



## **Agenda**

### **Board of Directors Meeting - #293**

September 21, 2023  
4:00 P.M.

VIA ZOOM ONLY

- |                                                   |                         |
|---------------------------------------------------|-------------------------|
| 1. Minutes of August 16, 2023                     | Attached                |
| 2. Nominating Committee Report                    | Mark Sklarz             |
| 3. Executive Director's Report                    | Mr. Tom Rafter          |
| 4. Vice Chairman's Report                         | Mr. Matthew Hoey        |
| 5. Finance Committee Report                       | Ms. Serena Neal-Sanjuro |
| <b>July 2023 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:                      |                         |
| 9. Other Business                                 |                         |
| 10. Public Comment                                |                         |
| 11. Adjournment                                   |                         |



TWEED NEW HAVEN AIRPORT AUTHORITY  
REGULAR MEETING  
BOARD OF DIRECTORS  
MINUTES OF AUGUST 16, 2023  
VIA TELECONFERENCE

**Members in attendance:** Kenneth Dagliere, Matt Hoey, Linda Hennessey, Mark Sklarz, Joe Ginnetti, Robert Reed, David White, Carlos Eyzaguirre, Rich Jacob, Ray Pompano, Michael Fimiani, Jesse Phillips, Robert Ellis

**Members absent:** Serena Neal-Sanjurjo, Kevin Coyle

**Others in attendance:** Jeremy Nielson, Tom Rafter, Hugh Manke, Bob Furey, Brett Simon, Jeremiah Wilhite, Kaydeen Maitland, Kevin Arnold, Malena Zanjani, Mark Zaretsky, Maureen Moore, Michael Giordano, Salvatore DeCola, Sandra Reiners, Steve Marcus, Steve Wight, Tim Sullivan, Toni Lorenti, Andrew King, Joann Delenick, Joe Giordano, Malena Zanjani, Anthony Camposano, Jean Perry Phillips, Johnson Chang-Fong, Lorena Venegas, Sophia Muce, Peter Leonardi, Lori Foster, Bill Wade

Matthew Hoey III, Vice Chair opens the meeting at 4:02.

Mr. Hoey entertained a motion to approve the Minutes for the July 19, 2023, Meeting. The motion to approve the Minutes was made by Ms. Hennessey and seconded by Mr. White. There were no comments or suggested changes. The motion was unanimously approved by all those who were in attendance except for Mr. Joe Ginnetti who could not approve as he was not there.

**EXECUTIVE DIRECTOR'S REPORT** - Mr. Rafter presented the following items:

Malena Zanjani is the new Administrative Assistant and Public Liaison. Mr. Rafter welcomed her and commended her efforts thus far.

It was confirmed that the technology is sufficient to have hybrid meetings at a limited capacity. Currently there are fifteen chairs at the table in the conference room. More chairs would have to be brought in to accommodate more individuals in the perimeters of the conference room. The challenge would be how the chairs at the table would be allocated to the public. The Airport would have to develop a fair system for seating. Mr. Hoey states that he is in favor of them because it will allow those who cannot attend in person to attend via Zoom. The Board is unanimously in favor of a hybrid model. Mr. Rafter will develop a methodology for in-person attendance at meetings. The next meeting will be held hybrid.

With regards to the EA, the FAA has received the draft and the consultants' responses to all the questions. There were some formatting issues which will be resolved next week.



The air service statistics are in this Board Meeting's packet. Last May, there were 23,953 enplanements. This May there were 35,068 enplanements. The fiscal year to this May Tweed Airport has enplaned 425,234 passengers.

At the last meeting there was an item referred to as PFAS. There are many different acronyms that are used. PFAS is a group of manufactured chemicals that has been used in various industries since the 1940s. It is used because it is very successful. Under the PFAs umbrella, there are two that are widely used. They are known as PFOA and PFOS. They have been replaced in the United States with other PFAS compounds. One common characteristic of the PFAS is that many break down very slowly. It can build up in people, animals, and the environment. It is present in many items, including but not limited to; household items, drinking water, waste, homes, soil, food, personal care products, fire extinguishing foam, water near waste sites, household products, fire solids, etc. It has high concentrations in fire extinguishing foam which is used in Airport fire trucks. It specifically is an aqueous film forming foam. It is also known as AFFF. The FAA has advised airports to limit the use of this chemical. The Airport has been using a device called the ecologic mobile test system since March of 2020 to limit the use of PFOS. The Airport is required to run an annual test to ensure the foam is at a 3% ratio with the water to make sure it has the proper characteristics to put out a jet fuel fire. EPA has determined that certain PFAS causes serious health problems. DOD and FAA have been doing significant research to test fluorine free foam. In January 2023, DOD published a fluorine free military specification (MILSPEC). Manufacturers can now submit MILSPEC F3 agents for qualification by DoD. Once DoD certifies that a foam meets the new specification, it will be added to the Qualified Product List. FAA considers foams on the Qualified Product List as acceptable to use to satisfy the regulatory requirements of Part 139.

