



ALBANY TERMINAL
Public Participation Plan

June 1, 2020

**Albany Terminal
Public Participation Plan
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Albany Terminal Public Participation Plan

1. Purpose of this Document

Global Companies LLC is proposing changes to its petroleum terminal in Albany's South End neighborhood (the "Terminal"). These changes will be detailed in a proposed air permit renewal modification application that Global will submit to the New York State Department of Environmental Conservation (NYSDEC).

The purpose of this document is to outline a program for ensuring that members of the community receive information about the proposed changes and are provided opportunities to participate in the NYSDEC's review of those changes under New York's Title V air permitting program. In this plan, "community" refers to residents/neighborhood groups who are near or adjacent to the Terminal (a community generally known as the South End). Additional stakeholders are identified in Section 8 below.

2. Background

Global's Albany Terminal is located at 50 Church Street in the City of Albany. The Albany Terminal is a bulk petroleum storage and transfer facility adjacent to the Port of Albany along the Hudson River. The Terminal consists of aboveground petroleum storage tanks as well as truck, rail and marine loading facilities. Global has owned the Terminal since 2007. The facility was established at its current location in the 1920s.

The Albany Terminal is served by the Canadian Pacific (CP) railroad. CP owns and operates the Kenwood Yard where rail cars serving Global and the Port of Albany enter and leave.

A map showing the location of the Albany Terminal and its key components is included in Appendix A.

Global's Albany Terminal receives, stores and distributes petroleum and related products to customers in the Capital District and beyond and is a critical piece of the Northeast's energy infrastructure. Global handles a wide variety of products at the Terminal, including gasoline, diesel fuel, home heating oil, kerosene, crude oil and renewable fuels such as ethanol and biodiesel.

Products are delivered to the Terminal by barge and rail, and transferred into one of the various tanks at the facility. The products are then pumped from the tanks into trucks, rail cars or ships/barges for delivery to customers.

3. Proposed Operational Changes

Global's Albany Terminal operates under a Title V air permit from the NYSDEC. In March 2020, Global plans to submit a permit renewal modification application to the NYSDEC. It will include some changes that have been influenced by previous community input.

Key changes in the renewal modification application would:

- decrease the amount of crude oil allowed to be shipped through the Terminal by over 75%, a reduction of 1.4 billion gallons;
- increase Global's capabilities to handle biodiesel at the Terminal to help meet New York's renewable energy requirements and greenhouse gas reduction initiatives;
 - Natural gas-fired boilers would be installed to receive, store, and ship biodiesel, a renewable fuel. No other products will be heated;
 - The proposal specifically prohibits the use of boilers to heat crude oil;
- install enhanced controls to more effectively treat emissions from loading operations;
- add flexibility to respond to changes in the market and improve service to our customers by eliminating product-specific throughput caps and subjecting refined products to a single facility-wide cap that allows Global to switch products among loading racks.
- add more positions at the truck loading rack to reduce customer wait time and truck idling time; and,
- add more positions at the rail loading rack to improve efficiency and reduce locomotive use when loading trains.

4. Public Participation Goals

The goals of this public participation plan are to:

- Establish avenues for members of the South End community and other stakeholders to learn about the planned changes at the Terminal and provide input.
- Create opportunities that foster open and effective dialogue with stakeholders.
- Build relationships with community members and other stakeholders.
- Provide forums to hear and respond to concerns.
- Identify any actions that minimize impacts on the community and the environment.

Global is committed to being an active and engaged member of the community.

- Global employees, including executives, have begun meeting with community leaders and neighbors on a regular basis.
- Global maintains a website on the Albany Terminal, <https://globalalbany.com/>, to provide information to the community. The site will be updated as part of this public participation effort.

- In August 2019, Global hired a full-time community liaison for the company with more than 35 years of community involvement experience in Albany.
- Global also supports K-12 education and recreation programs, community organizations, and public safety programs in Albany.

Examples of past public participation efforts and community support are included in Appendix B.

5. Regulatory Review Process

Global's Albany Terminal is currently subject to a Title V air permit issued by the NYSDEC under 6 NYCRR Part 201. Operations at the Terminal must comply with the conditions outlined in the permit.

The proposed changes at the Terminal require Global to modify its existing Title V permit. The NYSDEC will review the application and conduct a public review process in accordance with the procedures and standards established by NYSDEC under 6 NYCRR Part 201 (air permitting) and Part 621 (uniform permitting procedures).

