



Connecticut Port Authority Board of Directors

Meeting Minutes

April 5, 2017, 12:00-1:30pm
New Haven Fire Training Academy
230 Ella T. Grasso Blvd | New Haven, CT

Attendance

- Board Members: Chairman Scott Bates, Commissioner Jim Redeker, Deputy Commissioner Tim Sullivan, John Johnson, Dave Pohorylo, Terry Gilbertson, Bonnie Reemsnyder, Don Frost, Pam Elkow, Henry Juan, Brian Thompson, Nancy Dinardo, Sarah Sanders, Garrett Eucalitto, Parker Wise
- Quorum: Yes
- Guests: Joseph Dack (HDR), Scot Graham (USCG), Carl Stopper (TRC), Martha Klimas (Bridgeport Port Authority), Judi Sheiffele (New Haven Port Authority), Robert Croce (DRVN Enterprises), Glenn Santoro (Robinson and Cole), Frank Vanelli (Logistec), Paula Clarke
- CPA Staff: Evan Matthews, Joe Salvatore
- DECD Staff: Alison Lubin

Minutes

1. Meeting called to order by Chairman Scott Bates at 12:03pm
2. Approval of March 1, 2017 minutes
 - a. Motion to approve made by Jim Redeker; second by Pam Elkow
 - b. Vote to approve: 14 approve, 1 abstention
3. Public participation relating to agenda items
 - a. Welcome from Judi Shieiffele
4. Connecticut Pilot Commission
 - a. CPC report given by Dave Pohorylo
 - i. CPC in the process of licensing one new pilot
 - b. CPC is still in the process of preparing their annual report
5. United States Coast Guard Report
 - a. USCG report given by Scott Graham
 - i. June: the USCG at the Port of New Haven will be doing assessment of risk and resilience, as well as security/cybersecurity analysis
 - ii. Preparedness grants:
 1. Waiting for federal budget to pass; includes security grants

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- iii. Cybersecurity: CT has a robust cybersecurity committee – attending meetings are a great way to voice ports’ concerns
- 6. Executive Director Report
 - a. Scott Bates note:
 - i. Thanks to Board members for offering to join subcommittees and special thanks to those taking a chair role within the subcoms: Terry (engineering RFP), Bonnie (finance), Pam (projects), and Don (strategic plan)
 - b. See ED report on website
- 7. Finance Committee Report:
 - a. Report given by Bonnie Reemsnyder:
 - i. CPA opened its own account: currently has \$400
 - ii. Developing attendance policy for extracurricular events (e.g., conferences) to cover expenses
 - 1. Will come to the Board with policy recommendations
 - iii. Adopting financial policies
 - 1. Beginning to think about annual audits
- 8. May 3 Board Meeting
 - a. May regular Board of Directors meeting will take place at the LOB – Scott Bates encourages all board members to invite their own legislators to come for the meeting, or stop by at the least
- 9. Authorization to amend MOU with DECD to clarify responsibility regarding CPA Operating Accounts
 - a. CPA wants to remove three MOU sections to give CPA financial and administrative authorities that previously sat with DECD
 - b. Questions:
 - i. JJ: Are we presently paying bills through DECD? (Yes). If we change the MOU, does that stop? (Yes).
 - ii. BR: We need to fast forward financial independence so Evan can get his job done
 - iii. PE: Can we make this amendment contingent upon the appropriate changes being made to the MOU? We can give him authorization to sign, conditional upon the changes being made
 - c. Glenn Santoro reads resolution aloud
 - i. Motion to approve made by Pam Elkow; seconded by John Johnson
 - ii. 14 vote to approve, 1 abstention
- 10. Authorization to nominate an insurance agent
 - a. CPA does not currently have an agent providing it with insurance advice
 - i. Recommended: The Gallery Agency to be our insurance agent

1. Motion to approve made by Bonnie Reemsnyder; seconded by Pam Elkow
 2. Unanimous vote of approval

11. Executive Session pursuant to CGS 1-200(6)(D) relating to site selection or the lease, sale, or purchase of real property
 - a. Enter into executive session at 12:50
 - b. Exit executive session at 1:22
 - i. Motion to leave executive session made by John Johnson; seconded by Bonnie Reemsnyder
 - ii. Unanimous approval

12. Authorization for Evan to sign an LOI on a lease
 - a. Motion to sign made by John Johnson; seconded by Nancy Dinardo
 - b. Unanimous vote of approval

13. New Business
 - a. TG: we should discuss CPA getting involved with Army Corps on the coastal resiliency project

14. Meeting adjourns at 1:34
 - a. Motion to adjourn made by Pam Elkow, second by Bonnie Reemsnyder
 - b. Vote to approve: unanimous vote of approval