

*Stormwater Coalition of Albany County
Board of Directors*

MINUTES

Friday, March 17, 2017

**Town of Colonie, Public Operations Center, 347 Old Niskayuna Rd
8:30 am to 9:30 am**

Visioning Session: 9:30 to 11:30 Board and Working Group Reps

Board of Directors Attending:

Dennis Feeney, Albany County
Neil O'Connor, City of Albany (Board Alternate)
Garry Nathan, City of Cohoes
John Dzialo, Town of Colonie, Chairman
Randy Rivera, Village of Colonie
Brent Meredith, Town of Bethlehem (Board Alternate)
Peter Barber, Town of Guilderland
Sean Ward, Village of Green Island
Doug LaGrange, Town of New Scotland
Frank Fazio, University at Albany-SUNY

Liaison to the County Executive's Office – Host of the Coalition:

Scott Seigel, Albany County (Board Alternate)

Also Present:

Lucas Rogers, Albany County
Lisa Merwin, City of Albany
Kara McKnight, City of Cohoes
Ken D'Arpino, Town of Guilderland (Board Alternate)
Nancy Heinzen, Stormwater Coalition Program Coordinator, Coalition
Christina Chiappetta, Stormwater Program Technician, Coalition (meeting minutes)
Tim Koch, Stormwater Program Technician Assistant, Coalition

Absent:

Paul Reuss, Village of Menands
Dave Dressel, City of Watervliet

I. Approval of January 20, 2017 Minutes

A motion to approve the January 20, 2017 Board Meeting minutes was made by Garry Nathan which was seconded by Sean Ward and passed unanimously.

II. Reports

a. Coalition Administration

i. 2016 Budget Report

Nancy Heinzen explained the budget report format which shows all transfers and expenditures within each budget line. Although grant funded expenditures are now coded differently than dues funded expenditures, this report does not separate them out.

Nancy Heinzen reviewed the budget pointing out that all grant funds will be encumbered as follows:

From Miscellaneous Equipment \$22,182.15 will be encumbered.
From Office Supplies \$15,154 will be encumbered.
From Travel, Mileage, Freight \$3,730 will be encumbered.
From Fees For Services \$171,120 will be encumbered.

Unspent “dues” funds should roll into the reserve. This includes \$9,100 from the Temp Help line of \$9,100 and smaller amounts from the Office Supplies; Computer Supplies; Postage; and Printing and Advertising lines.

The Hospital and Medical Insurance line shows that we were overcharged. This may get settled later when the 2016 budget is closed out.

\$25,000 of “dues” funds previously encumbered in the Miscellaneous Contractual line has been spent down for the development of SwIM (Stormwater Internet Mapper).

2017 Budget Report

We are missing the UAlbany membership dues; the check has cleared it has not gotten into the system yet.

The Conferences and Training line has been spent down for the year. Various Coalition members are attending the NYS Regional Stormwater Trainings organized by Blue Neils in Saratoga County. We also purchased a training DVD from EXCAL Visual (SPCC for Municipalities) and a Center for Watershed Protection Webcast (Making Urban Trees Count).

Using grant funds there is a requisition for a new multi-function scanner/plotter and color tabloid printer for \$9,395.97. This is highlighted in the budget report using project codes. The project code for grant expenditures is SWG17 for Storm Water Grant 2017 and it is listed as SWG17 NYSDEC SW Grant C00081GG.

ii. Updated Contact List – Internal

Nancy Heinzen reviewed the updated contact list and asked for any changes. She explained that the contact list describes Coalition and MS4 Permit roles for listed individuals. Who is on which email lists is also noted.

b. **NYSDEC WQIP Rnd 12 Grant (REDC)** (\$486,720; Report Template-Obj/Tsks/Performance Measures)

i. Staffing & Training

[O1/T4/PM1/PM2]

Two new hires have been made, Joe Cleveland and Tim Koch. After some training in the office and in the field, Joe and Tim were able to take over the mapping for the Village of Colonie.

