

**MINUTES OF MEETING**

**RHODE ISLAND AIRPORT CORPORATION**

**BOARD OF DIRECTORS**

**WEDNESDAY, NOVEMBER 20, 2013 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 4:10 p.m., 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.; Deborah Thomas; Bradford Dimeo; and Russell Hahn.**

**BOARD MEMBER ABSENT: Joseph Cianciolo; Michael Traficante and John Justo.**

**ALSO PRESENT: Kelly J. Fredericks, P.E., A.A.E., President and CEO; and those members listed on the attendance sheet attached hereto.**

**A motion was made by Dr. Hittner and seconded by Ms. Thomas to rearrange the agenda to follow the standard format. The motion was**

**passed unanimously.**

**1. Approval of the Minutes:**

**A motion was made by Mr. Hahn and seconded by Ms. Thomas to approve the minutes of the Board of Director's Meeting of October 16, 2013. 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. Fredericks presented the President and CEO Report and reported on the following:**

- Mr. Fredericks reported the naming of T. F. Green Airport as the 4th best airport by Travel and Leisure Magazine has made a positive impression in air service meetings as well as the rating agency meetings.**
- Mr. Fredericks commended Mr. Brian Schattle, Ms. Nicole Williams, PFM and Citigroup on their team effort at the meetings with the rating**

agencies.

- **Mr. Fredericks reported that passenger traffic in November was up 10.9% representing eight straight months of growth. Seating capacity increased due to market demand and was up approximately 9%. While JetBlue continues its strong performance, growth was shown with all carriers. Capacity increases are expected through the end of the year with the second quarter 2014 expected to bounce back after the traditional slow period during the first quarter. For the year, PVD is now up 4.28% and has exceeded industry standards.**
- **Mr. Fredericks reported air cargo for the month of October was up 7.4% with a year-to-date increase of 11.5%. Mr. Fredericks noted continued significant growth is expected.**
- **Mr. Fredericks reported parking revenue is up 11% for October with ticket sales up 6.3%. Market shares remain strong at 84.5% with 87.2% of tickets sold. Projections show this will be the best year in parking revenue in 12 years. Off airport parking agreements will be brought to an upcoming Board Meeting for consideration.**
- **Mr. Fredericks reported three proposals for Corporate Hangar Development were received. Questions were solicited for additional clarification of the proposals. An update will be presented to the Board in December with recommendations and next steps.**

- **Mr. Fredericks reported a draft on the evaluation study of the general aviation (GA) airports has been delayed. Mr. Fredericks reported he will bring potential next steps to the Board at the December meeting.**
- **Mr. Fredericks reported he continues to tour each of the general aviation airports on a monthly basis to meet with the tenants and promote communications. Mr. Fredericks invited the Board Members to attend a tour if their schedules allow.**
- **Mr. Fredericks reported he continues to meet with members of the Warwick City Council on a one-on-one basis to discuss airport issues that are important to their respective constituents.**
- **Mr. Fredericks reported RIAC attended several meetings and events including: the monthly meeting with Mayor Avedisian; numerous meetings with the FAA, RIDOT, RIDEM, the Providence Chamber and the Providence/Warwick CVB.**
- **Mr. Fredericks stated the first Quarterly Stakeholder Meeting to discuss business issues with a focus on T. F. Green Airport is scheduled for December 10th at the Sheraton Hotel in Warwick, RI.**
- **Mr. Fredericks reported the Bi-Annual Noise Monitoring Meeting was held on December 18th.**

**Mr. Fredericks reported the Quonset Airport Master Plan Presentation to the North Kingstown Planning Commission was held on November 19th.**

- **Mr. Fredericks reported the New England Regional State Director's Meeting was held on November 20th.**

- **Mr. Fredericks reported RIAC received a resolution from the Warwick City Council to provide a presentation on a number of projects at their December 16th Council Meeting.**

- **Mr. Fredericks reported that a settlement was reached on the American Airlines/US Airways merger. More information to come on this matter.**

- **Mr. Fredericks reported a RIAC Organizational Development Study that includes senior management will be initiated in January.**

- **Mr. Fredericks reported five proposals were received for the Design and Construct Phase Services for Runway 5 at T. F. Green Airport Request for Proposals (RFP). Three organizations were short listed for interviews. Mr. Fredericks reported that all of the presenting teams did an outstanding job and the selection process was fair and level. Mr. Fredericks reported C&S Companies was unanimously selected by the Selection Committee for this project. Mr. Fredericks reported negotiations will be initiated and the agreement will be**

brought to the January or February Board Meeting for review and consideration. Mr. Fredericks commended Mr. Jeff Goulart and the Selection Committee Members on the selection process.

