



Agenda

Board of Directors Meeting - #277

May 18, 2022
4:00 P.M.

1. Minutes of April 20, 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 April 2022 Financials** Attached
5. Airport Manager's Report Mr. Jeremy Nielson
6. Reports and Action Items:
 - Resolution #557: Approval of Change Order No. 1 for the Construction Contract for the Realignment of Taxiways A, F, and G & Drainage Ditch** Attached
 - Resolution #558: Approval of Authorized Person to Execute the Amended and Restated Lease and Operating Agreement Between the City of New Haven and the Tweed New Haven Airport Authority** Attached
7. Other Business
8. Public Comment
9. Adjournment



Airport Authority Board of Directors

Minutes of April 20, 2022

Via Teleconference: John Picard, Kevin Arnold, Peter Leonardi, Serena Neal-Sanjuro, Mark Sklarz, Gerald Weiner, Dan Adams, David White, Matt Hoey, Joe Ginnetti, Vin Petrini, Robert Ellis, Rich Jacob

Directors Absent: Karen O'Connell, Anthony Verderame, Mark Sklarz

Others in Attendance: Sean Scanlon, Jeremy Nielson, Felipe Suriel, Peter Kirsch, Scott Luzzi, Karen Wait, Toni Lorenti, Glenn Weston Murphy, Brett Simon, Suyash Raiborde, Mark Zaretsky, Eliot Jameson, Andrew King, Airport Operations, Steve Marcus, David Reger, Mandy Sullivan, Bryan Hoffman, Lorena Venegas, Hugh Manke

Vice Chairman called the meeting to order at 4:00 PM.

1. Meeting Minutes

A motion to approve the meeting minutes from April 20th. Peter Leonardi made the motion which was seconded by Vin Petrini. The Chairman declared the motion adopted unanimously.

2. Executive Director's Report

Sean Scanlon discussed the following:

- Our enplanements continue to be great and the public reaction has been positive. You should hear some announcements soon regarding additional flights.
- The Environmental Assessment continues to move forward and on track to be completed by the summer of this year. In the next two months or so, you will begin to see more information including the noise contour, traffic and other items that people want to know more about.
- Regarding the noise, we had some late flights in the last few weeks. Neighbors have been understandably concerned, as am I. Statistically since Avelo started in November, there have been 1,200 flights with only 15 flights landing after



midnight. Unfortunately, six of these late flights have been in the last 30 days. The issue has been weather in Florida (thunderstorms, etc), which has caused delays and air traffic control issues. We have communicated these concerns to the airline and are working on solutions with Avelo to make sure we do have these issues.

3. Chairman's Report

No report from the Chairman.

4. Audit and Finance

Kevin Arnold reported the following:

- We have two months of financial reports. The net income loss for February is \$338 which brings the year-to-date to \$1.3 million in the red.
- At the end of March, we have a positive net income of just under \$34,000 which brings the negative number year-to-date to \$1.26 million. Once the facility lease is signed, the money will be reimbursed.
- The only negative on revenue thus far is associated with rental cars. Parking has been wonderful and exceeding all of our expectations. Most customers using the rental cars are not passengers but folks from the surrounding area.

Sean Scanlon stated that parking is so easy for the airport that passengers are encouraged to park on site, rather than being dropped off.

Some board members inquired about the timing of the financials and other documents sent for review. The staff is working to ensure the documents are sent with more than ample time for board members to have all the information to discuss prior to the meeting.

5. Airport Manager's Report:

Jeremy Nielson reported on the following items:

- The Taxiway AFG Realignment project got under way about a week ago. We are at phase 1, which involves reconstruction of a water drainage system. We are on schedule for phase 1 to be completed on time.
- We conducted our Tabletop Exercise on March 24th with our Mutual Aid partners and Avelo. We learned a lot from the exercise. Avelo has been very



accommodating with their aircraft in training the fire departments. This will help us greatly in case we have an emergency.