In summary, it was discovered that the fluorine foam was bad for health and a replacement was sought. One fluorine free foam was found; however, it was ineffective because it did not put out jet fuel fires.

UCONN has a study that will test the waters around the Airport for PFAS. The Airport is not expecting results and findings for about a year. He is unsure about the extent of the UCONN studies. However, he knows of other studies that focus on pinpointing where the PFAS comes from and its chemical compounds. Mr. Reed inquires as to CDC's involvement. Mr. Rafter is unsure but affirms that the EPA is involved.

The Environmental Stewardship Meeting was held on August 15, 2023. At this meeting, there was a discussion on the approach and implementation of the environmental and stewardship practice. There is also an environmental policy that is being developed for the Board's approval.

August 2, 2023, Avports facilitated a community meeting. Topics were discussed in a respectful manner. It was a good step towards fostering good communication with the community.

Mr. Dagliere inquired as to the length of the UCONN study. Mr. Rafter is unsure of the timeline.

Mr. White inquires as to the status of the Uber negotiations. Uber is allowed if they are willing to pay the same fee as their competitor. However, Uber refuses to pay the fee.



Mr. Hoey inquires as to the status of the event notification system for Board Members. Mr. Rafter states that it is being developed.

**VICE CHAIRMAN’S REPORT** – Mr. Hoey

Mr. Hoey requests that interest in participating with the Executive Board be shared with Mr. Rafter. There is no Report from the Nominating Committee as yet due to summer vacation schedules. Mr. Rafter will assist in setting up the meeting. The Committee will report at the next meeting a slate of candidates for officers.

Mr. Hoey, Mr. White, Mr. Reed, and Ms. Hennessey attended the first Avelo flight to San Juan, Puerto Rico. Ms. Hennessey commented that it was a well-executed event. Mr. Reed noted that the turnout was exceptional. Mr. Rafter noted that he attended a Puerto Rican festival recently and Avelo had a strong presence.

Mr. Hoey welcomed Ms. Zanjani.

**FINANCE COMMITTEE REPORT** - Mr. Rafter

On the Authority Airfield account, the revenue for fuel flowage was \$1,600.00 below budget. The actual subsidy was higher than budgeted at \$351,000.00 for the month. Year to date revenue came slightly above budget at \$4,389.00, with the subsidy coming in below budget at \$190,000.00. Expenses for June came in above budget at \$137,944.00 and year to date budget they were down \$186,000.00.

On the Authority Admin Account, the revenues for June were about \$540.00. Year-to-date was down about 1%. Expenses were \$51,8150.00 against a budget of \$37,632.00. Year-to-date was over budget by \$245,000.00. Most of this was attributed to the transition period. The actual net result for June is a slight negative of \$272.00 and year-to-date loss of \$129,000.00 against the budget income of \$121,000.00. The overall fund balance is currently \$118,054.00.

**AIRPORT MANAGER’S REPORT** - Mr. Nielson presented the following items.

The Airport transitioned to Index C level which means the level of airport firefighting services the Airport can provide has increased. Currently Avelo’s statistics indicate that the Airport can operate at an Index B level most of the time. This means that one fire truck can be operated instead of two. Until Avelo uses the 800 more consistently the Airport only needs Index B level support.

On September 26, 2023, at 10 a.m., there will be a collaborative emergency simulation exercise involving 300 participants between various agencies including TSA, New Haven, East Haven, local police departments and mutual aid responders. This event is required by the FAA once every three years. Everyone is invited to attend. Please reach out to Mr. Rafter for more details on this event.



On November 15, 2023, Avelo flights to San Juan, Puerto Rico will begin.

Avis-Budget is continuing their upgrades to their leasehold set up. They have added some signage.

The Airport will be offering parking reservations in Lots A, B, and C. This will be beneficial especially in the busy season. We will also be offering promotional discounts for extended stays.

The Airport notification system process is outlined and shown via screen share. Flytweed.com => top right corner allows for subscription to the Airports notification system.

Mr. Dagliere expressed his appreciation for the notification system.

