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## **Airport Authority Board of Directors Minutes of July 14, 2010**

*Note: There was no Airport Authority business meeting in August 2010.*

Directors present: DePino (by telephone), Harris, Leonardi, Petrini, Piscitelli, Scarpati, Volchek and Wishnafski.

Directors absent: Alexander, Balzano, Markowski, Murphy and Weiner.

Others in attendance: Tim Larson, Lori Hoffman-Soares, Chuck Kurtz, Susan Godshall, Maribel Lota, Eliot Jameson, Erica Blonde, Mike Giordano, Pete Greco, and Adam Dillin.

Mr. Volchek opened the meeting at 4:10 p.m. Action items were deferred until a quorum is present.

### **1. Executive Director's Report**

Mr. Larson stated that obstruction removal at the north end will resume with the new fiscal year bond allocation.

Mr. Larson is hopeful that the \$5M bond issue will be brought before the State Bond Commission next month.

With regard to marketing, the "sock puppet" ads have concluded. Staff is now working on two new commercials, one featuring a golf ball hit from Yale Golf Course and one featuring a tennis ball hit from the Pilot Pen Tennis Tournament, both "landing" at the airport. Anne Worcester will appear in the tennis ad.

Mr. Larson has concluded a marketing agreement with UConn for both the men's and women's basketball seasons. Tweed items will be placed in the "Welcome bags" given to all Yale freshmen. Tweed will have a booth at the Pilot Pen Tennis Tournament for five days this year, compared to three days last year. We have a marketing agreement with the Mohegan Sun Tribe for Tweed ads at the professional Connecticut Sun basketball games plus Facebook and Twitter, with a link to the casino's website. An agreement is in process with ClearChannel for TV and radio advertising.

U.S. Airways will feature a different city each month on the Tweed website, such as Orlando, Chicago, Las Vegas and Miami. In answer to a question, Mr. Larson reported that we are receiving about 6,000 hits on the website per month (200 daily average) and the average time spent on the site is 3.5 minutes.

Mr. Larson and Ms. Hoffman-Soares are speaking to the East Haven Rotary Club next week.

2. **Chairman's Report** – (Combined with Strategic Planning Committee Report)

4. **Committee Reports**

**Strategic Planning Committee**

Mr. Volchek stated that staff and air industry consultants continue to work with potential new air carriers, with hopes for positive results as soon as the airline industry improves, possibly in 2011.

In the meantime, infrastructure improvements continue. Staff is actively working with the tenants to minimize disruption during the runway rehabilitation project.

The Committee continues to be interested in FBO development on the airport and expects to work with Ken Robinson on his proposal for a new hangar. The Board should expect FBO development to be a slow process in the current climate.

**Finance and Audit Committee**

Ms. Wishnafski stated that the Committee met the week before and is pursuing strategies to make up the \$225,000 cut by the Mayor in the budget process. She will report further when this is more fully worked out. She stated that we may have to reduce marketing as the year proceeds, and will make other adjustments to the budget as necessary. Staff is identifying small reductions which can be made without affecting customer service.

Ms. Wishnafski presented the final cash flow report for FY09-10 which reflects a positive result but does not include all outstanding payables. The May 2010 AvPORTS invoice will reduce the final figure.

Ms. Wishnafski reviewed the draft cash flow report for FY10-11 which indicates that the Authority will be O.K. until May 2011. This assumes that the State subsidy is paid in two halves, in November and February.

5. **Staff Reports**

**a. Taxiway B Project (AIP 35)**

Ms. Godshall reported that the final inspection occurred on June 15<sup>th</sup>. Mr. Kurtz stated that one additional Change Order will be presented to the Board, a credit of approximately \$200,000. The project will come in under the FAA grant amount.

**b. Airport Manager's report.**

Ms. Hoffman-Soares stated that an amended PFC application is being submitted to FAA to add additional uses for PFC revenue. PFC funds must be spent on AIP-eligible items.

Ms. Hoffman-Soares updated the Board on the plans for the Air Fest in September. Tweed has loaned a fire truck to Sikorsky Airport and Sikorsky Corporation for a short period. Mr. Jameson's office was repaired after the plumbing break. TSA staff is now in occupancy on the first floor of the Administration Building.

