

**MINUTES OF THE  
CONNECTICUT AIRPORT AUTHORITY  
FINANCE & OPERATIONS COMMITTEE  
MONDAY, AUGUST 21, 2017, AT 11:00 AM  
Bradley International Airport - Administration Conference Room  
Windsor Locks, CT**

**MEMBERS PRESENT:**

Brett Browchuk, Committee Chair  
Commr. Catherine Smith  
Matthew Kelly  
Peter McAlpine (Treasurer Nappier's  
Designee)  
Cheryl Malerba (Commr. Redeker's  
Designee)

**STAFF PRESENT BY STATUTE:**

Kevin A. Dillon, A.A.E.

**STAFF PRESENT:**

Michael Shea  
Robert Bruno  
Alex Peterson

**1. Call to Order:**

Chair Browchuk called the meeting to order at 11:29 AM and noted a quorum.

**2. Approval of Minutes – May 22, 2017:**

Mr. Kelly made a motion (Seconded: Mr. McAlpine) to approve the minutes from the May 22, 2017 Finance and Operations Committee Meeting. **Voice Vote – motion passed unanimously.**

**3. Discussion Item:**

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

Mr. Shea reported on the unaudited FY17 year-end financial statements for Bradley International Airport, giving an overview of various noteworthy revenue and expense line items. The Committee discussed the performance and impact of the Aer Lingus service.

Mr. Shea also briefed the Committee on the unaudited FY17 year-end financial statements for the CAA's general aviation airport system. General discussion ensued regarding fuel flowage fees, personnel costs, insurance expenses, and revenues generated by the state's aviation fuel tax.

**4. Action Items:**

**(a) Consideration of and Action Upon Approval to Increase the Fiscal Year 2018 Capital Improvement Program Budget Airfield and Planning Study Categories.**

Mr. Dillon summarized the item and recommended that the Committee endorse increasing the Airfield and Planning Study categories in the FY18 Capital Improvement Program budget by utilizing unused funds from the previous year's budget. Mr. Dillon and Mr. Bruno provided information on the particular initiatives that would be funded through this method.

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

**(b) Consideration of and Action Upon Approval to Enter Into an Agreement with AFCO AvPORTS Management LLC for Management, Operation, and Development of the**

**CAA General Aviation Airport System, Subject to Receipt of Aviation Fuel Tax Revenues.**

Mr. Dillon reported on calculations that were developed to show the minimum funding level that the CAA general aviation airport system would need to realize from state aviation fuel tax revenues in order to avoid a system deficit. Mr. Dillon recommended that the Committee approve entering into an agreement with AFCO AvPORTS Management LLC for the management, operation, and development of the system if that minimum funding level is not reached. Committee discussion ensued regarding GA system capital costs, allocation of aviation fuel tax revenues, and Bradley funding.

The Committee chose to table the item with the intent to hold a special committee meeting before the next Board meeting if state budget developments required immediate action.

**5. Adjournment:**

Mr. Kelly made a motion (Seconded: Commr. Smith) to adjourn the Committee meeting at 12:30 PM, **Voice vote – motion passed unanimously.**