

**MINUTES OF THE
CONNECTICUT AIRPORT AUTHORITY
FINANCE & OPERATIONS COMMITTEE
WEDNESDAY, APRIL 13, 2022, 2:00 PM
BRADLEY INTERNATIONAL AIRPORT – THIRD FLOOR CONFERENCE ROOM
REMOTE OPTIONS AVAILABLE**

COMMITTEE MEMBERS PRESENT:

Mary Ellen S. Jones, Chair
Deputy Commissioner Alexandra Daum
Mishone Donelson

COMMITTEE MEMBER ABSENT:

Treasurer Shawn Wooden

STAFF PRESENT:

Kevin A. Dillon, A.A.E.
Michael Shea
Sharon Traficante
Matthew Stone
Bob Bruno
Alex Peterson

1. Call to Order:

Committee Chair Jones called the meeting to order at 2:09 PM.

2. Approval of Minutes:

- (a) April 22, 2020 Finance and Operations Committee Meeting.**
- (b) September 1, 2020 Finance and Operations Committee Meeting.**
- (c) December 16, 2020 Finance and Operations Committee Meeting.**
- (d) February 23, 2022 Finance and Operations Committee Meeting.**

Mr. Peterson explained a recent issue that arose with 2020 committee meeting minutes.

Mr. Donelson made a motion (Seconded: Chair Jones) to table items 2(a), 2(b), and 2(c), and to approve the draft February 23, 2022 Finance and Operations Committee meeting minutes. **Voice vote – motion passed unanimously with Deputy Commissioner Daum abstaining.**

3. Discussion Item:

- (a) Discussion of Potential FY 22 Budget Line Item Reallocations.**

Mr. Dillon discussed potential FY 22 budget line item reallocations that may require board action.

4. Action Items:

- (a) Consideration of and Action Upon Approval of Fiscal Year 2023 Operating and Capital Budgets – Bradley International Airport.**

Mr. Shea provided an overview of the proposed BDL budget for the upcoming fiscal year and discussion ensued regarding revenues, expenses, cost per enplanement, rates and charges, debt service coverage, the CAA employee roster, and the capital improvement program. Deputy Commissioner Daum made a motion (Seconded: Mr. Donelson) to recommend that the Board approve the fiscal year 2023 operating and capital budgets for Bradley International Airport. **Voice vote – motion passed unanimously.**

- (b) Consideration of and Action Upon Approval of Fiscal Year 2023 Operating and Capital Budgets – General Aviation Airports.**

Mr. Shea provided an overview of the proposed GA budget for the upcoming fiscal year and discussion ensued regarding revenues, expenses, and the capital improvement program. Chair Jones made a motion (Seconded: Deputy Commissioner Daum) to recommend that the Board approve the fiscal year 2023 operating and capital budgets for the general aviation airports. **Voice vote – motion passed unanimously.**

(c) Consideration of and Action Upon Approval of an In-Line Checked Baggage Inspection System Building Project and Passenger Vertical Circulation Project Financial Inducement Resolution.

Mr. Dillon explained the need to approve a financial inducement resolution. Deputy Commissioner Daum made a motion (Seconded: Mr. Donelson) to recommend that the Board approve the in-line checked baggage inspection system building project and passenger vertical circulation project financial inducement resolution. **Voice vote – motion passed unanimously.**

5. Executive Session:

Mr. Donelson made a motion (Seconded: Chair Jones) to go into Executive Session at 3:03 PM for the purpose of discussing the item listed below. **Voice vote – motion passed unanimously.** Mr. Dillon asked Mr. Shea, Ms. Traficante, Mr. Stone, Mr. Bruno, and Mr. Peterson to remain.

(a) Discussion of New Airline Use and Lease Agreement (Negotiating Strategy Regarding Lease of Property).

The Committee came out of Executive Session at 3:10 PM.

6. Action Item:

(a) Consideration of and Action Upon Approval of a Term Sheet for a New Airline Use and Operating Agreement at Bradley International Airport.

Deputy Commissioner Daum made a motion (Seconded: Mr. Donelson) to recommend that the Board approve the term sheet for a new airline use and operating agreement at Bradley International Airport. **Voice vote – motion passed unanimously.**

7. Adjournment:

Mr. Donelson made a motion (Seconded: Deputy Commissioner Daum) to adjourn the meeting at 3:11 PM. **Voice vote – motion passed unanimously.**