In addition to the proposed permit renewal modification application, Global will also prepare an Environmental Assessment Form (EAF) required under the State Environmental Quality Review Act (SEQRA), 6 NYCRR Part 617. The EAF will assess whether there are potential significant environmental impacts relating to the proposed changes, including, but not limited to, noise, truck traffic, visual impacts, odors, and greenhouse gas emissions, including the implications of the recently enacted Climate Leadership and Community Protection Act. NYSDEC will review the EAF at the same time it reviews the Title V air permit renewal modification. Notice of the proposed Title V air permit modification will be published in the NYSDEC's Environmental Notice Bulletin as well as in a local newspaper(s). A minimum 30-day public notice and comment period will be provided. Copies of the application, including the EAF, will be made available at the document repositories identified in Section 9 below.

6. Public Participation Process

To continue its ongoing efforts to involve the community and to ensure the community is informed about the proposed changes to the Global Terminal and has ample opportunity to provide input, Global will implement this Public Participation Plan.

The key steps Global has taken or will take under the Plan are:

- identifying community members and other stakeholders;
- identifying community concerns;
- developing and distributing written information about the proposed changes and the review process;
- establishing a Community Liaison representative;
- opening an Albany Community Outreach Office and maintaining open office hours;

- meeting with neighborhood residents and tenants association members on a regular basis;
- providing updates to elected officials (City and County of Albany, State of New York) on a regular basis;
- holding a public information meeting or meetings to keep the public informed about the proposed changes and the review process;
- including event updates in Albany Housing Authority's monthly mailings;
- establishing easily accessible document repositories in the adjoining neighborhood(s);
- maintaining an updated website; and
- reporting periodically on progress toward implementing this plan, including certifying final compliance.

In light of COVID-19 and restrictions on public meetings, Global has put together a Virtual Engagement Plan, which can be found in Appendix D. This plan will replace the public meeting. As needed, we will continue to update the PPP and the Virtual Engagement Plan.

7. Identifying Stakeholders

Stakeholders include community members — residents/neighborhood groups who are near or adjacent to the Terminal — as well as others who have a potential stake in the proposed operational changes. This includes people who have expressed an interest in the proposed changes by attending public meetings, writing or calling; neighborhood religious establishments and other organizations; and elected officials who live in and/or represent the community of concern.

A list of stakeholders, with available contact information, is included in Appendix C. The portion of the list containing the names of individual residents has been omitted to preserve their privacy. The stakeholder list includes:

- **Residents and neighborhood groups near the Terminal**
 - Ezra Prentice Homes Tenants Association
 - Residents of Steamboat Square
 - Residents of the Mount Hope neighborhood and the South End generally
 - South End Neighborhood Association
- **Community, civic, environmental and business leaders and organizations**
 - Executive Director, Avillage
 - Dominick Casolaro, former Albany Common Council representative, Ward 1
 - Alice Green, Executive Director, Center for Law & Justice
 - Steve Longo, Executive Director, Albany Housing Authority
 - Sergeant (Ret.) Leonard Ricchiuti, Police Athletic League
 - Tim Doherty, Director of Operations, Boys and Girls Club of the Capital Area
 - Scott C. Jarzombek, Executive Director, Albany Public Library
 - Kevin Mitchell, President, Just Be Ready, Street Outreach Org.
 - Joanne Morton, President, South End Neighborhood Association

- Center for the Disabled
- Capital City Rescue Mission
- Salvation Army

- **Schools and religious organizations**
 - Marc Johnson, Pastor, St. John's Church of God in Christ
 - Jasmine Brown, Principal, Giffen Memorial Elementary School
 - Amanda Boyd, Teacher, Giffen Memorial Elementary School
 - Mt. Calvary Baptist Church
 - The Parish of St. John the Evangelist and St. Joseph

- **Government and elected officials**
 - City of Albany*
 - Kathy M. Sheehan, Mayor of Albany
 - Corey Ellis, President, Albany Common Council
 - Sonia Frederick, Albany Common Council, Ward 1
 - Derek Johnson, Albany Common Council, Ward 2
 - Kelly Kimbrough, Albany Common Council, Ward 4, President Pro Tempore
 - Joseph Gregory, City of Albany Fire Chief
 - Eric Hawkins, City of Albany Police Chief
 - Dorsey Applers, Chief City Auditor

 - Port of Albany*
 - Georgette Steffens, Commission Chairperson, Albany Port District
 - Rich Hendrick, General Manager, Port of Albany

 - Albany County*
 - Dan McCoy, Albany County Executive
 - George Penn, Director of Operations, Albany County
 - Elizabeth F. Whalen, Department of Health Commissioner
 - Craig Apple, Albany County Sheriff
 - Andrew Joyce, Chairman, Albany County Legislature
 - Carolyn McLaughlin, Albany County Legislature, District 1
 - Samuel Fein, Albany County Legislature, District 6

 - State of New York*
 - Senator Neil Breslin
 - Assembly Member John McDonald
 - Assembly Member Patricia Fahy
 - Congressman Paul Tonko
 - Basil Seggos, Commissioner, NYSDEC
 - Tom Berkman, General Counsel, NYSDEC
 - Rosa Mendez, Director, Office of Environmental Justice, NYSDEC

- Keith Goertz, Regional Director, Region 4, NYSDEC
- Nancy Baker, Regional Permit Administrator, Region 4, NYSDEC
- Jordan Gougler, Office of Environmental Justice

Global will add to the stakeholder list throughout the public participation and permit review process. Persons and organizations that include contact information on the sign-in sheet for the public meeting(s) or fill in the request for information form on Global's Project website will be added to the stakeholder list.