A new bench with a plaque in memory of Director Peter Villano will be installed in front of the Administration Building. Staff was asked to make a recommendation to honor other directors who passed away while serving on the Authority.

Alderwoman DePino joined the meeting by telephone.

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

Ms. Godshall presented Resolution #325: Approval of Construction Contract with Empire Paving, Inc. for Runway 02-20 Rehabilitation. In answer to a question, she stated that the award is subject to receipt of an FAA grant for this project which is expected at the end of the month, subject to Congressional action. Mr. Harris moved approval of Resolution #325, seconded by Mr. Piscitelli. Approval was unanimous.

**d. Revisions to Authority By-Laws**

Ms. Godshall reviewed the material on the By-Laws in the Board packet, including a text showing the revisions. Mr. Volchek stated that the amendments are required to conform to changes in the state enabling legislation which modified the composition of the Board and to update other aspects of the By-Laws in conformity to state law.

Ms. Wishnafski stated that she had done a line-by-line review to assure herself that no items were omitted and is satisfied with the proposed By-Law amendments.

Mr. Leonardi stated that in his view, the Board is bound to accept the changes. He moved adoption of the amended By-Laws, seconded by Mr. Piscitelli. Approval was unanimous.

Mr. Volchek noted that this is the Annual Meeting of the Authority and returned to Item 3 of the Agenda, Election of Officers.

**3. Election of Officers**

At the Chair's designation, Mr. Piscitelli nominated the slate of officers as follows:

- Mark Volchek – Chairman
- Jerry Weiner – Vice Chairman
- Gene Harris – Treasurer
- Peter Leonardi – Secretary

Ms. Wishnafski seconded the nomination. Mr. Volchek asked if there were any nominations from the floor. Hearing none, he asked for a vote. The slate of officers was elected unanimously.

Ms. Godshall briefly reviewed the Financial Statements for May 2010, noting that the last part of the State subsidy, \$425,000, was received. Overall, there is a small year-to-date deficit which may be a timing issue.

**6. Neighborhood Liaison Committee**

Mr. Larson stated that the Community Advisory Board (CAB) will convene in September. It is comprised of the 13 New Haven and East Haven Board members or their designees. Members of the NLC may serve in lieu of Board members, at the Chair's discretion. Mr. Harris and Mr. Leonardi will co-chair the CAB.

Mr. Leonardi asked if the "Good Neighbor" program is the only item that the CAB oversees. (Yes, but the By-Laws allow for other programs to be delegated as the occasion may arise.) He asked if the CAB can approve expenditures. (No; action by the full Board is required to implement CAB recommendations.)

7. **Other Business**

Mr. Leonardi raised a concern about two billboards advertising Bradley Airport on I-95 at Exit 55 and on I-91 at Exit 6, near the New Haven city line. He encouraged communication with Bradley staff about these locations. Mr. Piscitelli suggested that we propose a co-marketing effort based on U.S. Airways flights (e.g., "5 flights out of Tweed and x flights out of Bradley.")

In reference to the upcoming Part 150 Noise Study, Mr. Leonardi asked what the result will be. Mr. Kurtz explained that the study produces a map of noise contours around the airport. Properties within the 65 ldn boundary are eligible for Federal funding for noise attenuation. Outside the 65 ldn boundary, no Federal funding is available but a local program may be established, subject to available funds.

8. **Public Comment**

Mr. Giordano asked how the Runway Rehabilitation construction will affect air service and potential new service.

Mr. Kurtz replied that staff is coordinating with Robinson Aviation and U.S. Airways and that disruption will be reduced because most of the work will be done at night. U.S. Airways will use Runway 14-32 for arrivals and the construction crews will be off the main Runway at 5:45 am each day for the morning departure.

9. **Executive Session**

Mr. Leonardi moved that the Board go into Executive Session to discuss the settlement of pending litigation with the attorneys from Updike Kelly & Spellacy. Ms. Wishnafski seconded the motion and it was approved unanimously. The Board began the Executive Session at 5:25 p.m.

The Board resumed the regular meeting at 6:50 p.m.

Mr. Leonardi moved that the meeting be adjourned at 6:51, seconded by Ms. Wishnafski. The motion was approved unanimously.

Respectfully submitted,

Susan E. Godshall  
Administrative Director