



Agenda

Board of Directors Meeting

March 20, 2024

4:00 P.M.

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|---|-------------------------|
| 1. Minutes of February 21, 2024 | Attached |
| Minutes of February 27, 2024 Special Meeting | Attached |
| 2. Chairman's Report | Mr. Matthew Hoey |
| 3. Executive Director's Report | Mr. Tom Rafter |
| 4. Finance Committee Report | Ms. Serena Neal-Sanjuro |
| • <i>January 2024 Financials</i> | Attached |
| 5. Airport Manager's Report – Airfield Operations | Mr. Felipe Suriel |
| 6. Lessee's Report – The New HVN LLC | Mr. Felipe Suriel |
| 7. Reports and Action Items | |
| 8. Other Business | |
| 9. Public Comment | |
| 10. Adjournment | |



TWEED NEW HAVEN AIRPORT AUTHORITY
REGULAR MEETING - HYBRID
BOARD OF DIRECTORS
BOARD MINUTES OF FEBRUARY 21, 2024

BOARD MEMBERS IN ATTENDANCE

Matthew Hoey, Robert Reed, Michael Fimiani, Mark Scussel, Mark Sklarz, Richard Jacob, Linda Hennessey, David White, Joe Ginnett, Kenneth Dagliere, Carlos Eyzaguirre, Serena Neal-Sanjurjo, and Jesse Phillips.

MEMBERS ABSENT

Ray Pompano

OTHERS IN ATTENDANCE

Tom Rafter, Jeremy Nielson, Felipe Suriel, Malena Zanjani, Hugh Manke, Andrew King, Anthony Camposano, Chase Lindemann, David Reger, Eliot Jameson, Gloria Bellacicco, Jean Perry Phillips, Jeremiah Wilhite, Joe Giordano, John Stafstrom, Jorge Roberts, Katherine Bennett, Kayla Reasco, Kevin Arnold, Lew Langella, Lorena Venegas, Mark Zaretsky, Melissa Ranalli, Michael Giordano, Michael Jones, Michael Luzzi, Petrina Yoxall, Rachel Winston, Rasmus Agerskov, Salvatore DeCola, Sandra Reiners, Steven Wight, Tim Leary, Vincent Perrelli, Dan Adams, Bill Wade, Kevin Arnold and Toni Lorenti.

BOARD MINUTES OF FEBRUARY 21, 2024

Chairman Matthew Hoey opened the meeting at 4:05 PM.

MINUTES REVIEW – JANUARY 17, 2024

Mr. Hoey initiated a motion to approve the meeting minutes from January 17, 2024, which was supported by Mr. Reed and seconded by Mr. Fimiani.

Mr. Scussel raised inquiries regarding the discussions from the previous meeting, specifically about the Capital Improvement Plan (CIP) and the Airport Development Plan (ADP), questioning their timelines. Mr. Rafter clarified that while there are no strict timelines in the agreements, the Federal Aviation Administration (FAA) generally uses October as a deadline for CIP submissions, although this can be delayed depending on the status of the appropriations bill.

Mr. Scussel further questioned the potential for applying for funding from the Department of Economic and Community Development similar to Air Lingus, as mentioned earlier in the minutes. Mr. Rafter responded that previous requests for funding an economic impact study were declined, as such studies are not within their funding criteria. Mr. Hoey suggested that such matters are typically pursued by the state delegation. Mr. Scussel

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sought clarification on whether there was a formal grant process for such funding, to which Mr. Rafter and Mr. Jacob confirmed the absence of a formal grant process.

Following these discussions and with no additional comments or questions, the minutes were unanimously approved without revisions.

CHAIRMAN'S REPORT

Chairman Hoey provided his report during the meeting, beginning with a somber note on the unexpected passing of Board member Robert Ellis, a respected figure in the New Haven community and an employee of the City Planning Office of New Haven. The Board observed a moment of silence in his memory.

Shifting to a more positive note, Mr. Hoey shared his upcoming travel plans, including his participation in the National League of Cities Conference in Washington D.C., and his involvement in the Saint Patrick's Day parade in New Haven. He mentioned the logistics of his travel, highlighting a flight with Avelo on March 10th to Baltimore-Washington International Airport, followed by a journey to downtown Washington.

Mr. Hoey also addressed a recent correction related to an article about Avelo announcing four new routes. He clarified a previous statement he made to a reporter concerning potential delays, noting that after speaking with Jorge Roberts from Avports, he was assured that Avports' plans would proceed without delay despite any appeals.

Lastly, Mr. Hoey highlighted a significant achievement for the Board, mentioning the receipt of a \$2.5M grant from the FAA designated for design purposes. Following his report, Mr. Hoey opened the floor for questions, but none were raised by the attendees.

EXECUTIVE DIRECTOR'S REPORT

Mr. Rafter began his update by noting the completion of several action items from the previous meeting. The FAQs were updated and published on the website, and the CIP lease excerpt was shared with the Board as requested. Despite seeking state funding for an Economic Impact Analysis and being informed of its unavailability for such studies, alternative methods for conducting the analysis are being explored. A design subcommittee, comprising Executive Board members and representatives from East Haven and New Haven, was established to collaborate with Avports on design and build projects. Subcommittee members include Robert Reed, Mark Scussel, and Jesse Phillips.

