



**Airport Authority Board of Directors  
Minutes of February 19, 2020**

**Directors Present: John Picard, Kevin Arnold, Gerald Weiner, Anthony Verderame, Peter Leonardi, David White, Vin Petrini, Karen O'Connell, Jim Yeske, Rich Jacob, Matthew Hoey III**

**Via Telecom: Serena Neal-Sanjuro, Mark Sklarz**

**Directors Absent: Peter Wilson, Daniel Adams**

**Others in Attendance: Jeremy Nielson, Felipe Suriel, Evan Warren, Karen Wait, Mark Zaretsky, Alicia Seremet, Dean Wojtak, David Reger**

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The meeting was called to order at 1601L by Chairman, John Picard.

There was a Motion to approve meeting minutes from January 15<sup>th</sup>. Motion approved.

**1. Executive Director's Report**

- Mr. Scanlon reported that the airport is awaiting the results of the SCASD grant application.
- Mr. Scanlon provided a brief report on the recent Routes America air service development meeting held in Indianapolis. Had constructive conversations with several air carriers interested in providing service for HVN, including American Airlines, Allegiant Air, and Breeze Airways. It was also noted that Allegiant participated in a call with the Governor's administration and are willing to begin service at Tweed prior to the runway being lengthened.
- Mr. Scanlon reported that efforts, led by AvPORTS, are underway to revamp Tweeds marketing campaign. Mr. Scanlon are working with local airport stakeholders and supporters to secure the necessary funding to meet the required thresholds to support a well-coordinated campaign.
- Mr. Scanlon reported the Master Plan Technical Advisory Committee and Community Advisory Committee meetings held on January 13<sup>th</sup> were positive and productive. Discussions focused on explaining the need for the master plan, the process, project

schedule, key issues and project goals. Visit [www.tweedmasterplan.com](http://www.tweedmasterplan.com) to review progress to date.

- Final airport stats for calendar year 2019 show 50,355 enplanements, which represents a 30% increase compared to 2018. We have seen very positive trends in enplanements and strive to encourage continuity in this success which has a trickledown effect in all other revenue streams.

## **2. Chairman's Report**

Mr. Picard shared his appreciation to Mr. Scanlon for his dedication and hard work since assuming the Executive Director position. Mr. Picard supported the Mr. Scanlon's request for additional funding to support stronger marketing efforts.

## **3. Audit and Finance**

- Mr. Arnold reported that December revenues were up overall. Income from the usage of the jet bridge that was not previously reflected in the financials was now current, due to increased payments from American. In regards to expenses, it was noted the airport has spent over budget in recent months due to timing of expenditures. However, AvPORTS has managed to continue to keep their overall operating budget in the black by approximately \$159,000 FYD.
- Mr. Arnold noted that the City of New Haven has yet to invoice the airport for law enforcement service provided by New Haven PD, which is part of the CAT 3 TSA security requirement.
- Mr. Arnold reported that the Authority was in arrears to AvPORTS covering airport operating expenses; however, it is expected that this balance would be paid in full as soon as the State subsidy is received from the CAA.

## **4. Report and Action Items**

Resolution 495: Approval of Requests of Funds from the REX Development. Motion was approved with an amendment to ensure the final approval is contingent upon the availability of funds.

### **Airport Manager's Report**

Mr. Nielson discussed the following items:

- AvPORTS is working closely with HTA and the FAA on the final drawings for the Taxiway AFG project.

- Tweed's website redesign is very close to completion.
- AvPORTS is engaging with ASM to draft a new Air Carrier Incentive Program for review and approval by the Board.
- AvPORTS continues to work with HTA and the FAA to expedite the removal of the RWY 20 displaced threshold and installation of the PAPI.
- HVN Triennial Exercise is scheduled for April 22<sup>nd</sup> with the next planning meeting on March 4<sup>th</sup>.

**5. Other Business:**

None.

**6. Public Comment:**

No public comments.

Meeting adjourned at 1632 by Mr. Picard.

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Respectfully submitted -

**Felipe Suriel, Assistant Airport Manager**