

Agenda
Board of Directors Meeting - #207
January 20, 2016
4:00 P.M

1. Minutes of December 16, 2015 Attached
2. Executive Director's Report Mr. Larson
3. Chairman's Report Mr. John Picard
 - a. Audit and Finance Committee Mr. Scarpati
 - b. Financial Reports: December 2015 Attached
4. Reports and Action Items:
 - a. Airport Manager's Report Ms. Jackson
 - b. Monthly Enplanement Figures To be distributed
5. Other Business
6. Public Comment
7. Adjournment



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

**Airport Authority Board of Directors
Minutes of January 20, 2016**

Directors present: Picard; Weiner; Arnold; Scarpati; O'Connell; Petrini; Jacob; Nemerson

Via Telecom: Neal-Sanjuro; Sklarz; Hoey

Directors absent: Leonardi; Adams; Constantinople Sr.; Constantinople Jr.

Others in attendance: Tim Larson, Diane Jackson, Chuck Kurtz, Tom Reich, Felipe Suriel, Karen Wait, Maribel Lota, Kurt Kaminski, Alicia Seremet, James McHugh, Evan Warren, Devin Tichy, Mike Giordano, Paul Looney, Rod Bascom, Mark Zaretsky, and Kathy Grant

The meeting was called to order at 4:05pm, Mr. Larson presiding.

Motion to approve meeting minutes from December 16, 2015 by Mr. Scarpati, second Mr. Petrini. Approved unanimously.

1. Executive Directors Report

Mr. Larson and Ms. Jackson met with Senator Blumenthal to discuss travel and tourism in the state and its relation to air travel. The tower management system was also discussed.

HVN hosted Mr. Paul Mounds for a tour of HVN to see it up close and meet with staff to discuss long-range plans for HVN. Mr. Picard and Mr. Larson will meet with Mary-Ellen Jones, CAA chairwoman at the CAA in late January

Mr. Larson will meet with Mayor Harp this coming week regarding the AvPorts proposal. It was agreed that there will be an independent review of any possible agreement.

The lawsuit regarding paving the safety areas is moving forward. A response is now expected the first week in February.

Mr. Larson asked T. Reich to present his presentation about new possibilities to attract new service.

Mr. Reich presented data showing where HVN is positioned in relation to other local airports as to cost per mile per customer and explained how airlines use this data when making decisions about where to provide/expand service. He further outlined a method to attract service is to negotiate with an airline and provide revenue guarantees, with the funds for those guarantees in existence. He stated that airlines are much likelier to consider proposals where they maintain profit margins at no risk as compared to the service they eliminate to schedule additional service at HVN. This method sifts all risk to the guarantor.

If the TNHAA were to undertake this it would need to be extremely vigilant and solicit for an RFP and limit proposals to what is the desired new service providing all airlines an opportunity to submit. Alternatively, a third party with no airport participation can negotiate directly with specific airlines for specific service.

Many details were asked of Mr. Reich by board members and were answered hypothetically. The presentation was to introduce factors that must be considered when negotiating and encouraging new service with revenue guarantees. White Plains AP used this type of process to become the success they are and their history could be used as a roadmap for HVN.

Revenue guarantees will influence an airlines willingness to research new opportunities yet organizations must have the supporting funds available for airlines to take any proposal seriously.

The Dash 8's are still scheduled to be retired in upcoming years and the RJ's are expected to take their place. An advantage of these regional jets is their range and capacity in addition to the instrumentation that allows the RJ's to land in conditions the Dash's cannot.

2. Audit and Finance Committee Report

Mr. Scarpati reported that December was a good month and the AP is still running under budget. He projects the operation to remain in line with the budget moving forward.

3. Airport Managers Report

Ms. Jackson reported that the load factor is strong yet we are still running a reduced flight schedule.

There are two RFP's currently open. The first is to fund continued work for noise mitigation engineering. The length of the contract is changed from one to five years. The return date is February 4 to ensure we submit the FAA grant by the May 1 deadline.

The second RFP is for the redesign on runway 14-32 and taxiways Alpha, Fox and Golf. The same deadline affect this program and recommendations will be ready for the Board to vote on at the March meeting.

Ms. Jackson shared that Mr. Leonardi remains in Florida and that she keeps in touch with him.

Public Comment:

None

Motion to adjourn by Mr. Scarpati, second, Mr. Arnold. Approved unanimously.

Meeting adjourned at 4:54pm

Respectfully submitted,
Kathleen Grant
AvPORTS

Agenda
Board of Directors Meeting - #208
February 17, 2016
4:00 P.M

- | | |
|--|-------------------|
| 1. Minutes of January 20, 2015 | Attached |
| 2. Chairman's Report | Mr. Picard |
| 3. Executive Director's Report | Mr. Larson |
| a. Audit and Finance Committee | Mr. Scarpati |
| b. Financial Reports: January 2015 | Attached |
| 4. Reports and Action Items: | |
| a. Airport Manager's Report | Ms. Jackson |
| b. Monthly Enplanement Figures | To be distributed |
| 5. Other Business | |
| 6. Public Comment | |
| 7. Executive Session to Review with Counsel Legal Analysis of AvPorts Contract | |
| 8. Adjournment | |



155 Burr Street
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**Airport Authority Board of Directors
Minutes of February 17, 2016**

Directors present: Picard; Leonardi; Hoey; Arnold; Jacob

Via Telecom: Neal-Sanjuro; Sklarz; Adams; O'Connell

Directors absent: Scarpati; Weiner; Petrini; Nemerson; Constantinople Sr.;
Constantinople Jr.

Others in attendance: Tim Larson, Hugh Manke, Diane Jackson, Felipe Suriel, Karen Wait,
Maribel Lota, Alicia Seremet, Andrew Erola-Rebellato, James McHugh,
Evan Warren, Mike Giordano, Cherise Labonte, Katha Cox, Susan
Campion, Mark Zaretsky, and Kathy Grant

The meeting was called to order at 4:03pm, Mr. Picard presiding.

Motion to approve meeting minutes from January 20, 2016. Mr. Hoey corrected that he was
in attendance via telecom. Motion to approve minutes as corrected by Mr. Arnold, second
Mr. Hoey. Approved unanimously.

1. Executive Directors Report

Mr. Larson welcomed Mr. Leonardi back to the Board and added that it had been a lively
month.

The airport went before the New Haven Budget Committee with the department reduced
request of \$538K with a possible \$20K increase as has been in the past few years. These
funds are for the New Haven Capital Improvement funds used for airport improvements.
This budget is reviewed by the Alders in May.

Mr. Larson has had discussions with Senator Blumenthal who has asked for Tweed's input regarding PFC funding and Contract Tower funding. Senator Blumenthal and Senator Murphy have both assured Mr. Larson that they support maintaining the current funding levels.

The Uber parking concerns are being addressed with the local Uber Corporate VP who is working with the airport to require Uber drivers to follow set protocols for soliciting and providing services to passengers at Tweed i.e. that they wait in the long term parking lot for fares. This arrangement does not infringe on taxi business in the queue outside of arrivals and keeps the two types of drivers separate to eliminate possible confrontations between Uber drivers with Taxi drivers and airport staff.

The state audit was completed for FY 2012, 2013 and 2014 with no significant findings.

