



NOTICE OF
REGULAR MEETING OF THE
CONNECTICUT PORT AUTHORITY
BOARD OF DIRECTORS

**Tuesday, October 17, 2023
12:00 p.m.**

Location: IN-PERSON
92 Eugene O'Neill Drive, New London, CT 06320
(Chamber of Commerce of Eastern CT, Regional Innovation Center)

Zoom link was provided for those unable to attend in-person

**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; John Johnson; Grant Westerson; Paul Hinsch; David Pohorylo; Paul Whitescarver; Mayor Michael Passero; Tom Patton; DECD Deputy Commissioner Robert Hotaling; Doug Dalena

Absent: John Carter; Tom Gill; Brian Thompson; Chuck Roman; Mayor Justin Elicker

CPA Staff/Other: Ulysses Hammond; Fayola Haynes; Cathey LaBonte; Jill Dowling-Moreno; Steve Nuhn

MINUTES

1. Call to Order

Chair Kooris called the meeting to order at 12:05pm.

2. Approval of minutes of the June 20, 2023 Regular Meeting, the July 18, 2023 and Sept 19, 2023 Special Meetings.

Approval of the June 20, 2023 Regular Meeting Minutes

Motion by Grant Westerson, seconded by Paul Whitescarver. So, VOTED with NO opposed and abstentions by David Pohorylo, Mayor Passero and Robert Hotaling.

Approval of the July 18, 2023 Special Meeting Minutes

Motion by Grant Westerson, seconded by Paul Hinsch. So, VOTED with NO opposed and abstentions by Paul Whitescarver, Mayor Passero and Robert Hotaling.

Approval of the September 19, 2023 Special Meeting Minutes

Motion by Grant Westerson, seconded by John Johnson. So, VOTED with NO opposed and abstentions by David Pohorylo, Tom Patton, Robert Hotaling and Mayor Passero.

3. Public Comment

(Begins at 3:58 of the audio recording)

4. Executive Director's Update

(Begins at 8:36 of the audio recording)

Interim Executive Director, Ulysses Hammond began by acknowledging that today's meeting is being held in-person for the first time since the pandemic. He welcomed the Authority's new full-time staff, thanked the Chamber for today's accommodations and welcomed Sally Kruse, Executive Director of the New Haven Port Authority.

Ulysses Hammond continued with providing administrative and operational updates including updates regarding Hiring, Financial Management, current and upcoming Audits, Submission of Reports, upcoming Procurement of Legal Services, New Haven Harbor Improvement Project, Pier 7 Fort Trumbull, SHIPP Round 3, Statewide Dredging Study, Connecticut Pilot Commission, a recap of recent Educational/Outreach Opportunities and Site Visits, the filing of State compliance reports, and commencement of the Independent Audit for the FY ended June 30, 2023.

5. Finance Committee Update

(Begins at 28:16 of the audio recording)

Chair Kooris stated that the Finance Committee met this morning at 10am and reviewed the monthly financials and that the finances of the CPA remain in very good condition. Chair Kooris also stated that the Finance Committee is making an FY 2024 budget modification recommendation to the full Board for approval.

a. FY 2024 Budget Modifications

Consideration and approval of a resolution authorizing the acceptance and adoption of the Proposed FY 2024 Annual Operating Budget Modifications.

RESOLVED, that in accordance with Section IV of the Authority's Operating Procedures, in order to prevent any line item of the Authority's Annual Operating Budget from containing, or being projected to contain a deficit, the Board hereby accepts the following modifications to the Fiscal Year 2024 budget, as recommended by the Finance Committee at its October 17, 2023 Regular Meeting.

Account #	Account Name	Original Budget	Revised Budget	Change
51100	Contractual Services: Audit	\$35,000.00	\$80,000.00	\$45,000.00
51300	Contractual Services: Communication/Outreach/Sponsorship	\$50,000.00	\$100,000.00	\$50,000.00
51400	Contractual Services: General	\$50,000.00	\$10,000.00	(\$40,000.00)
51403	Contractual Services: Consultant/Professional Services	\$30,000.00	\$80,000.00	\$50,000.00
Net change in FY 2024 Budget				\$105,000.00

Motion by John Johnson, seconded by Grant Westerson. So VOTED, with NO opposed and NO abstentions.

b. Q1 Office of Financial Analysis (OFA) Report

(Begins at 33:55 of the audio recording)

Chair Kooris stated that the Finance Committee is making a recommendation to the full Board to approve the quarterly OFA report and provided a brief review of the report.

Consideration and approval of a resolution authorizing submission of the Q1 quarterly financial report to the Office of Fiscal Analysis.