8. Communicating with Community Members and Other Stakeholders

Global will encourage public participation through the following activities:

a. Community Outreach

Global has hired a full-time Community Liaison representative to encourage and facilitate communication with community members and other stakeholders. The Community Liaison will lead or support the following efforts:

- Global is establishing an Albany Community Outreach Office in the community. The Outreach Office is one of several channels, along with other activities described in this plan, where community members and stakeholders may share concerns with Global, ask questions, and receive information.
- The Community Outreach Office will be open to the public on the following schedule:
 - o Tuesday, 11:00 am - 2:00 pm.
 - o Wednesday, 11:00 am - 2:00 pm. and 5:30 pm to 8:30 pm
 - o Thursday, 11:00 am - 2:00 pm.
 - o Other times by appointment
- The Community Liaison representative will hold regular meetings with community members and tenants association members as desired by the community.
- The liaison will attend monthly Neighborhood Association meetings and activities, and will hold monthly planning meetings with community partners.
- Global will update elected officials (city, county and state) on a regular basis to share information and answer questions so that their constituencies have an open and ongoing communication channel.

b. Open House

Prior to submitting the permit renewal modification application, Global will hold an open house in the Ezra Prentice Community Room. The open house is scheduled for February 25, 2020. The open house will provide an informal opportunity for community members to learn about the Project and the proposed changes. The open house location is accessible for individuals with disabilities.

Notice of the open house was mailed or emailed to homes and apartments within the marked area identified in Figure 1, as well as the organizational and government stakeholders identified above. Flyers were posted in the community, including the Ezra Prentice community room. Notice of the meeting was also posted on the Project website. The notice to the community and identified stakeholders provided at least three weeks' notice of the event.

The notice includes a short description of why the public should attend, how they can participate, and contact information for any questions about the open house. A fact sheet about the Project is included in the notice. We have reviewed languages spoken in the area and have concluded that no outreach in a language other than English is necessary.



Figure 1: Direct mail notification area.

The location, date and time of the open house was set after consulting with community leaders, elected officials and other stakeholders.

Individuals who attend the open house and provide contact information on the sign-in sheet will be added to the stakeholder list and will receive further notices concerning the Project.

The direct mail with Notice of the Open House and Fact Sheet went out to 2,724 total addresses, including:

- 2,686 residential addresses including multi-family housing units, apartments, and houses in the vicinity of the terminal (see map 1B, letter distribution map).
- 38 from the Stakeholders List that are geographically outside of the letter distribution map area.
- Global will continue to add to the Stakeholder List and send all direct mail to this list moving forward.

c. Public Meeting

In addition to the open house, a public meeting will also be held within the first 30-60 days after the proposed permit renewal is submitted to the NYSDEC. The public meeting is an opportunity for members of the public to comment on the proposed air permit modification and to ask questions of Global. This meeting location will be accessible for individuals with disabilities.

The location, date and time of the public meeting will be set after consulting with community leaders, elected officials and other stakeholders.

A letter to the community and identified stakeholders will provide at least three weeks' notice of the meeting. Flyers will be posted in the community, including the Ezra Prentice community room. Notice of the meeting will also be posted on the Project website

Additional status/update meetings will be added as necessary to ensure the community and stakeholders are informed of any changes or new developments.

Based on the extent of public interest, NYSDEC may decide to conduct a formal hearing under 6 NYCRR Part 621 in addition to or in lieu of the public meeting once the modified Title V permit has been drafted and notice of the application has been published in the Environmental Notice Bulletin and in a local newspaper(s).

Please see Appendix D for our Virtual Engagement Plan.

d. Other Notifications

Global sent a letter to residents living near the Albany Terminal in June 2018 informing stakeholders that a permit modification application would be submitted. The letter was sent to homes and apartments in a roughly one-mile radius around the Terminal. See Appendix B for a copy of the letter and a map of the distribution area.

As previously noted, a notice to the community informing residents about the February 2020 open house was mailed in early February 2020. A similar letter will be mailed to residents before the public meeting.

