



ALBANY PORT DISTRICT COMMISSION

MINUTES OF A REGULAR MEETING

January 26, 2022

Due to the pandemic the January 26, 2022 Board of Commissioners meeting was held remotely pursuant to the amended legislation under the NYS Open Meetings Law. 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, CFO Stuto, DSI Skubon, Director of Security Williams, Administrative Assistant DiLillo and General Manager Bill Ring of Federal Marine Terminals.

Chairperson Steffens recognized the Port team for the incredible job they did in preparation for the hosting of US Secretary of Energy Granholm, Governor Hochul, Congressman Tonko, Mayor Sheehan, County Executive McCoy and the representatives from Senators Schumer and Gillibrand's offices and our partners from Marmen, Equinor and BP. The event revolved around Albany being a hub for offshore wind development in New York and the country and was in conjunction with the announcement made earlier in the week by Governor Hochul that NYS was committing 500 million dollars in the State budget towards developing 9,000 megawatts in offshore wind by 2035. Chairperson Steffens noted that this continues to elevate our recognition in the Capital Region and the nation.

Chairperson Steffens introduced the minutes of the December 15, 2021 Commission 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 Tagliento, and passed unanimously.

PUBLIC COMMENT

There were no public comments.

GOVERNANCE COMMITTEE UPDATE

Chairperson Steffens reported that the Governance Committee met prior to the regular meeting. The Committee was presented with the proposed 2022 Nomination of APDC Officers and the list of current APDC policies. The Committee concurred with staff's recommendation to forward both items to the Board for approval. Also discussed by the Committee were the Conflicts of Interest Declarations and the Confidential Board Evaluations.

FINANCIAL UPDATE

CFO Stuto presented an update of the unaudited financials as of December 31, 2021. She noted that the annual audit is scheduled for Monday 1/31/22 and that they will have some adjustments and accruals as they complete the internal review. She reported that there were some changes to last month's forecast for the end of the year. The increase of revenue includes stevedore fees, crane rental, security fees and wharfage from 2021. Currently expenses are below budget in payroll, crane repairs, professional and consultant fees, office supplies, advertising, promotion and association dues. Other expenses are also to be less than projected in the areas of depreciation expense and waterfront development. CFO Stuto reported that revenue is up for the month of December primarily due to maritime activity in heavy lift and steel. Overall, operating expenses were under budget for the year. Capital grant revenue is under budget by 14% due to the timing of the TIGER expenses and the request for reimbursements through the grant.

Commissioner Coffey asked CFO Stuto how Port staff budgets for annual maintenance and repairs for the cranes. He also asked her if the amount budgeted increases each year as the cranes age. CFO Stuto stated that the crane repair budget is based on discussions with the Director of Operations along with review of current year crane repair expenses to evaluate the trend. We have significantly increased our repairs and maintenance budget overall for 2022. Commissioner Coffey questioned whether the Port staff should consider the purchase of a new crane.

CEO UPDATE

CEO Hendrick updated the Board on the following:

- Port staff met on January 13, 2022 with an Albany County Legislator, representatives from the EPA, Housing and Urban Development, NYSDEC, NYS Department of Health, the Albany Housing Authority and the Capital District Transportation Committee regarding improvements in the South End and how the Port can collaborate in this effort.
- CEO Hendrick and Counsel Jordan gave a presentation to the Northeast Diesel Collaborative Working Group regarding the proposed offshore wind tower manufacturing plant and the remediation work at 700 Smith Blvd, discussing the

permitting process, environmental justice and ways in which the Port can reduce its carbon footprint.

- Port staff submitted Goal Plans for both the M/WBE and SDVOB initiatives to New York State for approval.
- Port staff continues to work on the negotiations for a potential property acquisition.

CEO Hendrick provided the Board with the Ships and Barges Report and the Tonnage and Longshore Hours Report for December 2021.

- Ships are up by 11% from the previous year.
- Tonnage is up by 11% from the previous year.
- Longshore hours are up by 25% over 2020.
- 4 ships have come into Port so far this year, making for a great start.

REAL PROPERTY/DEVELOPMENT UPDATE

DSI Skubon reported that there is a high demand for Port property, therefore staff continues to pursue additional property for development and Port use. The Bureau of Ocean and Energy Management has set a date to lease six new offshore wind areas in the NY Bight. NYSERDA is expecting to open their third offshore wind solicitation in the upcoming months. Developers and OEMs are making site visits within the next few weeks looking for any potential property the Port might have available. The expansion site project is moving forward with the permitting process. An RFP has been released for the pre-engineered metal buildings. Bids are due back next week.

Counsel Jordan reported that Port staff met with the Town of Bethlehem Planning Department related to updates on the permitting stage of the expansion project. They are expected to meet again in a few weeks. Meetings with state and federal agencies have been on going. Port staff had their initial meeting with the Albany Planning Board introducing the Building E project, which is a receiving yard. They had some discussion and answered many questions from the Board Members.

Chairperson Steffens asked if the timeline for the project is still on track. Counsel Jordan stated that it was and noted that he anticipates the final impact statement approval in early March.

ELECTION OF OFFICERS FOR 2022

Counsel Jordan presented Resolution 1-2022 relating to the Election of Officers for 2022. He noted that the proposed Election of Officers for 2022 was discussed at the Governance Committee meeting and that the committee recommended that the Board approve the position of officers to remain the same as the previous year. Chairperson Steffens called for a motion to approve Resolution 1-2022. A motion was made by Commissioner Coffey, seconded by Commissioner Abriel and passed unanimously.

MULTI -YEAR CONTRACT REVIEW

Counsel Jordan presented Resolution 2-2022 relating to the multi-year contract review. He reviewed the list of contracts with the Board. After some discussion, Chairperson Steffens called for a motion to approve Resolution 2-2022. A motion was made by Commissioner Abriel, seconded by Commissioner Coffey and passed unanimously.

ANNUAL POLICY REVIEW

Counsel Jordan presented Resolution 3-2022 relating to APDC policies requiring annual review by the Board under the NYS Public Authorities Law. He noted that the list of policies was reviewed with the Governance Committee and after some discussion the Committee recommended that the Board approve the current APDC policies as presented. Chairperson Steffens called for a motion to approve Resolution 3-2022. A motion was made by Commissioner Tagliento, seconded by Commissioner Coffey 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 Cinquanti, seconded by Commissioner Tagliento and passed unanimously.

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

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, February 23, 2022 at 12:00 p.m.**

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