Mr. Larson will attend Jumpstart with Ms. Jackson in June with the intention to meet with potential new carriers. Ms. Jackson commented that during a phone discussion with an AA planner that they were pleased with the load at Tweed and appreciated T. Reich's presentation to the Board last month explaining how airlines figure for new and changed routes. With the suspended flight, Tweed loads are considerably better than the region AA is very happy with the flights it now has scheduled.

The interest the Authority has in beginning service to the DC area has been discussed and one possibility is to begin, with revenue guarantees, one flight a day in place of the fourth turn that AA currently reduces for months in the winter and spring. Mr. Larson is confident this process will prove the validity of DC area service. Ms. Jackson and Mr. Reich are gathering requested information and will meet with AA planners at Jumpstart in June to discuss this and other additional service at Tweed.

Mr. Larson announced that the Board will be moving to Executive Session to discuss the relationship with AvPORTS following the regular meeting and adjourning immediately following the executive session.

2. Airport Managers Report

Ms. Jackson reported that the fourth flight is in the reservation system for May. This bolsters AA's verbal confirmation that the flight will resume. Enplanements are good considering there were seven cancellations during the month and we are only 20 passengers less than January 2015. AA pre-cancelled most of the flights allowing passengers to make alternate plans when their flights were cancelled. Although losing flights is discouraging, from the passenger satisfaction position, pre-cancelling is much more agreeable than cancelling once passengers are at the airport waiting to board.

Tweed's load factor is 74% which is lower than usual but better than the system wide 67%.

Expenses have increased in relation to the storm with overtime and snow treatment substances that are used to keep the runways clear and the airport open.

The expenses related to the inclement weather have impacted the financials and are expected to remain high with the January snow events thus far.

Mr. Arnold added that large expense items will have to be addressed in the near future and wanted to bring this to the Boards attention. Maintenance and/or replacement of building systems is costly and not supported by the budget as it is. The Board should be cognizant of these needs along with the need to aesthetically upgrade public areas.

Mr. Manke provided an update regarding the lawsuit that is seeking to invalidate the State Statute that limits the length of the runway. The State has filed an answer to the complaint and claims that the Authority does not have standing to file the lawsuit. Mr. Manke is confident that the court will rule in favor of the Authority on the standing issue and will have more information after March 24, 2016.

Public Comment:

Ms. Susan Campion, 82 Morris Cove Road.

- **When will the fiscal year budget be available to the public?**
- **Who is underwriting costs for the legal fees with regard to the lawsuit?**
- **Is the Town of East Haven involved in the lawsuit?**

Mr. Picard answered Ms. Campion that someone will contact her with the answers the following day.

The regular Board meeting was adjourned unanimously at 4:24pm and the Board moved into Executive session.

The Executive Session closed at 5:07.

Motion to adjourn by Mr. Leonardi, second, Mr. Hoey. Approved unanimously.

Meeting adjourned at 5:08pm

**Respectfully submitted,
Kathleen Grant
AvPORTS**



155 Burr Street
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**Airport Authority Board of Directors
Minutes of February 17, 2016**

Directors present: Picard; Arnold

Via Telecom: Weiner; Leonardi; Hoey; Neal-Sanjuro; Sklarz; Petrini; Jacob; Constantinople Jr.

Directors absent: Scarpati; Nemerson; O'Connell; Constantinople Sr.; Adams

Others in attendance: Tim Larson, Diane Jackson, Mark Zaretsky, and Kathy Grant

The meeting was called to order at 12:01pm, Mr. Picard presiding.

Action Items:

Resolution #432 Approval of a Professional Service Agreement with Trillion Aviation

The Motion was read into the record in its entirety by Mr. Picard.

Discussion regarding the scope of the services to be produced being to review the agreement with Avports and the associated costs.

Motion to approve Resolution #423 by Mr. Arnold, second By Ms. Neal-Sanjuro. Approved unanimously.

Motion to adjourn by Mr. Arnold second, Ms. Neal-Sanjuro. Approved unanimously.

Meeting adjourned at 12:03pm

Respectfully submitted,
Kathleen Grant



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**Airport Authority Board of Directors
Minutes of February 17, 2016**

Directors present: Picard; Arnold

Via Telecom: Weiner; Leonardi; Hoey; Neal-Sanjuro; Sklarz; Petrini; Jacob;
Constantinople Jr.; O'Connell

Directors absent: Scarpati; Nemerson; Constantinople Sr.; Adams

Others in attendance: Tim Larson, Diane Jackson, Mark Zaretsky, and Kathy Grant

The meeting was called to order at 12:01pm, Mr. Picard presiding.

Action Items:

Resolution #432 Approval of a Professional Service Agreement with Trillion Aviation

The Motion was read into the record in its entirety by Mr. Picard.

Discussion regarding the scope of the services to be produced being to review the agreement with Avports and the associated costs.

Motion to approve Resolution #423 by Mr. Arnold, second By Ms. Neal-Sanjuro. Approved unanimously.

Motion to adjourn by Mr. Arnold second, Ms. Neal-Sanjuro. Approved unanimously.

Meeting adjourned at 12:03pm

Respectfully submitted,
Kathleen Grant
AvPORTS

Agenda
Board of Directors Meeting - #209
March 16, 2016
4:00 P.M

- | | |
|---|-------------------|
| 1. Minutes of February 17, 2015 | Attached |
| 2. Chairman's Report | Mr. Picard |
| 3. Executive Director's Report | Mr. Larson |
| a. Audit and Finance Committee | Mr. Scarpati |
| b. Financial Reports: January 2016 | Attached |
| 4. Reports and Action Items: | |
| a. Approval of Grant Application for Residential Insulation Phase 2
Resolution #433 Approval of Grant Application to the
 Federal Aviation Administration for Residential Sound Insulation
 Program – Phase 2 | Attached |
| b. Approval of Multi-Year Consulting Agreement
Resolution #434 Approval of Multi-Year Consulting Agreement with
 The Jones Payne Group, Inc. for Residential Sound Insulation Program | Attached |
| c. Airport Manager's Report | Ms. Jackson |
| d. Monthly Enplanement Figures | To be distributed |
| 5. Other Business | |
| 6. Public Comment | |
| 7. Adjournment | |



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

**Airport Authority Board of Directors
Minutes of March 16, 2016**

Directors present: Picard; Leonardi; Hoey; Arnold; Weiner; Sklarz

Via Telecom: Neal-Sanjuro; Constantinople Jr.

Directors absent: Scarpati; Adams; Petrini; Nemerson; Jacob; Constantinople Sr.; O'Connell

Others in attendance: Tim Larson, Diane Jackson, Chuck Kurtz; Tom Reich, Felipe Suriel, Ricardo Martinez-Marrero, Karen Wait, Maribel Lota, James McHugh, Cherise Labonte, Katha Cox, Michele Demusis, Mark Zaretsky, and Kathy Grant

The meeting progressed informally until a quorum was present. The meeting was called to order at 4:07pm, Mr. Picard presiding.

Motion to approve meeting minutes from January 20, 2016. Motion to approve minutes Mr. Leonardi, second Mr. Arnold. Approved unanimously.

1. Executive Directors Report

Mr. Larson outlined the status of lawsuit that is seeking to invalidate the State Statute that limits the length of the runway. The next hearing is on March 24 and it is expected that the schedule, deadlines, agreements and additional discovery will be completed by June 1, 2016 and should move forward quickly.

