

**MINUTES OF MEETING**

**RHODE ISLAND AIRPORT CORPORATION**

**BOARD OF DIRECTORS**

**WEDNESDAY, OCTOBER 19, 2011, AT 4:00 PM**

**IN THE MARY BRENNAN BOARD ROOM**

**T. F. GREEN AIRPORT**

**2000 POST ROAD, WARWICK, RHODE ISLAND**

The meeting of the Rhode Island Airport Corporation (“Corporation”) Board of Directors was called to order by Chair, Kathleen C. Hittner, M.D., at 4:00 pm., in the Mary Brennan Board Room at 2000 Post Road, Warwick, Rhode Island, in accordance with the notice duly posted pursuant to the Open Meetings Law.

**BOARD MEMBERS PRESENT:** Kathleen C. Hittner, M.D; Joseph M. Cianciolo; Deborah M. Thomas; Bradford S. Dimeo; Michael A. Traficante; Robert D. Sangster; Michael F. Ryan.

**ALSO PRESENT:** Kevin A. Dillon, A.A.E., President and CEO; and those members listed on the attendance sheet attached hereto.

**1. Approval of the Minutes:**

A motion was made by Mr. Cianciolo and seconded by Ms. Thomas to approve the minutes of the Board of Director’s Meeting of September 23, 2011. The motion was passed unanimously.

## **2. Open Forum:**

**Dr. Hittner asked if anyone present wanted to speak in Open Forum. No one came forward.**

## **3. Report from President and CEO:**

**Mr. Dillon reported that passenger traffic in September 2011 was up 1.97% on over 6% less scheduled capacity. This lowered the yearly loss in passenger traffic from 1.87% to 1.45%. Mr. Dillon stated that total operations at the General Aviation Airports were down 23.94%. However, total fuel sales were up 25.60%. Mr. Dillon noted that this shows that there is not always a correlation between fuel sales and total operations.**

**Mr. Dillon reported that the focus continues to be on air service development, and he noted that he is continuing to meet with airlines in the hopes of securing new service. Mr. Dillon explained that while his meetings have been positive, and the market is improving there is some concern on the part of the airlines about low fare levels. This makes it cost prohibitive for them to start service while their overhead costs like labor and fuel are still high.**

**Mr. Dillon reported that he is continuing his dialogue with JetBlue regarding service at T. F. Green Airport. Mr. Dave Barger, President**

**and CEO of JetBlue will visit Rhode Island on January 19, 2012 at the invitation of Governor Lincoln Chafee.**

**Mr. Dillon reported that the MS Jet Pull was held on October 1, 2011. The event drew several hundred people throughout the day and brought in over \$45,000 for the MS Society with the expectation of several thousand more after all donations and proceeds are received.**

**Mr. Dillon reported that the \$3.3 million TSA-funded camera installation project is underway, and the screening checkpoint has been completed. Additional cameras have been installed in the screening checkpoint and passenger queuing area. Mr. Dillon noted that the contractor is continuing with the installation project and it is fully expected to be complete by Spring 2012.**

**Mr. Dillon reported that there have been a number of complaints about the slow speed of the moving walkways in the InterLink. Mr. Dillon noted that the walkways have been increased to a speed of 120 FPM and enunciators have been added.**

**Mr. Dillon reported that the full commuter train service schedule is expected to be announced in November. Once the new schedule is announced by the MBTA, RIAC will work with the Governor's Office and DOT on promoting the increased service.**

**Mr. Dillon reported that the tower construction at Quonset Airport is**

**underway, with completion expected in February 2012.**

**Mr. Dillon reported that a public information meeting regarding the Draft Environmental Assessment at North Central Airport was held at Smithfield Town Hall on October 5, 2011. Mr. Dillon reported there had been some concern about the placement of the new fuel farm, but the consultant and the RIAC staff had done an excellent job on demonstrating the benefits of the new location.**

**Mr. Dillon reported that the sewer project at Newport Airport is moving ahead.**

**Mr. Dillon reported that the REIL installation at Block Island Airport should be complete in approximately 2 weeks. This project will enhance navigational aids at the airport.**

**Mr. Dillon introduced Mr. Paul McDonough who recently joined the Corporation as Vice President of Engineering. Mr. Dillon reported that Mr. McDonough has extensive experience having worked with both HNTB and Louis Berger.**

**Mr. Sangster asked for a status update on the cell phone lot. Mr. Dillon reported that the plans for the lot are in the process of being prepared so they can be submitted to the Warwick Zoning Board.**

**4. Discussion Item:**

**(a) Presentation of Conceptual Design of New FBO Terminal.**

**Mr. Dillon introduced Mr. Michael Abbott, from Newport Collaborative who gave a presentation on the new FBO building at T. F. Green Airport. Mr. Abbott's detailed presentation focused on the interior and exterior design of the new facility.**

**5. Action Items:**

**(a) Consideration of and Action Upon Approval of a Construction Contract for the Repairs to Garage A at T. F. Green Airport.**

**Mr. Dimeo reported that he was recusing himself from voting on this item and he left the Board table.**

**Mr. Dillon gave an overview of the construction contract noting that the purpose of the project is to provide concrete and joint sealant repairs to the precast concrete in Garage A. The recommendation is that the Board authorize the President and CEO, or his designee, to execute a construction contract with NER Construction Management, Inc., to provide repairs to Garage A at T. F. Green Airport.**