An update on the Environmental Stewardship Committee (ESC) meeting highlighted the review and update of priority surveys to ensure alignment with sustainability and stewardship goals. The innovative idea of employing goats for vegetation management around airport areas was discussed, considering its application at other airports, albeit with caution due to the proximity to aircraft operations. Mr. Nielson is exploring a pilot project for this initiative. Also at the ESC meeting, an update on a noise website being developed by Avports was shared, promising a robust platform for public engagement and information about the noise insulation program. The ESC also reviewed a proposed environmental policy, aiming for Board approval in the next meeting.

Mr. Rafter also touched on the recent appeals filed against the FONSI ROD by East Haven and Save the Sound, and the ongoing financial reporting, including the receipt of a \$2.5 million grant from bipartisan infrastructure legislation for terminal design. Questions from Mr. White and Mr. Dagliere followed, concerning the timeframe of the appeals and inquiries about potential new carriers and freight services at the airport. Mr. Rafter deferred

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specific questions to Mr. Nielson and clarified the Board's stance on freight operations as it takes a supermajority of the Board to allow any freight operations.

Mr. Jacob sought clarity on the subcommittee's objectives, leading to an explanation of its role in liaising with Avports throughout the design process, ensuring Board members are well-informed and not caught by surprise at design milestones. Mr. Reed elaborated on the subcommittee's broader engagement in the design and development process, emphasizing its nimble structure for effective communication and reporting back to the full board. Chairman Hoey concluded by highlighting the committee's role in gathering information for distribution to their respective town governments, ensuring a collaborative and informed approach to the airport's development projects. The meeting then progressed without further questions.

FINANCE COMMITTEE REPORT – DECEMBER 2023 FINANCIALS

Ms. Neal-Sanjurjo handed the floor to Mr. Rafter to deliver the financial report. Mr. Rafter presented the report for the period ending December 31, 2023.

The Finance Committee Report for the period ending December 31, 2023, shows positive financial results for the Airfield and Admin sectors.

For the Airfield, December revenues were \$11,652 over budget, not including a Lessee subsidy that was \$76,101 less than expected. Year-to-date (YTD) revenues, excluding a subsidy of \$1,129,591, were \$264,278, which is \$69,452 above the budget. December expenses were \$64,449 less than budgeted, and YTD expenses were under budget by \$643,004.

In the Admin sector, December revenues exceeded the budget by \$1,726.12, and YTD revenues were \$10,075 higher than budgeted. Admin expenses for December were \$12,665 below budget, leading to YTD savings of \$82,371.

The Actual Net Results for the Admin Fund in November showed a small gain of \$432. The Balance Sheet indicates a Fund Balance of \$236,290 at the end of the period, with total liabilities and fund balances at \$1,118,881.

AIRPORT MANAGER'S REPORT – AIRFIELD OPERATIONS

During the meeting, Mr. Nielson provided a comprehensive update on airfield conditions and operations. He elaborated on upcoming collaborative efforts with the subcommittee, highlighting the progress towards the terminal, site, and runway design. Currently aiming for a 30% design completion by the end of April and 60% by June 30, the goal is to submit a DEEP application by July 1, acknowledging the potential for variable factors to impact this timeline. Communication with the subcommittee will remain open to facilitate feedback at each project milestone.

Mr. Nielson also addressed construction timelines, emphasizing their dependence on the permitting process and suggesting caution against setting specific dates too early. He confirmed Avelo Airlines' interest in basing a sixth aircraft at the airport, a move still under consideration based on fleet mix and route assessments. The potential for new air carriers to service the market was discussed, with Mr. Nielson noting the airport's growth and increased interest from airlines.

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The discussion included the operational impact of recent snow events at Tweed, totaling 13 inches, with a mix of minor and significant snowfalls. The response to these events demonstrated effective collaboration with Avelo and other tenants, ensuring minimal disruption to airport operations.

Mr. Nielson announced the airport's transition to Index C, reflecting its readiness for larger aircraft and increased activity. This involves acquiring new equipment and enhancing staff training. He also mentioned the implementation of after-hours weather services through a partnership with Midwest ATC, improving operational reliability during weather-related disruptions.

Looking ahead to spring, the focus shifts to the annual FAA inspection, airfield maintenance, and updating essential certification documents. Efforts to transition to a fluoride-free foam system for aircraft rescue and firefighting were also discussed, with the process of obtaining quotes for the disposal of current materials and the acquisition of new foam underway.

The update concluded without any questions from the attendees.

LESSEE'S REPORT – THE NEW HVN LLC

Mr. Nielson provided an update on landside operations, starting with the Turo car-sharing service. He clarified that all transactions with Turo are conducted through their app, where the vehicle owner drops off the car in a designated lot for the customer to pick up and return, making the process seamless with minimal need for airport involvement. TURO also submits monthly reports, contributing to the airport's commercial services and financial bottom line.

The Craft Beer and Wine Bar RFP is nearing finalization, with the operation expected to open in early summer.

Mr. Nielson also noted adjustments to Avelo's morning departure schedules and mentioned that parking is entering a high-demand period, with sold-out situations expected to continue until the end of April. Efforts are being made to manage parking capacity, including close coordination with LAZ and the City of New Haven, and promoting the use of ParkHVN.com for real-time parking availability information. Additionally, a new digital sign has been installed to improve parking visibility.

Mr. Nielson highlighted the use of PIXIT for lost and found items, sharing the success story of reuniting a three-year-old with their lost teddy bear, demonstrating the small yet impactful services the airport provides.

