



TWEED NEW HAVEN AIRPORT AUTHORITY
REGULAR MEETING
BOARD OF DIRECTORS
MINUTES OF SEPTEMBER 21, 2022
VIA TELECONFERENCE AND IN PERSON

Members in attendance: Ken Dagliere, David White, Matt Hoey, Linda Hennessey, Rich Jacob, Joe Bertolino, Serena Neal-Sanjurjo, Carlos Eyzaguirre, Robert Ellis, Ray Pompano, Joe Ginnetti

Members absent: John Picard, Kevin Coyle, Vin Petrini, Mark Sklarz

Others in attendance: Sean Scanlon, Andrew Levy, Hugh Manke, Jeremy Nielson, Felipe Suriel, Lorena Venegas, Peter Leonardi, Al Stiewing, Andrew King, Brett Simon, Kevin Arnold, Lianne Audette, Mark Zaretsky, Steve Marcus, Salvatore DeCola, Jeremiah Wilhite, Beverly Willis, Steven Wight, Tim Sullivan, Wanda Bubriski, K. Zolvik, Steve Pancione, Christine Rebstock, Gene Edwards-Schippio, Matt Lieber, Maureen Moore, Gabriela De La Tierra

Vice Chairman Hoey opened the meeting at 4:05.

Mr. Hoey noted that Chairman John Picard was unable to attend so he will be hosting the meeting in his place.

Mr. Hoey entertained a motion to approve the Minutes from the regular meeting on August 17, 2022. The motion was made and seconded. Mr. Hoey invited public comment.

Ken Dagliere agreed to accept the Minutes although he did so reluctantly due to the issues he raised at the last meeting. The motion was approved unanimously.

EXECUTIVE DIRECTOR'S REPORT— Mr. Sean Scanlon presented the following items:

Currently the Authority is a few weeks from submitting the Environmental Assessment to the FAA. It will take several weeks for a response from the FAA. Ideally the FAA will give the Authority permission to share the draft Environmental Assessment publicly in mid-to-late November. It is still being discussed how the information will be presented to the public. Preferentially, the information should not be done all at one time. He is considering a hybrid method of presentation with a copy of the documents for download available to the public, then a few hours later a meeting would be held. Then, a 30-day period for public comments in which the FAA would respond to each comment and then make a determination on the project.

There was an incident on August 27th where a Robinson Aviation fuel truck rolled over on a perimeter road within the Airport property. A preliminary investigation was conducted and found that the driver was driving too fast when making the turn on the perimeter road and the truck



rolled over. Only 10 gallons of fuel spilled despite the tank being half full. The driver has since been terminated by Robinson Aviation. The incident remains under investigation. We are working with Robinson Aviation to make sure driver policies are in place to prevent such things from happening again.

A Board member asks who had to bear the cost of the spill. Mr. Scanlon notes that Robinson Aviation had to bear those costs, but he was not sure about the exact amount. Robinson Aviation's insurance would cover the incident.

Mr. Scanlon updated the Board on the Authority's mandated vegetation management. Earlier this summer a neighbor contacted Mr. Scanlon to inquire what product was being used along the northern fence line of the airport. Mr. Scanlon spoke to the Authority's DEEP-licensed applicator and reported back that they had been using Glyphosate. This subject also came up during a public meeting earlier this summer. In response to community concerns, Mr. Scanlon instructed the applicator to discontinue the use of Glyphosate as part of the Airport's mandated vegetation management plan and its use has been discontinued.

Mr. Scanlon explained to the Board that Jeremy Nielson will present two different reports- one on behalf of Avports the management company and one on behalf of Avports the lessee/developer. This is a new era in the relationship with Avports due to the agreements adopted at the August Board meeting.

He announced that Mr. Levy will give an update on the Avelo expansion of service.

Mr. Hoey introduces Avelo's CEO and President Mr. Andrew Levy. Mr. Levy expresses that he is happy to be there and proud of the work the airport is doing. Mr. Levy commends the progress of Tweed, notes the flights, jobs created, etc.

My. Hoey opens the floor for questions for Mr. Levy.

A Board member commends the flights, services, and attendants. He also hopes for a frequent flyer program.

