



## **Agenda** **Board of Directors Meeting - #286**

February 15, 2023  
4:00 P.M.

VIA ZOOM ONLY

- |     |  |                         |
|-----|--|-------------------------|
| 1.  | Minutes of January 18, 2022  | Attached                |
| 2.  | Executive Director's Report  | Mr. Tom Rafter          |
| 3.  | Chairman's Report  | Mr. John Picard         |
| 4.  | Audit Committee Report   | Mr. Brett Simon         |
| 5.  | Finance Committee Report   | Ms. Serena Neal-Sanjuro |
|     | <b>December 2022 Financials</b>  | Attached                |
| 6.  | Airport Manager's Report – Airfield Operations   | Mr. Jeremy Nielson      |
| 7.  | Lessee's Report – The New HVN LLC  | Mr. Jeremy Nielson      |
| 8.  | Reports and Action Items:  |                         |
|     | <b>Resolution #587: Approval of Establishment of the Community Information Committee</b>   | Attached                |
|     | <b>Resolution #588: Approval of the Partial Release of the TNHAA Leasehold Requested by ConnDOT For Their Acquisition of Land And Easement Rights for the Reconstruction of the Bridge Carrying South End Road (Route 337) Over Morris Creek</b> | Attached                |
| 9.  | Other Business   |                         |
| 10. | Public Comment   |                         |
| 11. | Adjournment  |                         |



TWEED NEW HAVEN AIRPORT AUTHORITY  
REGULAR MEETING  
BOARD OF DIRECTORS  
MINUTES OF JANUARY 18, 2023  
VIA TELECONFERENCE

**Members in attendance:** David White, Matthew Hoey III, Linda Hennessey, Kenneth Dagliere, Carlos Eyzaguirre, Rich Jacob, Joseph Bertolino, Robert Ellis, Mark Sklarz, Serena Neal-Sanjurjo, John Picard

**Members absent:** Kevin Coyle, Joe Ginnetti, Ray Pompano,

**Others in attendance:** Tom Rafter, Brett Simon, Felipe Suriel, Jeremy Nielson, Kevin Arnold, Hugh Manke, Peter Leonardi, Toni Lorenti, John Horan, Joe Giordano, Gloria Bellacicco, Jean Mongillo, Al Stewing, Daniel, Barrack, Eliot Jameson, Andrew King, Georgia Lieber, Jeremiah Wilhite, Joann, Lorena Venegas, Mark Zaretsky, Matthew Lieber, Michael Jones, Salvatore DeCola, Scott Luzzi, Shirley McCarthy, Steven Wight, Tim Sullivan, Vincent Perrelli, Andrew King, Susan Bryson, Kathryn Gallicchio,

Chairman John Picard called the meeting to order at 4:05 and asked for a motion to approve the minutes of December 21, 2022. Mr. Hoey pointed out that the minutes incorrectly cited Peter Leonardi as a member not in attendance. Peter's Board membership terminated in September. A motion was made to make the necessary correction, It was seconded and unanimously approved.

**ACTING EXECUTIVE DIRECTOR REPORT**

Mr. Picard asked for the report of the Acting Executive Director, Mr. Hoey. Mr. Hoey reported on his meetings with Tom Rafter, including two meetings with the FAA and Jeff Wood of McFarland Johnson on the Environmental Assessment (EA) in which it was agreed that the Authority would request from the Department of Energy and Environmental Protection, (DEEP), a Coastal Consistency Review Form for attachment to the DEEP permit applications for the new the activities or to expand existing activities within the coastal boundary. Additionally, the Authority offered to assist in obtaining a Cooperative Agency Agreement from the Army Corps of Engineers, by reaching out to the local ACOE personnel. He added that the deadline of February 1, 2023 for publication of the EA is unlikely to be met. The need for new noise contour maps to be included in the EA was discussed with the FAA.