Mr. Reed inquired as to the policing of the parking lot system and those who may take an empty space. Mr. Nielson stated that the parking system is monitored in real time and accounts for employees. The system does not oversell. Mr. Jacob inquired as to how “no shows” will be handled. Mr. Ginetti inquired as to return trips in which an individual is delayed. Mr. Neilson noted that the Airport will work with customers to ensure things are resolved.

### **ACTION ITEMS, RESOLUTIONS**

#### **RESOLUTION #597: APPROVAL OF AMENDMENT NO. 2 MULTI-YEAR PROFESSIONAL SERVICES AGREEMENT WITH THE JONES PAYNE GROUP, INC. FOR THE RESIDENTIAL SOUND INSULATION PROGRAM**

Mr. Hoey, with the Board’s permission, read the last sentence of the resolution verbatim. The full resolution is in the Board Meeting packet.

Mr. Dagliere sought confirmation that this resolution would be for the current properties already identified. If there is another EA/EIS, it would trigger a different list rather, a new agreement would occur. Mr. Rafter and Mr. Hoey confirmed.

Mr. Ginetti inquired if there would be any reason why there would not be an EIS. Mr. Rafter responded that it would happen if the FAA is satisfied with information that was already submitted.

A motion was made by Mr. Hoey and seconded by Ms. Hennessey. The vote was unanimously in favor by those who attended:

### **PUBLIC COMMENT -**

**Joe Giordano, 2 Old Town Highway 46, East Haven, CT.** Mr. Giordano is moving to East Haven, Connecticut. He is concerned about first responders’ access to the airport when cars are parked too close. He applauded Mr. Dagliere for his efforts to raise concerns about flooding. He resides in the most southwestern part of town. He wants confirmation from East Haven that that first responders can access his neighborhood, the southeast/southwest sides of Tweed. He advised



discussing this with Mayor Carfora immediately as it is a serious matter. He thanked Mr. Dagliere for having the graffiti removed near the highway.

**Lori Foster, 24 Ryad Street, New Haven, CT.** Ms. Foster directed her comments to Mr. Giordano. She stated that she parks near the airport and the firefighters have access to her gate. She expressed frustration with Mr. Giordano for reporting her to the FAA regarding a social media post. She is within 500 feet of the airport.

**Toni Lorenti, 23 Briar Lane, Meriden, CT.** They are a pilot and captain. There are numerous representatives on the Airport Board, however, none of which are aviation personnel. Recent delegation of the Airport Board members has been skewed in a direction that one group of interests is represented. They reiterate that Board Members are responsible to various stakeholders. They are aviators and will continue to educate the Board until an aviator is placed on the Board.

**Michael Giordano, 800 Union Log, Vero Beach, FL. Juno Beach, CT.** Mr. Giordano shared details from the voluntary agreement that was put in place last year. This agreement noted no scheduled arrivals after 11p.m. The 10 p.m. cut of time was for departures. Things happen during aviation to flights that are necessary that can fall outside of the agreement.

**Maureen Moore, Short Beach, CT.** It is not just the immediate neighborhood that is impacted by the noise and pollution, but also Guilford, Branford, Old Saybrook, North Haven and Hamden. She enjoys having Avelo, however, she is concerned about climate change and the expansion will impact millions of people. These protest groups include doctors, scientists and engineers who have data to support their claims.

**Lorena Venegas, 73 George Street, East Haven.** Ms. Venegas notes that her FOIA regarding the FAA has not been answered. She would like some help from Hugh Manke and Tom Rafter regarding the waiver for emergency use that was applied for in the summer 2022. The runway size does not match which causes noise. She would like all East Haven representatives to speak at meetings, especially if they have conflicts of interests. She has concerns about the flooding that occurred in July.

Mr. Hoey thanked the Board and community members for attending this Meeting.

Mr. Hoey asked for a motion to adjourn. The motion was made and seconded. The vote was unanimously in favor and the Meeting was adjourned at 5:01.