A Spring Cleanup Day is planned for March, focusing on both airside and landside areas, particularly along the fence line, to enhance the appearance of the surrounding neighborhood. This event aims to build community and ensure the airport's presentation is well-maintained.

→ ***ACTION ITEM – Mr. Nielson to organize the Spring Cleanup Day in March and communicate the details to interested parties.***

Mr. Reed inquired about the contractual arrangements with Turo, specifically regarding liability and key exchange procedures, to which Mr. Nielson assured that all agreements are thoroughly vetted by legal teams, with a commitment to address any potential gaps in liability.

→ ***ACTION ITEM – Mr. Nielson to follow up on the Turo agreement details in response to Mr. Reed's inquiries about liability and key exchange procedures.***

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Mr. Scussel asked about the reasons behind schedule adjustments by Avelo, to which Mr. Nielson responded that it involves optimizing time slots and staff utilization, among other operational factors.

Mr. Hoey sought clarification on mutual aid agreements with local emergency services, which are essential for the airport's compliance with FAA regulations. Mr. Nielson explained that these agreements ensure the establishment of emergency response services by New Haven and East Haven. Currently, the airport has an updated agreement with New Haven but is working to renew the agreement with East Haven.

Mr. Nielson's update concluded without further questions.

REPORTS AND ACTION ITEMS

RESOLUTION #604 APPROVAL OF FINAL FY 2023 AUDIT REPORT AND PFC AUDITS

"NOW, THEREFORE, BE IT RESOLVED THAT, the Board, having reviewed the FY 2023 Audit Report by the Auditor and the PFC Audits, hereby approves the FY 2023 Audit Report and the PFC Audits, subject to possible revisions as may be determined necessary by the Finance and Audit Committee, and any changes to the audits before submission to the appropriate authorities shall be reported to the Board at its next meeting."

During the Board meeting, Mr. Hoey introduced Resolution #604, which pertained to the approval of the Final FY 2023 Audit Report and the Passenger Facility Charge (PFC) audits. Mr. Rafter provided an overview, noting that the audit included a recap of the changes in accounts due to new agreements with Avports, but highlighted that everything was satisfactory. Mr. Scussel inquired about detailed disbursements, to which Mr. Rafter explained that each PFC application specifies allowable expenses.

The discussion also touched upon the fiscal year practices in the airline industry and the ongoing development of a new PFC application. Mr. Dagliere raised a concern about the appeal of the Finding of No Significant Impact (FONSI) by the town of East Haven, questioning its impact on the FAA approval process and whether it should have been noted in the audit. Legal counsel Hugh Manke clarified that the outcome would depend on the court's decision.

**POST MEETING NOTE: After discussion with the Authority's auditor and accountant, the Finance and Audit Committee added a subsequent event note was added to the financial statements to include commentary on the appeal process.*

The conversation further dug into the financial risks associated with having a single operator at the airport and the ongoing construction projects, including the runway extension and terminal development, which are being undertaken by Avports at their own risk, anticipating future reimbursements. The funding for these projects, as explained by Mr. Rafter, is expected to come predominantly from the FAA, covering up to 90% of eligible costs.

Mr. Scussel's concerns about the significant increase in legal fees from the budgeted \$250,000 to the actual \$2 million were addressed by Mr. Simon, who explained that certain transaction costs in negotiation of the Lease & Development Agreement and the Amended City Lease were anticipated to be reimbursed by the developer/lessee upon the closing of the transaction, and therefore were not included in the initial budget. Mr. Hoey clarified that these reimbursable costs were part of the overall development agreement with the developer/lessee, and that the Board had prior knowledge of the potential increase in expenses when the various agreements were discussed.

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The meeting summarized discussions on financial management, risk assessment, and the implications of legal and regulatory processes on the airport's operations, with board members actively seeking clarifications and assurances regarding the financial statements and future projections.

Mr. Scussel raised a query regarding the parallel taxiway mentioned in the audit report, specifically its absence in the highlighted sections and its relation to the EA phase two. Mr. Rafter clarified that the EA phase two is referred to as a scope change in the Capital Improvement Plan (CIP), necessitated by additional work for the Environmental Assessment (EA) due to the runway and terminal projects. He explained that planning grants can't be amended, leading to a separate grant for the scope change. The parallel taxiway mentioned is part of a prior project (TAXIWAY AF&G), covered by a separate Environmental Assessment, with its extension being phase two of this project, separate from the full-length parallel taxiway discussed in the master plan.

→ **ACTION ITEM – Mr. Rafter and Mr. Scussel agreed to discuss the parallel taxiway's inclusion in the FAA submission and the Environmental Assessment (EA) phase two details further offline.**

Further discussion ensued regarding the significant increase in professional fees in 2023, with Mr. Simon agreeing to provide a detailed breakdown upon request. Mr. Dagliere inquired about the financial implications and responsibilities if federal funding fell short for the expansion project, to which Mr. Rafter responded that it would involve a combination of Passenger Facility Charges (PFCs) and debt equity.

→ **ACTION ITEM – Mr. Simon will provide a detailed breakdown of the professional fees upon request.**

Mr. Scussel also sought clarification on the budgetary process, leading to Mr. Rafter explaining that the first draft from Avports is due by March 1st, marking the beginning of budget discussions for the new fiscal year.

