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Airport Authority Board of Directors Minutes of September 15, 2010

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

Directors absent: Alexander.

Others in attendance: Ozzie Moore, John Harden, Tim Larson, Lori Hoffman-Soares, Chuck Kurtz, Susan Godshall, Jim McHugh, Eliot Jameson, two TSA officials, Chris Donlon, Sean Kelly and Kurt Rodman.

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

1. The minutes of the meeting of July 14, 2010 were approved unanimously.

2. **Executive Director's Report**

Mr. Larson reported that Tweed won a marketing award for the "sock puppet" commercial in a competition among all North American airports.

Mr. Larson stated that the Open House to describe the Runway Rehab project to the public was successful and the project "has gone without a hitch" to date. He illustrated the project phasing on a site plan and thanked Mr. Kurtz for his meticulous attention to detail, particularly with respect to noise mitigation.

Mr. Kurtz provided schedule details for the Runway Repaving Project. The airport will be closed from Friday evening until Sunday afternoon on the weekend of October 1, weather permitting, to mill and pave the runway intersection.

Mr. Larson reported on the Tweed presence at the Pilot Pen Tennis Tournament and listed other marketing agreements.

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

4. **Committee Reports**
Strategic Planning Committee

Mr. Volchek stated that progress in future FBO development has been slowed by the Robinson Aviation lawsuit. An Executive Session will be held later in the meeting to review options to settle the lawsuit.

Mr. Volchek noted that the infrastructure work is nearing completion and asked staff to review the next steps toward reclaiming the 400' of runway length not currently available for take-off due to obstructions.

Mr. Kurtz stated that reclaiming the extra 400' of runway requires additional obstruction removal and a professional survey before FAA can make a determination, probably in 2011. In the meantime, there is no length restriction on take-offs to the south. The Board discussed specific obstruction issues at the north end.

Mr. Volchek reiterated that it is important to lower the ILS minimums to help U.S. Airways and prop aircraft. Several trees on the East Haven parcel and trees owned by a resident who refuses access must be addressed. Ms. Wishnafski stated that we need to identify funding for high-priority obstruction removal.

Mr. Volchek reminded the Board of the "Business Breakfast" at the Quinnipiack Club on September 16th, with an air industry consultant. Mr. Larson and Ms. Hoffman-Soares reviewed the need for additional information from area companies about air travel patterns, particularly to international destinations.

Finance and Audit Committee

Ms. Wishnafski stated that the independent audit for FY2009-10 has begun.

Ms. Wishnafski presented a cash flow report for FY10-11 which reflects a positive month in September. We received the City subsidy and 1/3 of the annual State subsidy. The cash flow report anticipates the balance of the State funding in November. This report reflects that all prior year invoices have been paid.

Ms. Wishnafski stated that staff continues to work on an agreement with the City to cover a portion of the City subsidy that was cut late in the budget process. Deficits shown in the out months on the cash flow will be worse if the budget shortfall is not resolved.

Mr. Harris asked how soon we will know about State funding for FY2011-12. This requires adoption of a State budget, and the political process is expected to be challenging. Mr. Volchek asked staff to begin work on a plan for July and August 2011, if adoption of a State budget and/or securing a new Assistance Agreement with CT DOT is delayed.

5. Staff Reports

a. Taxiway B Project (AIP 35)

Ms. Godshall presented **Resolution #326** approving Change Order No. 5 to the Contract with Guerrera Construction Company, Inc. The Change Order reduces the contract price. Mr. Leonardi moved acceptance of the Resolution, seconded by Mr. Harris. Resolution #326 was approved unanimously.

b. Runway Rehabilitation Project

Mr. Kurtz reviewed a revised plan to reduce the time the airport must be closed during the pavement "grooving" process. The grooving will take seven days. A date will be set once the paving is complete. He outlined ongoing steps to mitigate construction noise such as not dropping truck tailgates, minimizing the use of back-up beepers, and so on.

Mr. Kurtz described several timing issues that the contractor may raise at a later date and stated that this would be reviewed by the consulting engineer at the appropriate time.

c. Ms. Godshall presented **Resolution #327** approving a consulting agreement with Wyle Laboratories, Inc. for a Part 150 Noise Study. Ms. Wishnafski asked if the FAA grant (plus state and local shares) covers all anticipated costs. (Yes) Mr. Harris moved approval of the Resolution, seconded by Mr. Leonardi. Resolution #327 was unanimously approved.

d. Airport Manager's report.

Ms. Hoffman-Soares stated that runway markings on Runway 14-32 were removed and repainted in accordance with FAA requirements. Plans are being developed to widen the sidewalk in front of the terminal and repair the landside paving.

She noted that the Air Fest was postponed until October 2011. (The Board had been advised of this previously.)

e. Enplanement Data:

Ms. Hoffman-Soares distributed the enplanement data and stated that August 2010 is the highest month on the chart except for the Delta period. The Tweed load factor was 77%, whereas the Piedmont system-wide load factor was 72%. There was one cancelled flight due to mechanical problems and 33 passengers were rebooked. In answer to a question, Mr. McHugh stated that this could not have been handled by an FBO since this particular repair had to be completed by the airline.

f. Financial Statements:

Ms. Godshall reviewed the Financial Statements for June and July 2010, noting that the draft statement for June will be part of the year-end financials now in preparation.

6. Neighborhood Liaison Committee/Community Advisory Board:

Mr. Larson stated that the Community Advisory Board (CAB) will convene after this meeting. Mr. Harris and Mr. Leonardi will co-chair the CAB.

7. Other Business

Alderwoman DePino described an Airport-related parking problem on a neighborhood street, which was addressed by the City of New Haven Traffic and Parking Department.

8. Public Comment

9. Executive Session

Mr. Petrini moved to go into Executive Session to discuss the settlement of litigation. Mr. Scarpati seconded the motion and it was approved unanimously. Mr. Volchek identified staff who should participate. The Board went into Executive Session at 5:05 p.m.

The Board resumed the regular meeting at 5:40 p.m.

Mr. Leonardi moved that the meeting be adjourned at 5:41, seconded by Ms. Wishnafski. The motion was approved unanimously.

Respectfully submitted,

Susan E. Godshall
Administrative Director