

**MINUTES OF THE  
CONNECTICUT AIRPORT AUTHORITY  
ECONOMIC ASSET DEVELOPMENT COMMITTEE  
WEDNESDAY, DECEMBER 16, 2025, 9:30 AM  
BRADLEY INTERNATIONAL AIRPORT – THIRD FLOOR CONFERENCE ROOM  
REMOTE OPTIONS AVAILABLE**

**COMMITTEE MEMBERS PRESENT:**

J. Scott Guilmartin, Chair (remote)  
Treasurer Erick Russell (remote)  
Commissioner Dan O'Keefe (remote)  
Joseph Kubic (remote)

**STAFF PRESENT:**

Michael Shea  
Matthew Stone (remote)  
Mark Beall  
Alex Peterson

**1. Call to Order:**

Committee Chair Guilmartin called the meeting to order at 9:30 AM.

**2. Approval of Minutes:**

**(a) October 15, 2025 Meeting.**

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

**3. Discussion Item:**

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

Mr. Beall reported on recent developments at CAA airports.

**4. Executive Session:**

Mr. Kubic made a motion (Seconded: Treasurer Russell) to go into Executive Session at 9:38 AM for the purpose of discussing the items listed below. **Voice vote – motion passed unanimously.** Mr. Shea asked all staff to remain.

**(a) Discussion of RFI No. 2026-001.**

**(b) Discussion of Negotiating Strategy Regarding Potential Lease and Development of Property at Hartford-Brainard Airport.**

The Committee came out of Executive Session at 9:50 AM.

**5. Action Items:**

**(a) Consideration of and Action Upon Approval of a Term Sheet for a Fixed-Base Operator at Danielson Airport.**

Mr. Kubic made a motion (Seconded: Treasurer Russell) to recommend that the Board approve the term sheet. **Voice vote – motion passed unanimously.**

**(b) Consideration of and Action Upon Approval of a Term Sheet for a T-Hangar Complex Lease at Hartford-Brainard Airport.**

Mr. Kubic made a motion (Seconded: Treasurer Russell) to recommend that the Board approve the term sheet. **Voice vote – motion passed unanimously.**

6. **Other Business.**

No other business was discussed.

7. **Adjournment:**

Treasurer Russell made a motion (Seconded: Mr. Kubic) to adjourn the Committee meeting at 9:52 AM. **Voice vote – motion passed unanimously.**

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