Mr. Dagliere requests a 5-10-year plan from Mr. Levy. Mr. Levy explains this industry is ever changing and does not have one, but there will come a time that there will be new expansions. Mr. Hoey asks Mr. Levy if there is anything that can be shared with the public. Mr. Levy highlights the great work done thus far.

FINANCE COMMITTEE REPORT-- Serena Neal-Sanjurjo, currently transitioning into this role, summarized the written report submitted to the Board.

Ms. Neal-Sanjurjo points to statement and balance sheet for the month ending on July 31, 2021. The Authority received a little over \$1.2 million CARES Act funding in this income statement. The Authority also received other funding from the City. The accountants are still working on June 30 end of year financials. The Authority is doing well in terms of the balance sheets. The



Authority is expected to receive \$950,000 in cash, in the operating account for July. Approximately \$790,000 in receivables are from City parking receipts deposits that came in and funds owed from the rental car companies. These are to be reconciled before the next meeting.

Mr. Hoey notes that this year the Authority has allocated the CARES Act funds in total to close out the Authority's books at the time of the transition following agreements with Avports.

Mr. Hoey asks for comments and questions. None raised.

Mr. Hoey entertains a motion to approve the Financial Committee Report. A motion is made, seconded, and approved unanimously.

AIRPORT MANAGER / LESSEE'S REPORT—Mr. Nielson explains that his report is divided into two parts: Airport Manager Report (Airside operations) and then the Lessee's Report (Landside operations / Commercial development).

Airside Operations

Currently, Avports is currently drafting a revised Airport Capital Improvement Plan (ACIP) in coordination with the Authority. Slides show a four-phase plan for construction on the airfield. Currently, the status is at Phase III. On the slide Phase IV is a yellow shaded section. In the last several weeks the displaced threshold has been removed on Runway 20. There is now a full 5600 feet on both ends of the runway, which has been freshly painted.

There was a Local Runway Safety Action Team (LSAT) meeting with the FAA, the Authority, and the Authority tenants to discuss safety of day-to-day airfield operations. This was a well-attended meeting. At this meeting, the incident regarding the fuel truck was discussed. There was extended airport closure as a result of that event.

The Authority has received a lot of grants through the FAA. One of the slides indicates the new ARFF truck which should be delivered soon.

With Avelo's level of activity increasing at the airport, it is expected that there will be a required increase to ARFF Index from B to C, which is an increase in the response capability that is required.

Recently the ARFF department participated in a training exercise with Yale Helipad.

The goal is to become a 24/7 airport. Mr. Nielson clarifies that this means there will be ongoing efforts for snow removal, not necessarily 24/7 flights. There will be more of an effort made to avoid the cancellation of flights.

Landside Operations / Commercial Development

Currently Avelo does their own de-icing and ground services.



Mr. Nielson goes over the July numbers report and land trends and reports that most landing fees are paid by corporate aviation.

Items on the land side of operations include continued work to manage parking and traffic. There will be continued shuttle service from Union Station.

The New HVN LLC will be issuing an RFP for food and beverage concessions this month.

A Board member questions the extent of food and beverages. Mr. Nielson explains that they are currently surveying interest because another RFP contract needs to be drawn up.

Another Board member asks “does Avelo give us a report as to what cities are the best for them and what aren’t good for them?” Mr. Nielson reports that Avelo has not put this information out. However, it is observed that they have launched flights in other parts of the country that have been discontinued but they have not discontinued any destinations at Tweed.

The New HVN LLC is issuing an RFP for car rental concessions.

With regards to rideshare services, currently there is a contract with Lyft. A relationship with Uber is being pursued, and an agreement is being worked on. Safety and fairness of the market is a consideration. There is zero tolerance for people being picked up outside the airport. The police are aware. Uber has been made aware that outside the airport there is a no parking zone.

A member of the public says that “people park in front of people’s homes all over.”

Mr. Hoey notes that public comments will be reserved for the end of the meeting.

A Board member requests an update on the airport shuttles. The Authority will continue to provide service to Union Station and is considering alternatives to provide extra capacity at the airport that will reduce the need for the shuttle.

