



**ALBANY PORT DISTRICT COMMISSION  
MEETING  
OCTOBER 28, 2020  
12:30 P.M.**

Pursuant to the Governor's Executive Order No. 202.1, issued March 12, 2020, Article 7 of the Public Officers Law related to public body meetings is suspended and the October 28, 2020 APDC Board of Commissioners meeting will be held remotely. Commissioners and APDC staff are authorized to attend the meeting by conference call. Specified APDC staff will meet in person to facilitate the meeting. In accordance with the Executive Order the meeting will be available for public viewing via on-line live video transmission and recorded, as public in-person access to the meeting is not permitted.

**AGENDA**

- 1) Approval of Minutes from the September 23, 2020 Commission meeting and the October 15, 2020 special meeting (Attached)**
  - (Chairperson intro and discussion of minutes by Board)
- 2) Public Comment**
- 3) Finance Committee Update (by Comm. Coffey/CFO Stuto)**
- 4) Proposed 2021 Budget (Resolution 24-2020) (by CFO Stuto)**
- 5) CEO Update (by CEO Hendrick)**
- 6) Real Property/Development Update (by Dir. Daly)**
- 7) Maritime Business Assessment (by Mgr. Vasil)**
  - Tonnage/Longshore Labor Report (Attached)
- 8) Other Business (by Chairperson)**

**9) Enter Executive Session<sup>1</sup>**

**10) Exit Executive Session**

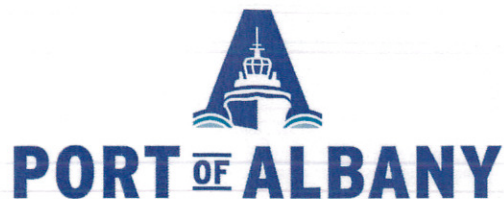
**11) Next Meeting: November 18, 2020**

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<sup>1</sup> Only if necessary (and if approved by a majority vote of the Commission), to discuss:

- a. matters which will imperil the public safety if disclosed;
- b. any matter which may disclose the identity of a law enforcement agent or informer;
- c. information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed;
- d. discussions regarding proposed, pending or current litigation;
- e. collective negotiations pursuant to article fourteen of the civil service law;
- f. the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;
- g. the preparation, grading or administration of examinations; and
- h. the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof.





**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 28<sup>th</sup>.
- 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 31<sup>st</sup>.



### **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.





**ALBANY PORT DISTRICT COMMISSION**  
**MINUTES OF A SPECIAL MEETING**  
**OCTOBER 15, 2020**

Due to the pandemic the October 15, 2020 Special 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, Administrative Assistant DiLillo, Josh Singer from Moffatt & Nichol, Terrence Gilbride from Hodgson Russ, LLP and A. Joseph Scott from Hodgson Russ, LLP

**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. A motion was made by Commissioner Tagliento, seconded by Commissioner Cinquanti and passed unanimously.

No action was taken during Executive Session.

**MEMORANDUM OF UNDERSTANDING**

Chairperson Steffens called for a motion that the terms and conditions of MOU-2020-1 are hereby approved and the CEO is authorized to execute and deliver MOU-2020-1, with the assistance and review of APDC staff, General Counsel and Special Counsel. A motion was made by Commissioner Coffey, seconded by Commissioner Cinquanti and passed unanimously.

Chairperson Steffens called for a motion that the terms and conditions of MOU-2020-2 are hereby approved and the CEO is authorized to execute and deliver MOU-2020-2, with the assistance and review of APDC staff, General Counsel and Special Counsel. A motion was made by Commissioner Coffey, seconded by Commissioner Tagliento and passed unanimously.

#### **LEASE OPTION**

Chairperson Steffens called for a motion that the terms and conditions of Lease Option-2020-3 are hereby approved and the CEO is authorized to execute and deliver Lease Option-2020-3, with the assistance and review of APDC staff, General Counsel and Special Counsel. A motion was made by Commissioner Coffey, seconded by Commissioner Cinquanti and passed unanimously.

#### **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 Cinquanti and passed unanimously. The meeting was adjourned.