In addition, notice of the proposed Title V air permit renewal modification will be published in the NYSDEC's Environmental Notice Bulletin and a local newspaper as required by 6 NYCRR Part 621.

e. Print Materials

Global has prepared a one-page, easy-to-read fact sheet describing the Project and proposed changes. The fact sheet was distributed to stakeholders in the notice announcing the open house and will be included in the notice for the public meeting. It will be posted on the Project website and included in the document repositories. The open house invitation and fact sheet is included in Appendix C.

f. Updated Website

Global will continue to update the Terminal website, <https://globalalbany.com/> to ensure it contains up-to-date information about the Project. The website will describe existing operations and the proposed changes, provide information about the Title V air permit review process, and offer regular status updates. Global anticipates that the website will include:

- Facility description
- Project description
- Summary of permitting requirements
- Links to key documents
- Facility contact information, including instructions on how to be added to the stakeholder list
- Address and hours of the Albany Community Outreach Office
- Addresses of local document repositories
- Dates/times/locations of public outreach events and key milestone dates

The site will be updated regularly before and during the permit review process.

g. Timing

Open House Notice/Fact Sheet	February 4
Open House	February 25
Public Meeting Notice*	April/May TBD
Public Meeting*	Spring TBD

**Expected date, subject to confirmation.*

A timetable for additional activities will be developed and shared with NYSDEC and the community as the Project proceeds.

9. Access to Information

All official reports and documents related to the permit modification application will be available for review in the following places.

- **The Albany Housing Authority**
200 South Pearl Street
Albany, NY 12202
(518) 445-0744
www.albanyhousing.org
- **Albany Public Library**
John A. Howe Branch
105 Schuyler Street (intersection of Schuyler & Broad Streets)
Albany, NY 12202
(518) 472-9485
www.albanypubliclibrary.org/locations/howe/
- **The Global Albany Terminal website**
<https://globalalbany.com/>
- **Albany Community Outreach Office**
As previously noted, Global is in the process of establishing a Community Outreach Office. Key documents will be available at the office once it has been opened.

10. Progress Report

A progress report will be prepared updating this plan. The update will:

- outline substantive concerns raised and how they were resolved;
- identify any outstanding issues;
- identify components of the plan yet to be implemented; and
- propose an expected timeline for completion of the plan.

The update will be issued after the first public meeting.

An additional progress report may be prepared if there is extensive public comment concerning the Project, resulting in an expanded public comment period.

11. Final Public Participation Plan Report

A final report will be provided at the conclusion of the permit process documenting the public participation process for this permit modification application.

Appendix A Albany Terminal Map



Appendix B Past Public Outreach Efforts

Global is committed to working with community members and stakeholders to ensure everyone's voice is heard. Notable government and community outreach efforts undertaken in recent years include the following:

- In June 2018, Global sent a letter to community members updating them on the permit modification status. The letter was mailed to all residential addresses in a roughly one-mile radius round the Terminal, as shown in Figure 1B. A copy of the letter follows below.
- In November 2019, Global conducted a tour of the Terminal for local political leaders and others to familiarize them with Terminal operations. More generally, in recent years, Global representatives have met on multiple occasions with political and community leaders.
- Global supports K-12 education and recreation programs, community organizations, and public safety programs in Albany.
- Global donates home heating oil to help families in need.
- Local giving includes:
 - Albany Police Athletic League
 - Albany Boys and Girls Club
 - Albany Department of Recreation
 - Capital District Black Chamber of Commerce
 - Christ Church of Albany
 - 4th Family – STEM Through Sports Program
 - Giffen Elementary School
 - Lark Street Business Improvement District, (including *Movies Under the Stars* sponsorship)
 - Madison Avenue Fire Relief Fund
 - TruHeart Holiday Dinner
 - WAGE Center at the Albany Housing Authority



June 13, 2018

Dear Neighbor,

Over the past few months, you may have heard a little about Global Partners. But, so far, you haven't heard directly from Global Partners. So we'd like to introduce ourselves and tell you a little about what we do.

Essentially, we're in the energy delivery business. Every day, people fill their tanks, heat their homes and operate their businesses with the products we deliver.

In 2007, we purchased our terminal near the Port of Albany from ExxonMobil. Since then, we've invested more than \$30 million upgrading the facility – making it safer, and more efficient.

We're one of about two dozen industries that operate near or at the port. The property we own has been a petroleum terminal for a century. Our goal is to operate it in a safe, environmentally sound manner while delivering the energy that people rely on.

Later this year, we plan to propose some changes at the terminal – based in part on what we've heard from you and your neighbors. Our proposal will call for reducing the amount of crude oil at the Global terminal. And there will be no heaters for that crude oil.

As we propose these changes, we'll stay in touch. Meanwhile, if you have questions, please let us know at albanyinfo@globalp.com

Thanks,

Chuck Furman
Terminal Manager



GLOBAL AT A GLANCE

- Global began more than 75 years ago delivering home heating oil with a single truck. We made a simple promise to all our customers: Reliability. No matter the weather or the circumstances, they could count on us to deliver the fuel they needed and to keep our word.
- We're a third-generation, family-run company.
- We employ 30 people at our Albany terminal, and approximately 250 people in the greater Albany region.
- We're one of the largest wholesalers of Mobil gasoline in the region.
- Every day, around 700,000 people fill their tanks with gasoline we deliver.
- Our mission is to be the safest and most reliable provider of the energy people use to heat their homes, take their kids to school or operate their businesses.