ACTION ITEMS, RESOLUTIONS

Mr. Hoey entertains a motion to waive the full reading of the motions to make the meeting move a little more quickly. This means that Sean would speak to each of the motions, the resolutions. The motion was made and seconded. The vote was unanimous in favor of waiving the full reading.

RESOLUTION #570: APPROVAL OF EXTENSION TO TSA LEASE

Mr. Scanlon explains that TSA is a non-negotiable tenant. TSA is looking to do a 10-year extension on the lease. The Authority agrees with this proposal. This current lease extends to July 1, 2023, and there would be an extension to July 1, 2033.



Mr. Hoey entertains a motion to approve. The motion was made and seconded and the roll call vote was unanimously in favor by those in attendance.

RESOLUTION #571: APPROVAL OF HIRING AN EXECUTIVE SEARCH FIRM

Mr. Scanlon explains that he is pursuing a different job which he is expected to start in January. ADK has been identified as the nation's leading airport executive recruitment firm. They do conference circuits, and a lot of networking and Mr. Scanlon is confident in ADK's ability. The Executive Committee has reviewed the ADK proposal in which the search firm would provide 10-15 of the top candidates for interviews based on the Authority's requirements. The timeline includes a 5-week extensive search (that would lead into November). In the alternative, ADK may search for a temporary candidate who would start in January while the search for a permanent candidate continues.

Mr. Hoey comments that the search firm fee and the salary for a new person are in the budget. Mr. Scanlon explains that the cost is \$23,500. The cost of hiring the new person will be higher than his current salary. Mr. Scanlon has declined to take a higher salary during his tenure.

Mr. Hoey entertains a motion to approve. A motion is made and seconded. The roll call vote was unanimously in favor of those in attendance.

RESOLUTION #572: APPROVAL OF CONTRACT WITH BJS&A, INC. FOR FINANCIAL SERVICES

Mr. Scanlon requests that Brett Simon's financial services contract be extended through November 18, 2022. Depending on who the next Executive Director is if one is found by November, that person can decide whether to continue working with Mr. Simon. Mr. Simon's fees are based on an hourly rate that has not changed since he began, and his workload depends on the work the Authority has for him. Ms. Neal-Sanjurjo notes that Brett Simon's contribution has been invaluable to the Authority, especially in the current transition period.

Mr. Hoey entertains a motion to approve. A motion is made and seconded. The roll call vote was unanimously in favor of those in attendance.

RESOLUTION #573: APPROVAL OF A LEGAL SERVICES AGREEMENT

Mr. Scanlon, recommends Updike, Kelly & Spellacy, P.C. to continue providing legal services for the Authority. Attorney Hugh Manke has been a valuable resource to the Authority and knows the history of everything that has occurred, and he is strongly recommended. Mr. Hoey complements Mr. Manke in his handling of the lawsuit involving preemption of the state law restricting the length of the runway.



Mr. Hoey entertains a motion to approve. A motion is made and seconded. The roll call vote was unanimously in favor of those in attendance.

RESOLUTION #574: APPROVAL OF A BANK AND CHECKING ACCOUNT SIGNATORIES

Mr. Hoey explains that there has been a clerical mistake in the draft resolution which is inconsistent with the Authority's bylaws. Specifically, the Secretary, Ms. Hennessey, was not included as a signatory.

Mr. Hoey entertains a motion to approve an amendment to the resolution to include the Secretary as well as other officers as a signatory. A motion is made and seconded. The roll call vote was unanimously in favor of those in attendance.

Mr. Scanlon explains that this amended resolution follows past practice and the reason for this action is that the bank paperwork will need to be redone following the agreements signed last month with Avports.

Mr. Hoey entertains a motion to approve the amended resolution. A motion is made and seconded. The roll call vote was unanimously in favor of those in attendance.

RESOLUTION #575: APPROVAL OF CHANGE ORDER NO. 3 FOR THE CONSTRUCTION CONTRACT FOR THE REALIGNMENT OF TAXIWAYS A, F, AND G & DRAINAGE DITCH MAINTENANCE

Mr. Scanlon notes that the taxiway project is in Phase III and is almost complete. He notes that the public has commented on the work happening at night and acknowledges their frustration.

Mr. Scanlon explains that the work had to be done at night for safety reasons.

