



**ALBANY PORT DISTRICT COMMISSION**  
**MINUTES OF A REGULAR MEETING**  
**JUNE 16, 2021**

Due to the pandemic the June 16, 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 and Administrative Assistant DiLillo.

Chairperson Steffens introduced the minutes of the May 17, 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 Cinquanti, seconded by Commissioner Tagliento, and passed unanimously.

**PUBLIC COMMENT**

No public comments were made.

**FINANCIAL UPDATE**

CFO Stuto reviewed the actuals for the Board through May 31, 2021 and the projected forecast through the end of the year. She reported that revenues continue to trend ahead of budget and expenses are close to budget with a small increase regarding repairs and maintenance and consultant fees. CFO Stuto mentioned that depreciation expenses remain slightly below what was budgeted. Grant revenues continue to be short year to date due to delivery timing, but CFO Stuto anticipates it to be closer to budget by the end of the year. She reported that over all the change in net position is under budget. CFO Stuto noted that she continues to forecast revenue to be over budget while operating expenses are forecasted to remain under budget for the year.

Currently, she does not anticipate utilizing any contingency funds. CFO Stuto expects grant revenue to be at budget and she anticipates the change in net position to be over what was budgeted for the year.

### **CEO UPDATE**

CEO Hendrick updated the Board on the following:

- Chair Steffens, CEO Hendrick and Port staff met with the Consulate-General of the Netherlands and his economic development team to discuss offshore wind development at the Port.
- CEO Hendrick reported that Port staff attended a Town of Bethlehem Planning Board meeting to discuss site plan approval for the expansion project. He noted that the meeting went well and that he anticipates obtaining approval by November.
- Port staff will be meeting with the City of Albany Technical Review Committee and the Albany Planning Board to discuss the work that is proposed for 700 Smith Blvd. in conjunction with the expansion project.
- Port staff continues to meet with National Grid regarding land acquisition and the need for a substation as part of the expansion project.
- Chazen Engineering and Port staff are coordinating with State OGS regarding the required building updates under the new lease for the DEC building.
- CEO Hendrick reported that he was named by the Albany Business Review as one of the fifty most influential business leaders in the Capital Region. He noted that this recognition was a team effort.
- CCO Daly has scheduled to meet with South End neighborhood groups to provide updates on the progress relating to the expansion project.

### **REAL PROPERTY/DEVELOPMENT UPDATE**

CCO Daly reported that the design team continues to meet bi-weekly for the offshore wind expansion project. Meetings are going well and work is progressing. Port staff has met with the City of Albany to discuss the roadway project as well as the expansion project prior to application submission to the Planning Board. CCO Daly noted that Port staff is pursuing federal funding opportunities as it relates to infrastructure investments. Applications will be submitted within the next few months. CCO Daly spoke to the Board on how the development of the Port expansion project is connected to the region, the community and specifically the South End neighborhood. She noted that staff has attended neighborhood association meetings as well as small group sessions with a few primary goals, to keep the groups fully informed, to connect to job planning and opportunities and assist in other initiatives such as investing in the South End. CCO Daly mentioned that the Port will have a requirement to host Environmental Justice meetings pertaining to the expansion project. Two community meetings will be scheduled within the next few months. CCO Daly also mentioned that Port staff will be hosting the City of Albany Summer Youth Engagement group this summer. Also mentioned is the Port will be hosting a video team that is producing a piece related to the offshore wind project and renewable energy projects statewide.

**RESOLUTION 12-2021**

Chairperson Steffens presented Resolution 12-2021 regarding the proposed renewal of the APDC's contract with Tech II for information technology services for an additional year, pointing to the level of service received and the cost savings realized. Counsel Jordan stated that the Port has been pleased with the high level of services that Tech II has provided since they were awarded the contract and that they have done an exceptional job supporting the Port's staff. Chairperson Steffens called for a motion to renew the contract with Tech II for an additional year. A motion was made by Commissioner Abriel, seconded by Commissioner Tagliento and passed unanimously.

**RESOLUTION 13-2021**

Chairperson Steffens presented Resolution 13-2021 regarding amending the contract amount with McFarland Johnson, Inc. for Supplemental Engineering Services for the Phase I Infrastructure Design and Permitting related to the Expansion Project. CFO Stuto noted that the increase was an update to a portion of a subcontractor cost determined during contract negotiation process. Some discussion followed. Chairperson Steffens called for a motion to approve Resolution 13-2021. A motion was made by Commissioner Tagliento, seconded by Commissioner Abriel and passed. Commissioner Coffey voted present.

**RESOLUTION 14-2021**

Chairperson Steffens presented Resolution 14-2021 regarding amending the contract amount with McFarlan Johnson, Inc. to provide Professional Engineering and Architectural Services and Bid and Construction Administration Services for the Tower Manufacturing Plant. Some discussion followed. Chairperson Steffens called for a motion to approve Resolution 14-2021. A motion was made by Commissioner Tagliento, seconded by Commissioner Abriel and passed. Commissioner Coffey voted present.

**EXECUTIVE SESSION**

There was no Executive Session.

**MARITIME BUSINESS ASSESSMENT**

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

- Ships and barges are up 6% from this time last year.
- Overall tonnage is up 14% from last year.
- Tonnage on heavy lift/project cargo is currently up.
- Tonnage on wood pulp is down by 20% from this time last year.
- Tonnage on scrap iron is down 51% from last year.
- Longshore hours are up 58% from this time last year.

- Revenue from fees which includes dockage, wharfage, crane rental and stevedoring is up 80% from this time last year.
- Two ships carrying container board have come into the Port so far this year, creating a large impact on the goal set for the year.

**OTHER BUSINESS**

No other business for discussion

**NEXT MEETING**

Chairperson Steffens informed all those in attendance that the next meeting of the APDC Board of Commissioners will be held on Wednesday, July 21, 2021 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.