- We continue to work with Avelo on the ramping up of flights over the next several weeks. We are also looking at seating capacity, flood prevention, and other items to ensure reduced interruption to the service.
- We have received significant capital investments as far as equipment goes. We received a new loader for snow removal, a new ARFF truck (scheduled for late this year), and received bids for a runway sweeper and plow. This equipment will help us assure airfield safety and efficiency.
- We are putting out bids for Flight Information Display System (FIDS) system to help with passenger information.

6. Report and Action Items

Resolution #555 – Approval of Amendment No. 1 for Task Order No. 5 of the Professional Services Agreement with The Jones Payne Group, Inc. for the Noise Compatibility Program. Motion to approve by Dan Adams seconded by Peter Leonardi. Resolution was unanimously approved.

A motion was made to go into Executive Session on a Revised Parking Plan and New Rates under Conn. Gen. Statutes Sec. 1-200(6), Sec. 1-210(b)(1), Sec. 1-210(b)(5) and Sec. 1-210(b)(7). Motion to enter into Executive Session was made by Dan Adams seconded by Peter Leonardi adopted unanimously at 4:31PM.

The board returned from Executive Session at approximately 5:11PM. A motion was made to come out of Executive Session by Dan Adams which was seconded by Gerald Weiner. No votes were taken.

Resolution #554 – Approval of Revised Parking Plan and New Rates. Motion to approve by Dan Adams seconded by Matt Hoey. Resolution was unanimously approved.

7. Public Comments:

Lorena Venegas stated that the public needs to be fully aware of everything that is going on with the Environmental Assessment. She has noticed traffic counters in only two locations in East Haven. Lorena requested a community package for the town of East Haven.



Mandy Sullivan had a question about the jet fuel. She felt the jet fuel emissions are concerning especially with the coming summer months.

Tony Lorenti offered words of encouragement and enthusiasm for Tweed. He offered some technical perspectives regarding air traffic and encouraged people to visit the FAA website on air traffic information. Mr. Lorenti felt that the public needed to be educated and offered to help.

8. Other Business

None.

9. Adjournment:

Chairman John Picard entertained a motion to adjourn. Matt Hoey made the motion seconded by Dan Adams. The Chairman declared the motion adopted and the meeting was adjourned at approximately 5:13 PM.

Respectfully submitted-

Felipe Suriel- Assistant Airport Manager



Resolution #557

Approval Of Change Order No. 1 For the Construction Contract For The Realignment Of Taxiways A, F And G & Ditch Maintenance

May 18, 2022

WHEREAS, the Airport Authority under Resolution No. 517 approved the award of a construction contract to C.J. Fucci Construction Inc., for the Realignment of Taxiways A, F and G & Ditch Maintenance (the "Project"), in the amount of \$6,927,395.00; and,

WHEREAS, the Authority wishes to amend the construction contract with C.J. Fucci, Inc., for the Project to reflect changes in the scope of work; and,

WHEREAS, the changes in the scope of work of the Project that includes paved swale joints, removal, storage and relocation, and installation of a new wood guard rail results in a net increase in the contract amount of \$45,649.10; and

WHEREAS, the cost of construction for the Project is funded 100% by the FAA.

NOW THEREFORE BE IT RESOLVED THAT, the Tweed-New Haven Airport Authority approves Change Order No. 1 to the construction contract with C.J. Fucci Construction Inc., for the Project increasing the contract amount by \$45,649.10 from \$6,927,395.00 to \$6,973,044.10. The Chairman, Vice Chairman, Secretary, or Treasurer is authorized to execute said agreement for construction of the Project on behalf of the Authority.