**A motion was made by Mr. Sangster and seconded by Mr. Ryan to approve the following resolution:**

**WHEREAS, a competitive bidding process was undertaken according to the Rhode Island Airport Corporation's (RIAC) procurement rules to provide repairs to Garage A at T. F. Green Airport; and**

**WHEREAS, in September 2011 RIAC issued an Invitation for Bids (IFB) for these repairs; and**

**WHEREAS, four bids were received on September 26, 2011; and**

**WHEREAS, Parsons Brinckerhoff (PB), RIAC's Design Consultant for this project, has determined that the bid submitted by NER Construction Management, Inc. (NER) in the amount of \$226,956 is the lowest responsive bid; and**

**WHEREAS, RIAC staff agrees with PB's determination and recommends award of this contract to NER; and**

**WHEREAS, the project is approved in the Fiscal Year 2012 Capital Improvement Program (CIP) budget in the amount of \$300,000; and**

**WHEREAS, funding for this project will be through Airport Revenue Bonds.**

**NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:**

**That the Board approve the attached resolution authorizing the**

**President and CEO, or his designee, to execute a Construction Contract with NER Construction Management, Inc. to provide repairs to Garage A at T. F. Green Airport in an amount not to exceed \$226,956.**

**The motion was approved by six votes in the affirmative, with one member recusing himself from voting. Those votes are as follows:**

**YEAS: Kathleen C. Hittner, M.D.**

**Joseph M. Cianciolo**

**Deborah M. Thomas**

**Michael A. Traficante**

**Robert D. Sangster**

**Michael F. Ryan**

**NAYS: None.**

**RECUSED: Bradford S. Dimeo**

**6. Executive Session:**

**At approximately 4:30 p.m. a motion was made by Mr. Dimeo and seconded by Mr. Ryan to go into Executive Session for the purposes of discussing the following items:**

**(a) Motion to Approve the Minutes of the Executive Session Held on September 23, 2011 – R.I.G.L. § 42-46-5(a)(2) and (7); and**

**(b) Discussion Related to One Potential Litigation Matter (EIS) - R.I.G.L. § 42-46-5(a)(2); and**

**(c) Investment of Public Funds Where Premature Disclosure Would Be Detrimental to the Public Interest (Airport and Air Service Development and GA Airport Event) – R.I.G.L. § 42-46-5(a)(7); and**

**(d) Motion to Return to Open Session.**

**By the following roll call vote the motion was passed unanimously.**

**YEAS: Kathleen C. Hittner, M.D.**

**Joseph M. Cianciolo**

**Deborah M. Thomas**

**Bradford S. Dimeo**

**Michael A. Traficante**

**Robert D. Sangster**

**Michael F. Ryan**

**NAYS: None**

**ABSTAIN: None**

**At approximately 5:02 p.m., a motion was made by Mr. Dimeo and seconded by Mr. Ryan to reconvene to the Open Session. The motion was passed unanimously.**

**7. Post Executive Session Actions and Announcements:**

**(a) Motion to Seal the Minutes of the Executive Session Held on October 19, 2011.**

**A motion was made by Mr. Dimeo and seconded by Mr. Ryan to seal the minutes of the Executive Session in accordance with R.I.G.L. § 42-46-4. By the following roll call vote the motion was passed unanimously.**

**YEAS: Kathleen C. Hittner, M.D.**

**Joseph M. Cianciolo**

**Deborah M. Thomas**

**Bradford S. Dimeo**

**Michael A. Traficante**

**Robert D. Sangster**

**Michael F. Ryan**

**NAYS: None**

**ABSTAIN: None**

**(b) Report on Actions Taken During Executive Session:**

**During the Executive Session a motion was made by Ms. Thomas to approve the sealed minutes of the Executive Session held on September 23, 2011. The motion was seconded by Mr. Traficante. The motion was passed unanimously.**

**8. Future Meetings:**

**The next meeting is scheduled for Wednesday, November 16, 2011, at 4:00 p.m., in the Mary Brennan Board Room, T. F. Green Airport, Warwick, Rhode Island.**

**9. Adjournment:**

**Ms. Thomas moved to adjourn at approximately 5:04 p.m. Mr. Traficante seconded the motion. The motion was passed unanimously.**

**Respectfully submitted,**

**Kathleen C. Hittner, M.D., Chair  
Rhode Island Airport Corporation**

**PUBLIC ATTENDANCE SHEET  
RHODE ISLAND AIRPORT CORPORATION  
MEETING OF THE BOARD OF DIRECTORS  
WEDNESDAY, OCTOBER 19, 2011**

**NAME      AFFILIATION**

**Brian Schattle    RIAC**

**Peter Frazier     RIAC**

**Patti Goldstein   RIAC**

**Ann Clarke       RIAC**

**Paul McDonough   RIAC**

**Val Mendonca    HNTB**

**Robert Goff    New England Parking**

**Laurie Brayton    Senate Fiscal Office**

**Michael Abbott    Newport Collaborative**

**Carlos Vares    Pilot/AOPA**

**The minutes of the Executive Session of the Board Meeting of October 19, 2011, have been sealed in accordance with R.I.G.L. § 42-46-4.**