



ALBANY PORT DISTRICT COMMISSION

MINUTES OF A REGULAR MEETING

June 25, 2025

Chairperson Steffens called the meeting to order. In attendance were Commissioners Coffey, and Cinquanti. Also present were, CEO Hendrick, General Counsel Jordan, CFO Stuto, DEA Vavura, SCM Yagan, Director of Security Stock, Administrative Assistant DiLillo and Logistec Operations Manager Sullivan. Rev. Kate Drefke, Chaplin of the Albany Maritime Ministry also was present.

Chairperson Steffens introduced the minutes of the May 28, 2025 Commission meeting. No changes were made to the minutes. Chairperson Steffens called for a motion to approve the minutes. A motion was made by Commissioner Cinquanti, seconded by Commissioner Coffey and passed unanimously.

PUBLIC COMMENT

There were no public comments.

FINANCIAL UPDATE

CFO Stuto reviewed with the Board the preliminary results through May 31, 2025. She reported that the operating revenue continues to be ahead of budget while operating expenses before other items are below budget, giving a positive variance of \$400,000 in change of net position before capital funding. Capital funding has \$5.7 million in the public/private partnership revenue and corresponding expenses. Capital grant revenue is behind with only spending \$522,000 year to date from the additional Passenger and Freight Rail Assistance Program (PFRAP) funding. CFO Stuto expects to spend additional funds by the end of the year.

Commissioner Coffey asked if the capital grant revenue was based on reimbursement or a cost incurred basis. CFO Stuto responded that it was on a reimbursement basis and that all funds have not been spent.

CFO Stuto reported that in the forecast to budget she expects to have a \$200,000 increase in revenue by the end of the year due to an increase in wharfage. The projection for operating expenses continues to be under budget by over \$200,000 for the year. Depreciation and other expenses are projected to be close to budget by the end of the year and capital grant revenue to

be on budget by the end of the year. Overall, CFO Stuto expects to be ahead by the projected year end by \$200,000.

Commissioner Coffey asked if the additional expenses in repairs, maintenance and utilities are being offset by the other items that are under budget. CFO Stuto stated that they are.

CEO UPDATE

- CEO Hendrick reported that he and Security Director Stock continue to meet with the Coast Guard, Navy and other agencies to collaborate on the logistics of the Sail 250 event, which will take place in July of 2026.
- CEO Hendrick reported that AAPA has been holding regular board and government relation meetings to discuss the U.S. Trade Representative updates and tariff changes. He noted that the APDC has not seen any immediate impact.
- CEO Hendrick reported that he recently met with representatives from the EPA Clean Air Northeast work group and the new City Southend Neighborhood Specialist.
- CEO Hendrick noted that he has become a mentor for an individual from the Port of Baton Rouge, Louisiana who has recently entered the Professional Port Executive Program. This mentorship will continue for one year.
- Representatives from the Coast Guard recently visited the Port for an inspection and approved the Port's Certificate of Adequacy, which certifies that the port has the necessary infrastructure and capabilities to handle specific types of waste or materials.
- Port Staff attended the Green Marine Conference earlier this month. The Port has also received its Green Marine Recertification.
- Port Security staff will have an intern join them for the summer. This person is currently interning at the Port of Tampa Bay while attending the University of Homeland Security, specializing in cyber security.
- Port leadership attended the North Atlantic Ports Association (NAPA) Annual Meeting in New Bedford, MA where CFO Stuto was elected to the Board of Directors.

EXTERNAL AFFAIRS AND COMMUNICATIONS UPDATE

DEA Vavura provided the Board with an update on recent events and communication related to maritime activity within and around the Port facility. She also provided the Board with an additional report covering the Port's web traffic and social media traffic. DEA Vavura reported that Port staff continues to work on upcoming events.

Commissioner Coffey asked if DEA Vavura has considered getting an intern to work with her on social media, web traffic and all the upcoming events throughout the Port. She stated that she is looking into it.

SHIPS, BARGES & TONNAGE UPDATE

Logistec Operations Manager Sullivan provided the Board with an update. He reported that longshore hours and dockage had increased in the month of May primarily due to a vessel carrying timber mats. They also had a woodpulp ship dock within the month of May. Operations Manager Sullivan is expecting one scrap ship and two project cargo ships for June. He noted that they have received 10 out of 36 GE wind components, which will be heading out to Australia. The terminal safety record stands at 388 days without lost time.

Commissioner Coffey asked if corporate has seen a lot of impact from the tariff issues. Operations Manager Sullivan stated that there has not been an impact locally but it has impacted Logistec ports in other parts of the country.

CFO Stuto provided the Board with a report covering comparisons of ships and barges, longshore hours and commodities from 2020 thru 2025.

REAL PROPERTY/DEVELOPMENT UPDATE

SCM Yagan provided the Board with a brief update of the expansion site project. He reported that staff is preparing the bid for the procurement phase of the shovel ready grant work. Staff is coordinating with National Grid on moving communication lines over to new poles at the intersection of River Road and Corning Hill Road. The two main transformers for the substation have been received. Staff continues to work with the Town of Bethlehem on the SWPPP and stormwater permitting for the next phase of the project.

SCM Yagan noted that responses to the RFEI are due back on Friday, June 27th.

DAGEN TRUCKING LEASE

Counsel Jordan presented Resolution 22-2025 related to the lease of property at 200 Church Street. He stated that Dagen Trucking, Inc. is interested in leasing 200 Church Street, which was previously leased by Gorman Bros. The proposed lease would be for 10 years with two 5-year options for renewal, with a lease price of \$106,000/year. Chairperson Steffens called for a motion to authorize the CEO to execute the documents necessary to affect the lease of the parcel for the terms agreed upon at a lease rate not less than the appraised value of the property. A motion was made by Commissioner Cinquanti, seconded by Commissioner Coffey and passed unanimously.

MOHAK PAPER SKYLIGHTS COVER AND ROOF SEAL

Chairperson Steffens presented Resolution 23-2025 related to the Skylight Cover and Roof Seal Installation project. APDC issued an RFP for bids and received two responses. After thorough review of the bids received, APDC staff recommends awarding the contract to S& L Roofing and Sheetmetal, Inc. at a cost not to exceed \$175,000. Chairperson Steffens called for a motion to authorize the CEO to execute the necessary documents to award the skylights cover and roof

seal installation contract to S& L Roofing and Sheetmetal, Inc. at a cost not to exceed \$175,000. A motion was made by Commissioner Coffey, seconded by Commissioner Cinquanti and passed unanimously.

OTHER BUSINESS

No other business for discussion.

EXECUTIVE SESSION

There was no Executive Session.

NEXT MEETING

Chairperson Steffens informed those in attendance that the **next meeting of the APDC Board of Commissioners will be Wednesday, July 30, 2025 immediately following the Finance Committee meeting being held at 12:00 noon.**

Chairperson Steffens called for a motion to adjourn the meeting. A motion was made by Commissioner Cinquanti, seconded by Commissioner Coffey and passed unanimously. The meeting was adjourned.