Mr. Hoey also spoke about the many FOI requests that have been received by the Authority during his brief tenure and some correspondence that was very personal and derogatory. He cautioned that such communications are totally inappropriate and not helping the public discourse. Finally, he added that after meeting with Tom in recent weeks he is more certain than ever that the Board made the right choice in hiring him as our next Executive Director.



## **CHAIRMAN'S REPORT**

Mr. Picard responded to one of the FOI requests that was recently sent to the Authority inquiring of the payments to the Chairman and Vice Chairman in the last several years. He said there have been none.

## **TREASURER'S REPORT**

Ms. Sanjurjo asked Brett Simon to explain the latest financial statements and the audit. Mr. Simon apologized for distribution of the documents early this morning but mentioned that the resolution approving the reports makes it clear that the Board will have the rest of the month to provide comments before the documents are finalized. Mr. Dagliere said that such reports should not be submitted for review without sufficient time. Mr. Simon responded that the normal practice is not to do this, but these statements were released as soon as Avports, legal counsel, the Audit and Finance Committee and other consultants had completed their review, and the release of the documents on the day of the Board meeting was coincidental. BJSa and the Committee can be available to answer any questions prior to the month-end deadline.

Mr. Simon explained the Airfield Account shows a negative balance but the New HVN LLC is responsible for covering the shortfall. The Authority's Admin Account expenses have been largely for financial and legal services which are expected to taper off in the coming months, and as much as \$13,000 of these expenses may be reimbursed by the FAA. He also reported that the Operating Account has sufficient funds to cover the reported expenses.

Mr. Picard asked if there were any questions about the reports. There were none. Mr. Picard commented on the Audit Report that in the prior fiscal year the level of state and local subsidy was cut in half.

## **AIRPORT MANAGER'S REPORT**

Landside. Jeremy Nielson reported that the heavy holiday flight schedule between December 22 and January 3 went off without a hitch other than a few flights that arrived late due to weather conditions. He also said the lighting on Lot C has been completed and a hearing with the City Plan Commission is coming up this month on Lot B. Rental car companies are responding to the RFP, questions are being answered, and an award is expected on February 22nd with a commencement date on a new contract on April 1st.

Airside. Mr. Nielson reported that on January 23rd there will be a very important meeting with the FAA to discuss pending capital projects and possible new discretionary funding that the FAA has announced is now available. Other than that, he said there were no major updates.

## **ACTION ITEMS**



**RESOLUTION #584 APPROVAL OF AMENDMENT NO. 2 TO AGREEMENT WITH HOYLE TANNER & ASSOCIATES TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR REALIGNMENT OF TAXIWAYS A, F & G**

Chairman Picard entertained a motion to approve. Mr. Hoey made the motion and Mr. Eyzaguirre seconded. The Chair asked if there were any questions. Hearing none, the Chair called for a vote. All in attendance voted in favor.

**RESOLUTION #585 APPROVAL OF FY 2022 AUDIT REPORT AND PFC REPORT**

Chairman Picard read the Resolution and entertained a motion for approval. Mr. White made the motion and Mr. Hoey seconded. The Chair asked if there were any questions. There were none and the Chair called for a vote. All in attendance voted in favor.

**RESOLUTION #586 APPROVAL OF ADDING TOM RAFTER AS A SIGNATORY ON AUTHORITY BANK ACCOUNTS**

Chairman Picard read the Resolution and entertained a motion for approval. Mr. Dagliere made the motion and Ms. Hennessey seconded. The Chair asked if there were any questions. He asked if the threshold for requiring two signatures on checks was \$1,000 or were the Bylaws amended to increase it to \$1,500. He noted the difficulties of getting two signatures in view of the fact that the signatories who are Board members are not on site. Attorney Manke said he would check for any Bylaw change and report back to the Chair for a possible amendment at the next Board meeting. There were no other comments or questions, and he called for a vote. All in attendance voted in favor.