Questions about the city advancing funds for FAA reimbursable projects and the process of project loans were addressed, with explanations on the mechanisms for advancing funds and reimbursement, as well as the specific case of loans related to the West Terminal upgrades being assumed by Avports as part of their agreement.

Mr. Scussel's further inquiries touched upon the roles and responsibilities of law enforcement within the terminal and the implications of the terminal's location on jurisdiction between New Haven and East Haven. The meeting also delved into contingent liabilities related to project loans, where Mr. Simon clarified the conditions under which the authority might assume financial obligations if Avports fails to secure financing for the East Terminal project.

The discussion concluded with Mr. Dagliere revisiting the inclusion of the parallel taxiway in the FAA submission, which Mr. Rafter confirmed was part of a prior EA.

Mr. Reed moved the motion, and Mr. Scussel seconded it. Mr. Hoey then asked for any further comments or questions before proceeding to a vote. The vote was conducted, and those present and on Zoom indicated their approval. Mr. Hoey declared the motion unanimously carried and thereby passed the resolution.

The Chair stated that the discussion of terminal financing will be taken up in executive session after the public comment period citing Connecticut General Statutes Section 1-200(6)(E), Section 1-210(b)(1) and Section 210(b)(24).

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LETTER FROM EAST HAVEN DELEGATION RELATED TO CIP

Mr. Hoey addressed the item regarding a letter from the East Haven delegation related to the Capital Improvement Plan (CIP). He explained that on August 17, 2022, Attorney Michael Luzzi, representing East Haven, issued a litigation hold notice to the Authority, indicating potential legal action related to airport expansion and the necessity to preserve relevant documents. Subsequently, on February 14, 2024, Attorney Luzzi sent an email with questions for the Executive Director, which was unusual given the litigation hold. To safeguard the Authority and its employees from unnecessary legal exposure, Mr. Hoey recommended referring this correspondence to legal counsel for review before responding directly to Attorney Luzzi.

Mr. Dagliere, representing the East Haven delegation, emphasized the delegation's collective fiduciary responsibility and the need for satisfactory answers to their questions before proceeding with the airport expansion project, highlighting its significant impact on East Haven residents.

Mr. Ginnetti inquired about a timeline for responding to these questions, but Mr. Hoey was hesitant to provide a specific timeframe, suggesting that the Executive Director and Avports most likely are already preparing a response.

Mr. Scussel pointed out a lack of detailed discussion on the CIP, contrary to Mr. Hoey's assertion that there had been several discussions. Mr. Hoey acknowledged that discussions had occurred but perhaps not to Mr. Scussel's satisfaction. He credited the Executive Director, Mr. Rafter, for his expertise and ability to manage the CIP process effectively, a task previously handled by Avports due to the Authority's prior lack of industry expertise.

Mr. Rafter indicated that a response was in progress, clarifying the distinction between the procedural aspects of the CIP and the technical scope of projects, with Mr. Scussel expressing a particular interest in the latter.

The motion was made to refer the letter and inquiries to legal counsel for a direct response to Attorney Luzzi. Mr. Hoey acknowledged that while the response will be forthcoming, the initial communication's appropriateness was the primary concern. Mr. Dagliere clarified that the memo he submitted was on behalf of the East Haven delegation and that any response should be directed to its members, not just Attorney Luzzi.

The board unanimously approved the motion to refer the matter to legal counsel, emphasizing the need for a careful and appropriate initial response to the queries presented by the East Haven delegation.

→ **ACTION ITEM – Mr. Rafter will work with Avports to provide answers to the questions contained in Attorney Michael Luzzi's email regarding the Capital Improvement Plan (CIP).**

OTHER BUSINESS

Mr. Rafter proposed adding an item to the agenda concerning pending litigation related to the appeal for the Environmental Assessment (EA) and going into executive session citing Connecticut General Statutes Sections 1-200(6)(E), 1-210(b)(1), and 1-210(b)(4) which pertain to the discussion of litigation strategy. He indicated that adding this item would require a two-thirds majority vote. Mr. Hoey asked for a motion to include this additional topic on the agenda, which Mr. Scussel moved, and Mr. White seconded. Following a vote, the Board achieved the necessary two-thirds majority to proceed with the additional agenda item.

Mr. Hoey then clarified that the Board would add the agenda item and enter the executive session following the public comment period, noting that no actions or decisions were made from this session. He mentioned that if the

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discussion necessitated any Board actions, a Special Meeting would likely be organized, as motions and decisions cannot be made during an executive session.

PUBLIC COMMENT

GLORIA BELLACICCO – NEW HAVEN, CT

Ms. Bellacicco expressed several concerns and criticisms. Firstly, she criticized the comprehensiveness of the FONSI documentation provided at the airport, suggesting it was impractical for anyone to have fully read through it due to its length and complexity. She acknowledged Andrew King for providing her with a parking spot, which facilitated her review of the documents. Ms. Bellacicco also pointed out issues with the audio and visual quality of the Board Meetings, describing them as antiquated and not conducive to transparency, as she found it difficult to hear and identify who was speaking during the meetings. She suggested that the Board should seek additional funding or grants to improve the technology used for meetings to enhance visibility and audibility. Additionally, she touched on the topic of using goats for vegetation control, acknowledging it as a good idea but cautioning that the owners of the goats should be warned about any chemicals or pesticides on the land to prevent harm to the animals. She expressed a broader concern about the treatment of wildlife in the area surrounding the airport. Ms. Bellacicco concluded her comments with a strong expression of dissatisfaction regarding how the FONSI was handled, and she also extended her condolences for the passing of a Board member.

