

**MINUTES OF THE
CONNECTICUT AIRPORT AUTHORITY
BOARD MEETING
MONDAY, MARCH 9, 2015, 1:00 P.M.
BRADLEY INTERNATIONAL AIRPORT – ADMINISTRATION CONFERENCE ROOM
WINDSOR LOCKS, CONNECTICUT**

Members Present:

Robert J. Aaronson
Brett C. Browchuk
Charles R. Gray
J. Scott Guilmartin
Karen M. Jarmoc
Matthew J. Kelly
Michael T. Long, Vice Chair
Commissioner James Redeker
Commissioner Catherine Smith

Staff Present:

Kevin A. Dillon, A.A.E.
Robert J. Bruno
Ron Frost
Barry Pallanck
Ben Parish
Paul Pernerewski
Alex Peterson
Mike Shea
Jody Slayton
Sharon Traficante
Eric N. Waldron, A.A.E., ACE

Members Absent:

Mary Ellen S. Jones, Chair
Peter B. McAlpine (Treasurer's Designee)

Invited Guest:

Nora Richardson, Director, Leigh Fisher

- 1. Call to Order:** Vice Chair Long called the meeting of the Connecticut Airport Authority to order at 1:02 p.m. and noted a quorum.

Vice Chair Long requested that the Board vote to amend the agenda to include a Discussion Item on Let's Go CT.

Comr. Smith made a motion (Seconded: Mr. Kelly) to add a Discussion Item for Let's Go CT at the end of the agenda. **Voice vote – motion passed unanimously.**

- 2. Approval of Minutes – January 20, 2015 Board Meeting:**

Comr. Smith made a motion (Seconded: Ms. Jarmoc) to approve the minutes from the January 20, 2015 Board meeting. **Voice vote – motion passed unanimously.**

- 3. Executive Director's Report:**

PASSENGER NUMBERS – DECEMBER 2014

<u>Airport</u>	<u>December 2014</u>	<u>December 2013</u>	<u>% Increase/Decrease</u>
Bradley	493,177	504,049	- 2.2
TF Green	280,976	303,740	- 7.5
MHT	157,005	177,940	- 11.8
Logan	2,420,784	2,345,162	+ 3.2

PASSENGER NUMBERS – 2014/2013 (JAN-DEC)

<u>Airport</u>	<u>2014</u>	<u>2013</u>	<u>% Increase/Decrease</u>
Bradley	5,875,801	5,420,853	+ 8.4
TF Green	3,566,769	3,803,586	- 6.2
MHT	2,095,674	2,422,102	- 13.5
Logan	31,634,445	30,218,631	+ 4.7

PASSENGER NUMBERS – JANUARY 2015

<u>Airport</u>	<u>January 2015</u>	<u>January 2014</u>	<u>% Increase/Decrease</u>
Bradley	425,729	421,045	+ 1.1
TF Green	243,894	239,812	- 1.7
Logan	2,108,046	2,016,205	+ 4.6

Mr. Dillon provided an update on passenger numbers at Bradley International Airport, which were up 1.1% for January. In calendar year 2014, the airport experienced an increase of 8.4%.

Mr. Dillon reported that in terms of overall route development, he had the opportunity to meet with eleven different carriers in February, including carriers that currently operate at the airport and international carriers.

Mr. Dillon also provided an overview of snow removal, concession development, general aviation development initiatives, marketing efforts, and other operational items.

4. Discussion Items:

(a) Terminal B Demolition Update.

Mr. Bruno provided an update on the demolition of Terminal B.

(b) Elevator Study Update.

Mr. Bruno provided an overview of a recent elevator study.

(c) 2015 Legislative Session Update.

Mr. Dillon provided an overview of the CAA's bill tracking during the current legislative session and Mr. Peterson provided an overview of notable pending legislation.

5. Economic Development Committee Report.

Mr. Guilmartin reported on the Economic Development Committee Meeting that took place earlier in the day and referred the Board to an agenda in their packets for the upcoming 2015 CERC SiteFinder Showcase event scheduled to take place on Thursday, May 28, 2015, at The Sheraton Hotel at Bradley International Airport.

6. Finance and Operations Committee Report.

Mr. Gray reported that the Finance and Operations Committee met earlier that morning and referred the Board to the financial reports in their packets.

Mr. Dillon also reported on a new airline agreement that is being finalized to coincide with the implementation of the new financial system.

Consent Item:

(a) Consideration of and Action Upon Approval to Reallocate Capital Improvement Program Funds for Bradley International Airport.

Mr. Dillon gave an overview of the request reporting that this item is seeking approval to reallocate \$12,343 that was originally designated for the reconstruction of Taxiway's S, U and J at Bradley International Airport. The project was completed by Jacob's Engineering, a ConnDOT on-call consultant, and included costs associated with State personnel to provide project oversight. The Federal Aviation Administration (FAA) grant included approved costs for consultant design, along with a portion of eligible State personnel force account services. The approved Connecticut Airport Authority's share is used to fund the airport share of eligible costs along with ineligible project costs. Based on the final project costs the overall project is under-budget; however, the CAA share has exceeded the approved amount due to State personnel charges exceeding eligible costs. The CAA share has increased by \$12,343 and there is currently funding available in the Capital Plan to cover the costs.

Mr. Aaronson made a motion (Seconded: Mr. Kelly) to accept and approve **Resolution 2015 – 03 – Voice vote – motion passed unanimously.**

7. Executive Session:

Mr. Kelly made a motion (Seconded: Mr. Aaronson) to go into Executive Session at 1:51 p.m. for the purposes of discussing a New Airline Use and Operating Agreement (Negotiating Strategy) and Air Service Development (Airline Recruitment). Mr. Dillon asked Nora Richardson and Mr. Shea to remain. **Voice vote – motion passed unanimously.**

(a) Discussion of a New Airline Use and Operating Agreement (Negotiating Strategy).

(b) Discussion of Air Service Development (Airline Recruitment).

The Board of Directors came out of Executive Session at 2:42 p.m.

8. Consent Item:

(a) Consideration of and Action Upon Approval of a Term Sheet for a New Airline Use and Operating Agreement at Bradley International Airport.

Mr. Kelly made a motion (Seconded: Comr. Smith) to accept and approve **Resolution 2015 – 04 – Voice vote – motion passed unanimously.**

9. Discussion Item:

(a) Let's Go CT.

Commissioner Redeker provided a general overview of the Let's Go CT transportation plan. For more information, please visit: www.transformct.info.

10. Adjournment:

Mr. Guilmartin made a motion (Seconded: Ms. Jarmoc) to adjourn the Board meeting at 3:00 p.m. **Voice vote – motion passed unanimously.**