



ALBANY PORT DISTRICT COMMISSION
MINUTES OF A REGULAR MEETING
SEPTEMBER 23, 2020

Due to the pandemic the September 23, 2020 Board of Commissioners meeting was held remotely pursuant to the Governor's Executive Order No. 202.1, issued March 12, 2020, which suspended Article 7 of the Public Officers Law related to public body meetings. Prior to the meeting being called to order General Counsel Jordan noted that the meeting was being recorded and transmitted via on-line video. Chairperson Steffens called the meeting to order. In attendance were Commissioners Cinquanti, 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 and Administrative Assistant DiLillo.

Chairperson Steffens introduced the minutes of the August 26, 2020 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.

PUBLIC COMMENT

No public comments were made.

PROPOSED 2021 BUDGET - FINANCIAL UPDATE

Commissioner Coffey reported that the Finance Committee met prior to the regular meeting and reviewed the proposed 2021 Budget. He stated that the committee agreed conceptually with the substance of the 2021 Budget presentation regarding staffing projections and with the general consensus on assumptions made for revenue and expenses. Commissioner Coffey noted that suggestions were made regarding the tracking of expenses and that there was a

recommendation to consider establishing a dedicated fund for a reserve account for unexpected repairs. He mentioned that CFO Stuto presented a good review for year to date with respect to revenue and expenses and noted that finances are on forecast for the balance of the year.

The proposed 2021 Budget will be posted on the APDC website and delivered to the cities of Albany and Rensselaer for public posting.

CEO UPDATE

CEO Hendrick updated the Board on the following:

- The annual AAPA conference took place this week. The conference was titled “Together Apart”. Port Directors in the North Atlantic Region have re-elected CEO Hendrick as one of the officers of the AAPA, representing the U.S. Delegation.
- Offshore wind development meetings have continuously progressed. The Port is moving in a very positive direction.
- Framing for the new warehouse has been delivered and construction is scheduled to begin September 28th.
- CEO Hendrick has been meeting with Ardent Mills regarding their development of a new off-loading facility, which will allow them to obtain another outlet to receive grain from ships and barges. This project will also include FMT, as this will be new work for their labor force.

REAL PROPERTY/DEVELOPMENT UPDATE

Director Daly reported that staff continues to meet with offshore wind developers regarding the potential manufacturing of components as part of the NYSERDA submission for offshore wind and the related workforce development. She stated that some of the offshore wind developers will have training and job opportunities. Director Daly reported that they have worked with several partners regarding workforce development, but one that is being driven by local trades could be a good connection with residents in the City of Albany, particularly in the South End. This could potentially form a partnership which could include the Greater Capital Region Building and Construction Trades Council and the City of Albany’s workforce development team, who have had experience with South End advocacy. The Council has researched these types of programs which have been very successful in Rochester and Long Island. They would like to create a local program, which will primarily target offshore wind development. Director Daly also mentioned that there has been interest from offshore wind companies related to high school students and how to develop a pipeline to the schools. She noted that these are initial conversations that have taken place and that she expects more to come.

Counsel Jordan updated the Board regarding the sale of 900 South Pearl Street. He reported that all of the Port’s closing documents have been finalized and sent to the buyer’s attorney for review. He stated that he expected to close on the property within the next 10 days, but no later than October 31st.

ARCHITECTURE AND ENGINEERING SERVICES

Counsel Jordan presented Resolution 22-2020 regarding the Architecture and Engineering Services related to the Maritime Warehouse, Terminal and Roadway Improvements. Four responses were originally received regarding the RFP. After reviewing the proposals, the review team recommended that the Board award the contract related to the terminal and roadway improvements to McFarland-Johnson, Inc. at a cost not to exceed \$239,400. Some discussion followed. Chairperson Steffens called for a motion to approve Resolution 22-2020, awarding the contract to McFarland-Johnson. A motion was made by Commissioner Coffey, seconded by Commissioner Tagliento and passed unanimously.

GOVERNMENT RELATIONS & REPRESENTATION

Director Daly presented Resolution 23-2020 regarding Government Relations & Representation RFP. Four responses were received regarding the RFP. After reviewing the proposals and conducting interviews the review team recommended that the Board award the contract to Mercury, LLC at a cost not to exceed \$5,000 per month. Some discussion followed. Chairperson Steffens called for a motion to approve Resolution 23-2020, awarding the contract to Mercury, LLC. A motion was made by Commissioner Tagliento, seconded by Commissioner Cinquanti and passed unanimously.

MARITIME BUSINESS ASSESSMENT

Manager Vasil provided an overview of the Ships, Barges and Tonnage Report and Longshore Hours Report for August 2020.

- Ships and Barges are up 32%, Tonnage is up 41% from this time last year.
- Heavy lift project cargo increased from 9 to 11 vessels compared to last year.
- Scrap metal is up by 15,000 tons (18%), an increase of one ship.
- The Port anticipates 1 or 2 more scrap metal vessels before the end of the year.
- Longshore hours are up 7% - 20,584 in 2019 vs 22,067 in 2020.
- 58% increase on wood pulp, primarily due to a new account.
- Received 1,800 short tons of imported lumber this week.
- 2 more additional ships of lumber are expected this year and looking forward to next year with an expected 20,000 additional short tons and between 6 to 10 ships.
- Working on a test movement of container board, which we expect some time soon.
- Winter Port Marketing Program: Have identified an opportunity with FMT that looks promising.
- Consumer Market: previously import containers were costing \$1,300, and currently they are costing \$4,350.... more than tripling the cost, primarily due to online shopping and home improvement during the pandemic.

EXECUTIVE SESSION

Chairperson Steffens called for a motion to enter Executive Session for a discussion regarding the proposed, acquisition, sale or lease of real property and discussion of litigation matters. A motion was made by Commissioner Coffey, seconded by Commissioner Cinquanti and passed unanimously.

No action was taken during Executive Session. The regular meeting resumed.

OTHER BUSINESS

No other business was discussed.

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 28, 2020 immediately following the Finance Committee Meeting held at 12:00 p.m.**

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.