



NOTICE OF
REGULAR MEETING OF
CONNECTICUT PORT AUTHORITY
BOARD OF DIRECTORS

**Tuesday, May 20, 2025
12:00 PM**

**Location: Connecticut Port Authority
455 Boston Post Rd., Suite 204
Old Saybrook, CT 06475**

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/>*

Board Attendance

Chair Paul Whitescarver; Vice-Chair Grant Westerson; Gaffney Feskoe; John Johnson; David Kooris; Dave Pohorylo; Paul O. Robertson; Paul Hinsch; Brian Thompson; Kristin Urbach; Tom Gill; Kaelie Moran; Kimberly Lesay; Tom Patton; Felix Reyes; Doug Dalena

CPA Staff/Other: Michael O'Connor; Fayola Haynes; Jill Dowling-Moreno

MINUTES

1. Call to Order

Chairman of the Board Paul Whitescarver called the meeting to order at 12:02pm.

2. Approval of minutes of the March 18, 2025 Regular Meeting, April 10, 2025 and May 8, 2025 Special Meetings of the Board of Directors

Approval of minutes of the March 18, 2025 Regular Meeting. Motion by Grant Westerson, seconded by John Johnson. So, VOTED with NO opposed and NO abstentions.

The following approvals occurred after public comment.

Approval of minutes of the April 10, 2025 and the May 8, 2025 Special Meetings. Motion by Grant Westerson, seconded by John Johnson. So, VOTED with NO opposed and abstentions by Tom Patton and Kimberly Lesay for the April 10, 2025 meeting, and abstentions by David Kooris and Tom Gill for the May 8, 2025 meeting.

3. **Public Comment**

(Begins at 1:30 of the audio recording)

Public comment made by Kevin Blacker.

4. **Finance Committee Update**

(Begins at 7:24 of the audio recording)

Finance Committee Co-Chair David Kooris noted that the Committee met that morning and reviewed financials for the current fiscal year and the proposed budget for next fiscal year. He noted the Committee acted on moving to a quarterly meeting schedule instead of a monthly meeting schedule to align with the reporting and budget modification cycle, noting that there is not enough variance from month to month to justify monthly meetings. He noted that the June meeting will be held as scheduled, with the meeting in July to be the first quarterly meeting for Fiscal Year 2026.

Motion to approve the Finance Committee schedule made by David Kooris, seconded by John Johnson. So, VOTED with NO opposed and NO abstentions.

(a) Hear and act on a recommendation to approve the Proposed Budget for Fiscal Year 2026

David Kooris provided a summary of the discussion that took place at the Finance Committee meeting regarding the proposed budget for Fiscal Year 2026. He noted that the budget is similar to this year's budget with changes including an increase to salaries and benefits commensurate with the hiring of the new Community Liaison position as well as the hiring of Interns, an increase to marketing and development, and a modest increase to travel and mileage expenses associated with conference attendance and anticipated Community Liaison travel around the State. He noted that those increases are largely offset by decreases in the legal and contractual consultant lines, and that it is an approximately \$300K increase year-over-year when taken with a slightly lower projection in assessable revenue, resulting in a net projected surplus at year's end of \$800K. CPA Executive Director Michael O'Connor noted the Annual Plan of Operation which was provided to accompany the proposed budget. He provided an overview of the plan and noted that it outlines revenue streams, communications and marketing efforts, staffing and projects for the upcoming fiscal year. Finance Committee Co-Chair Tom Patton noted that the total cash consumption presumed with this budget is approximately \$140K against an excess of \$5M cash balance that the Authority is carrying. There was discussion regarding budget related to communications and marketing as well as the EPA grant project. David Kooris noted that the Finance Committee voted unanimously to recommend the budget as projected.

Motion to approve the proposed budget for Fiscal Year 2026 made by John Johnson, seconded by Grant Westerson. So, VOTED with NO opposed and an abstention by Dave Pohorylo.

5. **Human Resources Committee Update**

(Begins at 17:45 of the audio recording)

(a) Schedule of Positions and Total Staffing Levels

Human Resources Committee Co-Chair Brian Thompson noted that the Committee met on April 15, 2025 and considered two Schedule of Positions and Total Staffing Levels including one for the current fiscal year that had not yet been adopted and one for the upcoming fiscal year. Michael O'Connor noted the schedule for the current fiscal year contains current staffing levels and that the schedule for next fiscal year includes updated

salary ranges for all positions and the addition of a new position of Community Liaison. He provided additional information regarding the Community Liaison position and the Maritime Development Manager position.

Paul Whitescarver introduced the item.

i. Hear and act on a recommendation to approve the Schedule of Positions and Total Staffing Levels for the Fiscal Year ending June 30, 2025

Motion to approve the Schedule of Positions and Total Staffing Levels for the Fiscal Year ending June 30, 2025 made by John Johnson, seconded by Gaffney Feskoe. So, VOTED with Dave Pohorylo opposed and no abstentions.

ii. Hear and act on a recommendation to approve the Schedule of Positions and Total Staffing Levels for the Fiscal Year ending June 30, 2026

Motion to approve the Schedule of Positions and Total Staffing Levels for the Fiscal Year ending June 30, 2026 made by John Johnson, seconded by Grant Westerson.

