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**Airport Authority Board of Directors  
Minutes of May 12, 2010**

Directors present: Harris, Markowski, Murphy, Petrini, Piscitelli, Scarpati, Weiner and Wishnafski.

Directors absent: Alexander, Balzano, DePino, Leonardi and Volchek.

Others in attendance: Tim Larson, Susan Godshall, Chuck Kurtz, Eric Larson, Diane Jackson, Eliot Jameson, Michael Giordano, Jim McHugh, Marcia Munro, Pete Greco, Adam Dillin, Chris Donlon and Mike Romei.

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

**1. Minutes of April 14 meeting**

The minutes of the regular meeting of April 14, 2010 were approved unanimously.

**2. Executive Director's Report**

Mr. Larson stated that the FY10-11 State subsidy of \$1.5M is retained in the budget recently adopted by the legislature. A strategy is needed to move the \$5M bond funds onto the agenda of the State Bond Commission.

On the City side, the Mayor will be announcing cuts to the proposed FY10-11 budget on Friday; the Tweed allocation is likely to be reduced. Ms. Wishnafski asked staff to set priorities for items to be cut if the City funding is reduced.

Obstruction removals are proceeding in accordance with the presentation made at the April meeting. A recent survey revealed three additional parcels adjacent to the Berke parcel at the south end; these will be added to the program. Mr. Larson has made contact with a land association that he was not previously able to reach.

Mr. Larson moved to Item 4(d) on the agenda, Marketing Plan, which summarizes media and internet advertising planned for FY10-11. We are getting a high number of "hits" from the Comcast site. Other commercials are in development, perhaps with a golf theme ("just a short drive away..."). The Mohegan Sun Casino is interested in a barter arrangement for a shuttle to and from the casino, in return for the right to advertise Tweed at the casino. Other outlets include Yale football, East Haven Little League and UConn Women's Basketball. The Board is invited to comment on the Marketing Plan.

Mr. Larson is working on a program with RGP to increase business travel. Area firms will be encouraged to use Tweed and corporate contacts will receive Tweed emails.

**3. Chairman's Report – No report this month.**

4. **Committee Reports**

**Strategic Planning Committee** – Mr. Weiner

Mr. Weiner stated that the Committee met last week and discussed a strategic plan to build air service. The strategic planning Committee meetings are open to all directors.

**Finance and Audit Committee** - Ms. Wishnafski

Ms. Wishnafski presented the cash flow report which reflects only minor changes since the previous month. The critical need is to get the final State subsidy by the end of June. The Board developed a plan to contact State agencies to ask that payment be made.

Ms. Wishnafski noted a correction to the cash flow report; the figures on the bottom line should not be carried down from the operating budget section.

5. **Staff Reports**

**a. Runway Rehabilitation Project (AIP 36):** Ms. Godshall reported that the project is in final design and will be advertised at the end of the month. An opinion from the City Corporation Counsel has been received that local permits are not required, based on the Federal Court decision. Staff and consultants will meet with department heads in New Haven and East Haven to inform them about the project and answer questions.

**b. Taxiway B Project (AIP 35):** Ms. Godshall stated that work shut down for the winter has resumed and paving will be completed as soon as the weather allows. Tenants and the FBO have been informed of the construction schedule.

**c. Other airport activity:** The Airport Manager's report was distributed. A TSA security incident occurred on May 9<sup>th</sup>; all passengers on the cancelled flight were accommodated.

**d. Angel Flight New England fundraiser:** The planning committee continues to meet every two weeks. They are planning for as many as 3,000 attendees.

**e. Enplanements:** Enplanement numbers are down slightly. Mr. Jameson is reviewing fare changes with US Airways staff to see if adjustments can be made to maintain the parity with US Airways flights from Bradley.

**f. Financial Reports:** Ms. Godshall reviewed the March financial statements. Capital assets (acquired properties) have been moved to the Capital CD fund.

Ms. Godshall stated that she and Mr. Manke have almost completed a revision of the Authority By-Laws. The draft revisions will be distributed before the next meeting.

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

7. **Other Business** – The Board acknowledged the sad passing of Director Carpati and observed a moment of silence in his memory.

The meeting was adjourned at 4:45 p.m.

Respectfully submitted,

Susan E. Godshall  
Administrative Director