

**ALBANY PORT DISTRICT COMMISSION  
MINUTES OF A REGULAR MEETING**

**MAY 14, 2019**

Chairwoman Steffens called the meeting to order. In attendance were Commissioners Coffey and Tagliento. Also present were General Manager Hendrick, Internal Controls and Enterprise Analysis Director Smith, General Counsel Jordan, Economic Development and Procurement Director Daly, Maritime Business Development Manager Vasil, Director of Security Williams, Assistant Director of Security Teller, Lynn Zeronda, CFO for Hire and Administrative Assistant Gaspary.

Chairwoman Steffens introduced the minutes of the March 27, 2019 Commission meeting. No changes were made to the minutes. Chairwoman Steffens called for a motion to approve the minutes of said meeting. A motion was made by Commissioner Coffey, seconded by Commissioner Tagliento and passed unanimously.

**FINANCIAL UPDATE**

The Commissioners noted at the beginning of the meeting that this would be Director Smith’s final meeting before he leaves the APDC for a new employment opportunity and thanked him for his time and dedication to the Port and to the Board. Director Smith reviewed the monthly budget performance for year-to-date ending April 30, 2019. He highlighted the areas of operating income that are under budget as well as variances in operating expenses. Some discussion followed.

**GENERAL MANAGER UPDATE**

General Manager Hendrick updated the Board on the following:

* General Manager Hendrick noted the passing of George Barber and Maralyn Marske-Walker, volunteers for the Albany Maritime Ministry as well as Marti Hempel, wife of the late Rev. Dr. William Hempel III, who was Chaplain of the Albany Maritime Ministry.
* Counsel Jordan and General Manager Hendrick met with Jahkeen Hoke, the new Executive Director of A Village and Tom McPheeters to give them an update on the Port of Albany. They are scheduled to appear at a meeting of South End stakeholders and representatives on May 16th at the Albany Housing Authority to discuss developments at the Port.
* General Manager Hendrick and staff will be meeting with representatives from McLaren Engineering and BBL Construction Services to discuss the planning for the new warehouse.
* The SEQR process for the 80 acre parcel at the south end of the Port is moving along with the necessary paperwork being submitted to the Town of Bethlehem.
* Staff from the Port of Albany are working with the Albany and Troy Fire Departments on an application for a Port Security Grant to develop a Maritime Firefighting Training Center at the Port of Albany.
* General Manager Hendrick and Director Daly attended the 3-day Business Network for Offshore Wind's International Partnering Forum. A follow up program will take place in June.
* Next week, General Manager Hendrick along with Bill Ring of FMT will be attending the American Wind Energy Conference.
* Since Tom McGuinness, the Port’s IT Director, retired, we have contracted with Tech II for six months which has provided an effective transition.
* Last month, there was an accident at Callanan Industries injuring an employee. The employee is recuperating at Sunnyview Rehabilitation Hospital.
* Last week, HVCC President Dr. Roger Ramsammy and his leadership team took part in a tour of the Port meeting with both staff and tenants.

**MARITIME BUSINESS ASSESSMENT**

Manager Vasil provided an overview of the Ships, Barges and Tonnage Report and Longshore Hours Report for April, 2019. He indicated that the new tariffs could have a future impact on the maritime industry but that the Port has not been affected yet. He also indicated that in 2020 the Port of Albany would have increased maritime activity.

**OTHER BUSINESS**

No other business for discussion.

**PORT INDUSTRY DAY**

The Sixth Annual Port Industry Day will be held on Thursday, June 13, 2019. General Manager Hendrick informed the Commissioners that this year’s Port Industry Day will highlight the Port’s expansion efforts and will be held in the Big Lift Warehouse occupied by Dagen Trucking.

**PUBLIC COMMENT**

No public comments were made.

**EXECUTIVE SESSION**

Chairwoman Steffens called for a motion to enter into Executive Session for a discussion regarding the proposed acquisition, sale or lease of real property and the employment history of a particular person. A motion was made by Commissioner Coffey, seconded by Commissioner Tagliento and passed unanimously.

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

**NEXT MEETING**

Chairwoman Steffens informed all those in attendance that the **next meeting of the APDC Board of Commissioners will be held on Wednesday, June 19, 2019 at 12:30 p.m.**

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