Mr. Hoey stated for the record that with regards to the requirement for two signatories on Authority checks, he has not been signing checks in his dual capacity as Vice Chair and Interim Executive Director.

Mr. Ellis asked that the December minutes be amended to include him as in attendance. Chairman Picard entertained a motion to further amend the minutes as requested. Mr. Hoey made the motion and Ms. Neal-Sanjurjo seconded. All in attendance voted in favor of the motion.

**PUBLIC COMMENTS**

**Lorena Venegas**, 73 George Street, East Haven, reminded the Board that East Haven is an Environmental Justice community and currently is ranked 17th out of 169 municipalities on environmental quality. She said the \$8,7000 noise vouchers are inadequate and some people have cracked walls requiring \$60,000 in repairs. She also mentioned that there was a plane landing on the wrong runway recently, and advocated that an EIS be done now as was done in 2000 with regards to the Runway Safety Area Project. She also suggested that DEEP should be performing a rare plant species survey and complained that some Board members are Town employees.



**Kathryn Gallicchio**, 97 Hyde Street, New Haven, thanked Ms. Venegas for her efforts on behalf of the neighbors saying she is well informed and the conscience of the Board.

**Joseph Giordano**, 2 Old Town Highway, East Haven, mentioned that the December Minutes need to be corrected to state that he was referring to Fly Tweed Facts, which favors the airport project, not Tweed Facts, which does not. He suggested that it would be useful to see the Avelo passenger counts for residents of East Haven, Branford and Guilford. He believes the East Haven numbers are the highest. He also said he is tired of the repeat complaints concerning the vouchers.

**Michael Giordano**, 800 Uno Lago Drive, Juno Beach, Florida, was concerned that some of the public comments may be close to being threats. He cautioned people about using certain online flight data from social media such as Flight Aware. That data is not FAA-certified. Minimum altitudes are required by the FAA and claims of low flights are likely not accurate

**Gloria Bellacicco**, 300 Lighthouse Road, New Haven, pointed out a problem with a light installed in a parking lot near Burr Street and Dean Street. The light needs to be redirected to avoid blinding people driving toward the airport.

**Kathryn Gallicchio**, 97 Hyde Street, New Haven, spoke a second time to state that the neighbors are holding the Board to its duties, not threatening. This is part of engagement in the public process.

**Toni Lorenti**, 23 Briar Lane, Meriden, invited the Board (and others) to a technical session he will organize as a professional pilot to counter the fear-mongering about airport operations, including alleged low-flying aircraft. He affirmed that he is not a representative of any airline or airport. He also counseled against using flight-tracking data collectors.

**Susan Bryson**, 215 Clark Avenue, Branford, said that there is no forum for exchanges of information the way Board meetings are set up. There are genuine questions out there that need to be answered. Public meetings are necessary.

**Georgia Lieber**, 18 Hepburn Road, East Haven, reiterated the need for open and honest conversations and answers to questions raised at Board meetings.

**Shirley McCarthy**, 16 Rockland Park, Branford, a physician, expanded on prior comments about the adverse effects of noise on the health of children in particular within a 10-12 mile radius of an airport which means that the affected area around Tweed goes from Stratford to Guilford.

**Andrew King**, an employee of Avports, said Avports is preparing a website which will be up and running within two weeks for exchanges between the public and airport management. Questions may be posted and answers will be provided.



Mr. Picard asked for further comments and hearing none, asked for a motion to adjourn. The motion was made and seconded and approved unanimously. The meeting was adjourned at 4:56.



State of Connecticut  
GENERAL ASSEMBLY  
STATE CAPITOL  
HARTFORD, CONNECTICUT 06106-1591

February 6, 2023

Colleen D'Alessandro  
New England Regional Administrator  
Federal Aviation Administration  
1200 District Avenue  
Burlington, MA 01803-5299

Dear Ms. D'Alessandro:

We write in our capacity as elected state officials representing communities surrounding the City of New Haven, to urge the Federal Aviation Administration (FAA) to require a full Environmental Impact Statement (EIS) as required by the National Environmental Policy Act (NEPA) for the proposed expansion of the Tweed-New Haven Airport.

