

**MINUTES OF MEETING**

**RHODE ISLAND AIRPORT CORPORATION**

**OPERATIONS AND CAPITAL COMMITTEE**

**WEDNESDAY, OCTOBER 31, 2007**

**2:00 P.M.**

**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”) Operations and Capital Committee was called to order by Chairman, James Forte, at 2:00 p.m., in the Mary Brennan Board Room at T. F. Green Airport, 2000 Post Road, Warwick, Rhode Island, in accordance with the notice duly posted pursuant to the Open Meetings Law.**

**COMMITTEE MEMBERS PRESENT: James Forte; Michael Traficante; Robert Sangster (arrived 2:02 p.m.); Don Pillsbury (Ex-Officio Member).**

**BOARD MEMBERS PRESENT: Kathleen Hittner, M.D., (arrived at 2:10 p.m.); Russell Hahn (arrived at 2:08 p.m.)**

**ALSO PRESENT: Mark P. Brewer, A.A.E., President and CEO; Brian Schattle, Senior Vice President of Finance and CFO; Peter Frazier, General Counsel; and those individuals listed on the attendance sheet attached hereto.**

### **1. Approval of the Minutes:**

**Mr. Traficante moved that the minutes of the Operations and Capital Committee Meeting of September 19, 2007 be approved. Mr. Forte seconded the motion. The motion was passed unanimously.**

### **2. Report from Chair, Operations and Capital Committee:**

**Mr. Forte welcomed Ms. Ann Clarke who will be joining the Corporation on December 3, 2007 as Senior Vice President of Planning, Engineering and Environmental. Mr. Forte also introduced Mr. Darrell Watson who had recently joined the Corporation as Vice President of Commercial Programs.**

### **3. Operations and Maintenance Report:**

**There was no report, however, there was discussion about the lack of FAA designated run up areas at North Central Airport. Mr. Brewer reported that he would ask staff to work with the FAA on this issue.**

**Mr. Pillsbury reported that North Central Airport had received compliments on both the new runway surface and on the high level of customer service provided by Landmark personnel.**

**Mr. Sangster asked what the disposition plan was for the excess**

materials currently being stored in the airfield maintenance area. Mr. Edwards reported the materials will be auctioned or sent for scrap.

**4. General Aviation Report:**

Mr. Tibbetts gave an overview of the GA monthly Operations Report, noting that the positive fuel trend continues. Mr. Tibbetts also gave a brief construction update.

**5. Discussion Item:**

**(a) Discussion of North Central Airport Easements and Part 77.**

Ms. Pope gave an update on the project, noting that work is progressing and that no complaints had been received. This was attributed to the implementation of the Communication Plan which was followed on this project.

**6. Action Items:**

**(a) Consideration of and Action Upon Approval to Enter Into an Agreement with R.I. Analytical Laboratories, Inc., for Water Quality Monitoring Services at T. F. Green Airport.**

Ms. Pope gave an overview of the project. The recommendation is that the Committee authorize the President and CEO, or his designee, to enter into an Agreement with R.I. Analytical for water quality monitoring services related to the RIPDES and Warwick Sewer permits at T. F. Green Airport in an amount not-to-exceed \$95,010, subject to Board approval.

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

**WHEREAS, the Rhode Island Airport Corporation (RIAC) is**

**responsible for the maintenance and operation of airport facilities at T. F. Green Airport; and**

**WHEREAS, RIAC is required to conduct periodic water quality monitoring and analysis under its Rhode Island Pollutant Discharge Elimination System (RIPDES) and Warwick Sewer Authority industrial discharge (Warwick Sewer) permits; and**

**WHEREAS, funding for these services is included in the approved Fiscal Year 2008 Operating and Maintenance (O&M) budget in the amount of \$145,000; and**

**WHEREAS, R.I. Analytical Laboratories, Inc. (R.I. Analytical) is an approved vendor under the State of Rhode Island's Master Price Agreement (MPA) for laboratory services; and**

**WHEREAS, RIAC staff have negotiated a scope and fee with R.I. Analytical to provide water quality monitoring and analysis services in an amount not-to-exceed \$95,010.**

