

**DRAFT MINUTES OF THE
CONNECTICUT AIRPORT AUTHORITY
BOARD MEETING
WEDNESDAY, MAY 17, 2023, 1:00 P.M.
BRADLEY INTERNATIONAL AIRPORT – THIRD FLOOR CONFERENCE ROOM
REMOTE OPTIONS AVAILABLE**

MEMBERS PRESENT:

Tony Sheridan, Chair
Michael T. Long, Vice Chair
State Treasurer Erick Russell
Mary Ellen Jones
J. Scott Guilmartin
Mishone Donelson
Sebastian Lombardi
Joseph Kubic

MEMBERS ABSENT:

Commissioner Garrett Eucalitto
Commissioner Alexandra Daum
Vincent Mauro

STAFF PRESENT:

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

INVITED GUEST:

Doug Dalena (Treasurer Russell's
Designee)

1. Call to Order:

(a) Welcome Remarks (Tony Sheridan).

Chair Sheridan called the meeting to order at 1:00 PM and noted a quorum.

New Item.

Ms. Jones made a motion (Seconded: Mr. Long) to add another item to the agenda, Action Item 8(f), Consideration of and Action Upon Approval of an Extension to the Executive Director's Employment Agreement. **Voice vote – motion passed unanimously.**

2. Approval of Minutes:

(a) March 15, 2023 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. Dillon provided a general update to the board.

4. Discussion Item:

(a) Discussion of Groton-New London Airport Improvements.

Mr. Bruno provided a presentation on planned improvements to the Groton-New London Airport.

5. Executive Session:

Ms. Jones made a motion (Seconded: Mr. Long) to go into executive session at 1:25 PM for the purpose of discussing the items listed below. **Voice vote – motion passed unanimously.** Mr. Dillon asked Mr. Shea, Ms. Traficante, Mr. Stone, 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 a Term Sheet with Survival Systems USA Regarding Lease and Development of Property at Groton-New London Airport.
- (d) Discussion of Personnel Matter (Senior Staff Member) (C.G.S. § 1-200(6)(A)).

Mr. Shea, Ms. Traficante, Mr. Stone, and Mr. Peterson departed the executive session at 1:36 PM.

Mr. Dillon departed the executive session at 1:39 PM.

The board of directors came out of executive session at 1:42 PM.

6. Economic Development Committee Report.

Discussion Item:

(a) Discussion of Economic Development Initiatives.

Mr. Guilmartin reported on the committee's recent meeting. Mr. Shea provided an overview of recent developments.

Consent Item:

(a) Consideration of and Action Upon Approval of a Term Sheet with Survival Systems USA Regarding Lease and Development of Property at Groton-New London Airport.

Mr. Guilmartin made a motion (Seconded: Mr. Donelson) to approve CAA Resolution 2023-6. **Voice vote – motion passed unanimously.**

7. Finance and Operations Committee Report.

Discussion Item:

(a) Discussion of Recent Financial Activity.

Mr. Donelson reported on the committee's recent meeting. Mr. Shea provided an overview of budget methodology and other items discussed at the meeting.

8. Action Items:

(a) Consideration of and Action Upon Approval of Fiscal Year 2024 Operating and Capital Budgets – Bradley International Airport.

Ms. Jones made a motion (Seconded: Mr. Long) to approve CAA Resolution 2023-7. **Voice vote – motion passed unanimously.**

(c) Consideration of and Action Upon Approval to Reallocate Fiscal Year 2022 Bradley International Airport Capital Improvement Program "Other" Category Funds to the Fiscal Year 2023 Bradley International Airport Capital Improvement Program "Other" Category.

Mr. Donelson made a motion (Seconded: Ms. Jones) to approve CAA Resolution 2023-9. **Voice vote – motion passed unanimously.**

(b) Consideration of and Action Upon Approval of Fiscal Year 2024 Operating and Capital Budgets – General Aviation Airports.

Mr. Guilmartin made a motion (Seconded: Mr. Lombardi) to approve CAA Resolution 2023-8. **Voice vote – motion passed unanimously.**

(d) Consideration of and Action Upon Granting the Executive Director the Authority to Reallocate Fiscal Year 2023 Bradley International Airport Budget Dollars Between Reporting Line Items.

Mr. Donelson made a motion (Seconded: Treasurer Russell) to approve CAA Resolution 2023-10. **Voice vote – motion passed unanimously.**

(e) Consideration of and Action Upon Granting the Executive Director the Authority to Reallocate Fiscal Year 2023 General Aviation Airport System Budget Dollars Between Reporting Line Items.

Mr. Kubic made a motion (Seconded: Mr. Guilmartin) to approve CAA Resolution 2023-11. **Voice vote – motion passed unanimously.**

(f) Consideration of and Action Upon Approval of an Extension to the Executive Director’s Employment Agreement

Ms. Jones made a motion (Seconded: Mr. Long) that the Board approve delegating authority to the Chair of the Human Resources and Governance Committee to draft, sign, and execute a one-year extension to the executive director’s employment agreement. **Voice vote – motion passed unanimously.**

9. Legislative Committee Report.

Discussion Item:

(a) Discussion of Legislative Session Update.

Mr. Peterson reported on the Connecticut General Assembly’s 2023 legislative session.

10. Human Resources and Governance Committee Report.

Ms. Jones reported that the committee’s work was acted upon earlier at the board meeting.

11. Other Business.

The board did not discuss other business.

12. Adjournment.

Mr. Guilmartin made a motion (Seconded: Mr. Long) to adjourn the board meeting at 2:05 PM. **Voice vote – motion passed unanimously.**