

**MINUTES OF THE  
CONNECTICUT AIRPORT AUTHORITY  
BOARD MEETING  
FRIDAY, MAY 8, 2015, 1:00 P.M.  
BRADLEY INTERNATIONAL AIRPORT – ADMINISTRATION CONFERENCE ROOM  
WINDSOR LOCKS, CONNECTICUT**

**Members Present:**

Mary Ellen S. Jones, Chair  
Robert J. Aaronson  
Brett C. Browchuk  
J. Scott Guilmartin  
Matthew J. Kelly  
Michael T. Long, Vice Chair (joined meeting at 1:45 p.m.)  
Peter B. McAlpine (Treasurer's Designee)

**Members Absent:**

Charles R. Gray  
Karen M. Jarmoc  
Commissioner James Redeker  
Commissioner Catherine Smith

**Staff Present:**

Kevin A. Dillon, A.A.E.  
Robert J. Bruno  
Barry Pallanck  
Ben Parish  
Paul Pernerewski  
Alex Peterson  
Mike Shea  
Jody Slayton  
Sharon Traficante  
Eric N. Waldron, A.A.E., ACE

1. **Call to Order:** Chair Jones called the meeting of the Connecticut Airport Authority to order at 1:05 p.m. and noted a quorum.
2. **Approval of Minutes – April 7, 2015 and April 8, 2015 Board Meetings:**

Mr. Aaronson made a motion (Seconded: Mr. McAlpine) to approve the minutes from the April 7, 2015 and April 8, 2015 Board meetings. **Voice vote – motion passed unanimously with Mr. Kelly recusing from the vote because he was not present at the April 8<sup>th</sup> meeting.**

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

Mr. Dillon reported that both Chair Jones and Comr. Smith have been selected by the Hartford Business Journal as this year's Women in Business 2015. There will be a luncheon to honor them on May 14, 2015 at 11:00 am at the Connecticut Convention Center in Hartford.

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

<b><u>Airport</u></b>	<b><u>2015</u></b>	<b><u>2014</u></b>	<b><u>% Increase/Decrease</u></b>
Bradley	1,345,342	1,326,176	+ 1.4
TF Green	768,578	786,966	- 2.,3
Logan	6,754,186	6,507,531	+ 3.8

## **PASSENGER NUMBERS – MARCH 2015**

<b><u>Airport</u></b>	<b><u>March 2015</u></b>	<b><u>March 2014</u></b>	<b><u>% Increase/Decrease</u></b>
Bradley	519,494	502,497	+ 3.4
TF Green	305,434	314,784	- 3.0
Logan	2,704,714	2,555,815	+ 5.8

Mr. Dillon provided an update on passenger numbers, route development, FAA coordination, a recent Part 139 inspection at Bradley, the Vietnam War 50<sup>th</sup> Anniversary event, branding efforts, and a recent VIP visit at Bradley.

Mr. Dillon recognized General Aviation airport staff Barry Pallanck, Matt Kelly, Kurt Sendlein and the rest of the GA staff who spent many weekends keeping the GA airports open and operating during the numerous winter storm events.

Mr. Dillon reported on the airport's table top review which is scheduled for May 27, 2015 at the Connecticut Fire Academy. There will be approximately 50 airport stakeholders present and it will include a briefing on emergency procedures.

Chair Jones asked for an update on making Bradley a TSA pre-check enrollment site. Mr. Waldron reported that an agreement with TSA is in process and is hopeful that it will be finalized and active in June of this year. Mr. Waldron reported that the CAA is currently working with US Customs on the feasibility of having a mobile Global Entry program at Bradley Airport. Chair Jones asked if the CAA could put out an announcement once this process is complete.

Mr. Dillon also reported on an upcoming fly-in at Groton-New London Airport, CT Air National Guard training, recent GA airport RFIs, and the progress of the CAA's legislative priorities.

Mr. Dillon reported on the power plant that is planned to be built less than a mile from Waterbury-Oxford Airport. It is expected that the Siting Council will make a decision on whether or not the plant should be placed in Oxford at the end of May. The CAA's position is that it will need to first see what the Federal Aviation Administration's (FAA) ruling will be regarding the potential impact to the airport. If there is an impact to the airport approach, then the CAA will strongly oppose the plant. If there isn't an impact regarding the approach to the airport, then the CAA will not object to the plant.

#### **4. Finance and Operations Committee Report.**

Mr. Browchuk reported that the Finance and Operations Committee met earlier that morning and referred the Board to the financial reports in their packets. Mr. Shea provided an overview of the Fiscal Year 2015 financial performance ending March 30, 2015 for both Bradley Airport and the general aviation airports.