Due to the close proximity of the towns we represent to the City of New Haven, the proposed expansion would significantly impact not just the quality of life and health of our constituents, but also would threaten the delicate ecosystem of our coastline, wetlands, and parks. The plan to increase the capacity of the airport will require relocating the airport's terminal and extending the runway by more than 1,000 feet. Consequently, we believe the scope of this project will result in significant short and long-term detrimental effects on our communities.

First, there are quality of life and health concerns that should be evaluated. Increased air traffic will inevitably result in greater utilization of the airport which will attract more ground traffic of passenger vehicles and commercial freight. Our surrounding towns fall beneath these air traffic patterns and our local roads serve as pass-throughs for ground traffic. The increase in noise and air pollution will inevitably lead to a reduced quality of life and health for our residents at a time when our state is also confronting high asthma rates.

Second, there are potential environmental impacts that should be addressed. Much of the charm and character of our town derive from the natural beauty of our coastline and wetlands. The state has made great strides to preserve and protect these natural resources and we fear the proposed expansion will significantly undermine these efforts. Concerns have been raised that stormwater runoff from the airport property will negatively impact surrounding wetlands and coastal waters. Our beaches, parks and marinas serve as attractions within our towns and polluting storm runoff could jeopardize our region's delicate ecosystem.

We appreciate the potential economic opportunities that Tweed-New Haven Airport may bring to the Greater New Haven area and acknowledge its continued role in meeting the state's travel and shipping needs. However, the voices of our constituents expressing the concerns outlined above should not be dismissed. We urge the FAA to order a full Environmental Impact Statement in order to adequately address these concerns and help us all better evaluate the effects this project will have on our communities.

We look forward to your decision.

Sincerely,



Representative Joe Zullo  
House District 99



House Republican Leader  
House District 86



Senator Paul Cicarella  
Senate District 34

cc: David Cash, EPA, Regional Administrator  
Kyla Hastie, USFWS, Acting Regional Director  
Michael Pentony, NMFS, Regional Administrator  
Lori A. Ehrlich, FEMA, Regional Administrator  
Katie Dykes, CT DEEP, Commissioner  
Thomas Rafter, Tweed New Haven Airport, Executive Director  
Mayor Joseph A. Carfora  
Michelle Benivegna, Dir. of Admin and Mgt., TOEH





**TWEED-NEW HAVEN AIRPORT AUTHORITY**  
**AUTHORITY ADMIN ACCOUNT**  
**Income Statement December 31, 2022**

	December		Year to Date		Budget	
	Actual	Budget	Actual	Budget	Annualized (from August 20th)	Board Approved (Annual)
<b>Revenues</b>						
BASE RENT - LESSEE	45,833.33	45,833.33	202,553.76	202,553.76	477,553.76	550,000.00
REVENUE SHARE - LESSEE (Paid Quarterly)	4,870.99	6,250.00	22,222.08	27,620.97	65,120.97	75,000.00
OTHER REVENUES	-	-	-	-	-	-
<b>Total Revenues</b>	<b>50,704.32</b>	<b>52,083.33</b>	<b>224,775.84</b>	<b>230,174.73</b>	<b>542,674.73</b>	<b>625,000.00</b>
<b>Expenses</b>						
EXECUTIVE DIRECTOR SALARY	8,076.92	9,166.67	36,836.82	40,510.75	95,232.88	110,000.00
EXECUTIVE DIRECTOR TAXES AND BENEFITS	981.35	965.58	3,925.38	4,267.26	10,031.48	11,587.00
NEW HIRE/CONTRACT ADMINISTRATIVE STAFF	-	6,666.67	-	29,462.37	69,260.27	80,000.00
RECRUITMENT COSTS	-	-	18,880.00	30,000.00	30,000.00	30,000.00
LEGAL, AUDIT, ACCOUNTING & OTHER SERVICES	34,952.17	14,583.33	248,703.44	64,448.92	151,506.85	175,000.00
REIMBURSABLE LEGAL, AUDIT & OTHER COSTS	2,561.97	-	56,970.91	-	-	-
OTHER ADMIN COSTS	2,287.16	-	5,549.29	-	-	-
CONTINGENCY	-	6,250.00	-	27,620.97	64,931.51	75,000.00
<b>Total Expenses</b>	<b>48,859.57</b>	<b>37,632.25</b>	<b>370,865.84</b>	<b>196,310.27</b>	<b>420,962.99</b>	<b>481,587.00</b>
<b>Net Income(Loss)</b>	<b>1,844.75</b>	<b>14,451.08</b>	<b>(146,090.00)</b>	<b>33,864.47</b>	<b>121,711.74</b>	<b>143,413.00</b>

