



NOTICE OF
REGULAR MEETING OF
CONNECTICUT PORT AUTHORITY
HUMAN RESOURCES COMMITTEE

Date: Tuesday, January 20, 2026

Time: 11:00 AM

**Location: Connecticut Port Authority
455 Boston Post Road, 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/>*

Committee Attendance

HR Committee: Co-Chair John Johnson; Co-Chair Gaffney Feskoe; David Pohorylo; Paul O. Robertson; Brian Thompson; Kristin Urbach; Grant Westerson; Paul Whitescarver

Absent: Felix Reyes

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

DRAFT MINUTES

1. Call to Order

Co-Chair John Johnson called the meeting to order at 11:00am.

2. Approval of October 21, 2025 Human Resources Committee Meeting Minutes

Motion by Grant Westerson, seconded by Gaffney Feskoe. So, VOTED with NO opposed and NO abstentions.

3. Public Comment

None

4. Quarterly Personnel Status Report to the Office of Fiscal Analysis (OFA)

(Begins at 2:06 of the audio recording)

Michael O'Connor noted that Paul O. Robertson and Brian Thompson joined the meeting. He provided an overview of the Quarterly Personnel Status Report noting that there are 5.5 employees with 0 positions filled or vacated by the end of the quarter, and 1 position estimated to be filled by end of the fiscal year. John Johnson asked about the .5 and Michael O'Connor

noted that Fiscal Administrative Assistant Laurie Epler is part-time and currently working 20 hours per week.

Motion to recommend approval of the quarterly report made by Grant Westerson, seconded by Gaffney Feskoe. So, VOTED with NO opposed and NO abstentions.

5. **Staffing**

(Begins at 4:34 of the audio recording)

(a) Schedule of Positions and Total Staffing Levels FY 2026

Michael O'Connor provided a summary of proposed changes to the Schedule of Positions and Total Staffing Levels including updates to the Maritime Development Manager position with infrastructure and project management duties moved out of the position and into the description for a new position of Project Manager. He provided additional details for the Project Manager position and noted that the position would be responsible for managing infrastructure improvement projects, and sourcing and management of federal and state grants. He noted that it is anticipated that Pier 7 would be the initial project the position would oversee. He noted that budgeting for this position would be reflected in the budget presentation being developed for next fiscal year. Gaffney Feskoe asked if the Authority anticipates taking on more projects over time and Michael O'Connor noted that with the addition of the Project Manager position that could be possible. John Johnson asked for a status update on Pier 7 and Michael O'Connor noted the proposed MOU and upcoming meetings with DEEP. There was additional discussion regarding the MOU, rehabilitation of Pier 7, shore power, Navy vessel size and calls, and the CT Maritime Heritage Festival.

Paul Whitescarver requested a change to the Project Manager position description Minimum Qualifications to put Civil Engineering or Marine Engineering right after "Bachelor's Degree in...". Kristin Urbach requested a change to the Maritime Development Manager position description to leave the "Demonstrated experience in project management, including planning, budgeting, and implementation" under Minimum Qualifications. Michael O'Connor noted those changes.

Motion to recommend the Schedule of Positions to the Board made by Grant Westerson, seconded by Gaffney Feskoe. So, VOTED with NO opposed and NO abstentions.

6. **Old Business**

None

7. **New Business**

(Begins at 16:44 of the audio recording)

Paul Whitescarver requested the employee performance evaluation for Michael O'Connor. Michael O'Connor noted he would provide that.

8. **Adjournment**

(Begins at 17:13 of the audio recording)

Motion to adjourn made by Gaffney Feskoe, seconded by Grant Westerson. Meeting adjourned at 11:17am.