



**ALBANY PORT DISTRICT COMMISSION**  
**MINUTES OF A REGULAR MEETING**  
**June 28, 2023**

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, SCM Yagan, DEA Vavura, Director of Security Williams, Deputy Director of Security Teller and Administrative Assistant DiLillo.

Chairperson Steffens introduced the minutes of the May 24, 2023 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 Abriel, seconded by Commissioner Tagliento, and passed unanimously.

**PUBLIC COMMENT**

Willie White of Albany's South End community spoke to the APDC Board regarding Port traffic patterns and prospective job opportunities for the South End Community.

**FINANCIAL UPDATE**

CFO Stuto reviewed the actuals for the Board through May 31, 2023 and the projected forecast through the end of the year. She reported that revenue forecast has increased by \$37,000 from April and the forecasted budget variance has decreased by the same amount. Operating expense forecast has increased by \$18,000, due to an increase in crane repairs. Overall operating income forecast has increased by \$19,000. Forecast to budget is at an unfavorable variance of \$450,000. The overall operating income forecast is a positive \$1.19 million. Net depreciation and other expenses continues to trend under budget.

CFO Stuto noted that for internal reporting purposes the Public Private Partnership Revenue and the Empire Wind Expense has been moved to the Capital Funding portion of the financial statement. \$200 million has been budgeted for the Expansion Project but she expects to spend \$108 million due to the phasing of the Project. Capital Grant Revenue, which reflects the NYS DOT and TIGER funding for roadwork, terminal and shed repairs is expected to be on budget for this year. Net change in net position is forecasted to come in at \$9 million with a variance of \$200 million.

**CEO UPDATE**

Chairperson Steffens acknowledged that CEO Hendrick has rolled-off as Chair of the North Atlantic Ports Association but will remain active and on the Board as past Chair. She also congratulated General Counsel Jordan on being elected Chair of the American Association of Port Authorities Legal Committee.

CEO Hendrick updated the Board on the following:

- CEO Hendrick noted that Director of Security Williams will be retiring from his position with the Port in late September.
- CEO Hendrick was invited to participate along with U.S. Education Secretary Miguel Cardona, U.S. Representative Paul Tonko, SUNY Chancellor John King, Jr. and NYS Commissioner of Labor Roberta Reardon on a round table discussion related to workforce development. The Congressman is coordinating another dignitary visit to the Port in July.
- CEO Hendrick recently attended the Green Marine Conference at which he accepted recertification on behalf of the Port. He noted that the Port of Albany was the only Port to represent New York State.
- Longshore hours continue to be lower than this time last year but are expected to increase within the next few months due to additional grain ships expected at the Port.
- Shed 1 roof repairs, fire suppression system and electrical system upgrades have been completed. 100% of the work completed on Shed 1 thus far has been performed by MWBE companies.
- CCO Daly has been confirmed as a speaker at the Offshore Wind Conference in Boston this July.
- CEO Hendrick has been asked to speak at the AAPA Annual Convention and Expo where he will be discussing the Difficulties of Major Projects and Permitting.

**EXTERNAL AFFAIRS AND COMMUNICATIONS UPDATE**

DEA Vavura provided the Board with an overview of current external communications, focusing on recent coverage and media clips related to the Expansion Project and terminal work. She noted that she is currently working on getting more business news out to the communities. DEA Vavura reported that CCO Daly spoke to the Mount Hope Neighborhood residents to discuss the Expansion Project, other Port business and to answer any questions they had.

DEA Vavura provided updates on internal communication efforts which included the staff convening to discuss the RFP process and collaborating on a new website design.

Chairperson Steffens noted that she and Counsel Jordan attended the open house related to the new planning and environmental study of Interstate 787 hosted by NYSDOT. NYSDOT staff and elected officials asked questions relating to the Port, recognizing the effect that the potential redevelopment of 787 could have on the Port.

**REAL PROPERTY/DEVELOPMENT UPDATE**

SCM Yagan provided the Board with a report on the Expansion Project. He reported that DEC is in the 30-day public comment period for the Air State Facilities permit and the Wastewater Treatment Plant permit process. APDC is awaiting DOT's response relating to the APDC permit application package.

Contract negotiations for a revised CMR agreement are complete and the final execution of the contract is currently being processed.

