



ALBANY PORT DISTRICT COMMISSION
MINUTES OF A REGULAR MEETING
January 22, 2020

Chairperson Steffens called the meeting to order. In attendance were Commissioners Coffey and Cinquanti. Also present were CEO Hendrick, General Counsel Jordan, Economic Development and Procurement Director Daly, CFO Stuto, Director of Security Williams, Deputy Director of Security Teller, and Bill Ring (FMT).

Chairperson Steffens opened the meeting and introduced the minutes of the December 30, 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 Cinquanti and passed unanimously.

FINANCIAL UPDATE

CFO Stuto reported that dockage and wharfage outpaced the predicted figures due to an increase in vessels calls over what was anticipated. The Port finance team will continue to meet with Manager Vasil and FMT to monitor business outlooks for forecasting purposes. CFO Stuto confirmed that it was not necessary to make any changes to the 2020 budget at this time.

CEO UPDATE

CEO Hendrick updated the Board on the following:

- National Grid finished its project moving poles and wires on Church and Boats streets that will facilitate the future logistical movements of wind blades.
- The quarterly tenant coffee was on January 16th. Issues concerning the CSX crossing at S. Port Road were addressed. The DEC discussed stormwater runoff and permits with the tenants.

- On January 22nd CEO Hendrick attended the AAPA Executive Committee meeting and Shifting Trades seminar in Tampa. He met on site with Ardent Mills' executives at their Tampa facility to view their offloading capabilities and discuss the future buildout of the Ardent offloading system at the Port of Albany.

REAL PROPERTY/DEVELOPMENT UPDATE

Director Daly stated that the SGEIS for the Port expansion project in Bethlehem has been completed. The public hearing to discuss the project and receive public comments took place on January 6th at the Albany Housing Authority. The public comment period closed on January 17th and the Planning Board received all letters submitted and comments made during the hearing. The next step is for final submission of the FGEIS documents and Planning Board action on that item. Director Daly attended a Bethlehem Chamber of Commerce event where the Chamber, Town Supervisor, County Executive and Assemblywoman Fahy presented. The Port's expansion project was discussed with positive remarks related to the economic development potential. Supervisor VanLuven also highlighted the project during his State of the Town address.

GOVERNANCE COMMITTEE UPDATE

Chairperson Steffen stated that the Governance Committee met prior to the regular meeting. The Committee had its annual review of APDC policies. Counsel Jordan is working to update the personnel handbook. Counsel Jordan was instructed to look into the APDC's workforce violence policy and to make any necessary changes to the sexual harassment policy. Conflict of interest forms were received by Counsel. Counsel Jordan discussed the yearly Board evaluations mandated by the Public Authorities Law, observing that the Board noted improvements from the previous year's evaluations. Commissioner Coffey directed CFO Stuto to review and report on the APDC's budget goals and objectives document quarterly.

ELECTION OF 2020 APDC OFFICERS

Chairperson Steffens introduced Resolution 1-2020 regarding the election of the APDC Officers for 2020. Chairperson Steffens noted that the Governance Committee met prior to the Board meeting and recommended that the slate of officers remain the same as 2019 with the addition of Commissioner Cinquanti as Assistant Secretary. Chairperson Steffens called for a motion to approve Resolution 1-2020. A motion was made by Commissioner Coffey, seconded by Commissioner Cinquanti and passed unanimously.

ANNUAL MULTI-YEAR CONTRACTS REVIEW

The review of multi-year contracts was tabled until the February Board meeting. Counsel Jordan and CFO Stuto will revise the list accordingly.

A VILLAGE SPONSORSHIP REQUEST

Chairwoman Steffens introduced Resolution 3-2020 relating to A Village's request for sponsorship of the 2020 Celebration of Progress. Staff has determined that this request complies with the Port's Sponsorship Policy. Chairwoman Steffens called for a motion to approve the sponsorship. A motion was made by Commissioner Coffey, seconded by Commissioner Cinquanti and passed unanimously.

SPONSORSHIP REQUEST FOR THE HUDSON RIVER TRADING GAME & NAVIGATING THE SEAS PROGRAM

Chairwoman Steffens introduced Resolution 4-2020 relating to Historic Cherry Hill's request for sponsorship of the Hudson River Trading Game & Navigating the Seas program. Staff has determined that this request complies with the Port's Sponsorship Policy. Chairwoman Steffens called for a motion to approve the sponsorship. A motion was made by Commissioner Cinquanti, seconded by Commissioner Coffey and passed unanimously.

801 SMITH BOULEVARD

Chairwoman Steffens introduced Resolution 5-2020 relating to the demolition of the foundation at 801 Smith Blvd. The structure at 801 Smith Blvd. was demolished during November and December 2019. In order to improve the traffic travel path through the Port and to create more space available for Federal Marine Terminal's use the foundation needs to be demolished and removed. Staff received three quotes from qualified companies in response to an Invitation for Bids. KEK Excavating was the lowest qualified bidder, in addition to being a Woman-owned Business Enterprise. Chairwoman Steffens called for a motion to award the contract to KEK at a cost not to exceed \$47,000. A motion was made by Commissioner Cinquanti, seconded by Commissioner Coffey and passed unanimously.

MARITIME BUSINESS ASSESSMENT

Chairwoman Steffens noted that the Board had received Manager Vasil's monthly Ships, Barges and Tonnage Report and Longshore Hours. CEO Hendrick reported that the longshore hours have been lower due to a reduced amount of heavy lift projects. The Port is starting out strong in 2020 with multiple ships calling in the first quarter, with five vessels in January alone.

Bill Ring reported that FMT signed a five year agreement with woodpulp producer SCA to begin shipping 55,000 tons of woodpulp annually to the Port. FMT has also secured agreements for 40,000 additional tons of woodpulp from existing Port suppliers. A discussion followed related to the diversification of maritime cargo.

OTHER BUSINESS

No other business was discussed.

PUBLIC COMMENT

No public comments were made.

EXECUTIVE SESSION

Chairperson Steffens called for a motion to enter into Executive Session for a discussion regarding the proposed acquisition, sale or lease of real property. A motion was made by Commissioner Coffey, seconded by Commissioner Cinquanti and passed unanimously. No action was taken 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 Monday, February 24, 2020 at 12:30pm.**

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.