



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

Airport Authority Meeting Minutes of November 18, 2009

Directors present: Balzano, Catardi, DePino, Harris, Leonardi, Murphy, Piscitelli, Scarpati and Weiner.

Directors absent: Alexander, Petrini and Volchek.

Others in attendance: Diane Jackson, Susan Godshall, Chuck Kurtz, Eliot Jameson, Michael Giordano, Lou Mangini (Congresswoman DeLauro's Office), Jim McHugh (US Airways), Randee Recoulet (Simione Macca & Larrow, LLP), Ken Robinson (Robinson Aviation), Nicole Turosky (Magis Group), Joseph Turosky (Magis Group), and Michael Mason (Million Air).

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

1. Minutes of October 14 meeting

The minutes of the October 14, 2009 meeting were approved unanimously.

2. Executive Director's Report

Mr. Larson started that as part of the wrap-up work on AIP 33 (North End RSA), site improvements such as curbs and driveways are being made to neighboring properties which abut Dodge Avenue and Burr Street. Alderwoman DePino requested a "City Limits" sign on new Dodge Avenue to facilitate City/Town snow plowing. This item will be placed on the punch list for the project.

At a meeting with the Dean Street neighbors regarding the security fence, it was decided not to extend the security fence through private property on the east side of Dean Street. Instead, the fence will be installed on the airport side of Morris Creek.

The airport received a letter from the CT Department of Transportation, as called for the March 2009 Memorandum of Agreement, saying the State will take necessary action on a public safety basis if homeowners of designated obstructions (trees) do not voluntarily agree to obstruction removal. Mr. Larson will be meeting with Mayor Capone-Almon to give her an update.

The Taxiway B project is scheduled to be paved on December 7 and 8. We hope to beat the winter weather. Staff and the contractor are working to keep the runway open as much as possible for Robinson Aviation and US Airways.

Mr. Harris asked how the drainage system is working after the north end construction. Mr. Larson stated that there was no flooding on Dean Street in recent storms.

Mr. Weiner introduced Lou Mangini, representing Congresswoman Rosa DeLauro, who discussed the interaction between the Congressional office and FAA. He stated that meetings occur on both a scheduled and as-needed basis. Mr. Mangini will pursue additional funding for the RSA project. In answer to a question, he replied that he is more likely to be seeking additional discretionary funding to finish the current project.

Mr. Weiner thanked Mr. Mangini for his interest and invited him to stay for the meeting.

3. Chairman's Report

The Chairman's report was deferred since Mr. Volchek was out of town.

4a. Strategic Planning Committee

Mr. Catardi reported that the Strategic Planning Committee met on November 6 and determined that it is not ready to bring a recommendation to the Board. The Committee will meet again after the first of the year to continue discussing possible options.

4b. Finance and Audit Committee

Mr. Piscitelli presented the report on behalf of Ms. Wishnafski. The financial statements for FY08-09 are done and will be sent to the auditor. Randee Recoulet, our accountant at Simione, Macca and Larrow, has corrected and reconciled the current fiscal year financials through September 30, based on completed FY08-09 results. Ms. Roucoulet is present to answer any questions about the new format.

The Committee reviewed and approved Change Order #1 to the contract with Guerrera Construction Company, Inc. for the Taxiway B project. The contract price is below the amount of the grant. The Committee will keep a close eye on the project costs.

5. Staff Reports

a. **Taxiway B Project:** Ms. Godshall presented **Resolution #309: Approval of Change Order #1 to Contract with Guerrera Construction Company, Inc.** In response to a question, Mr. Kurtz described the nature and extent of the excavation over and above what was anticipated in the specifications. Mr. Leonardi moved approval of Resolution #309, seconded by Mr. Harris. Approval was unanimous.

b. Ms. Godshall presented **Resolution #310: Approval of a Lease Agreement with General Services Administration for TSA Offices.** She reviewed the lease history beginning in April 2005. The Board discussed the location and flexibility of the leased premises, in both the new and old terminals. Mr. Harris moved approval of Resolution #310, seconded by Mr. Leonardi. The Resolution was approved unanimously.

c. **Status of North End RSA and Taxiway B Projects:** Mr. Kurtz stated that FAA completed the final inspection of AIP 33 (North End RSA) on November 17th and only minor punch list items remain. The flight check for the localizer was done as well but it could not be activated until AT&T completed its work to remove the cable from the old Dodge Avenue right of way. The localizer will likely be turned on tonight (November 18th).

With reactivation of the Localizer (ILS), the VOR near the Taxiway can be turned off and the contractor will have unfettered access to the VOR-critical area. About half of the Taxiway is now paved. Weather permitting, the runway and taxiway will be operational by the end of the year.

d. **Enplanement Figures:** Mr. Jameson presented the monthly enplanement figures. October is historically the best travel month at HVN. There were 3,289 enplanements, compared to 2,752 in October 2008. There were four cancellations in October, all from Philadelphia or beyond.

Mr. Jameson described his periodic Fare Survey, which reviews price points for the top 20 destinations from Southern Connecticut from Tweed, White Plains, and Bradley. He stated that he is seeing the best walk-up fares at Tweed in years and more walk-up traffic. Mr. McHugh confirmed that walk-up traffic (less than 7-day advance purchase) is now about 30 - 35% of passengers.

Mr. Jameson reviewed a fare comparison chart, including a measure of competitiveness between Tweed, White Plains and Bradley. This chart indicates that parity is still being maintained with fares from Bradley for 80% of the frequent destinations, in keeping with US Airways' 2007 commitment. The Board complemented Mr. Jameson on this effort.

e. **Financial Reports:** Ms. Godshall reported on progress in securing the approved State operating subsidy. The agreement has been approved by the Attorney General and funds are expected in December. The amount of the grant was reduced 5% by Executive Order of Governor Rell. Tweed now expects \$1,425,000 for FY09-10.

6. **Neighborhood Liaison Committee** - No report.
7. **Other Business** -- None.
8. **Public Comment** - Mr. Giordano asked about obstructions at the south end.
9. **Executive Session:**

Mr. Scarpati moved, seconded by Mr. Catardi, moved to go into Executive Session to discuss pending litigation. The Board asked Ms. Godshall and Mr. Kurtz to remain. The motion was approved. The Board went into Executive Session at 5:05 pm.

The Board came out of Executive Session and reopened the regular meeting at 5:24 pm.

The meeting was adjourned at 5:25 p.m.

Respectfully submitted,

Susan E. Godshall
Administrative Director