

**DRAFT MINUTES OF THE  
CONNECTICUT AIRPORT AUTHORITY  
SPECIAL BOARD MEETING  
WEDNESDAY, JULY 17, 2024, 1:00 P.M.  
BRADLEY INTERNATIONAL AIRPORT – THIRD FLOOR CONFERENCE ROOM  
REMOTE OPTIONS AVAILABLE**

**MEMBERS PRESENT:**

Michael T. Long, Vice Chair  
J. Scott Guilmartin  
Mary Ellen Jones  
Joseph Kubic  
Vincent Mauro  
Doug Dalena (Treasurer’s designee) (remote)  
Deputy Commissioner Laoise King (DOT designee) (remote)  
Mishone Donelson (remote)  
Sebastian Lombardi (remote)

**STAFF PRESENT:**

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

**MEMBERS ABSENT:**

Tony Sheridan, Chair  
Commissioner Dan O’Keefe

**1. Call to Order:**

**(a) Welcome Remarks.**

Acting Chair Long called the meeting to order at 1:02 PM and noted a quorum.

**2. Approval of Minutes:**

**(a) May 15, 2024 Board Meeting.**

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

**3. Executive Director’s Report.**

Mr. Dillon provided a general update to the board. Mr. Shea provided an update on finances.

**4. Executive Session:**

Ms. Jones made a motion (Seconded: Mr. Mauro) to go into executive session at 1:14 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 Air Service Development (Negotiating Strategy Regarding Potential Acquisition or Lease of Property).**
- (b) Discussion of Potential Acquisition of Other Airports (Negotiating Strategy Regarding Potential Acquisition or Lease of Property).**
- (c) Discussion of Strategy Regarding Pending Claim.**
- (d) Discussion of Negotiating Strategy Regarding Potential Lease and Development of Property at Bradley International Airport.**
- (e) Discussion of RFP 2024-005.**
- (f) Discussion of RFP 2024-007.**
- (g) Discussion of Executive-Level Employment Search.**

Mr. Shea, Ms. Traficante, Mr. Stone, and Mr. Peterson departed executive session at 1:34 PM.

The board of directors came out of executive session at 1:40 PM.

5. **Economic Asset Development Committee Report:**

**Discussion Item:**

**(a) Discussion of Economic Development Initiatives.**

Mr. Shea provided an overview of recent business development activity.

**Consent Item:**

**(a) Consideration of and Action Upon Approval of a Lease Extension with the Connecticut Military Department at Groton-New London Airport.**

Mr. Guilmartin made a motion (Seconded: Ms. Jones) to approve CAA Resolution 2024-13. **Voice vote – motion passed unanimously.**

6. **Action Items:**

**(a) Consideration of and Action Upon Approval of Term Sheets for the Development and Operation of Concessions at Bradley International Airport.**

Mr. Guilmartin made a motion (Seconded: Ms. Jones) to approve CAA Resolution 2024-14, with an amendment to authorize the executive director to negotiate and execute an agreement with one of the second-place firms if an agreement cannot be reached with a first-place firm, provided that adjustments may be made to individual concepts and the terms associated with those concepts if the Executive Director determines it to be in the best interest of the CAA. **Voice vote – motion passed unanimously.**

**(b) Consideration of and Action Upon Approval of a Term Sheet for the Terminal Advertising Program at Bradley International Airport.**

Mr. Kubic made a motion (Seconded: Mr. Mauro) to approve CAA Resolution 2024-15. **Voice vote – motion passed unanimously.**

**(c) Consideration of and Action Upon Approval of Initiating Legal Action Against Turo.**

Ms. Jones made a motion (Seconded: Mr. Kubic) to approve CAA Resolution 2024-16. **Voice vote – motion passed unanimously.**

7. **Human Resources and Governance Committee Report.**

Ms. Jones provided an overview of the committee's recent meeting.

8. **Other Business.**

Discussion ensued regarding issues pertaining to DEEP and ex-officio member attendance.

9. **Adjournment.**

Mr. Guilmartin made a motion (Seconded: Mr. Kubic) to adjourn the board meeting at 1:49 PM. **Voice vote – motion passed unanimously.**