



ALBANY PORT DISTRICT COMMISSION
MINUTES OF A REGULAR MEETING
OCTOBER 27, 2021

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, DSI Skubon, Maritime Business Development Manager Vasil, Director of Security Williams, Deputy Director of Security Teller and Administrative Assistant DiLillo.

Chairperson Steffens introduced the minutes of the September 22, 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 Abriel, and passed unanimously.

PUBLIC COMMENT

No public comments were made.

FINANCIAL UPDATE

Chairperson Steffens noted that the Finance Committee met prior to the Board meeting. Commissioner Coffey reported that CFO Stuto presented an update on the third quarter financials as of September 30, 2021 and the year-end projections. There were no significant changes from the previous month. The forecast for revenue and expenses are on target for the year.

Commissioner Coffey reported that CFO Stuto presented and reviewed the updated proposed 2022 Budget. He mentioned that the items that were discussed at the last Finance Committee meeting were addressed by the staff and were incorporated into the updated proposed 2022 Budget. He noted that the committee engaged in discussion related to the performance metrics to budget, suggesting that the team consider setting numeric targets vs percentages. Commissioner Coffey noted that the Finance Committee recommended that the Board approve the proposed 2022 Budget.

PROPOSED 2022 BUDGET

Chairperson Steffens presented Resolution 22-2021 regarding the proposed 2022 Budget. Chairperson Steffens called for a motion to approve Resolution 22-2021. A motion was made by Commissioner Coffey, seconded by Commissioner Abriel and passed unanimously.

The approved 2022 Budget will be posted on the APDC website and distributed to the appropriate municipal and state entities.

CEO UPDATE

CEO Hendrick updated the Board on the following:

- The Port was presented with an award of distinction from the AAPA for a video presentation for business development purposes related to offshore wind and renewable energy. CEO Hendrick accepted the award on behalf of the Port at the annual AAPA convention held in Austin Texas.
- CEO Hendrick was reelected to the AAPA Board as a representative of the North Atlantic.
- AAPA will be hosting a Board of Commissioners Conference December 7-9 in San Diego, California.
- Dagen Trucking has been certified as a New York State Women Owned Business. Mary Kiem of Dagen Trucking has recently partnered with Digifab to provide logistical support for their newly constructed modular units.

REAL PROPERTY/DEVELOPMENT UPDATE

CCO Daly reported that the Port team hosted a Tech Valley Leadership class. CEO Hendrick, DSI Skubon and Manager Vasil gave a presentation and tour to the participants which also gave the Port team an opportunity to interact with local leaders and the Chambers.

Port staff hosted a meeting with South End leaders, which included a County legislator, A-Village, a Common Council member, the South End Improvement Corporation, the South End Community Collaborative and Workforce Development Institute, focusing on partnership and collaboration particularly relating to offshore wind, workforce, clean energy and potential investment in the South End. Follow up is expected on coordination.

The Port coordinated with CEG to submit an EDA grant (Build Back Better Regional Challenge) application which is a regional collaborative that would focus on clean energy and a number of projects. DSI Skubon worked on application submission materials to include Port related initiatives, including a south end training and workforce investment and attracting business investment related to the Port on clean energy. The submission included business and community groups providing options for investing and building.

The Port team has responded to the Town of Bethlehem, State and Federal agencies relating to the site plan application for the offshore wind project. The team's goal is to be back on the Town of Bethlehem's next Planning Board meeting agenda for a project update and then public

approval after that. Progress continues on the design of the expansion project, wharf level is 70% complete, bridge span is 60% complete and the building is in the construction assessment phase. The Port team has released an invitation to firms to propose a project labor agreement study. Proposals are due back in November. CCO Daly represented the Port at the recent meeting of the City of Albany Sustainability Advisory Committee and the South End Neighborhood Association, providing a presentation on the Port, green marine, offshore wind and community engagement.

GOVERNMENT RELATIONS AND REPRESENTATION

Chairperson Steffens presented Resolution 23-2021 relating to Government Relations and Representation. Due to changes in the structure of the firm currently representing the APDC, staff recommends that the current contract be terminated and recommends awarding a new professional services contract to Catalyst New York, LLC for a two- year term with two one-year options at a cost not to exceed \$5,000 per month. Some discussion took place. Chairperson Steffens called for a motion to approve Resolution 23-2021. A motion was made by Commissioner Abriel, seconded by Commissioner Cinquanti and passed unanimously.

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 Cinquanti, seconded by Commissioner Tagliento and passed unanimously.

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

MEMORANDUM OF UNDERSTANDING

Chairperson Steffens called for a motion to approve a six-month extension, beginning October 20, 2021, for MOU-2020-1. A motion was made by Commissioner Coffey, seconded by Commissioner Tagliento and passed unanimously.

MARITIME BUSINESS ASSESSMENT

Manager Vasil provided the Board with the Ships & Barges and the Tonnage and Longshore Hours Report for September 2021. He reported that ships and barges are up 20%, tonnage is up 31% and longshore hours are up 50% from this time last year. Manager Vasil also provided the Board with an update on the potential container on barge service.

OTHER BUSINESS

Chairperson Steffens noted that the Port of Albany has been recognized as the Newsmaker of the Year by the Business Review. CEO Hendrick noted his appreciation to the team for their dedication and hard work.

CFO Hendrick reported that the Maritime Ministry will be holding their annual Christmas at Sea program on December 5, 2021.

NEXT MEETING

Chairperson Steffens informed all those in attendance that **the next meeting of the APDC Board of Commissioners will be held on Wednesday, November 17, 2021 immediately following the Governance Committee Meeting held at 12 noon.**

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