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**Connecticut Port Authority Board of Directors**

***Special Meeting Minutes***

January 3, 2018, 12:00 p.m.

CITY HALL BUILDING, NEW HAVEN, CT

**Attendance**

* Board Members: Chairman Scott Bates, Commissioner Jim Redeker; Dave Pohorylo; Tim Sullivan; Terry Gilbertson; Don Frost; Nancy DiNardo; Parker Wise; Brian Thompson; Pam Elkow;

**Phone**

* Phone: Henry Juan; Zack Hyde;
* Quorum: Yes
* Guests: Mayor Toni Harp; Glenn Santoro; Christie Jean, Paula Clark; Michael Eisle; Judi Sheiffele; William Gash; Dean Pagani; Tony Costella; Charlie Jonas; Andrew Lavigne
* CPA Staff: Evan Matthews, Executive Director, Joe Salvatore, Program Director; Gerri Lewis, Office Manager
* Absent: Commissioner Catherine Smith; John Johnson; Bonnie Reemsnyder; Deputy Commissioner Robert Kaliszewski;
1. **Call to Order**

The meeting was called to order by Chairman Bates at 12:00 p.m. Chairman Bates thanked the board members and guests for attending. He thanked Judy Scheiffel for making the arrangements and Mayor Harp for the use of her facility.

Mayor Harp welcomed the CPA board and guests. She noted that she was happy to host this board and congratulated the CT Port Authority for their good work. Mayor Harp noted that she was looking forward to deepening the New Haven harbor in order to move commerce in and out of the port of New Haven.

1. **Approval of December minutes**

A motion to approve the December 6, 2017 meeting minutes was made by Ms. Elkow, seconded by Mr. Wise and was so voted with one abstention.

1. **Public Participation Relating to Agenda Items**: None
2. **CT Pilot Commission Report/CT Maritime Coalition Report**:

Mr. Gash reported the December 2017 LIS Ship Arrivals:

New Haven: 5 Tankers; 3 Freighters;

New London: 1 Freighter;

Riverhead: 1 Tanker;

Total 2017 LIS Ship Arrivals: 149

In 2016…………………………….: 170

He then read a letter whose purpose was to report a recommendation made by the Connecticut Pilot Commission at its November 21, 2017 meeting that the CT Port Authority seek a legislative change to exempt yachts of less than 200’ length overall (LOA) from the compulsory pilotage requirements of Conn. Gen. Stat. sec. 15-15.

Chairman Bates thanked Mr. Gash.

1. **United States Coast Guard Report**:

Ms. Callan gave her report.

1. **Executive Director’s Report**: Executive Director Matthews gave his report as follows:

North Atlantic Ports Association (NAPA) DEC 1

Staff attended the semi- annual meeting of NAPA in Alexandria, VA to discuss regional port issues and national maritime policy. Evan also serve as the organization’s vice –president, and will become the President in June.

Small Harbor Improvement Projects Program (SHIPP)

The State Bond Commission approved the Connecticut Port Authority’s $4 million request to fund 18 projects under the Small Harbor Improvement Projects Program

Hartford Boat Show

CPA met with the CT Marine Trades Association to discuss a sponsorship of part of the show to promote its role in funding harbor projects through SHIPP.

CT National Guard DEC 5

CPA hosted representatives from the New England central RR and the National Guard to utilize the state pier and rail terminal for Intermodal Logistics in rapid mobilization of equipment by rail or by sea.

State Pier Engineering Study

Staff continues to meet with CERC on a weekly basis to coordinate on market research supports tasks and to frame the economic impact studies of the maritime sector.

Naugatuck Intermodal Terminal

Staff met with representatives from DOT, Pan Am, and Metro North to coordinate planning and design of the rail yard in Naugatuck.

Communications Support

Staff met with Quinn & Hary to coordinate ongoing social media support and the development of collateral materials. We also met with Dealy Mahler Strategies to develop strategic communications supporting the roll-out of our maritime strategy in February.

CT Pilot Commission DEC 12

This month, the Commission approved rate increases for pilotage by CT pilots. They are requesting that the CPA amend its written procedures to enact this rate increase (agenda item 12). The commission also has submitted a proposal to request change to CT general statutes to limit the number of vessels subject to compulsory pilotage in CT waters.

Vehicle replacement – CPA has been utilizing a DECD Vehicle which needs to be turned into DAS. Staff is exploring options for a vehicle.

There being no further discussion, Chairman Bates thanked Executive Director Matthews.

1. **Finance Committee Report** None.

The 2018 calendar of finance committee meetings is in the board packets.

1. **Consideration and approval of a resolution authorizing the Executive Director to enter into an agreement with HDR Engineering, Inc. for consulting services.**

It was requested by Mr. Thompson of DEEP that this item be deferred until next month’s board meeting.

Chairman Bates so noted that this item would be placed on the February agenda.

1. **Consideration and approval of a resolution authorizing the Executive Director to enter into various grant Assistance Agreements in connection with the Small Harbor Improvement Projects Program (SHIPP).**

Chairman Bates asked Attorney Santoro to read the resolution.

