

**MINUTES OF THE
CONNECTICUT AIRPORT AUTHORITY
BOARD MEETING
TUESDAY, OCTOBER 27, 2015, 12:00 P.M.
BRADLEY INTERNATIONAL AIRPORT – SHERATON HOTEL
MCLEAN ROOM
WINDSOR LOCKS, CONNECTICUT**

Members Present:

Mary Ellen S. Jones, Chair
Robert J. Aaronson
Brett C. Browchuk
Charles R. Gray
J. Scott Guilmartin
Karen M. Jarmoc
Matthew J. Kelly
Michael T. Long, Vice Chair
Peter B. McAlpine (Treasurer's Designee)
Cheryl Malerba (Commissioner Redeker's Designee)
Commissioner Catherine Smith

Staff Present:

Kevin A. Dillon, A.A.E.
Robert J. Bruno
Ben Parish
Paul Pernerewski
Alex Peterson
Michael Shea
Jody Slayton
Sharon Traficante

Invited Guests:

Stephen Van Beek, ICF
Richard Batty, ICF

Members Absent:

1. **Call to Order:** Chair Jones called the meeting of the Connecticut Airport Authority to order at 12:05 p.m. and noted a quorum.
2. **Approval of Minutes – October 14, 2015 Board Meeting:**

Mr. Kelly made a motion (Seconded: Ms. Malerba) to approve the minutes from the October 14, 2015 Board meeting. **Voice vote – motion passed unanimously.**

3. **Executive Session:**

Mr. Gray made a motion (Seconded: Mr. Kelly) to go into Executive Session at 12:06 p.m. for the purposes of discussing Air Service Development (Airline Recruitment), Potential Casino Development (Negotiating Strategy), and Michell Bradley Concession Agreement (Negotiating Strategy). Mr. Dillon asked the CAA staff to remain. **Voice vote – motion passed unanimously.**

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

(b) Discussion of Potential Casino Development (Negotiating Strategy).

(c) Discussion of Michell Bradley Concession Agreement (Negotiating Strategy).

The Board of Directors came out of Executive Session at 12:58 p.m.

4. **Action Items:**

(a) Consideration of and Action Upon Issuing a Proposal for Potential Casino Development at Bradley International Airport.

Mr. Browchuk made a motion (Seconded: Mr. Aaronson) to accept and approve **CAA Resolution 2015 – 28 – Voice vote – motion passed with seven votes in the affirmative and three abstentions. The votes were cast as follows:**

Yea:

Chair Jones
Mr. Long
Mr. Aaronson
Mr. Gray
Mr. Browchuk
Mr. Guilmartin
Mr. Kelly

Abstain:

Commissioner Smith
Mr. McAlpine
Ms. Malerba

(b) Consideration of and Action Upon Approval to Extend the Mitchell Bradley Concession Agreement at Bradley International Airport.

Comr. Smith made a motion (Seconded: Mr. Kelly) to accept and approve **CAA Resolution 2015 – 29 – Voice vote – motion passed unanimously.**

5. Discussion Item:

(a) Discussion of a New CAA Strategic Plan.

Mr. Van Beek provided a general overview of the CAA strategic plan process, including the structure, schedule, and methodology. Mr. Van Beek reported on a situation analysis that ICF completed for the CAA, including unique qualities that are common to all airports, as well as a SWOT analysis of the CAA's specific airport system.

Mr. Van Beek introduced the concept of an organizational "mission statement" and outlined key concepts identified by the strategic plan design team. There was general discussion regarding the draft mission statements.

Mr. Batty introduced the concept of an organizational "vision statement" and outlined key concepts identified by the strategic plan design team. There was general discussion regarding the draft vision statements.

Mr. Batty and Mr. Van Beek reported on the draft strategic goals and strategic objectives. There was general discussion regarding reorganizing certain strategic objectives, adding new objectives, and identifying potential action plans and other critical success factors.

Mr. Batty outlined the next steps for the strategic plan, including a potential review by external stakeholders and broader input from staff.

6. Adjournment:

Mr. Long made a motion (Seconded: Mr. Aaronson) to adjourn the Board meeting at 3:27 p.m. **Voice vote – motion passed unanimously.**