



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

**Tuesday, December 19, 2023  
12:00 p.m.**

**Location: IN-PERSON  
New Haven City Hall  
165 Church Street, New Haven, CT 06510  
2<sup>nd</sup> Floor, Atrium 255, Meeting Room 2**

**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; Grant Westerson; Doug Dalena; Paul Hinsch; Deputy Commissioner Robert Hotaling; Brian Thompson; Charles Roman; Mayor Michael Passero; John Johnson; Gaffney Feskoe; Tom Patton; David Pohorylo; Felix Reyes; Paul Whitescarver

Absent: Thomas Gill; John Carter; Mayor Justin Elicker

CPA Staff/Other: Ulysses Hammond; Fayola Haynes; Cathey LaBonte; Jill Dowling-Moreno; Steve Nuhn (Sound Computers); Melissa Ferrucci (CohnReznick); Marlin Peterson (AECOM); Sally Kruse (NHPA); Fred Hall, Justin Ballotte, James McGuire and Martin Masterson (McAllister Towing)

**MINUTES**

**1. Call to Order**

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

**2. Approval of minutes of the October 17, 2023 Regular Meeting of the Board of Directors**

Motion by Grant Westerson, seconded by John Johnson. So, VOTED with NO opposed and abstentions by Brian Thompson, Gaffney Feskoe and Charles Roman.

**3. Public Comment**

*(Begins at 2:55 of the audio recording)*

#### 4. Annual Public Hearing Update

*(Begins at 8:22 of the audio recording)*

Chair Kooris stated that there was no public comment at the annual public hearing held on December 12<sup>th</sup>. He noted that there was one subsequent written comment submitted by the City of New Haven, which was included in the Board packet.

#### 5. Audit, Compliance and Governance Committee Report

*(Begins at 9:00 of the audio recording)*

Chair Kooris gave a brief summary of the Committee meeting that was held on December 12<sup>th</sup>. He noted that the Authority's independent auditor, CohnReznick, presented the audit report at the meeting and that it was a clean report. The Committee recommended submitting the report to the Board for final adoption.

##### **(a) Presentation by the Authority's independent auditors CohnReznick**

*(Begins at 9:50 of the audio recording)*

Melissa Ferrucci from the Authority's independent auditor CohnReznick presented an overview of the contents of the audit report for the fiscal year ended June 30, 2023. She thanked Ulysses Hammond, Fayola Haynes and Laurie Epler from CPA and Kim Kennison and Simon Zheng from OPM for all of their hard work and cooperation.

She provided an overview of the reports, required communications, future considerations and upcoming GASBs. She noted that CohnReznick is issuing an unmodified or clean opinion with no findings noted and no recommendations.

Chair Kooris thanked the CohnReznick team and Authority staff for their efforts supporting this clean audit.

##### **(b) Consideration and approval of a resolution authorizing acceptance of the FY2023 Independent Audit.**

*(Begins at 17:56 of the audio recording)*

**RESOLVED**, that the Board of Directors accepts and approves the FY2023 audit performed by CohnReznick, as recommended by the Audit, Compliance and Governance Committee at its meeting held on December 12, 2023, in the form attached as Exhibit to Agenda Item #5b. Further, the Authority staff is hereby authorized to submit, in accordance with the provisions of Section 11-4a of the Connecticut General Statutes, to the joint standing committees of the General Assembly having cognizance of matters relating to appropriations, commerce, the environment and transportation, a copy of the audit. A copy shall also be submitted to the State Auditors of Public Accounts.

Motion by Rob Hotaling, seconded by Tom Patton. So, VOTED with NO opposed and NO abstentions.

#### 6. Finance Committee Report

*(Begins at 19:07 of the audio recording)*

Chair Kooris stated that the Finance Committee met this morning to review the monthly financials. He highlighted two takeaways from the meeting including revenue and the projected surplus by the end of the fiscal year of over \$1M, and noted that the Authority is now carrying depreciation as an expense. There were no questions or comments from the Board.

