

Minutes
Bradley Board of Directors
Bradley Board Room
Thursday, October 21, 2010
9:00 a.m.

Members Present: Chairman Caren Kittredge, Scott Kaupin, Michael Long and Steve Wawruck.

Members Absent: Comr. Jeffrey Parker (represented by Deputy Commissioner Albert Martin) and Comr. Joan McDonald (represented via conference call by Deputy Commissioner Ronald Angelo).

I. Chairman Kittredge called the meeting to order at 9:04 a.m.

II. Chairman's Comments

Chairman Kittredge reviewed the agenda for the meeting and noted a quorum.

III. Approval of Minutes – September 16, 2010

Mr. Kaupin made a motion (Seconded: Mr. Long) to approve the minutes from the last Board meeting. Voice vote—motion passed, with Deputy Commissioner Angelo abstaining.

IV. Reports

Eric Waldron provided a general update on the Airport's operations. Mr. Waldron said that for the first time in a few years, the Airport has seen year-over-year passenger increases over the past two months (July +2% and August +6%). Mr. Waldron gave a recap of new service including Frontier, which began service to Milwaukee twice a day on September 27; Delta, which will begin service to Washington-Reagan three times a day beginning on October 31; USAirways, which will begin service to LaGuardia three times a day beginning on October 31; Delta's service to Raleigh-Durham twice a day beginning on November 1; JetBlue's service to Ft. Lauderdale and Orlando once a day each which begins on November 17; American's increase from one flight a day to two to Miami beginning in November; and Southwest's new service to Ft. Lauderdale and their increase in flights to Orlando from twice a day to three times a day and return of seasonal service to Tampa, all beginning in November. With regard to Airport parking, Mr. Waldron said parking figures have been on the upswing with the parking garage averaging almost 75% capacity on the long term side and 57% on the short term side over the past two months. The parking operator, Standard Parking, has instituted a program offering customers the opportunity to go on-line and reserve a premium space on the third floor of the garage for a small fee. Mr. Waldron said that Delta will soon be installing e-ticket machines in that same area of the garage. The Honor Flight for World War II veterans took place on Saturday, September 25, with USAirways providing transportation for veterans to visit the World War II memorial in Washington, D.C.; another event is scheduled for the spring and may involve three flights. With regard to terminal enhancements, Mr. Waldron said the Paradies gift shop (landside) has moved around the corner with a Dunkin' Donuts cart scheduled to be installed at Paradies' former location. The temporary food/bar location at Gate 20 (airside) has closed and the adjacent shoeshine stand has been relocated to an area near

the USAirways Club in conjunction with the move of Air Canada Jazz from Gate 22 to Gate 20 in early November. Mr. Waldron then discussed ongoing projects. The second phase of Perimeter Road reconstruction has been completed with an additional one mile of the roadway reconstructed from the entrance to the Connecticut Fire Academy to a location just north of its intersection with Russell Road. Repairs to Runway 1-19 have also been completed. Mr. Waldron said that the Transportation Security Administration (TSA) held a media event on September 30, as the Airport is now equipped with Advanced Imaging Technology (AIT) machines. The Airport has taken delivery of two new Striker firefighting vehicles, which will be on-line shortly. Six firefighters have been hired to replace recent retirees, as well as a new HVAC Supervisor. Mr. Waldron distributed flyers regarding Bradley Family Day's upcoming wine and cheese event scheduled for November 19 at the New England Air Museum; the event benefits the Hole in the Wall Gang charity.

Mr. Mark Daley reported that the annual audit of the Enterprise Fund is nearing completion. The management discussion and report is being drafted and is due by October 31. The auditors will make a presentation at the December Board meeting. Mr. Daley explained that the FY 2011 Board Report has been reformatted and updated and pointed out some specific changes. The Airport participated in the most recent survey benchmarking effort through the ACI/NA which compares Bradley along with 27 other medium hub airports on various indicators - these performance indicators are included in the report. A focus presentation on the updated benchmarks will be presented at the December 2010 Board meeting. Terminal concessions increased 13.1% from FY 2010 to FY 2011 (months of July and August). Passengers increased by 3.2% for the same period.

The Connecticut National Guard gave a presentation on their current and future projects for their facilities located at the Airport (Air National Guard Base and Army Aviation Support Facility) as well as the New England Disaster Training Center located at Camp Hartell, which is off of Route 75. Chairman Kittredge thanked the Guard for their informative presentation and suggested that signage acknowledging the connection between the Airport and the Guard be displayed inside the terminal as well as on the Guard's facilities facing the airfield, as the people of Connecticut are very proud of the work done by the Guard. Mr. Wawruck added that the New England Disaster Training Center has increased patronage at various businesses on Route 75, including hotels, restaurants, etc.

Mr. Luis Perez provided an update on marketing and route development. Mr. Perez said that passenger numbers look good and the Airport is anticipating that September and October numbers will be just as good as August and July, since Frontier will have been at the Airport for a complete month and with the start of other services that begin October 31. Mr. Perez talked about airline consolidation and noted that Bradley's market is shrinking. Mr. Perez recommended growing and nurturing our current carriers with a shifting strategy to attract passengers.

Chairman Kittredge solicited comments from Board members on the Strategic Plan. Several changes and suggestions were discussed. Mr. Long moved to approve the document as amended (Seconded: Mr. Kaupin). Voice vote—motion passed. A final copy will be sent to Board members.

V. Executive Session

On a motion by Mr. Kaupin (Seconded: Mr. Long), the Board went into Executive Session at 10:25 a.m.

The Board came out of Executive Session at 11:20 a.m.

VI. Other Business

The condition and location of the taxi starter holding area was discussed. Mr. Wawruck advised that he has received numerous complaints from Windsor Locks residents regarding the drivers' behavior as well as the condition and location of the lot. Chairman Kittredge asked that Airport staff, in conjunction with the DOT, prepare a report to be presented at the December Board meeting that addresses these concerns. She asked that the report include a map to show the lot's current location, as well as possible alternate locations.

VII. Adjourn

Mr. Long made a motion (Seconded: Mr. Wawruck) to adjourn the Board meeting at 11:30 a.m.

Respectfully submitted,

Caren Kittredge
Chairman