MELISSA RENALLI – EAST HAVEN, CT

Ms. Ranalli addressed the Board with a focus on communication issues between Tweed New Haven Airport and the public, particularly concerning email communications. She recounted at the last meeting due to technical difficulties in making a public comment and thanked Mr. Rafter and Ms. Zanjani for responding to her email after multiple attempts. She criticized the FAQ page provided by the airport as insufficient for meaningful public dialogue and seemed to suggest it was a way for the airport to control the narrative. Ms. Ranalli expressed frustration with the lack of response to her questions, particularly regarding Mayor Elicker's comments on traffic diversion from residential areas in New Haven to larger roads in East Haven, like Thompson Avenue. She quoted Mr. Rafter's response, which she found unsatisfactory. Ms. Ranalli challenged the implications of the airport's expansion in an environmental justice town that may not be able to handle the magnitude of the proposed projects, suggesting they do not align with the goal of retaining neighborhoods or improving quality of life. Furthermore, she raised unanswered questions about Board members fitting into certain exception categories and the comparison of emissions output from the new terminal versus the current one. She emphasized the importance of public questions being answered, especially when federal grants and taxpayer dollars are involved in the project. She closed her statement by urging for a greater effort in responding to public concerns and extended her condolences for the loss of a Board member.

MICHAEL GIORDANO – JUNO BEACH, FL

Mr. Giordano expressed his gratitude to Avelo Airlines for connecting him with family across states. Mr. Giordano, unable to comment in the previous meeting due to technical difficulties, took the opportunity to address the importance of enforcing the three-minute rule for public comments, suggesting that exceeding this limit should result in immediate muting after a warning. He also shared his enthusiasm for Avelo's recently published summer schedule and new destinations starting in May, emphasizing Tweed Airport's essential role in regional connectivity and the necessity for ongoing improvements to keep up with contemporary demands. Contrary to some views, he clarified that the changes at the airport are not an expansion but rather improvements within current boundaries,

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such as the runway extension, arguing that it should be viewed as airport enhancement rather than growth. He closed his comments by reiterating the need for fair enforcement of speaking times during public comments and looked forward to future engagement.

LORENA VENEGAS – EAST HAVEN, CT

Due to connectivity issues during her public comment, Ms. Venegas submitted her remarks via email with a request for them to be officially recorded in the meeting minutes. Please refer to the following:

As the resident in East Haven that has the attended the Tweed Airport Authority Board meetings the longest, I would like to remind the Board that each person is to have 2 terms with 4 years each term. Sean Scanlon and the Board are responsible for the noncompliance in auditing procedures found by CT State Auditors. Cheryl Quaine at Federal Aviation Administration has been unresponsive to resident emails and issued a FONSI with omissions that include the cost-benefits analysis. Avports has a misinformation and communication crisis with employees on social media supporting others that disparage residents. NEPA was failed in East Haven, CT.

JOE GIORDANO – EAST HAVEN, CT

Mr. Giordano, a local resident near Tweed Airport's approach path, expressed his eagerness to participate in the upcoming spring cleanup. He also expressed surprise that there was no discussion of the air test results, suggesting their outcomes were expected and unremarkable, based on a comprehensive presentation by a professor at a previous EAC meeting. Mr. Giordano observed a local "be kind" campaign, noting the irony that some individuals on the call were not adhering to this sentiment, displaying rudeness during the meeting. Lastly, he commended the efforts of Mr. Nielson, Mr. King, Mr. Rafter, and the Board members for their communication and handling of airport matters, while sympathizing with them for the criticism they face in public forums and on social media. He closed by affirming his support and appreciation for their work on the airport's upcoming improvements.

EXECUTIVE SESSION

Chairman Hoey initiated a motion to enter Executive Session based on the statutes cited (2/3 vote required). Motion to go into Executive Session to discuss potential litigation related to the appeal for the Environmental Assessment (EA), citing Connecticut General Statutes Sections 1-200(6)(E), 1-210(b)(1), and 1-210(b)(4) and to discuss matters that are subject to attorney client privilege, and to go into executive session to discuss of terminal financing options citing Connecticut General Statutes Section 1-200(6)(E) and Section 1-210(b)(1) and Section 1-210(b)(24). The motion was moved by Mr. Fimiani and seconded by Mr. Ginnetti. The motion received unanimous approval from all members present.

MINUTES OF EXECUTIVE SESSION

CALL TO ORDER

The Executive Session of the Tweed New Haven Airport Authority was called to order at 5:52PM on February 21, 2024, by Chairman Hoey.

ITEM 1 IN EXECUTIVE SESSION: DISCUSSION OF TERMINAL FINANCING OPTIONS AND DRAFT REQUEST FOR PROPOSAL FOR ISSUERS COUNSEL

ROLL CALL

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Members In Attendance: Matthew Hoey, Robert Reed, Mark Scussel, Michael Fimiani, Richard Jacob, David White, Linda Hennessey, Jesse Phillips, Kenneth Dagliere, Joe Ginnetti, and Serena Neal-Sanjurjo

Others In Attendance: Brett Simon, Finance. Tom Rafter, Executive Director. Malena Zanjani, Support Staff.