## 7. Executive Director's Report

*(Begins at 21:40 of the audio recording)*

Interim Executive Director, Ulysses Hammond began by thanking CPA staff as well as Sally Kruse, Executive Director of the New Haven Port Authority for the arrangements in preparation for today's meeting. He continued with providing administrative and operational updates on Staff Hiring; Freedom of Information requests; Small Harbor Projects; Dredging Studies; Fort Trumbull Pier 7; Financial Management; the Independent Audit performed by CohnReznick with no deficiencies identified and receipt of a clean audit; the upcoming audit for FY2022 and FY2023 by the State Auditors of Public Accounts; upcoming submission of Reports including Quarterly Report to the Transportation Committee, 2023 Annual Operations and Projects Report and Quarterly Personnel Status Report; New Haven Harbor Navigation Improvement Project; SHIPP; Statewide Dredging Study; Connecticut Pilot Commission; and a recap of recent Educational/Outreach Opportunities and Site Visits.

## 8. Deep Water Ports Update

*(Begins at 45:20 of the audio recording)*

Chair Kooris noted that the Deep Water Ports update section has been added back to the Agenda, and that we will plan to hold an upcoming meeting in Bridgeport.

### (a) Bridgeport

*(Begins at 45:50 of the audio recording)*

#### i. McAllister Seaview Ave. Proposal

Fred Hall from McAllister Towing and the Bridgeport and Port Jefferson Steamboat Company introduced his team Justin Ballotte, James McGuire and Martin Masterson. They made a presentation to the Board, which included an updated handout of Bridgeport Harbor, and stated that they are seeking support for deauthorization of a section of the turn basin in Bridgeport Harbor to set up a configuration for ferry slips for two berths in a safer configuration, and save time on a ferry run for docking and undocking. They noted that they are now working with AECOM on the design for the ferry terminal and are revisiting how the ferries can be arranged.

Chair Kooris suggested holding a walking tour of the area during an upcoming meeting in Bridgeport to help the Board better understand the area discussed today. He asked for a motion in support of this application.

Motion by John Johnson, seconded by Grant Westerson. So, VOTED with NO opposed and an abstention by Brian Thompson.

Chair Kooris thanked David Pohorylo for suggesting this item be included in today's Agenda.

### (b) New London

*(Begins at 1:10:25 of the audio recording)*

#### i. State Pier Project Update

Ulysses Hammond provided an update on the State Pier Project including an update on the pre-assembly of turbines for installation at South Fork Wind Farm, with four of the turbines delivered, three installed, and two generating electricity to the grid of New York as of December 6<sup>th</sup>.

He noted that the project is in a new phase where construction and terminal operations are being simultaneously coordinated. Approximately 78% of the terminal area has achieved substantial completion with subsequent turnover of operations by Q1 2024. As of the end of November, the value of work completed is 96%. Substantial completion of the state pier berth and final dredging are targeted for January. The next wind project, Revolution Wind, is on target to commence in Spring 2024, and will generate electricity for Connecticut and Rhode Island. Due to punchlist items which require warmer temperatures, final acceptance of the facility is targeted for Q2 2024.

Marlin Peterson, Construction Administrator with AECOM provided a Construction Project update regarding the New London State Pier. He noted that two key construction objectives have been achieved over the last two months including the installation of 27 rock sockets, and that the last of the pipe and sheet piles were driven to their design depth along the South Wall. He noted that removal of obstructions along the State Pier toe wall and final driving is anticipated to be completed by the middle of January. He noted that due to a requirement for warmer weather, certain punchlist items will require final acceptance of the contract to extend into April or May.

**(c) New Haven**

*(Begins at 1:18:31 of the audio recording)*

**i. New Haven Port Authority Update**

Sally Kruse, Executive Director of the New Haven Port Authority gave a presentation on the Port of New Haven, which included a brief history of the creation of the New Haven Port Authority and an overview of its properties. She noted that in June, conveyance bills were passed to allow CT DOT to sell parcels directly to the New Haven Port Authority that they had acquired within the port district that had been deemed surplus. In October, the CPA Board passed a resolution 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. She stated that the funds were transferred in early December, and thanked the CPA Board and staff for their support.