For more information,
visit globalalbany.com



Figure 1B. Letter Distribution Map

The direct mail with Notice of the Open House and Fact Sheet went out to 2,724 total addresses, including:

- 2,686 residential addresses including multi-family housing units, apartments, and houses in the vicinity of the terminal (see map 1B, letter distribution map) .
- 38 from the Stakeholders List that are geographically outside of the letter distribution map area.
- Global will continue to add to the Stakeholder List and send all direct mail to this list moving forward.

Appendix C
Open House Invitation/Fact Sheet, Flyer, and Public Stakeholder List

See following pages.

OPEN HOUSE INVITATION/FACT SHEET

GLOBAL ALBANY
50 Church Street
Albany, NY 12202

PLEASE JOIN US February 25, 6:00 pm
Global Partners Open House



You are invited to an Open House.

Global Partners is moving ahead with the process of renewing our air permit for our Albany Terminal. As part of this effort, we are proposing some changes to the terminal that respond to previous community input.

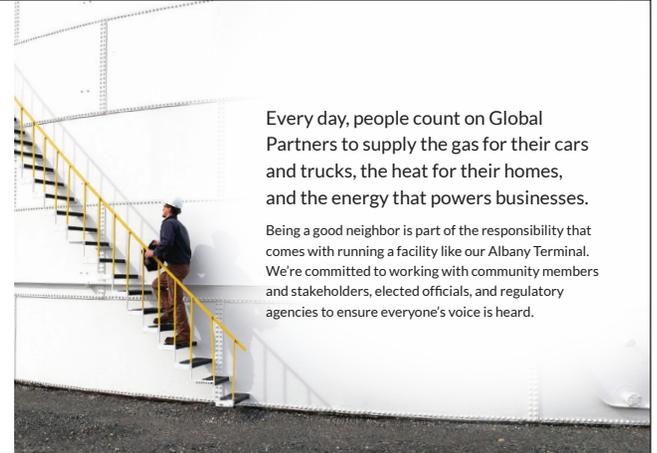
Read more inside, and come to the Global Partners Open House to learn more.

PLEASE JOIN US

WHAT
An Open House on the Albany Terminal Air Permit

WHERE
Ezra Prentice Homes Community Room
625 South Pearl Street
Albany, NY 12202

WHEN
Tuesday, February 25
6:00pm - 8:00pm



Every day, people count on Global Partners to supply the gas for their cars and trucks, the heat for their homes, and the energy that powers businesses.

Being a good neighbor is part of the responsibility that comes with running a facility like our Albany Terminal. We're committed to working with community members and stakeholders, elected officials, and regulatory agencies to ensure everyone's voice is heard.

Dear Neighbor,

Global Partners is moving ahead with the process of renewing our air permit for our Albany Terminal. As part of the permit renewal modification, we are proposing some changes in the way the terminal is operated.

These changes have been influenced by what we have heard from the community previously. They include a proposed decrease of more than 75% in the amount of crude oil allowed to be shipped through the terminal. The proposed changes are summarized in this brochure.

A permit renewal modification will be submitted to the New York State Department of Environmental Conservation (NYSDEC) in March. However, the public process with opportunities for further input begins now.

We are hosting an Open House on February 25 so you can learn more, ask questions, and share your views. We hope to see you there.

Dylan Remley
Senior Vice President of Terminal Operations

What changes are being proposed?

Global's Albany Terminal operates under a Title V air permit from the New York State Department of Environmental Conservation. In March, Global plans to submit a permit renewal modification to the NYSDEC. It will include some voluntary changes that have been influenced by previous community input.

Key changes include:

- Decreasing the allowable amount of crude oil to be shipped through the terminal by over 75%.

- Installing enhanced controls to more effectively treat emissions from our loading operations.
- Expanding the types of biofuels handled at the terminal to help meet New York's renewable energy requirements and greenhouse gas reduction initiatives.
- Installing natural-gas fired boilers needed to receive, store, and ship certain biofuels. No other products will be heated.
- Adding flexibility to respond to changes in the market and improve service to our customers.

About the Albany Terminal

Global Albany is a hub for the safe delivery, storage, and distribution of energy products. The terminal helps fuel homes, vehicles, and the local economy.

- The terminal handles a variety of products, including gasoline, diesel fuel, home heating oil, kerosene, and renewable fuels such as ethanol and bio-based diesel.
- Global purchased the Albany Terminal from ExxonMobil in 2007. Since then, we've invested more than \$30 million in upgrades.

