



Airport Authority Board of Directors

Minutes of March 17, 2021

Via Teleconference: John Picard, Kevin Arnold, Peter Leonardi, David White, Vin Petrini, Rich Jacob, Sean Scanlon, Joe Ginnett, Robert Ellis, Matthew Hoey, Anthony Verderame

Directors Absent: Karen O'Connell, Serena Neal-Sanjuro, Gerald Weiner, Mark Sklarz, Dan Adams

Others in Attendance: Jorge Roberts, Jeremy Nielson, Felipe Suriel, Alicia Seremet, Eliot Jameson, Amy Chiu, Diane Proto, Evan Warren, Andrew King, Rasmus Agerskov, Jose, Karen Wait, Tim Sullivan

Chairman John Picard called the meeting to order at 16:01L.

1. Meeting Minutes

The board approved the meeting minutes from February 17th.

2. Executive Director's Report

Mr. Scanlon reported on the following items:

- On March 10th the airport held the final of three public meetings regarding the Master Plan update. The airport's consultant, McFarland Johnson, will send the updated Airport Layout Plan to the FAA. This plan reflects the findings from an 18-month study that focused on three main areas:
 - The Crosswind Runway: Since the main runway provides the required wind coverage of at least 95%, the full financial responsibility for rehabilitating the crosswind runway would fall on the airport. As such, the plan calls for the crosswind runway's permanent closure.
 - The Terminal Building: The plan includes a new terminal building on the East Haven side of the airport. This location moves the terminal further away from residential areas compared to its current location.
 - The Main Runway: Balancing the airport's desire for air service to new destinations with environmental concerns, the plan entails lengthening the main runway by 1,035 feet to 6,635 feet.



- Mr. Scanlon emphasized that safety and the environment – two areas of concern for both the community and the airport - will determine if the airport can execute the updated Master Plan.
 - The FAA will ensure the plan's safety by reviewing the Airport Layout Plan for approval.
 - The airport already began the process of completing an environmental assessment under NEPA by advertising a request for qualifications. This year-long study will examine the total environmental impact of the plan's projects on the surrounding environment.
- Thanks to the most recent stimulus, American Airlines will remain at Tweed until at least September. To address the lack of opportunities for same-day connections with the current schedule, Mr. Scanlon along with an air service development representative met with American. As a result of this discussion, American will return to a schedule in which the flight arrives at Tweed in the evening in June, remains overnight, and then departs for Philadelphia early the next morning. This flight will occur five days a week and maximize the opportunities for connections. Mr. Scanlon expressed optimism that increased connections, greater public confidence from vaccinations, and marketing should all contribute to stronger passenger numbers.
- Mr. Scanlon thanked the board for its continued support and Jeremy and Felipe for their leadership while managing the COVID-19 crisis.
- In response to a question from Mr. Verderame regarding East Haven's role within future projects and studies, Mr. Scanlon stressed his commitment to remaining in constant communication with the mayor's office and other East Haven departments. He also asserted that East Haven will always have a seat at the table and if they want a larger one, they can have it.

3. Chairman's Report

Chairman Picard wished everyone a happy St. Patrick's Day.

4. Audit and Finance

Mr. Arnold reported that the airport ended January at around \$12,500 in the black. He also explained that airport revenue fell below the budgeted amount due to a number of factors including a lack of commercial service, which impacted both parking and rental car revenue. Mr. Arnold credits the continued positive performance to the airport's efforts to keep expenses down.



In response to a question from Mr. Petrini about the status of stimulus money from the federal government, Mr. Scanlon explained that the airport applied for the stimulus funding from the bill passed in December but has not received the funding or an ETA yet. Mr. Scanlon also explained that the most recent round does include funding for the airport, but he does not know the amount yet.

In response to a question from Mr. Leonardi about how the government will distribute the most recent funding, Mr. Nielson explained that the airport will receive the money directly from the FAA.

5. Reports and Action Items

No Action Items.

Airport Manager's Report:

Mr. Nielson reported on the following items:

- Upcoming virtual events include a tenant meeting scheduled for March 18th and an annual tabletop exercise scheduled for March 27th at 10 AM.
- With the arrival of warmer weather and a physical FAA certification inspection tentatively scheduled for June, painting, crack sealing, and other preparations have begun or will begin soon.
- Since the last report, one snow event occurred on February 19th. This event brought 5" of snow and did not impact air carrier operations.
- The TSA investigated a minor security incident involving an intoxicated passenger in the terminal. The investigation revealed a textbook response by the airport's staff.
- A prop strike incident occurred at the airport on February 13th. The incident did not result in any injuries and Mr. Nielson thanked Robinson Aviation for helping the out-of-state pilot with repairs and other matters.

6. Other Business

None.

7. Public Comment:

Mr. Evan Warren from Robinson Aviation expressed his gratitude for how Mr. Scanlon handled the public information meetings. Mr. Warren also offered a tour of Robinson's facilities to all interested board members.

8. Adjournment:



Chairman Picard adjourned the meeting at 16:25L.

Respectfully submitted-

Felipe Suriel- Assistant Airport Manager