

*Stormwater Coalition of Albany County
Board of Directors*

**Friday, March 17, 2023
Village of Green Island
8:35am to 10:10am**

MINUTES

Board of Directors Attending:

Neil O'Connor, City of Albany (Board alternate)
Joe Cleveland, Town of Bethlehem (Board alternate)
Garry Nathan, City of Cohoes (Board alternate, note taker)
Zach Harrison, Town of Colonie (Board alternate)
Tim McIntyre, Jr, Town of Guilderland (Board alternate)
Maggie Alix, Village of Green Island
Nicole Ognan, Village of Menands
Doug LaGrange, Town of New Scotland (Chairperson)
Frank Fazio, Village of Voorheesville (Board alternate)
Dave Dressel, City of Watervliet

Also Present:

Nancy Heinzen, Coalition Stormwater Program Director
Shane Lewis, City of Cohoes (Board alternate)
Tod Ward, Village of Green Island (Board alternate)

Absent:

Lucas Rogers, Albany County (Host Liaison)
Sameer Modasra, Albany County (Board alternate)
Nick Sala, Village of Altamont
Brad Bunzey, University at Albany - SUNY

I. Approval of January 20, 2023 Board Meeting Minutes

A motion to approve the January 20, 2023 Board Meeting minutes was made by Maggie Alix and seconded by Garry Nathan. The motion passed unanimously.

II. Reports

A. Coalition Administration

1. 2022 Budget Report (March 20, 2023 2022 Books Closed; 2022 Reserve analysis)

Nancy Heinzen explained that the books were recently closed on the 2022 County budget and that 2022 funds dedicated to paying the \$11,700 London Environmental mapping services contract were encumbered. The encumbered amount is \$11,697.87. These 2022

funds are in addition to 2021 funds encumbered to pay the VHB mapping contract which ended December 31, 2022.

According to the County Comptroller's office 2021 funds which total \$11,447.75 could be redirected to a second vendor, such as London Environmental contract resulting in two pots of encumbered funds poised to cover London Environmental invoices. 2021 funds will however be liquidated in 2023, most likely in October, thus as invoices are processed the availability of funds from 2021 needs to be evaluated first.

2. 2023 Budget Report (2023 Dues, Expenditures, 3/15 M & B Quarterly Meeting)

There are unspent funds in various budget lines, specifically the Temp Help and GIS Specialist personnel lines; the Miscellaneous Equipment line; and Misc Contractual line where funds were budgeted to cover upgrades to the Coalition website, if necessary.

Funds have been spent in the Computer Supplies line. In particular, ESRI ArcGIS Online licenses were purchased for the Village of Altamont, Village of Green Island, Town of New Scotland, Village of Voorheesville, and City of Watervliet., all part of the Additional Services - GIS dues structure, along with maintenance on ESRI desktop licenses necessary to support storm system field mapping and ArcGIS Online Stormwater Mappers.

These particular ESRI licenses will be used by the London Environmental field mappers, along with the Coalition GPS unit, laptops, chargers, tablets, and Verizon Wireless MIFI unit.

The total spent to date in the Conferences Training line is \$2,240, with \$10.00 remaining. Approximately \$151.30 was spent advertising the Director job posting on INDEED, with ~\$359.00 remaining in the Printing and Advertising line.

3. London Environmental – Update (Equipment, Field Work –V/GI, T/NS, Albany County DPW)

Storm system field mapping has been completed in the Village of Green Island (Hudson Ave and Starbucks Island). The other two municipalities still need to be field mapped. They include the Town of New Scotland (various locations) and Albany County DPW (Albany Shaker Rd). Due to changes in the weather (snow) and family matters, there have been delays.

4. Coalition Support Letter – City of Cohoes grant application

Nancy Heinzen received a request from the City of Cohoes to write a Coalition support letter for a Pedestrian Accessibility grant which included green infrastructure elements. She shared the support letter with the Board, explaining that the Coalition chairperson reviewed and approved the content before sending.

B. NYSDEC

1. NYSDEC MS4 Permit Update

(Saratoga Inter-Municipal Sw Mgmt Program Query/DEC J. Tierney Response; EOH Watershed Corporation Letter)

Blue Neils from the Saratoga County Intermunicipal Stormwater Management Program reached out to various stormwater groups in late February asking if anyone had heard anything about the FINAL MS4 Permit. Many thought it would be released by the end of January, 2023, but clearly that was not the case.

