

**NEW HAVEN PORT AUTHORITY
MINUTES
SPECIAL MEETING - January 13, 2022**

This was an entirely remote meeting.

Chairman Abbagnaro called the Special Meeting of the New Haven Port Authority to order at 5:34 PM.

Commissioners Present: John Abbagnaro, Chair, Patricia Drax, Treasurer, Chuck Mascola, Secretary, Matt Defosses, Joey Wraithwall*

Staff Present: Sally Kruse, Judi Sheiffele

Counsel: Carolyn Kone and Holly Winger, Brenner, Saltzman & Wallman

Accountant: Al Stiewing, T.M. Byxbee

Public: Bill Gash, Connecticut Maritime Coalition, Al Paolillo – CT State Legislature, Sal Punzo – New Haven Board of Alders

AGENDA

REMOTE BOARD MEETINGS UNTIL FURTHER NOTICE

1. Ratification of current remote Special Board Meeting on January 13, 2022. Upon a motion to ratify the current remote Board meeting by Commissioner Drax, seconded by Commissioner Mascola, ratification of the remote Special Board meeting was unanimously approved by all Commissioners present.

2. Authorization for future remote meetings. Upon a motion to authorize future remote Board meetings by Commissioner Defosses, seconded by Commissioner Mascola, future remote Board meetings were authorized by unanimous vote of all Commissioners present.

MINUTES

3. Approval of the Minutes of the Regular Meeting held on December 2, 2021 Upon a motion to approve the minutes of the December 2, 2021 Regular Board meeting by Commissioner Mascola, seconded by Commissioner Defosses, the minutes were approved by unanimous vote of all Commissioners present.

FINANCIAL REPORT

4. Balance Sheet and Profit and Loss Statement for period ending November 30, 2021 and December 31, 2021. 5. Review of Bank Statements and Reconciliations for November 2021 and December 2021. Treasurer Drax reported that the reconciliations were in good order, the balance sheet was clean and there were no problems with the profit and loss statements. Treasurer Drax noted that State has switched banks for the STIF funds and that paperwork required in response to that change is in progress. Upon a motion to accept the Financial Report by Commissioner Defosses, seconded by Commissioner Mascola, the Financial Report was accepted by unanimous vote of all Commissioners present.

UPDATES

Connecticut Maritime Coalition - Bill Gash reported that the vessel report for 2021 was complete and indicated increased shipping into the Port of New Haven. Mr. Gash also reported that the in response to a request by the CT Licensed Pilots, CT Pilot Commission has been recruiting and hiring apprentice licensed pilots to counteract losses due to attrition and to support increased vessel traffic.

Connecticut Port Authority – Judi Sheffele reported that the CPA had received the Federal Permits necessary to begin the State Pier dredging project.

ACOE – Channel Deepening Project - Ms. Sheffele reported on a meeting held with Congresswoman Rosa DeLauro and her staff on December 21, 2021 regarding the status of the ACOE's Chief's Report, specifically that the Office of Management and Budget has not yet returned the Chief's Report to the ACOE with a statement that the project is consistent with Federal policy and the guidelines set down by the President. In the discussion, Ms. DeLauro expressed that her office will attempt to move that along, but also stated that she is seeking to get full funding for the entire project in the upcoming appropriations bill, rather than funding only for the next stage which is planning and design. Additionally, the Federal budget has \$400,000.00 for maintenance dredging that should be done prior to channel deepening. Maintenance dredging will be entirely Federally funded.

New Haven Marine Group - Ms. Kruse reported on the December meeting of the New Haven Marine Group and further that the New Haven Harbor Co-Operative meeting held on January 12, 2022 had featured the Connecticut Department of Transportation's (CDOT's) Statewide Freight Plan Update.

OLD BUSINESS

6. Environment Testing of 135 Fulton Terrace & 34 Edgemere Street. The Phase 2 Environmental Report was received in January 2022. Ms. Kruse and Ms. Winger gave a brief overview of the results. Ms. Sheffele reported that Ron Esposito will decide whether he wishes to proceed with purchase of the property from the NHPA.

7. Amended license agreement between New Haven Port Authority and Petroleum Terminals for Parcels D and E. Ms. Kruse reported that the license agreement between the NHPA and Petroleum Terminals for Parcels D and E had been amended to include the effective date of March 1, 2021 and remove language referring to a time period prior to the effective date. This amended license has been signed by both parties and executed.

NEW BUSINESS

8. Authorization to renew General Liability Insurance Policy. The General Liability Insurance Policy includes an extra cost due to the requirement to cover the CDOT as an additional insured for entrance onto Parcels 1,4,5, and 6 for environmental testing. Upon a motion by Commissioner Drax, seconded by Commissioner Mascola, renewal of General Liability Insurance Policy was authorized by unanimous vote of all Commissioners present.

9. Gateway Terminal request to CDOT for Temporary Right of Entry onto Parcel 4. Gateway Terminal had requested immediate access to Parcel 4 at this time for laydown space but had been told that CDOT

could not entertain interim use of the property until plan for disposition of the property is in place with the NHPA. NHPA's consultant has initiated Phase 1 investigation of Parcels 1,4,5, and 6.

10. Presentation of Financial Audit by T.M. Byxbee. Mr. Stiewing of T.M. Byxbee presented the Financial Audit for July 2020-June 2021 Fiscal Year. Mr. Stiewing suggested that an agenda item be added to Regular Board meetings for approval of expenditures as required by the Procurement Policy. Mr. Stiewing advised that Board designate \$50,000.00 of unrestricted net position as restricted for major expenditures and grant-related cost-sharing contributions. Upon a motion by Commissioner Defosses, seconded by Commissioner Mascola the change in net position allocation was approved by unanimous vote of all Commissioners present.

A modification to the language of the draft audit report was proposed to clarify that the restricted funds include those needed for grant-related cost sharing contributions. Upon a motion by Commissioner Drax, seconded by Commissioner Defosses, the financial audit was accepted with the proposed language change by unanimous vote of all Commissioners present.

11. Authorization for continued service by Judith Sheiffele as required - Upon a motion by Commissioner Mascola, seconded by Commissioner Drax, continued service by Judi Sheiffele on an as-needed basis was authorized by unanimous vote of all Commissioners present.

12. Authorization for Single Audit by Visconti and Associates - The Single Audit contract had been authorized by the Board in August 2021, but the language had been changed at counsel's request to remove language in which the NHPA indemnified Visconti and Associates.

PUBLIC COMMENT

EXECUTIVE DIRECTOR'S REPORT

1. Ms. Kruse discussed the development of an Operations Manual with the added concept of project Fact Sheets.
2. Drafting of a Request for Qualifications for an Update to the Strategic Land Use Plan and development of a Port Master Plan.

EXECUTIVE SESSION Upon a motion by Commissioner Mascola, seconded by Commissioner Wraithwall, the Board (with Ms. Kruse, Ms. Sheiffele, Ms. Kone, Mr. Paolillo and Mr. Punzo) moved into Executive Session at 6:53 pm.

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

*Commissioner Wraithwall left the meeting at 7:00 pm.

The Board moved out of Executive Session at 7:12 pm

ADJOURNMENT - upon a motion by Commissioner Drax, seconded by Commissioner Mascola, the meeting was adjourned at 7:14 pm (Commissioners Abbagnaro, Drax, Defosses and Mascola voting aye).