



**ALBANY PORT DISTRICT COMMISSION**  
**MINUTES OF A REGULAR MEETING**  
**MAY 17, 2021**

Due to the pandemic the May 17, 2021 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 Abriel, Cinquanti, Coffey and Tagliento. Also present were CEO Hendrick, General Counsel Jordan, CCO Daly, CFO Stuto, Maritime Business Development Manager Vasil, Director of Security Williams, Deputy Director of Security Teller and Administrative Assistant DiLillo. Also joining were Bill Ring, General Manager of FMT and Richard Farrell from the Maritime Ministry.

Chairperson Steffens introduced the minutes of the April 19, 2021 Board meeting. No changes were made to the minutes. Chairperson Steffens called for a motion to approve the minutes. A motion was made by Commissioner Coffey, seconded by Commissioner Cinquanti, and passed unanimously.

**PUBLIC COMMENT**

Richard Farrell from the Maritime Ministry reported to the Board that he and a team will be administering the covid vaccine to crew members of the ship that is currently docked at the Port. He noted that this may be the first time this is being done on the eastern seaboard. He mentioned that this event is only possible because of the collaboration and assistance of Bill Ring from FMT, Counsel Jordan, Rev. Preisinger and Caring Wellness Pharmacy. Mr. Farrell thanked all who were participating.

**FINANCIAL UPDATE**

CFO Stuto reviewed the actuals for the Board through April 30, 2021 and the projected forecast through the end of the year. She reported that revenues continue to trend above budget and

expenses remain under budget. CFO Stuto mentioned that depreciation expenses and grant revenues are slightly below what was budgeted. She reported that revenues were higher than what was forecasted and that operating expenses were under the forecasted amount. She expects the total of change in net position to be half a million dollars positive than what was budgeted. CFO Stuto stated that there were no significant trends in budget to actuals or forecast to budget.

Commissioner Coffey asked CFO Stuto if she kept separate grant accounting or project accounting on capital projects. CFO Stuto stated that separate internal tracking is being maintained monthly via spreadsheets for larger projects as well as for the TIGER grant projects. She noted that a separate checking and savings account had been established for the Port expansion and offshore wind project.

### **CEO UPDATE**

CEO Hendrick updated the Board on the following:

- CEO Hendrick was pleased to report that he had been notified by the FMT that they already had hit their profit-sharing benchmark for the year.
- Port staff continues to meet with a management group from National Grid to discuss the power and natural gas needs for the Bethlehem expansion site.
- Counsel Jordan has signed an agreement with National Grid regarding the access to a piece of property needed for the new project site. CEO Hendrick noted that the Port intends to eventually acquire the property from National Grid.
- CEO Hendrick and Commissioner Steffens met with the Business Review regarding the cover story on the Port's initiative for offshore wind. CEO Hendrick noted that the Port of Albany is the national lead on tower manufacturing.
- Office Manager Stock worked with CEO Hendrick and in coordination with cyber and technical input to recently submit a FEMA Port Security Grant application. If funded, the grant would cover upgrades to the Port's existing cyber security system.
- Port staff assisted the Albany Fire Department in submitting a grant application relating to the operational maintenance of their fire boat.
- The new 60,000 square foot maritime warehouse received its temporary certificate of occupancy and is in service.
- The design and engineering of the terminal reconstruction and paving and roadway infrastructure improvement project is in the final phase.

Chairperson Steffens reported that the Port staff provided a tour of the offshore wind project site that she attended along with Bethlehem Planning Board members, Town Board members, Supervisor Van Luven, and town planners and engineers. She mentioned that Port staff reaffirmed that the Town of Bethlehem's support has made a major impact on the project process. Chairperson Steffens noted that Port staff received a lot of positive feedback from Town Supervisor Van Luven and the tour attendees.

**REAL PROPERTY/DEVELOPMENT UPDATE**

CCO Daly reported that Port staff recently hosted a meeting regarding the roadway and terminal improvements with the Port's engineering and design team, which included FMT and the Port Railroad. All attendees walked the property and identified matters related to drainage, operations and rail use. They also discussed the need to phase the work in order to maintain commercial business in and around the terminal and Smith Blvd roadway. Port staff have coordinated multiple meetings as well as tours for various groups including businesses, neighborhood groups, workforce development and local municipalities that have shown interest in the development of the expansion site, giving them an open opportunity to participate. Port staff continue to meet with engineers, consultants and vendors to collaborate on current projects underway at the Port. CCO Daly noted that the Port continues to receive interest in available land located within the District. She reported that Port staff is currently looking at federal grants and resources that are now available, pursuing any opportunities that could benefit Port projects. CCO Daly mentioned that a workforce development meeting will take place within the next few weeks focusing on the offshore wind project and employment and training opportunities and preparations. At this meeting they will introduce workforce related groups to key offshore wind partners so that all parties involved can understand the timeline, bid process and available opportunities, as well as the needs of all stakeholders.

**RESOLUTION 11-2021**

CFO Stuto presented Resolution 11-2021 for repairs to the firewall in Shed 5. CFO Stuto reported that an evaluation had been performed and specific issues were identified. Port staff reached out to six vendors, who were either MWBE or SDVOB certified, for a price quote. Marinello Construction, who is a NYS certified SDVOB company provided a price quote of \$24,239. After thorough review, Port staff recommended that the Board award the contract to Marinello Construction Company. Chairperson Steffens called for a motion to approve Resolution 11-2021. A motion was made by Commissioner Coffey, seconded by Commissioner Tagliento and passed unanimously.

**EXECUTIVE SESSION**

Chairperson Steffens called for a motion to enter into Executive Session for the purpose of discussing the proposed sale, acquisition or lease of real property. 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.

**MARITIME BUSINESS ASSESSMENT**

Manager Vasil provided an overview of the Ships, Barges and Tonnage Report and Longshore Hours Report for April 2021.

- Ships and barges are up 1 from this time last year.

- Overall tonnage is up 22% from last year.
- Tonnage on heavy lift/project cargo is up currently 106%.
- Tonnage on wood pulp is down by 8% from this time last year.
- Tonnage on scrap iron is down 51% from last year.
- Longshore hours are up 73% from this time last year, primarily due to the steel slab shipments.
- So far this year 2 ships carrying container board have come into the Port, creating a large impact on the goal set for the year.
- Manager Vasil presented to the Board the potential development of a barge service that would handle international containers. He noted that the development of these services would involve minimal investment on the Port's part and would have a positive impact on the environment by reducing truck traffic as well as creating additional jobs.

### **OTHER BUSINESS**

No other business for discussion

### **NEXT MEETING**

**The next meeting of the APDC Board of Commissioners will be held on Wednesday, June 16, 2021 at 12:00 noon.**

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