Due diligence re: opinion of the Agreement to extend AvPORTS contract to operate the airport for the City should be available by the April Board meeting for full Board consideration.

Mr. Larson invited the Board members to tour the lobby to see the new flooring that was recently installed.

2. Airport Managers Report

Ms. Jackson reiterated what an improvement the new flooring in the terminal is. She added the Phase II will be to continue the same treatment in the arrivals area which is expected to begin July 1.

Aaron Associates will be installing a new radio system at the tide gates. This project is funded under a current grant.

Enplanements have been good. HVN's load factor is better than the regional load factor. The future flight calendar has our fourth flight scheduled to resume May 5, 2016.

Action Items:

Resolution #433 Approval of Grant Application to the Federal Aviation Administration for Residential Sound Insulation Program – Phase 2

Discussion regarding the scope of services including liability for work completed etc. Mr. Kurtz provided a brief overview of an additional 12 homes selected for the program. Work on these homes is scheduled to begin summer, 2016

Motion to approve Resolution #423 by Mr. Weiner, second By Mr. Leonardi.
Approved unanimously.

Resolution #434 Approval of Multi-Year Consulting Agreement with The Jones Payne Group, Inc. for Residential Sound Insulation Program

Mr. Kurtz provided a brief overview of the scope and materials for the program.

Motion to approve Resolution #423 by Mr. Leonardi, second By Mr. Arnold.
Approved unanimously.

Public Comment: None

Motion to adjourn by Mr. Leonardi, second, Mr. Hoey. Approved unanimously.
Meeting adjourned at 5:35pm

Respectfully submitted,
Kathleen Grant
AvPORTS

Agenda
Board of Directors Meeting - #210
April 20, 2016
4:00 pm

1. Minutes of March 16, 2016 Attached
2. Executive Director's Report Mr. Larson
3. Chairman's Report Mr. Picard
 - a. Audit and Finance Committee Report Mr. Scarpati
 - Approval of FY16-17 Operating Budget** To be distributed
4. Reports and Action Items:
 - a. Approval of Grant Application: Attached
Resolution #435 Approval of Grant Application to the Federal Aviation Administration for Planning, Environmental Assessment and Permitting Reconstruction of Runway 14-32 and Taxiways A, F & G
 - b. Airport Manager's Report Ms. Jackson
 - c. Monthly Enplanement Figures To be distributed
5. Other Business
6. Public Comment
7. Adjournment



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

**Airport Authority Board of Directors
Minutes of April 20, 2016**

Directors present: Picard; Scarpati; Hoey

Via Telecom: Arnold; Constantinople Jr.; Constantinople Sr.; Jacob; Leonardi; Neal-Sanjuro;
Petrini; Sklarz

Directors absent: Adams; Nemerson; O'Connell; Weiner

Others in attendance: Tim Larson, Diane Jackson, Felipe Suriel, Karen Wait, Maribel Lota,
David Reger, Tom Reich, Steve Fontana, Neil Doran, Paul Looney, Cherise
Labonte, Mark Zaretsky, and Kathy Grant

The meeting was called to order at 4:09pm, Mr. Picard presiding.

Motion to approve meeting minutes from March 16, 2016 Mr. Constantinople Sr., second
Ms. Neal-Sanjuro. Approved with Mr. Scarpati abstaining.

1. Executive Directors Report

Mr. Larson shared that Mayor Maturro's mother had passed on and that an arrangement expressing condolences was sent from the Board.

Mr. Larson is looking forward to attending Jumpstart in June with Ms. Jackson and Mr. Reich to pursue new and or expanded air service opportunities. Mr. Picard is hopeful for new opportunities.

Regarding the Lawsuit, Mr. Manke has outlined the process going forward to Mr. Larson. The City of New Haven has joined the action which strengthens the position. The result of the pre-hearing was favorable and an expedited hearing is expected.

The proposed twenty-year extension of the AFCO AvPORTS contract is still under review. Mr. Larson expressed that AVCO AvPORTS has managed the airport for the past *twenty* years. There will be more detail available in early May and possible action on the contract extension at the May 18th board meeting. Attendance is encouraged.

Mr. Larson has been at the Capitol working on the state budget. He is confident special sessions will be necessary to pass the next year's budget.

Mr. Scarpati, finance and audit committee, met with Ms. Jackson and Mr. Larson just prior to this board meeting to discuss the budget. Mr. Larson thanked Mr. Scarpati for his years of continued service on the committee.

Finance and Audit Committee:

Mr. Scarpati and the Committee reviewed the budget and iterations regarding expenses and revenue that must remain balanced. The City subsidy remains the same, \$325K and the State is expected to provide the 1.5M again this year. Mr. Scarpati described the budget as having optimistic revenue projections and aggressive expense projections while recognizing notes for AvPORTS. The Committee believes the numbers are achievable and are confident Ms. Jackson will be able to meet the budget obligations.

The Committee wanted to be on record that the Airport will not be allowed to operate at less than current levels to maintain safety standards. If the budget is not met while maintaining these levels the Committee will meet and discuss possible alternatives.

Mr. Scarpati recommended that the Board accept the budget. Motions to accept Mr. Hoey, second Mr. Constantinople Jr. Approved unanimously.

Action Items:

Resolution #435 Approval of Grant Application to the Federal Aviation for Planning, Environmental Assessment and Permitting Reconstruction of Runway 14-32 and Taxiways A, F & G

The resolution was read into the record in its entirety by Mr. Picard.

Motion to approve Resolution #435 by Mr. Hoey, second By Mr. Scarpati.
Approved unanimously.

Airport Managers Report:

HVN's load factor was 74.9%; higher than the regional average.

HVN has received the flight calendar and the fourth flight is now scheduled to resume in June 2 rather than in May. Mr. Reich explained that this is due to crew availability and not a reflection on HVN. AA will add flights to accommodate graduation weekends at the local Colleges and Universities. The fourth flight will return for June, not be available in July and return again in August.

Drones and their threat to air travel has been in the news. Ms. Jackson has discussed the potential problem with ATC. Additionally, the scenario presented to first responders attending the annual Table Top Drill in March focused on drones in the challenge situation that was presented to the group.

TRACON has been installed in the tower and will go live in June. The system allows the controllers to see all local aircraft and adds another level for safety at HVN.

HVN's minimums are expected to be reduced at the end of May.

GPS Navigation has been postponed due to internal processes.

Mr. Larson added that Mr. McHugh will be retiring at the end of May. HVN will miss the easy rapport and sense of cooperation Jim has provided over the years.

Threshold 20 displaced 52'. The AP has been working to bring it back to the end returning to 5,600 ft.

Public Comment: None

Motion to adjourn by Mr. Constantinople Jr., second, Mr. Scarpati. Approved unanimously.

