

**REVISED MINUTES OF THE
CONNECTICUT AIRPORT AUTHORITY
BOARD MEETING
TUESDAY, SEPTEMBER 22, 2015, 10:30 A.M.
BRADLEY INTERNATIONAL AIRPORT – ADMINISTRATION CONFERENCE ROOM
WINDSOR LOCKS, CONNECTICUT**

Members Present:

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

Staff Present:

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

Members Absent:

Brett C. Browchuk
Karen M. Jarmoc

Invited Guests:

Nora Richardson, Leigh Fisher
Jonathan McCredie, Fennick
McCredie Architecture

1. **Call to Order:** Chair Jones called the meeting of the Connecticut Airport Authority to order at 10:30 a.m. and noted a quorum.
2. **Approval of Minutes – August 10, 2015 Board Meeting:**

Mr. Kelly made a motion (Seconded: Mr. McAlpine) to approve the minutes from the August 10, 2015 Board meeting. **Voice vote – motion passed unanimously.**

3. **Executive Director's Report:**

PASSENGER NUMBERS – JULY 2015

<u>Airport</u>	<u>July 2015</u>	<u>July 2014</u>	<u>% Increase/Decrease</u>
Bradley	534,071	539,213	- 1.0
TF Green	340,390	346,416	- 1.7
MHT	197,658	193,876	+2.0
Logan	3,349,835	3,137,087	+ 6.8

PASSENGER NUMBERS – 2015/2014 Year-to-Date (JAN-JUL)

<u>Airport</u>	<u>YTD 2015</u>	<u>YTD 2014</u>	<u>% Increase/Decrease</u>
Bradley	3,457,061	3,411,365	+ 1.3
TF Green	2,032,594	2,061,374	- 1.4
MHT	1,181,625	1,215,163	-2.8
Logan	19,060,269	18,182,735	+ 4.8

Mr. Dillon provided an update on passenger numbers, service alterations, and international and domestic route development initiatives.

Mr. Dillon also reported on potential casino development, Bradley concessions development, future light rail connectivity, drone regulation, and an upcoming triennial drill. Mr. Dillon also gave an update on the TSA Pre-Check Enrollment Center, the LEO Reimbursement Program, an upcoming media story, and development at the general aviation airports.

4. Discussion Items:

(a) Discussion of CFC Capacity Analysis.

Mr. Dillon introduced Nora Richardson from Leigh Fisher in order to present on the CFC capacity analysis. A presentation followed on the CFC rate as a funding source for the transportation center.

5. Finance and Operations Committee Report:

Consent Items:

(a) Consideration of and Action Upon Approval to Reallocate Funds in the General Aviation Capital Improvement Program Budget for Design Services Associated with the Reconstruction of the Runway 18-36 Project at Waterbury-Oxford Airport.

Mr. Guilmartin made a motion (Seconded: Mr. Long) to accept and approve **CAA Resolution 2015 – 23 – Voice vote – motion passed unanimously.**

(b) Consideration and Action Upon Approval of an Easement for the Tennessee Gas Pipeline Company.

Mr. Long made a motion (Seconded: Mr. Guilmartin) to accept and approve **CAA Resolution 2015 – 24 – Voice vote – motion passed unanimously.**

6. Human Resources and Governance Committee Report:

Mr. Aaronson reported that the Human Resources and Governance Committee met on September 11, 2015 and discussed the CAA strategic plan, including the process of developing the strategic plan, suggesting a board retreat, engagement of a core group, utilization of the board portal, and a wrap-up retreat. Chair Jones reported that Mr. Aaronson, Mr. Gray, Vice Chair Long, Mr. Browchuk, and Commissioner Smith have volunteered to be involved in this project. Potential dates for a retreat were discussed.

Mr. Aaronson also reported that the Committee discussed potential 2016 legislative proposals.

7. Economic Development Committee Report:

Mr. Guilmartin reported that the Economic Development Committee met earlier that morning, and he provided an update on development at Danielson Airport.

Mr. Long left the meeting at 12:00 PM.

8. Executive Session:

Mr. Aaronson made a motion (Seconded: Comr. Redeker) to go into Executive Session at 12:01 p.m. for the purposes of discussing Bradley International Airport's Security Checkpoint Study (Security Matter), Discussion of Air Service Development (Airline Recruitment), Discussion of Potential Acquisition of Other Airports (Potential Acquisition of Property), Discussion of Executive Director's Contract (Personnel Matter). Mr. Dillon asked Mr. McCredie from Fennick McCredie Architecture, Mr. Shea, Mr. Bruno, and Mr. Pernerewski to remain. **Voice vote – motion passed unanimously.**

(a) Discussion of Bradley International Airport Security Checkpoint Study (Security Matter).

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

(c) Discussion of Potential Acquisition of Other Airports (Potential Acquisition of Property).

(d) Discussion of Executive Director's Contract (Personnel Matter).

The Board of Directors came out of Executive Session at 1:18 p.m.

9. Consent Item:

(a) Consideration of and Action Upon Executive Director's Contract.

The Board of Directors tabled this item. No action was taken.

10. Action Items:

(a) Consideration of and Action Upon General Aviation Airport Subsidy Plan.

Mr. Aaronson made a motion (Seconded: Mr. McAlpine) to accept and approve a revised **CAA Resolution 2015 – 26 – Voice vote – motion passed unanimously.**

(b) Consideration of and Action Upon Election of the CAA Board Vice Chair and CAA Board Committee Compositions.

Mr. Kelly made a motion (Seconded: Mr. McAlpine) to accept and approve **the election of Mr. Long to Serve as the Vice Chair of the CAA Board of Directors, and approve the CAA Board of Directors Committee structure below. Voice vote – motion passed unanimously.**

1. Charles R. Gray shall serve as the Chair of the Finance and Operations Committee, along with Committee Members J. Scott Guilmartin, Brett C. Browchuk, Michael T. Long, and Peter B. McAlpine.

2. Robert J. Aaronson shall serve as the Chair of the Human Resources and Governance Committee, along with Committee Members Brett C. Browchuk, Commissioner Catherine H. Smith, Michael T. Long, and Mary Ellen S. Jones.
3. J. Scott Guilmartin shall serve as the Chair of the Economic Development Committee, along with Committee Members Commissioner James P. Redeker, Commissioner Catherine H. Smith, Karen M. Jarmoc, and Matthew J. Kelly.
4. Michael T. Long shall serve as the Chair of the Investment Committee, along with Committee Members Executive Director, Kevin A. Dillon, and Director of Administration, Sharon Traficante.

11. Adjournment:

Mr. Kelly made a motion (Seconded: Mr. McAlpine) to adjourn the Board meeting at 1:22 p.m. **Voice vote – motion passed unanimously.**