Normanskill Street rail crossings are currently being redesigned. Site preparation work is complete. Surcharge volumes have been placed, with grading on the site complete. The site has been temporarily stabilized and the contractor has demobilized. A closeout walk thru was conducted recently and now staff is working on establishing the final closeout credits. Surcharge settlement is substantially complete across the footprints of Buildings A, B and D. Building C will also be completed soon, allowing the site to be pad ready for the next phase of work. The next contractors have mobilized on site to perform site ready work which includes distributing surcharge volumes across the site, installing limited utilities, lane widening work on River Road, connection and directional drilling for the municipal water line, installation of select components for the fire suppression system, laying out the geofabric and geogrid and spreading the surcharge aggregates. The team is also arranging the schedule to mobilize and install an access road to coordinate with the bridge work.

CCO Daly reported that the NYSERDA Round 3 procurement invited respondents to update their submissions by June 16. All submissions are in the review process. Final determination will be set at a later date.

CCO Daly provided the Board with an update on the terminal and roadway improvements and real estate developments within the Port facility.

CCO Daly discussed with the Board updates on moving forward with the growth strategy and market assessment work. She reported that the staff met collaboratively and reflected on what had been achieved, what had changed and the priorities moving ahead. She noted that the recommendation was to start with a Board strategy session that would ultimately include goals that would be recommendation driven by the Board. The Board suggested inviting Logistec to present to the Board in advance of this strategic work.

**SHED 1 FLOOR REPAIRS AWARD**

CFO Stuto presented Resolution 29-2023 related to the Shed 1 Roof Repairs. The APDC issued an RFP to solicit bids for the roof repairs and received four responses. After thorough review of the bids received, APDC staff recommended that the Board award the contract to Wm. J. Keller & Sons at a cost not to exceed \$207,250 for the base bid and \$143,600 for the bid alternate. Chairperson Steffens called for a motion to authorize the CEO to execute the necessary documents to award the contract to Wm. J. Keller & Sons at a cost not to exceed \$207,250 for the base bid and \$143,600 for the bid alternate. A motion was made by Commissioner Coffey, seconded by Commissioner Abriel and passed unanimously.

**UPGRADES TO PORTABLE RADIO SYSTEM**

Chairperson Steffens presented Resolution 30-2023 related to Upgrades of the Portable Radio System. APDC staff determined equipment upgrades were necessary due to the age and condition of the existing portable radio equipment. The new portable radio equipment was selected through a New York State contract competitive bidding process. APDC staff selected Motorola Solutions, Inc. to supply, install and upgrade the APDC radio communication system. Chairperson Steffens called for a motion to authorize the CEO to execute the necessary documents to facilitate the purchase of the new equipment with Motorola Solutions, Inc. at a cost not to exceed \$23,448.55. A motion was made by Commissioner Abriel, seconded by Commissioner Tagliento and passed unanimously.

**AMENDMENT TO MCFARLAND JOHNSON BEACON ISLAND  
INFRASTRUCTURE IMPROVEMENTS CONTRACT**

SCM Yagan presented Resolution 31-2023 related to the contract with McFarland Johnson to provide Supplemental Engineering Services for Phase 1 Infrastructure Design and Permitting related to the Expansion Project. During the Project development, there have been changes to the Project's civil design scope, additional work related to National Grid site improvements and additional NYSDEC requirements leading to an extended duration of the current environmental monitoring services. Due to these additional requirements and changes in the scope of services, the costs have increased. Therefore, APDC staff recommended that the Board approve the required changes related to the scope of work. Chairperson Steffens called for a motion to authorize the CEO to execute the necessary documents to process McFarland Johnson Professional Engineering Services Change Order ECN-06 for an additional cost not to exceed \$89,010. A motion was made by Commissioner Coffey, seconded by Commissioner Abriel and passed unanimously.

**EXECUTIVE SESSION**

Chairperson Steffens called for a motion to enter into Executive Session for the purpose of discussing matters leading to the appointment, employment, promotion demotion, discipline, suspension, dismissal or removal of a particular person or corporation. A motion was made by Commissioner Cinquanti, seconded by Commissioner Abriel 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 Wednesday, July 19, 2023 at 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. The meeting was adjourned.