- ii. Mapping Progress Report [O1/T13; O2; O3; O4; O5; O14. Display Maps on SwIM-Multiple Os/Ts]
The mapping in the Village of Colonie is almost complete; post construction stormwater management practices, facilities, and outfalls need to be mapped/corrected.

Next will be CSO mapping in the City of Cohoes and City of Watervliet. They need to complete an asset management plan as part of the CSO Permit consent order. The plan is based on mapped infrastructure.

Mapping in the Town of Guilderland will start soon, weather permitting.

- iii. U Albany Student Intern Contract & Recruitment (\$22,620) [T7/PM1/PM2]
The contract is almost complete. Nancy Heinzen will soon reach out to the UAlbany Office of Sustainability to help solicit students for the 4 projects.

- iv. Other Contracts [O6: Impervious T6/PM1; Forms T6/PM2; CiAlb Recs T6/PM3; GIS Tech Support T6/PM4]
The City of Albany is receiving grant funds to digitize historic sewer separation maps. The separation took place in the Patroon Creek and Krumkill watersheds.

c. **Stormwater MS4 Permit** (GP-0-15-003 Expires 4/30/2017)

- i. Albany County Audit – Feb 2, 2017 (NYSDEC)
Dave Kubek, Bill Anslow, Scott Duncan, Laura DeGaetano, and Nancy Heinzen were present at the audit. Although the facility is outside the urbanized area Mary Barrie inspected the County DPW garage in Voorheesville. It is an aged facility with many operations and an outfall to a wetland. It may need to be covered under the Multi-Sector Industrial General SPDES Permit.

- ii. DRAFT MS4 Permit Updates (GP-0-17-002)
According to Todd Stevenson from the Stormwater Coalition of Monroe County and other sources, the existing MS4 permit will be extended for another year.

d. **Coalition Work Plan/SWMPv4 Plan BMPs/Goals – End 3/9/2017**

- i. Coalition Staff /Member Activities
2017:
BMP 1-6 Public Programs/Guest (3/27 HR WShed Alliance-What You Can Do)
Nancy Heinzen has been asked to be a guest panelist on March 27, 2017.

BMP 2-2 Annual Report
The Working Group needs to decide if we are doing a joint or separate annual report.

BMP 2-11 WAVE (2017)
Thank you notes have been sent out to volunteers from last year. Including the 3 classes of students from Guilderland High School, there were ~78 volunteers.

MCM 8 Training
3/22 NYS SW Reg Traing DRAFT MS4/Post Construction SMPs; 6/21 CWP Webcast Urban Trees; SPCC DVD Training Set.

- ii. Member Point Work – 2017
Albany-None; C/WVliet-None; V/Menands-Proc & Enf Res Plan; T/Beth-None; T/New
Scotland-Need “Points” Survey

*****BREAK*****

- III. **Visioning Session – Board and Working Group 9:35 to 11:30**
 - a. **Individual Stormwater Programs – Summary of Survey Responses**
 - i. *What is happening now with your stormwater program? Good/Bad*
 - ii. *What needs to happen with your sw program? Next 2yrs? 10 yrs? Opportunities/Obstacles?*
 - b. **Board/Working Group Discussion (Small Groups)**
 - i. *What is happening now with the Stormwater Coalition? Good/Bad*
 - ii. *What needs to happen with the Coalition? Next 2yrs? 10 yrs? Opportunities/Obstacles?*
 - c. **Enabling the Vision: Consider the Coalition IMA** (1.0 Purpose-Authority/4.0 Functions)
What next?

As Board members either left the meeting or decided to stay for the Visioning Session, a motion to adjourn the meeting was made by Sean Ward which was seconded by Garry Nathan and passed unanimously.

A few remaining Board members and Working Group representatives participated in the Visioning Session. Survey results were summarized and comments focused on what is happening now (good/bad). There was some discussion of what next.

NEXT BOARD MEETING: Friday, June 16, 2017, 8:30am – 10:00am; T/Colonie, 347 Old Niskayuna Rd

These minutes were approved at the June 16, 2017 Board Meeting.