

**DRAFT MINUTES OF THE  
CONNECTICUT AIRPORT AUTHORITY  
HUMAN RESOURCES AND GOVERNANCE COMMITTEE  
THURSDAY, APRIL 11, 2024, AT 3:00 PM  
BRADLEY INTERNATIONAL AIRPORT – THIRD FLOOR CONFERENCE ROOM  
WINDSOR LOCKS, CT  
REMOTE OPTIONS AVAILABLE**

**MEMBERS PRESENT:**

Mary Ellen Jones, Committee Chair  
Michael Long  
Tony Sheridan  
Sebastian Lombardi (remote)

**STAFF PRESENT:**

Kevin A. Dillon, A.A.E.  
Michael Shea  
Sharon Traficante  
Matthew Stone (remote)  
Alex Peterson

**1. Call to Order:**

Committee Chair Jones called the meeting to order at 3:00 PM and noted a quorum.

**2. Approval of Minutes:**

**(a) January 11, 2024 Meeting Minutes.**

Mr. Sheridan made a motion (Seconded: Mr. Long) to approve the committee meeting minutes, **Voice vote – motion passed unanimously.**

**3. Executive Session:**

Mr. Sheridan made a motion (Seconded: Mr. Long) to go into Executive Session at 3:02 PM for the purpose of discussing the items listed below. **Voice vote – motion passed unanimously.**  
Mr. Dillon asked all staff to remain.

**(a) Discussion of Personnel Matter.**

**(b) Discussion of Strategy Regarding Pending Claim.**

Mr. Shea, Ms. Traficante, Mr. Stone, and Mr. Peterson departed executive session at 3:37 PM.

The committee came out of Executive Session at 3:50 PM.

**4. Action Items:**

**(a) Consideration of and Action Upon Approval of a Fourth Addendum to the Executive Director's Employment Agreement.**

Mr. Long made a motion (Seconded: Mr. Lombardi) to recommend that the Board approve the fourth addendum to the executive director's employment agreement. **Voice vote – motion passed unanimously.**

**(b) Consideration of and Action Upon Approval of an Executive Director Succession Plan.**

Mr. Lombardi made a motion (Seconded: Mr. Sheridan) to recommend that the Board approve the establishment of a personnel search committee to undertake the search for the organization's next executive director, and to recommend appointing the members of the CAA Human Resources and Governance Committee as the members of the personnel search committee. **Voice vote – motion passed unanimously.**

**5. Adjournment:**

Mr. Long made a motion (Seconded: Chair Jones) to adjourn the Committee meeting at 3:52 PM.  
**Voice vote – motion passed unanimously.**