**RESOLUTION 24-2020  
OF THE  
ALBANY PORT DISTRICT COMMISSION**

**WHEREAS**, the Albany Port District Commission (the “APDC”) is a public corporation and a district corporation of the state of New York (the “State”) established pursuant to Chapter 192 of the Laws of 1925, as amended; and

**WHEREAS**, the APDC strives to responsibly and effectively manage the publicly-owned maritime Port of Albany-Rensselaer, contributing to the economy of the Capital Region and beyond while emphasizing transparency and public stewardship as prescribed in the APDC Mission Statement; and

**WHEREAS**, in furtherance of the APDC mission, section 5, paragraph 4 of the APDC Enabling Legislation (“Legislation”) requires the APDC to “formulate and adopt a financial program”; and

**WHEREAS**, in accordance with the Public Authorities Accountability Act of 2005 (“PAAA”), the APDC is required to adopt the 2021 Budget no later than November 1, 2020; and

**WHEREAS**, the APDC Board of Commissioners has reviewed the proposed 2021 Budget;

**NOW, THEREFORE, BE IT RESOLVED**, that the APDC approves the 2021 APDC Budget.

Signed: \_\_\_\_\_  
(Assistant) Secretary

Date of Authorization: October 28, 2020

Prepared by:  
Patrick K. Jordan, Esq.

# Ships & Barges Report

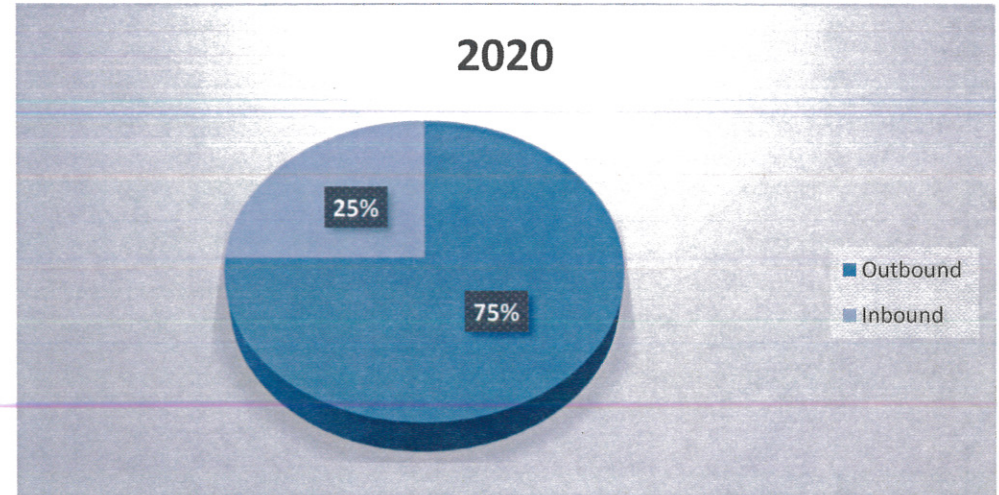
September-2020

Outbound	2019	2020	Change	Percentage
Heavy Lift/Project	1	2	1	100%
Barges-Heavy Lift/Project	0	1	1	100%
Scrap Iron	0	0	0	-
Steel	0	0	0	-
<b>Totals</b>	<b>1</b>	<b>3</b>	<b>2</b>	<b>200%</b>

Inbound	2019	2020	Change	Percentage
Heavy Lift/Project	0	0	0	-
Barges-Heavy Lift/Project	0	0	0	-
Calcium Chloride	0	0	0	-
Molasses/Fertilizer	1	0	-1	-100%
Steel	0	0	0	-
Urea	0	0	0	-
Wind Energy	0	0	0	-
Woodpulp	1	1	0	0%
<b>Totals</b>	<b>2</b>	<b>1</b>	<b>-1</b>	<b>-50%</b>

## Year to Date

Total	2019	2020	Change	Percentage
Heavy Lift/Project	6	7	1	17%
Barges-Heavy Lift/Project	4	7	3	75%
Calcium Chloride	0	0	0	-
Molasses/Fertilizer	1	1	0	0%
Scrap Iron	3	4	1	33%
Steel	0	0	0	-
Urea	0	0	0	-
Wind Energy	0	0	0	-
Woodpulp	8	10	2	25%
<b>Totals</b>	<b>22</b>	<b>29</b>	<b>7</b>	<b>32%</b>



## Ships & Barges

	2019	2020	Change	Percentage
Outbound	12	17	5	42%
Inbound	10	12	2	20%
<b>Totals</b>	<b>22</b>	<b>29</b>	<b>7</b>	<b>32%</b>

## Lay Berth

	2019	2020	Change	Percentage
	0	0	0	0%
	9	4	-5	-56%
<b>Change</b>	<b>0</b>	<b>0</b>	<b>-5</b>	<b>-56%</b>
<b>%</b>	<b>0%</b>	<b>0%</b>	<b>-56%</b>	



September-2020

# Tonnage Report - Monthly

Outbound	2019	2020	Change	Percentage
Heavy Lift/Project	390	1095	705	181%
Barges-Heavy Lift/Project	0	445	445	100%
Scrap Iron	0	0	0	-
Steel	0	0	0	-
<b>Totals</b>	<b>390</b>	<b>1540</b>	<b>1150</b>	<b>295%</b>