RESOLVED, that the Board of Directors authorizes submission of the Q1 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 October 17, 2023, in the form attached as Exhibit to Agenda Item # 5b.

Motion by John Johnson, seconded by Grant Westerson. So VOTED, with NO opposed and NO abstentions.

6. New Haven Port Authority Property Purchase

(Begins at 38:50 of the audio recording)

Ulysses Hammond stated that this item is regarding the transfer of funds from the Connecticut Port Authority to the New Haven Port Authority for the purchase of surplus Department of Transportation properties in the Port of New Haven, and then provided a brief overview and background information.

Chair Kooris read the Resolution of the Board of Directors of the Connecticut Port Authority authorizing the Connecticut Port Authority to release funds to New Haven Port Authority for the purchase by the New Haven Port Authority of certain New Haven properties from the Connecticut Department of Transportation.

There was discussion regarding what the properties will be used for, environmental impacts, parcel size and location, development and use considerations, and estimated timeline. A map of the properties was requested and will be provided to the Board.

Motion by Grant Westerson, seconded by Doug Dalena. So VOTED, with NO opposed and NO abstentions.

Chair Kooris requested that the next Board meeting be held in New Haven and that a presentation be provided by the New Haven Port Authority to include aerial photos and other materials to bring the Board up to speed on the Port of New Haven terminals, operations and properties.

7. Connecticut Pilot Commission Update

(Begins at 59:43 of the audio recording)

Ulysses Hammond referenced the background materials regarding the item below and provided a summary of the background, as well as details regarding the Authority's role in adopting new written procedures as it pertains to pilotage.

(a) Pilot Commission Recommendation for Adoption of Written Procedures Regarding Use of Mobile Telephones, Texting and Email While Engaged in Piloting.

Consideration and approval of a resolution to adopt the Electronics Advisory as recommended by the Connecticut Pilot Commission as a policy of the Connecticut Port Authority governing the actions of the pilots.

RESOLVED, that the Connecticut Port Authority adopts the Electronics Advisory as recommended by the Connecticut Pilot Commission as an Electronics Use Policy governing the use of mobile telephones, texting and email while engaged in piloting.

Motion by Mayor Passero, seconded by Grant Westerson. So VOTED, with NO opposed and NO abstentions.

It was suggested that the Chair of the Connecticut Pilot Commission be invited to a future meeting to advise the Board regarding the status and policy recommendations of the Commission.

8. State Pier Project Update

(Begins at 1:08:18 of the audio recording)

Ulysses Hammond provided an update on the State Pier Project and noted that they are transitioning from construction to operations, and that operations are well underway. He noted that 74% of the acreage has been turned over to port and terminal operator Gateway. Partners Orsted and Eversource are marshalling components, and workers are raising towers and getting ready for load out. Heavy lift capacity of the two piers, and construction will be completed by the end of the year.

Marlin Peterson, Construction Administrator with AECOM provided a Construction Project update regarding the New London State Pier. He noted that the overall infrastructure improvements project is scheduled for completion at the end of 2023. He anticipates resolution of punch list items, completion of as-built drawings and other close-out activity will continue into early 2024.

Ulysses Hammond and Chair Kooris addressed questions from the Board, including questions regarding cost and plans for marketing of the State Pier.

9. Connecticut Port Authority Ethics Liaison

(Begins at 1:19:46 of the audio recording)

Chair Kooris reminded the Board of the Authority's Ethics Liaison role.

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

RESOLVED, that Fayola Haynes is hereby appointed to serve as (i) Ethics Compliance Officer of the Connecticut Port Authority ("the 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 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 Grant Westerson, seconded by John Johnson. So VOTED, with NO opposed and NO abstentions.

10. Connecticut Port Authority Board Committee Assignments

(Begins at 1:21:12 of the audio recording)

Chair Kooris noted the three Committees of the Board: Finance; Audit, Compliance and Governance; and HR. He noted that it is intended that each Board member serve on at least one Committee. Chair Kooris read out the current assignments and asked the Board members to let him know if they wish to keep or change their current assignments. He indicated that a list of Committee assignments will be circulated and that Committee assignments will be re-established in January.

11. Old Business

(Begins at 1:23:38 of the audio recording)

None

12. New Business

(Begins at 1:23:47 of the audio recording)

There was brief discussion regarding Pier 7 and potential future uses.

13. Adjournment

(Begins at 1:25:42 of the audio recording)

Motion by Grant Westerson, seconded by John Johnson. So VOTED, with NO opposed and NO abstentions. Meeting adjourned at 1:31pm.