Regarding Thompson Avenue, there was some work done on the drainage ditch. A guard rail fence was installed. Some neighbors have requested more cover and arborvitae hedges have been added. The bulk of the \$92,000 requested in this change order is the arborvitae hedge row that will be planted.

Mr. Hoey entertains a motion to approve. A motion is made and seconded. The roll call vote was unanimously in favor of those in attendance.

OTHER BUSINESS

Mr. Scanlon noted that at the last meeting there was a suggestion of an advisory board comprised of past Board members who have served. The Chairman will talk to those who are interested or anyone in the community who is interested in serving. Mr. Picard will be taking applicants. Votes on this will be made next month.



PUBLIC COMMENT

Christine Rebstock, 70 Trolley Crossing Lane, Middletown, Connecticut. Ms. Rebstock states that this airport is underutilized and is thrilled that an airline is taking a chance on Southern Connecticut. Ms. Rebstock conveys that Tweed New Haven Airport offers some nonstop services which Bradley Airport does not. However, it is still a regional airport in comparison to Bradley and other New York airports. Ms. Rebstock encourages the Authority to maximize their efforts.

Jean Edwards Chippio, 173 Henry Street, East Haven, Connecticut. Ms. Chippio plays a recording for the Board and states that that is what it sounds like two miles away from the airport and that is what the people of East Haven must live with. Ms. Chippio states that the mayor stated that they are being polluted. She also expresses concerns regarding the impact of pollution.

Matt Lieber, 18 (Unknown Address). Mr. Lieber raises a question about the airport managers' comments regarding parking. Mr. Lieber states that he has been informed by a member of the police department that the operations have been expanded but has not completed any traffic studies. Mr. Lieber is unsure of the accuracy and requests the Board's comment. Mr. Lieber then questions the board about the investment totals and the hundred million promised investment. Mr. Lieber requests the sources of the \$100 million dollar total is from. Mr. Lieber questions whether it is composed of the grants from elected officials in Washington or additional private investment that are not in airway programs.

Mr. Hoey states that traditionally, this Board does not answer questions raised by the public, but the Executive Director may do so after the meeting.

Speaker, (Unknown Name and Address). The speaker indicates they have been coming to meetings since 2019 and states that they are very invested in making sure the East Haven Community gets what it needs. The speaker notes that on previous decisions East Haven was not given an opportunity to have public comment.

Joann Daletik, 243 Bethany Road, Beacon, Falls, Connecticut. Ms. Daletik is a biologist who is concerned about the announcements of federal, state, and local climate change protection plans for the immediate future. She notes this needs to be addressed as a regional effort. Ms. Daletik is looking forward to working with the Authority and starting the dialogue to ensure the ecological resilience protection for the entire coastline of this area.

Lianne Audette, 166 Beach Avenue, East Haven, Connecticut. Ms. Audette states that she has late onset asthma because of the air quality around her; her gardens and gardens of her neighbors have not been growing effectively; the planes fly so low that her roof is being shuffled and recently has had to replace her roof. Ms. Audette reiterated her environmental concerns.



Wanda Bubriski, 6 Rockland Park, Branford, Connecticut. Ms. Bubriski follows up to Ms. Audette and Ms. Daletik's points. Ms. Bubriski states that they have formed a grassroots organization, Save Our Shoreline CT which meets weekly. Ms. Bubriski expresses concerns regarding the impact of the airport on public health, property values, and property taxes. She asserts that these are not isolated complaints.

Gloria Bellacicco, 300 Lighthouse Road, New Haven, Connecticut. Ms. Bellacicco expresses thanks to the Authority for the discontinued use of Roundup. However, she is curious to know the alternative product currently used to kill the weeds. Ms. Bellacicco expresses her concerns. Ms. Bellacicco states that: she recently had to start using her asthma pump again; she is having issues with her house rumbling; she is having issues with permits she has paid the City of New Haven for; and she has a strong smell of fuel.

ADJOURNMENT

Mr. Hoey made a motion to adjourn. The motion was seconded. The vote was unanimous in favor and the meeting was adjourned at 5:26.

Respectfully submitted,

Felipe Suriel, Assistant Airport Manager, with assistance from Hugh Manke, Counsel to the Authority