



## **Airport Authority Board of Directors**

### **Minutes of April 21, 2021**

**Via Teleconference:** John Picard, Kevin Arnold, Peter Leonardi, David White, Vin Petrini, Rich Jacob, Joe Ginnetti, Matthew Hoey, Anthony Verderame, Mark Sklarz, Dan Adams

**Directors Absent:** Karen O'Connell, Serena Neal-Sanjuro, Gerald Weiner

**Others in Attendance:** Jeremy Nielson, Felipe Suriel, Alicia Seremet, Amy Chiu, Evan Warren, Mark Zaretsky

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Chairman John Picard called the meeting to order at 16:00L.

#### **1. Meeting Minutes**

The board approved the meeting minutes from March 17<sup>th</sup>.

#### **2. Chairman and Executive Director's Report**

Mr. Scanlon was not able to join the meeting. Mr. Picard combined both Executive Director and Chairman Report:

- The load factor has been up 10.9% in February, 17.7% in March, and 43.5% so far in April. We had full flights for the first time since the COVID-19 pandemic began.
- Mr. Chairman thanked on behalf of the board for the smooth operation during Vice President's Harris visit.

#### **3. Audit and Finance**

Mr. Arnold reported that the airport finished another positive month for the month of February \$42,000, and year to date \$392,000. These numbers do not reflect the balance of the money owed to Avports. These positives is due in large by controlling costs.

The overall income was consistent with the number of flights and enplanements which controls the parking, car rental in which a good portion of the revenues come from.

We did have a fire truck repair that came about to be just under \$10,000. The CARES Act funding is scheduled to cover us until the end of the current fiscal year. The next round of funds are still being worked out. We are anticipating the next round of funding



to be somewhere around \$1,000,000. The funding should help us get through the next fiscal year.

#### **4. Reports and Action Items**

**Resolution # 515:** Approval of Amendment No. 1 for Task Order No. 4 of the Professional Services Agreement with the Jones Payne Group, Inc. for the Noise Compatibility Program. Motion to approve by Mr. LeonardI seconded by Mr. Verderame. Unanimously approved.

- Mr. Adams inquired as for the increase in the cost of the agreement. Mr. Picard clarified that the increase was due to the impacted performance during the COVID-19 pandemic.

**Resolution # 516:** Approval of Grant Application to the Federal Aviation Administration for the Realignment of Taxiways A, F & G and Drainage Ditch Maintenance. Motion to approve by Mr. LeonardI seconded by Mr. Adams. Unanimously approved.

**Resolution #517:** Approval of Construction Agreement with C.J. Fucci, Inc. for the Realignment of Taxiways A, F & G and Drainage Ditch Maintenance. Motion to approve by Mr. LeonardI seconded by Mr. Adams. Unanimously approved.

- Mr. Hoey asked if this was part of the land swap deal being worked with a property owner as part of the taxiway realignment project. Mr. Nielson confirmed we have done a successful land swap at the southeast corner of the airport with the assistance of Hugh Manke's office. The deal is essentially completed but the second property may take additional plan. We are getting ready to erect a new fence line and tree removal on the property. The second property will take additional time for negotiation with that property owner that may be years down the road.

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

Mr. Nielson reported on the following items:

- Two months left in the fiscal year. Confident to meet budget projections. We are taking whatever measures necessary to meet those goals.
- We held our virtual Emergency Tabletop Exercise with the attendance of many agencies. The main topic of conversation was lasers which seems to be a hot topic with the FAA recently.

- We reached out to the FAA for the CRRSSAA funding but did not get an update. We have submitted the paperwork but have not gotten notification. It may not be available until next fiscal year.
- We had an aircraft excursion from a student pilot. There were no injuries but there was an ARFF response.
- A drone was found on the runway during a routine inspection. The drone seemed to be a hobby version and was turned over to the TSA for further investigation.

**5. Other Business**

None.

**6. Public Comment:**

None.

**7. Adjournment:**

Chairman Picard adjourned the meeting at 16:16L.

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Respectfully submitted-

**Felipe Suriel- Assistant Airport Manager**