#### **4. Department Updates:**

##### **(a) Engineering**

##### **(i) Airport Expansion – Paul McDonough**

**Mr. McDonough provided the following updates:**

- Demolition of Hangar 1 started on July 29, 2013 and is 60% complete. The Hangar has been demolished and site restoration has begun. In the spring, the site will be restored with combination of turf and pavement. Several apron ties downs will be installed.**
- Construction on the Runway 16 Safety Area Project started on July 29, 2013 and is 85% complete. The project is done for this year and will restart in the spring with the installation of the EMAS blocks. The 14 foot high fiberglass blast wall has been installed and went well.**
- The Deicer Management System is a two-part project. The treatment facility construction is 12% complete and the airfield construction is 2% complete. Work on this project will continue through the winter on both airside and landside.**

## **(b) Environmental**

**(i) Land Acquisition and Noise Program – Kelly Fredericks, Peter Frazier and Kendra Beaver**

**Ms. Beaver provided the following updates:**

- A wetland mitigation permit was submitted to the Rhode Island Department of Environmental Management (DEM) in June. Comments from the DEM were received and responded to, additional comments were received on November 15h and we expect to respond by late November. After DEM determines that the application is complete (expected in mid-December) the permit will be open to public review and comment for 45 days.**
- There are five elements of the program. Site A will include restoration of habitat north of Warwick Pond. Road fill and culverts will be removed to restore the wetland. The existing canopy trees will be preserved, specifically along the edge of the roads and segments of the road that are wet will be restored by wetland plantings.**
- Site B is the culvert replacement on Lake Shore Drive. This will benefit the city by addressing flooding issues and promote fish and wildlife passage. The profile of the road will essentially be unaltered.**
- Site C will include Buckeye Brook wetland and floodplain restoration by removing fill that predates the wetland regulations.**

- **Site D will include wetland creation and some restoration for onsite floodplain compensation, south of runway 34.**
- **Site E restores an eroding stream (which runs along Taxiway C between the Control Tower and Runway 34 end) and provides water quality improvements. The restored stream will mimic a natural meandering stream.**

### **(c) Maintenance and Operations**

#### **(i) PVD Airfield and GA Facilities – Alan Andrade**

**Mr. Andrade provided the following updates:**

- **The USDA contract for wildlife controls measures started with T. F. Green Airport and has been expanded to cover all six RIAC operated airports. An update on the wildlife control measures was provided to T. F. Green Airport tenants on November 19th.**
- **Preparation and training for winter operations are ongoing.**
- **An in-house reporting program has been created for operations use to provide up to date operational information. The program has been very successful.**
- **Two new ARFF firefighters have completed their training and are**

**now fully qualified.**

- **Construction is planned at North Central Airport to finish paving new taxiways into the ramp and the removal of the western side of the ramp. The fuel tanks will be relocated in the spring.**
- **The new vault at Quonset Airport will be completed in the spring.**
- **The landings at Quonset, a developer, are waiting for the environmental assessment from the FAA to start construction on new hangar construction.**
- **The Rhode Island National Guard localizer antennae approach will be replaced and relocated.**
- **Design plans for terminal reconstruction at Newport Airport have been submitted to the State Building Office.**

**(c) Maintenance and Operations**

**(ii) PVD Terminal – Bruce Wilde**

**Mr. Wilde provided the following updates:**

- **As part of the updated Ground Transportation Regulations and an increased demand for space, plans are being developed to reconfigure the commercial roadway. Plans include relocating taxi**

**service to the inner roadway to provide enhanced customer service and improve traffic control. Additional information and next steps on this item will be provided as they become available.**

**(d) Air Service Development**

**(i) Updates – Kelly Fredericks**

**Mr. Fredericks provided the following updates:**

- A conference call was held on October 25th with Governor Chafee, JetBlue executives, Mr. Fredericks, Ms. Goldstein, Mr. Pimental and InterVistas to discuss service at T. F. Green Airport.**
- Mr. Fredericks, Ms. Goldstein and Mr. Pimental attended a meeting on October 28th at Delta Airlines headquarters in Atlanta to discuss air service.**
- Mr. Fredericks and Mr. Pimental attended a meeting at Southwest Airlines headquarters in Dallas on November 7th to discuss top service goals. The Wright Amendment will expire on October 13, 2014.**
- Cape Air will begin service to Block Island May of 2014. Additional service to Block Island from other locations is anticipated.**
- A meeting was held with the Providence Chamber Board of**

