

**CITY OF ALBANY SUSTAINABILITY ADVISORY COMMITTEE (SAC)**

Meeting Minutes: Thursday, October 23, 2014

5:30 pm, Albany City Court Room

*SAC Members Present:* Jen Ceponis, Peter Fleischer, Jillian Kasow, Scott Kellogg, Shadi Khadivi, Amanda Mansfield (Acting Chair), Lori Quillen, Pete Sheehan, Ewa Sobczynska, Chris Spencer, Bill Trudeau  
*SAC Members Absent:* Yusuf Burgess, Joe Coffey, Dan Mirabile, Randy Milano  
*Quorum present?* Yes

*Others Present:* Kate Lawrence, Mayor's Office of Energy & Sustainability Staff (Acting Secretary)

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**PROCEEDINGS**

**1. Call to Order**

The regular meeting of the SAC was called to order at 5:30 PM by Acting Chair Amanda Mansfield. Kate Lawrence volunteered to serve as Secretary for the meeting.

**2. Roll call / Introductions**

Amanda Mansfield introduced new SAC members Chris Spencer and Jen Ceponis. Chris Spencer is the new Planning Director for the City of Albany and will serve as the City representative from the Department of Development and Planning. Jen Ceponis is filling in for Sandy Misiewicz while she is on temporary leave.

A. Mansfield moved to add an item to agenda to discuss potential speakers for future meetings. The motion was adopted.

**3. Public Comment Period**

There were no public comments.

**4. Vote on Chair, Vice Chair and Secretary Positions –**

- (a) A. Mansfield and J. Kasow nominated themselves for the Chair position for the coming year. A vote was conducted by ballot. J. Kasow garnered the majority of the votes (6-5), thereby electing her as Chair. A. Mansfield was subsequently elected Vice-Chair.
  
- (b) L. Quillen and S. Khadivi nominated themselves for the two Co-secretary positions for the coming year. Both motions were adopted. All new positions will go into effect for the next regular meeting.

**5. Communications sent to the SAC** – K. Lawrence of the Mayor's Office of Energy & Sustainability mentioned the formation of the NY Green Bank, as brought to her attention by a SAC member. A discussion of the jurisdiction of the NY Green Bank ensued, including the conclusion that it will likely not affect the SAC or City of Albany projects at this time.

## **6. Discussion of Letterhead**

The SAC discussed what its official letterhead should look like and what information it should contain. It was decided by general consensus that the SAC letterhead would contain the Albany City seal and the logo of the Mayor's Office of Energy & Sustainability, as well as a new email address for the SAC that would be set up by K. Lawrence and would automatically distribute messages to the SAC Chair and Co-Secretaries as well as K. Lawrence. It was also discussed that Co-Secretaries would respond to inquiries using a general template designed for that purpose.

## **7. Member presentation** by Bill Trudeau

- (a) Traffic Engineering has had a busy summer and fall doing roadway and intersection improvements.
- (b) For roads identified as bike routes in the Bicycle Master Plan, bicycle sharrows and/or signs have been put in place as streets are being repaved. Roads that saw work done this year include Shaker Road, Broadway, and Quail Street. Work on Myrtle will be completed by the end of the year. New crosswalks were also added on Shaker Road. Improvements along Myrtle will occur soon. A bike lane was created on Northern Blvd, from US 9 to Van Rensselaer Blvd. The bike lane along Northern Blvd. will be continued as opportunities arise.
- (c) Washington, Western, and New Scotland will all see new intersection accommodations over the coming year. 61 signalized intersections along these corridors will be upgraded or completely replaced to improve pedestrian safety and improve traffic flow. Audible crossing signals and dedicated pedestrian signals will be located at some of the more challenged intersections. Elevator crosswalk buttons that indicate that they have been pushed will be installed at most intersections. All new intersection lights are 100% LED. Internal energy controls have been reduced dramatically, so new units use substantially less energy than old units. Per Public Service Commission regulations, intersection equipment must be metered, so it will be easier to track the energy usage of individual units.
- (d) There were public meetings for some projects, such as the planned intersection and light improvements on Washington, Western, and New Scotland. Bill T. noted that he is working on getting information out earlier. Members of the public who are interested in learning more about the City's transportation projects can attend the meetings and subcommittee meetings for the Traffic Safety Stakeholders Committee (TSSC). The next meeting of the engineering subcommittee of the TSSC is on Nov. 13th at 12:30 p.m. at 200 Henry Johnson Boulevard. The next general meeting is on Dec. 11th at 2:30 at 200 Henry Johnson Boulevard.
- (e) The SAC discussed various roadways and problem intersections. The project to improve safety along Route 5 with the DOT and the municipalities of Albany, Colonie and Schenectady was discussed.

