



ALBANY PORT DISTRICT COMMISSION
MINUTES OF A REGULAR MEETING
DECEMBER 14, 2020

Due to the pandemic the December 14, 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, Deputy Director of Security Teller and Administrative Assistant DiLillo. Also joining the meeting was Lissa D'Aquanni from MVP Results.

Chairperson Steffens introduced the minutes of the November 18, 2020 Commission meeting. No changes were made to the minutes. Chairperson Steffens called for a motion to approve the minutes of the November 18, 2020 meeting. A motion was made by Commissioner Cinquanti, seconded by Commissioner Tagliento, and passed unanimously.

PUBLIC COMMENT

No public comments were made.

FINANCIAL UPDATE

CFO Stuto reported that there is an increase to the revenue projections for the month of December, which relates directly to an influx of vessels expected into the Port by the end of the month. She stated that with this increase, the budget will be in a much better position with revenue at the end of the year. CFO Stuto reported that expenses continue to be projected significantly under budget. She stated that the change in net position is also projected to be

positively impacted by these changes in revenues and expenses along with the timing of capital expenditure.

CEO UPDATE

CEO Hendrick updated the Board on the following:

- Construction of the Maritime Warehouse is progressing.
- Asphalt work is currently on hold until plants reopen in the spring.
- Expecting steel shipments to come in January and February of 2021. Anticipating an excess of 50,000 tons.
- The Coast Guard met with Port staff and our IT support team this week and provided a thorough evaluation of the Port's cyber security. We received a positive outcome from the assessment.

REAL PROPERTY/DEVELOPMENT UPDATE

Director Daly requested that the real property portion she will discuss be addressed in executive session.

RESOLUTION 27-2020

Counsel Jordan presented resolution 27-2020 relating to the Appointment of Committee Members for 2021. Chairperson Steffens noted that the proposed committee appointments were discussed at the November Governance Committee meeting and that the committee recommended that the Board approved the resolution as presented. Chairperson Steffens called for a motion to approve resolution 27-2020. A motion was made by Commissioner Coffey, seconded by Commissioner Cinquanti and passed unanimously.

RESOLUTION 28-2020

CFO Stuto presented resolution 28-2020 relating to Insurance Brokerage Services. Four responses were received regarding the RFP. After reviewing the proposals, conducting interviews and verifying references the review team recommended that the Board award the contract to Marshall & Sterling, Inc. at a cost not to exceed \$30,000.00 per year. Some discussion followed. Chairperson Steffens called for a motion to approve resolution 28-2020. A motion was made by Commissioner Coffey, seconded by Commissioner Cinquanti and passed unanimously.

RESOLUTION 29-2020

CFO Stuto presented resolution 29-2020 relating to Annual Financial Audit Services. Three responses were received regarding the RFP. After reviewing the proposals and conducting

interviews the review team recommended that the Board award the contract to UHY, LLP at a cost not to exceed \$34,000.00 per year. Some discussion followed. Chairperson Steffens called for a motion to approve resolution 29-2020. A motion was made by Commissioner Cinquanti, 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.

- Ships and barges have both increased this year.
- Tonnage is up 24% from last year.
- Scrap metal increased 25% on ships and 12% on tonnage from last year.
- Woodpulp is up 33% on ships and 44% on tonnage from last year.
- Longshore hours are up 9% from this time last year.
- Anticipates 4 more ships and 3 barges by the end of this year or early next year.
- Winter Port Concept has been very successful in obtaining new business.
- Projecting a 19% increase of ships in 2021 from 2020

EXECUTIVE SESSION

Chairperson Steffens called for a motion to enter Executive Session for the purpose of discussing the proposed sale or lease of real property and the employment history of a particular person and employment matters. A motion was made by Commissioner Cinquanti, seconded by Commissioner Coffey and passed unanimously.

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

OTHER BUSINESS

CEO Hendrick noted that Father Peter Young, a Board Member of the Maritime Ministry had passed way.

NEXT MEETING

Chairperson Steffens informed all those in attendance that the **next meeting of the APDC Board of Commissioners will be held on Wednesday, January 20, 2021 immediately following both the Audit and Governance 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 Taglianto and passed unanimously. The meeting was adjourned.