

**DRAFT MINUTES OF THE
CONNECTICUT AIRPORT AUTHORITY
ECONOMIC ASSET DEVELOPMENT COMMITTEE
THURSDAY, JUNE 27, 2019, 10:00 AM
BRADLEY INTERNATIONAL AIRPORT – ADMINISTRATION CONFERENCE ROOM
WINDSOR LOCKS, CONNECTICUT**

MEMBERS PRESENT:

J. Scott Guilmartin, Chair
Peter B. McAlpine (Treas. Wooden's designee, via conf. call)
Matthew J. Kelly (via conf. call)

STAFF PRESENT:

Kevin A. Dillon, A.A.E.
Michael Shea
Theodore Minch
Alex Peterson

MEMBERS ABSENT:

Commissioner David Lehman

1. Call to Order:

Committee Chair Guilmartin called the meeting to order at 10:04 AM.

2. Approval of Minutes:

(a) April 15, 2019 Economic Asset Development Committee Meeting.

Mr. Kelly made a motion (Seconded: Mr. McAlpine) to approve the minutes from the April 15, 2019 Economic Asset Development Committee Meeting with a revision in the Executive Session section changing "Board of Directors" to "Committee." **Voice vote – motion passed unanimously.**

3. Discussion Item:

(a) Discussion of Economic Development Initiatives.

Mr. Dillon provided an overview of recent coordination with the State on potential cargo development at Bradley International Airport. Mr. Minch reported on an effort to do an in-depth analysis of two developable properties at Bradley, updates on a new concession kiosk program at Bradley, recent land development proceedings at Waterbury-Oxford Airport, and the feasibility of solar development at Windham Airport. Discussion ensued regarding the viability of a service plaza development at Bradley.

4. Executive Session:

Mr. McAlpine made a motion (Seconded: Mr. Kelly) to go into Executive Session at 10:36 AM for the purpose of discussing the items listed below. **Voice vote – motion passed unanimously.** Mr. Shea, Mr. Minch, and Mr. Peterson remained.

(a) Discussion of RFI No. 2019-005 Term Sheet (Negotiating Strategy Regarding Potential Acquisition or Lease of Property at Bradley International Airport).

(b) Discussion of Potential Term Sheet (TAC Air, Negotiating Strategy Regarding Potential Acquisition or Lease of Property at Bradley International Airport).

The Committee came out of Executive Session at 10:59 AM.

5. Action Items:

(a) Consideration of and Action Upon Approval of a Term Sheet Related to RFI No. 2019-005 at Bradley International Airport.

Mr. McAlpine made a motion (Seconded: Mr. Kelly) to recommend that the Board approve the term sheet and authorize the Executive Director to negotiate and execute an agreement based substantially upon the term sheet. **Voice vote – motion passed unanimously.**

(b) Consideration of and Action Upon Approval of a New Economic Impact Study.

Mr. Dillon reported that, in light of significant new developments that have taken place since the completion of the CAA's last economic impact study, staff recommends refreshing the study utilizing data that incorporates such new developments. Mr. Dillon reported that this item would reallocate funding within the FY 2018 Capital Improvement Program to fund the completion of a new economic impact study.

Mr. Kelly made a motion (Seconded: Mr. McAlpine) to recommend that the Board approve reallocating funding within the FY 2018 Capital Improvement Program for the purposes of funding a new economic impact study. **Voice vote – motion passed unanimously.**

6. Adjournment:

Mr. Kelly made a motion (Seconded: Mr. McAlpine) to adjourn the Committee meeting at 11:03 AM. **Voice vote – motion passed unanimously.**