

**DRAFT MINUTES OF THE
CONNECTICUT AIRPORT AUTHORITY
BOARD MEETING
MONDAY, MAY 9, 2016, 1:00 P.M.
BRADLEY INTERNATIONAL AIRPORT – ADMINISTRATION CONFERENCE ROOM
WINDSOR LOCKS, CONNECTICUT**

Members Present:

Mary Ellen S. Jones, Chair (via telephone)
Robert J. Aaronson
Charles R. Gray (via telephone)
J. Scott Guilmartin
Matthew J. Kelly
Michael T. Long, Vice Chair
Peter B. McAlpine (Treasurer's Designee)
Cheryl Malerba (Commissioner James Redeker's Designee)
Commissioner Catherine Smith

Staff Present:

Kevin A. Dillon, A.A.E.
Robert J. Bruno
Ron Frost
Al Gavelek
Barry Pallanck
Ben Parish
Paul Pernerewski
Alex Peterson
Michael Shea
Jody Slayton
Sharon Traficante

Members Absent:

Brett C. Browchuk
Karen M. Jarmoc

Invited Guest:

Dan O'Donnell, Odonnell Company

1. **Call to Order:** Vice Chair Long called the meeting of the Connecticut Airport Authority to order at 1:00 p.m. and noted a quorum.
2. **Approval of Minutes:**
 - (a) Mr. Kelly made a motion (Seconded: Comr. Smith) to approve the minutes from the April 11, 2016 Board meeting. **Voice vote – motion passed unanimously.**

3. **Executive Director's Report**

Mr. Dillon reported on passenger number reporting issues, new service launches, club space project updates, the annual FAA Part 139 certification, Bradley Airport's 2016 Balchen Post Award for snow removal excellence, terminal enhancements, and an agreement with Ameresco.

Mr. Dillon provided an overview of a potential agreement with International Shoppes, Inc. for duty free sales, the Strategic Plan process, and CAA's collaboration with TSA operations to ensure the efficiency of the security lanes at Bradley Airport, and developments at each of the general aviation airports.

General discussion ensued regarding TSA support and marketing efforts.

4. **Discussion Items:**

(a) **Discussion of Marketing Initiatives.**

Mr. Dillon introduced Dan O'Donnell from the Odonnell Company in order to present on Bradley Airport's marketing initiatives.

General discussion ensued regarding marketing strategy, current campaigns, and social media efforts.

(b) Discussion of 2016 Legislative Session.

Mr. Peterson provided an overview of the 2016 legislative session.

5. Finance and Operations Committee Report:

Mr. Gray reported on the Finance and Operations Committee, which met earlier that morning, and recommended the following items be approved:

Consent Items:

(a) Consideration of and Action Upon Approval to Increase the Fiscal Year 2016 Capital Improvement Program Budget Airfield Category for the Drainage Structure Improvement Project.

Comr. Smith made a motion (Seconded: Mr. Kelly) to accept and approve **CAA Resolution 2016 – 13 – Voice vote – motion passed unanimously.**

(b) Consideration of and Action Upon Approval Upon Fiscal Year 2017 Operating and Capital Budgets - Bradley International Airport.

Mr. Aaronson made a motion (Seconded: Comr. Smith) to accept and approve **CAA Resolution 2016 – 14 – Voice vote – motion passed unanimously.**

(c) Consideration of and Action Upon Approval Upon Fiscal Year 2017 Operating and Capital Budgets – General Aviation Airports.

Mr. Kelly made a motion (Seconded: Mr. McAlpine) to accept and approve **CAA Resolution 2016 – 15 – Voice vote – motion passed unanimously.**

6. Executive Session:

Mr. Guilmartin made a motion (Seconded: Mr. Aaronson) to go into Executive Session at 1:52 p.m. for the purposes of discussing Potential Casino Development (Negotiating Strategy), and Discussion of Air Service Development (Airline Recruitment). Mr. Dillon asked Mr. Bruno, Mr. Pernerewski, Mr. Shea, and Mr. Peterson to remain. **Voice vote – motion passed unanimously.**

(a) Discussion of Potential Casino Development (Negotiating Strategy).

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

The Board of Directors came out of Executive Session at 2:14 p.m.

7. Adjournment:

Mr. McAlpine made a motion (Seconded: Mr. Guilmartin) to adjourn the Board meeting at 2:15 p.m. **Voice vote – motion passed unanimously.**