**Directors to discuss Go Green Partnership data and share information. Business support associated with air service development remains robust.**

**(e) Financial Update**

**(i) Bond Refunding – Brian Schattle**

**Mr. Schattle provided the following updates:**

- On November 18, 2013, RIAC successfully priced \$32.755 million Airport Revenue Refunding Bonds, Series 2013B (Non-AMT) and 2013C (AMT).**
- Proceeds were used to refund all of RIAC's outstanding Series 1998B (Non-AMT) Bonds in the amount of \$32,060,000 and Series 2003A (AMT) Bonds in the amount of \$6,020,000.**
- Mr. Fredericks, Mr. Schattle, Ms. Williams, PFM and Citigroup conducted rating agency meetings in connection with the bond offering, which resulted in the revision of Moody's and Standard and Poor's outlooks to stable from negative and the affirmation of Fitch's outlook at stable. All three rating agencies affirmed their ratings.**
- Strong investor demand, favorable bond pricing and current interest rates resulted in approximately \$2 million of present value savings, as**

**compared to the approximate \$550 thousand of savings estimated at the September 2013 Board meeting.**

- The closing for these bonds is scheduled for December 4, 2013.**

## **5. Action Items:**

**(a) Consideration of and Action Upon Corporate Regulations Related to Aeronautics, Ground Transportation and Advertising.**

**Mr. Frazier provided an overview of each regulation. The recommendation is that the Board authorizes the President and CEO, or his designee, to amend the regulations for Aeronautics, Ground Transportation and Advertising, subject to satisfactory completion of the requirements of the Administrative Procedures Act.**

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

**WHEREAS, the Rhode Island Airport Corporation (RIAC) enacts regulations from time-to-time on matters over which it has regulatory jurisdiction or pertains to doing business at its airports; and**

**WHEREAS, RIAC may enact or amend its regulations in accordance with the Rhode Island Administrative Procedures Act that, in relevant part, requires public notice and an opportunity for public comment to**

**on the regulations; and**

**WHEREAS, RIAC seeks to amend its current Aeronautics Regulations to add provisions on implied consent of flight crews to sobriety tests and a mandatory retirement age of 70 years for members of RIAC's Police and ARFF Departments; and**

**WHEREAS, RIAC seeks to amend its current Ground Transportation Regulations to provide a more user-friendly structure; and**

**WHEREAS, RIAC seeks to amend its current Advertising Policy Regulations to bring them in line with current industry practices.**

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

**That the Board authorizes the President and CEO, or his designee, to amend the regulations for Aeronautics, Ground Transportation and Advertising, subject to satisfactory completion of the requirements of the Administrative Procedures Act.**

**The motion was passed unanimously.**

**(b) Consideration of and Action Upon Approval for a Consultant Task Order for the 2025 Build Voluntary Land Acquisition Program (Phase 2) at T. F. Green Airport.**

**Mr. Fredericks gave an overview of the task order noting the additional funding that was secured. The recommendation is that the**

**Board authorizes the President and CEO, or his designee, to execute a Task Order with W D Schock Company, Inc. for Acquisition and Relocation Services associated with Phase 2 of the 2025 Build Voluntary Land Acquisition Program at T. F. Green Airport in an amount not to exceed \$1,062,065, subject to FAA approval.**

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

**WHEREAS, on October 20, 2010, the Rhode Island Airport Corporation (RIAC) entered into a Professional Services Agreement with W D Shock Company, Inc. (Schock) to provide On-Call Land Acquisition and Relocation Services and Avigation Easement Acquisition Services; and**

**WHEREAS, to date, eleven Task Orders in the amount of \$5,798,299 have been issued under this Agreement; and**

**WHEREAS, Phase 2 of the 2025 Build Voluntary Land Acquisition Program (Phase 2) incorporates the acquisition and demolition of approximately 20 homes and the relocation of the residents with an anticipated project estimate of \$6,250,000; and**

**WHEREAS, on August 5, 2013, RIAC submitted to the Federal Aviation Administration (FAA) a project application to fund 80% of Phase 2 through the FAA Airport Improvement Program (AIP); and**

**WHEREAS, on September 3, 2013, the FAA approved the application and issued a grant to fund 80% of Phase 2 in the amount of \$5,000,000; and**

