



155 Burr Street
New Haven, CT 06512
P 203-466-8833

**Airport Authority Board of Directors
Minutes of December 12 , 2018**

Directors present: Picard, Arnold, Jacob, Leonardi, Petrini, Sklarz, Verderame, White, Wilson

Via Telecom: Hoey, Neal-Sanjuro,

Directors absent: Adams, Constantinople Jr., O'Connell, Weiner

Others in attendance: Tim Larson, Jeremy Nielson, Alicia Seremet, Mohamad Eltahir, Karen Wait, Mr. Solakian, Evan Warren, Devin Tichy, Diane Proto, Mark Zaretsky, and Kathy Grant

The meeting was called to order at 4:01pm by Mr. Picard.

Motion to approve meeting minutes from September 12, 2018 by Ms. Neal-Sanjuro, second Mr. Leonardi. Approved unanimously.

1. Executive Directors Report

Mr. Larson reported that the meetings with many air carriers at the Take-Off conference in Memphis was encouraging. He and Mr. Nielson are building new relationships and developing strategies for new service.

2. Chairman's report

No comments at the time.

3. Audit and Finance

Mr. Arnold reviewed that the numbers are good and the budget remains in the black YTD. The AP is in good financial standing to face winter snow removal expenses.

Mr. Arnold introduced Mike Solakian of Solakian and Company, LLC who conducted the airport's annual audit. Reviewing information submitted, the audit is in final form with no errors or omissions found. Mr. Solakian was pleased with the availability of any information he needed for the state mandated single audit.

The audit being complete, Mr. Leonardi suggested and motioned that the Board vote to accept. Mr. Arnold second. Motion approved unanimously.

4. Airport Managers Report

Mr. Neilson reviewed enplanement figures and KPI's.

Rates and Charges are being reviewed in anticipation of changes to realign HVN's fees with current industry standards. Mr. Nielson is reviewing information gathered on peer airports fees to support recommended changes at HVN. There was discussion with regard to raising charges, especially parking rates. The Board tasked Mr. Nielson with providing projected annual revenue increases to help with decision making.

Other Business:

None

Public Comment:

None

Meeting adjourned at 4:34pm

Respectfully submitted,
Kathleen Grant
AvPORTS