Blue followed with a letter to NYSDEC, in particular Jim Tierney, NYSDEC Deputy Commissioner for Water Resources pointing out the many rumors now circulating about the MS4 Permit, the consequences of continued delays, and asking for information.

The NYSDEC Tierney response and Blue's original email was shared with the Board reps. There were no specifics from Jim Tierney and the continued lack of information continues to be frustrating in many different ways well explained in Blue's email.

2. Other NYSDEC Items

The NYSDEC SPDES Multi-Sector Industrial Activity Permit effective March 8, 2023 was finalized and released to the public. Downstate in Orange County there was a \$228,000 penalty imposed by NYSDEC on a developer for defying orders pertaining to the Construction Activity Permit.

C. County Climate Resiliency Plan (Coalition comments)

Nancy Heinzen reviewed the Coalition comments submitted to the County Executive's office regarding the County Climate Resiliency Plan. The County Executive's office did respond, but due to scheduling difficulties and despite the best of intentions to meet regarding the substance of our comments, follow up has been limited.

III. Discussions/Decisions

A. Coalition Director Job Posting

1. Update (Outreach, Application Due Date 3/16/2023, # Received/Quality, # Eligible for Interview, Next Steps & Odds)
2. Planning Ahead (MS4Pmt: SWMP/AR Eval Goals 3/2023 – 3/2024; Coalition Work Plan (rev2023, 2024?))
3. Known and Unknowns – 2023 Calendar

B. Understanding Our Options

1. Three 2023 Scenarios and Coalition Tasks
 - March 17 – June 1
 - June 1 – September 30
 - October 1 – December 31
2. Other Scenarios?
3. Critical Dates (NH Hard Stop 12/31/2023; Board Decisions)

Nancy Heinzen reviewed the content of the job posting flyer, Civil Service requirements, and mentioned that 3 complete applications had been received as of the March 16, 2023 deadline. Of these, two candidates were eligible to sit for the Civil Service exam and one

candidate was particularly attractive given work experience in County government and stormwater management. The Hiring Sub Committee will interview both candidates as soon as possible.

With only two potential candidates, the Board discussed the odds of having a Director hired and trained by December, 2023 and potential scenarios if a Director was not recruited by then. Nancy Heinzen also explained that her own hard stop for leaving the position was December, 2023.

She then mentioned a 604b grant open to regional planning commissions, which could possibly be used by the Capital District Regional Planning Commission (CDRPC) to support a Coalition Director. This application is due early May and CDRPC is available to pursue grant details more carefully if the Coalition Board is interested.

CDRPC would however need to also provide services to other MS4 groups within their Capital Region jurisdiction and given the likely allocation of grant funds state-wide, available funds may be limited. CDRPC is however interested in supporting the Coalition programmatically and attentive to helping the Coalition address the staffing situation.

With CDRPC in some way an option, Nancy Heinzen fleshed out 3 general scenarios for 2023, with one scenario the Coalition hiring a new Director; the other no Director hired; and the third having CDRPC expand their own role in guiding the Coalition, relying on CDRPC staff for that purpose. Tasks specific to each scenario were broken out for March to June, July to September, and October to December.

Nancy Heinzen reminded the Board that Coalition member communities would soon be meeting one-on-one with the Coalition Director to evaluate progress meeting program goals from March 2022 to March 2023 and formulating new goals for March 2023 to March 2024. A Coalition Work Plan for 2024 would also need to be approved by the Board at their June meeting.

She asked the Board which of the 3 scenarios should be used when developing program goals. In general, the Board remains committed to hiring a Coalition Director and once that effort is exhausted, the CDRPC may be something to pursue more directly. The first step is to see what happens with the two candidates who applied for the position.

Nancy Heinzen explained that for the purpose of setting goals, she'll frame up two alternatives, one with a Director on staff; the other without. This will at least clarify tasks to be completed in 2023.

Nancy Heinzen explained that the Board may need to meet again in April to approve Hiring Committee personnel recommendations. This would be a Special Meeting.

A motion to adjourn the March 17, 2023 Board meeting was made by Dave Dressel and seconded by Neil O'Connor. The motion passed unanimously.

These minutes were approved at the June 16, 2023 Coalition Board of Director's meeting.