

**MINUTES OF THE  
CONNECTICUT AIRPORT AUTHORITY  
FINANCE & OPERATIONS COMMITTEE  
MONDAY, OCTOBER 16, 2017, 11:00 AM  
BRADLEY INTERNATIONAL AIRPORT – ADMINISTRATION CONFERENCE ROOM  
WINDSOR LOCKS, CONNECTICUT**

**MEMBERS PRESENT:**

Brett Browchuk, Committee Chair  
Commr. Catherine Smith (via conference call)  
Commr. James Redeker  
Matthew Kelly  
Peter McAlpine (Treasurer Nappier's Designee)

**STAFF PRESENT:**

Kevin A. Dillon, A.A.E.  
Michael Shea  
Robert Bruno  
Alex Peterson

**1. Call to Order:**

Chair Browchuk called the meeting to order at 11:01 AM and noted a quorum.

**2. Approval of Minutes:**

**(a) August 21, 2017 Finance and Operations Committee Meeting.**

Mr. Kelly made a motion (Seconded: Mr. McAlpine) to approve the minutes from the August 21, 2017 Finance and Operations Committee Meeting. **Voice Vote – motion passed unanimously.**

**3. Discussion Item:**

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

Mr. Shea reported on Bradley financials year-to-date, noting that most year-over-year variances are related to the timing of expenditures and the fact that it is early in the fiscal year. Mr. Shea also reported on the impact of increasing passenger figures.

Commr. Redeker joined the committee meeting at 11:10 AM.

Mr. Shea also briefed the Board on GA airport system financials. General discussion ensued regarding the status of State budget discussions, GA airport system reserves, and aviation fuel tax revenues.

Mr. Dillon noted that Fitch recently reaffirmed the Bradley airport revenue bond ratings.

Commr. Smith joined the committee meeting at 11:16 AM.

**4. Action Item:**

**(a) Consideration of and Action Upon Approval to Increase the FY 18 Capital Improvement Program Budget “Building Improvement” and “Airfield” Categories.**

Mr. Dillon explained the sources of funds that would be utilized to increase the FY 18 Capital Improvement Program budget, noting that this item would allow the CAA to upfront funds for a variety of PFC-eligible projects. Mr. Bruno updated the Board on the restroom renovation project at Bradley, including discussion of project phasing and design.

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

5. **Executive Session:**

Commr. Redeker made a motion (Seconded: Mr. McAlpine) to go into Executive Session at 11:22 AM for the purposes of discussing the item listed below. **Voice vote – motion passed unanimously with Mr. Kelly recusing himself from the vote and from participating in executive session.** Mr. Dillon asked Mr. Shea and Mr. Peterson to remain.

**(a) Discussion of Response to RFI No. 2017-001, Airport Management, Operation and Development – General Aviation Airport System (AvPORTS).**

The Committee came out of Executive Session at 11:32 AM.

6. **Adjournment:**

Mr. McAlpine made a motion (Seconded: Commr. Redeker) to adjourn the Committee meeting at 11:33 AM. **Voice vote – motion passed unanimously.**