- Since 2013, the Albany Terminal has undergone more than 400 inspections by state and federal agencies with no major findings.

As a third-generation, family-run company, Global Partners is committed to working safely and reliably with communities and regulators everywhere we do business.

PLEASE JOIN US

Global Partners
Open House

WHEN
Tuesday, February 25
6:00pm - 8:00pm

WHERE
Ezra Prentice Homes Community Room
625 South Pearl Street
Albany, NY 12202



FOR MORE INFORMATION
OR CONTACT OUR COMMUNITY OUTREACH OFFICE

Please visit globalalbany.com
Mark Bobb-Semple
Community Liaison
mark.bobb-semple@globalp.com
(518) 775-7093





You are invited to an open house.

PLEASE JOIN US

WHAT

An Open House on the
Albany Terminal Air Permit

WHEN

Tuesday, February 25
6:00pm – 8:00pm

WHERE

Ezra Prentice Homes
Community Room
625 South Pearl Street
Albany, NY 12202



**COME TO THE
OPEN HOUSE
TO LEARN
MORE**

Global Partners is moving ahead with the process of renewing our air permit for our Albany Terminal. As part of this effort, we are proposing some changes to the terminal that respond to previous community input.

**FOR MORE
INFORMATION**

CONTACT OUR COMMUNITY OUTREACH OFFICE

Mark Bobb-Semple | Community Liaison | mark.bobb-semple@globalp.com | (518) 775-7093

OR VISIT globalalbany.com



Open house on the Albany Terminal air permit

What changes are being proposed?

Global's Albany Terminal operates under a Title V air permit from the New York State Department of Environmental Conservation (NYSDEC). In March, Global plans to submit a permit renewal modification to the NYSDEC. It will include some voluntary changes that have been influenced by previous community input.



Key changes include:

- Decreasing the allowable amount of crude oil to be shipped through the terminal by over 75%.
- Installing enhanced controls to more effectively treat emissions from our loading operations.
- Expanding the types of biofuels handled at the terminal to help meet New York's renewable energy requirements and greenhouse gas reduction initiatives.
- Installing natural gas-fired boilers needed to receive, store, and ship certain biofuels. No other products will be heated.
- Adding flexibility to respond to changes in the market and improve service to our customers.

We are hosting an open house on February 25 so you can learn more, ask questions, and share your views. We hope to see you there.