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

**That the Committee approves the attached resolution authorizing the President and CEO, or his designee, to enter into an Agreement with R.I. Analytical for water quality monitoring services related to the RIPDES and Warwick Sewer permits at T. F. Green**

**Airport in an amount not-to-exceed \$95,010, subject to Board approval.**

**The motion was passed unanimously.**

**(b) Consideration of and Action Upon Approval to Enter into a Professional Services Agreement for a Long Term Air Monitoring System at T. F. Green Airport.**

**Ms. Pope gave an overview of the agreement, and Mr. Schattle explained the funding history. The recommendation is that the Committee authorize the President and CEO, or his designee, to negotiate and execute a Professional Services Agreement with Environ International Corp. for air quality consulting, monitoring and sampling services related to the long term air monitoring system at T. F. Green Airport, subject to Board approval. There was discussion on the funding for this project.**

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

**WHEREAS, the Rhode Island Airport Corporation (RIAC) is responsible for the maintenance and operation of airport facilities at the six Rhode Island airports; and**

**WHEREAS, State of Rhode Island legislation requires that RIAC**

**provide an air monitoring system at T. F. Green Airport; and**

**WHEREAS, RIAC has been utilizing an interim system provided by R.I. Analytical Laboratories, Inc. (R.I. Analytical) since April 2007 while developing the scope of the long term air monitoring system; and**

**WHEREAS, the scope of services to be provided as part of the long term air monitoring system have been developed into a formal Work Plan for Long Term Air Monitoring in cooperation with the Rhode Island Department of Environmental Management (DEM), the Rhode Island Department of Health (DOH) and other interested parties; and**

**WHEREAS, the scope of services to be provided include the purchase and installation of air monitoring equipment and related perimeter air quality sampling in five locations located within airport property; and**

**WHEREAS, the sampling incorporates approximately sixty-one sampling events and the analysis of approximately two hundred seventy-six samples to be conducted once every six days, including weekends and holidays, on a year-round basis; and**

**WHEREAS, the approved Fiscal Year 2008 Operating Capital budget includes \$365,000 for the purchase of air monitoring equipment and the approved Fiscal Year 2008 Operating and Maintenance (O&M)**

**budget includes \$180,000 for related testing and monitoring services;  
and**

**WHEREAS, year one of the proposed agreement includes approximately \$434,000 for capital purchases and \$353,000 for testing and monitoring services; and**

**WHEREAS, the capital expenditure and operating expenses in excess of the budgeted amounts will be funded with General Purpose Funds; and**

**WHEREAS, in September 2007, RIAC issued a Request for Qualifications (RFQ) for the management and operation of air monitoring services at T. F. Green Airport; and**

**WHEREAS, timely responses were received from the following six firms: Camp Dresser and Mckee, Environ International Corp. (Environ) Rhode Island Analytical, Enviroplan Consulting, Sonoma Technology, Inc. and Weston Solutions, Inc.; and**

**WHEREAS, RIAC formed a Selection Committee (Committee) comprised of: Brenda Pope, VP of Environmental Systems; Jason Doyle, Controller; Beth Tetreault, Procurement Specialist as voting members and Mike Kenney, VP Kenney Environmental Services; Barbara Morin, Supervising Environmental Scientist, Offices of Air Resources; Roy Heaton, RI Department of Health Labs and Jose**

**Vallarino, Research Specialist, Harvard School of Public health as non-voting members and short listed Camp Dresser and Mckee, Environ International Corp. and Rhode Island Analytical; and**

**WHEREAS, in September 2007, RIAC issued a Request for Proposals (RFP) to the short listed firms for the management and operation of air monitoring services at T. F. Green Airport; and**

**WHEREAS, the Committee met on October 19, 2007, and unanimously recommends Environ as the best firm to complete the transition from the interim monitoring system and install and maintain a long term air quality monitoring program; and**

**WHEREAS, a scope and fee proposal has been received from Environ in an amount not-to-exceed \$1,484,620 for the initial three year term.**

