



Agenda

Board of Directors Meeting - #275

March 16, 2022
4:00 P.M.

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| 1. | Minutes of February 16, 2022 | Attached |
| 2. | Executive Director's Report | Mr. Sean Scanlon |
| 3. | Chairman's Report | Mr. John Picard |
| 4. | Audit and Finance Committee | Mr. Kevin Arnold |
| | Review of February 2022 Financials | To be distributed |
| 5. | Airport Manager's Report | Mr. Jeremy Nielson |
| 6. | Reports and Action Items: | |
| | Resolution #553: Approval of Conveyance of Land to the Commissioner Of Transportation | Attached |
| | Resolution #554: Approval of Change Order No. 5 for Construction For Residential Sound Insulation Program – Phase 5 | Attached |
| 7. | Other Business | |
| 8. | Public Comment | |
| 9. | Adjournment | |



Airport Authority Board of Directors

Minutes of February 16, 2022

Via Teleconference: John Picard, Kevin Arnold, Peter Leonardi, Serena Neal-Sanjuro, Rich Jacob, Mark Sklarz, Gerald Weiner, Robert Ellis, Dan Adams

Directors Absent: Karen O'Connell, Anthony Verderame, Vin Petrini, David White, Matt Hoey, Joe Ginnetti

Others in Attendance: Sean Scanlon, Felipe Suriel, Jeremy Nielson, Scott Luzzi, Hugh Manke, Brett Simon, Peter Kirsch, David Reger, Mark Zaretsky, Johnson Chang-Fong, Eliot Jameson, Lorena Venegas, Rasmus Agerskov

Vice Chairman called the meeting to order at 4:03 PM.

1. Meeting Minutes

A motion to approve the meeting minutes from January 19th. Mark Sklarz made the motion which was seconded by Dan Adams. The Chairman declared the motion adopted unanimously.

2. Executive Director's Report

Sean Scanlon discussed the following:

- We had some exciting news today. Avelo announced they will be serving four more destinations beginning in early May which are Nashville, Savannah, Myrtle Beach, and Charleston. This brings the total number of destinations to 10 out of Tweed with the plan for more destinations in another month.
- We hit our 100-day mark since Avelo started service at Tweed which had 70,000 people travel through the airport.
- In addition to the 109 jobs that we already added by Avelo, they have stated that they will hire an additional 100 more to help with the new four destinations.



- The EA continues to make progress. We had our first meeting of the project Advisory committee. Tomorrow at 2PM we will have the Environmental Stewardship Committee Meeting which includes 3 representatives from each East Haven and New Haven. It will be a brief introductory planning meeting.
- In the lease with the city, we volunteered to study the feasibility of a carbon offset program at the airport. We tried to address it on our own with activists, but each had different ideas on what that would be. Because of that, we reached out to Rich Jacob, and he connected us to Rob Klee from Yale University. Rob has been very helpful and connected us to the Yale School of Environment who provided three students that will be working hard to make sure we get it right.

3. Chairman's Report

Chairman Picard stated that the increased flights and the addition of jobs to the community are great news. He also expressed reducing our carbon footprint is very important to us.

4. Audit and Finance

Kevin Arnold has reported on the following items:

- We had another positive month with a revenue of \$465,000.
- The state of Connecticut (Connecticut Airport Authority) annual funding commitment has been reduced this year. We have spent the funds received and covered the shortfall from the federal CRSSA grant. Airport revenues such as fuel flowage fee is great, but the larger number of the revenues has been from the vehicle parking fees.
- On the expense side, we have budgeted for hiring more personnel just as Avelo will hire more people due to their increase flights.

5. Airport Manager's Report:

Jeremy Nielson reported on the following items:

- We had a few significant snow events in January of about 9-10" each. It did cause some interruptions to Avelo's regularly schedule flights. However, the team did their best to get them up and operating. We work very closely together with their team to ensure they have a smooth operation before and after storms.



- As we anticipate these additional flights, we run into some logistical issues landside but are optimistic that we can meet those challenges and utilize our space the best way possible.
- We have a few projects that will be starting soon such as the Removal of the Displaced Threshold on Runway 20 as well as the Taxiway A, F and G Realignment Project.
- In our operating budget there is about \$600,000 in expense that is not yet reflected in financials. These are associated with the rent of the temporary trailers such as the Avelo offices, Gate 3 ticketing area and the check-in.

Peter Leonardi expressed concerns about the parking availability during the upcoming President's Day holiday. Sean Scanlon stated that Avports has been working on solutions to present to Sean, which he will share with the Board.

6. Report and Action Items

Resolution #550 – Acceptance of Funds from Federal Aviation Administration Through the American Rescue Plan Act. Motion to approve by Peter Leonardi seconded by Dan Adams. Unanimously approved.

Resolution #551 – Acceptance of Funds from Federal Aviation Administration Through the Concessions Rent Relief Airport Rescue Grant Agreement. Motion to approve by Peter Leonardi seconded by Dan Adams. Unanimously approved.

Resolution #552 – Authorization of Executive Director to Retain A Compliance Auditor. Motion to approve by Peter Leonardi seconded by Dan Adams. Unanimously approved.

7. Public Comments:

Lorena Venegas reported that on January 26th the South Central Regional Council of Governments had an Executive meeting in which they mentioned the airport and freight. Lorena felt that there are conversations about freight with the airport and stated that it needs to be discussed publicly with the town of East Haven. Lorena wanted to ensure that Tweed provides access to Connecticut organizations about bird migration data as part of any Environmental Assessment.