Meeting adjourned at 4:32pm

Respectfully submitted,
Kathleen Grant
AvPORTS



Agenda
Board of Directors Meeting - #211
May 18, 2016
4:00 pm

1. Minutes of April 20, 2016 Attached
2. Executive Director's Report Mr. Larson
3. Chairman's Report Mr. Picard
 - a. Audit and Finance Committee Report Mr. Scarpati
4. Reports and Action Items:
 - Resolution #436 Approval of Memorandum of Understanding with AVPORTS re. Airport Private Investment and Extension of Management and Operations Agreement.** Attached
 - Resolution #437 Approval of Change of Order #2 to Construction Contract with L. Holzner Electric Company for the Pilot Phase of a Residential Soundproofing Program** Attached
 - a. Airport Manager's Report Ms. Jackson
 - b. Monthly Enplanement Figures To be distributed
5. Other Business
6. Public Comment
7. Adjournment



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

**Airport Authority Board of Directors
Minutes of May, 2016**

Directors present: Adams; Arnold; Hoey; Leonardi; Nemerson; O'Connell; Petrini; Scarpati;
Weiner

Via Telecom: Jacob; Neal-Sanjuro; Sklarz; Constantinople Sr.

Directors absent: Constantinople Jr.; Picard

Others in attendance: Tim Larson, Mr. Ozzie Moore (*Via Telecom*), Diane Jackson, Felipe Suriel, Karen Wait, Maribel Lota, Alicia Seremet, Geoff Aschberger, David Reger, Tom Reich, Neil Doran, Mike Giordano, Cherise Labonte, Mark Zaretsky, and Kathy Grant

The meeting was called to order at 4:00pm, Mr. Weiner presiding.

Motion to approve meeting minutes from April 20, 2016 Mr. Leonardi, second Mr. Hoey.
Approved unanimously.

1. Executive Directors Report

The state budget has been approved and HVN has \$1.48M deposited with CAA's funding. HVN funding is a line item in the CAA airport operation budget separate from the CAA operating budget.

Action Item:

Resolution #436 Approval of Memorandum of Understanding with AvPORTS re: Airport Private Investment and Extension of Management and Operations Agreement

Memorandum of Agreement with AvPORTs, working to frame a revised management agreement. The MOU has been approved by TNHAA legal counsel. This agreement is a starting point to discuss AvPORTs recent proposal and is non-binding but would formalize the intention of TNHAA. AvPORTs current contract is through 2020 and renewing the contract allows AvPORTs to plan going forward from that year.

Discussion with regard to creating a small working group to review and assess the proposal. Board members felt this was the best alternative due to a unanimous vote on the resolution being desired. A timeframe of 90 days with a 60 day extension was proposed as an alternative to adopting the MOU. There was agreement to proceed while using the MOU as a starting point.

Motion by Mr. Scarpati to "Form the working group to begin discussion with AvPORTs to investigate and research ideas moving forward". Second Mr. Adams. Approved unanimously.

The working group will meet as necessary and report back to the Board in approximately ninety days. The working group will include Mr. Nemerson, Mr. Leonardi, Mr. Adams, Mr. Scarpati, Mr. Arnold, Mr. Sklarz, and Mr. Jacob.

The meeting will be announced to all board members so any other Board member who would like to attend can. M. Lota will email the MOU to the working group and schedule meetings.

Action Item:

Resolution #437 Approval of Change Order #2 to Construction Contract with L. Holzner Electric Company for the Pilot Phase of a Residential Soundproofing Program

Motion to approve Resolution #437 by Mr. Leonardi, second Mr. Hoey. Approved unanimously.

2. Airport Managers Report:

Ms. Jackson asked Mr. Reich to speak with regard to ASD.

Mr. Reich reported that AvPORTS is collaborating with Piedmont/American Airlines to add the RJ145's to our operating specs. The aircraft must be added to the operations specs. to confirm that HVN is prepared to accept this aircraft to be considered as a destination for the aircraft.

There have been no schedule changes since last month although flights were added to accommodate College graduations.

The fourth schedule flight continues through June, is deleted from the schedule as of July 4th and returns August 23rd going forward.

AvPORTs is in discussion with an airline for a flight with a Florida destination. The airline is reviewing safety as it has two possible aircraft and are studying which one or both are best for the route.

Jumpstart is June 13-15. The Board meeting is scheduled during that meeting. Rescheduling the Board meeting is possible so the Board can be informed of the results of meetings at the conference.

Mr. Reich completed his ASD update.

Ms. Jackson informed the Board that Jim McHugh, Station Manager for American Airlines is retiring. Brian Prince will be the new Station Manager starting immediately. Brian is familiar with HVN as he was employed here in the past and HVN looks forward to a continued satisfying relationship with the Mr. Prince.

Robinson was very busy with the increased traffic for Yale Graduation.

Shoreline Aviation hosted a private event featuring Breitling Jet Team for some of their clients. Mr. Larson added that although we received two noise complaints many more were calls asking why the event wasn't announced. It wasn't a public event hence the lack of publicity although there were people watching the show from the surrounding area.

The tide gates are completely repaired and in good working order.

3. Finance and Audit Committee: The budget is on target for end of year June 30, 2016.

Public Comment: Mr. Giordano commented that he feels that American Airlines schedule and losing flights is disrespectful. The future weekend schedule has very limited choice of flights. Why do we lose flights before any other airports? Additionally, the current schedule does not allow for International connections without long layovers.

Motion to adjourn by Mr. Leonardi, second, Mr. Arnold. Approved unanimously.

Meeting adjourned at 4:58pm

Respectfully submitted,
Kathleen Grant
AvPORTS



Agenda

Board of Directors Meeting - #212

June 22, 2016
4:00 pm

1. Minutes of May 16, 2016 Attached
2. Executive Director's Report Mr. Larson
3. Chairman's Report Mr. Picard
 - a. Audit and Finance Committee Report Mr. Scarpati
4. Reports and Action Items:
 - Resolution #438: Approval of Hoyle, Tanner & Associates, Inc. Agreement For Planning, Environmental Assessment and Permitting Reconstruction of Runway 14-32 and Taxiways, A, F & G** Attached
 - Resolution #439: Approval of Agreement with U.S. Department of Agriculture Animal and Plant Health Inspection Service for Wildlife Management Services at Tweed-New Haven Airport** Attached
 - Resolution #440: Acceptance of Grant Offer from the Federal Aviation Administration for Planning, Environmental Assessment and Permitting Reconstruction of Runway 14-32 and Taxiway A, F & G Planning, Environmental Assessment and Permitting Reconstruction of Runway 14-32 and Taxiway A, F,& G** Attached
 - a. Airport Manager's Report Ms. Jackson
 - b. Monthly Enplanement Figures To be distributed
5. Other Business
6. Public Comment
7. Adjournment



155 Burr Street
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**Airport Authority Board of Directors
Minutes of June 22, 2016**

Directors present: Picard; Arnold; Hoey; Leonardi; Scarpati; Weiner; Sklarz;
Constantinople Sr.; Jacob; Neal-Sanjuro

Via Telecom: O'Connell

Directors absent: Constantinople Jr.; Petrini; Nemerson; Adams

Others in attendance: Tim Larson, Hugh Manke, Diane Jackson, Karen Wait, Chuck Kurtz,
Tom Reich, Jim McHugh, Ken Robinson, Eliot Jameson, Neil Doran, Katha
Cox, Mark Zaretsky, and Kathy Grant

The meeting was called to order at 4:18pm, Mr. Picard presiding.

Motion to approve meeting minutes from May 16, 2016 Mr. Sklarz, second Ms. Neal-Sanjuro. Approved unanimously.