Resolution #558

Approval Of Authorized Person to Execute the Amended and Restated Lease and Operating Agreement Between The City Of New Haven And Tweed New Haven Airport Authority

May 18, 2022

WHEREAS, the Amended and Restated Lease and Operating Agreement between the City of New Haven and the Tweed New Haven Airport Authority (the "Agreement") has been approved by the Board of Alders of the City subject to minor revisions prior to its execution; and

WHEREAS, said minor revisions are being drafted in accordance with the approval by the Board of Alders; and

WHEREAS, said Agreement requires the Authority's Board of Directors to authorize the Chairperson of the Authority to be the person to execute the Agreement on behalf of the Authority;

WHEREAS, the City has requested that the Authority take this necessary authorization step now in preparation for the finalization and execution of the Agreement; and

WHEREAS, the Chairperson may not be available at the time of execution of the Agreement.

NOW, THEREFORE, BE IT RESOLVED THAT, having considered the City's request, the Board of Directors hereby designates the Chairperson of the Board to be authorized to execute the final Agreement on behalf of the Authority at such time as the Board votes at a duly noticed meeting to approve said Agreement, and, in the absence of the Chairperson, the Executive Director is hereby authorized to execute the final Agreement on behalf of the Authority at such time as the Board votes at a duly noticed meeting to approve said Agreement.

TWEED-NEW HAVEN AIRPORT AUTHORITY

Income Statement

April 30, 2022

	Current Month	Monthly Budget (adj.)	Year to Date	% of budget	Balance to Year End (adj.)	2021-22 Approved Budget
Revenues						
AIRPORT REVENUE	349,487.91	497,281.48	1,785,200.87	51%	1,691,798.41	3,476,999.28
CARES ACT/CRRSAA	146,397.08	21,397.00	713,970.80	278%	(457,205.80)	256,765.00
DHS LEO GRANT	0.00	9,600.00	24,331.80	24%	76,468.20	100,800.00
CITY OF NEW HAVEN	27,083.33	27,083.33	270,833.30	83%	54,166.70	325,000.00
STATE OF CONNECTICUT	0.00	125,000.00	750,000.00	50%	750,000.00	1,500,000.00
Total Revenues	522,968.32	680,361.81	3,544,336.77	63%	2,115,227.51	5,659,564.28
Expenses						
AIRPORT EXPENSES	189,733.45	185,439.45	1,218,395.73	58%	868,660.66	2,087,056.39
AIRPORT PAYROLL & BENEFITS	163,408.89	222,594.00	1,499,925.20	61%	973,344.80	2,473,270.00
AUTHORITY MANAGEMENT	9,508.05	10,000.00	113,135.70	94%	6,864.30	120,000.00
LEGAL, AUDIT & ACCOUNTING	138,500.82	10,000.00	1,534,416.93	1088%	(1,393,416.93)	141,000.00
MARKETING	1,950.00	4,583.34	4,365.00	8%	50,635.00	55,000.00
AIRPORT TSA SECURITY	0.00	25,200.00	111,118.18	37%	191,281.82	302,400.00
Avports-ENGINEERING	0.00	4,166.66	18,331.00	37%	31,669.00	50,000.00
Avports-ASD FUND	6,829.54	6,829.54	68,295.40	83%	13,659.04	81,954.44
Avports - MGT FEES	25,496.96	25,496.96	254,969.60	83%	50,993.92	305,963.52
Total Expenses	535,427.71	494,309.95	4,822,952.74	86%	793,691.61	5,616,644.35
Net Income(Loss)	<12,459.39>	186,051.86	<1,278,615.97>			42,919.93

TWEED-NEW HAVEN AIRPORT AUTHORITY

Balance Sheet-Governmental Fund Type and Account Groups

April 30, 2022

	<u>General Fund</u>
<i>Assets</i>	
Cash and equivalents	\$ (288,980)
Accounts receivable, net	1,424,579
Prepaid expenses and other assets	<u>898</u>
Total assets	\$ <u><u>1,136,496</u></u>

Liabilities and Fund Balances

Accounts payable and accrued expenses	\$ 2,829,218
Deferred grant revenue	346,961
Due to (from) other funds	7,586
Fund balance	<u>(2,047,269)</u>
Total liabilities and fund balances	\$ <u><u>1,136,496</u></u>