PUBLIC STAKEHOLDER LIST

20-Mar-20

Category	First Name	Last Name	Title	Business	Address1	Address2	City	State	Zip	Email
Civic+Envir+Business leaders	Dominick	Calsolaro					Albany	NY		
Civic+Envir+Business leaders	Tim	Doherty	Director of Operations	Boys and Girls Club of the Capital Area	21 Delaware Ave		Albany	NY	12210	
Civic+Envir+Business leaders	Alice	Green	Executive Director	Center for Law & Justice	220 Green Street		Albany	NY	12202	
Civic+Envir+Business leaders	Scott C.	Jarzombek	Executive Director	Albany Public Library	161 Washington Ave		Albany	NY	12210	
Civic+Envir+Business leaders	Perry	Jones	Executive Director	Capital City Rescue Mission	259 S. Pearl Street		Albany	NY	12202	
Civic+Envir+Business leaders	Steve	Longo	Executive Director	Albany Housing Authority	200 South Pearl Street		Albany	NY	12202	
Civic+Envir+Business leaders	Kevin	Mitchell	President	Just Be Ready, Street Outreach Org.						
Civic+Envir+Business leaders	Joanne	Morton	President	South End Neighborhood Association						
Civic+Envir+Business leaders	Sergeant (Ret.) Leonard	Ricchiuti		Police Athletic League	844 Madison Avenue		Albany	NY	12208	
Civic+Envir+Business leaders	Gregory	Sorrentino	President/CEO	Center for Disability Services	314 South Manning Blvd		Albany	NY	12208	
Civic+Envir+Business leaders	Executive Director			Avillage	3 Lincoln Square		Albany	NY	12202	
Civic+Envir+Business leaders				Salvation Army of Albany New York	20 South Ferry St.		Albany	NY	12202	
Gov't	Craig	Apple	Albany County Sheriff		16 Eagle Street		Albany	NY	12207	
Gov't	Dorcey	Applrys	Chief City Auditor	City Hall	24 Eagle Street		Albany	NY	12207	
Gov't	Nancy	Baker	Regional Permit Administrator, Region 4	NYSDEC	1130 North Westcott Rd		Schenectady	NY	12306	
Gov't	Tom	Berkman	General Counsel	NYSDEC	625 Broadway		Albany	NY	12233-0001	
Gov't	Senator Neil	Breslin		Capitol Building	172 State Street	Room 430C	Albany	NY	12247	
Gov't	Corey	Ellis	President	Albany Common Council	24 Eagle Street	Room 202	Albany	NY	12207	
Gov't	Assembly Member Patricia	Fahy			198 State Street	LOB 452	Albany	NY	12248	
Gov't	Samuel	Fein		Albany County Legislature, District 6	5 Elm Street		Albany	NY	12202	
Gov't	Sonia	Frederick		Albany Common Council, Ward 1	18 Sparkill Ave		Albany	NY	12209	frederick.sonia@gmail.com
Gov't	Keith	Goertz	Regional Director, Region 4	NYSDEC	1130 North Westcott Rd		Schenectady	NY	12306	
Gov't	Jordan	Gougler		NYSDEC Office of Envir	625 Broadway, 14th Floor		Albany	NY	12233	
Gov't	Joseph	Gregory	City of Albany Fire Chief		26 Broad Street		Albany	NY	12202	
Gov't	Eric	Hawkins	City of Albany Police Chief		165 Henry Johnson Blvd		Albany	NY	12210	
Gov't	Richard	Hendrick	CEO	Port of Albany	106 Smith Blvd		Albany	NY	12202	
Gov't	Derek	Johnson		Albany Common Council, Ward 2	69 Trinity Place	Apt. 209	Albany	NY	12202	
Gov't	Andrew	Joyce	Chairman	Albany County Legislature	112 State Street	Room 710	Albany	NY	12207	
Gov't	Kelly	Kimbrough	President Pro Tempore	Albany Common Council, Ward 4	80 Van Rensselaer Blvd		Albany	NY	12204	
Gov't	Dan	McCoy	Albany County Executive		112 State Street	Room 1200	Albany	NY	12207	
Gov't	Assembly Member John	McDonald			198 State Street	LOB 417	Albany	NY	12248	
Gov't	Carolyn	McLaughlin		Albany County Legislature, District 1	112 State Street	Room 710	Albany	NY	12207	cmclaughlin2017@gmail.com
Gov't	Rosa	Mendez	Director, Office of Environmental Justice	NYSDEC	625 Broadway		Albany	NY	12233-0001	
Gov't	George	Penn	Director of Operations	Albany County	112 State Street	Room 1200	Albany	NY	12207	
Gov't	Basil	Seggos	Commissioner	NYSDEC	625 Broadway		Albany	NY	12233-0001	
Gov't	Kathy M.	Sheehan	Mayor of Albany		24 Eagle Street	Room 102	Albany	NY	12207	
Gov't	Georgette	Steffens	Commission Chairperson	Albany Port District	106 Smith Blvd		Albany	NY	12202	
Gov't	Congressman Paul	Tonko			19 Dove Street	Ste 302	Albany	NY	12210	
Gov't	Elizabeth F.	Whalen	Commissioner	Albany County Department of Health	175 Green Street		Albany	NY	12202	
Individual	Orville	Abrahams								
Individual	Mary	Alsten					Albany	NY		
Individual	Lawrence	Clark					Albany	NY		
Individual	Susan	Dubois					Albany	NY		
Individual	Portia	Gaddy					Albany	NY		
Individual	Tarea	Giles								
Individual	Anna	MacMartin					Albany	NY		
Individual	Demetrius	Martinez					Albany	NY		
Individual	Judith	Mazza					Albany	NY		
Individual	Tammy	Miller					Albany	NY		
Individual	Kevin	Mitchell					Albany	NY		
Individual	Michael	Saccoman								
Individual	Kevin	Thompson								
Individual	April	Tucker					Albany	NY		

PUBLIC STAKEHOLDER LIST

Individual	James	Tucker					Albany	NY		
Individual	Colleen	Williams					Albany	NY		
Individual	Stephen	Winters					Albany	NY		
Neighbor Groups				Ezra Prentice Homes Tenants Association						
Neighbor Groups				Residents of Steamboat Square						
Neighbor Groups				Residents of the Mount Hope neighborhood and the South End						
Neighbor Groups				South End Neighborhood Association						
Schools + Religious Orgs	Jasmine	Brown	Principal	Giffen Memorial Elementary School	274 S. Pearl Street		Albany	NY	12202	
Schools + Religious Orgs	Marc	Johnson	Pastor	St. John's Church of God in Christ	74 4 th Ave.		Albany	NY	12202	
Schools + Religious Orgs				Mount Calvary Baptist Church	58 Alexander Street		Albany	NY	12202	
Schools + Religious Orgs				The Parish of St. John the Evangelist and St Joseph	53 Herrick St		Renssalaer	NY	12144	
Schools + Religious Orgs	Amanda	Boyd		Giffen Memorial Elementary School	274 S. Pearl Street		Albany	NY	12202	

Appendix D
Virtual Engagement Plan

See following pages.