A change to the agenda was proposed to hear the three proposed resolutions before other business. Motion by Ms. Neal-Sanjuro, second Mr. Scarpati. Approved unanimously.

Action Items:

Resolution #438 Approval of Hoyle, Tanner and Associates, Inc. Agreement for Planning, Environmental Assessment and Permitting Reconstruction of Runway 14-32 and Taxiways A, F & G.

The resolution was read into the record by D. Jackson. *Ms. Jackson noted that Resolution #438 and #440 were interconnected.* Motion to approve Mr. Scarpati, second Mr. Hoey. Approved unanimously.

Resolution #439 Approval of Agreement with US department of Agriculture Animal and Plant Health Inspection Service for Wildlife Management Services at Tweed New Haven Airport.

The resolution was read into the record by J. Picard. Motion to approve Mr. Sclarz, second Mr. Scarpati. Approved unanimously.

Resolution #440 Acceptance of Grant Offer from the Federal Aviation Administration for Planning, Environmental Assessment and Permitting Reconstruction of Runway 14-32 and Taxiway A, F & G.

The resolution was read into the record by J. Picard. Motion to approve Mr. Sclarz, second Mr. Scarpati. Approved unanimously.

1. Finance and Audit Committee

Mr. Scarpati deferred to Ms. Jackson regarding the balance sheet. The airport is under budget and the end of the fiscal year remains neutral.

2. Executive Directors Report

- Inroads were made at Jumpstart. Met with K. Dillon, CAA.
- The working group continues to meet re: the MOU with AvPORTS.
- The first houses being renovated for noise reduction begin this week.
- Mr. Larson is talking with the owners of the last few obstructions regarding getting them removed.

3. Airport Managers Report

- The Secretary of Defense landed Tweed for a local visit and we had increased traffic related to Yale graduation.
- Legal and Audit Services are out to bid; ads are in the paper this day. Mr. Picard, Mr. Sklarz and Mr. Arnold will review the proposals that were received.
- The airport passed the annual TSA security inspection with no corrections noted.
- The airport passed the annual FAA Part 139 Airfield inspection with one change to runway markings required,

Mr. Reich provided a brief overview of ASD

- In discussions with American Airlines and others that will be identified at a later date.
- Dash 8 issues due to retiring the older aircraft. Can be replaced with RJ 700 jets.
- American Airlines will review the airfield and identify what can be landed at Tweed.

- D. Jackson added that the displacement needs to be addressed to expand aircraft/service possibilities. Discussion about what is required to bring about the change such as identifying and removing obstructions, funds for an aeronautical study, runway markings and lights. An obstruction study can take 12-18 months to complete.
- American Eagle flights remains the same as last month.
- Smaller carriers have shown interest in DC service.
- Mr. Larson added that the smaller companies like this market
- J. McHugh, station manager American Airlines has retired. The airport wishes him all the best in his next stage.

Public Comment: None

Motion to adjourn by Mr. Scarpati, second, Mr. Weiner. Approved unanimously.

Meeting adjourned at 4:46pm

Respectfully submitted,
Kathleen Grant
AvPORTS



Agenda
Board of Directors Meeting - #213
July 20, 2016
4:00 pm

NOTICE: BOARD MEETING WILL BE HELD AT ROBINSON AVIATION
50 Thompson Ave. East Haven
Tour of the Facilities will follow after the meeting

- | | |
|---------------------------------------|-------------------|
| 1. Minutes of June 15, 2016 | Attached |
| 2. Executive Director's Report | Mr. Larson |
| 3. Chairman's Report | Mr. Picard |
| a. Audit and Finance Committee Report | Mr. Scarpati |
| 4. Reports and Action Items: | |
| a. Airport Manager's Report | Ms. Jackson |
| b. Monthly Enplanement Figures | To be distributed |
| 5. Other Business | |
| 6. Public Comment | |
| 7. Adjournment | |



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

**Airport Authority Board of Directors
Minutes of July 20, 2016**

**Directors present: Picard; Arnold; Leonardi; Adams; Wilson; O'Connell; Petrini; Hoey;
Weiner;**

Via Telecom: Sklarz; Neal-Sanjuro

Directors absent: Constantinople Jr.; Constantinople Sr.; Jacob; Scarpati;

**Others in attendance: Tim Larson, Hugh Manke, Diane Jackson, Felipe Suriel, Karen Wait,
Chuck Kurtz, Eliot Jameson, Steve Fournier, Brian Prince, Neil Doran, Mike
Giordano, Mark Zaretsky, and Kathy Grant**

The meeting was called to order at 4:06pm, Mr. Picard presiding.

**Motion to approve meeting minutes from June 22, 2016 Mr. Leonardi, second Mr. Hoey.
Approved unanimously.**

1. Executive Directors Report

- **RFP's are open for Legal services and Audit services for TNHAA. A working group, Mr. Picard, Mr. Sklarz and Mr. Arnold are reviewing the received proposals and will review and present their opinion to the Board.**
- **The working group continues to meet re: the MOU with AvPORTS. Due diligence continues. Recommendations may be delayed until the lawsuit with the state reaches settlement. Mr. Manke will summarize and the executive committee will recommend the response is to AvPORTS.**
- **T. Reich is following up with interested carriers from the meeting in Denver. We're having conversations with regards to air service with Yale and Jackson Labs regarding service to DC.**
- **Discussions continue with American Airlines regarding pricing and aircraft availability.**

- Mr. Larson explained that the meeting is being held at Robinson so the Board members can become familiar with the Robinson operation. A tour of the facilities is planned following the meeting.

2. Audit and Finance Committee

Mr. Arnold presented the committee's report. Both revenue and expenses are slightly down for the month but the airport remains in the black for the year. The committee is waiting for twelve month numbers.

3. Airport Managers Report

- Maintenance continues to clear the fence-line.
- Flight calendar remains at 3 not 4 flights weekdays with reduced flights on the weekend as well. AA has assured that the schedule will increase to 4 flights weekdays and 3 on weekend days as of September 4.
- Board members were interested in what can be done to increase numbers. Ms. Jackson stated that the AP needs to focus on getting the last few obstructions removed and the displacement.

4. Other Business

- Mr. Larson introduced a new Board member for New Haven, Mr. J. Peter Wilson who works for the New Haven BOE. Mr. Wilson is excited to be on the TNHAA Board and is eager to contribute to the airport's success.
- The Lawsuit is moving forward. The State has filed a motion to dismiss and we must respond by August 1, 2016. The State's argument is the Authority is not allowed to sue the sovereign (State). The premise of the AP response is that Federal jurisdiction surpasses the State and is therefore permitted.
- There is a Cystic Fibrosis fundraiser being held at Shoreline Aviation following the Board meeting. Winetasting and Tours in a pontoon aircraft of the local shoreline are offered.
- Immediately following adjournment a guided tour of Robinson Aviation facilities is offered. Mr. Larson encouraged Board members to participate.

Public Comment: None

Meeting adjourned at 4:26pm

Respectfully submitted,
Kathleen Grant
AvPORTS



155 Burr Street
Administration Building
New Haven, CT 06512
Phone 466-8833 FAX 466-1199

***** PLEASE POST *****

The previously scheduled August 20, 2016 meeting

of the

Tweed – New Haven Airport Authority

Board of Directors

has been cancelled.