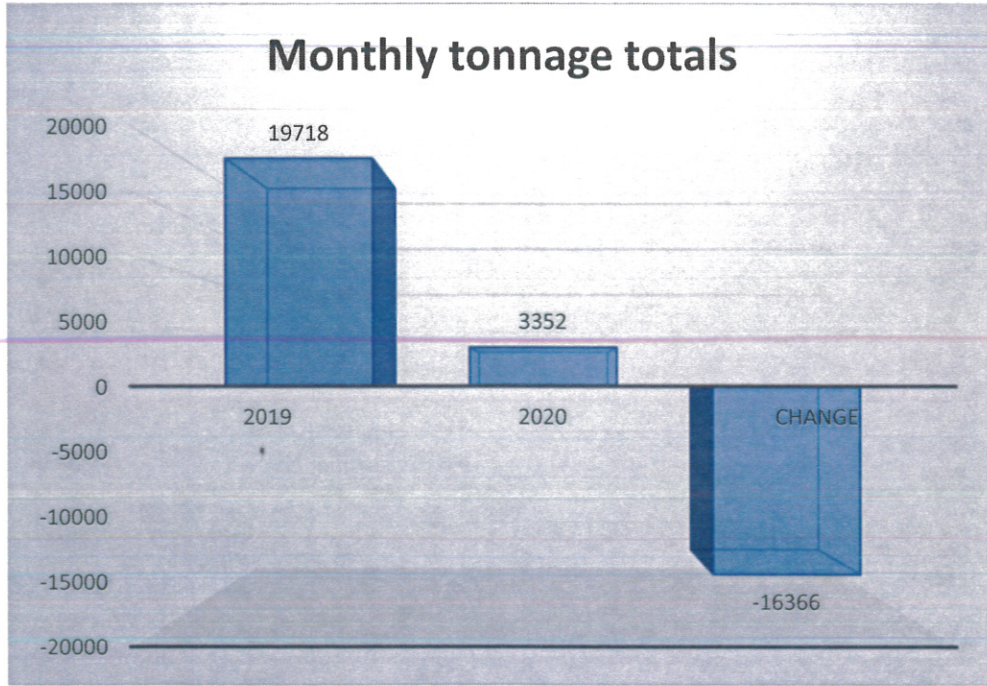
Inbound	2019	2020	Change	Percentage
Heavy Lift/Project	0	0	0	-
Barges-Heavy Lift/Project	0	0	0	-
Calcium Chloride	0	0	0	-
Molasses/Fertilizer	9921	0	-9921	-100%
Steel	0	0	0	-
Urea	0	0	0	-
Wind Energy	0	0	0	-
Woodpulp	9407	1812	-7595	-81%
<b>Totals</b>	<b>19238</b>	<b>1812</b>	<b>-17516</b>	<b>-91%</b>

## September- 2019-2020 Totals

Total	2019	2020	Change	Percentage
Heavy Lift/Project	390	1095	705	181%
Barges-Heavy Lift/Project	0	445	445	100%
Calcium Chloride	0	0	0	-
Molasses/Fertilizer	9921	0	-9921	-100%
Scrap Iron	0	0	0	-
Steel	0	0	0	-
Urea	0	0	0	-
Wind Energy	0	0	0	-
Woodpulp	9407	1812	-7595	-81%
<b>Totals</b>	<b>19718</b>	<b>3352</b>	<b>-16366</b>	<b>-83%</b>

## Tonnage Report Monthly

Total	2019	2020	Change	Percentage
<b>Outbound</b>	<b>390</b>	<b>1540</b>	<b>1150</b>	<b>295%</b>
<b>Inbound</b>	<b>19328</b>	<b>1812</b>	<b>-17516</b>	<b>-91%</b>
<b>Totals</b>	<b>19718</b>	<b>3352</b>	<b>-16366</b>	<b>-83%</b>





