



155 Burr Street
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**Airport Authority Board of Directors
Minutes of July 18, 2018**

Directors present: Hoey, Leonardi, Petrini, Sklarz, Verderame, Weiner

Via Telecom: Adams, Arnold, Constantinople Jr., Jacob, Neal-Sanjuro, Picard, Wilson

Directors absent: O'Connell

Others in attendance: Tim Larson, Chuck Kurtz, Jeremy Nielson, Felipe Suriel, Alicia Seremet, Dean Wojtak, Karen Wait, Eliot Jameson, Evan Warren, Bill Richardson, Steve Bernardo, Mark Zaretsky, and Kathy Grant

The meeting was called to order at 4:02pm by Mr. Leonardi.

Motion to approve meeting minutes from June 20, 2018 by Mr. Hoey, second Mr. Sklarz. Approved unanimously.

1. Executive Directors Report

Mr. Larson reported that Mr. Neilson is working to be familiar with the financials and how the various accounts are managed, meeting with the major players at the AP and becoming familiar with HVN.

Mr. Weiner asked that, due to time constraints for some members, *Resolution #469 – Acceptance of AIP Grant from the Federal Aviation Administration for the Residential Sound Insulation Program – Phase 4* be voted on by the Board at this time. Mr. Kurtz outlined what the resolution intends (Resolution #464 authorized submitting the grant application), how the funding breaks down and that it needs to be brought to the Board this month as there is most often no Board meeting in August. The Acceptance must be submitted prior to the end of August. Mr. Weiner moved the resolution. Motion Mr. Leonardi, second Ms. Neal-Sanjuro, approved unanimously.

Mr. Larson, Mr. Kurtz and Mr. Nielson attended a meeting at the FAA in Boston this day. They discussed the Field Report and annual recertification that was recently conducted. HVN is working to rectify the issues noted in the inspection.

One concern discussed was the turnover on Operations. This is market driven and strategies to ameliorate this turnover will be discussed by management. The turnover does affect safety and performance. Mr. Larson complimented Ms. Seremet, Operations Manager, for the tireless efforts to keep the staff trained through sharing her wealth of knowledge accumulated over her time at HVN as well as the professional can-do attitude she's maintained throughout the years.

2. Audit and Finance

No report

3. Reports and Action Items

Resolution #469 was acted on during the Executive Directors report.

4. Airport Managers Report

Mr. Neilson reiterated that management is working to meet the expectations of the FAA.

Reviewed statistics for HVN, enplanements are up even with 12 cancellations and 17 delays. Eliot Jameson forecasts these figures and will provide them to Mr. Larson. Board members commented it will be great to see the figures when the issues causing these missed enplanement opportunities are resolved.

Mr. Petrini asked what the process in place is for limiting/reducing cancellations and stated that reliability is paramount; other Board members agreed.

Work on the second floor of the terminal was discussed. The placement of the kiosk, carpet and window treatments will begin soon. Mr. Kurtz shared that work on the jet bridge will begin mid-August and will last 4-6 weeks. Mr. Larson asked that the Board be notified when the work is completed and ready to be viewed.

5. Other Business:

Board re-appointments. Letters of reappointment from Mayor Harp are in the Mayors hands to be sent out. Ms. Neal –Sanjuro to reconvene the nominating committee to put candidates to the Board.

Noise attenuation work on 48 houses is scheduled to begin by September. The entire program is moving ahead swimmingly. Individual homes are being closed out and the process is moving forward.

Mr. Larson reminded everyone it is important to please forward contact information for anyone who has questions or concerns about any aspect of the program to him or anyone in administration. This ensures that any resident has their questions answered and concerns addressed by a representative of the Jones Payne group who is managing the program.

Public Comment:

None

Meeting adjourned at 4:25pm

Respectfully submitted,
Kathleen Grant
AvPORTS