SPECIAL MEETING OF THE

CONNECTICUT PORT AUTHORITY

FINANCE COMMITTEE

THURSDAY, JANUARY 18, 2018 (11:00 A.M.)

OLD LYME TOWN HALL

MINUTES

**Present**: Chairman Bonnie Reemsnyder; John Johnson; Executive Director Evan Matthews; Joe Salvatore, Program Chairman, CPA; Gerri Lewis, Office Manager

**Absent:** Scott Bates; Henry Juan

1. Call to Order.

Chairman Reemsnyder called the meeting to order at 11:04 a.m.

2. Public Participation relating to Agenda Items - None

3. Discussion of Hiring process of Consultant

 Several issues were discussed regarding Consultant as follows:

* Contract (Consultant) who approved?
* What was the Hiring Process
* Clearly a support person
* No Board Approval
* $50/per hour for 300 hours
* Now looking to extend contract
* Works so many hours per week w/o prior approval
* Gets paid mileage and expenses
* Limit hours worked
* Offer Employment; possible at end of fiscal year
* Lesser hourly rate

After this lengthy discussion, Ms. Reemsnyder noted that she would have a meeting with Chairman Bates to discuss since he was not at the meeting.

4. Blum Shapiro Audit Services Update

Evan gave an update on the audit which is finished now.

5. Finance Report

Bookkeeper, Ms. Godin, was unable to get a report to Chairman Reemsnyder due to the change of date of this meeting. She will forward in time for the board meeting.

6. State Audit Update

Evan updated the committee on the state audit. CPA is still putting together information for the requests from the State. There is still ongoing discussion of the hiring of the intern back in 2017.

7. Ongoing Review 2018 Budget

Chairman Reemsnyder went through the CPA budget touching on revenues and expenditures. Executive Director Matthews is very concerned with the legal expenditures. Ms. Lewis will set up a meeting with our legal advisors.

8. **Executive Session pursuant to C.G.S. 1-200(6)(D) relating to site selection or the lease, sale, or purchase of real property:**

None

9. Adjournment.

A motion to adjourn was made by Mr. Johnson, seconded by Ms. Reemsnyder at 12:20 and was so voted unanimously.