**WHEREAS, RIAC staff received a Scope and Fee from Schock in the amount of \$1,062,065 to perform the above referenced services associated with Phase 2 of the 2025 Build Voluntary Land Acquisition Program and is currently conducting negotiations; and**

**WHEREAS, this Task Order will be funded 80% (\$849,652) through the FAA's AIP and 20% (\$212,413) through RIAC's Passenger Facility Charges (PFC).**

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

**That the Board authorizes the President and CEO, or his designee, to execute a Task Order with W D Schock Company, Inc. for Acquisition and Relocation Services associated with Phase 2 of the 2025 Build Voluntary Land Acquisition Program at T. F. Green Airport in an amount not to exceed \$1,062,065, subject to FAA approval.**

**The motion was passed unanimously.**

**(c) Consideration of and Action Upon Approval of Meeting Schedules**

for 2014.

A motion was made by Mr. Hahn and seconded by Ms. Thomas to approve the 2014 Meeting Schedules as presented to the Board.

The motion was passed unanimously.

Dr. Hittner asked that the minutes reflect that Mr. Blais again requested interpreter services for the Board Meeting and did not attend. Dr. Hittner stated that the Board of Directors and RIAC are happy to assist any citizen that requests services to understand what is happening at the Board Meeting but Mr. Blais's repeated requests for these services and his nonattendance is inappropriate and insulting. Dr. Hittner requested RIAC staff document Mr. Blais's attendance at meetings that he has requested these services for.

#### **6. Executive Session:**

At approximately 5:14 p.m. a motion was made by Mr. Dimeo and seconded by Mr. Hahn to go into Executive Session for the purpose of discussing the following items:

(a) Motion to Approve the Minutes of the Executive Session held October 16, 2013 - R.I.G.L. § 42-46-5(a)(1),(2),(5) and (7); and

(b) Discussion Regarding Security - R.I.G.L. § 42-46-5(a)(3); and

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

**(d) Discussion Related to Three Public Litigation Matters (W.C./IOD Cases - Sgt. Hastings and Ofc. Scott and Bogosian v. RIAC (KC-2013-1149)) – R.I.G.L. § 42-46-5(a)(2); and**

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

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

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

**Deborah Thomas**

**Bradford Dimeo**

**Russell Hahn**

**NAYS: None**

**ABSTAIN: None**

**At approximately 5:47 p.m., a motion was made by Mr. Dimeo and seconded by Mr. Hahn 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 November 20, 2013.**

**A motion was made by Mr. Dimeo and seconded by Mr. Hahn 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.**

**Deborah Thomas**

**Bradford Dimeo**

**Russell Hahn**

**NAYS: None**

**ABSTAIN: None**

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

**During the Executive Session, a motion was made by Mr. Dimeo to approve the sealed minutes of the Executive Session held on October 16, 2013. The motion was seconded by Mr. Hahn. The motion passed unanimously.**

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

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

**Deborah Thomas**

**Bradford Dimeo**

**Russell Hahn**

**NAYS: None**

**ABSTAIN: None**

**8. Future Meetings:**

**The next Board Meeting will be held on Wednesday, December 18, 2013 at 4:00 p.m., in the Mary Brennan Board Room, T. F. Green Airport, Warwick, Rhode Island.**

**9. Adjournment:**

**Mr. Hahn moved to adjourn at approximately 5:47 p.m. Mr. Dimeo 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, NOVEMBER 20, 2013**

**NAME      AFFILIATION**

**Brian Schattle      RIAC**

**Peter Frazier      RIAC**

**Liberty Luciano      RIAC**

**Bruce Wilde      RIAC**

**Dan Porter      RIAC**

**Alan Andrade      RIAC**

**Kendra Beaver      RIAC**

**Paul McDonough      RIAC**

**Leo Messier RIAC**

**Doug Dansereau RIAC**

**Timothy Pimental RIAC**

**Jeffrey Goulart RIAC**

**Dave Rich HNTB**

**Jim Falvey PB Americas**

**Robert Geoff New England Parking**

**Paul Carroll Pilot**

**Jim Rose Constituent**

**Tammy Burnham CART Services**

**Jean Monjillo Hoyle Tanner**

**Peter Gray-Mullen Transystems**

**Chris Gould Atkins**

**Marc Champigny LBG**

**Nick Stefanik LBG**

**The minutes of the Executive Session of the Board Meeting of November 20, 2013, have been sealed in accordance with R.I.G.L. § 42-46-4.**