



**BOARD OF COMMISSIONERS OF PILOTS**  
OF THE STATE OF NEW YORK  
17 BATTERY PLACE  
NEW YORK, NY 10004

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**MINUTES OF THE BOARD OF COMMISSIONERS OF PILOTS  
OF THE STATE OF NEW YORK  
ANNUAL ORGANIZATIONAL MEETING  
April 12, 2022**

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**Annual Organizational Meeting called to order by the President at 11:45 a.m.**

1. Election of President: A motion was made and seconded to elect Commissioner James Mercante to serve for a term of one year, or until the next organizational meeting, or until a successor has been elected.

The following motions were made:

2. To approve the order of business (per the weekly agenda and minute format currently in use).
3. To hold regular Board meetings every Tuesday in the offices of the Board at 17 Battery Place, at 10:30 AM in the City of New York, as advertised. Official holidays excepted, in which case the meeting will be held the following business day (Wednesday) or as designated by the Board; in the case of an emergency, or at the discretion of the Board, the meeting may be held remotely or virtually.
4. To reaffirm and accept the Board's Code of Ethics incorporating by reference Sections 73 and 74 of the Public Officers Law.
5. To appoint and continue at the discretion of the Board, or until the next organizational meeting, UBS, 1285 Avenue of the Americas, New York, NY as the official bank for the Board of Commissioners of Pilots of the State of New York and UBS Financial Services, Inc., 1285 Avenue of the Americas, New York, NY as Board Advisor.
6. To designate and continue until the next organizational meeting the Journal of Commerce and/or gCaptain, and other publications as warranted, as the official media services of the Board for public notices.
7. To appoint and continue at the discretion of the Board, or until the next organizational meeting, Geltrude & Co. LLC as the Board's independent auditors.

8. To continue Roberts Rules of Order (as amended) for the conduct of Board business.
9. To follow the Office of Foreign Assets Control (OFAC) compliance procedures and regulations to the extent they apply.
10. To follow relevant portions of the Records Retention and Disposition Schedule MI-1 of the New York State Archives and Records Administration for Board documents.
11. To appoint and continue at the discretion of the Board, or until the next organizational meeting, per NYNAVLAW/NYCRR the below listed pilot associations provided that each association continues to demonstrate safe, satisfactory operations, performance, and customer service to pilot system users, including 24/7/365 ocean station pilot boat service, and land-based pilot dispatch administration, pilot training, invoicing, and accounting services:

United NY and NJ Sandy Hook Pilot Association, Edgewater, New York  
Hudson River Pilot Association, Edgewater, New York  
Sound Pilots Association (in cooperation with Northeast Marine Pilots Association), Newport R.I.

12. To designate as the pilot rotation administrators at the discretion of the Board or until the next organizational meeting, with geographic operating responsibility as follows:
  - a. Sandy Hook Pilots Association (SHPA) – Port of New York/New Jersey and Hudson River to Yonkers, NY/Alpine, NJ.
  - b. Hudson River Pilots Association (HRPA) – Hudson River from Yonkers, NY/Alpine, NJ to Albany, NY.
  - c. Sound Pilots, Inc./dba Block Island Pilots (in cooperation with Northeast Marine Pilots, Inc.) – Block Island Sound and Long Island Sound under the terms of the CT/NY Memorandum of Agreement for operation of a Joint Pilot Rotation System.
13. To designate in accordance with the NYNAVLAW/NYCRR and Board Policy and Procedure, and to continue until the next organizational meeting, or until officially amended, the previously specified and published State pilot boarding and disembarkation stations at the entrance to Ambrose/Sandy Hook Channels, Point Judith, City Island, Yonkers, and Norrie Point.
14. To appoint and continue at the discretion of the Board, or until the next organizational meeting, Plunkett PLLC as legal counsel; The Roffe Group of Robinson & Cole LLP as legislative counsel; and John Ventrudo, MD as Medical Review Physician to the Board.

15. To appoint:

- a. A representative to the SHPA Apprentice Pilot Selection Committee: As appointed by the Board (Executive Director).
- b. A Board representative to the SHPA Pilot Pension Fund Surcharge Committee and SHPA Pilot Boat Capital Construction Surcharge Committee: Board President or his designee as appointed by the Board (Jeff Loechner).
- c. A representative to the HSPA Launch, Station and Communications Surcharge Committee: As appointed by the Board (Richard Hendrick).
- d. A Board representative to the HSPA Pension Surcharge Board: Board President or his designee as appointed by the Board (Richard Hendrick).
- e. A representative to the USCG Harbor Operations and Safety and DHS/USCG Area Maritime Security Committees as appointed by the USCG Captains of the Port of New York and Long Island Sound (Executive Director).
- f. State pilot license examination administration officer (Executive Director).
- g. State pilot license examination officers: As appointed by the Board or in rotation.
- h. State pilot accident investigating officer: Executive Director or as appointed by the Board.
- i. State pilot license examination consultant (Olthuis Maritime, LLC).
- j. State Pilot Board hearing officers: As appointed by the Board or in rotation.
- k. A New York State Codes, Rules and Regulations Committee: As appointed by the Board.
- l. Other committee or special state pilotage or governmental committee/representational assignments as may be specified and appointed by the Board.

16. To ratify the authorized, official acts of Board officers, Board employees, Commissioners, and official committee appointees since the last organizational meeting.

A MOTION TO ADOPT AS AMENDED MOTIONS 2 – 16 WAS MADE, SECONDED, AND CARRIED.

A MOTION TO CLOSE THE ANNUAL ORGANIZATIONAL MEETING WAS MADE, SECONDED, AND CARRIED.

12 April 2022



Andrew J. Garger  
Secretary