RESOLVED: That, in connection with the Small Harbor Improvement Projects Program (SHIPP), the entering into of grant-in-aid Assistance Agreements with each of the municipalities pursuant to the project list, as amended from time to time, are hereby ratified, confirmed and approved, and the Executive Director, Evan H. Matthews, is hereby authorized, empowered and directed, for and on behalf of the Connecticut Port Authority, to negotiate, execute and deliver all such Assistance Agreements and any and all reasonable and necessary documents in furtherance thereof.

A motion to approve the resolution was made by Ms. DiNardo, seconded by Mr. Frost and was so VOTED unanimously.

1. **Consideration and approval of a resolution authorizing the Executive Director to file the annual and quarterly reports required by the General Statutes of Connecticut.**

Chairman Bates asked Attorney Santoro to read the resolution.

RESOLVED: That the annual report of the Connecticut Port Authority, required pursuant to CGS §§ 1-123(a) & 15-31a(o), and quarterly reports, required pursuant to CGS §§ 1-123(b)-(c), in the forms attached hereto as the Exhibit to Agenda Item #10, are hereby approved, and the Executive Director is hereby authorized, empowered and directed, for and on behalf of the Connecticut Port Authority (i) to make any such revisions thereto deemed to be in the best interests of the Authority; (ii) to file the annual reports with the Governor and the Auditors of Public Accounts; and (iii) to file the quarterly reports with the Office of Fiscal Analysis.

A motion to approve the resolution was made by Ms. DiNardo, seconded by Commissioner Redeker and was so VOTED unanimously.

1. **Designation of liaison to Office of State Ethics pursuant to Section 1-101rr(b) of the General Statutes of Connecticut.**

Chairman Bates asked Attorney Santoro to read the resolution.

RESOLVED: That the designation of Gerri Lewis to serve as liaison to Office of State Ethics, pursuant to Section 1-101rr(b) of the General Statutes of Connecticut, in order to coordinate the development of ethics policies for the Authority, is hereby ratified, confirmed and approved.

A motion to approve the resolution was made by Ms. DiNardo, seconded by Commissioner Redeker and was so VOTED unanimously.

1. **Consideration of recommended Pilotage Rates by CT Pilot Commission and approval of a resolution authorizing the Executive Director to publish the Notice of Intent to amend the Rates of Pilotage procedures in the Connecticut Law Journal.**

Chairman Bates asked Attorney Santoro to read the resolution.

RESOLVED: That the Executive Director, Evan H. Matthews, for and on behalf of the Connecticut Port Authority, is authorized to publish the Notice of Intent to amend the Rates of Pilotage procedures in the Connecticut Law Journal in accordance with § 1-121 of the Connecticut General Statutes, in the form attached hereto as Exhibit to Agenda Item #12, and to and take all actions reasonable and necessary in furtherance thereof.

After a lengthy discussion, Chairman Bates suggested that the board work with Executive Director Matthews and Director Pohorylo. Matthews invited those who were interested on the board to attend a Pilot Commission meeting.

A motion to approve the resolution was made by Mr. Wise, seconded by Ms. Elkow and passed with Mr. Pohorylo opposing and Mr. Hyde abstaining.

Chairman Bates noted that the Notice of Intent was in the director packets.

1. **Consideration and approval of a resolution authorizing the Executive Director to enter into an amendment to the agreement with The Connecticut Economic Resource Center, Inc. (CERC) concerning Maritime Strategy, Analysis & Planning.**

Chairman Bates asked Attorney Santoro to read the resolution.

RESOLVED: That the entering into of an amendment to that certain agreement dated September 29, 2017 with The Connecticut Economic Resource Center, Inc. regarding Maritime Strategy, Analysis & Planning (“Amendment”), as further described in the Exhibit to Agenda Item #13, is hereby approved, and the Executive Director, Evan H. Matthews, be and hereby is authorized, empowered and directed, for and on behalf of the Connecticut Port Authority, to negotiate, execute and deliver such Amendment and any and all reasonable and necessary documents in furtherance thereof.

A motion to approve the resolution was made by Ms. Elkow, seconded by Mr. Wise and was so VOTED unanimously.

1. **Executive Session pursuant to Sections 1-200(6)(B) of the General Statutes of Connecticut for the purpose of discussing site selection, or the lease, sale or purchase of real property.**

A motion to enter Executive Session at 1:12 pm was made by Ms. Elkow, seconded by Mr. Wise and was so voted unanimously.

**RESOLVED:** That, pursuant to Section 1-200(6)(D) of the General Statues of Connecticut, by the affirmative vote of two-thirds vote of the members of the Board present and voting, the Board hereby convenes into Executive Session for the purpose of discussing site selection or the lease, sale, or purchase of real property.

A motion to exit Executive Session at 1.37 pm was made by Ms. DiNardo, seconded by Ms. Elkow was so voted unanimously.

1. **Call to The Public** None
2. **Adjournment**

A motion to adjourn at 1:39 pm was made by Ms. DiNardo, seconded by Mr. Wise and was so voted unanimously.