

**MINUTES OF THE  
CONNECTICUT AIRPORT AUTHORITY  
BOARD MEETING  
MONDAY, APRIL 10, 2017, 1:00 P.M.  
BRADLEY INTERNATIONAL AIRPORT – ADMINISTRATION CONFERENCE ROOM  
WINDSOR LOCKS, CONNECTICUT**

**Members Present:**

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

**Staff Present:**

Kevin A. Dillon, A.A.E.  
Sharon Traficante  
Michael Shea  
Paul Pernerewski  
Ben Parish  
Robert J. Bruno  
Barry Pallanck  
Al Gavelek  
Alisa Sisic  
Alex Peterson

**Members Absent:**

Commr. Catherine Smith  
Karen M. Jarmoc

**Invited Guests:**

Dan O'Donnell, Odonnell Company

1. **Call to Order:** Chair Gray called the meeting of the Connecticut Airport Authority to order at 1:05 p.m. and noted a quorum.
2. **Approval of Minutes:**
  - (a) **February 27, 2017 Board Meeting Minutes.**

Ms. Jones made a motion (Seconded: Mr. Aaronson) to approve the minutes from the February 27, 2017 Board meeting. **Voice vote – motion passed unanimously.**

Mr. Kelly joined the meeting at 1:09 p.m.

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

**PASSENGER NUMBERS – JANUARY 2017**

<b><u>Airport</u></b>	<b><u>January 2017</u></b>	<b><u>January 2016</u></b>	<b><u>% Increase/Decrease</u></b>
Bradley	461,082	434,494	+ 6.1
PVD	250,380	253,488	- 1.2
Logan	2,603,998	2,342,969	+ 11.1
MHT	128,594	135,587	- 5.2

**PASSENGER NUMBERS – FEBRUARY 2017**

<b><u>Airport</u></b>	<b><u>February 2017</u></b>	<b><u>February 2016</u></b>	<b><u>% Increase/Decrease</u></b>
Bradley	437,459	425,504	+ 2.8
PVD	236,582	246,978	- 4.2

Logan	2,369,960	2,297,530	+ 3.2
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**PASSENGER NUMBERS – 2017/2016 Year-to-Date (JAN-FEB)**

<b>Airport</b>	<b>2017</b>	<b>2016</b>	<b>% Increase/Decrease</b>
Bradley	898,541	859,998	+ 4.5
PVD	486,962	500,466	- 2.7
Logan	4,973,958	4,640,499	+ 7.2

Mr. Dillon reported on passenger numbers, recent meetings with Aer Lingus, an initiative to pursue airline service between Bradley and Jamaica, winter operations, the upcoming Part 139 inspection, the elevator construction project at Bradley, potential new advertising space on the elevator construction wall, recent St. Patrick’s Day activities in support of the Aer Lingus service, TSA’s Law Enforcement Officer Reimbursement Program, Brainard Airport obstruction removal public hearings, an upcoming meeting with Hartford Mayor Bronin regarding the obstruction removal project, Hartford Jet Center hangar development at Brainard Airport, hangar development at Groton-New London Airport, and the Atlantic Aviation takeover of Keystone at Waterbury-Oxford Airport. Further discussion ensued regarding the Spirit Air inaugural flight, as well as Logan Airport passenger increases.

**4. Discussion Item:**

**(a) Discussion of Marketing Initiatives.**

Mr. O’Donnell provided an overview of recent marketing initiatives, including business community newsletters, the “Love the Journey” blog, targeted Google ads, and branded interactions on Facebook. Mr. O’Donnell briefed the Board on the strong reception to these initiatives, as well as next steps.

Chair Gray stepped out of the meeting at 1:30 p.m., and Mr. Long assumed the role of Acting Chair.

General discussion ensued regarding Facebook plans and the marketing efforts of competitor airports.

**5. Economic Development Report.**

Mr. Guilmartin reported on a potential travel plaza development at Bradley, cargo development updates, potential new rental car companies, an RFI for food and beverage concessions at Bradley, t-hangar development at Brainard Airport, and hangar development at Groton-New London Airport.

**6. Legislative Committee Report.**

Chair Long reported that the Legislative Committee met on March 8, 2017 and discussed strategy for the legislative session. Mr. Peterson provided an update on the CAA’s legislative proposals and other noteworthy bills.

## 7. Finance and Operations Committee Report:

### Discussion Item:

#### (a) Discussion of Fiscal Year 2018 Operating and Capital Budgets.

Mr. Dillon provided an overview of the budget process, the level of CPE and landing fees at Bradley, and the upcoming airline budget meeting.

Mr. Shea provided an overview of the draft FY 2018 Bradley operating budget, highlighting notable year-to-year variances, personnel costs, the updated position roster, fringe rates, debt service, and rates and charges. General discussion ensued regarding parking revenues, potential federal legislation to increase the PFC cap, off-airport parking agreements, and the Standard Parking agreement. Mr. Bruno provided an overview of the draft FY 2018 Bradley capital budget, highlighting signage, lighting, and baggage handling projects.

Mr. Shea provided an overview of the draft FY 2018 GA airport system operating budget, noting expenses, revenues, and implications of the discussions surrounding the state subsidy level. Mr. Bruno provided an overview of the draft FY 2018 GA airport system capital budget.

### Consent Item:

#### (a) Consideration of and Action Upon Approval to Increase the Fiscal Year 2017 Capital Improvement Program Budget “Building Improvement” Category and “Other” Category.

Mr. Browchuk provided an overview of the reallocation being sought, and recommended that the Board approve the increases to the noted capital improvement program budget categories.

Mr. Browchuk made a motion (Seconded: Mr. Aaronson) to accept and approve **CAA Resolution 2017 – 06 – Voice vote – motion passed unanimously.**

Mr. Gray returned to the meeting at 2:34 p.m. and resumed as Chair.

Mr. Browchuk reported that the Committee chose to defer action on authorizing the Executive Director to enter into an agreement with AFCO AvPORTS Management LLC for the management, operation, and development of the CAA general aviation airport system. Mr. Browchuk reported that the Committee will revisit this issue as the state budget process unfolds.

## 8. Executive Session:

Mr. McAlpine made a motion (Seconded: Mr. Long) to go into Executive Session at 2:40 p.m. for the purposes of discussing the following items. **Voice vote – motion passed unanimously.** Mr. Dillon asked Mr. Pernerewski and Mr. Peterson to remain.

#### (a) Discussion of Air Service Development (Negotiating Strategy Regarding Potential Lease of Property).

#### (b) Discussion of Potential Acquisition of Other Airports (Negotiating Strategy Regarding Potential Acquisition or Lease of Property).

The Board of Directors came out of Executive Session at 3:15 p.m.

**9. Adjournment:**

Mr. Guilmartin made a motion (Seconded: Mr. McAlpine) to adjourn the Board meeting at 3:16 p.m.  
**Voice vote – motion passed unanimously.**