

**DRAFT MINUTES OF THE  
CONNECTICUT AIRPORT AUTHORITY  
BOARD MEETING  
WEDNESDAY, NOVEMBER 13, 2019, 2:15 P.M.  
BRADLEY INTERNATIONAL AIRPORT – THIRD FLOOR CONFERENCE ROOM**

**MEMBERS PRESENT:**

Michael T. Long, Vice Chair  
Mary Ellen S. Jones  
Karen M. Jarmoc  
Comr. Joseph Giulietti  
Robert J. Aaronson  
Brett C. Browchuk  
Matthew J. Kelly  
Peter B. McAlpine (Treas. Wooden's Designee)  
Beatriz Gutierrez (Comr. David Lehman's Designee)

**MEMBERS ABSENT:**

Tony Sheridan, Chair  
J. Scott Guilmartin

**STAFF PRESENT:**

Kevin A. Dillon, A.A.E.  
Michael Shea  
Paul Pernerewski  
Ben Parish  
Barry Pallanck  
Teddy Minch  
Alex Peterson

**INVITED GUEST:**

Pam Hill, Plante Moran (via conf.  
call at 3:05 PM)

1. **Call to Order:**

(a) **Welcome Remarks (Tony Sheridan)**

Vice Chair Long called the meeting of the Connecticut Airport Authority Board of Directors to order at 2:19 PM and noted a quorum.

2. **Approval of Minutes:**

(a) **October 25, 2019 Board Meeting.**

Mr. Kelly made a motion (Seconded: Mr. McAlpine) to approve the minutes from the October 25, 2019 Board meeting. **Voice vote – motion passed unanimously.**

3. **Executive Session:**

Mr. Aaronson made a motion (Seconded: Comr. Giulietti) to reorder the agenda and go into Executive Session at 2:20 PM for the purpose of discussing the items listed below. **Voice vote – motion passed unanimously.** Mr. Dillon asked Mr. Shea, Mr. Pernerewski, Mr. Minch, and Mr. Peterson to remain.

- (a) **Discussion of Potential Acquisition of Other Airports (Negotiating Strategy Regarding Potential Acquisition or Lease of Property).**
- (b) **Discussion of Air Service Development (Negotiating Strategy Regarding Potential Acquisition or Lease of Property).**
- (c) **Discussion of TAC Air Term Sheet (Negotiating Strategy Regarding Potential Acquisition or Lease of Property at Bradley International Airport).**
- (d) **Discussion of Potential Litigation – Employee Matters.**

The Board of Directors came out of Executive Session at 3:02 PM.

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

## PASSENGER NUMBERS

<u>Airport</u>	<u>July 2019</u>	<u>July 2018</u>	<u>% Increase/Decrease</u>
Bradley	603,144	621,072	- 2.9
MHT	156,776	170,601	- 8.1
PVD	369,639	406,415	- 9.0

<u>Airport</u>	<u>August 2019</u>	<u>August 2018</u>	<u>% Increase/Decrease</u>
Bradley	606,637	634,753	- 4.4
MHT	162,310	174,666	- 7.1

<u>Airport</u>	<u>September 2019</u>	<u>September 2018</u>	<u>% Increase/Decrease</u>
Bradley	520,470	513,085	+ 1.4
MHT	137,633	141,756	- 2.9

<u>Airport</u>	<u>Jan-Sept 2019</u>	<u>Jan-Sept 2018</u>	<u>% Increase/Decrease</u>
Bradley	5,060,835	4,978,025	+ 1.7
MHT	1,289,148	1,402,041	- 8.1

## CARGO NUMBERS (LBS)

<u>Airport</u>	<u>July 2019</u>	<u>July 2018</u>	<u>% Increase/Decrease</u>
Bradley	31,583,800	21,147,093	+ 49.4
MHT	16,292,557	14,945,541	+ 9.0
PVD	2,228,701	7,625,690	- 70.8

<u>Airport</u>	<u>August 2019</u>	<u>August 2018</u>	<u>% Increase/Decrease</u>
Bradley	33,449,291	28,805,014	+ 16.1
MHT	16,558,075	16,619,487	- 0.4

<u>Airport</u>	<u>September 2019</u>	<u>September 2018</u>	<u>% Increase/Decrease</u>
Bradley	31,822,408	26,639,312	+ 19.5
MHT	14,954,574	14,926,253	+ 0.2

<u>Airport</u>	<u>Jan-Sept 2019</u>	<u>Jan-Sept 2018</u>	<u>% Increase/Decrease</u>
Bradley	266,415,395	204,845,833	+ 30.0
MHT	139,935,582	134,358,122	+ 4.2

Mr. Dillon reported on passenger numbers and cargo figures, as well as recent discussions regarding quasi-public agencies in Connecticut.

### 5. Audit Committee:

#### Discussion Item:

#### **(a) Discussion of Financial Statements (Audit) for Fiscal Year Ending June 30, 2019.**

Ms. Jarmoc reported that the committee met and discussed the FY19 audit results with the audit partner, Plante Moran. Ms. Jarmoc introduced Ms. Hill, who outlined the three audit types that were completed. Ms. Hill reported that the CAA received a clean, unmodified opinion in all three audits. Ms. Hill also addressed new and upcoming standards.

**6. Legislative Committee:**

**Consent Item:**

**(a) Consideration of and Action Upon Approval of 2020 Legislative Proposals.**

Mr. Peterson gave an overview of the CAA's 2020 legislative proposals. Discussion ensued regarding the quasi-public agency system, an upcoming CAA legislative breakfast, and a summary handout for Board members to use with legislators and other public officials.

**7. Action Item:**

**(a) Consideration of and Action Upon Approval of a 2020 Board Meeting Schedule.**

Ms. Jarmoc made a motion (Seconded: Mr. Aaronson) to approve the 2020 board meeting schedule. **Voice vote – motion passed unanimously.**

Ms. Jarmoc made a motion (Seconded: Mr. McAlpine) to approve the 2020 legislative proposals. **Voice vote – motion passed unanimously.**

**8. Economic Asset Development Committee:**

**Consent Item:**

**(a) Consideration of and Action Upon Approval of a Term Sheet with TAC Air for Hangar Development at Bradley International Airport.**

Mr. Shea offered a brief summary of the term sheet.

Mr. McAlpine made a motion (Seconded: Ms. Jarmoc) to approve CAA Resolution 2019-34. **Voice vote – motion passed unanimously.**

**9. Next Board Meeting:**

**(a) Discussion of Agenda Topics.**

Mr. Dillon reported that, in light of other ongoing matters, staff recommended postponing discussion of a potential name change for Bradley International Airport. Mr. Browchuk thanked staff for their efforts in response to the B-17 accident at Bradley Airport.

**10. Adjournment:**

Mr. McAlpine made a motion (Seconded: Mr. Kelly) to adjourn the Board meeting at 3:25 PM. **Voice vote – motion passed unanimously.**