**TWEED-NEW HAVEN AIRPORT AUTHORITY**  
**Income Statement December 31, 2022**

	December		Year to Date			
	Airfield Account	Auth. Admin Acc.	Airfield Account (Aug 20th - Current)	Auth. Admin Acc. (Aug 20th - Current)	Operating Account (July 1 -Aug 19th)	Authority Total
<b>Revenues</b>						
AIRPORT REVENUE	32,686.63	-	155,643.24	-	1,200,972.11	1,356,615.35
CARES ACT/CRRSAA	-	-	-	-	1,240,815.00	1,240,815.00
DHS LEO GRANT	-	-	-	-	11,408.06	11,408.06
TRANSACTION COST REIMBURSEMENT	-	-	-	-	566,341.54	566,341.54
CITY OF NEW HAVEN	-	-	-	-	162,500.00	162,500.00
BASE RENT LESSEE	-	45,833.33	-	202,553.76	-	202,553.76
REVENUE SHARE LESSEE	-	4,870.99	-	22,222.08	-	22,222.08
LESSEE AIRFIELD REIMBURSEMENT	217,191.49	-	814,759.45	-	-	814,759.45
<b>Total Revenues</b>	<b>249,878.12</b>	<b>50,704.32</b>	<b>970,402.69</b>	<b>224,775.84</b>	<b>3,182,036.71</b>	<b>4,377,215.24</b>
<b>Expenses</b>						
AIRPORT EXPENSES	48,984.52	2,287.16	344,235.48	5,549.29	473,144.71	822,929.48
AIRPORT PAYROLL & BENEFITS	189,226.93	-	602,833.87	-	445,154.31	1,047,988.18
AUTHORITY MANAGEMENT	-	9,058.27	-	40,762.20	19,156.52	59,918.72
LEGAL, AUDIT & ACCOUNTING	-	34,952.17	-	267,583.44	572,796.60	840,380.04
MARKETING	-	-	-	-	-	-
REIMBURSABLE LEGAL, AUDIT & OTHER COSTS	-	2,561.97	-	56,970.91	-	56,970.91
AIRPORT TSA SECURITY	-	-	-	-	50,000.00	50,000.00
Avports-ENGINEERING	-	-	-	-	-	-
Avports-ASD FUND	-	-	-	-	11,345.91	11,345.91
Avports - MGT FEES	11,666.67	-	23,333.34	-	42,357.91	65,691.25
<b>Total Expenses</b>	<b>249,878.12</b>	<b>48,859.57</b>	<b>970,402.69</b>	<b>370,865.84</b>	<b>1,613,955.96</b>	<b>2,955,224.49</b>
<b>Net Income(Loss)</b>	<b>-</b>	<b>1,844.75</b>	<b>-</b>	<b>(146,090.00)</b>	<b>1,568,080.75</b>	<b>1,421,990.75</b>

