**NEW HAVEN PORT AUTHORITY**

**MINUTES**

**REGULAR MEETING #206**

**MAY 16, 2024**

This was an entirely remote meeting.

Chairman Fabiani called Regular Meeting #206 of the New Haven Port Authority (NHPA) to order at 5:05 p.m.

Commissioners Present: Nick Fabiani, Chair; Tom Cavaliere, Treasurer; Eugene Harris, Secretary; Giovanni Zinn

Staff Present: Sally Kruse

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

Public: Kyle Lisek (Legacy Environmental Services, Inc.) \*; Greg Baribault, (Gateway Terminal)\*; Dustin Nord\*\*

**AGENDA**

**MINUTES**

**1. Approval of the Minutes of the Regular Meeting held on April 18, 2024**. No comments were provided. Upon a motion by Commissioner Harris, seconded by Commissioner Cavaliere, the minutes of the April 18, 2024, Regular Meeting were unanimously approved by all Commissioners present at the meeting.

**2. Approval of the Minutes of the Special Meeting held on May 8, 2024.**  No comments were provided. Upon a motion by Commissioner Harris, seconded by Commissioner Cavaliere, the minutes of the May 8, 2024, Special Meeting were unanimously approved by all Commissioners present at the meeting.

**FINANCIAL REPORT**

**3. Review of Bank Statements and Reconciliations for April 30, 2024 (both accounts). 4. Review of Balance Sheet and Profit and Loss Statement for period ending April 30, 2024**. Commissioner Cavaliere reported that he had reviewed the relevant financial reports and found them in to be good order. He also reported that the Executive Director (ED) had transferred $175,000 from New Haven Bank to the STIF account. Upon a motion by Commissioner Harris, seconded by Commissioner Zinn, the financial report was unanimously approved by all Commissioners present at the meeting.

**5. Expenditures requiring Board approval.** – All expenditures above $1,500.00 during March/April 2024, were either exempt under Article X of the Procurement Policy (Legal) or previously approved by the Board (purchase of the PAD parcels and a downpayment for fencing of Parcel 3). The ED requested approval for the annual American Association of Port Authorities (AAPA) dues, which is $2,140. Upon a motion by Commissioner Cavaliere, seconded by Commissioner Harris, the AAPA dues payment was approved by all Commissioners present at the meeting.

**UPDATES**

Connecticut Maritime Coalition (CMC) – No meeting held since previous Board meeting.

Connecticut Port Authority (CPA) – No meeting held since previous Board meeting.

Army Corps of Engineers (ACOE) – Channel Deepening Project – The geotechnical borings for the project were underway.

New Haven Marine Group/New Haven Harbor Co-Op – CT Dot’s consultant did a presentation on the upcoming Tomlinson Bridge repair project.

**OLD BUSINESS**

**6. EPA Clean Ports Program Zero Emissions Grant Application** **– Statutory Partnership Agreement** – Kyle Lisek of Legacy Environmental Services discussed that they were working on methods for community engagement for the project and would probably need to put project information and some contact information on the NHPA website. The NHPA could be more involved in the community outreach, if desired, and Attorney Kone stated that the Notice of Funding Opportunity stressed port engagement in the community outreach. Attorney Kone discussed the terms of the final partnership agreement between NHPA and Gateway. Upon a motion by Commissioner Harris, seconded by Commissioner Zinn, the Statutory Partnership Agreement was unanimously approved by all Commissioners present at the meeting and Chair Fabiani was authorized to sign all necessary documents to partner for the Grant Application.

\*Mr. Lisek and Mr. Baribault left the meeting at 5:27 p.m. at the end of this discussion and after the vote.

**7. FY 24-25 Draft Budget** – The ED reviewed the changes that she had made to the draft budget presented in May. Upon a motion by Commissioner Cavaliere, seconded by Commissioner Harris, the FY 24-25 budget as presented was unanimously approved by all Commissioners present at the meeting.

**NEW BUSINESS**

**8. FY 23-24 Financial Audit –** After discussion, Commissioner Cavaliere moved to engage T.M. Byxbee to perform the FY 23-24 annual financial audit for the NHPA for the cost of $7,500. Commissioner Harris seconded the motion, which was then approved by unanimous vote of all Commissioners present at the meeting.

**9. Parcel 1 Temporary Right of Entry Extension (TROE) –** Gateway had requested a month-to-month extension of the TROE for Parcel 1 in the event that a new License Agreement for the parcel is not completed by the date on which the TROE terminates. After discussion, the Commissioners recommended a generally positive response, but did not vote to extend the TROE without more information.

**PUBLIC COMMENT -** None

**EXECUTIVE DIRECTOR’S (ED’s) REPORT** – The ED reported that the PIDP grant application had been submitted, that she had been working with the City’s Sustainability ED to get anti-idling signs for the port district and was looking into some way to distribute flyers to drivers in the port area. She also reported that a “Peace Walk” is planned for May 28th following Forbes Avenue and across the Tomlinson Bridge. The port operators and NHPD are aware.

**EXECUTIVE SESSION**

Commissioner Fabiani moved to go into Executive Session with all commissioners, Carolyn Kone, and Sally Kruse to discuss items 10 and 11 on the agenda. The motion was seconded by Commissioner Harris and upon a unanimous vote by all commissioners present at the meeting, the Board moved into executive session at 5:54 p.m.

\*\*Mr. Nord left the meeting at 5:53 p.m. before the Board went into Executive Session.

**10. To 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) with respect to 821 East Shore Parkway and 50 Fulton Terrace.**

**11. To discuss responses to requests for proposals for development of a Strategic Master Plan for the Port of New Haven and responses by the New Haven Port Authority to such requests for proposal.**

The Board came out of Executive Session at 6:10 p.m.

**ADJOURNMENT –** Upon a motionbyCommissioner Cavaliere, seconded by Commissioner Harris, and approved by unanimous vote of all commissioners present at the meeting, the meeting was adjourned at 6:11 p.m.