

**MINUTES OF THE
CONNECTICUT AIRPORT AUTHORITY
FINANCE & OPERATIONS COMMITTEE
MONDAY, FEBRUARY 8, 2016, AT 11:30 AM
Bradley International Airport
Administration Conference Room
Windsor Locks, CT**

MEMBERS PRESENT:

Charles Gray, Committee Chair
Brett Browchuk (via telephone)
Scott Guilmartin
Peter McAlpine

STAFF PRESENT BY STATUTE:

Kevin A. Dillon, A.A.E.

STAFF PRESENT:

Michael Shea
Jody Slayton

OTHER BOARD MEMBERS PRESENT:

Karen Jarmoc

MEMBERS ABSENT:

Michael Long

1. Call to Order:

Chairman Gray called the meeting to order at 11:43 a.m. and noted a quorum.

2. Approval of Minutes – January 11, 2016:

Mr. Guilmartin made a motion (Seconded: Mr. McAlpine) to approve the minutes from the January 11, 2016, Finance and Operations Committee Meeting. **Voice Vote – motion passed unanimously.**

3. Discussion Item:

(a) Discussion of Monthly Financial Statements.

Mr. Shea gave an overview of financial performance ending December 31, 2015 for Bradley International Airport and the general aviation airports.

General discussion ensued regarding Aer Lingus, Mass Mutual and UTC, and also advertising, parking revenue, growth in passenger numbers in relation to new service routes, gate availability, and a variance in PFC's.

4. Action Items:

(a) Consideration of and Action Upon Approval of a Term Sheet with PJ Aero, LLC for Airport Development at Waterbury/Oxford Airport.

Mr. Dillon reported on a Term Sheet with PJ Aero, LLC, and reviewed the three phases pertaining to the lease and operating agreement.

Mr. McAlpine made a motion (Seconded: Mr. Guilmartin) to accept and approve the item, and to forward it onto the full Board for approval, **Action Item (a) - Voice Vote – motion passed unanimously.**

(b) Consideration and Action Upon Approval of a Term Sheet with MAG US, LLC for Club Space Development at Bradley International Airport.

Mr. Dillon reported on a Term Sheet with MAG US Lounge Management, LLC (Manchester Airports Group). General discussion ensued regarding membership levels and the existing Admiral's Club.

Mr. McApline made a motion (Seconded: Mr. Guilmartin) to accept and approve the item, and to forward it onto the full Board for approval, **Action Item (c) - Voice Vote – motion passed unanimously.**

(c) Consideration and Action Upon Development and Operation of Club Space at Bradley International Airport.

Action item 4(c) was removed from the agenda.

5. Executive Session:

Mr. Guilmartin made a motion (Seconded: Mr. McAlpine) to go into Executive Session at 12:12 p.m. for the purposes of discussing the Standard Parking Contract (Negotiating Strategy). **Voice vote – motion passed unanimously.**

The Committee came out of Executive Session at 12:56 p.m.

6. Adjournment:

Mr. Guilmartin made a motion (Seconded: Mr. McAlpine) to adjourn the Committee meeting at 12:58 p.m., **Voice vote – motion passed unanimously.**