Chair Kooris noted that the City of New Haven submitted written comments for the CPA public hearing focusing on maximizing utilization of properties within proximity of the port, but also constraining the spread of port related activities beyond the core port area as designated by the city.

**9. 2023 Annual Operations and Projects Report**

*(Begins at 1:32:23 of the audio recording)*

Chair Kooris noted that the Annual Operations and Projects Report is coming due for submission and that it is a summary of activities that occurred within the calendar year.

**(a) Consideration and approval of a resolution authorizing the submission of the 2023 Annual Operations and Projects Report pursuant to 15-31a(k) and 15-31a(o).**

**RESOLVED**, that the Executive Director is hereby authorized, empowered and directed, for and on behalf of the Connecticut Port Authority, to post publicly and submit annual reports responsive to sections 15-31a(k) and 15-31a(o) of the Connecticut General Statutes (CGS), in accordance with the provisions of section 11-4a, as substantially described in the Exhibits to Agenda Item #9a, and to deliver any and all other reasonable and necessary documents in furtherance thereof.

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

#### 10. Request for Proposals (RFP) for Legal Services

*(Begins at 1:34:01 of the audio recording)*

Ulysses Hammond noted that the CPA has successfully completed two major procurements within the last two quarters for an independent auditor and legal services since the implementation of the newly established procurement standards. Assisting on the Legal Services Selection Committee were Grant Westerson, Paul Hinsch, Paul Whitescarver and Doug Dalena. Four firms responded to the RFP. They were Halloran Sage, Robinson and Cole, Barclay Damon and RoseKallor. Three were interviewed. Robinson and Cole was recommended.

**(a) Consideration and recommendation to the Board of Directors of the Selection Committee's Legal Services provider.**

**RESOLVED**, that the Executive Director be authorized, empowered and directed, for and on behalf of the Connecticut Port Authority, to execute an engagement letter with Robinson & Cole LLP for legal services, as described in the Exhibit to Agenda Item #10a, and to execute and deliver any and all other reasonable and necessary documents in furtherance thereof.

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

#### 11. CPA/OPM MOU Amendment 8

*(Begins at 1:39:53 of the audio recording)*

Chair Kooris introduced the recommendation for another extension of the CPA/OPM MOU. He noted that OPM involvement is minimal on a daily basis at this point, but having them as a resource as needed is beneficial and OPM concurs.

**(a) 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 June 30, 2024.**

**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 June 30, 2024, as described in the form attached hereto as the Exhibit to Agenda Item #11a and to take such reasonable and necessary actions as are reasonably required in furtherance thereof.

Motion by Rob Hotaling, seconded by John Johnson. So, VOTED with NO opposed and NO abstentions.

#### 12. 2024 Regular Meeting Schedule

*(Begins at 1:42:01 of the audio recording)*

Chair Kooris noted the handout of the meeting dates for the coming year. Meetings are every other month with the exception of January and February. There will be special meetings if needed. Finance Committee meets every month. Audit, Compliance and Governance, and Human Resources Committee meetings are more sporadic and timed with the requirements of

those committees. He asked if Board members have thoughts and recommendations for the timing of meetings to let him know.

**(a) Consideration and approval of a resolution authorizing adoption of the 2024 Board of Directors and Committee Meeting Schedule**

**RESOLVED**, that the Board of Directors of the Authority authorizes the adoption of the 2024 Board and Committee Meeting Schedule, as described in the Exhibit to Agenda Item #12a, which will be posted publicly on its website and filed with the Secretary of the State.

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

**13. Old Business**

*(Begins at 1:43:40 of the audio recording)*

None

**14. New Business**

*(Begins at 1:43:47 of the audio recording)*

Chair Kooris noted that presentations such as those given at this meeting and the focus on items outside of the New London project is where he expects the focus will shift in the coming months.

**15. Adjournment**

*(Begins at 1:44:19 of the audio recording)*

Motion by Rob Hotaling, seconded by John Johnson. So VOTED, with NO opposed and NO abstentions. Meeting adjourned at 1:47pm.