

**DRAFT MINUTES OF THE
CONNECTICUT AIRPORT AUTHORITY
BOARD MEETING
ANNUAL MEETING
WEDNESDAY, SEPTEMBER 20, 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 (at 1:05 PM)
Mary Ellen Jones
J. Scott Guilmartin
Vincent Mauro
Sebastian Lombardi
Doug Dalena (Treasurer designee) (at 1:05 PM)
Commissioner Alexandra Daum (remote, at 1:42 PM)
Deputy Commissioner Laoise King (DOT designee)
(remote, at 1:03 PM)
Mishone Donelson (remote)

STAFF PRESENT:

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

MEMBERS ABSENT:

Joseph Kubic

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) July 19, 2023 Board Meeting.

Mr. Long 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.

Deputy Commissioner King joined the meeting at 1:03 PM.

State Treasurer Russell and Mr. Dalena joined the meeting at 1:05 PM.

4. Discussion Item:

(a) Discussion of Committee Membership.

Chair Sheridan reported that committee memberships will remain unchanged.

5. Action Item:

(a) Consideration of and Action Upon Election of a Connecticut Airport Authority Board of Directors Vice Chair.

Mr. Guilmartin made a motion (Seconded: Ms. Jones) to elect Michael T. Long as the Vice Chair of the Connecticut Airport Authority Board of Directors. **Voice vote – motion passed unanimously.**

6. Discussion Item:

(a) Discussion of Connecticut Port Authority.

Mr. Dillon reported on preliminary discussions with the Office of Policy and Management to potentially merge the Connecticut Airport Authority and Connecticut Port Authority.

7. Executive Session:

Mr. Guilmartin made a motion (Seconded: Mr. Lombardi) to go into executive session at 1:26 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) Discussion of Negotiating Strategy Regarding Potential Lease and Development of Property at Bradley International Airport.

(d) Discussion of Pending Litigation.

Treasurer Russell departed the meeting at 1:27 PM. Mr. Dalena assumed authority on behalf of the Treasurer at 1:27 PM.

Commissioner Daum joined the meeting at 1:42 PM.

The board of directors came out of executive session at 1:59 PM.

8. Economic Asset Development Report.

Mr. Shea provided an overview of recent developments.

9. Audit Committee Report.

Mr. Guilmartin provided an overview of the recent committee meeting.

10. Investment Committee Report.

Mr. Long provided an overview of the recent committee meeting.

Consent Item:

(a) Consideration of and Action Upon Approval of a CAA Investment Policy Statement.

Mr. Long made a motion (Seconded: Mr. Lombardi) to approve CAA Resolution 2023-13. **Voice vote – motion passed unanimously.**

11. Action Items:

(a) Consideration of and Action Upon Approval of Revisions to the Connecticut Airport Authority Operating Procedures.

Ms. Jones made a motion (Seconded: Mr. Guilmartin) to approve CAA Resolution 2023-14. **Voice vote – motion passed unanimously.**

(b) Consideration of and Action Upon Approval of a Bradley International Airport Capital Budget Increase for Environmental Services Related to Parcel Development.

Mr. Guilmartin made a motion (Seconded: Mr. Long) to increase the Bradley International Airport capital budget by \$400,000 to allow for a total of \$800,000 of funding for an environmental assessment for parcel development, with the expectation that \$400,000 will be repaid by the lessee upon execution of a lease. **Voice vote – motion passed unanimously.**

(c) Consideration of and Action Upon Approval of the Standard Parking Agreement at Bradley International Airport.

Mr. Mauro made a motion (Seconded: Mr. Dalena) to approve buying out the Bradley International Airport shuttle service subcontractor up to \$800,000 in value and extending the Standard Parking agreement to achieve efficiencies. **Voice vote – motion passed unanimously with Mr. Guilmartin abstaining.**

12. Other Business.

The board did not discuss other business.

13. Adjournment.

Mr. Long made a motion (Seconded: Ms. Jones) to adjourn the board meeting at 2:09 PM. **Voice vote – motion passed unanimously.**