Respectfully submitted,

Hugh Manke, Counsel to the Authority

**TWEED-NEW HAVEN AIRPORT AUTHORITY**  
**AIRFIELD ACCOUNT**  
**Income Statement July 31, 2023**

	July		Year to Date		Budget
	Actual	Budget	Actual	Budget	Board Approved (Annual)
<b>Revenues</b>					
AIR CARRIER FUEL FLOWAGE FEES	20,790.48	16,549.09	20,790.48	16,549.09	198,589.12
FBO FUEL FLOWAGE FEES	3,840.00	2,139.54	3,840.00	2,139.54	25,674.50
GA LANDNG FEES	11,898.72	13,782.28	11,898.72	13,782.28	165,387.31
OTHER REVENUES	17,194.31	-	17,194.31	-	-
LESSEE AIRFIELD REIMBURSEMENT	179,041.85	307,008.13	179,041.85	307,008.13	3,684,097.59
<b>Total Revenues</b>	<b>232,765.36</b>	<b>339,479.04</b>	<b>232,765.36</b>	<b>339,479.04</b>	<b>4,073,748.52</b>
<b>Expenses</b>					
AIRFIELD PERSONNAL COSTS	153,711.90	226,194.88	153,711.90	226,194.88	2,714,338.52
ADMINISTRATION	19,771.74	35,830.00	19,771.74	35,830.00	429,960.00
FACILITY	35,724.19	45,704.17	35,724.19	45,704.17	548,450.00
MAINTENANCE	23,557.53	31,750.00	23,557.53	31,750.00	381,000.00
CONTINGENCY	-	-	-	-	-
<b>Total Expenses</b>	<b>232,765.36</b>	<b>339,479.04</b>	<b>232,765.36</b>	<b>339,479.04</b>	<b>4,073,748.52</b>
<b>Net Income(Loss)</b>	-	-	-	-	-

**TWEED-NEW HAVEN AIRPORT AUTHORITY**  
**AUTHORITY ADMIN ACCOUNT**  
**Income Statement July 31, 2023**

	July		Year to Date		Budget
	Actual	Budget	Actual	Budget	Board Approved (Annual)
<b>Revenues</b>					
BASE RENT - LESSEE	45,833.33	45,833.33	45,833.33	45,833.33	550,000.00
REVENUE SHARE - LESSEE (Paid Quarterly)	6,413.63	5,000.00	6,413.63	5,000.00	60,000.00
REIMBURSABLE EXPENSES	-	-	-	-	105,660.00
<b>Total Revenues</b>	<b>52,246.96</b>	<b>50,833.33</b>	<b>52,246.96</b>	<b>50,833.33</b>	<b>715,660.00</b>
<b>Expenses</b>					
EXECUTIVE DIRECTOR SALARY	17,692.30	18,153.85	17,692.30	18,153.85	236,000.00
EXECUTIVE DIRECTOR TAXES AND BENEFITS	1,871.71	1,815.38	1,871.71	1,815.38	23,600.00
NEW HIRE/CONTRACT ADMINISTRATIVE STAFF	-	4,333.33	-	4,333.33	52,000.00
RECRUITMENT COSTS	-	5,000.00	-	5,000.00	10,000.00
LEGAL, AUDIT, ACCOUNTING & OTHER SERVICES	20,264.23	13,200.00	20,264.23	13,200.00	191,020.00
REIMBURSABLE LEGAL, AUDIT & OTHER COSTS	2,004.00	9,750.00	2,004.00	9,750.00	123,040.00
OTHER ADMIN COSTS	784.17	-	784.17	-	5,000.00
CONTINGENCY	-	6,250.00	-	6,250.00	75,000.00
<b>Total Expenses</b>	<b>42,616.41</b>	<b>58,502.56</b>	<b>42,616.41</b>	<b>58,502.56</b>	<b>715,660.00</b>
<b>Net Income(Loss)</b>	<b>9,630.55</b>	<b>(7,669.23)</b>	<b>9,630.55</b>	<b>(7,669.23)</b>	<b>-</b>



**TWEED-NEW HAVEN AIRPORT AUTHORITY**  
**Income Statement July 31, 2023**

	July		Year to Date		
	Airfield Account	Auth. Admin Acc.	Airfield Account	Auth. Admin Acc.	Authority Total
<b>Revenues</b>					
AIRPORT REVENUE	36,529.20	-	36,529.20	-	36,529.20
TRANSACTION COST REIMBURSEMENT	17,194.31	-	17,194.31	-	17,194.31
BASE RENT LESSEE	-	45,833.33	-	45,833.33	45,833.33
REVENUE SHARE LESSEE	-	6,413.63	-	6,413.63	6,413.63
LESSEE AIRFIELD REIMBURSEMENT	179,041.85	-	179,041.85	-	179,041.85
<b>Total Revenues</b>	<b>232,765.36</b>	<b>52,246.96</b>	<b>232,765.36</b>	<b>52,246.96</b>	<b>285,012.32</b>
<b>Expenses</b>					
AIRPORT EXPENSES	67,386.79	784.17	67,386.79	784.17	68,170.96
AIRPORT PAYROLL & BENEFITS	153,711.90	-	153,711.90	-	153,711.90
AUTHORITY MANAGEMENT	-	19,564.01	-	19,564.01	19,564.01
LEGAL, AUDIT & ACCOUNTING	-	20,264.23	-	20,264.23	20,264.23
REIMBURSABLE LEGAL, AUDIT & OTHER COSTS	-	2,004.00	-	2,004.00	2,004.00
Avports - MGT FEES	11,666.67	-	11,666.67	-	11,666.67
<b>Total Expenses</b>	<b>232,765.36</b>	<b>42,616.41</b>	<b>232,765.36</b>	<b>42,616.41</b>	<b>275,381.77</b>
<b>Net Income(Loss)</b>	<b>-</b>	<b>9,630.55</b>	<b>-</b>	<b>9,630.55</b>	<b>9,630.55</b>