8. Other Business



None.

9. Adjournment:

Chairman John Picard entertained a motion to adjourn. Peter Leonardi made the motion seconded by Dan Adams. The Chairman declared the motion adopted and the meeting was adjourned at approximately 4:29 PM.

Respectfully submitted-

Felipe Suriel- Assistant Airport Manager

DRAFT



Resolution #553

Approval of Conveyance of Land to the Commissioner of Transportation

March 16, 2022

WHEREAS the Authority is charged with the management and operation of Tweed New Haven Airport pursuant to Sec. 15-120g et seq. of the Connecticut General Statutes, as amended; and

WHEREAS The Authority owns an off-airport parcel of land known as lot 6 on South End Road (Connecticut Route 337) in the Town of East Haven that is currently undeveloped and abuts a bridge that carries the highway across Morris Creek; and

WHEREAS the Commissioner of Transportation (“Commissioner”) intends to rehabilitate that highway bridge and needs a portion of the abutting property for bridge rehabilitation purposes; and

WHEREAS the Commissioner has proposed to acquire from the Authority a piece or parcel of land of approximately 318 square feet in area and a temporary construction easement over and across a further 2,015 square feet, more or less, both of which are part of 6 South End Road, East Haven and are described on Exhibit A to this resolution; and

WHEREAS the Commissioner has offered the sum of TWO THOUSAND SEVEN HUNDRED FIFTY and No/100 DOLLARS (\$2,750.00) as just compensation for the interests to be acquired; and

WHEREAS the Authority wishes to be assured that no neighboring land acquired by it for airport purposes is used for any purpose that would interfere unreasonably with air navigation or airport operations;

NOW THEREFORE BE IT RESOLVED that the Tweed New Haven Airport Authority, having discussed the value of the real property interests sought to be acquired by the Commissioner and having considered the possible effects of activities to be undertaken by the Commissioner following his acquisition of those rights: (1) authorizes acceptance of the sum of TWO THOUSAND SEVEN HUNDRED FIFTY and No/100 DOLLARS (\$2,750.00) as just compensation for the interests to be conveyed by it; (2) authorizes its Executive Director to negotiate and recommend to its Chairman execution of such acceptance agreements, deeds and other documentation with such provisions as he shall deem necessary and reasonable to effect the conveyance of the interests subject to the reservation of appropriate easements of avigation and covenants for the benefit of

the Authority, its adjacent lands and the flying public; and (3) authorizes its Chairman to execute such acceptance agreements, deeds and other documentation as are recommended by the Executive Director and the Chairman determines to be necessary and reasonable.



Resolution #554

Approval of Change Order No. 5 for Construction Contract for Residential Sound Insulation Program – Phase 5

March 16, 2022

WHEREAS, the Airport Authority under Resolution #489 approved the award of a construction contract to Holzner Construction in the amount of \$2,248,986 for the Residential Sound Insulation Program – Phase 5 (the “Project”) for Tweed New Haven Regional Airport; and,

WHEREAS, the Authority under Resolution #526 approved Change Order No. 1 to the construction contract with Holzner construction for the Project, reducing the contract amount by \$93,878.62 from \$2,248,986.00 to \$2,155,107.38 and reducing the Authority’s share to \$175,510.74; and,

WHEREAS, the Authority under Resolution #527 approved Change Order No. 2 to the construction contract with Holzner construction for the Project, increasing the contract amount by \$232,168.80 from \$2,155,107.38 to \$2,387,276.18 and increasing the Authority’s share to \$198,727.62; and,

WHEREAS, the Authority under Resolution #538 approved Change Order No. 3 to the construction contract with Holzner construction for the Project, increasing the contract amount by \$16,875.00 from \$2,387,107.18 to \$2,404,151.18 and increasing the Authority’s share to \$200,415.12; and,

WHEREAS, the Authority under Resolution #547 approved Change Order No. 4 to the construction contract with Holzner construction for the Project, decreasing the contract amount by \$109,047.23 from \$2,404,151.18 to \$2,295,103.95 and decreasing the Authority’s share to \$189,510.40; and,

WHEREAS, the Authority wishes to further amend the construction contract with Holzner construction for the Project to reflect changed eligibility for the state insulation rebate; which results in a net increase in the expenses for insulation in the amount of \$6,890.45; and,

WHEREAS, the additional charge in the scope of work of the Project result in an increase in the previous fourth revised contract amount by \$6,890.45 from the fourth revised Cost of Construction amount of \$2,295,103.95 to \$2,301,994.40; and,

WHEREAS, the original Cost of Construction for the Project of \$2,248,986.00 is shared 90% by the FAA, and 10% local share consisting of \$40,000 by the State of Connecticut, and the \$189,510 by the Authority; and the revised cost of \$2,301,994.40 results in an increase by \$5,300.84 of the Authority’s cumulative share to \$190,199.44; and,

WHEREAS funds for the State and local shares of the cost of the Project are available from State of Connecticut funds and City of New Haven bond funds allocated to the Authority.

NOW THEREFORE BE IT RESOLVED that the Tweed-New Haven Airport Authority approves Change Order No. 5 to the construction contract with Holzner Construction for the Residential Sound Insulation Program – Phase 5 increasing the previous revised contract amount by \$6,890.45 from \$2,295,103.95 to \$2,301,994.40 and increasing the Authority's share to \$190,199.44. The Chairman, Vice Chairman and the Secretary or Treasurer is authorized to execute agreement modifications of the project on behalf of the Authority.