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Airport Authority Meeting Minutes of July 8, 2009

Directors present: Catardi, DePino, Harris, Leonardi, Munro, Murphy, Petrini, Piscitelli, and Volchek.

Directors absent: Alexander, Scarpati, Weiner and Wishnafski.

Others in attendance: Tim Larson, Lori Hoffman-Soares, Diane Jackson, Susan Godshall, Chuck Kurtz, Eric Larson, Eliot Jameson, Tina Doyle, Jim McHugh, Jim Murphy, Bob Koskoba, Dave Quinn, Pete Hary, Mike Esposito, Rocco Mozzi, Bobby Fischbeck, Frank Podgewaite, and Mark Zaretsky.

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

1. Minutes of June 10, 2009 meeting

The minutes of the June 10, 2009 meeting were approved, amended to note that Ms. Murphy was present.

2. Executive Director's Report

Mr. Larson stated that a state budget has not yet been approved. A special legislative session has been called for later in the month.

Mr. Larson stated that things are going well with East Haven in terms of identifying street trees. About six trees in East Haven are on private property, which Tweed contractors will handle, leaving about 25 to 30 in the East Haven Right of Way. A new tree removal contract will be entered into shortly off the State contractor list.

The Board discussed the procedure for reclaiming some feet from the displaced threshold of Runway 20. Once the new Dodge Avenue work is complete, FAA will evaluate a revised location for the displaced threshold. It will not be possible to reclaim the full 400' of displacement due to relocated Dodge Avenue.

Mr. Larson reminded the Board that box seat tickets are available for directors and guests at the Pilot Pen Tennis Tournament from August 21 – 28. Tweed will have an on-site information booth on Sunday, Monday and Tuesday of the Tournament, in return for providing advertising space to the Tournament at the airport.

3. Chairman's Report

Mr. Volchek reviewed a construction issue with the Taxiway B project. FAA will require the VOR (Very high frequency Omni Range) station to close when work is conducted within a certain perimeter of the equipment. A preconstruction meeting will be held on July 22 to review the sequencing and what FAA will allow. Project phasing will be arranged so as not to affect U.S. Airways flights.

The VOR is not affected for the entire 120-day project, and not on evenings and weekends. However, in poor weather, closure of the VOR station will affect GA aircraft without GPS equipment. One option is to do the Taxiway B project at night or to revise the schedule to do it after the ILS is back in service on the Runway 20 RSA project.

Mr. Volchek stated that the Strategic Planning Committee is still reviewing options for a new FBO at Tweed to increase on-airport revenue and support commercial aircraft with maintenance and service. The Committee will not be ready to make a recommendation for a few more months.

4. Finance and Audit Committee

Ms. Wishnafski noted that the Committee met the previous week. She stated that staff did a good job getting through 2008-09. The Committee is tracking cash flow in the new fiscal year to monitor how far the Authority can go with only the city's subsidy. Once the state subsidy is received, the Committee will review how to apportion it to keep funding available for as long as possible.

Ms. Hoffman-Soares distributed an updated cash flow for June 2009. Deferring one or two invoices to July, the airport is projected to finish the year with \$112,000 cash on hand.

5. Staff Reports

Ms. Godshall presented Resolution #303: Award of a Construction Contract to Guerrera Construction, Inc. for the Taxiway B Project (AIP 35). This is the same contractor who built the South End RSA. Mr. Leonardi moved approval of Resolution # 303, seconded by Mr. Catardi. The motion was approved unanimously.

Resolution #304 was deferred to the next meeting.

The Board reviewed a revised ACIP, modified to reflect FAA adjustments. The timing of the next construction project, repair of Runway 02-20, was discussed. The work will be done at night to minimize aircraft operations.

The Board reviewed the new Tweed noise abatement brochure for pilots. In answer to a question, Ms. Hoffman-Soares stated that the G-4 aircraft complies with the noise ordinance without special abatement measures.

Ms. Hoffman-Soares distributed a marketing calendar for FY09-10. A business survey is being taken among large employers in the region to learn their air travel patterns. A copy of the survey and cover letter was distributed to the Board.

Ms. Hoffman-Soares has had success in bartering for upcoming marketing, including a booth at the Pilot Pen Tennis Tournament. Ads will continue to be published in the *New Haven Register* and *La Voz*.

Monthly Enplanements

The six-month total for 2009 enplanements is 15,933. System-wide, U.S. Airways regional routes had a record-high enplanement level of 73%. New Haven's load factor was 59% because of 19 cancellations in June. Nine cancellations were due to the ILS being out of service during construction and ten were weather-related cancellations directed by Philadelphia.

Staff reported on mitigation measures taken to help stranded passengers, including snacks, pizza, and vouchers for taxi service to other airports. Taxi fees are structured under an existing US Airways arrangement, with flat rates to surrounding airports. In answer to a question from the Board, Ms. Jackson stated that it is not practical to provide a van or bus due to time-sensitivity and too many different destinations for rebooking.

Mr. McHugh stated that of course the airline does not like the ILS being down, but it has not had too serious an impact on operations. They recognize that there was bad weather everywhere in the Northeast last month. He thinks the passengers appreciate the gestures that Tweed is making.

Ms. Godshall presented the financial statements for May. Mr. Petrini asked if high legal fees are forecast during FY09-10 (no). Ms. Godshall reviewed the legal work performed by Updike Kelly & Spellacy, P.C. and identified which matters are reimbursed by FAA.

6. Neighborhood Liaison Committee

The recent meeting discussed traffic calming and addressed residents' concerns about construction, particularly noise created by the pumps. The City is making the engineering firm of Wilbur Smith & Associates available to address minor roadway changes from Dean Street to old Dodge Avenue. The Board discussed the extent of current traffic calming measures and whether they can be extended (yes, if funding allows).

7. Other Business -- Mr. Zaretsky asked for clarification about the name of the airport. After discussion, the Board agreed that the d/b/a (doing business as) name will be Tweed New Haven Regional Airport.

Mr. Volchek stated that following the meeting, Mr. Quinn would update those interested on the progress of the new website. Mr. Quinn demonstrated the changes made since the last presentation.

The meeting was adjourned at 5:10 p.m.

Respectfully submitted,

Susan E. Godshall
Administrative Director