

**ALBANY WATER BOARD**  
**MINUTES OF REGULAR MEETING**  
August 23, 2019

A regular meeting of the Albany Water Board was officially convened at 9:00 am, in the Conference Room at the Albany Water Board, 10 North Enterprise Drive, Albany, NY on Friday, August 23, 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; Emily Lyons, Confidential Assistant

**BOARD ADVISORS PRESENT:** Bill Kahn, UHY Advisors; Peachy Jones, Corporation Counsel

**Approval of Meeting Minutes**

Chairman Charles Houghton introduced the minutes of the Regular Meeting held on July 26, 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**

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

Not much to report, as we continue to watch the numbers. We still anticipate a modest rate increase for January 1, 2020 probably around 2.5%. Nothing in the financial statements suggests a rate increase is needed, however due to the future capital improvement plans; it is recommended to avoid a huge rate increase in the future.

**Financial Report:** Tom Dufresne, CFO

We have now received access into the City's general ledger; so we can begin the steps to make sure we are compliant with PARIS reporting requirements.

Our current financial statements are looking good and year to date revenue is positive. Our Investment income is also higher than previous years. Our expenses are currently up due to timing issue with the Keller Contract, and personnel and equipment costs increases. The equipment costs are also timing related, but will even out as the year progresses. Operating Capital projects are the biggest expense, which currently include the Shaker Park Main Replacement and CIPP Sewer Lining Projects.

We are currently outperforming our budget, mainly due to the 2019 increased rates and an increase water use among smaller users (small businesses and residential).

Overtime costs are controlled and on target with budget, as we are making great strides with workers comp and lowering the number of reportable injuries compared to previous years. The medical expenses that occurred this year are much less than last year due to new safety programs/procedures.

\$1.6 million is coming in this month, and then \$7 million in Sept. from grant reimbursements and fund transfers to be able to send money owed to the City. Large user's revenue is down \$250k from last year. The large users pay in cash each month and smaller users are more likely to go unpaid and roll to taxes which can affect payments at the end of the year. Online accounts use is still lower than we anticipated.

**Commissioner's Report:** Joseph Coffey, P.E., Commissioner; William Simcoe, P.E., Deputy Commissioner  
Recent High Intensity Storms:

We had a short duration, high intensity storm over the weekend with a lot of wind damage first, then flooding. Flooding occurred in historically flooded areas, but also some new areas of the City. All 3 of the recent storms were between 1.2-1.5 inches in 30 minutes; which is high intensity for a storm. News media covered the storm, and we highlighted our various projects to address localized flooding and backups. We have also been meeting with residents from the Melrose neighborhood to discuss the flood survey, system modelling study in the area. Flooded areas typically drain in about 20 minutes. The stormwater systems at Hansen and Ryckman performed well during the last storms.

Key Performance Indicators:

We are over budget on revenue and under on expenses. Even with five medical reports submitted, we had no lost work days in July, which is a trend in the right direction.

We had several Main breaks in July due to Contractors using hydrants inappropriately. We are now putting locks on all hydrants to prevent this.

Water produced up to 19.5 MGPD in July.

We are a little behind on preventative maintenance and are working to improve.

Beaver Creek

County Legislature voted to sign the agreement between the City and the County. We will follow the process for the conversion of parkland of 0.3 acres (parts of the park that will be paved/buildings). The deadline to close on financing is December and we are working with the other Pool Communities to meet deadline.

Tivoli Project

The recent storms have caused damage to the work Keller has completed. We added a temporary repair until we can develop a permanent plan, which will add to the cost.

Ramsey Place Project

46 lead water services have been removed; all with grant funds. New Castle is now working near Hackett to work on the new storm sewer and tree pits.

We used new equipment for lead services removal - pipe puller technology - pulls the lead pipe out from the main and is replaced with copper. The equipment costs \$75,000, and we are exploring at investing in one. We are still looking at changes to the water service line ownership in the City code.

Albany-Colonie Interconnect-

The Consent Order has been signed, and is being returned to DEC today. The penalties of \$60,000 are being absorbed by the consultant. We are currently doing some prep work to get construction started again, and should be completed by the end of the year.

Feura Bush

We are still waiting on the cabinetry to be installed.

### Floatables

All of the Floatables facilities will be operating within the next month; all pumps, valves, and pipes have been installed, while we are waiting on electrical. This was an \$8 million project and is a considerable part of the LTCP Consent Order.

### Normanskill Farm Drainage Improvements

The rain has made working difficult.

### Beaver Creek Phase 6

This is the project at the high school. We are currently just waiting on National Grid to add power to the Opti equipment.

### Upper Washington corridor projects:

The tank now has a roof and the Pump station is still behind schedule due to construction limitations.

### CIPP Lining

Updates are sent every week to provide updates on the schedule. We added a large number of sewers to be lined based on structural or other issues. Lining should be finished by the end of Sept.

### Rensselaer Lake and Basic Creek Reservoir

Contractor submitted a report with about twice the cost as expected for dam upgrades, so we are looking at other alternatives, and will probably add this into 2020 capital plan.

We are also still exploring if DEC can take over Rensselaer lake and manage it as it is no longer a water supply option.

## Old Business

### Presentation Skills Training

To aid in organizational development, we are training staff that are likely to present to boards, or the public.

### Legal Services RFP

The City's Corp Counsel is busy, so we are looking at alternatives. We looked at three responses to the RFP, and we are hoping to use a local firm, that will provide one point of contact.

### Public Hearing

The Hearing for the Water Comprehensive Plan Financing is scheduled for August 27 at 1:00 PM

### Carbon Credits

The Nature Conservancy's third party validation has been completed for carbon sequestration. We should get this revenue in September in conjunction with media opportunities with climate week (23-29).

## New Business

No new business.

### 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.

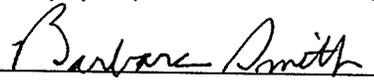
- **Resolution 19-62:** Authorizing Task Order 5a to the Master Services Agreement with The Chazen Companies for Alcove Culvert Replacement Engineering Design Deliverables for a not to exceed amount of \$10,650.
- **Resolution 19-63:** Authorizing Change Order 1A-09 for construction of the Feura Bush Filtration Plant Employee and Public Space Improvements with U.W. Marx Construction Company for a not to exceed amount of \$1,966.

### 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 10:33 am.

Next regular meeting of the Water Board is scheduled for Friday, September 27, 2019 at 9:00 AM. A Finance Committee meeting will be held on September 27, 2019 at 8:30 AM.

Recorded by: Emily Lyons, Confidential Assistant

Approved by:   
Barbara Smith, Secretary