



REGULAR MEETING OF THE  
CONNECTICUT PORT AUTHORITY  
BOARD OF DIRECTORS

Tuesday February 16, 2021 (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 (joined at 12:08pm); John Johnson; Grant Westerson; Gregg Scully; Dan Krupnick; Brian Thompson; Alexandra Daum; Judi Sheiffele; Mark Rolfe; Dave Pohorylo
- Absent: None
- CPA Staff/Other: Veronica Calvert, John Henshaw; Andrew Lavigne; Joseph Salvatore; Deputy Secretary Konstantinos Diamantis (OPM); Ann Harter (OPM)

**Minutes**

**1. Call to Order**

Chair Kooris called the meeting to order at 12:03pm

**2. Approval of Minutes of December 15, 2020 Meeting**

Motion by Grant Westerson, seconded by Gregg Scully. Abstention by Dave Pohorylo. So voted.

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

**4. Executive Director's Update**

**5. Finance Committee Report**

Recommendation from the Finance Committee to make FY21 budget revisions:

Recommended FY 2021 Budget Revisions  
February 16, 2021

	Account Name	Original Budget	Revised Budget	Change
50100	Salaries	\$ 449,000	\$ 392,981	\$ (56,019)
50200	Payroll Taxes	\$ 30,500	\$ 27,388	\$ (3,112)
50300	Fringe Benefits	\$ 359,200	\$ 314,593	\$ (44,607)
52600	Utilities	\$ -	\$ 5,242	\$ 5,242
52601	Utilities NL Water, Sewer, etc	\$ -	\$ 61,836	\$ 61,836
52652	Liability Insurance	\$ 66,150	\$ 101,069	\$ 34,919
52653	Vehicle Insurance	\$ 2,450	\$ 4,191	\$ 1,741

Motion by John Johnson. Seconded by Don Frost and so voted.

**6. Annual Public Hearing Recap**

This item was included on the agenda in error.

**7. State Pier Infrastructure Improvement Project Update**

**8. Consideration and approval of a resolution authorizing the Executive Director to execute and deliver an Amendment to that certain lease agreement by and between the Authority and Saybrook Junction, LLC.**

**RESOLVED**, that the Executive Director, be and hereby is authorized, empowered and directed, for and on behalf of the Connecticut Port Authority (the "Authority"), to negotiate and enter into a second amendment to that certain Agreement of Sub-Lease dated June 12, 2017, as amended (the "Second Amendment") for the lease of additional leased space at the Authority's headquarters, located at 455 Boston Post Road Suite 204, Old Saybrook, CT 06475, for an additional monthly increase of \$636.00, on such terms and provisions that the Executive Director deems to be in the best interests of the Authority, and to execute and deliver such Second Amendment in the form attached hereto as the Exhibit to Agenda Item #8, and to take such reasonable and necessary actions and to negotiate, execute and deliver any and all other reasonable and necessary documents in furtherance thereof. The Board further authorizes the procurement used to lease additional space pursuant to the Second Amendment and further resolves that no real estate appraisal is deemed necessary with respect to the entering into of the Second Amendment.

Motion by Judi Sheiffele, seconded by Don Frost and so voted.

**9. Consideration and approval of a resolution authorizing the Executive Director to execute and deliver an Amendment to that certain Consulting Services Agreement by and between the Authority and GZA GeoEnvironmental, Inc.**

**RESOLVED**, that the Executive Director be and hereby is authorized, empowered and directed, for and on behalf of the Connecticut Port Authority (the "Authority"), to enter into a First Amendment to that certain Consulting Services Agreement by and between the Authority and GZA GeoEnvironmental, Inc., dated March 15, 2019 (the "Agreement"), to extend the term of the Agreement from March 15, 2021 to March 15, 2022, in the form attached hereto as the Exhibit to Agenda Item #9, and to take such reasonable and necessary actions and to negotiate, execute and deliver any and all other reasonable and necessary documents in furtherance thereof.

Motion by Grant Westerson, seconded by Don Frost. Abstention by Brian Thompson. So voted.

**10. Consideration and approval of a resolution authorizing the designation of a new Ethics Liaison**

**RESOLVED**, that Veronica Calvert is hereby appointed to serve as (i) ethics compliance officer of the Connecticut Port Authority, pursuant to Section 1-101rr(a) of the General Statutes of Connecticut ("CGS"), in order to coordinate and monitor the development and implementation of, and compliance with, ethics policies and training programs for the Authority; and (ii) as liaison for the Connecticut Port Authority to the Office of State Ethics,

pursuant to Section 1-101rr(b) of the CGS, in order to coordinate the development of ethics policies for the Authority.

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

**11. Old Business**

(a) New Haven DOT Property Transfer

**12. New Business**

**13. Call to the Public**

**14. Adjournment**

Motion to adjourn by John Johnson, seconded by Mark Rolfe. Meeting adjourned at 1:21pm