Stormwater Coalition of Albany County
Board of Directors

Minutes
Friday, March 20, 2015
Village of Green Island
19 George Street
8:30am to 10:15am

Board of Directors Attending:
Dennis Feeney, Albany County
Joseph Coffey, City of Albany
Paul Penman, Town of Bethlehem
George Primeau, City of Cohoes
Bill Neeley, Town of Colonie (Board Alternate)
Sean Ward, Village of Green Island, Chairman
Ken D'Arpino, Town of Guilderland
Thomas Dolin, Town of New Scotland
Dave Dressel, City of Watervliet

Board of Directors Absent:
Jeff Moller, Village of Altamont
Chris Bisogano, Village of Colonie
Paul Reuss, Village of Menands

Also Present:
Nancy Heinzen, Stormwater Program Coordinator, Coalition
Christina Chiappetta, Stormwater Program Technician, Coalition (meeting minutes)
Scott Siegel, Albany County
Frank Fazio, University at Albany-SUNY

Meeting Called to Order at 8:32am.

I. Approval of January 16, 2015 Minutes
    Sean Ward moved to approve the minutes. Dennis Feeney seconded the motion, which passed unanimously.

II. Reports
    a. Coalition Administration
        i. 2014 Budget Report (Corrections)
            Prior to closing out the budget, $3,061 was paid to Nancy Heinzen to account for a past salary increase. The Year To Date salary expense now matches the budgeted Heinzen salary.

            There is $23,193 in the budgeted Total General Fund line. This may be rolled into the 2014 Coalition Reserve. It is unclear what exactly will happen until the Reserve balance is calculated by the Comptroller's office.

ii. 2015 Budget Report

Nancy Heinzen is still waiting on the University at Albany-SUNY and Albany County membership dues.

$310 was used from the Printing and Advertising line to print the BMP Data Report (2015 SWMP Plan Update) for 12 MS4/municipalities.

$236 was used from the Equipment Repair and Rental line for the Toshiba copier lease.

Of the $14,218 budgeted for Miscellaneous Contractual Expenses, $1000 has been used for the Albany County Sewer District ORI Kit/Lab Support contract and $8000 for the Fountains Spatial Albany Internet Mapping (AIMS) maintenance contract. The Stormwater Coalition of Albany County still has 19 hours of contracted maintenance support from Fountains Spatial. This covers mapping uploads, troubleshooting, and design adjustments.

George Primeau made a motion to approve the budget report. Thomas Dolin seconded the motion, which passed unanimously.

iii. Summer Staffing (County Legislature Summer Help Program)

Nancy Heinzen reviewed the summer help posting now ready for circulation. The position is 20-25 hours/week at $12/hour with funding provided through the Albany County Legislature Summer Internship Program. There is a very broad spectrum of qualifications. Nancy Heinzen will solicit cover letters and resumes then recommend candidates to the Albany County Legislature. Candidates must be residents of Albany County.

iv. 2015 Board Representatives/Alternates and Meeting Schedule

Some municipalities do not have Board alternates listed. Nancy Heinzen encouraged all municipalities to name an alternate. In general Board representatives need to know what's going and be in a position to make decisions. Communication is key, not only between the MS4s and Coalition staff, but also internally within the MS4/municipalities. If lacking, it creates problems.

Nancy Heinzen reviewed corrections to the meeting schedule and mentioned that Working Group meeting locations have been moving around. Hosting these meetings is now shared out among the members, space permitting.

v. AIMS: Land Bank Request and Server repairs

The Executive Director of the County Land Bank asked if she could access AIMS. What to do? Sean Ward said that the amount of money municipalities put into AIMS needs to be considered. Joe Coffey said that the Land Bank is a noble cause, but where do we draw the line?

Sean Ward expressed concern about the infrastructure data now on AIMS. No decision; instead others issues related to AIMs were raised.

Nancy Heinzen mentioned the vulnerability of the current AIMS server and suggested that an upgrade of the server may be a good opportunity to re-think what we want from AIMS. Should it be expanded into a more general water infrastructure GIS via an enterprise system? Joe Coffey thought this might be outside the Coalition's mission. Sean Ward shared similar concerns. There are also issues related to sharing data, even if password protected. Paul Penman mentioned that municipalities with GIS data can already share data easily, one municipality to another, if necessary.

