

**ALBANY WATER BOARD**  
**MINUTES OF REGULAR MEETING**  
July 26, 2019

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, July 26, 2019.

**PRESENT:** Charles Houghton, Chairperson; Rachel Johnson, Vice Chairperson; Anthony Owens, Treasurer; Barbara Smith, Secretary, Karen Strong, Assistant Secretary

**STAFF PRESENT:** Joseph E. Coffey, Jr., P.E., Commissioner; Thomas Dufresne, CFO; William Simcoe, P.E., Deputy Commissioner; Debra Brand, Admin. Assistant

**BOARD ADVISORS PRESENT:** Bill Kahn, UHY Advisors

**Approval of Meeting Minutes**

Chairman Charles Houghton introduced the minutes of the Regular Meeting held on June 28, 2019. With no objection, the reading of the minutes was dispensed and Mr. Houghton called for a motion to approve the minutes of said meeting. A motion was made, seconded and passed unanimously.

**Public Comment Period**

No public comments.

**Committee and Staff Reports**

**Finance Committee Report:** Anthony Owens, Finance Committee Chair.

Revenue in June was down due to a timing issue of SUNY payments. The consumption levels are still down YTD; however, it is not having much impact on revenues. Net operating cash flows for the month and year are positive as operating expenses are also under budget. The Department is also continuing to apply for grant funding, and is currently completing 2020 budget process. The Department is also considering an approximate 2.5% rate increase for 2020.

**Report from Rate Consultant:** Bill Kahn, UHY Advisors

I would suggest continuing to increase rates over the coming years. The actual determination for the 2020 rate increase will be made in the fall. A rate increase will cause a higher debt service in the future. Our debt service coverage is exceptionally strong right now; and expenses will continue to go up as debt service goes up.

**Financial Report:** Tom Dufresne, CFO

Our June revenues were \$1.7 million compared to \$3 million last year; which is due to the timing of SUNY payments. SUNY made a payment last year at end of June; however we did not receive that payment until end of July this year.

We have \$16.7 million in revenue YTD. Consumption is declining by about 3%, however revenue is not declining that much. 13% of consumption is from minimum usage customers.

Net operating cash flows for month and year are positive, with \$2.6 million in capital projects and \$3 million received in grants and financing.

Operating expenses are \$2.4 million under budget (not including capital projects). Personnel costs are up and contractual expenses are up from last year.

Our overtime is in line with the budget and a bit lower than last year. We only had 2 injuries contributing to lost work days in the 2nd quarter.

Our YTD Route 7 billing has consumption down, but is revenue up.

**Commissioner's Report:** Joseph Coffey, P.E., Commissioner; William Simcoe, P.E., Deputy Commissioner  
Key Performance Indicators:

The Alcove Reservoir has stopped spilling after 179 straight days.

In the future, we are anticipating approximately \$6-10 million worth of work on dam maintenance.

We have been working on our plans for our property at 35 Erie. The Huck Finn Lease up in December, 2019 and the Commissioner is meeting with Jeff Sperber from Huck Finn. Our building at the location needs to come down, and we would build a new structure closer to the road to move inventory to this location. We also plan to create a dedicated spoils area here. Once the current inventory space is vacated, it can be used for expanding inside parking for large vehicles.

#### Beaver Creek

The Agreement is signed with Albany County and the Legislature's meeting is scheduled for August 12. We are also working with EFC to get ready for closing on the financing. The design should be completed by end of Dec. 2019.

#### Tivoli Project

Construction is moving along and we are ready to open up flow into the channel. The project is very close to looking like the proposed rendering.

#### Ramsey Place Project

Lead service replacements are moving along with 10 of about 40 completed. A new system for replacing the lead services with copper is being utilized that could also be used city wide for efficient lead service replacements.

#### Albany-Colonie Interconnect-

We are nearing the end of the negotiation of Consent Order in regards to the Karner Blue Butterfly habitat. OBG has taken full responsibility.

#### Feura Bush

HVAC system work has started and the lab cabinets are pending.

#### Floatables

The Project is looking to wrap up by the end of September.

#### Normanskill Farm Drainage Improvements

Project is close to completion.

### Beaver Creek Phase 6

The pipes have been installed, and we are waiting to install the OPTI smart technology.

### CIPP Lining

Weekly status reports are currently being completed and will be sent to the Board.

## Old Business

### Presentation Skills Training

We set up training for Staff that are likely to make presentations to Boards, neighborhood groups, Mayors meetings, etc. Currently a group of 6 is going through the 1<sup>st</sup> session.

### Woodville generator (pump station)

The generator died and we purchased another generator under state contract.

## New Business

### Stormwater Coalition

We have a resolution today to execute statement of intent with the Albany County Stormwater Coalition. Thus far we have not utilized Stormwater Coalition Staff, as we do a lot in house, with our own Stormwater dedicated staff (Peter Beck).

### Alcove Deer Hunting

We created a proposal to address over population of deer and have applied for a one time permit with NYSDEC to allow deer hunting for a short term period this year. We have drafted guidelines as to how to implement the program for this fall.

### Legal Services RFP

Madalyn has left City service, and she is our 10<sup>th</sup> City lawyer in a 5 year period to leave. This RFP for outside counsel for the Board will allow for continuity in our legal representation.

A Bond Resolution Public Hearing is scheduled for August 27, at 10 Enterprise Drive at 1:00 PM.

## Resolutions

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

- **Resolution 19-58** Authorizing Chairman to execute a Statement of Intent and Intermunicipal Agreement with the Albany County Stormwater Coalition
- **Resolution 19-59** Awarding Contract to Kenyon Pipeline Inspection for Tremont St. cured in place sewer lining project
- **Resolution 19-60** Authorizing Application for Deer Damage Permit for 2019 with the NYSDEC
- **Resolution 19-61** Authorizing Transfer of \$1.4 million from On-going funds to Ramsey Place capital account

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 10:30 am.

Next regular meeting of the Water Board is scheduled for Friday, August 23, 2019 at 9:00 AM

Recorded by: Debra Brand, Administrative Assistant

Approved by: *Barbara Smith*  
Barbara Smith, Secretary