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**Connecticut Port Authority Board of Directors**

***Meeting Minutes***

November 1, 2017, 3:00 p.m.

GOVERNMENT CENTER, 888 WASHINGTON BLVD. STAMFORD 06904;

DEMOCRATIC CAUCUS ROOM, 4TH FLOOR.

**Attendance**

* Board Members: Chairman Scott Bates, John Johnson; Dave Pohorylo; Henry Juan; Terry Gilbertson; Bonnie Reemsnyder; Don Frost; Brian Thompson; Nancy DiNardo; Parker Wise; Deputy Commissioner Tim Sullivan; Deputy Commissioner Robert Kaliszewski;

**Phone**

* Phone: Zack Hyde; Pam Elkow; Commissioner Jim Redeker;
* Quorum: Yes
* Guests: Stamford HMC; Christie Jean, Dawn Kallen, Randy Dinter, Michael Doyle, Erin McKenna, Martha Klimas, Ralph Goglietto
* CPA Staff: Evan Matthews, Joe Salvatore, Gerri Lewis, Andrew Lavigne

1. **Call to Order**

Meeting called to order by Chairman Scott Bates at 12:01 p.m. Chairman Bates thanked Mayor Martin and the City of Stamford for the use of their facility.

1. **Approval of October minutes**

A motion to approve the October 4, 2017 meeting minutes was made by Mr. Johnson, seconded by Mr. Frost and was so voted unanimously.

1. **Public Participation Relating to Agenda Items**: At this time, Chairman Bates asked that the board introduce themselves around the room for the benefit of the Stamford Harbor Management Commission.

Mr. Redness, Vice Chair of the Stamford Harbor Management Commission welcomed the board and presented a Power Point Presentation.

Chairman Bates thanked the Harbor Management Commission.

1. **CT Pilot Commission Report/CT Maritime Coalition Report**: None
2. **United States Coast Guard Report**: Ms. Kallen gave her report from the United States Coast Guard. She noted that recreational season is wrapping up. Paddle crafts and deaths down 10% this year. They are still supporting Houston, San Juan and Florida victims.

Chairman Bates thanked Ms. Kallen for her report.

1. **Executive Director’s Report**: Executive Director Matthews gave his report noting the dredging projects. He reminded the board of the Strategic Planning Retreat scheduled for Monday, November 6th, 2017 at the Saybrook Point Inn.

Chairman Bates thanked Executive Director Matthews.

1. **Finance Committee Report**: Ms. Reemsnyder gave a report from the Finance Committee. She went through the budget for the board and took questions. Deputy Commissioner Sullivan questioned the line item, Assessable Revenue. After a short discussion, the following motion was made:

A motion to table approval of the budget was made by Mr. Johnson, seconded by Ms. DiNardo was so voted unanimously.

Chairman Bates noted that the budget will be tabled until the next board meeting.

Chairman Bates thanked Ms. Reemsnyder.

At this time, Director Thompson of DEEP gave his report on the Blue Plan. DEEP’s website features the Blue Plan and looking for feedback. They will be doing scheduled webinars as well.

Chairman Bates thanked Mr. Thompson.

1. **Approve Strategic Advisor Contact from Business Development Committee**:

Deputy Commissioner Sullivan reported that his committee met and their decision was unanimous.

Chairman Bates asked Attorney Christie Jean of Robinson & Cole to read the resolution:

RESOLVED: That Mott MacDonald, New York, the Strategic Advisor Contact recommended by the Business Development Committee, is hereby approved by the Board of Directors and the Executive Director be and hereby is authorized, empowered and directed, for and on behalf of the Authority, to negotiate, execute and deliver an agreement to be entered into with such Strategic Advisor in the best interest of the Authority.

A motion by Deputy Commissioner Sullivan to recommend for approval, Mott MacDonald, seconded by Mr. Johnson was so voted with two (2) abstentions: Mr. Pohorylo and Mr. Juan.

1. **Consideration and approval of the 2017 – 2018 Connecticut Port Authority Budget:** Please see agenda item #7. This item has been tabled.
2. **Consideration and approval of a resolution authorizing the Executive Director to seek bid solicitations concerning communications and marketing services for the Connecticut Port Authority:**

Ms. DiNardo reported that her committee met and listened to presentations from Quinn & Hary and Dealy Maher Communications. She reported on what Quinn & Hary are already doing for the CPA. She noted that it was decided that CPA would split the work.

RESOLVED: That the Executive Director, Evan H. Matthews, hereby is authorized and empowered, and on behalf of the Authority, to seek bid solicitations concerning communications and marketing services for the Connecticut Port Authority.

Ms. DiNardo made a motion, seconded by Mr. Frost to authorize Executive Director Evan Matthews to hire the two communications firms for communications and marketing services for the CPA and was so voted unanimously.

1. **Executive Session pursuant to Sections 1-200(6)(B), 1-210(b)(4) and 1-210(b)(10) of the General Statutes of Connecticut for the purpose of discussing pending litigation and receiving attorney-client privileged communication.**

A motion to enter Executive Session at 1:09 pm was made by Ms. DiNardo, seconded by Ms. Reemsnyder and was so voted unanimously.

A motion to exit Executive Session at 1.24 pm was made by Mr. Johnson, seconded by Mr. Wise was so voted unanimously.

1. **Adjournment**

A motion to adjourn at 1:25 pm was made by Ms. DiNardo, seconded by Ms. Reemsnyder was so voted unanimously.