

**Minutes**  
**Bradley Board of Directors**  
**Thursday, April 21, 2011**  
**9:00 a.m.**

**Members Present:** Chairman Kittredge, Scott Kaupin, Steven Wawruck, Acting Comr. Redeker, Comr. Smith, and Michael Long

**Members Absent:** None

- I. Chairman Kittredge called the meeting to order at 9:07 a.m. and welcomed the Department of Economic and Community Development's Commissioner, Catherine Smith, to the Board.
- II. Chairman's Comments  
Chairman Kittredge noted a quorum.
- III. Approval of Minutes – March 17, 2011  
Mr. Long asked that the phrase "for the purpose of negotiations" be added to Section VI for clarification of the Executive Session. Mr. Kaupin made a motion (Seconded: Mr. Wawruck) to approve the minutes, as amended, from the March 17, 2011 Board meeting. Voice vote – motion passed (Comr. Smith abstained).
- IV. Reports  
Mr. Eric Waldron provided a general update on the Airport's operations. He announced that yesterday the Airport received the Balchen/Post Award, which is given to airports for their dedicated efforts in maintaining their airports in safe and operational status during the 2010-2011 winter season. The award is presented by the Northeast Chapter of the American Association of Airport Executives. Bradley received the award in the "Medium Commercial" category and competed against 38 other airports. Mr. Waldron commented that Bradley had only two hours of unplanned closures during the winter season, which saw 88-inches of snow. On behalf of the Board, Chairman Kittredge offered her congratulations. A press release will be issued soon. Mr. Waldron said that there was a small diesel fuel spill yesterday; it was contained quickly and had no effect on aircraft operations or environmentally. A welcome home event for the UCONN men's basketball team was held at the Airport on April 5. It went very well despite the poor weather, Mr. Waldron said. The annual Hole-in-the-Wall Camp benefit kick-off breakfast was held on March 31. Approximately 300 people attended with approximately \$10,000 raised. This is the official charity of the "Bradley Family Day" group, which consists of Airport tenants. A media event was held on March 25 to showcase the Airport's two new glycol recovery vehicles. The event received a lot of media coverage. With regard to terminal enhancements and projects, Mr. Waldron advised that the project to replace carpet in the gate and baggage claim areas is scheduled to begin later this month. The opening dates of the "Traveltini" martini bar and "D'Angelo's" have been delayed to mid-July due to architectural reviews. The "Cask and Barrel" wine and beer bistro is under construction and scheduled to open June 1. The Airport's Flight Information Display System (FIDS) has been upgraded. A new telephone system was recently installed in the Airport's administrative offices. Mr. Waldron said that an event was held yesterday involving the installation and display of a "City Bench" on the secure side of the terminal. The bench is constructed of wood taken from an Elm tree that was located on the Colter Farm in Suffield. It will be on display at the Airport until October. Mr. Waldron said that the relocation of the taxi holding lot is progressing and advised that Mr. Robert Bruno would be providing an update later in the meeting.

Mr. Mark Daley said the refunding of the Series 2001A bonds closed on March 31 and the new debt service has been established. Series 2011A and 2011B bonds will be issued at a total of \$158.1 million. This includes two direct purchasing agreements that will comprise the refunding: Wells Fargo at \$94.1 million and TD Bank at \$64 million. Mr. Daley said that the FY 2012

budget was distributed to the airlines on March 31 and was presented to the Board at the March meeting. On April 14, the airlines were presented with the budget in detail. In addition, the short-term lease agreements were discussed since the current airline agreements will expire at midnight on June 30, 2011. A meeting was also held to discuss the United/Continental merger regarding their future holdings. Mr. Daley then presented and reviewed the monthly financial report. For the period ending February 28, 2011, the total operating revenue of \$36.7 million year to date is 0.3% below budget. Total operating expenses year to date of \$28.4 million are 0.1% above budget. Mr. Daley explained that prior reported surpluses within the expenditure budget were exhausted by the very active snow season.

Mr. Waldron provided an update on marketing and route development. Mr. Waldron discussed some recent airline meetings and the efforts to attract additional routes to long haul destinations. With regard to business development, Mr. Waldron said he and Dep. Comr. Martin attended a meeting last Friday with the Caribbean Trade Council at the Hartford Mayor's Office and met with the Ambassador of Trinidad and Tobago. Trade opportunities were discussed as well as the potential for service at Bradley by Air Jamaica. Passenger numbers for March have not been completed; however, Mr. Waldron said he expects the positive trend to continue. Mr. Long asked for an update on efforts to obtain international service. Mr. Waldron said that he has spoken with Mr. Dean Hill, the Airport's air service development consultant, and they believe that once incentives can be determined, the Airport will be prepared for future opportunities. Chairman Kittredge explained that due to FAA restrictions, the Board cannot finance opportunities but would look toward working with others (i.e. the Department of Economic and Community Development). Mr. Waldron said that second tier markets (like Bradley) are jeopardized by the high fuel prices. Mr. Long asked if Embraer has given any indication of their plans for growth at Bradley. Mr. Waldron said they are excited about opportunities they envision for handling their corporate aircraft here and believe it will be busy; they are positive and optimistic.

Mr. Bruno provided an update on the 2010 and 2011 Capital Plans. A copy of the summary was distributed to Board members. Mr. Bruno discussed various projects and their funding, including the relocation of the airfield lighting vault, which is the first project in preparation for the demolition of Terminal B. For 2011, most projects are currently underway, including the Residential Sound Insulation Program, design of the consolidated rental car facility, and the purchase of land for bird mitigation. Mr. Bruno also discussed a project for terminal roadway signage that was recently awarded and expected to begin within the next few months. This project includes new signage to the Airport from the Route 20 Connector and will include revised terminal roadway signage that is consistent with way finding standards at other airports. This project has been in the pipeline for several years, and Mr. Wawruck mentioned that it had been presented to the four surrounding towns approximately three or four years ago. Mr. Bruno said he will be meeting with the Connecticut Army National Guard regarding the construction of their Readiness Center to ensure that all Federal and State coordination has been satisfied (this project was included in a presentation the Guard made to the Board at the October meeting). The project will be constructed through a design/build process, and Mr. Bruno said the Board's suggestion for signage supporting the project has been added to the specifications and will be reflected on the runway side of the site. It was suggested that the Board be sent information of this type before the meeting so it can be reviewed prior to the presentation. With regard to the relocation of the taxi holding lot, Mr. Bruno said work is progressing and it is on schedule to open in early May.

V. Other Business - none

VI. Executive Session

On a motion by Mr. Kaupin (Seconded: Mr. Long), the Board went into Executive Session at 9:55 a.m. for the purpose of negotiations.

The Board came out of Executive Session at 10:54 a.m. on a motion by Mr. Wawruck (Seconded: Mr. Kaupin).

VII. Adjourn

Mr. Long made a motion (Seconded: Comr. Smith) to adjourn the Board meeting at 10:55 a.m.

Respectfully submitted,

Caren Kittredge  
Chairman