**TWEED-NEW HAVEN AIRPORT AUTHORITY**  
**Balance Sheet-Governmental Fund Type and Account Groups**

**December 31, 2022**  
**DRAFT - UNAUDITED**

	<b>General Fund</b>
<i>Assets</i>	
Cash and equivalents	\$ 491,893
Account receivable, net	769,406
Due from (to) Capital Fund	(77,493)
Prepaid expenses and other assets	<u>3,120</u>
<b>Total assets</b>	<b><u><u>\$ 1,186,926</u></u></b>
 <i>Liabilities and Fund Balances</i>	
Accounts payable	\$ 231,279
Accrued Expenses and other current liabilities	913,999
Fund Balance	<u>41,648</u>
<b>Total liabilities and fund balances</b>	<b><u><u>\$ 1,186,926</u></u></b>



## **Resolution #587**

### **APPROVAL OF ESTABLISHMENT OF THE COMMUNITY INFORMATION EXCHANGE COMMITTEE**

February 15, 2023

**WHEREAS**, public exchange of information with the Authority is beneficial to all people interested in the operation and development of the Airport;

**WHEREAS**, the Bylaws authorize the Board to create committees that it considers necessary for the purposes of the Authority; and

**WHEREAS**, the Bylaws also authorize the Chair of the Board to appoint membership on committees and non-directors may be members as well as directors.

**NOW, THEREFORE, BE IT RESOLVED** that the Board hereby: 1) creates the Community Information Exchange Committee as a committee of the Board; 2) prohibits the Committee from taking any action with regards to the business of the Board; 3) requires the Chair to appoint all members of the Board and Advisory Committee members to be members of the Committee; and 4) provides that the Executive Director or the Chair or their designee shall chair all Committee meetings.

**FURTHER, BE IT RESOLVED** that the purpose of the Committee is to hold periodic meetings at the call of the Executive Director or the Chair for the presentation of information related to Airport operations and development and for response to inquiries from the public.

**FURTHER, BE IT RESOLVED** that the public is encouraged to request a Committee meeting by contacting the Executive Director and/or the Chair with appropriate reasons and once a meeting is noticed on the Authority website the public is encouraged to provide written information requests prior to the meeting to the Executive Director and Chair.

**FURTHER, BE IT RESOLVED** that the provisions of the Freedom of Information Act are applicable with regards to disclosure of information, and minutes, and notice of said meetings shall be posted at least four business days in advance, except where the Executive and or the Chair consider an unusual urgency exists for the meeting in which case notice will be less than four days in advance.



## **Resolution #588**

### **APPROVING THE PARTIAL RELEASE OF THE TNHAA LEASEHOLD REQUESTED BY CONDOT RELATING TO LAND AND EASEMENT RIGHTS ACQUIRED BY IT FROM THE CITY OF NEW HAVEN FOR THE RECONSTRUCTION OF THE BRIDGE CARRYING SOUTH END ROAD (ROUTE 337) OVER MORRIS CREEK**

February 15, 2023

**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 is the lessee of land that includes a piece or parcel on South End Road (Connecticut Route 337) in the City and Town of New 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 acquired from the City of New Haven a piece or parcel of land of approximately 120 square feet in area and a temporary construction easement over and across a further 1,538 square feet, more or less, both of which are described on Exhibit A to this resolution; and

**WHEREAS** the Commissioner has accepted title to the interests conveyed by the City of New Haven subject to the reservation of appropriate easements of avigation and covenants for the benefit of the City, its adjacent lands, the Authority and the flying public; and

**WHEREAS** the Authority wishes to be assured that no land let to it by the City of New Haven 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 considered the possible effects of activities to be undertaken by the Commissioner following his acquisition of those rights: (1) authorizes its Executive Director to negotiate and recommend to its Chairman or Deputy 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 (2) authorizes its Chairman or Deputy Chairman to execute such acceptance agreements, deeds and other documentation as are recommended by the Executive Director and the Chairman or Deputy Chairman determines to be necessary and reasonable.