

MINUTES OF THE SPECIAL MEETING OF THE  
NEW YORK STATE BRIDGE AUTHORITY

HELD AT HEADQUARTERS, HIGHLAND, N.Y. ON  
MAY 4, 2020

---

Business agenda documents/reports are mailed to the Board Members and General Counsel one week prior to the meeting. Board meetings are web cast and are available on-line.

IN ATTENDANCE VIA ZOOM TELECONFERENCE:

BOARD MEMBERS:

Gerentine, Richard A., Chairman  
Higgins, Roger P., Vice Chairman  
Stanton, J. Henry, Commissioner  
Jablonski, Diane, Commissioner  
Dressel, Roderick O., Commissioner

OFFICERS:

Sullivan, Tara, Secretary  
Bushek, Brian, Treasurer  
Whitbeck, Carl G., Counsel

Chairman Gerentine called the meeting to order at 10:31 am. Chairman Gerentine explained that we are holding a Special meeting for the purposes of adopting a single resolution.

NEW BUSSINESS:

1) Executive Management Plan

Chairman Gerentine explained that a resolution was prepared regarding an emergency contingency plan for management reorganization in the event Ms.

Sullivan is unable to perform her duties as Acting Executive Director as a result of the coronavirus pandemic or otherwise. Chairman Gerentine went on to say that the resolution will designate Mr. Bob Russo as second in command and this is effective immediately. Chairman Gerentine called for a motion. On a motion of Commissioner Stanton, seconded by Commissioner Jablonski, the following resolution was adopted unanimously:

NEW YORK STATE BRIDGE AUTHORITY  
BOARD RESOLUTION

Resolution No.: 020-043

Resolution Date: May 4, 2020

WHEREAS, Tara Sullivan, Acting Executive Director for the New York State Bridge Authority (hereinafter "the Authority") has prepared an emergency contingency plan for management reorganization in the event she is unable to perform her duties as Acting Executive Director as a result of the coronavirus pandemic or otherwise; and

WHEREAS, the Authority is required under various executive orders of the Honorable Andrew Cuomo, Governor of the State of New York, to maintain operations, to provide for social distancing and to otherwise manage the Authority with the safety of the people of the State of New York paramount; now therefore

BE IT RESOLVED, that Robert Russo, Director of Administration, shall immediately assume the responsibilities of the Acting Executive Director in the event she is unable to perform her duties as provided by the instructions of the Board and to otherwise implement the emergency action plan for the continued management of the Authority; and

WHEREAS the emergency management plan which is annexed to this Resolution and made a part hereof as if fully set forth herein is hereby adopted and shall be implemented immediately upon Tara Sullivan being unable to perform her duties on behalf of the Authority.

IN WITNESS WHEREOF, this resolution has been duly adopted this 4<sup>th</sup> day of May, 2020.

---

Tara Sullivan, Acting Executive Director

Ms. Sullivan wanted to note that the New York State Bridge Authority toll increase was fully implemented and was a success. Ms. Sullivan also apprised the Board that the Maintenance department will be back full staffed by May 18<sup>th</sup>.

Ms., Sullivan expressed that in order to keep our bridges safe it is essential that they come back. Ms. Sullivan explained that the plan is to have 2 separate teams, 2 separate lunch areas as well as 2 separate break areas to insure a safe and healthy work environment. The Authority has a surplus of PPE's for all staff which includes masks, gloves and hand sanitizer. Ms. Sullivan also explained that Mr. Wright, our Chief Engineer, has composed narratives for the upcoming projects that the Authority plans to move ahead with and explain that the safety aspects are paramount and critical. Ms. Sullivan also thanked the Board of Commissioners for their unanimous support through these unprecedented times. Commissioner Stanton inquired about all employees and hoping that all is staying safe, healthy and sent his kudos and appreciation for all.

This concluded the special meeting. Chairman Gerentine asked for a motion to adjourn the meeting. On a motion of Commissioner Dressel, seconded by Vice Chairman Higgins and approved unanimously, the special meeting adjourned at 10:39 A.M.

The next Regular and Annual Meeting of the Board of Commissioners meeting is scheduled for May 21, 2020 at 3:00 P.M. at Headquarters.