Members Absent: Carlos Eyzaguirre, Mark Sklarz, and Ray Pompano.

ITEM 2 IN EXECUTIVE SESSION: DISCUSSION OF INTERVENTION IN PENDING LITIGATION RE: ENVIRONMENTAL ASSESSMENT (EA)

ROLL CALL

Members In Attendance: Matthew Hoey, Robert Reed, Michael Fimiani, Mark Scussel, Richard Jacob, David White, Linda Hennessey, Jesse Phillips, Kenneth Dagliere, Joe Ginnetti, and Mark Sklarz.

Others In Attendance: Hugh Manke, Legal Counsel. Brett Simon, Finance. Tom Rafter, Executive Director. Malena Zanjani, Support Staff.

Members Absent: Carlos Eyzaguirre, Serena Neal-Sanjurjo, and Ray Pompano.

ADJOURNMENT OF EXECUTIVE SESSIONS

Mr. Hoey clarified that no motions or actions were decided upon during the Executive Sessions but there was a productive discussion. Mr. Hoey initiated a motion to exit the executive sessions which was moved by Mr. Fimiani and seconded by Mr. Scussel, receiving unanimous approval. The executive sessions were adjourned at 6:32PM.

Minutes Prepared By: Malena Zanjani

Date Prepared: February 23, 2024

ADJOURNMENT

Mr. Hoey called for a motion to adjourn the meeting. Mr. Reed proposed the motion, and Mr. Fimiani seconded it. The Board members unanimously agreed, and the meeting was adjourned at approximately 6:35 PM.

ACTION ITEM SUMMARY

- **ACTION ITEM** – Mr. Rafter will work with Avports to provide answers to the questions contained in Attorney Michael Luzzi's email regarding the Capital Improvement Plan (CIP).
- **ACTION ITEM** – Mr. Rafter and Mr. Scussel agreed to discuss the parallel taxiway's inclusion in the FAA submission and the Environmental Assessment (EA) phase two details further offline.
- **ACTION ITEM** – Mr. Simon will provide a detailed breakdown of the professional fees upon request.
- **ACTION ITEM** – Mr. Nielson to follow up on the TURO agreement details in response to Mr. Reed's inquiries about liability and key exchange procedures.
- **ACTION ITEM** – Mr. Nielson to organize the spring cleanup day in March and communicate the details to interested parties.



TWEED NEW HAVEN AIRPORT AUTHORITY
SPECIAL MEETING - HYBRID
BOARD OF DIRECTORS
SPECIAL MEETING BOARD MINUTES OF FEBRUARY 27, 2024

BOARD MEMBERS IN ATTENDANCE

Matthew Hoey, David White, Michael Fimiani, Robert Reed, Mark Sklarz, Kenneth Dagliere, Linda Hennessey, Mark Scussel, Rich Jacob, Serena Neal-Sanjurjo, Ray Pompano, Carlos Eyzaguirre, and Jesse Phillips.

MEMBERS ABSENT

Joseph Ginnetti

OTHERS IN ATTENDANCE

Tom Rafter, Malena Zanjani, Felipe Suriel, Salvatore DeCola, Andrew King, Dan Adams, Hugh Manke, Brett Simon

SPECIAL MEETING MINUTES OF FEBRUARY 27, 2024

Action item: Decision to Intervene in the pending litigation, Save the Sound and The Town of East Haven v. FAA. Discussion will be subject to a decision to enter into Executive Session under Conn. General Statutes 1-200(6)(E) and Conn. General Statutes Sec. 1-210(b)(4) Sec. 1-210(b)(10).

Chairman Hoey opened the meeting at 4:14 PM. He initiated the discussion by addressing the above action under consideration, which involves becoming an intervener in the appeals filed against the Environmental Assessment issued by the FAA in December. He highlighted the necessity of entering an Executive Session to deliberate further on this matter.

Chairman Hoey initiated a motion to enter Executive Session based on the statutes under Conn. General Statutes 1-200(6)(E) and Conn. General Statutes Sec. 1-210(b)(4) Sec. 1-210(b)(10). Motion to go into Executive Session to discuss decision to intervene in the pending litigation, Save the Sound and The Town of East Haven v. FAA. The motion was moved by Mr. Dagliere, and Ms. Hennessey seconded it. The motion received unanimous approval from all members present.

A notice was given that all participants would receive a link to transition to another meeting platform for the executive session.

EXECUTIVE SESSION

The meeting then transitioned to an Executive Session. Details of the discussions held during the executive session were not disclosed, adhering to the confidentiality of such sessions.

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MINUTES OF EXECUTIVE SESSION

CALL TO ORDER

The Executive Session of the Tweed New Haven Airport Authority Special Meeting was called to order at 4:26 PM on February 27, 2024, by Chairman Hoey.

ROLL CALL

Members In Attendance: Matthew Hoey, David White, Michael Fimiani, Robert Reed, Mark Sklarz, Kenneth Dagliere, Linda Hennessey, Mark Scussel, Rich Jacob, Serena Neal-Sanjurjo, Ray Pompano, Carlos Eyzaguirre, and Jesse Phillips.

Others In Attendance: Hugh Manke, Legal. Tom Rafter, Executive Director. Malena Zanjani, Staff.

