

**FINAL MINUTES OF THE  
CONNECTICUT AIRPORT AUTHORITY  
FINANCE & OPERATIONS COMMITTEE  
MONDAY, MAY 22, 2017, AT 11:00 AM  
Bradley International Airport - Administration Conference Room  
Windsor Locks, CT**

**MEMBERS PRESENT:**

Brett Browchuk, Committee Chair  
Peter McAlpine  
Commr. Catherine Smith (via telephone)  
Matthew Kelly

**MEMBERS ABSENT:**

Commr. James Redeker

**STAFF PRESENT BY STATUTE:**

Kevin A. Dillon, A.A.E.

**STAFF PRESENT:**

Michael Shea  
Robert Bruno  
Alex Peterson

**1. Call to Order:**

Chairman Browchuk called the meeting to order at 11:02 AM and noted a quorum.

**2. Approval of Minutes – April 10, 2017:**

Mr. Kelly made a motion (Seconded: Mr. McAlpine) to approve the minutes from the April 10, 2017 Finance and Operations Committee Meeting. **Voice Vote – motion passed unanimously.**

**3. Discussion Item:**

**(a) Discussion of Monthly Financial Statements.**

Mr. Shea reported on various noteworthy line items in the financial statements. General discussion ensued regarding variances, transportation network companies, year-over-year comparisons, and budgetary forecasts.

**4. Action Items:**

**(a) Consideration of and Action Upon Approval of Fiscal Year 2018 Operating and Capital Budgets – Bradley International Airport.**

Mr. Dillon provided an overview of a recent airline budget consultation meeting and outlined concerns that the airline representatives raised regarding the law enforcement costs and fringe rates at Bradley International Airport. Mr. Shea provided an overview of major line items. General discussion ensued regarding year-over-year comparisons, airline incentive costs, and the FY18 employee roster. The Committee requested including a footnote on the FY18 employee roster to emphasize that certain FY18 authorized positions will only be filled at Bradley if budgetary conditions necessitate outsourcing the labor at the GA airports.

Commissioner Smith left the meeting at 12:45 PM.

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

**(b) Consideration of and Action Upon Approval of Fiscal Year 2018 Operating and Capital Budgets – General Aviation Airports.**

Mr. Shea provided an overview of major line items, and general discussion ensued regarding the system deficit. Mr. Dillon reported that the CAA is monitoring state budget discussions as they relate to the GA system deficit, and that action may be needed by October 1st if the state's operating subsidy is eliminated and aviation fuel tax funds are not available for use at the GA airports. The Committee requested including a footnote on the FY18 employee roster to emphasize that certain FY18 authorized positions will only be filled at Bradley if budgetary conditions necessitate outsourcing the labor at the GA airports.

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

**(c) Consideration of and Action Upon Approval of a Ground Transportation Center Financial Inducement Resolution.**

Mr. Dillon provided an overview of the item, and recommended that the Committee seek Board approval of the resolution.

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

**5. Adjournment:**

Mr. Kelly made a motion (Seconded: Mr. McAlpine) to adjourn the Committee meeting at 12:55 p.m., **Voice vote – motion passed unanimously.**