David Kooris asked how salary ranges relate to budget, and Finance Director Fayola Haynes noted that it was an assessment based on DAS salary ranges. Dave Pohorylo noted the concerns he has voiced over the years regarding the Authority not doing a good job promoting business in our ports to bring more business into the State and out of the State by water and noted that he thinks it is a mistake to add a Community Liaison at this point. Paul Whitescarver noted his disagreement and noted that Michael O'Connor has been meeting with those involved with promoting our deepwater ports and that he will discuss those details during the Executive Director update.

So, VOTED with Dave Pohorylo opposed and no abstentions.

6. Executive Director Update

(Begins at 28:50 of the audio recording)

Michael O'Connor's update included: communications and marketing; CBIA weekly calls and discussions; discussions regarding the Buckeye facility and home heating oil and fueling. He provided updates from the Connecticut Pilot Commission meetings including pilots and ship traffic, dredging and New Haven Harbor, apprentice pilot in training, licensure of Captain Robert McCollom who completed his apprentice training, U.S. Coast Guard notice of buoy replacements and the concerns raised by pilots, and that the Authority plans to submit feedback to the U.S. Coast Guard during the notice period. He noted the intent to gather data on the size of the maritime economy in Connecticut. He provided additional updates on the closeout of the New London State Pier project; maintenance dredging and widening of the channel in New Haven Harbor; study with U.S. Army Corps of Engineers for dredged material management; Bridgeport and Black Rock Harbor design work and dredging. He provided an update on the Small Harbor Improvement Projects Program (SHIPP) and noted that Round 4 funding was approved by the Bond Commission in April and recipients have been notified, coordination with municipalities who previously received SHIPP grants regarding work remaining on their projects, and legislation regarding SHIPP funding. He noted that fence modifications at State Pier are underway. He provided an overview of meetings and events that he attended including CMA shipping and continued contacts from the conference, Oceanic Network IPF conference, meeting with McAllister, the AASHTO Conference which Gaffney Feskoe attended regarding Connecticut freight and trucking, and a boat tour for their waterway and freight committees with Cross Sound Ferry during which they were able to view operations at State Pier. He noted that he will attend the North Atlantic Ports Association meeting in June. He noted additional meetings with Senators regarding updates on dredging; as well as meetings with businesses such as Enstructure, Patriot Marine, Docko, McAllister, Triton Environmental, Cashman and Buckeye. He noted his attendance at Harbor Commission meetings in Stonington, Waterford and Old Saybrook. He also noted his visit with Riverfront Recapture, participation in CMTA Industry Day, visit with the Executive Director at CT Airport Authority, and meetings with Governor Lamont, DOT

Commissioner Eucalitto, and DESPP Commissioner Higgins. He noted contact from a shipping company interested in RoRo in Connecticut. He noted that he has been added to U.S. Senator Murphy's Transportation Regional Priority Council. He also noted the requested ad hoc Strategy Committee; RFQ IT Services; and PIDP opportunities with support from Paul O. Robertson, Rob Hotaling and Commissioner Boughton.

Kristin Urbach provided an update from the AASHTO transportation meeting and the Oceanic Network IPF Conference. Michael O'Connor noted weight limits for trucks on Connecticut roadways. Paul Whitescarver noted the ad hoc Strategy Committee including Paul O. Robertson, Kristin Urbach and Gaffney Feskoe and asked if there was additional interest. Doug Dalena joined the meeting.

7. Grant Updates

(Begins at 56:13 of the audio recording)

Paul Whitescarver noted that these items were discussed during the Executive Director update.

(a) Small Harbor Improvement Projects Program (SHIPPP)

(b) EPA Clean Ports Program – New London State Pier Shore Power Project

Michael O'Connor noted that Moffatt & Nichol was selected as the engineering firm for the project and that they will be working on procurement specs for the equipment. He noted mid-June is anticipated for the equipment procurement and that delivery date and cost will be important factors. Paul Whitescarver noted that the Authority has been drawing down on the federal grant.

8. Executive Session pursuant to Section 1-210(b)(4) of the General Statutes of Connecticut, for the purpose of discussing CTSP close out actions involving the CMR.

(Begins at 58:25 of the audio recording)

Paul Whitescarver certified that the public interest in the disclosure of the discussion of the Connecticut State Pier closeout actions involving the construction manager-at-risk is outweighed by the public interest in the confidentiality of the same.

Motion by John Johnson seconded by Grant Westerson, NO opposed.

Paul Whitescarver invited Michael O'Connor, Jill Dowling-Moreno, and Fayola Haynes into the Executive Session.

9. Old Business

None

10. New Business

None

11. Adjournment

(Begins at 59:18 of the audio recording)

Motion to adjourn made by Grant Westerson seconded by John Johnson. Meeting adjourned at 1:32pm.