## **8. New Business and General Discussion**

- a) New subcommittees
  - i. P. Sheehan moved to create an Energy Subcommittee and serve as chair. J. Kasow and E. Sobczynska indicated their interest in serving on this subcommittee. The motion was adopted.

- ii. S. Kellogg moved to create an Urban Agriculture Subcommittee and serve as chair. J. Ceponis and L. Quillen indicated their interest in serving on this subcommittee. The motion was adopted.
  - iii. S. Khadivi moved to create a Built Environment Subcommittee and serve as chair. A. Mansfield and P. Sheehan said they would also like to be on subcommittee. The motion was adopted.
  - iv. L. Quillen moved to create a Public Outreach Subcommittee and serve as chair. E. Sobczynska said she would also be on it. The motion was adopted.
  - v. It was noted that all applicants to the SAC were informed of the opportunity to potentially serve on subcommittees. E. Sobczynska's motion to inform all SAC applicants and members of the public of the newly-formed subcommittees via email and the Mayor's Office of Energy & Sustainability Facebook page (respectively) was adopted.
  - vi. P. Sheehan made a motion to make all subcommittee meetings public to all SAC members, inform all SAC members of upcoming subcommittee meetings, and to disburse subcommittee minutes via SAC Dropbox and as part of SAC general meeting agenda/communication. The motion was adopted.
  - vii. K. Lawrence will assist in the formation of the subcommittees and informing the public.
- b) Discussion of memo and potential action items – A. Mansfield went over her memo of potential SAC action items and asked for input. Concern was expressed by several members about the SAC taking on feasibility studies or peer analyses. Members discussed whether this type of work was better suited to the City and what type of work is most appropriate for the SAC. Several members agreed that a good role for the SAC would be to help track the City's progress on goals from Albany 2030 and other plans and to celebrate success. Different methods of public outreach were discussed, including the formation of a blog. The Public Outreach Subcommittee will discuss this and bring some ideas back to the SAC at the next meeting. Other initiatives that were discussed included potentially enhancing the City's urban forestry program and establishing a Green Business Program.
- c) Transportation Subcommittee progress report – A. Mansfield went over the transportation subcommittee's progress report. Potential initiatives that were discussed include a parking inventory and the promotion of electric vehicles. A member of the public commented that all houses should be wired for EV.

## **9. Discussion of speakers for upcoming meetings**

- a) E. Sobczynska's motion to invite Tom Pfeiffer to speak at an upcoming meeting was adopted.
- b) S. Khadivi's motion to have someone from the group advocating for protected bike lanes on Madison Avenue speak at an upcoming meeting was adopted.
- c) S. Khadivi's motion to have someone involved with economic development with the City (like CAC, BID, or Chamber of Commerce) speak at upcoming meeting, as well as Dan McEneny to speak about SHPO and historic preservation tax credits was adopted.
- d) The SAC agreed that someone from CAC and Dan McEneny would be good speakers to invite to the next meeting on December 11<sup>th</sup>.

**10. Next meeting** – The next meeting of the SAC will take place on December 11<sup>th</sup>, 2014. K. Lawrence and the Co-Secretaries will work to send invitations to potential speakers. K. Lawrence will ask about

wi-fi in building. A. Mansfield asked about preferred way to distribute meeting materials. Members of the SAC agreed that they will be responsible for bringing their own meeting materials in whatever format they prefer.

**10. Adjournment** – Meeting was adjourned at 7:30 pm.

Minutes submitted by Kate Lawrence, Acting Secretary