

**Stormwater Coalition of Albany County
Board of Directors**

**MINUTES
Friday June 21, 2013
Village of Green Island
19 George Street
8:30am-10:30am**

Board of Directors Attending:

Sean Ward, Village of Green Island, Chairman
John Dzialo, Town of Colonie
Thomas Dolin, Town of New Scotland
Dave Dressel, City of Watervliet
Paul Reuss, Village of Menands
Erik Deyoe, Town of Bethlehem
Ken D'Arpino, Town of Guilderland
Doug Melnick, City of Albany
Garry Nathan, City of Cohoes (Board alternate and meeting minutes)

Board of Directors Absent:

Dennis Feeney, Albany County
George Primeau, City of Cohoes
Glenn Hebert, Village of Voorheesville
Carl Fleshman, Village of Colonie

Also Present:

Nancy Heinzen, Stormwater Coalition Program Coordinator
Frank Fazio, University at Albany, SUNY

- I. Approval of June 6, 2013 Minutes
Erik Deyoe moved to approve the minutes. Paul Reuss seconded the motion which passed unanimously.

- II. Reports
 - A. Village of Altamont would like to join the Coalition and would like to start in July. (Town Designated Engineer – Barton and Loguidice)
Altamont would like to be prorated because of the July start date. It was discussed and they will not be prorated. \$3500 to join, no exceptions. Paul Reuss moved to approve and John Dzialo seconded the motion.

 - B. Barton and Loguidice contract will be extended from July 1, 2013 to November 1, 2013. Barton and Loguidice is aiming for a Draft Green Infrastructure Model Local Law for July 10, 2013. If this date is not met it will be drafted no later than July 26, 2013.

III. Discussion

A. Proposed 2014 Coalition Budget: Discussion on different scenarios for funding options with looking at core duties. Only four said yes on 2 full time and 1 part time, therefore it is out. (Most expensive scenario).

1. Eric Deyoe pointed out that the base fee is too low.

[From N. Heinzen notes:

The current membership formula, as structured limits the amount of revenue generated from the base fee to a set \$52,500 (assuming all members are “in”, including the Village of Altamont, for illustration purposes), referred to as the Base Revenue. Additional revenues are possible, but that increase is based on a point system, such that only those municipalities of a certain size and population “kick in” money, thus providing Supplemental Revenue to the overall Coalition revenue stream. For those larger municipalities, interested in supporting the Coalition, yet unwilling to pay additional supplemental funds beyond their current levels, another mechanism for adding to that limited base fee revenue stream needed to be developed.

For this budget, there was the added challenge of creating a mechanism to fund specific services of interest to a sub-set of Coalition members, as itemized in the 2014 Work Plan (see Additional Tasks). Fortunately, the inter-municipal agreement allows for the separate accounting of additional functions (see Section 8.10) and on the strength of this wording, the Board explored various ways to increase the base fee for all Coalition members and increase the supplemental fee for interested municipalities, regardless of size and population.

Using the point system already in place, and a laptop-projector-excel sheet combination which made visible for everyone various budget scenarios; the group tested the idea of adding a 0.50 point increase equally to the all members as Supplemental Revenue. This was too expensive and the Board instead agreed to a membership-wide 0.25 point increase. Members interested in Additional Tasks agreed to pay for additional points, with the amount added as Supplemental Revenue.

When combined, the member-wide increase; plus the pre-existing points assigned based on municipal size and population; plus the supplemental points added up to 26.50

points which when divided into the supplemental portion of the proposed 2014 budget (\$133,115) resulted in a price per point of \$5,023.24. This allowed for an easy calculation of supplemental fees for each member. For example, the 0.25 point increase translated into a membership-wide increase of \$1,256 (0.25 x \$5023.24).

Throughout this exercise, the intent was to create a membership fee structure which covered 2 full time Coalition staff (base salary, plus fringe), an associated vacation liability, an upgrade to the web-based Stormwater Mapper (AIMS) server, and Village of Altamont expenses, should they decide to join the Coalition. This second FT staff person would support Core Tasks named in the 2014 Work Plan and Additional Tasks of interest to a sub-set of municipalities.

While those in attendance agreed to the proposed budget and membership fee schedule and were willing to move forward seeking approval to be documented in the 2014 Statement of Intent letter, it remained to be seen how those members not present might go forward.]

2. The Vacation Leave obligation included in the above mentioned scenario was discussed. The Board agreed to have Nancy prepare the new 26.5 point scenario and send it to the County to be included in the executive budget due June 30. Garry Nathan moved to approve and John Dzialo seconded the motion, which passed.

B. Proposed 2014 Coalition Work Plan: Core functions of work plan were reworked. Thomas Dolin made the motion to adopt the core functions of the work plan. Dave Dressel seconded the motion, which passed.

1. Motion was made for negotiations for additional services to be made with Nancy by municipalities individually.

IV. Close of Meeting

Meeting adjourned at 10:30am.

These minutes were approved at the September 20, 2013 Stormwater Coalition of Albany County Board of Director's Meeting.