

**MINUTES OF MEETING**

**RHODE ISLAND AIRPORT CORPORATION**

**BOARD OF DIRECTORS**

**WEDNESDAY, JULY 18, 2012, 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; Robert D. Sangster; Michael F. Ryan.**

**BOARD MEMBER ABSENT: Michael A. Traficante.**

**ALSO PRESENT: Peter A. Frazier, C.M., Interim President and CEO; and those members listed on the attendance sheet attached hereto.**

**1. Approval of the Minutes:**

**A motion was made by Mr. Ryan and seconded by Ms. Thomas to**

**approve the minutes of the Board of Director's Meeting of June 20, 2012, and the Minutes of the Special Board of Director's Meeting of July 5, 2012. 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 Interim President and CEO:**

**Mr. Frazier addressed the power outage that had affected the utilities in the Board Room and office space.**

**Dr. Hittner gave an overview of the press event held to announce JetBlue's service start at T. F. Green Airport. Dr. Hittner thanked Ms. Goldstein and the JetBlue team for their efforts. It was also noted that Southwest Airlines had released their February 2013 schedule. It includes new seasonal service to West Palm Beach and two more daily flights to Orlando.**

**Mr. Frazier reported that passenger traffic for June 2012 dropped 7.37% which was attributed to the ILS outage. Year to date traffic is down 3.43%.**

**Mr. Frazier reported that total passenger traffic at the General**

**Aviation airports was up 23.96%. Total fuel sales were down 2.40%. Mr. Frazier noted that Newport and Quonset Airports experienced a healthy increase in activity due to the variety of events in Newport over the past month.**

**Mr. Frazier reported that staff is continuing to work with AECOM on refining their scope and fee for the work associated with the EIS. The Corporation is also waiting for financing input from the FAA.**

**Mr. Frazier reported that 90% design documents for the glycol project have been received and the Corporation is on schedule to meet the anticipated opening dates contained in the RIPDES permit and the MOU with the City of Warwick.**

**Mr. Frazier reported that work is continuing on closing out the projects associated with the InterLink.**

**Mr. Frazier reported that AvPORTS has positioned one of their well seasoned managers as the General Manager of the general aviation airports. Rick Lamport has over 30 years of experience in aviation.**

**Mr. Frazier reported that a neighborhood group has been formed in Westerly which is focusing on noise issues. The Westerly Airport Manager is engaged with this group and has been very responsive in addressing complaints and concerns.**

**Mr. Frazier reported that the cell phone lot is now operational.**

**Mr. Frazier reported that his monthly meeting with Mayor Avedisian is scheduled for Thursday, July 19th.**

**Mr. Frazier reported that he is continuing to meet with Councilwoman Vella Wilkinson on the relocation of the ballfields.**

**Mr. Frazier reported that he and staff would be attending the Open Government Summit at Roger Williams University on Friday, July 27th.**

**Mr. Frazier reported that Dan Porter has been hired as the new Planner for the organization.**

#### **4. President and CEO Selection Committee Report:**

**Dr. Hittner gave an overview of the Committee Meeting which had been held prior to the Board Meeting. Dr. Hittner reported that Doug Kuelpman, from ADK, had given the Committee an overview of the selection process.**

#### **5. Action Items:**

**(a) Consideration of and Action Upon Approval of a Professional Services Agreement for the Terminal Building Upgrade – Turn-Key**

## **Temporary Office Space Modular Building at Newport Airport.**

**Mr. Frazier gave an overview of the project, noting that this portion of the project includes the rental and installation of a turn-key temporary office space modular building, three-unit layout, with six offices and two restrooms for an approximate 24 month period. It also includes the removal of the temporary facilities and subsequent site restoration. There was general discussion of the financing mechanism for the project.**

**A motion was made by Mr. Cianciolo and seconded by Ms. Thomas to approve the following resolution:**

**WHEREAS, a competitive bidding process was undertaken according to the Rhode Island Airport Corporation's (RIAC) procurement rules for the rental of a Turn-Key Temporary Office Space Modular Building as part of the Terminal Building Upgrade Project at Newport State Airport; and**

**WHEREAS, on May 9, 2012, RIAC issued an Invitation for Bids (IFB) for this procurement; and**

**WHEREAS, five bids were received on June 5, 2012; and**

**WHEREAS, RIAC staff has determined that the bid submitted by Modular Space Corporation in the amount of \$209,955 is the lowest**

**responsive bid; and**

**WHEREAS, the approved Fiscal Year 2013 Capital Improvement Program (CIP) budget included a total cost of \$1,200,000 for the Terminal Building Upgrade Project with all expenditures in the fiscal year; and**

**WHEREAS, based on the current schedule it is anticipated that the project will be completed in Fiscal Year 2014; and**

**WHEREAS, this portion of the project will be funded with General Purpose Funds with reimbursement of funds from the anticipated Fiscal Year 2013 bond issue.**

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

**That the Board authorizes the Interim President and CEO, or his designee, to execute a Professional Services Agreement with Modular Space Corporation in the amount of \$209,955 for the rental of a turn-key temporary office space modular building at Newport State Airport.**

**The motion was passed unanimously.**

**6. Executive Session:**

**At approximately 4:28 p.m., a motion was made by Mr. Dimeo and seconded by Mr. Cianciolo 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 June 20, 2012 – R.I.G.L. § 42-46-5(a)(1), (5) and (7); and**

**(b) Discussion Related to the Acquisition of Real Property for Public Purposes at T. F. Green Airport - R.I.G.L. § 42-46-5(a)(5); and**

**(c) Discussion Related to Potential Litigation (Non Public Construction Issue) and Discussion Related to Collective Bargaining – R.I.G.L. § 42-46-5(a)(2); and**

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

**At approximately 5:00 p.m., a motion was made by Mr. Sangster and seconded by Mr. Cianciolo to return 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 July 18, 2012.**

**A motion was made by Mr. Sangster and seconded by Mr. Cianciolo**

**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**

**Robert D. Sangster**

**Michael F. Ryan**

**NAYS: None**

**ABSTAIN: None**

**(b) Report on Actions Taken in Executive Session.**

**During the Executive Session, a motion was made by Mr. Sangster to approve the sealed minutes of the Executive Session held on June 20, 2012. The motion was seconded by Ms. Thomas. The motion was passed unanimously.**

**8. Future Meetings:**

**The next Board Meeting will be held on Wednesday, August 15, 2012 at 4:00 p.m., in the Mary Brennan Board Room, T. F. Green Airport,**

**Warwick, Rhode Island.**

**9. Adjournment:**

**Mr. Ryan moved to adjourn at approximately 5:05 p.m. Mr. Sangster 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, JULY 18, 2012**

**NAME      AFFILIATION**

**Brian Schattle RIAC**

**Patti Goldstein RIAC**

**Woody Cresswell The Paradies Shops**

**Laurie Brayton Senate Fiscal Office**

**Michael Zarum Citizen**

**The minutes of the Executive Session of the Board Meeting of July 18, 2012, have been sealed in accordance with R.I.G.L. § 42-46-4.**