**The next meeting will be held on September 21, 2016 at
4:00 pm in the Airport Conference Room.**

***** PLEASE POST *****



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

**Airport Authority Board of Directors
Special Meeting
Minutes of August 30, 2016**

Directors present: Picard; Leonardi; Wilson;

Via Telecom: Constantinople Jr.; Constantinople Sr.; Neal-Sanjuro; Scarpati; Adams; Arnold

Directors absent: Jacob; Sklarz; O'Connell; Petrini; Hoey; Weiner

Others in attendance: Tim Larson, Diane Jackson and Kathy Grant

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

The special meeting was called due to requirements of the grant, if approved, of one action item:

Resolution # 441: Acceptance of FAA Airport Improvement Program Grant for Residential Sound Insulation Program

The resolution was read into the record in its entirety by Mr. Picard. There were no questions or comments.

Motion to approve, Mr. Picard, second Mr. Leonardi. The Resolution was approved unanimously.

Meeting adjourned at 4:05pm

Respectfully submitted,
Kathleen Grant
AvPORTS

Agenda
Board of Directors Meeting - #214a
 September 21, 2016
 4:00 pm

- | | | |
|----|---|--|
| 1. | Minutes of July 20, 2016 | Attached |
| | Minutes of Special Meeting August 30, 2016
Approved <u>Resolution #441</u> : <i>Acceptance of FAA Airport Improvement Program Grant for Residential Sound Insulation Program.</i> | Attached |
| | <u>August 17 Meeting canceled</u> | |
| 2. | Executive Director's Report
• Approval of the FY16-17 Plan of Operations | Mr. Larson
Attached |
| 3. | Chairman's Report | Mr. Picard |
| | a. Audit and Finance Committee | Mr. Arnold |
| 4. | Reports and Action Items: | |
| | <u>Resolution #442</u> : Approval of Agreement for Audit Services | Attached |
| | <u>Resolution #443</u> : Approval of Agreement for Legal Services | Attached |
| | <u>Resolution #444</u> : Approval of AvPORTS Funding Commitment for Design Construction of Displaced Threshold Project | Attached |
| | <u>Resolution #445</u> : Approval of Amendment No. 5 to Agreement With Hoyle, Tanner & Associates, Inc. to Provide Engineering Services for the Displaced Threshold Project | Attached |
| | <u>Resolution #446</u> : Approval of Award of Construction Contract for Residential Sound Insulation Program – Phase 2 | Attached |
| 5. | Airport Manager's Report
a. Monthly Enplanement Figures
b. Jones Payne Presentation:
o Insulation Program Update | Ms. Jackson
To be distributed
Attached |
| 6. | Other Business | |
| 7. | Public Comment | |
| 8. | Adjournment | |



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

**Airport Authority Board of Directors
Minutes of September 21, 2016**

Directors present: Picard; Jacob; Leonardi; Wilson; Petrini; Sklarz; Weiner; Hoey

Via Telecom: Adams; Arnold; Constantinople Sr.; Neal-Sanjuro

Directors absent: Constantinople Jr.; Scarpati; O'Connell

Others in attendance: Tim Larson, Hugh Manke, Diane Jackson, Felipe Suriel, Karen Wait, Chuck Kurtz, Evan Warren, Michael Harris – Mayor Harp's office, Alicia Seremet, Jalen Brown, Vin Furtado, Mike Giordano, Mark Zaretsky, and Kathy Grant

The meeting was called to order at 4:00pm, Mr. Picard presiding.

Motion to approve meeting minutes from July 20, 2016 Mr. Leonardi, second Mr. Wilson. Approved unanimously.

Motion to approve special meeting minutes from August 30, 2016 Mr. Hoey, second Mr. Leonardi. Approved unanimously.

1. Executive Directors Report

Mr. Larson requested that the agenda be rearranged to accommodate Board members who may not be able to stay for the entire meeting and that action is needed on a number of resolutions and other items requiring a quorum.

Mr. Larson asked the Board for approval of the *Plan of Operations* for Tweed. He explained that this document is required by state statute and provides the plan for developing the Airport. There were no questions about the *Plan*.

Motion to approve the *Plan of Operations* by Mr. Leonardi second by Mr. Wilson. Approved unanimously.

Action Items:

Resolution #442 - Approval of Agreement for Audit Services

The resolution was read into the record in its entirety by Mr. Picard.

Discussion regarding the terms of the contract outlined that the base cost remains the same as it is currently with option to continue the agreement for two years at this same cost.

Motion to approve Resolution #442 by Mr. Sklarz, second Mr. Weiner. Approved unanimously.

Resolution #443 - Approval of Agreement for Legal Services

The resolution was read into the record in its entirety by Mr. Picard.

Mr. Larson reviewed the bidders and the process the subcommittee followed to make the recommendation.

Motion to approve Resolution #443 by Mr. Hoey, second Mr. Leonardi. Approved unanimously.

Resolution #444 - Approval of AvPORTS funding commitment for Design and Construction of Displaced Threshold Project

The resolution was read into the record in its entirety by Mr. Picard.

Mr. Larson described how this process has been managed in the past and that the same process will be used for this project which will enhance the usability of the airport. Ms. Jackson outlined in more detail why the threshold needs to be addressed; to allow replacement aircraft for the Dash 8 to use the airport commercially. Mr. Larson explained the plan for repayment and from where the funds for repayment will be obtained.

Motion to approve Resolution #444 by Mr. Leonardi, second Mr. Sklarz. Approved unanimously.

Resolution #445 - Approval of Amendment No. 5 to Agreement with Hoyle, Tanner & Associates, Inc. to Provide Engineering Services for the Displace Threshold Project

The resolution was read into the record in its entirety by Mr. Picard.

Ms. Jackson outlined in more detail that the project will make an additional 400' of the runway usable which is necessary to service more varied aircraft. Mr. Larson explained that there is no additional paving required.

Motion to approve Resolution #445 by Mr. Leonardi, second Mr. Hoey. Approved unanimously.

Resolution #446 - Approval of Award of Construction Contract for Residential Sound Insulation Program – Phase 2

The resolution was read into the record in its entirety by Mr. Picard.

Mr. Larson reviewed that 99.9% of the pilot houses in the program are complete and these homeowners are well satisfied.

Motion to approve Resolution #446 by Mr. Leonardi, second Mr. Hoey. Approved unanimously.

2. Audit and Finance Committee

Ms. Jackson provided end of the year preliminary numbers where the airport ended below budget by @220K. There is a small reduction in funding from the State of \$1,480,000 vs. \$1,500,000 in the past. Mr. Larson added that the final audit should be available at next month's meeting. He added that even with the possible reduction in commercial flights the AP must remain open and operating.

Executive Directors Report [continued from (1.)]

Mr. Larson asked Mr. Kurtz to report on the Noise Mitigation program. Mr. Kurtz outlined that there are weekly contractor meetings and the first 10 houses are 99% complete. He asked Mr. John Hanson to give a brief presentation about the program.

Mr. Hanson from Jones Payne gave a presentation about the progress made and next steps. He anticipates 100 additional eligible homes will participate in the program at a cost of 1.5M. Mr. Kurtz added that the participation numbers and funding will be reviewed annually.

