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Airport Authority Meeting Minutes of October 14, 2009

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

Directors absent: Alexander, Murphy and Volchek.

Others in attendance: Diane Jackson, Susan Godshall, Chuck Kurtz, Eliot Jameson, Eric Larson, Michael Giordano, Paul Lange, Esq. (Law Offices of Paul A. Lange), Mike Romei (Robinson Aviation), Mark Zaretsky, 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 September 9 and September 25 meetings

The minutes of the September 9, 2009 and September 25, 2009 meetings were approved unanimously.

2. Executive Director's Report

Ms. Godshall presented a brief report on behalf of Mr. Larson. The legislature is in the process of approving "Implementer" bills for the FY09-10 State budget. The Implementer bills are expected to include agreed-upon elements of the Memorandum of Understanding between the Authority, the City of New Haven and the Town of East Haven.

3. Chairman's Report/ Strategic Planning Committee

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

Mr. Weiner reported that the Strategic Planning Committee has not met since the September Board meeting. A committee meeting will be scheduled within the next two weeks. A committee recommendation may be made at the November Board meeting.

4. Finance and Audit Committee

Ms. Wishnafski stated that Randee Recoulet, our accountant at Simione, Macca and Larrow, is completing the FY08-09 financials for transmittal to the independent auditor. Ms. Wishnafski will speak to the auditor shortly regarding the status of his work.

Ms. Wishnafski said that once Ms. Recoulet finishes the year-end financial statements, she will review and update the current year monthly reports and cash flow. Ms. Wishnafski noted that the Board can expect refinements in the monthly financial reporting.

The Committee met by telephone conference on October 13, 2009 to review Change Order #4 to the contract with Empire Paving, Inc. for the north end Runway Safety area, which will be taken up later in the meeting.

Ms. Wishnafski distributed the October Cash Flow Report for the balance of FY09-10.

5. **Staff Reports**

a. North End RSA Project: Ms. Godshall presented **Resolution #307: Approval of Change Order #4 to Contract with Empire Paving, Inc for North RSA.** Ms. Wishnafski stated that after review of the Change Order, the Finance Committee recommends approval. Mr. Leonardi asked if the AT&T item in this Change Order could be handled by AT&T at their cost. (No; it is outside the utility relocation statute.) Mr. Leonardi moved approval of Resolution #307, seconded by Mr. Piscitelli. Approval was unanimous.

In answer to a question, Mr. Kurtz reviewed the process for recapturing the threshold on the north end of the runway, once the obstructions have been removed.

Ms. Godshall presented **Resolution #308: Approval of Contract with Hi-Way Safety Systems, Inc. for Crack Sealing and Painting of Taxiways and Runways.** The Board discussed the nature of a unit price contract and how the work is measured. In answer to a question, Mr. Kurtz stated that the work cannot be deferred until the runway rehab work scheduled for the 2010 construction season. Runway cracks must be sealed promptly to avoid broken asphalt which could damage aircraft. Mr. Harris moved approval of the Resolution, seconded by Mr. Leonardi. The Resolution was approved unanimously.

b. Taxiway B Project: Mr. Kurtz advised the Board that completion of the Taxiway B project (Guerrera Construction) may be delayed since FAA will not allow the VOR ("Very high frequency Omni Range Station") and the Localizer to be shut down at the same time. FAA is adding personnel to speed up the restart of the Localizer. Once it is reconnected, FAA will carry out a flight check and other operational reviews.

In answer to a question, Mr. Kurtz described the unsuitable material ("muck") excavated from the Taxiway B area, in some cases 12' deep. In addition, there were three truckloads of asphalt-contaminated soil removed from this vicinity. The Board and engineer discussed the industry standard for soil borings and whether this material could have been identified during the design phase. The soil borings on this project met Code.

The Board expressed a desire for fixed price contracts. However, design changes resulting in additional costs can occur with fixed-price contracts. If the soil conditions are not as stated in the specifications, the contractor would be entitled to a change order. Mr. Scarpati prefers the design/build model often used in the private sector. Mr. Kurtz stated that FAA does not approve design/build contracts for airfield construction work.

c. Enplanement Figures: Ms. Jackson presented the monthly enplanements. There were three cancellations in September, one due to maintenance and two due to Air Traffic Control restrictions during construction. Also, a flight on 10/9/09 took a weight restriction of five passengers due to burned-out runway lights caused by a construction error.

g. Financial Reports: Ms. Godshall presented the draft financial statements for August. The monthly financials will not be updated until the statement for the fiscal year ending June 30 are reviewed by the accountant.

In answer to a question, Ms. Godshall stated that she expects the State operating subsidy in December, earlier than shown on the cash flow. This anticipated result is attributed to working with DOT staff more closely than in the past. As a result of this coordination, the proposed State Assistance Agreement was received for approval only two weeks after the state budget was approved. It has been returned and is now being processed at DOT.

6. **Neighborhood Liaison Committee** - No report. Ms. DePino reported on a neighborhood management team meeting which reviewed sidewalk and stop sign concerns among the neighbors. The Traffic & Parking Department will review and take appropriate steps.

7. **Other Business** -- None.

8. **Public Comment** - Mr. Lange introduced himself and described the impact of the Taxiway B Project on the FBO, Robinson Aviation. The runway closure has eliminated jet traffic from 7:00 am – 4:00 pm on some days and from 9:00 am – 4:00 pm on other days. He stated that Robinson's figures show that fuel flow is down by 60%, which also affects revenue to Tweed. The project is causing severe financial stress to Robinson Aviation, which views it as a lease violation and a violation of the Grant Assurances. He stated that he is working with Ms. Godshall and AvPORTS staff on a possible good faith resolution. His purpose in attending is to apprise the Board of these issues.

Mr. Weiner stated that the Board will defer comment until discussions are further developed.

The meeting was adjourned at 5:00 p.m.

Respectfully submitted,

Susan E. Godshall
Administrative Director