## **Consent Items:**

### **(a) Consideration of and Action Upon Approval to Reallocate Capital Improvement Program Funds for Bradley International Airport.**

Mr. Dillon gave an overview of the item reporting that the Authority is seeking to approve the reallocation of funds within the Capital Improvement Program (CIP) for Bradley International Airport. The CAA originally budgeted \$450,000 to complete the design for the new security building at Bradley International Airport. It was completed by Kleinfleder, a ConnDOT on-call consultant, and included costs associated with State personnel to provide project oversight. Based on the final project costs, the CAA share has exceeded the approved amount due to State personnel charges, and the budget has increased by \$14,241 bringing the new total to \$464,241.

Mr. Guilmartin made a motion (Seconded: Mr. Browchuk) to accept and approve **Resolution 2015 – 07 – Voice vote – motion passed unanimously.**

### **(b) Consideration of and Action Upon Fiscal Year 2016 Operating and Capital Budgets – Bradley International Airport.**

Mr. Dillon reported that the Authority is seeking approval of the proposed annual operating and capital budgets of Bradley International Airport within thirty days prior to the beginning of the next ensuing fiscal year. The proposed operating budget for Bradley International Airport reflects debt service coverage of 209.9% which exceeds the level required by the bond indentures.

Mr. Shea provided a summary of the Fiscal Year 2016 Bradley budget which included landing fee revenues, terminal rent, airline revenue share, cost per enplanement, airport parking, airline additions, non-airline revenue, rental cars, concessions, and building rent.

General discussion ensued regarding marketing, airline route development, and Co-Gen electricity rates.

Mr. Bruno reported on the Capital Plan, included the Ground Transportation Center, project to replace the drains on the airfield, vehicles and equipment, planning and studies, building improvements, and other miscellaneous projects.

Mr. Guilmartin made a motion (Seconded: Mr. Browchuk) to accept and approve **Resolution 2015 – 08 – Voice vote – motion passed unanimously.**

### **(c) Consideration of and Action Upon Fiscal Year 2016 Operating and Capital Budgets – General Aviation Airports.**

Mr. Shea provided a summary of the Fiscal Year 2016 General Aviation budget including revenues, expenses, personnel costs, other expenses, security services, administrative costs, repairs and maintenance, environmental and inspection, and fuel costs.

Mr. Browchuk made a motion (Seconded: Mr. Aaronson) to accept and approve **Resolution 2015 – 09 – Voice vote – motion passed unanimously.**

## 5. Executive Session:

Mr. Long made a motion (Seconded: Mr. Aaronson) to go into Executive Session at 1:45 p.m. for the purposes of discussing a Keystone Agreement (Negotiating Strategy), a Potential Casino Development (Potential Lease Negotiating Strategy), Air Service Development (Airline Recruitment), an Atlantic Aviation FBO Assignment (Lease Negotiating Strategy), and Board Strategic Planning Session regarding Funding Issues – General Aviation Airports (Deployment of Security Personnel; Potential Disposal of Airports; Potential Acquisition of Additional Airports; Strategy – Potential Collective Bargaining Negotiations). Mr. Dillon asked Mr. Shea, Mr. Pallanck and Mr. Pernerewski to remain. **Voice vote – motion passed unanimously.**

- (a) **Discussion of a Keystone Agreement (Negotiating Strategy).**
- (b) **Discussion of a Potential Casino Development (Potential Lease Negotiating Strategy).**
- (c) **Discussion of Air Service Development (Airline Recruitment).**
- (d) **Discussion of Atlantic Aviation FBO Assignment (Lease Negotiating Strategy).**
- (e) **Board Strategic Planning Session regarding Funding Issues – General Aviation Airports (Deployment of Security Personnel; Potential Disposal of Airports; Potential Acquisition of Additional Airports; Strategy – Potential Collective Bargaining Negotiations).**

The Board of Directors came out of Executive Session at 3:25 p.m.

## 6. Action Items:

- (a) **Consideration of and Action Upon a Term Sheet with Keystone for Development at Waterbury-Oxford Airport.**

Mr. Kelly made a motion (Seconded: Mr. Long) to accept and approve **Resolution 2015 – 10 – Voice vote – motion passed unanimously.**

- (b) **Consideration of and Action Upon Approval of a Position on Potential Casino Development.**

Mr. Kelly made a motion (Seconded: Mr. Long) to accept and approve **Resolution 2015 – 11 – Voice vote – motion passed unanimously with Mr. Guilmartin abstaining.**

- (c) **Consideration of and Action Upon Funding Issues – General Aviation Airports.**

Mr. Long made a motion (Seconded: Mr. Guilmartin) to accept and approve **Resolution 2015 – 12 – Voice vote – motion passed unanimously with Mr. Kelly recusing from the vote due to a conflict.**

## 7. Adjournment:

Mr. Long made a motion (Seconded: Mr. Guilmartin) to adjourn the Board meeting at 3:30 p.m. **Voice vote – motion passed unanimously.**