

**MINUTES OF THE  
CONNECTICUT AIRPORT AUTHORITY  
SPECIAL BOARD MEETING  
WEDNESDAY, MAY 15, 2024, 1:00 P.M.  
BRADLEY INTERNATIONAL AIRPORT – THIRD FLOOR CONFERENCE ROOM  
REMOTE OPTIONS AVAILABLE**

**MEMBERS PRESENT:**

Tony Sheridan, Chair  
Michael T. Long, Vice Chair  
J. Scott Guilmartin  
Mary Ellen Jones  
Joseph Kubic  
Sebastian Lombardi  
State Treasurer Erick Russell (remote)  
Deputy Commissioner Laoise King (DOT designee) (remote)  
Mishone Donelson (remote)  
Vincent Mauro (remote)

**STAFF PRESENT:**

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

**INVITED GUESTS:**

Peter Lewandowski  
Sarah Clark

**MEMBERS ABSENT:**

Commissioner Dan O'Keefe

**1. Call to Order:**

**(a) Welcome Remarks (Tony Sheridan).**

Chair Sheridan called the meeting to order at 1:03 PM and noted a quorum.

**2. Approval of Minutes:**

**(a) March 13, 2024 Board Meeting.**

Mr. Kubic made a motion (Seconded: Ms. Jones) 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 State Code of Ethics.**

Mr. Lewandowski and Ms. Clark provided a presentation to the board and staff on the State Code of Ethics.

**5. Executive Session:**

Ms. Jones made a motion (Seconded: Mr. Long) to go into executive session at 1:46 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 Personnel Matter.**

Mr. Shea, Ms. Traficante, Mr. Stone, and Mr. Peterson departed executive session at 2:21 PM.

The board of directors came out of executive session at 2:28 PM.

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

**Discussion Item:**

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

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

**7. Finance and Operations Committee Report:**

**Discussion Item:**

- (a) **Discussion of Recent Financial Activity.**

Mr. Shea provided an overview of recent financial performance.

**Consent Items:**

- (a) **Consideration of and Action Upon Approval of Fiscal Year 2025 Operating and Capital Budgets – Bradley International Airport.**

Mr. Guilmartin made a motion (Seconded: Mr. Long) to approve CAA Resolution 2024-6. **Voice vote – motion passed unanimously.**

- (b) **Consideration of and Action Upon Approval of Fiscal Year 2025 Operating and Capital Budgets – General Aviation Airports.**

Ms. Jones made a motion (Seconded: Mr. Guilmartin) to approve CAA Resolution 2024-7. **Voice vote – motion passed unanimously.**

**8. Action Items:**

- (a) **Consideration of and Action Upon Granting the Executive Director the Authority to Reallocate Fiscal Year 2024 Bradley International Airport Budget Dollars Between Reporting Line Items.**

Ms. Jones made a motion (Seconded: Mr. Kubic) to approve CAA Resolution 2024-8. **Voice vote – motion passed unanimously.**

- (b) **Consideration of and Action Upon Granting the Executive Director the Authority to Reallocate Fiscal Year 2024 General Aviation Airport System Budget Dollars Between Reporting Line Items.**

Mr. Lombardi made a motion (Seconded: Mr. Guilmartin) to approve CAA Resolution 2024-9. **Voice vote – motion passed unanimously.**

**(c) Consideration of and Action Upon Approval of a Term Sheet with Turo Regarding a Lease and Operating Agreement at Bradley International Airport.**

Mr. Guilmartin made a motion (Seconded: Mr. Kubic) to approve CAA Resolution 2024-10. **Voice vote – motion passed unanimously.**

**9. Legislative Committee Report:**

**Discussion Item:**

**(a) Discussion of Legislative Session Update.**

Mr. Peterson provided an overview of recent legislative activity.

**10. Human Resources and Governance Committee Report:**

**Consent Items:**

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

Mr. Guilmartin made a motion (Seconded: Mr. Long) to approve CAA Resolution 2024-11. **Voice vote – motion passed unanimously.**

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

Mr. Kubic made a motion (Seconded: Mr. Guilmartin) to approve CAA Resolution 2024-12. **Voice vote – motion passed unanimously.**

**11. Other Business.**

No other business was discussed.

**12. Adjournment.**

Ms. Jones made a motion (Seconded: Mr. Long) to adjourn the board meeting at 2:52 PM. **Voice vote – motion passed unanimously.**