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Airport Authority Board of Directors Minutes of April 13, 2011

Directors present: Balzano, Harris, Leonardi, Markowski, Murphy, Piscitelli, Scarpati, and Volchek.

Directors absent: Alexander, Angeletti, Petrini, Weiner.

Others in attendance: Tim Larson, Chuck Kurtz, Lori Hoffman-Soares, Susan Godshall, Diane Jackson, Maribel Lota, Jim McHugh, Mark Zaretsky and Paul Giordano,.

Mr. Volchek opened the meeting at 4:10 p.m.

1. The minutes of the meeting of March 9, 2011 were approved unanimously.

2. **Executive Director's Report**

Mr. Larson reported that State bond funds authorized for Tweed in 2001 and re-authorized in 2009 were approved by the State Bond Commission on March 25, 2011. A meeting was held with DECD staff last week to start the application process. Staff expects to submit the application package later this week.

Mr. Larson described a new Connecticut Airport Authority now under consideration by the legislature. The Authority and the City of New Haven have proposed that Tweed be added to the airports managed by a state-wide Airport Authority. At this time, it seems likely that Tweed will not be included in the initial approval but may be added in a future year.

Mr. Larson reported that he and Ms. Hoffman-Soares attended a Budget Workshop of the New Haven Board of Aldermen and made a presentation about Tweed. Supporting material including the draft FY11-12 budget was provided.

Mr. Larson stated that air service development continues under John Harden's leadership.

Mr. Larson presented a proposal for a new multimedia marketing initiative made by the *New Haven Register*. The strategy is tentatively called "Celebrate Tweed" and would present a mix of stories each month on several platforms including social media and a new website. Mr. Larson is meeting with members of the Regional Leadership Council to propose that they sponsor the program, which will help the RLC companies and also help Tweed. The program would increase public familiarity with Tweed and promote the Air Fest. All the content would be provided by the *New Haven Register*.

In answer to questions from Board members, Mr. Larson stated that the cost would vary from \$6,000/month to \$10,000/month depending on the package selected.

3. Chairman's Report/Strategic Planning Committee Report

Mr. Volchek gave further detail on the proposal submitted to Governor Malloy to adopt a "single brand" for passenger air service in Connecticut. Governor Malloy expressed interest in learning more about Tweed and will plan a visit after the State budget is approved.

Committees of the Board continue to work on restructuring the FBO business model, aimed at more on-airport revenue, as described at an earlier meeting by Mr. Scarpati.

4. Committee Reports

Finance and Audit Committee

Mr. Scarpati distributed "Version 4" of the FY11-12 operating budget. He stated that the budget projections are neither over-optimistic nor over-pessimistic. Staff and Committee members brought years of experience to make our best estimates. Although it is a balanced budget, it requires the infusion of \$125,000 in revenue from regional sources. The Committee will develop options to achieve this revenue. The Board agreed to submit a funding request to the South Central Regional Council of Governments in the month of April.

Mr. Scarpati moved approval of the Tweed FY11-12 operating budget and Capital Improvement Budget. Mr. Harris seconded the motion. Discussion was held on changes requested by FAA to the Capital budget since it was last approved by the Board in Fall 2010, primarily to raise the priority of security system replacements. Mr. Volchek called for a vote and the budget was approved unanimously. Mr. Scarpati asked directors to send suggestions for raising revenue or reducing expenses to Ms. Godshall.

Mr. Scarpati distributed a Cash Flow with all expenses, including May invoices which may be paid in July, to show the true picture of estimated liabilities as of June 30, 2011. With all FY10-11 expenses included, the projected deficit as of 6/30 will be (\$479,612).

Community Advisory Board (CAB)

Mr. Harris stated that the CAB met on March 9th for a technical presentation by the Noise Study consultant, Wyle Laboratories. The consultant clarified that funds are available for the study but not at this time for remediation work following the study. He stated that the meeting was useful and cordial. The next CAB meeting will be in June.

5. Staff Reports

a. Runway Rehabilitation Project (AIP 36)

Mr. Kurtz updated the Board on construction plans including completion of the intersection paving and restoration of Pig Farm Road. AvPORTS has investigated the possibility of maintaining Pig Farm Road with DEP. At this time, it does not appear this can be done under the current DEP permit. He hopes to have it resolved within a few weeks.

b. State Bond Funds

Ms. Godshall presented **Resolution #336: Approval of Assistance Agreement with the CT Department of Economic and Community Development**. Mr. Harris moved approval of the Resolution, seconded by Mr. Scarpati. The Resolution was approved unanimously.

c. Property Acquisition

Ms. Godshall presented **Resolution #337: Approval of Acquisition of Parcels #6 and #18 South End Road from the Town of East Haven**. Mr. Leonardi gave the background of this acquisition as part of the settlement of long-standing disputes with the Town. This

Purchase and Sale was contemplated as one of several planned steps following the signing of the 2009 Memorandum of Understanding.

In response to questions from Board members, explanations were given as to how East Haven acquired this strip of land and how acquisition by the Authority contributes to aircraft safety and improved operations for the airport.

The Resolution was approved unanimously.

d. Airport Manager's report.

Ms. Hoffman-Soares stated that enplanements continue to exceed 2010, with 3,220 enplanements in March. She indicated that fares are up, but the same is true everywhere. She distributed an April 6th *New York Times* news article on fares. Among the 50 busiest airports in the country, Bradley is rated one of the "top 15 over-priced airports."

Ms. Hoffman-Soares reported on crack-sealing being carried out on Runway 14-32, which is temporarily closed. About 3,000 linear feet of cracks which exceed the allowable width for sealing have been cut out and repaired, with another 12,000 feet of narrower cracks sealed. Staff will request FAA approval of this work as an addition to AIP 36.

The Board discussed the possible closure of Runway 14-32. It is expensive to maintain but it would be a long process to secure permission to close it.

Ms. Hoffman-Soares reported on a flooding issue on Taxiway G. Staff hopes to secure discretionary FAA funding to address this because it is a safety issue.

The Triennial emergency drill will be held on April 26th. Ms. Hoffman-Soares described the objective of improving coordination between City and Town emergency services. East Haven High School students will serve as volunteers. The Board is invited to observe.

Ms. Hoffman-Soares reported on last week's annual Part 139 FAA Inspection. Some paint markings will need to be corrected and certain airfield signs were also given a "letter of correction." Staff will question FAA regarding the inclusion of markings which are part of an open AIP. Unfortunately, inspectors do not consider available funding in their corrections.

e. Financial Statements -- Ms. Godshall reviewed the February 2011 financial statements, which show receipt of the second third of the FY10-11 State subsidy.

6. Other Business - None

7. Public Comment

Mr. Giordano asked the Board to consider freight or cargo operations. The idea will be explored, but it was noted that the noise ordinance is a major limitation in this field.

The meeting was adjourned at 5:40 pm.

Respectfully submitted,

Susan E. Godshall
Administrative Director