May 1, 2020

**Global Albany
Outreach Proposal to the NYDEC
Virtual Engagement Plan**

Global hosted an open house on February 25 on its proposed Title V permit modification application for the Albany Terminal and was scheduled to host a public meeting in March after the application was submitted. The purpose of the public meeting is to allow Global's neighbors the opportunity to learn about the proposed changes and ask questions. Due to COVID-19, that meeting cannot happen in person, as initially imagined.

Here are our recommendations on proceeding with outreach to fulfill the intent of the public meeting, and provide the community different ways to learn about the permit and engage with Global.

Global is looking to use a blend of technologies and create a variety of access points so that it is easy for neighbors to participate. We seek to educate and engage the community.

- Make a video that clearly explains the permit and Global's operations in Albany. The video would include sections on these topics:
 - About Global
 - Terminal operations
 - Community outreach
 - Permit: what changes are being proposed?
 - What is biodiesel?
 - Flexibility and throughput caps
 - Permitting process, what to expect, what's next
- Publish the video through the GlobalAlbany.com website, other websites like the Albany Housing Authority, and via email to the stakeholder list. Global's community liaison would also follow up with certain stakeholders to ensure they have received the information.
- Send a direct mail to neighbors and stakeholders (using the existing mailing list). The mailing would inform and invite neighbors to join the virtual public meetings and view the video and other information online. It would also include a postage pre-paid response card soliciting questions from community members. The neighbors and stakeholders that receive the postcard would thus be able to quickly write down a question, and mail their postcard back to Global at no cost. The mailing would include this information:
 - A summary of the application;
 - Directions on how to obtain the application materials on the publicly available website;

- The time and date of a video- or teleconference-meeting, and directions for accessing it;
 - A contact list of telephone numbers and e-mail addresses;
 - Instructions on how impacted residents can submit questions or comments via email, writing or telephone, and the deadline for submitting questions via those alternative methods.
 - The community could also submit questions through the website.
- The virtual meeting information would also be available online through the GlobalAlbany.com website, through other websites like the Albany Housing Authority and via email to the stakeholder list. If feasible under COVID-19 restrictions, we will also post information at these locations. The community could also submit questions through the website.
- Host two virtual public meetings that are accessible by phone and video. Global contemplates hosting two meetings, one in the evening and one midday. The meetings would follow this format:
 - Screening of the video to explain the permit and Global’s operations.
 - Additional remarks by subject matter experts at Global and possible community leaders.
 - Q&A section
 - Global would read questions from the submitted postcards and online questions.
 - Global would open the meeting to additional questions.
 - Global’s prime objective is to listen to the community at these virtual meetings. When possible, Global will respond to questions.
 - Discussion of status of review process and steps going forward.
- Videos of the meetings would be saved online.
 - Pertinent questions and comments will be saved in a separate document that is easily searchable online and will be provided to the NYDEC. All comments received via postcard, email or at the meetings will be documented.
 - Technology: Global will need to research the best platform to host the virtual public meetings, balancing access and security. For example, attendees that wish to ask a question “live” during the virtual public meetings may need to RSVP in advance to allow Global to keep the meeting secure. However, Global will look for ways to make the video feed live and public during the virtual meeting for all observers.

Suggested Timeline (given in number of weeks per phase, start date will be adjusted accordingly)

3 Weeks

- Finalize virtual outreach with NYDEC
- Global produces video and outreach materials

1-2 Week

- Mail post cards*
- Publish video online
- Outreach to stakeholders

1 Week

- Host two virtual meetings

1 Week

- Publish virtual meetings and Q&A to website

**Three-weeks notice is written into our PPP, please note the NYDEC is requiring 15-days per the below criteria.*

Criteria from NYDEC

1. **Applicants** and **DEC staff** must immediately cancel all public meetings and information sessions.
2. As part of any public participation plans, **applicants** must host one video or teleconference call in place of cancelled public meetings and information sessions.
3. **Applicants** must create a dedicated publicly accessible website to publish all application and related documents.
4. **Applicants** must mail informational flyers to impacted residents 1) with a summary of the application, 2) directions on how to obtain the application materials on the publicly available website, 3) the time and date of a video- or teleconference-meeting (that would take place in place of a public meeting), and 4) a contact list of telephone numbers and e-mail addresses. Applicants must provide explicit directions on signing onto the tele- or video conference. The informational flyer should also include instructions on how impacted residents can submit questions or comments via email, writing or telephone, and the deadline for submitting questions via those alternative methods.
5. The video- or teleconference should occur not less than fifteen days from the postmark date of the informational mailing.
6. Public participation plans must allow for impacted residents to submit comments or questions by telephone or email to the **applicant** for a period of 15 days from the date of the video or teleconference. The minimum public comment period shall be 35 days from the date of the post mark date of the informational flyer.
7. **Applicants** must provide to the DEC staff written comments, if any, and a summary of public comments received."