



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

**Airport Authority Board of Directors
Minutes of March 10, 2010**

Directors present: Alexander, Balzano, DePino, Harris, Leonardi, Markowski, Petrini, Piscitelli, Scarpati, Volchek, Weiner and Wishnafski.

Directors absent: Catardi and Murphy.

Others in attendance: Tim Larson, Lori Hoffman-Soares, Susan Godshall, Diane Jackson, Eric Larson, Mike Edwards, Marcia Munro, Ken Robinson, Joe Turosky, Frank Podgewaite, Paul Looney, Michael Giordano, and Jim McHugh.

Mr. Volchek opened the meeting at 4:10 p.m.

1. Minutes of January 13 meeting and February 10 workshop meeting

The minutes of the regular meeting of January 13, 2010 and the workshop meeting (due to snow) of February 10, 2010 were each approved unanimously.

2. Executive Director's Report

Mr. Larson stated that tree removal is wrapping up on the south end. He described the location and volume of trees addressed in recent months. Mr. Volchek requested a summary of the tree removal program.

Mr. Larson confirmed that the Authority completed the purchase of 15 Holmes Street.

Mr. Larson and Ms. Hoffman-Soares attended the airline industry "Network" conference this week. Arrangements are being made to brief the Board on proprietary airline information concerning route selection and revenue.

3. Chairman's Report

Mr. Volchek welcomed Bob Markowski, a new Authority member appointed by Mayor Capone-Almon. Mr. Markowski introduced himself briefly, noting that he is a private pilot.

Mr. Volchek reviewed the Executive Committee action on February 24th on Resolution #315 (in packet) to approve an application for the AIP Grant for the Runway Rehabilitation Project. Executive Committee action was required due to tight FAA turn-around time.

There was no Strategic Planning Committee meeting this month.

4. Committee Reports

Finance and Audit Committee - Ms. Wishnafski

Ms. Wishnafski noted that the Committee will begin work on the FY2010-11 budget in two weeks, leading to action at the April Board meeting.

She reviewed a new format for the cash flow report which separates operating and capital funds and clarifies the budget picture. She pointed out that the second State check for \$500,000 was received. The amount still owed for FY2009-10 is \$425,000.

5. Staff Reports

a. **Runway Safety Area (AIP 33):** Ms. Godshall presented Resolution #316, the final Change Order to the contract with Empire Paving, Inc. She explained the agreement reached on the contractor's claims. She stated that we hope to cover all costs under the Amendment to AIP 33 now in process and additional funds to be part of AIP 36, with no further exposure to the Authority. Ms. Wishnafski commended the staff and stated that this is a much better result than had been expected.

Resolution #316 was moved by Mr. Harris, seconded by Mr. Scarpati, and approved unanimously.

b. **Taxiway B Project (AIP 35):** Ms. Godshall presented Resolution #317, Change Order #3 to the contract with Guerrera Construction Company, Inc. which results in a credit to the previous total cost. This project is still within the approved overall grant amount.

Resolution #317 was moved by Mr. Leonardi, seconded by Mr. Scarpati, and approved unanimously.

c. **Other airport activity:** Ms. Godshall reported that URS Corporation, the engineering firm for the Rehabilitation of Runway 2-20 (AIP 36), completed their investigation of the existing pavement and has begun design. There were no costly "surprises" in the exploratory work done on the runway.

Ms. Godshall reported that Tweed staff has installed a CT machine to scan passenger baggage. Very few airports this size are awarded this equipment. It will increase security on US Airways flights departing Tweed.

d. **Biennial State Audit:** Ms. Godshall distributed the draft audit. There were no findings or recommendations. Ms. Godshall commented that the narrative portion of this report is an excellent summary of the airport's governance and funding.

e. **Angel Flight New England fundraiser:** Ms. Hoffman-Soares gave an overview of the plans for the fundraiser to be held at Tweed on September 25, 2010, in conjunction with Ronald McDonald House, to benefit Angel Flights for charitable medical transport. As many as 5,000 people are expected to attend. Many volunteers will be needed.

f. **Enplanements:** Ms. Hoffman-Soares distributed the enplanements table and graph showing February passenger levels. There were 23 cancelled flights for the month due to bad weather; the load factor was 52%.