

**MINUTES OF THE  
CONNECTICUT AIRPORT AUTHORITY  
BOARD MEETING  
MONDAY, APRIL 11, 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  
Brett C. Browchuk  
Charles R. Gray  
Karen M. Jarmoc  
Matthew J. Kelly (via telephone)  
Michael T. Long, Vice Chair  
Peter B. McAlpine (Treasurer's Designee)  
Commissioner James Redeker  
Commissioner Catherine Smith

**Staff Present:**

Kevin A. Dillon, A.A.E.  
Robert J. Bruno  
Al Gavelek  
Barry Pallanck  
Paul Pernewewski  
Alex Peterson  
Michael Shea  
Jody Slayton  
Sharon Traficante  
Eric Waldron

**Members Absent:**

J. Scott Guilmartin

1. **Call to Order:** Vice Chair Long called the meeting of the Connecticut Airport Authority to order at 1:04 p.m. and noted a quorum.
2. **Approval of Minutes:**
  - (a) Comr. Smith made a motion (Seconded: Mr. Aaronson) to approve the minutes from the February 8, 2016 Board meeting. **Voice vote – motion passed unanimously.**
3. **Executive Director's Report**

**PASSENGER NUMBERS – JANUARY 2016**

<b><u>Airport</u></b>	<b><u>January 2016</u></b>	<b><u>January 2015</u></b>	<b><u>% Increase/Decrease</u></b>
Bradley	429,647	425,729	+ 0.9
PVD	253,488	243,894	+ 3.9
Logan	2,342,969	2,108,046	+ 11.1
MHT	135,587	134,516	+ 0.8

**PASSENGER NUMBERS – FEBRUARY 2016**

<b><u>Airport</u></b>	<b><u>February 2016</u></b>	<b><u>February 2015</u></b>	<b><u>% Increase/Decrease</u></b>
Bradley	424,424	400,119	+ 6.1
PVD	246,978	219,250	+ 12.7
Logan	2,297,530	1,941,426	+ 18.3
MHT	147,649	130,673	+ 13.0

**PASSENGER NUMBERS – 2016/2015 Year-to-Date (JAN-FEB)**

<b><u>Airport</u></b>	<b><u>YTD 2015</u></b>	<b><u>YTD 2014</u></b>	<b><u>% Increase/Decrease</u></b>
Bradley	854,071	825,848	+ 3.4
PVD	500,466	463,144	+ 8.1
Logan	4,640,499	4,049,472	+ 14.6
MHT	283,236	265,189	+ 6.8

Mr. Dillon provided an update on passenger numbers, new service routes, the re-establishment of West Coast service, the new Aer Lingus service commencing on September 28, 2016, and two Aer Lingus receptions held in Springfield and Hartford.

Mr. Dillon also reported on the FAA Reauthorization Bill, TSA operations and the efficiency of the security lanes at Bradley Airport, Sikorsky Memorial Airport, a request from the FAA, a meeting with the FOI Commission, Phase II of the Strategic Plan process, the demolition of Terminal B, the ASIG fuel farm project, TAC Air's construction of a new hangar, the mild winter snow season, the annual FAA Part 139 certification, and an agreement with UBER.

Mr. Dillon reported on an agreement with McDonald's which will bring two new concession services and terminal enhancements. Mr. Dillon provided an overview of partial reimbursement for TSA security costs, a recent FY16 OFA quarterly report, and developments at each of the general aviation airports.

Mr. Dillon noted that Board Members will be required to file their annual financial disclosures by April 30, 2016.

**4. Human Resources and Governance Committee Report.**

Mr. Aaronson provided a report on the committee meeting that took place on Friday, April 8, 2016, noting that the Committee discussed the 2016 legislative strategy and an action item relating to the establishment of a severance program as it relates to non-classified employees.

**Consent Item:**

**(a) Consideration of and Action Upon Establishment of a CAA Severance Program.**

Mr. Aaronson made a motion (Seconded: Comr. Smith) to accept and approve **CAA Resolution 2016 – 6 – Voice vote – motion passed unanimously (to be amended to reflect the severance program will pertain only to unclassified employees.)**

**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 of a Financial Disclosure Request from the Office of the State Comptroller.**

Mr. McAlpine made a motion (Seconded: Mr. Kelly) to accept and approve **CAA Resolution 2016 – 7 – Voice vote – motion passed unanimously.**

- (b) **Consideration of and Action Upon Approval to Add a Parking Lot Project to the Fiscal Year 2016 Capital Improvement Program.**

- (c) **Consideration of and Action Upon Approval to Add the Design and Construction of a Passenger Lounge Club Project to the Fiscal Year 2016 Capital Improvement Program.**

- (d) **Consideration of and Action Upon Approval to Reallocate Funds in the General Aviation Capital Improvement Program Budget to the General Aviation Various Infrastructure Improvement Project.**

- (e) **Consideration of and Action Upon Approval to Reallocate Funds in the Approved Fiscal Year 2016 Capital Improvement Program for Bradley International Airport.**

- (f) **Consideration of and Action Upon Approval of a Term Sheet with Windham Air Services, a Subsidiary of Hartford Jet Center, LLC, at Windham Airport.**

Ms. Jarmoc made a motion (Seconded: Mr. Kelly) to accept and approve **CAA Resolutions 2016 – 8-12 – Voice vote – motions passed unanimously.**

**6. Executive Session:**

Mr. Aaronson made a motion (Seconded: Mr. McAlpine) to go into Executive Session at 1:47 p.m. for the purposes of discussing Potential Casino Development (Negotiating Strategy), Discussion of Strategy and Negotiations with Respect to the Potential Appeal of an FAA Decision Regarding a Runway Project at Waterbury-Oxford Airport (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 Strategy and Negotiations with Respect to the Potential Appeal of an FAA Decision Regarding a Runway Project at Waterbury-Oxford Airport (Negotiating Strategy).**

- (c) **Discussion of Air Service Development (Airline Recruitment).**

The Board of Directors came out of Executive Session at 2:17 p.m.

**7. Adjournment:**

Mr. McAlpine made a motion (Seconded: Comr. Smith) to adjourn the Board meeting at 2:21 p.m. **Voice vote – motion passed unanimously.**