Nancy Heinzen segued to the SWMP update. There are Best Management Practices (BMPs) and measurable goals now in the SWMP related to AIMS which need to be updated. These BMPs and Goals will be looked at by a sub-committee. One new, proposed BMP (BMP 7-5) is there to establish goals related to the future of AIMS and the use of GIS more generally. The sub-committee is trying to re-conceptualize the SWMP so that it's easier to read and attuned to recommendations mentioned in EPA and/or DEC audits.

Joe Coffey shared that this type of inter-municipal collaboration related to GIS and AIMS is in line with what the State wants, but some municipalities have already chosen another path and the timing is off.

Nancy Heinzen suggested that there may be opportunities to assist other municipalities who need GIS support and that the process of updating the SWMP could be helpful when setting priorities and figuring out what to do with AIMS.

b. Stormwater Permits: Status of Permit Renewals; EPA/DEC MS4 Permit Audits
    i. MS4 Permit Audits:
       EPA
       1. UAlbany- Frank Fazio said that he felt very prepared for their questions. He discussed SUNY Albany's use of GIS for record keeping and mentioned that EPA went to a construction site on campus.
       2. Town of Colonie-John Dzialo said that their final submittal is next month (April).
       3. City of Albany-No new news.

       NYSDEC
       4. Village of Colonie-No new news.

    ii. Construction Activity Permit-Design Manual 2015-Draft Transition Policy
        There is a new DRAFT Construction Activity Permit and Transition Policy. This is to help clarify at what point a SWPPP created under the previous

Construction Activity permit may need to be re-submitted under the new permit.

   iii. MS4 Permit Annual Report-due June 1

c. Email Decision To Ratify
   i. NYSDEC vs NRDC Re: MS4 permit: NYC Amicus Brief/Coalition Amicus Statement
      The Board voted to formally approve an e-mail decision to submit an Amicus brief along with other submissions coordinated by the New York City Law Department. Dennis Feeney made a motion to ratify the e-mail vote. Joe Coffey seconded the motion, which passed unanimously.

d. Coalition Work Plan (2015) & SWMP Plan
   i. BMP Highlights-Coalition Staff Activities/Other
      1. BMP 1-6: Public Programs

         2015 CWP Webcasts; 4/23 APWA Annual Conf; 3/16 V/Col Trusteees-CWA

      2. BMP 2-3 SWMP: Status of Update-Assumptions and Content-BMPs of Note

         Nancy Heinzen went over what the sub-committee is doing; she specifically referenced the evolution of BMPs under MCM 6 as a result of local facility audits by Coalition and municipal staff in the Village of Menands and City of Watervliet.

      3. BMP 2-11 WAVE: Coalition-Wide Plan

         This has not been done yet.

      4. BMP 3-2 Coalition Stormwater Mapper (AIMS): Reorganization & Postings

         AIMS has been updated with new/improved data layers pertaining to the Clean Water Act (classified streams, water body inventory, impaired waters) and updated tax map layers.

      5. BMP 5-4 Green Infrastructure Practices-Local Law Revisions & Update: C/Cohoes; UAlbany; County

         The City of Cohoes has adopted green infrastructure local law language and both Albany County and the University at Albany adopted Green Infrastructure Policy documents. Both the adopted local laws and Policy documents incorporated green infrastructure language developed by Barton and Loguidice as part of the NYSDEC/Coalition Green Infrastructure Local Law grant.

6. BMP 7-1 Inter-municipal Agreement

7. OTHER: UAlbany EPA Audit Support; T/Guilderland Mapping-SSM Grant Follow-up

    ii. Individual Member 2015 Points (2015 Survey Results and Current Activities) City of Albany, V/Menands; T/New Scotland; C/WVliet; Albany County

        For each municipality that purchased points, Nancy Heinzen reviewed the number of hours spent to date doing Point work.

III. Discussion
    a. Coalition Inter-municipal Agreement (2016 to 2017)
        i. Proposed Content
        Nancy Heinzen reviewed the draft IMA document with the Board. She explained the intent of specific changes and pointed out a few minor issues which still need to be considered by the County in their role as host. In general, there were few issues with the IMA as presented.

        ii. Discussion

        iii. Schedule
        Nancy Heinzen explained that a FINAL version of the IMA will be prepared for the June Board Meeting.

The next Board meeting is Friday, June 19, 2015 in the Village of Green Island at 8:30am.

Dennis Feeney made a motion to adjourn which was seconded by multiple Board members and passed unanimously.

These minutes were approved at the June 19, 2015 meeting of the Coalition Board of Directors.