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**Airport Authority Board of Directors
Minutes of July 13, 2011**

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

Directors absent: Alexander, Krebs, Markowski, Pane, Petrini, and Weiner.

Others in attendance: Tim Larson, Susan Godshall, Lori Hoffman-Soares, Chuck Kurtz, Eliot Jameson, Paul Giordano, John Harden, Vlad Arslanov, Adam Dillon, Kurt Rodman and Pete Greco.

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

1. The minutes of the meeting of June 8, 2011 were approved unanimously.

2. **Executive Director's Report**

Mr. Larson reported that the approved State budget includes only \$1.0M for Tweed operating expenses in each of the next two fiscal years. He had been misinformed that \$1.5M was approved for each year. Mr. Larson has reached out to area legislators and state agency heads to see if this matter can be corrected. OPM Secretary Ben Barnes is reluctant to support legislative action increasing the State budget but is willing to look at other options to increase the funding during the fiscal year. Ms. Murphy stated that it is important to hold the legislators to task for achieving the original commitment. Mr. Piscitelli pointed out that the full \$1.5M was included in the Governor's recommended budget.

Mr. Larson stated that there will be a Public Information Meeting regarding the Part 150 Noise Study this evening to inform area residents about the purpose and goals of the study. Mr. Harris cautioned staff not to promise physical improvements to residential properties as an outcome of the noise study. It would be unfortunate to raise expectations beyond what the study is likely to show in terms of noise impacts.

Mr. Larson reported on the air industry conference known as JumpStart. He and Ms. Hoffman-Soares met with several airlines which indicated interest in Tweed. Mr. Harden concurred that there were positive meetings with five airlines.

Mr. Larson stated that obstruction removal resumed as of the beginning of the fiscal year. He is working with City staff regarding sites to the north where ownership is unclear. Land surveys will be conducted on some questionable boundary lines.

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

Mr. Volchek stated that the Board's priorities continue to be air service development and future FBO strategy, although recent efforts have focused on funding issues.

He stated that a significant amount of time has gone into securing the State bond funds approved on March 25th. Ms. Godshall confirmed that the bank account linked to the DECD bond funds is now active and a check to East Haven for the purchase of two parcels on South End Road is ready to be delivered to Mayor Capone.

4. Committee Reports

Finance and Audit Committee

Mr. Scarpati advised the Board that the State budget news unfortunately makes the financial situation worse for the new fiscal year. The airport will start the year with a loss in FY10-11 and significant accounts payable. The Committee is open to suggestions. He urged staff to try to get the full amount of the State subsidy in one payment.

He hopes that one outcome of the budget crunch is that it will bring some issues forward that have not previously been addressed. He reiterated that the Committee does not see a way to solve the problem through budget cuts. "We might find \$100,000 but not \$600,000."

Community Advisory Board (CAB)

Mr. Harris noted that Mr. Larson covered this item in his report. He invited Board members to attend the Public Information Meeting.

5. Staff Reports

a. **Runway Rehabilitation Project (AIP 36)**

Mr. Kurtz stated the project is on hold until a meeting can be scheduled with DEP regarding the restoration of Pig Farm Road. The project cost may be reduced if DEP allows minor variances from the original permit requirements.

b. Ms. Godshall distributed a *New Haven Register* editorial about the successful zoning case preventing new construction at 409-411 Burr Street, in the Runway Protection Zone. The case confirms the Authority's right to defend the RPZ from inappropriate land use.

Ms. Godshall distributed the new Economic Impact Study of the Airport prepared by aviation consultant SH&E and summarized the findings.

c. Ms. Godshall presented **Resolution #343, Authorization to Extend License Agreements with Three Car Rental Concessions: The Hertz Corporation, Avis Rent A Car System, LLC, and Budget Rent A Car System, Inc.** The Resolution was moved by Mr. Harris, seconded by Mr. Scarpati and approved unanimously.

d. **Airport Manager's report.**

Ms. Hoffman-Soares reported on recent operations activity (see written report). Highlights are as follows.

- "No Parking" signage has been placed on nearby residential streets.
- All west side taxiway lights were out of service. They were repaired on an emergency basis but will need to be replaced.
- Depressions have appeared in the new surface pavement on the main runway, now being investigated by the engineering consultant, URS. The pavement passed all required tests but is still failing. More testing will be done.
- The website for the Part 150 Noise Study is live and the first newsletter published.

- \$5,678.25 was received from Delta Airlines in settlement of Tweed's claim in bankruptcy court.
- New bakery goods are being provided at the Food Cart. The new vendor also supplies the Dunkin Donuts chain. The response from travelers has been positive.

f. Ms. Hoffman Soares updated the Board on plans for the Air Fest on October 1 and 2. In answer to a question, Ms. Hoffman-Soares confirmed that the event poses some financial risk to the Authority. The Board discussed the liability and recommended that if we are to proceed, event insurance should be secured. Mr. Harden was asked to follow up.

Mr. Scarpati made a motion that the Authority not go forward with the AirFest without insurance to cover the liability or another entity to serve as the producer. Mr. Leonardi seconded the motion, which was approved unanimously.

Ms. Hoffman-Soares distributed the enplanement chart and noted that there were 3,640 enplanements in June, 30% higher than in June 2010, even with a high number (6) of flight cancellations.

Ms. Hoffman-Soares distributed a "Flow of Funds" Summary which outlines the Airport's revenue sources, general fund and restricted accounts, and how funds are applied from the accounts to various uses and expenses. The Board complimented her on the clarity of the Flow of Funds report, which explains a complex process.

g. Financial Statements -- Ms. Godshall reviewed the May 2011 financial statements. Due to receipt of the final portion of the FY10-11 State subsidy on May 20th, the current month is positive although the year as a whole is still in the red.

6. Other Business

In response to a question from the Board, Ms. Godshall outlined the process for the pending land acquisition from East Haven.

7. Public Comment - None

The meeting was adjourned at 5:10 pm.

Respectfully submitted,

Susan E. Godshall
Administrative Director