Master Services Agreement for Design Phase Services for Woodlawn Park Stormwater Harvesting Project in an amount not to exceed \$21,500.
- Resolution 18-101: Authorizing Purchase Order to Barton & Loguidice Engineers for Professional Services associated with Beneficial Use Determination for Water Treatment Plant Sludge in an amount not to exceed \$11,000.
- Resolution 18-102: Authorizing Task Order to Arcadis under Master Services Agreement

for Professional Services associated with Local Government Records Management Improvement Project in an amount not to exceed \$53,700.

- Resolution 18-103: Authorizing approval of Change Order #3 to Contract 1A – General Construction - Feura Bush Filtration Plant Employee and Public Space Improvements with U.W. Marx in the amount of \$87,380 (new contract amount is \$1,778,556. No change in Contract completion date (April 30, 2019)
- Resolution 18-104: Authorizing award of contract to new castle paving, LLC. for shaker park water main replacement/extension in amount of \$344,029.50

### Executive Session

The Board found no purpose to enter executive session for this meeting.

Being no further business, Mr. Houghton called for a motion to adjourn the meeting. A motion was made, seconded and passed unanimously. The meeting was adjourned at 10:19 AM.

Next regular meeting of the Water Board is scheduled for Friday, December 21, 2018, 9:00am. A special meeting will be scheduled for December 7, 2018.

Recorded by: Emily Lyons, Confidential Assistant

Approved by:   
Rachel Johnson, Secretary