Mr. Hanson described that the priority of homes is governed by where the houses are within the contour although slow or no response from eligible houses may affect the order of treatment.

Mr. Manke spoke on the status of the lawsuit. The state filed a motion to dismiss the case based on alleged lack of jurisdiction. Oral arguments will be held next week. A decision is expected within a month with a trial shortly thereafter. Mr. Manke expects if there is a trial it will be one or two days in duration and if it takes place in November there may be a decision by the end of the year.

3. Airport Managers Report

Ms. Jackson reviewed the flight schedule and explained how having 3 rather than 4 daily flights affects load factor. She reviewed the figures and highlights of her monthly report.

4. Other Business: None

Public Comment: None

Meeting adjourned at 4:52pm

Respectfully submitted,
Kathleen Grant
AvPORTS

Agenda
Board of Directors Meeting - #215
October 19, 2016
4:00 pm

1. Minutes of September 21, 2016 Attached
2. Executive Director's Report Mr. Larson
3. Chairman's Report Mr. Picard
 - a. Audit and Finance Committee Mr. Arnold
4. Reports and Action Items:

Resolution #447: Approval of Change Order No.3 Construction Contract L. Holzner Electric Company for the Pilot Phase of the Residential Soundproofing Program.

Resolution #448: Approval of Contract with Safety Marking, Inc For Painting Taxiway and Runway Markings At Tweed-New Haven Airport.
5. Airport Manager's Report Ms. Jackson
 - a. Monthly Enplanement Figures To be distributed
6. Other Business
7. Public Comment
8. Adjournment



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

**Airport Authority Board of Directors
Minutes of October 19, 2016**

Directors present: Picard; Arnold; Jacob; Leonardi; Wilson; Weiner

Via Telecom: Constantinople Sr.; O'Connell; Sklarz; Hoey; Neal-Sanjuro

Directors absent: Constantinople Jr.; Scarpati; Adams; Petrini

Others in attendance: Tim Larson, Diane Jackson, Felipe Suriel, Eliot Jameson, Karen Wait, Maribel Lota, Chuck Kurtz, Vin Furtado, Sean Wathen, Brian Prince, Mark Zaretsky, and Kathy Grant

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

Motion to approve meeting minutes from September 21, 2016 Mr. Leonardi, second Mr. Arnold. Approved unanimously.

1. Executive Directors Report

Tentatively, Tom Reich will have ASD updates regarding discussions with AA and other airlines at the next board meeting. Looking to the future and getting additional service may require revenue guarantees and possible investment from local business to attract airlines.

The lawsuit regarding jurisdiction over the airport is still awaiting a decision concerning summary judgement. Mr. Weiner added that the judgement may not come in time to meet the November trial date and if there is no decision there is no trial causing a final outcome to be delayed.

2. Chairman's Report

Mr. Picard and Mr. Larson reminded board members that the annual fiscal report and audit outcome will be available at the November meeting. Additionally, Board Officer

Elections will be held. All board members are encouraged to attend this important meeting.

3. Action Items:

Resolution #447 - Approval of Change order No. 3 – Construction Contract with L. Holzner Electric Company for the Pilot Phase of the Residential Soundproofing Program.

The resolution was read into the record in its entirety by Mr. Picard.

Motion to approve Resolution #447 by Mr. Leonardi, second Mr. Arnold.

Mr. Kurtz reported that the cost decreased by \$31,308.13 for a final total of \$498,691.87

Motion by Mr. Leonardi to amend the resolution to reflect the decrease in cost and approve. Second Mr. Arnold. Approved unanimously.

Resolution #448 - Approval of Contract with Safety Marking, Inc. for Painting of Taxi and Runway Markings at Tweed New Haven Airport.

The resolution was read into the record in its entirety by Mr. Picard.

Ms. Jackson outlined that we have used this contractor in the past and were very satisfied with the outcome. She added that city bonds funds are used to finance the painting.

Motion to approve Resolution #448 by Ms. O'Connell, second Mr. Leonardi. Approved unanimously.

4. Airport Managers Report

Work is progressing regarding reducing the displacement. HTA has provided encouraging updates.

Survey work continues for RWY 14-32 and Taxiways AG&F. Airport management is encouraged by the collaborative effort with Robinson Aviation and American Airlines to ensure the changes meet interested parties needs *and* conform to FAA requirements.

Much of the staff participated in CPR training. This makes the staff more prepared to manage emergency situations.

Enplanements are down due to delays in aircraft arriving from PHL. Management is working with AA in an attempt to resolve issues.

5. Other Business: None

Public Comment: None

Meeting adjourned at 4:17pm

**Respectfully submitted,
Kathleen Grant
AvPORTS**

Agenda
Board of Directors Meeting - #216
November 16, 2016
4:00 pm

- | | |
|---|-------------------|
| 1. Minutes of October 19, 2016 | Attached |
| 2. Executive Director's Report | Mr. Larson |
| 2.1 Board of Directors Annual Meeting Nominating Committee Report and election of officers | Mr. Sklarz |
| 3. Chairman's Report | Mr. Picard |
| 3.1 Audit and Finance Committee | |
| Final FY 15-16 Audit Presentation | Mr. Arnold |
| 4. Reports and Action Items: | |
| Resolution #449: Approval of Modification to Amendment No. 5 to Agreement with Hoyle, Tanner & Associates to Provide Engineering Services for Environmental Assessment for RNAV Approach to Runway 20 | |
| Resolution #450: Approval of Task Order for Professional Services with the Jones Payne Group, Inc. for Residential Sound Insulation Program – Phase 3 | |
| 5. Airport Manager's Report | Ms. Jackson |
| o Monthly Enplanement Figures | To be distributed |
| 6. Other Business | |
| 7. Public Comment | |
| 8. Adjournment | |



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

**Airport Authority Board of Directors
Minutes of November, 2016**

Directors present: Picard; Jacob; Leonardi; Wilson; Sklarz; Weiner; Adams

Via Telecom: Arnold; Constantinople Sr.; Neal-Sanjuro; O'Connell; Hoey

Directors absent: Constantinople Jr.; Scarpati; Petrini

Others in attendance: Tim Larson, Diane Jackson, Mike Solakian, Brian Prince, Felipe Suriel, Karen Wait, Alicia Seremet, John Betar, Vin Furtado, Mark Zaretsky, and Kathy Grant

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

Motion to approve meeting minutes from October 19, 2016 Mr. Leonardi, second Mr. Hoey. Approved unanimously.

1. Executive Directors Report

Mr. Larson requested that the agenda be rearranged to accommodate the annual election of Board Officers and two resolutions so members who may not be able to stay for the entire meeting have an opportunity to vote.

Mr. Hoey presented the Nominating Committee Report to the Board. All current officers agreed to serve for an additional term:

John M. Picard – Chairman
Gerry Weiner – Vice Chairman
Kevin Arnold – Treasurer
Peter Leonardi – Secretary

Mr. Hoey recommended a unanimous decision with a motion seconded by Mr. Leonardi. The motion was approved unanimously. Welcome and thank you to the elected Officers.

Action Items:

Resolution #449: Approval of Modification to Amendment No. 5 to Agreement with Hoyle, Tanner & Associates to Provide Engineering Services for Environmental Assessment for RNAV Approach to Runway 20

The resolution was read into the record in its entirety by Mr. Picard.