Members Absent: Joseph Ginnetti

PURPOSE OF EXECUTIVE SESSION

Decision to Intervene in the pending litigation, Save the Sound and The Town of East Haven v. FAA. Discussion will be subject to a decision to enter Executive Session under Conn. General Statutes 1-200(6)(E) and Conn. General Statutes Sec. 1-210(b)(4) Sec. 1-210(b)(10). Board members discussed the possibility of engaging counsel to file for intervening status in the appeal of the FONSI/ROD.

ADJOURNMENT

Mr. Hoey clarified that no motions or actions were decided upon during the Executive Session but there was a productive discussion. Mr. Hoey initiated a motion to exit the executive session, which was moved by Mr. Reed and seconded by Mr. Fimiani, receiving unanimous approval. The Executive Session adjourned at 4:55 PM.

Minutes Prepared By: Malena Zanjani

Date Prepared: February 28, 2024

SPECIAL MEETING MINUTES CONTINUED

Mr. Hoey provided an update post-Executive Session, noting that while no formal decisions were made, the session facilitated a constructive dialogue among the members.

Subsequently, Mr. Hoey put forth a proposal for the Board to consider intervention. The motion was to hire Updike, Kelly & Spellacy to represent the Authority in the pending litigation involving the EA in the matter discussed earlier. Mr. Sklarz initiated the motion, with Mr. Jacob supporting it as the second. During the voting process, Mr. Dagliere expressed his opposition, criticizing the timing of the document presentation as last-minute and unprofessional, which led him to vote against the proposal. Despite his opposition, the motion was overwhelmingly passed with a vote of 12 to 1 in favor.

ADJOURNMENT

Before concluding the meeting, Mr. Hoey invited final remarks from the Board members, but there were none. He then proceeded to close the session, calling for a motion to adjourn. Mr. Reed moved the motion, seconded by Mr.

THNAA BOARD MINUTES

White, and it was unanimously approved by the Board. The meeting was officially adjourned at approximately 5:15 PM.

DRAFT

TWEED-NEW HAVEN AIRPORT AUTHORITY
AUTHORITY ADMIN ACCOUNT
Income Statement January 31, 2024

	January		Year to Date		Budget
	Actual	Budget	Actual	Budget	Board Approved (Annual)
Revenues					
BASE RENT - LESSEE	45,833.33	45,833.33	320,833.31	320,833.32	550,000.00
REVENUE SHARE - LESSEE	6,572.40	5,000.00	46,648.08	35,000.00	60,000.00
REIMBURSABLE EXPENSES & OTHER	515.50	-	515.50	-	105,660.00
Total Revenues	52,921.23	50,833.33	367,996.89	355,833.32	715,660.00
Expenses					
EXECUTIVE DIRECTOR SALARY	17,692.30	27,230.77	132,692.25	145,231.01	236,000.00
EXECUTIVE DIRECTOR TAXES AND BENEFITS	3,061.60	2,723.08	15,949.58	14,522.99	23,600.00
ADMINISTRATIVE STAFF	4,578.00	4,333.33	26,133.96	30,332.99	52,000.00
RECRUITMENT COSTS	-	-	-	10,000.00	10,000.00
LEGAL, AUDIT, ACCOUNTING & OTHER SERVICES	29,851.75	15,200.00	161,461.04	125,020.00	191,020.00
REIMBURSABLE LEGAL, AUDIT & OTHER COSTS	-	9,750.00	10,409.89	74,290.00	123,040.00
OTHER ADMIN COSTS	811.80	-	7,136.61	2,500.00	5,000.00
CONTINGENCY	-	6,250.00	-	43,750.00	75,000.00
Total Expenses	55,995.45	65,487.18	353,783.33	445,646.99	715,660.00
Net Income(Loss)	(3,074.22)	(14,653.85)	14,213.56	(89,813.67)	-

TWEED-NEW HAVEN AIRPORT AUTHORITY
AIRFIELD ACCOUNT
Income Statement January 31, 2024

	January		Year to Date		Budget
	Actual	Budget	Actual	Budget	Board Approved (Annual)
Revenues					
AIR CARRIER FUEL FLOWAGE FEES	18,800.70	16,549.09	152,908.68	115,843.65	198,589.12
FBO FUEL FLOWAGE FEES	960.00	2,139.54	15,241.08	14,976.79	25,674.50
GA LANDNG FEES	9,055.31	13,782.28	90,283.47	96,475.93	165,387.31
OTHER REVENUES	3,777.50	-	38,438.67	-	-
LESSEE AIRFIELD REIMBURSEMENT	237,315.74	307,008.14	1,366,907.19	2,149,056.94	3,684,097.59
Total Revenues	269,909.25	339,479.05	1,663,779.09	2,376,353.31	4,073,748.52
Expenses					
AIRFIELD PERSONNAL COSTS	154,139.08	226,194.88	1,102,831.87	1,583,364.14	2,714,338.52
ADMINISTRATION	20,325.99	35,830.00	165,458.23	250,810.00	429,960.00
FACILITY	60,997.28	45,704.17	292,793.60	319,929.17	548,450.00
MAINTENANCE	34,446.90	31,750.00	102,695.39	222,250.00	381,000.00
CONTINGENCY	-	-	-	-	-
Total Expenses	269,909.25	339,479.05	1,663,779.09	2,376,353.31	4,073,748.52
Net Income(Loss)	-	-	-	-	-

