



REGULAR MEETING OF THE  
CONNECTICUT PORT AUTHORITY  
BOARD OF DIRECTORS

**Tuesday November 17, 2020 (12:00 P.M.)**

**Location:**

***In response to concerns regarding the spread of coronavirus disease (COVID-19), and in the interest of the safety and well-being of participants, this meeting will be held remotely by conference call (as permitted by Executive Order 7B)\*.***

*\*Please Note: In addition to the minutes below, an audio recording of this meeting can be found on the Authority's website at <https://ctportauthority.com/governance/>*

**Board Attendance**

- Chairman David Kooris; Vice-Chair Don Frost; Parker Wise; Jeff Beckham; John Johnson; Grant Westerson; Gregg Scully (joined at 12:29pm); Dan Krupnick (joined at 12:35pm)
- Absent: Brian Thompson; Dave Pohorylo; Alexandra Daum; Judi Sheiffele; Mark Rolfe,
- CPA Staff/Other: John Henshaw; Andrew Lavigne; Joseph Salvatore; Kosta Diamantis (OPM); Ann Harter (OPM)

**Minutes**

**1. Call to Order**

Chair Kooris called the meeting to order at 12:02pm

**2. Approval of Minutes of October 20, 2020 Meeting**

Motion by John Johnson, seconded by Parker Wise and so voted.

**3. Public Participation Relating to Agenda Items**

**4. Executive Director's Update**

**5. Finance Committee Report**

**6. Office of Policy and Management (OPM) Update**

(a) State Pier Project Update

**7. Consideration and approval of a resolution authorizing the submission of the 2020 Annual Financial Report pursuant to C.G.S. § 1-123(a).**

**RESOLVED**, that each of the Chairperson, Vice-Chairperson and Executive Director are hereby authorized, empowered and directed, for and on behalf of the Connecticut Port Authority, to submit the annual report responsive to Connecticut General Statutes Section 1-123(a) to the Governor and the Auditors of Public Accounts and two copies of such report to the Legislative Program Review and Investigations Committee, as further described in the

Exhibit to Agenda Item #7, and to deliver any and all other reasonable and necessary documents in furtherance thereof.

Motion by John Johnson, seconded by Grant Westerson and so voted.

**8. Consideration and approval of a resolution authorizing each of the Chairman, Vice Chairman and Executive Director to execute an engagement letter with that certain legal firm for services as outlined in the Authority's Request for Proposals for Legal Counsel.**

**RESOLVED**, that each of the Chairman, Vice Chairman and Executive Director be and hereby are individually authorized, empowered and directed, for and on behalf of the Connecticut Port Authority (the "Authority"), to execute an engagement letter with Robinson & Cole LLP for legal services, as described in the Exhibits to Agenda Item #8, and to execute and deliver any and all other reasonable and necessary documents in furtherance thereof.

Motion by Grant Westerson, seconded by Don Frost and so voted.

**9. Consideration and approval of a resolution authorizing each of the Chairman, Vice Chairman and Executive Director to enter into an agreement with that certain auditing services firm for services as outlined in the Authority's Request for Proposals for Auditing Services.**

**RESOLVED**, that each of the Chairman, Vice Chairman and Executive Director be and hereby are individually authorized, empowered and directed, for and on behalf of the Connecticut Port Authority (the "Authority"), to execute an engagement letter with CohnResnick for auditing services as described in the Exhibit to Agenda Item #9, and to execute and deliver any and all other reasonable and necessary documents in furtherance thereof.

Motion by Jeff Beckham, seconded by John Johnson and so voted.

**10. Old Business**

**11. New Business**

Motion by John Johnson to take up New Business relating to Executive Director's Memorandum regarding Emergency Procurement, seconded by Don Frost and so voted.

**RESOLVED**, that the Board of Directors accepts and approves the Executive Director's actions as outlined in the emergency procurement Memorandum dated November 17, 2020 and further approves each of the Chairman, Vice Chairman and Executive Director be individually authorized, empowered and directed, for and on behalf of the Connecticut Port Authority (the "Authority"), to execute an agreement with Tina Buchanan for Bookkeeping services as described in the Exhibits to Agenda Item #4 and #11, and to execute and deliver any and all other reasonable and necessary documents in furtherance thereof.

Motion by John Johnson, seconded by Grant Westerson and so voted.

**12. Call to the Public**

**13. Adjournment**

Motion by John Johnson, seconded by Parker Wise. Meeting adjourned at 12:50pm.