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

**July 31, 2023**  
**DRAFT - UNAUDITED**

	<b>General Fund</b>
<i>Assets</i>	
Cash and equivalents	\$ 339,255
Account receivable, net	579,183
Due from (to) Capital Fund	-
Prepaid expenses and other assets	<u>8,062</u>
<b>Total assets</b>	<b><u><u>\$ 926,500</u></u></b>
 <i>Liabilities and Fund Balances</i>	
Accounts payable	\$ 161,740
Accrued Expenses and other current liabilities	634,450
Fund Balance	<u>130,310</u>
<b>Total liabilities and fund balances</b>	<b><u><u>\$ 926,500</u></u></b>

## HVN Enplanement Report

Destination	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Total EPAX
MCO	11,185	9,975	6,387	7,813	8,573	7,829	6,916	7,727	11,143	8,777	6,609	7,319	100,253
FLL	3,344	2,897	2,822	3,437	4,591	5,111	5,181	5,043	6,191	4,734	3,901	3,913	51,165
PBI	3,050	2,795	2,807	3,386	3,796	4,828	4,532	4,482	6,191	5,020	4,252	4,118	49,257
TPA	3,150	2,935	2,512	3,280	4,155	4,332	4,322	4,505	6,066	4,951	3,696	3,632	47,536
RSW	3,285	2,773	2,499	2,365	3,150	3,850	4,322	5,054	6,578	5,412	3,430	3,702	46,420
SRQ	2,394	2,066	1,447	2,137	2,677	2,465	2,757	3,194	4,680	3,520	2,578	3,075	32,990
RDU	2,500	2,655	2,439	2,776	2,231	1,822	1,479	1,509	2,392	2,054	2,279	3,020	27,156
BNA	2,230	2,082	2,557	2,857	1,940	1,347	930	1,087	2,064	2,316	2,375	1,872	23,657
MYR	3,149	2,874	1,838	1,578	1,105	1,435	1,220	984	1,236	1,274	1,210	1,898	19,801
MDW	2,312	2,314	1,982	1,741	1,260	791	218	0	1	0	506	1,249	12,374
CHS	1,714	1,474	1,442	1,988	1,127	1,029	806	821	1,085	1,158	976	1,311	14,931
ILM	1,303	1,470	1,032	1,305	1,026	1,134	1,041	895	1,180	935	1,055	1,618	13,994
BWI	1,473	1,397	1,155	1,046	1,076	1,190	724	680	1,022	955	1,109	1,170	12,997
SAV	2,172	2,036	1,146	1,196	919	0	0	0	1,114	925	1,092	1,105	11,705
DAB	0	0	0	0	0	0	0	0	0	0	0	436	436
MLB	0	0	0	0	0	0	0	0	0	0	0	434	434
GSP	0	0	0	0	0	0	0	0	0	0	0	432	432
<b>Total EPAX</b>	<b>43,261</b>	<b>39,743</b>	<b>32,065</b>	<b>36,905</b>	<b>37,626</b>	<b>37,163</b>	<b>34,448</b>	<b>35,981</b>	<b>50,943</b>	<b>42,031</b>	<b>35,068</b>	<b>40,304</b>	<b>465,538</b>

**June 2022 - June 2023 UP 19%**  
**FY 2022 - FY 2023 UP 209%**

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total
<b>FY 23</b>	43,261	39,743	32,065	36,905	37,626	37,163	34,448	35,981	50,943	42,031	35,068	40,304	465,538
<b>FY 22</b>	1,474	1,288	1,015	0	7,923	13,928	14,147	15,855	18,643	18,521	23,953	33,887	150,634
<b>% Change</b>	2835%	2986%	3059%	-	375%	167%	144%	127%	173%	127%	46%	19%	209%

Source: Bureau of Transportation Statistics, T-100 Domestic Segment (U.S. Carriers)