TWEED-NEW HAVEN AIRPORT AUTHORITY
Income Statement January 31, 2024

	January		Year to Date		
	Airfield Account	Auth. Admin Acc.	Airfield Account	Auth. Admin Acc.	Authority Total
Revenues					
AIRPORT REVENUE	28,816.01	-	258,433.23	-	258,433.23
TRANSACTION COST REIMBURSEMENT	3,777.50	-	38,438.67	-	38,438.67
BASE RENT LESSEE	-	45,833.33	-	320,833.31	320,833.31
REVENUE SHARE LESSEE	-	6,572.40	-	46,648.08	46,648.08
LESSEE AIRFIELD REIMBURSEMENT	237,315.74	-	1,366,907.19	-	1,366,907.19
OTHER	-	515.50	-	515.50	515.50
Total Revenues	269,909.25	52,921.23	1,663,779.09	367,996.89	2,031,775.98
Expenses					
AIRPORT EXPENSES	104,103.50	811.80	479,280.53	7,136.61	486,417.14
AIRPORT PAYROLL & BENEFITS	154,139.08	-	1,102,831.87	-	1,102,831.87
AUTHORITY MANAGEMENT	-	25,331.90	-	174,775.79	174,775.79
LEGAL, AUDIT & ACCOUNTING	-	29,851.75	-	161,461.04	161,461.04
REIMBURSABLE LEGAL, AUDIT & OTHER COSTS	-	-	-	10,409.89	10,409.89
Avports - MGT FEES	11,666.67	-	81,666.69	-	81,666.69
Total Expenses	269,909.25	55,995.45	1,663,779.09	353,783.33	2,017,562.42
Net Income(Loss)	-	(3,074.22)	-	14,213.56	14,213.56

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

January 31, 2024
DRAFT - UNAUDITED

	General Fund
<i>Assets</i>	
Cash and equivalents	\$ 372,525
Account receivable, net	510,074
Due from (to) Capital Fund	33,779
Prepaid expenses and other assets	<u>3,665</u>
Total assets	<u><u>\$ 920,044</u></u>
 <i>Liabilities and Fund Balances</i>	
Accounts payable	\$ 123,866
Accrued Expenses and other current liabilities	562,939
Fund Balance	<u>233,238</u>
Total liabilities and fund balances	<u><u>\$ 920,044</u></u>

HVN Enplanement Report

Destination	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Total (12-months)
MCO	7,829	6,916	7,727	11,143	8,777	6,609	7,319	9,342	8,652	5,938	6,631	7,378	8,418	94,850
FLL	5,111	5,181	5,043	6,191	4,734	3,901	3,913	4,379	4,045	3,579	3,679	4,843	5,017	54,505
PBI	4,828	4,532	4,482	6,191	5,020	4,252	4,118	4,018	3,715	2,563	3,171	4,813	4,854	51,729
TPA	4,332	4,322	4,505	6,066	4,951	3,696	3,632	3,141	2,826	3,028	3,565	4,127	3,953	47,812
RSW	3,850	4,322	5,054	6,578	5,412	3,430	3,702	3,864	3,690	3,011	3,112	3,914	4,516	50,605
SRQ	2,465	2,757	3,194	4,680	3,520	2,578	3,075	2,413	2,317	1,403	1,849	3,237	2,697	33,720
RDU	1,822	1,479	1,509	2,392	2,054	2,279	3,020	3,684	3,712	3,916	4,403	3,694	3,650	35,792
BNA	1,347	930	1,087	2,064	2,316	2,375	1,872	1,290	1,051	1,875	2,178	0	0	17,038
MYR	1,435	1,220	984	1,236	1,274	1,210	1,898	3,241	2,896	2,330	2,143	1,476	1,521	21,429
MDW	791	218	0	1	0	506	1,249	1,271	1,063	1,437	1,681	597	540	8,563
CHS	1,029	806	821	1,085	1,158	976	1,311	1,708	1,659	1,071	1,190	900	561	13,246
ILM	1,134	1,041	895	1,180	935	1,055	1,618	2,487	2,190	2,021	2,231	1,579	1,517	18,749
BWI	1,190	724	680	1,022	955	1,109	1,170	1,207	992	1,350	1,571	517	463	11,760
SAV	0	0	0	1,114	925	1,092	1,105	1,860	1,472	291	0	475	0	8,334
DAB	0	0	0	0	0	0	436	1,288	1,244	1,023	1,159	1,281	1,540	7,971
MLB	0	0	0	0	0	0	434	1,240	1,103	214	0	939	418	4,348
GSP	0	0	0	0	0	0	432	1,285	1,210	1,133	1,218	1,030	1,097	7,405
SJU	0	0	0	0	0	0	0	0	0	0	0	710	1,283	1,993
Total EPAX	37,163	34,448	35,981	50,943	42,031	35,068	40,304	47,718	43,837	36,183	39,781	41,510	42,045	489,849

December 2022 - December 2023 UP 13%
FY 2023 - FY 2024 UP 11%

	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Total (12-months)
FY 23 / 24	37,163	34,448	35,981	50,943	42,031	35,068	40,304	47,718	43,837	36,183	39,781	41,510	42,045	489,849
FY 22 / 23	13,928	14,147	15,855	18,643	18,521	23,953	33,887	43,261	39,743	32,065	36,905	37,626	37,163	351,769
% Change	167%	144%	127%	173%	127%	46%	19%	10%	10%	13%	8%	10%	13%	39%

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