



NOTICE OF
REGULAR MEETING OF
CONNECTICUT PORT AUTHORITY
FINANCE COMMITTEE

Date: Tuesday, May 21, 2024

Time: 10:00 am

Location: VIRTUAL

Zoom link was provided

**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/>*

Committee Attendance

Co-Chair David Kooris; Gaffney Feskoe; Paul Hinsch; Paul Whitescarver; Doug Dalena

Absent: Co-Chair Tom Patton, John Johnson

CPA Staff/Other: Ulysses Hammond; Fayola Haynes; Jill Dowling-Moreno; Hannah van Hemmen (Ørsted); John Pauling (Ørsted)

DRAFT MINUTES

1. Call to Order

Chair Kooris called the meeting to order at 10:04am.

2. Approval of March 19, 2024 Finance Committee Meeting Minutes

Motion by Paul Whitescarver, seconded by Gaffney Feskoe. So, VOTED with NO opposed and NO abstentions.

3. Public Comment

None

4. Financial Update

(Begins at 2:05 of the audio recording)

Ulysses Hammond introduced the items on the Agenda.

(a) Finance Report

(Begins at 4:25 of the audio recording)

Finance Director, Fayola Haynes presented the Authority's financials reviewing the fiscal period ended April 30, 2024 including operating, legal, CORE Bond, construction-in-progress, and balance sheet. Ulysses Hammond and Fayola Haynes provided further details regarding Gateway Assessable Revenue.

(b) Discussion of the Proposed Budget for Fiscal Year 2025

(Begins at 18:47 of the audio recording)

Fayola Haynes reviewed the Proposed Budget for Fiscal Year 2025 with accompanying notes.

Chair Kooris noted a revision to Item 5 in the notes to remove the reference to the Minimum Annual Guarantee (M.A.G.) and noted that the M.A.G. is eliminated during the HDA period and is only in effect when Ørsted is not subleasing.

Ulysses Hammond noted that an offer is being extended for the Maritime Development Manager position and thanked the Board Members who assisted in this process on the Selection Committee.

Chair Kooris reminded the Committee that this is being presented in May to give the Committee time to review the Proposed Budget for FY 2025. He noted this as an item for the June Finance Committee Meeting Agenda prior to making a recommendation to the Board at the June meeting. It was noted that if Committee members have questions before the next meeting, they can direct them to Ulysses Hammond and Fayola Haynes.

(c) Q3 Office of Fiscal Analysis (OFA) Report

(Begins at 33:45 of the audio recording)

Finance Director, Fayola Haynes presented for the Committee's consideration and recommendation to the full Board, the Q3 Office of Fiscal Analysis (OFA) Report.

Chair Kooris summarized and noted the net positive impact, incremental draw down of project funds and State Pier, the growing surplus from general operations and a reminder about the CORE deficit for payroll and benefits with funds transferred at the end of the FY from the operating account to the CORE account to make up the payroll shortfall.

Motion to recommend to the Board of Directors, approval of the Quarterly Financial Status Report for the quarter ended March 31, 2024 for submission to the Office of Fiscal Analysis made by Gaffney Feskoe, seconded by Paul Whitescarver. So, VOTED with NO opposed and NO abstentions.

(d) Accounting Policy and Procedure Manual

(Begins at 38:05 of the audio recording)

Ulysses Hammond noted that Fayola Haynes worked with OPM on the updates to the Accounting Policy and Procedure Manual which was last updated in October 2020. Fayola Haynes provided an overview of the updates, which include the following: the inclusion of a Bad and Doubtful Debts policy which details the procedure if a debt is to go bad or exceeds its due period; inclusion of a section on Lease Accounting where leases will be accounted for as leases instead of expenditure and revenue; updates to Accounts Payable and Accrued Expenses that separates out costs into Administrative/General

Operations or Maritime; and updates that modify aspects of Payroll as opposed to a general line by line process.

Chair Kooris commended Fayola Haynes for her initiative and work on the updates to the Accounting Policy and Procedure Manual.

Motion to recommend to the Board of Directors, approval of the updates to the Accounting Policy and Procedure Manual made by Paul Whitescarver, seconded by Paul Hinsch. So, VOTED with NO opposed and NO abstentions.

5. EPA Clean Ports Program – NLSP Grant Application

Background Information and Budget Attached

(Begins at 43:25 of the audio recording)

Ulysses Hammond provided background information and a summary of the grant opportunity for the EPA Clean Ports Program: Zero-Emission Technology Deployment Competition. He noted that Ørsted approached the Authority with the opportunity and that work is underway on the grant application. The addition of shore power infrastructure equipment at State Pier would allow docked vessels to shut down engines and connect to the electric grid which would help to reduce emissions at the Port in New London. He noted that it is a \$6 million project of which 90% would be federal funding with a 10% match by the Authority over a four-year period.

Ulysses Hammond introduced the partners at Ørsted that have been working on the grant application. Hannah van Hemmen, Ports and O&M Permitting Manager and John Pauling, Construction Lead, US Construction at Ørsted. They provided a presentation of the NLSP Shore Power EPA Grant Application including an overview of the grant opportunity, overview of the shore power project at New London State Pier installation berth, proposed budget with the cost share broken out over two years, proposed schedule over four years with an anticipated start in Q4 of 2024, benefits of the project and letters of support at the state and local levels for the grant application.

Chair Kooris noted that this item is being presented to the Finance Committee today due to the financial implications of the project being \$300,000 over each of two fiscal years, and to vet this prior to making a recommendation to the Board at the Special Meeting in order to meet the timing for the grant application deadline.

Paul Whitescarver commented that the CPD mobile crane is good because it doesn't use fuel. He also asked if ships need to run auxiliary power to operate the cranes, and Hannah van Hemmen noted that the mobile service would be able to provide both hoteling needs and full use operations at the installation berth.

Motion to recommend approval to the Board of Directors made by Paul Hinsch, seconded by Gaffney Feskoe. So, VOTED with NO opposed and NO abstentions.

6. Old Business

None

7. New Business

None

8. Adjournment

(Begins at 1:00:32 of the audio recording)

Motion to adjourn made by Paul Whitescarver, seconded by Gaffney Feskoe. Meeting adjourned at 11:05am.