Motion to approve Resolution #449 by Mr. Leonardi, second Mr. Arnold. Approved unanimously.

Resolution #450: Approval of Task Order for Professional Services with the Jones Payne Group, Inc. for Residential Sound Insulation Program – Phase 3

The resolution was read into the record in its entirety by Mr. Picard.

Motion to approve Resolution #450 by Mr. Arnold, second Mr. Leonardi Approved unanimously.

An ASD update was distributed with an outline of potential expanded/new air service was discussed. All of the possible options can be carried out as the runway exists today. Ms. Jackson added that pilot and equipment shortages are an industry-wide problem.

Mr. Larson explained that due to a delay in a court decision the trial date has been moved to February.

Mr. Larson and Ms. Jackson met with the FAA and CAA re: the HVN five-year plan. The take away from the meeting was that HVN take care of local issues before pursuing any efforts to expand.

Regarding the noise program. Mr. Larson explained that some houses that qualify for the noise mitigation measures are in flood zone, a disqualifying factor. He is working with the city and town to extend the 'look-back' program in an effort to have the houses included. Jones Payne management team has been exemplary and thorough throughout the entire process.

2. Audit and Finance Committee

Mr. Arnold reviewed the financials that were distributed in the board packet. He reports that all looks good with the caveat that winter may affect the budget.

Mr. Solakian is the TNHAA auditor who has a long-term relationship with the authority and completed the FY 2015-16 audit. He complimented the readiness of AP

management and staff to provide any information requested. In addition to the annual audit, Dan Bixby is utilized to review the financials regularly. Mr. Solakian explained that the draft audit report included in the packet will become the final record sent to the State of Connecticut. Mr. Leonardi made a motion to approve, second Mr. Adams. Approved unanimously.

3. Airport Managers Report

Ms. Jackson reviewed the AP stats and outlined the flight schedule as it is currently although there is always the possibility that it may change.

TWY A, G and F will wait one year for additional work to be completed.

Mr. Larson has made strides with the removal of obstructions with GPS approach for RWY 20 and minimums on RWY 02 lowered to $\frac{3}{4}$ mile were published in early November.

We have also removed an obstruction on Holmes Street that will assist with removing the displacement on RWY 20.

4. Other Business: None

Public Comment: None

Meeting adjourned at 4:35pm

Respectfully submitted,
Kathleen Grant
AvPORTS

Agenda
Board of Directors Meeting - #217
December 14, 2016
4:00 pm

- | | |
|---------------------------------|-------------------|
| 1. Minutes of November 16, 2016 | Attached |
| 2. Executive Director's Report | Mr. Larson |
| 3. Chairman's Report | Mr. Picard |
| a. Audit and Finance Committee | Mr. Arnold |
| 4. Airport Manager's Report | Ms. Jackson |
| a. Monthly Enplanement Figures | To be distributed |
| 5. Other Business | |
| 6. Public Comment | |
| 7. Adjournment | |



Agenda Board of Directors Meeting - #218

January 18, 2017
4:00 P.M

1. Minutes of December 14, 2016 Attached
2. Executive Director's Report Mr. Larson
3. Chairman's Report Mr. John Picard
 - a. Audit and Finance Committee Mr. Scarpati
4. Reports and Action Items:

Attached

Resolution #451: Approval of Amendment to Consulting Agreement with the Jones Payne Group, Inc. for a Sound Barrier Feasibility Study, Residential Soundproofing Evaluation and Residential Pilot Soundproofing Program.

 - a. Airport Manager's Report Ms. Jackson
 - b. Monthly Enplanement Figures To be distributed
5. Other Business
6. Public Comment
7. Adjournment



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

**Airport Authority Board of Directors
Minutes of December 14, 2016**

Directors present: Picard; Adams; Hoey

Via Telecom: Neal-Sanjuro; Leonardi; Wilson; Sklarz; Weiner

Directors absent: Constantinople Sr.; Constantinople Jr.; Scarpati; Petrini; O'Connell; Arnold;
Jacob

Others in attendance: Tim Larson, Diane Jackson, Chuck Kurtz, Tom Reich, Felipe Suriel,
Alicia Seremet, Karen Wait, Maribel Lota, Dave Reger, Mark Zaretsky, and
Kathy Grant

The meeting was called to order at 4:10pm by Mr. Leonardi.

Mr. Picard continued the meeting.

Motion to approve meeting minutes from November 16, 2016 Mr. Hoey, second Mr. Adams.
Approved unanimously.

1. Executive Directors Report

Mr. Larson shared that there are no action items for the December meeting.

CAA - Mr. Larson has had conversations regarding HVN participation throughout the legislative session. He continues to update Mayor Harp with regards to legislative action and strategic planning.

Mr. Picard asked that Board members consider and respond to him with their thoughts and opinions with regard to what relationship they would prefer re: HVN and the CAA prior to the January Board meeting.

FAA – Mr. Kurtz, Ms. Jackson and Mr. Larson had a very positive meeting with the FAA. They were able to screen planned strategies and improvements and received

encouraging responses with some commitment for support, after the lawsuit is settled favorably.

Mr. Larson explained that HVN is supporting LINKS Inc. with Mayor Harp. I was a great evening to support the Mayors programs.

ASD – Mr. Larson will have Mr. Reich present the ASD picture.

The Motion to Dismiss in the lawsuit against the State was decided in Tweed's favor and the case is set for trial starting in mid-February.

2. Audit and Finance Committee

Absence of committee members, the YTD budget is clearly in the black with the winter and accompanying expenses still to be amounted in the coming winter months.

3. Airport Managers Report

Ms. Jackson reviewed the AP stats and outlined the flight schedule as it is currently although there is always the possibility that it may change.

HVN is reaching out to pilots with the new GPS and minimums changes.

The obstruction removal on Holmes Street is a huge step in getting the displacements reduced/removed.

The AP hosted the newly appointed New Haven Fire Chief for a meet and greet and familiarization with the AP. The meeting went well.

American Airlines promoted Ms. Diane Proto to Station Manager. The AP looks forward to a smooth transition.

Ms. Jackson and Mr. Larson met with New Haven Economic Development regarding the Capital Bond Funds.

Work on the two runways will be taking place in the near future. Work will begin on 2-20 in the spring and after design work is completed for 14-32 construction will be scheduled.

Mr. Reich provided an ASD update and shared the weekday schedule is reduced to three flights and the weekend schedule is reduced by one flight each day. The time of the originator flight will no longer be 7:00am but 8:20 or 6:00am. We have appealed to AA

to please keep the earlier time and they have agreed to test the market and see which schedule works to both our benefit.

Mr. Reich continues to reach out to airlines and the usable runway length remains a large obstacle. He continues to talk with specific airlines.

Mr. Larson requested that a small group of board members solicit businesses in the area to plan for revenue guarantees that will aid in the effort to entice new service to HVN. An LOC and commitment to fly HVN is another avenue to pursue. Additionally seasonal service opportunities for short flight local business remains a possibility.

4. **Other Business:** the meeting calendar for 2017 is available. Of note is the December meeting is scheduled for the 2nd Wednesday of the month.

Public Comment: None

Meeting adjourned at 4:40pm

Respectfully submitted,
Kathleen Grant
AvPORTS