**NEW HAVEN PORT AUTHORITY**

**MINUTES**

**#185**

**REGULAR MEETING – January 12, 2023**

This was an entirely remote meeting.

Chairman Fabiani called the Regular Meeting #185 of the New Haven Port Authority (NHPA) to order at 5:05 p.m.

Commissioners Present: Nick Fabiani, Chair; Sal Punzo, Vice-Chair; Gene Harris, Secretary: Tom Cavaliere, Treasurer; Katharine Goodbody; Giovanni Zinn\*

Staff Present: Sally Kruse

Counsel: Carolyn Kone - Brenner, Saltzman & Wallman, LLP

Public: Nora Grace-Flood, New Haven Independent\*\*

**AGENDA**

**MINUTES**

**1. Approval of the Minutes of the Special Meeting held on December 8, 2022**. No comments were provided. Upon a motion by Commissioner Harris, seconded by Commissioner Punzo, the Board approved unanimously the Minutes of the December 8, 2022 Special Meeting.

**FINANCIAL REPORT**

**2. Review of Bank Statements and Reconciliations for December 31, 2022 (all accounts). 3. Balance Sheet and Profit and Loss Statement for period ending December 31, 2022 (all accounts)**. Commissioner Cavaliere reviewed the relevant reconciliations, Balance Sheets, and Profit and Loss Statements, noting expenditure for environmental assessments in December 2022, and weak interest collection from Money Market account as compared to STIF account. Upon a motion by Commissioner Fabiani, seconded by Commissioner Punzo, the Board approved unanimously the financial reports.

**4. Expenditures requiring Board approval.** – There were four expenditures above $1,500.00 during December 2022, of which two were exempt under Article X of the Procurement Policy (legal fees and accountant services). In addition, the accountant services for the Financial Audit had been approved by the Board in June 2022. There were two expenditures requiring Board approval for insurance renewals (Management Liability and General Liability). A fifth check in excess of $1,500.00 was written to the Treasurer of the City of New Haven but does not represent an expenditure. It was written to return funds that had been incorrectly deposited in the NHPA account. After discussion of the insurance renewal fees, Commissioner Goodbody moved to approve the insurance expenditures. Commissioner Fabiani seconded the motion, which was passed by unanimous vote of all commissioners present at the meeting.

\*Commissioner Zinn joined the meeting at 5:16 pm.

**UPDATES**

Connecticut Maritime Coalition (CMC) – No CMC meeting was held in December 2022. The Executive Director (ED) reported on vessel traffic into the port of New Haven for 2022.

Connecticut Port Authority (CPA) – ED reported that the CPA had received the money and entered into a memorandum of understanding (MOU) with Army Corps of Engineers for the next phase of the New Haven Harbor Channel Deepening Project. The ED also reported that the CPA would like to have an in-person meeting in New Haven in February 2023 and are looking for a location.

ACOE – Channel Deepening Project – The Army Corps of Engineers (ACOE) is in the design phase of the project. No specific update provided.

New Haven Marine Group/New Haven Harbor Co-Op – CT DOT and its contractor presented their plan for the Tomlinson Bridge rehabilitation/maintenance project at the January 2023 Co-Op meeting.

**OLD BUSINESS**

**5. Parcels 1, 4, 5, 6** – Discussion deferred to Executive Session

**6. Money Management Planning –** A discussion was held regarding the advisability of moving all money market funds into the STIF account during the transition from Citizens Bank to New Haven Bank and maintenance of approximately 6 months expenses in the new checking account. Maintaining 3 months expenses in checking was discussed as an alternative. The discussion concluded with the suggestion to research costs (potential fees), speed, and ease of transferring money between a checking account and the STIF account.

**NEW BUSINESS**

**7. Insurance Procurement –** No further discussion held at this time.

**8. Discrimination and Harassment –** After discussion, Commissioner Fabiani moved to accept the Discrimination and Harassment Policy. Commissioner Goodbody seconded the motion, and it was approved by unanimous vote of all commissioners present at the meeting.

**PUBLIC COMMENT -** None

**EXECUTIVE DIRECTOR’S REPORT –** Executive Director stated that most items had been covered previously in the meeting.

**EXECUTIVE SESSION**

Commissioner Fabiani moved to go into Executive Session with all commissioners, Carolyn Kone, and Sally Kruse to discuss the items below on the agenda. The motion was seconded by Commissioner Goodbody and upon a unanimous vote by all commissioners present at the meeting, the Board moved into executive session at 5:36 p.m.

\*\*Ms. Grace-Flood left the meeting before the Board moved into Executive Session.

**11. To discuss strategy and negotiations regarding pending litigation to which the New Haven Port Authority is a party.**

**12. Discuss Acquisition of Properties under CGS 1-200(B)(6)(D) (Selection of site or purchase of property when publicity would adversely impact purchase price.**

\*Commissioner Zinn left the meeting at 5:46 pm.

The Board came out of Executive Session at 6:00 pm.

Commissioner Fabiani moved to approve the expenditure of $8,000 for a second appraisal of the parcel discussed under Item #12 above. Commissioner Harris seconded the motion, which was passed by unanimous vote of all commissioners present at the meeting.

Commissioner Fabiani moved to approve the survey of the parcel discussed under Item #12 above. Commissioner Harris seconded the motion, which was passed by unanimous vote of all commissioners present at the meeting.

Commissioner Fabiani moved to approve the confidentiality agreement with Colony Hardware owners. Commissioner Goodbody seconded the motion, which was passed by unanimous vote of all commissioners present at the meeting.

**ADJOURNMENT –** Upon a motionbyCommissioner Fabiani to adjourn, seconded by Commissioner Punzo, and approved by unanimous vote of all commissioners present at the meeting, the meeting was adjourned at 6:08 p.m.