



REGULAR MEETING OF THE
CONNECTICUT PORT AUTHORITY
BOARD OF DIRECTORS

**Tuesday, June 20, 2023
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 was held remotely by conference call.*

**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

Chair David Kooris; Grant Westerson; Paul Hinsch; Parker Wise; Tom Gill; Tom Patton;
Paul Whitescarver; Doug Dalena; Felix Reyes

Absent: John Johnson; Dave Pohorylo; Alexandra Daum; Chuck Roman; Brian Thompson; John Carter;
Mayor Justin Elicker

CPA Staff/Other: Ulysses Hammond; Veronica Calvert; Joe Salvatore; Jean Puleo; Steve Nuhn;
Marlin Peterson (AECOM)

MINUTES

1. Call to Order

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

2. Approval of minutes of April 18, 2023 Regular Meeting

Motion by Grant Westerson, seconded by Tom Gill. So, VOTED.

(Begins at 00:02:19 of the audio recording) Chair Kooris, advised of corrections to be made to the Attendance section of both Meeting Minutes.

Approval of minutes of May 30, 2023 Special Meeting

(Begins at 00:04:11 of the audio recording)

Motion by Grant Westerson, seconded by Parker Wise. So, VOTED.

3. Public Comment

(Begins at 00:04:51 of the audio recording)

4. Executive Director's Update

(Begins at 00:12:52 of the recording) Interim Executive Director, Ulysses Hammond began by encouraging everyone to take a ride by the Port of New London to appreciate the Board's accomplishments, to date, at the State Pier. He continued with providing the administrative and operational updates regarding Office Manager hiring, CPA Office Lease extension, Sublease Agreement, Financial Management, State Audit, Procurement Update, New Haven Harbor Improvement, Pier 7 Fort Trumbull, SHIP Round 3, CT State Dredging Team, Statewide Dredging Study, Educational Outreach, and State Pier Construction update with Marlin Peterson (AECOM), Construction Administrator.

a) Consideration and approval of a Sole Source Emergency Procurement.

RESOLVED, that, the Board of Directors hereby approve the Sole Source Emergency Procurement of a temporary Assistant in accordance with section II B (I) of the Connecticut Port Authority Procurement Manual and section C5 (ii), (iii), (iv) and section 6 (i) of the Connecticut Port Authority Operating Procedure Policy, by the Interim Executive Director.

Motion by Parker Wise, seconded by Paul Hinsch. So, VOTED.

b) Consideration and approval to extend the CPA Office Lease.

RESOLVED, that, the Board of Directors hereby approve the Interim Director's first option (3 year) extension of the CPA's Office Lease, located at 455 Boston Post Road, Old Saybrook, Connecticut 06475, in accordance with section 22.17 of the Second Amendment of Sublease Agreement between Saybrook Junction LLC and the Connecticut Port Authority dated, May 1, 2021.

Motion by Tom Gill, seconded by Grant Westerson. So, VOTED.

5. Finance Committee Update

(Begins at the 00:36:05 of the audio recording) Chair Kooris provided an overview of the high points from the CPA Finance Committee Meeting from this morning. Included in this overview is that the CPA received the first rent payment of \$500k from NEO and that the Finance Committee approved the Budget Adjustments that were inadvertently omitted from the Board agenda. He proposed a motion to take up the Budget Adjustments that were approved by the Finance Committee.

Motion by Doug Dalena, seconded by Grant Westerson. So, VOTED.

(Begins at 00:39:12 of the audio recording) Chair Kooris read the resolutions which were approved by the Finance Committee Meeting this morning. A motion to effectuate the transfers was proposed.

Motion by Tom Gill, seconded by Grant Westerson. So, VOTED.

a) Consideration and approval of a resolution authorizing and adopting the Fiscal Year 2024 Budget

RESOLVED, that, in accordance with Article I, Section 5 of the Connecticut Port Authority (the "Authority") By-Laws and Section IV of the Authority's Operating Procedures, the Authority hereby approves the Fiscal Year 2024 Annual Operating Budget and Plan of Operation as recommended by the Finance Committee at its meeting of 20 June 2023 and as defined and attached hereto as the Exhibit to Agenda Item #5a.

Motion by Grant Westerson, seconded by Tom Gill. So, VOTED.

b) Consideration and approval of a resolution authorizing submission of the OFA Report 3rd Quarter Fiscal Year 2023 as recommended by the Finance Committee

RESOLVED, that the Board of Directors authorizes submission of the Q3 Quarterly Financial Report to the Office of Fiscal Analysis, as required by Section 1-123(b) of the Connecticut General Statutes, as recommended by the Finance Committee at its meeting held on May 16, 2023, in the form attached as Exhibit to Agenda Item #5b.

Motion by Tom Gill, seconded by Doug Dalena. So, VOTED.

6. Consideration and approval of a resolution authorizing the Executive Director to enter into an amendment to that certain Memorandum of Understanding (MOU) between the Authority and the Office of Policy and Management to extend the end date of the MOU to December 31, 2023.

RESOLVED, that the Executive Director is authorized, empowered and directed, for and on behalf of the Authority, to execute and deliver an Amendment to that certain Memorandum of Understanding (the "MOU"), with an effective date of September 6, 2019, by and between the Authority and the Office of Policy and Management, as amended, to further extend the end date of the MOU to December 31, 2023, as described in the form attached hereto as the Exhibit to Agenda Item #6 and to take such reasonable and necessary actions as are reasonably required in furtherance thereof.

Motion by Tom Patton, seconded by Grant Westerson. So, VOTED.

7. Old Business

None.

8. New Business

None.

9. Adjournment

Motion to adjourn made by Grant Westerson, seconded by Tom Gill. Meeting adjourned at 12:57pm.

Chair Kooris reminded the Board that there is no Regular Board meeting scheduled for next month. However, a Special Board Meeting may be needed.