



ALBANY PORT DISTRICT COMMISSION
MINUTES OF A REGULAR MEETING
September 23, 2019

Chairperson Steffens called the meeting to order. In attendance were Commissioners Coffey and Tagliento. Also present were CEO Hendrick, General Counsel Jordan, Economic Development and Procurement Director Daly, CFO Stuto, Maritime Business Development Manager Vasil, Director of Security Williams, Deputy Director of Security Teller and Lynn Zeronda (CFO For Hire).

Chairperson Steffens welcomed Christine Stuto as the new Chief Financial Officer for the Albany Port District Commissioner. Chairperson Steffens introduced the minutes of the August 14, 2019 Commission meeting. No changes were made to the minutes. Chairperson Steffens called for a motion to approve the minutes of said meeting. A motion was made by Commissioner Coffey, seconded by Commissioner Tagliento and passed unanimously.

FINANCE COMMITTEE UPDATE

Commissioner Coffey welcomed CFO Stuto and commended her and Lynn Zeronda for their work in developing the 2020 proposed budget. During the Finance Committee meeting the Port's third quarter figures were detailed and it was explained that business slowed in the quarter but staff is managing the shortfall. Regarding the proposed budget, Commissioner Coffey stated that he was pleased to see that key goals and objectives were identified and that metrics were assigned to them. The proposed budget was authorized to be released for public review. Additionally, Commissioner Coffey stated that the committee reviewed the Port's Guidelines for Investment, in consultation with the Port's financial advisors and staff, and that no changes were recommended.

CEO UPDATE

CEO Hendrick updated the Board on the following:

- CEO Hendrick took part in a tour off the coast of Block Island, RI to see the country's first offshore wind farm, which is owned by Orsted and includes GE components. Major companies in the wind industry were part of the invited group and the CEO and staff will continue to have follow-up meetings with certain businesses that were represented.
- CEO Hendrick met with FedNav leaders in Montreal regarding developing new business for both FMT and the Port, with a focus on industries that can utilize the roll-on roll-off ramp after it is completed.
- Port staff is continuing to diligently work through the SEQRA process with the Bethlehem Planning Board for the Port's proposed expansion plans.
- In October, Chairperson Steffens and several members of the Port's staff will travel to Houston for the annual breakbulk conference. The conference attracts approximately 5,000 attendees. The Port has a booth this year and staff will be actively engaging the attendees looking for new maritime business opportunities.
- CEO Hendrick will be attending the AAPA Annual Convention in Norfolk beginning on October 13th.
- The Coast Guard visited the Port twice in September. They will be reviewing the Port's Facility Safety Plan. Security will be running a safety drill that will involve the entire Port District, tenants and staff in September.
- On October 11th the Port will be hosting the Tech Valley Leadership Conference.

REAL PROPERTY/DEVELOPMENT UPDATE

Director Daly discussed the planning, permitting and approval process for the proposed Port expansion project in Bethlehem. The public comment period on the proposal has ended and the Planning Board accepted the Draft Generic Environmental Impact Statement. She discussed the expansion related business development conversations, meetings and progress that is occurring, and the related work being done.

Director Daly reviewed the Port's application under the Port Infrastructure Grant program administered by USDOT/MARAD that was submitted for funding to support the Port's expansion efforts. She expects additional grant and funding options shortly. She discussed RFI work for services regarding the new infrastructure necessary for the expansion proposed for the Bethlehem site.

Director Daly also gave a review of the TIGER projects that are underway, including the progress on the design of the new warehouse and an update on the south wharf project. Construction of the warehouse is expected in 2020.

USS SLATER SPONSORSHIP REQUEST

Chairperson Steffens presented Resolution 14-2019 relating to a sponsorship request for the USS Slater. The resolution authorized the CEO to pledge APDC sponsorship in an amount not to exceed \$5,000. Chairperson Steffens called for a motion to approve Resolution 11-2019. A motion was made by Commissioner Coffey, seconded by Commissioner Tagliento and passed unanimously.

MARITIME BUSINESS ASSESSMENT

Manager Vasil provided an overview of the Ships, Barges and Tonnage Report and Longshore Hours Report for August 2019. He noted that scrap tonnage is down but wood pulp product tonnage has increased. Manager Vasil reported that heavy lift projects for projects in Ohio and Pennsylvania are still on the schedule for 2020.

OTHER BUSINESS

Chairperson Steffens stated that the AAPA Annual Convention would be held prior to the next Board meeting and that CEO Hendrick would attend to represent the APDC. Chairperson Steffens called for a motion to designate CEO Hendrick as the official AAPA delegate of the APDC for purposes of the convention. A motion was made by Commissioner Coffey, seconded by Commissioner Tagliento and passed unanimously.

PUBLIC COMMENT

No public comments were made.

EXECUTIVE SESSION

There were no items for discussion in Executive Session.

NEXT MEETING

Chairperson Steffens informed all those in attendance that the **next meeting of the APDC Board of Commissioners will be held on Wednesday, October, 23 2019.**

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