



155 Burr Street
New Haven, CT 06512
Phone 466-8833 FAX 466-1199

Airport Authority Meeting Minutes of September 9, 2009

Directors present: Balzano, Catardi, Harris, Leonardi, Murphy, Petrini, Piscitelli, Scarpati, Weiner, Wishnafski, and Volchek.

Directors absent: Alexander and DePino.

Others in attendance: Tim Larson, Lori Hoffman-Soares, Diane Jackson, Susan Godshall, Chuck Kurtz, Michael Giordano, Ken Robinson, John DeCoster (Trillion Aviation), Frank Podgwaite (Northeast Ramp Coop.), Chris Goddard (Empire Paving), Nicole Turosky (Magis Group) and Michael Mason (Million Air),.

Mr. Volchek opened the meeting at 4:05 p.m.

1. Minutes of August 12, 2009 meeting

The minutes of the August 12, 2009 meeting were approved unanimously.

2. Executive Director's Report

Mr. Larson stated that \$1.5M was approved in the state budget for each of the next two fiscal years. Action will be taken at a later date on State bond funds for Tweed.

Mr. Larson reported on a meeting with FAA concerning additional funding for the RSA project. FAA is looking at options including a new AIP grant in 2010 for project elements related to keeping Dodge Avenue open during construction, which will be considered a change of scope. The timing of this grant is uncertain at present.

Mr. Larson is continuing to use City bond funds allocated to the Authority for obstruction removal at the north end. He is likely to exhaust those funds with the removal of trees in the public right of way on Laura Lane.

The Board discussed the time frame for restoring the displaced threshold on Runway 20. Mr. Kurtz stated that it would be appropriate to do this as part of the Runway Rehabilitation project in the spring of 2010 because it involves changing runway markings and the VASI locator. He noted that the row of poles at the north end of the airport has been lowered to a 20:1 approach slope with FAA concurrence.

3. Chairman's Report/ Strategic Planning Committee

Mr. Volchek stated that the construction projects are on target to be completed by spring.

He noted that the Strategic Planning Committee met earlier with John DeCoster, the consultant with Trillion Aviation, to review the options for FBO service at Tweed. He introduced Mr. DeCoster to the Board. There are a number of issues to be considered. Mr. Volchek expects that the Committee will make a recommendation at the next meeting.

4. Finance and Audit Committee

Ms. Wishnafski stated that the Committee plans to work on a three year airport budget now that the State budget is approved.

Ms. Wishnafski directed the attention of the directors to the Change Order #3 spreadsheet and reviewed the elements that increased the project cost. She added that the Finance and Audit Committee had spent two full meetings to an in-depth review of the Proposed Change Order. She stated that it was the unanimous consensus of the Committee that the Change Order should be approved.

Mr. Leonardi moved approval of Resolution #304 (revised) approving Change Order #3 to the Contract with Empire Paving, seconded by Mr. Harris. Approval was unanimous.

Mr. Larson and Mr. Catardi expressed the appreciation of the Board for the Committee's thorough analysis of this item.

5. Staff Reports

a. Ms. Godshall presented **Resolution #305: Approval of 2009 License/Permit Agreements for Taxi Service.** Responses to the RFP were received on August 25th from one large firm (requesting a license for 10 taxi cabs) and one small company (requesting a permit for a single taxi). This arrangement allows for both reliability and an opportunity to foster small business growth. Questions were asked about the penalty for not having cabs on site when flights arrive (\$500 fine) and whether taxi service is provided under this agreement to the GA side (no).

Mr. Weiner moved acceptance of the Resolution, seconded by Mr. Petrini. The Resolution was approved unanimously.

b. Taxiway B Project: Mr. Kurtz advised the Board that progress on the Taxiway B project (Guerrera Construction) is affected by the fact that access to the area near the VOR ("Very high frequency Omni Range Station") is restricted. Daytime work in the critical area requires runway closures. The contractor pulls back and the runway is reopened for scheduled flights, medical flights and morning hours with high volume GA traffic. The runway is open after 4:00 p.m. and all day on weekends.

c. North End RSA: Mr. Kurtz expects the RSA construction (Empire Paving) to be complete in mid-November. The fence against the Holmes Street house will remain in place for now. New Dodge Avenue should be open by next week with a base coat of pavement. At that point, the contractor will move the creek, remove the curb on old Dodge Avenue and install the runway safety area.

d. Property Acquisition: Ms. Godshall advised the Board that in accordance with prior approval, agreement has been reached to purchase 56 Holmes Street, with a closing date of January 31, 2010. In addition, real estate appraisals have been received for 38 and 40 Holmes Street and given to the owner's attorney for review.

e. State DOT Assistance Agreements: Ms. Godshall gave an update on pending agreements with DOT to authorize payment of the State's full share of the costs of previous AIP grants. Two amendments to previous agreements have been completed, which cover reimbursements due and owing from closed-out projects. An additional amendment and an agreement for AIP 33 (North End RSA) will follow shortly.

f. Enplanement Figures: Ms. Hoffman-Soares presented the monthly enplanements. Enplanements for August were 3,143, about 100 passengers more than the same month in 2008, for a HVN load factor of was 66%. The eight-month total for 2009 enplanements is 22,127. There were eight cancellations in August.

g. Financial Reports: Ms. Godshall presented the draft income statement for July. Expenses for the month were under plan. The July financials will not be put in final form until the fiscal year ending June 30 is reviewed by the accountant.

6. **Neighborhood Liaison Committee** - No report.

7. **Other Business** -- Mr. Larson noted that the Tweed booth at the Pilot Pen Tennis Tournament was very popular. Fans and magnets were given away. Staff thanked the Tournament Director for giving Tweed this opportunity.

8. **Public Comment** - Mr. Podgwaite asked about Robinson Aviation's new development and whether an RFP was issued for the new hangar. Mr. Volchek replied that Mr. Robinson is a lessee of the Authority and is doing the project for his own business. It is not an Authority project.

The meeting was adjourned at 5:20 p.m.

Respectfully submitted,

Susan E. Godshall
Administrative Director