



**ALBANY PORT DISTRICT COMMISSION**  
**MINUTES OF A REGULAR MEETING**  
**October 29, 2025**

Chairperson Steffens called the meeting to order. In attendance were Commissioners Coffey, Cinquanti and Tagliento. Also present were, General Counsel Jordan, CCO Daly, CFO Stuto, DSI Schneidawin, DEA Vavura, SCM Yagan, Director of Security Stock, Administrative Assistant DiLillo and Rev. Lowell Chilton, Chaplain for the Albany Maritime Ministry.

Chairperson Steffens wished CEO Hendrick a continued speedy recovery on his health. She also congratulated CEO Hendrick on being added to the American Association of Port Authorities Foundation for Seaports of the Americas. Security Director Stock noted that CEO Hendrick was appointed to co-chair the North Hudson Area Maritime Security Committee meetings held in conjunction with Ulster County.

Chairperson Steffens introduced the minutes of the September 24, 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 Tagliento and passed unanimously.

**PUBLIC COMMENT**

Rev. Lowell Chilton, Chaplain for Albany Maritime Ministry noted to the Board that he had recently received the Rev. Joyce Giles Pastoral award at the Capital Area Council of Churches awards celebration. He thanked the Port staff for all their support and well wishes. Rev Chilton reported that he and Rev. Kate Drefke attended the International Christian Maritime Association World Conference in Barcelona where they gathered with over 250 chaplains and ship visitors from over 40 countries to discuss about navigating the changing landscape of maritime ministry and how it impacts the seafarers. Rev. Chilton updated the Board on the Maritime Labor Convention's potential changes for seafarers which are expected to take effect in 2027. He also noted the Maritime Ministry's upcoming events which include the Christmas at Sea Hospitality Program, the Maritime Ministry's Annual Open House and a Beer & Carols Holiday event.

**FINANCIAL UPDATE**

CFO Stuto mentioned that the Finance Committee met just prior to the Board meeting. She noted that she reviewed the preliminary results through September with the Committee. There were no major changes from the previous month. Projections are still on target, remaining over budget in revenue and under budget in expenses.

## **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, highlighting the recognition of the recent business news and releases that have gone out. Regarding break bulk, the Port advertised in the Heavy Lift magazine and had a series of ads in the Freight Business Journal North America. She reported that the Port staff have been very busy throughout the month, including hosting a tenant coffee event, attending meetings with various organizations and meeting with neighbors and tenants to discuss workforce development and other opportunities to work together.

DEA Vavura reported that staff continue to refine the design elements for the Port website as well as compiling information. Port staff have also assisted Logistec staff in updating Port information on their website. Social media numbers have increased, opening up to a larger audience.

CCO Daly mentioned to the Board that the US DOT had reach out to a few groups across the country asking for nominations related to creating a maritime committee. Cary Davis, President and CEO of the American Association of Port Authorities nominated CEO Hendrick and wrote an impressive letter of support. A discussion was had regarding how active and engaged CEO Hendrick is on multiple levels that are board or association based. CCO Daly pointed out that several years ago management did some reorganization to afford CEO Hendrick the ability to become more engaged in these opportunities. It was further noted that the Board's concern is to protect CEO Hendrick from being pulled too much.

## **SHIPS, BARGES & TONNAGE UPDATE**

CCO Daly noted that Logistec Operations Manager Sullivan was unable to attend the Board meeting. She reported that Port staff have had a lot of interaction with the Logistec team in the past month. Logistec is currently managing some personnel changes, and they have recently finalized the Longshore Labor Agreement with the International Longshoreman's Association. CCO Daly also noted that Logistec is expecting a modest amount of activity in November related to GE cargo moves related to onshore wind components.

## **REAL PROPERTY/DEVELOPMENT UPDATE**

CCO Daly provided the Board with a brief update. She reported that she attended the Break Bulk Conference in Texas and that a few Port team members recently attended the AAPA Annual Conference in Quebec City. CCO Daly noted that at the Break Bulk Conference discussions took place about the unpredictability of business within the next year and the effects it has on break bulk including shipping, tariffs and labor. The Port team, along with Logistec, is pursuing the potential implementation of a Foreign Trade Zone designation at the Port facility. CCO Daly mentioned that the operations shop received new equipment this past month and that Port staff are waiting on an NYS announcement relating to a grant application submitted for additional equipment. Chairperson Steffens asked CCO Daly about the timeline and process for the Foreign

Trade Zone. CCO Daly responded that once the application is submitted it would potentially be a sixty-day process, but once activation and designation occur there is consideration for compliance and record keeping. The Port's application would be in conjunction with Logistec, which would require a cost share agreement before the application submission.

