

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

**Minutes  
Friday, March 21, 2014  
Village of Green Island  
19 George Street  
8:30-10:05 am**

**Board of Directors Attending:**

Dennis Feeney, Albany County  
Joe Coffey, City of Albany  
Erik Deyoe, Town of Bethlehem  
Garry Nathan, City of Cohoes (Board alternate, meeting minutes)  
John Dzialo, Town of Colonie  
Sean Ward, Village of Green Island, Chairman  
Paul Reuss, Village of Menands  
Dave Dressel, City of Watervliet

**Board of Directors Absent**

Jeff Moller, Village of Altamont  
Carl Fleshman, Village of Colonie  
Les Decker, Village of Colonie (Board alternate)  
Ken D'Arpino, Town of Guilderland  
Thomas Dolin, Town of New Scotland

**Also Present:**

Nancy Heinzen, Stormwater Coalition Coordinator  
Frank Fazio, University at Albany-SUNY (Working Group Representative)  
Scott Siegel, Albany County, County Executive, Policy Analyst  
David Freidfel, Albany County, Director of Management and Budget

I. Approval of January 17, 2014 Minutes

Dennis Feeney moved to approve the minutes. John Dzialo seconded the motion which passed unanimously.

II. Reports

A. Coalition Administration

1. 2013 Budget Report

Nancy reviewed the 2013 budget. There was a question by Sean re: \$8,000 as revenue then expense. Nancy explained how this \$8,000 is the in-kind

match portion of the County membership fee (revenue), with the expense against this revenue tagged to the County Department of General Services shared services fee. Year to year inconsistencies in the accounting of this \$8,000 affected the Coalition reserve balance, hopefully now remedied in the 2014 budget.

Nancy presented her estimate of the likely amount in the Coalition reserve once the 2013 books are closed, pointing out key amounts still to be finalized (2013 state retirement, perhaps health insurance). Dave Friedfel explained that the County 2013 budget will be closed today.

## 2. 2014 Budget Report

Nancy reviewed the 2014 budget and reminded the Board of the point system and hours of additional services “purchased” by some Coalition members. There was a discussion of workload vs. staffing in particular the need to matching the labor hours requested with the staffing available and related to need to train Coalition staff as needed to complete the tasks requested by members.

The Board also talked about Nancy’s raise, also discussed at the previous Board meeting, with the goal to align her salary with raises received by other non-union County employees in 2013. Nancy presented her calculations, based on County Resolution No. 281 adopted 8/12/13, of how much her raise would cost (\$2,175, including social security) and pointed out that money to cover this salary increase, due to the delayed start date of the Stormwater Program Technician (February 28, 2013, instead of the first of the year) could be transferred to her budget line. After the transfer, this would still leave \$3,862 in the Stormwater Program Technician line, potentially used to hire a 2014 summer intern.

It was mentioned that in addition to the 2013 retroactive salary increase, non-union County employees also received a 2% raise for 2014 and this needed be added to the \$2,175. Nancy agreed to re-calculate the salary increase, and rough estimates put it at an additional \$1,040.

John Dzialo made a motion to transfer, as per the County resolution the re-calculated salary increase from the Stormwater Program Technician line (Christina) to the Stormwater Program Coordinator line (Nancy). Paul Reese seconded the motion and all voted in favor of the motion.

[N. Heinzen addition to meeting notes: in addition to the salary increase in the Stormwater Program Coordinator line, there is a related increase in the Social Security expense, to be included as well in the budget transfer. This was not included in the motion, but itemized in the related spreadsheet documents provided to the Board.]

Garry moved to accept the 2013 budget. Dave seconded the motion which passed unanimously.

Dave moved to accept the 2014 budget. Erik seconded the motion, which passed unanimously.

3. Staffing Update. Discussed previously as part of the budget reports.

4. Contact information.

Nancy discussed the contact list provided to the Board, which notes who from the MS4 should receive e-mail communications regarding which topics. She asked the Board to review the current designations and accuracy of information.

5. Village of Voorheesville-letter to the Mayor

Nancy reviewed the letter she sent to the Mayor of Voorheesville regarding the status of Coalition services, in particular noting what services had ended as of January 1, 2014. Given the recent EPA Audit of the Town of Colonie, she felt that if the Village were audited, there needed to be a clear understanding of Coalition 'MS4 Permit' related services available at the time of an audit (NYSDEC or EPA).

B. MS4 Permit: EPA Audit (T/Colonie); DEC Audit (T/New Scotland); SPDES No. (V/Altamont)

John updated the Board regarding their EPA Audit. They are currently in a response mode, addressing items named by EPA.

This led to a discussion of MS4 Permit implementation in general and Nancy mentioned a meeting scheduled for April 2 in Syracuse with representatives from other Coalition groups. The purpose is to get to know each other and discuss funding issues, organizational arrangements, and other priorities. John, Maryella Davenport from the City of Albany, and Nancy plan on attending.

The Village of Altamont received MS4 Permit coverage and the Board discussed their Storm Water Management Program (SWMP).

No updates regarding the Town of New Scotland NYSDEC MS4 Permit audit in February, 2013.

### C. Coalition 2014 Work Plan and SWMP Update

Nancy reviewed activities to date, in particular SWMP BMP management, web related costs (CBI MS4 web and AIMS); status of the Green Infrastructure Model Local Law project and changes to code; possible school and public programs.

## III. Discussion

### A. April 2, 2014 Coalition's Meeting in Syracuse.

See above.

### B. June 20, 2014 Board Meeting

This is the meeting where we consider 2015 membership fees and budget. Last year, the Board increased the membership fee for everyone (.25 pt increase) and some members paid for more points, thus making it possible to hire a second full time staff person. For the June 20 meeting, the Board will need to take a close look at budget numbers.

In anticipation of the 2015 Work Plan discussion Nancy provided the Board with the Albany Pool CSO LTCP Schedule of Compliance, which lists Green Infrastructure Program Tasks and a "Discussion Handout-Context" aka spreadsheet Nancy created with tracks since 2005, the history of NYSDEC grants awarded to the Albany County Inter-Municipal MS4 Group (now Coalition); history of stormwater permitting (EPA and DEC); and history of Coalition formation, amendments, and staffing. Together these documents were thought to be helpful as plans for 2015 evolve.

### C. Governor's Property Tax Proposal

Sean mentioned that the Governor's Property Tax Proposal includes incentives to consolidate and share services. He suggested that the Coalition effort to date may be something to document in terms of money saved. However, upon researching this more carefully the Governor's proposal does not include existing organizations, therefore no need to look at this more carefully.

Paul made a motion to adjourn the meeting, seconded by Erik, which Board members passed unanimously.

*These minutes were approved at the June 20, 2014 meeting of the Coalition Board of Directors.*