September-2020

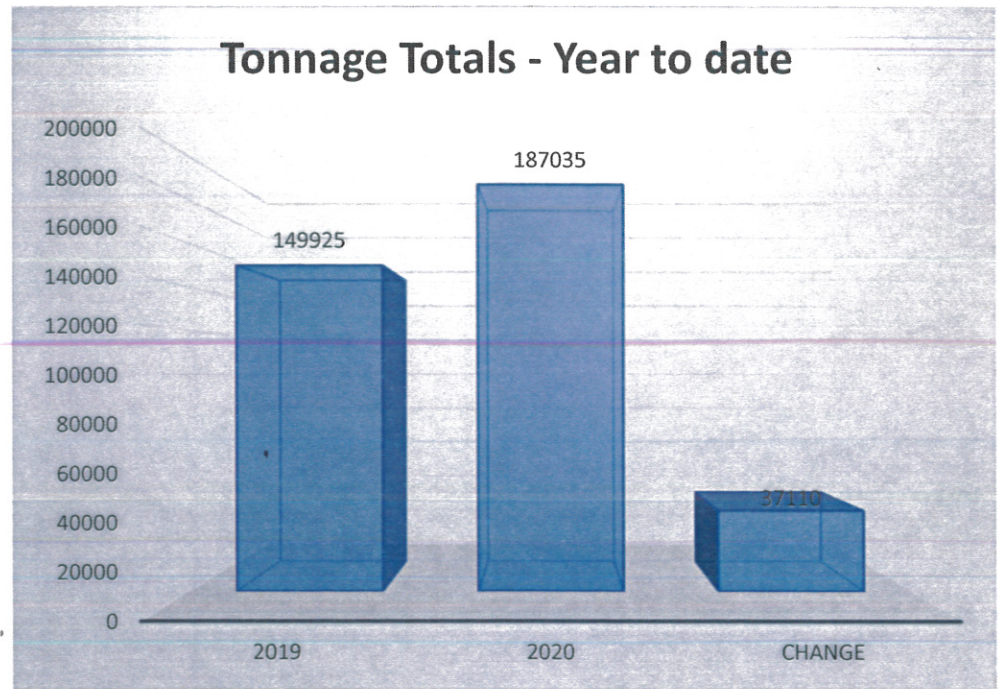
# Tonnage Report - Year to Date

Outbound	2019	2020	Change	Percentage
Heavy Lift/Project	3332	2498	-834	-25%
Barges-Heavy Lift/Project	641	2216	1575	246%
Scrap Iron	85640	100731	15091	18%
Steel	0	0	0	-
<b>Totals</b>	<b>89613</b>	<b>105445</b>	<b>15832</b>	<b>18%</b>

Inbound	2019	2020	Change	Percentage
Heavy Lift/Project	0	728	728	100%
Barges-Heavy Lift/Project	267	0	-267	-100%
Calcium Chloride	0	0	0	-
Molasses/Fertilizer	9921	14809	4888	49%
Steel	0	0	0	-
Urea	0	0	0	-
Wind Energy	0	0	0	-
Woodpulp	50124	66053	15929	32%
<b>Totals</b>	<b>60312</b>	<b>81590</b>	<b>21278</b>	<b>35%</b>

## Year to Date

Total	2019	2020	Change	Percentage
Heavy Lift/Project	3332	3226	-106	-4%
Barges-Heavy Lift/Project	908	2216	1308	144%
Calcium Chloride	0	0	0	-
Molasses/Fertilizer	9921	14809	4888	49%
Scrap Iron	85640	100731	15091	18%
Steel	0	0	0	-
Urea	0	0	0	-
Wind Energy	0	0	0	-
Woodpulp	50124	66053	15929	32%
<b>Totals</b>	<b>149925</b>	<b>187035</b>	<b>37110</b>	<b>25%</b>



## Tonnage Report Year to Date

Total	2019	2020	Change	Percentage
<b>Outbound</b>	<b>89613</b>	<b>105445</b>	<b>15832</b>	<b>18%</b>
<b>Inbound</b>	<b>60312</b>	<b>81590</b>	<b>21278</b>	<b>35%</b>
<b>Totals</b>	<b>149925</b>	<b>187035</b>	<b>37110</b>	<b>25%</b>



# LONGSHORE HOURS

2019-2020 Comparison

	2019	2020
January	1253.0	2709.5
February	3589.0	3317.5
March	2729.0	3214.0
April	2541.0	2531.0
May	3749.0	3280.0
June	3470.0	2159.0
July	2048.5	2504.5
August	1205.0	2351.5
September	2771.5	1870.0
October		
November		
December		
Total:	23356.0	23937.0

2016-2017-2018-2019-2020 Comparison

	2016	2017	2018	2019	2020
January	2130.5	5265.0	1431.0	1253.0	2709.5
February	4010.0	4591.0	2739.0	3589.0	3317.5
March	3663.0	6166.0	2237.5	2729.0	3214.0
April	2509.5	9438.0	3757.0	2541.0	2531.0
May	2470.0	6549.5	12123.5	3749.0	3280.0
June	2975.0	6939.0	7848.5	3470.0	2159.0
July	2929.0	5437.0	3960.5	2048.5	2504.5
August	3829.5	2992.0	6113.5	1205.0	2351.5
September	4309.0	3604.5	4905.0	2771.5	1870.0
October	5153.5	2738.0	5663.0	2163.0	
November	4146.0	6133.5	2926.5	1696.0	
December	6474.0	2133.5	4480.0	2850.5	
Total:	44599.0	61987.0	58185.0	30065.5	23937