SCM Yagan provided the Board with an update of current projects that he has been working on, highlighting the shovel ready phase of the project which currently includes permitting. The high voltage substation installation work was awarded last month, and mobilization is expected to start in a few weeks. The wastewater treatment plant and fire pump house solicitation has been posted and a prebid meeting is scheduled for November 4<sup>th</sup>. SCM Yagan noted that National Grid has completed the installation of the access road and their tower foundations. The Port team is now pursuing a National Grid Capital Investment Incentive grant.

### **2026 BUDGET APPROVAL**

Chairperson Steffens presented Resolution 29-2025 related to the proposed 2026 Budget. She noted that the Finance Committee reviewed the proposed budget and approved to recommend it to the Board for adoption. Chairperson Steffens called for a motion to authorize the approval of the 2026 Budget as presented. A motion was made by Commissioner Coffey, seconded by Commissioner Cinquanti and passed unanimously.

### **HUDSON RIVER TRADING GAME PROGRAM SPONSORSHIP**

Chairperson Steffens introduced Resolution 30-2025 related to the Hudson River Trading Game Program sponsorship. She noted that this sponsorship supports events and activities to educate students in various aspects of the maritime industry throughout the school year. Chairperson Steffens asked for a motion to authorize the CEO to pledge APDC sponsorship of the Hudson River Trading Game Program in an amount not to exceed \$3,000. A motion was made by Commissioner Tagliento, seconded by Commissioner Cinquanti and passed unanimously.

### **AUDIT SERVICES AWARD**

CFO Stuto presented Resolution 31-2025 for Annual Financial Audit Services. She noted that the APDC sent the RFP to five firms and received one proposal. After thorough review of the proposal, the review team recommended that the Board award the contract for Annual Financial Audit Services to UHY, LLP for three years with two one-year extension options at a cost not to exceed \$32,500 for annual audit services and \$7,500 for any single purpose audit. Some discussion took place. Chairperson Steffens called for a motion to authorize the CEO to execute the necessary documents to award the Contract for Annual Financial Audit Services to UHY, LLP. A motion was made by Commissioner Coffey, seconded by Commissioner Tagliento and passed unanimously.

## **MUSER RUTLEDGE ADDITIONAL SERVICES**

CFO Stuto presented Resolution 32-2025 for Engineering and Construction Phase Services for Wharf Infrastructure. She noted that the design phase of the project is complete and it has now advanced to the construction phase. Port staff solicited the professional services of Muser Rutledge Engineering due to their ability to provide a continuity of service, their extensive experience related to the project, their expertise in maritime engineering and high level of responsibility and judgement and after thorough review of their proposal response the APDC staff recommended that the Board award the contract for Engineering and Construction Phase Services for Wharf Infrastructure to Muser Rutledge Engineering at a cost not to exceed \$135,000. Chairperson Steffens called for a motion to authorize the CEO to execute the necessary documents to award the contract for Engineering and Construction Phase Services for Wharf Infrastructure to Muser Rutledge Engineering at a cost not to exceed \$135,000. A motion was made by Commissioner Coffey, seconded by Commissioner Tagliento and passed unanimously.

## **OTHER BUSINESS**

No other business for discussion.

## **EXECUTIVE SESSION**

Chairperson Steffens called for a motion to enter executive session for the purpose of discussing the proposed acquisition, sale or lease of real property. A motion was made by Commissioner Cinquanti, seconded by Commissioner Tagliento and passed unanimously.

No action was taken during executive session.

## **NEXT MEETING**

Chairperson Steffens informed those in attendance that the **next meeting of the APDC Board of Commissioners will be Monday, November 24, 2025 immediately following the Governance Committee meeting being held at 9:00 a.m.**

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