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**Airport Authority Board of Directors
Workshop Meeting by Telephone Conference (Snow)**

Minutes of February 10, 2010

Directors present: Leonardi, Petrini, Piscitelli, Scarpati, Volchek, Weiner and Wishnafski.

Directors absent: Alexander, Balzano, Catardi, DePino, Harris and Murphy.

Others in attendance: Tim Larson, Susan Godshall and Eric Larson (part of meeting).

Mr. Volchek opened the workshop meeting at 4:02 p.m.

1. **Minutes of January 13, 2010 meeting**

Action on the minutes of the previous meeting was deferred due to lack of a quorum.

2. **Executive Director's Report**

Mr. Larson noted that some damage was suffered due to a pipe burst in the Administration Building. The affected areas are being cleaned professionally.

Mr. Larson stated that tree removal continues to go well. He is working on the south end and recently received permission to remove a group of evergreens at the end of the main runway that have been a long-standing obstacle. Trees on six properties on Stoddard Road and South End Road are under contract for removal. He hopes to complete the removals on resident properties within six weeks.

The presentation the fall 2010 event to raise funds for Angel Flights originally scheduled for today will be rescheduled.

Mr. Volchek and staff are working to secure the remainder of the FY09-10 State subsidy. Mayor DeStefano has also called OPM to address this issue.

3. **Chairman's Report/ Strategic Planning Committee Report**

Mr. Volchek stated that his efforts are focused on getting State funding and implementing the Memorandum of Agreement. State bond funds are needed to purchase the sliver parcel at the south end of the airport, in order to install upgraded navigation equipment. It is unclear when the bond funds will be on the Bond Commission agenda.

Engineering work is proceeding to prepare for spring construction, including completion of the Taxiway B Project and the rehabilitation of the main runway. Meetings are being held with airport tenants to discuss the impact of the planned construction.

Mr. Volchek noted that the Strategic Planning Committee will meet later in 2010 to review options for airport development. New development may be difficult in the first part of the year due to the state of the air industry.

4. **Committee Reports**

Finance and Audit Committee

Ms. Wishnafski noted that the current cash flow report combines operating and capital funds and, as a result, the budget picture is hard to assess. Staff is working on a format to separate out the capital revenue and expenses.

Mr. Petrini said the cash flow needs to be clarified to show year-end operating results.

Mr. Volchek stated that if the approved State funds are not received, it may be necessary to advise the City under the 1998 Lease that there are insufficient operating funds. The Lease requires that the Authority give six months notice of such circumstances. However, we expect the State funds to flow before the end of the fiscal year.

5. **Staff Reports**

a. Runway Safety Area (AIP 33): Ms. Godshall stated that the contractor will provide a price for the last open work item, moving contaminated soil to an approved disposal site.

A request for an Amendment to AIP 33 was submitted to FAA, which will increase the funding for this Project by 15%. Additional costs will be covered by the next AIP grant.

b. Rehabilitation of Runway 2-20 (AIP 36): Staff will apply for AIP 36 as soon as FAA authorizes the submission. The engineering firm, URS Corporation, is carrying out survey work and investigations on the pavement in preparation for design.

c. Other airport activity: Ms. Godshall reported that the closing on 56 Holmes Street occurred on February 9th. This house lies in the center of the Runway Protection Zone and will be demolished to enhance aircraft safety, in accordance with the Master Plan.

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

7. **Other Business** - Mr. Volchek asked Operations Staff to report on current weather conditions. Eric Larson stated that US Airways flights have been canceled but the airport is open for general aviation with 1 hour PPR (Prior Permission Required). Conditions are slushy and more snow is expected.

The meeting was adjourned at 4:35 p.m.

Respectfully submitted,

Susan E. Godshall
Administrative Director