

**DRAFT MINUTES OF THE
CONNECTICUT AIRPORT AUTHORITY
SPECIAL BOARD MEETING
WEDNESDAY, DECEMBER 18, 2024, 2:30 P.M.
BRADLEY INTERNATIONAL AIRPORT – THIRD FLOOR CONFERENCE ROOM
REMOTE OPTIONS AVAILABLE**

MEMBERS PRESENT:

Tony Sheridan, Chair
Treasurer Erick Russell
Mary Ellen Jones
J. Scott Guilmartin (remote)
Joseph Kubic (remote)
Sebastian Lombardi (remote)
Vincent Mauro (remote)
Deputy Commissioner Laoise King (DOT designee) (remote at 2:31 PM)
Mishone Donelson (remote at 2:31 PM)
Dave Steuber (DECD designee) (remote at 2:32 PM)

STAFF PRESENT:

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

MEMBERS ABSENT:

Michael T. Long, Vice Chair

1. Call to Order:

(a) Welcome Remarks.

Chair Sheridan called the meeting to order at 2:30 PM and noted a quorum.

2. Approval of Minutes:

(a) November 20, 2024 Board Meeting.

Treasurer Russell made a motion (Seconded: Ms. Jones) to approve the meeting minutes. **Voice vote – motion passed unanimously.**

Deputy Commissioner King and Mr. Donelson joined the meeting at 2:31 PM.

3. Executive Session:

Treasurer Russell made a motion (Seconded: Ms. Jones) to go into executive session at 2:31 PM for the purpose of discussing the item listed below. **Voice vote – motion passed unanimously.** Mr. Dillon remained.

(a) Discussion of Annual Executive Director Performance Review (C.G.S. § 1-200(6)(A)).

Mr. Steuber joined the executive session at 2:32 PM.

The board of directors came out of executive session at 2:41 PM.

4. Human Resources and Governance Committee Report.

Consent Item:

(a) Consideration of and Action Upon Approval of the Executive Director's 2024 Achievements.

Deputy Commissioner King made a motion (Seconded: Mr. Mauro) to approve CAA Resolution 2024-24 and requested that the full board receive a draft of the executive director's appraisal concurrently with the Human Resources and Governance Committee in future years. **Voice vote – motion passed unanimously.**

5. **Action Item:**

(a) **Consideration of and Action Upon Approval of the Executive Director's 2025 Goals and Objectives.**

Mr. Guilmartin made a motion (Seconded: Mr. Kubic) to approve CAA Resolution 2024-25. **Voice vote – motion passed unanimously.**

6. **Finance and Operations Committee Report.**

Consent Item:

(a) **Consideration of and Action Upon Approval to Increase the Existing Approved Project Budget for the Inline Baggage Screening Building/Terminal Expansion.**

Committee Chair Donelson provided an overview of the budget increase request and general discussion ensued.

Mr. Guilmartin made a motion (Seconded: Ms. Jones) to approve CAA Resolution 2024-26. **Voice vote – motion passed unanimously.**

7. **Adjournment.**

Treasurer Russell made a motion (Seconded: Ms. Jones) to adjourn the board meeting at 2:46 PM. **Voice vote – motion passed unanimously.**