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**Airport Authority Board of Directors
Minutes of September 14, 2011**

Directors present: Angeletti, Harris, Krebs, Leonardi, Markowski, Pane, Piscitelli, and Volchek.

Directors absent: Alexander, Balzano, Murphy, Petrini, Scarpati and Weiner.

Others in attendance: Tim Larson, Susan Godshall, Lori Hoffman-Soares, Chuck Kurtz, Eliot Jameson and Mark Zaretsky.

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

1. The minutes of the meeting of July 13, 2011 were approved unanimously.

2. **Executive Director's Report**

Mr. Larson welcomed the new Directors. Mr. Krebs and Mr. Pane briefly introduced themselves.

Mr. Larson stated that in connection with the \$500,000 under-funding in the FY11-12 State budget, he is setting up a meeting with Governor Malloy's Chief of Staff, along with other officials and legislators, to stress the importance of these funds to the Authority.

Mr. Larson stated that obstruction removal continues, with the goal of reducing the minimums on the south end and reverting to the original threshold on the north end. These objectives can be pursued independently. He hopes to remove enough trees within two months to apply for resumption of the original threshold. Once approved by FAA, this will provide an additional 400' of usable runway.

Mr. Larson stated that staff is regrouping on the recent letter asking DOT to undertake certain obstruction removals as a public safety matter because the addressee, Deputy Commissioner Martin, is no longer with the department.

3. **Chairman's Report/Strategic Planning Committee Report**

Mr. Volchek stated that the Board's priorities continue to be air service development and future FBO strategy. It has become clear how serious an issue the short runway length is for scheduled airlines. Board members indicated a willingness to help with a broad public relations effort aimed at extending the paved runway by 400' to 600'. Additional discussion addressed state and local politics related to Tweed.

Mr. Harris noted that the noise study will provide factual information, avoiding a repeat of past disputes based on rumor and misinformation.

Mr. Volchek noted that FBO expansion has been limited by the lawsuit. The Board will need to address whether Robinson Aviation is given a further extension on new development.

Ms. Godshall gave a brief update on the Robinson litigation, outlining the case background for new members. Counsel hopes to defer further pleadings while serious settlement discussions are proceeding.

4. Committee Reports

Finance and Audit Committee

The Committee will meet within the next few weeks to review the year-end financials and cash flow for the current fiscal year.

Community Advisory Board (CAB)

About 20 people attended the Public Information Meeting in July.

5. Staff Reports

a. Runway Rehabilitation Project (AIP 36)

Mr. Kurtz reviewed the meeting with DEP regarding the restoration of Pig Farm Road. The department was asked for permission to leave Pig Farm Road in service, at the request of the East Haven and New Haven fire departments. Additional engineering work will be required to amend the DEP permit for the Safety Areas.

Ms. Godshall presented **Resolution #345, Amendment #3 to the Agreement with Hoyle, Tanner & Associates, Inc. for Taxiway B (AIP 35)** to add funding for additional closeout services related to Pig Farm Road and the DEP permit. The Resolution was moved by Mr. Leonardi, seconded by Mr. Harris, and approved unanimously.

b. Ms. Godshall presented **Resolution #346, Approval of Air Carrier Incentive Program.** The incentive program was written in accordance with recent FAA guidelines and is subject to FAA review. The goal is to give airlines a 'level playing field' and adequate advance knowledge about available incentives. Ms. Godshall confirmed that any specific airline deal would be approved by the Board in the context of an airline Lease/License Agreement. The Resolution was moved by Mr. Harris, seconded by Mr. Scarpati and approved unanimously.

c. Ms. Godshall presented **Resolution #347, Approval of Memorandum of Understanding for the Connecticut Disadvantaged Business Enterprise Unified Certification Program.** The Resolution was moved by Mr. Harris, seconded by Mr. Leonardi and approved unanimously.

d. Airport Manager's report.

Ms. Hoffman-Soares reported on extensive staff efforts to prepare for and make repairs from Tropical Storm Irene. The airfield was flooded but the terminal did not flood, likely a favorable by-product of the north RSA construction. Electrical connections to the parking gates were damaged by the storm; parking revenue is currently being collected by staff. The system will be repaired by the electrical contractor as soon as possible.

Other operations activity included repairs to fencing, repairs to flooring in the ARFF Building, completion of the airfield painting, and replacing worn carpeting in the terminal. New ARFF gear was ordered. Winter preparations of snow removal vehicles have begun.

RFPs were advertised for the engineering of parking and landside roadway improvements and for the security re-design.

Ms. Hoffman-Soares distributed the enplanement chart and noted that Tropical Storm Irene resulted in a number of cancellations. August enplanements were 3,562, with 11 cancelled flights. This is the first month in 2011 with fewer enplanements than 2010.

Ms. Hoffman reviewed the annual seasonal schedule change in which we lose the overnight aircraft for several months. She was notified by US Airways that due to airline "repositioning" they will use a larger aircraft, Dash 8-300s, in the first three months of 2012.

Ms. Hoffman-Soares reviewed plans to celebrate the 80th Anniversary of the airport's founding on September 29, 1931 with a souvenir postcard and keychain.

g. Financial Statements -- Ms. Godshall reviewed the draft June 2011 financial statements. Mr. Volchek confirmed that at present we are facing a deficit budget for FY11-12. The Board discussed the level City and State subsidy and lack of regional funding.

6. Other Business

Ms. Godshall distributed a revised Board contact information sheet and a news article regarding Governor Malloy's appointments to the new CT Airport Authority.

7. Public Comment - None

The meeting was adjourned at 5:15 pm.

Respectfully submitted,

Susan E. Godshall
Administrative Director