

**MINUTES OF THE
CONNECTICUT AIRPORT AUTHORITY
BOARD MEETING
WEDNESDAY, NOVEMBER 16, 2022, 1:00 P.M.
BRADLEY INTERNATIONAL AIRPORT – THIRD FLOOR CONFERENCE ROOM
REMOTE OPTIONS AVAILABLE**

MEMBERS PRESENT:

Tony Sheridan, Chair
Michael T. Long, Vice Chair
Mary Ellen Jones
J. Scott Guilmartin
Joseph Kubic
Mishone Donelson (remote)
Sebastian Lombardi (remote)
Vincent Mauro (remote at 1:04 PM)
Treasurer Shawn Wooden (remote at 1:30 PM)

STAFF PRESENT:

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

MEMBERS ABSENT:

Commissioner Joseph Giuliatti
Commissioner David Lehman

1. Call to Order:

(a) Welcome Remarks (Tony Sheridan)

Chair Sheridan called the meeting to order at 1:01 PM and noted a quorum.

2. Approval of Minutes:

(a) September 14, 2022 Board Meeting.

Ms. Jones made a motion (Seconded: Mr. Guilmartin) to approve the meeting minutes. **Voice vote – motion passed unanimously.**

3. Executive Director's Report.

Mr. Mauro joined the meeting at 1:04 PM.

Mr. Dillon provided a general update to the board.

4. Executive Session:

Ms. Jones made a motion (Seconded: Mr. Long) to go into executive session at 1:18 PM for the purpose of discussing the items 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 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) Consideration of Possible Action Regarding Enforcement of Avigation Easement (Hartford-Brainard Airport).

(d) Discussion of CAA Bylaws (Draft Document; Legal Advice).

Treasurer Wooden joined the meeting at 1:30 PM.

The board of directors came out of executive session at 1:33 PM.

5. **Audit Committee Report.**

Discussion Item:

(a) Discussion of Financial Statements (Audit) for Fiscal Year Ending June 30, 2022.

Mr. Guilmartin reported on the committee's recent meeting and the FY22 audit. Mr. Shea discussed the CAA's cybersecurity safeguards.

6. **Finance and Operations Committee Report.**

Consent Items:

(a) Consideration of and Action Upon Approval to Increase Fiscal Year 2023 Bradley International Airport Capital Improvement Fund "Building Improvement" Category.

Mr. Donelson described the committee's recommendation that the Board approve increasing funding for the vertical circulation project. Mr. Long made a motion (Seconded: Ms. Jones) to approve CAA Resolution 2022-20. **Voice vote – motion passed unanimously.**

(b) Consideration of and Action Upon Approval to Increase the Fiscal Year 2023 CAA Employee Roster.

Mr. Donelson described the committee's recommendation that the Board approve increasing the CAA employee roster. Mr. Long made a motion (Seconded: Mr. Kubic) to approve CAA Resolution 2022-21. **Voice vote – motion passed unanimously.**

7. **Legislative Committee Report.**

Mr. Peterson summarized the committee meeting and outlined the CAA's 2023 legislative proposals.

8. **Action Items:**

(a) Consideration of and Action Upon Approval of 2023 Legislative Proposals.

Mr. Long made a motion (Seconded: Mr. Kubic) to approve CAA Resolution 2022-22. **Voice vote – motion passed unanimously.**

(b) Consideration of and Action Upon Approval of Revisions to the CAA Bylaws.

Mr. Guilmartin made a motion (Seconded: Mr. Long) to approve CAA Resolution 2022-23. **Voice vote – motion passed unanimously.**

(c) Consideration of and Action Upon Approval of a 2023 CAA Board and Committee Meeting Schedule.

Mr. Long made a motion (Seconded: Mr. Guilmartin) to approve CAA Resolution 2022-24. **Voice vote – motion passed unanimously.**

9. **Other Business.**

The board did not discuss other business.

10. Adjournment:

Mr. Kubic made a motion (Seconded: Ms. Jones) to adjourn the board meeting at 1:56 PM. **Voice vote – motion passed unanimously.**