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

**That the Committee authorizes the President and CEO, or his designee, to negotiate and execute a Professional Services Agreement with Environ International Corp. for air quality consulting, monitoring, and sampling services related to the long term air monitoring system at T. F. Green in an amount not-to-exceed \$1,484,620, subject to Board approval.**

**The motion was passed unanimously.**

**(c) Consideration of and Action Upon Replacement Lease Agreement for the Rhode Island Air National Guard Facilities at Quonset State Airport.**

**Mr. Cloutier gave an overview of the agreement. Discussion focused on the language in the lease. The recommendation is that the Committee authorize the President and CEO, or his designee, to execute the Replacement Lease Documents as prepared by the Department of the Army in substantially the form presented with review by legal counsel, subject to Board approval.**

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

**WHEREAS, the Rhode Island Port Authority and Economic Development Corporation (RIEDC), the Rhode Island Department of Transportation (RIDOT) and the United States Government's General Services Administration (GSA) entered into the Quonset State Airport Deed and the Quonset Access and Services Agreement; and**

**WHEREAS, said agreements contain conditions and restrictions which mandate that certain parcels of the Quonset State Airport be made available for use by the Department of Defense for the purpose of providing Air National Guard facilities; and**

**WHEREAS, the Rhode Island Airport Corporation (RIAC), as Lessee of the Quonset State Airport, has assumed the pre-existing lease agreement and associated deed restrictions with respect to the Rhode Island Air National Guard facilities at Quonset State Airport; and**

**WHEREAS, the United States Government, through the Department of the Army, is requesting a replacement lease from January 1, 2008 to December 31, 2047 (forty years) so that they can show continued site control, a requirement for obtaining the federal funding (anticipated to be in excess of \$25 million) needed for major improvements to the Rhode Island Air National Guard facilities at Quonset State Airport; and**

**WHEREAS, the United States Government, through the Department of the Army is also requesting other minor housekeeping modifications to the lease; and**

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

**That the Committee authorizes the President and CEO, or his designee, to execute the Replacement Lease Documents as prepared by the Department of the Army in substantially the form presented with review by legal counsel, subject to Board Approval.**

**The motion was passed unanimously.**

**(d) Consideration of and Action Upon Approval to Enter Into a Professional Services Agreement for Snow Plowing Services at T. F. Green Airport.**

**Mr. Edwards gave an overview of the agreement. The recommendation is that the Committee authorize the President and CEO, or his designee, to execute a Professional Services Agreement with EJM Landscape, Inc. for Snow Plowing Services for an initial term of one-year, with two additional one-year options at the sole discretion of RIAC, subject to Board approval.**

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

**WHEREAS, the Rhode Island Airport Corporation (RIAC) is responsible for the maintenance and operation of airport facilities at the six Rhode Island airports; and**

**WHEREAS, it has been determined that there is a need for snow plowing services at T. F. Green Airport; and**

**WHEREAS, RIAC issued an Invitation for Bids (IFB) for the acquisition of snow plowing services and received two bids on October 23, 2007; and**

**WHEREAS, the bid submissions were evaluated to determine both responsiveness and responsibility; and**

**WHEREAS, as a result of this evaluation, the recommendation is to enter into a Professional Services Agreement (PSA) with EJM Lawnscape, Inc. for provision of snow plowing services; and**

**WHEREAS, the approved Fiscal Year 2008 Operating and Maintenance (O&M) budget includes \$48,200 for the provision of snow plowing services.**

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

**That the Committee approve the attached resolution authorizing the President and CEO, or his designee, to execute a Professional Services Agreement with EJM Lawnscape, Inc. for Snow Plowing Services for an initial term of one-year, with two additional one-year options at the sole discretion of RIAC in an amount not-to-exceed \$150,000, subject to Board approval.**

**The motion was passed unanimously.**

**(e) Consideration of and Action Upon Approval to Enter into a Professional Services Agreement for “On-Call” Pavement Repair Services.**

**Mr. Edwards gave an overview of the agreement. There was discussion on the RFP and the proposals received, specifically on the varying costs amongst the three firms recommended for selection. Mr. Schattle explained the rationale for the selection. The recommendation is that the Committee authorize the President and CEO, or his designee, to negotiate and execute Professional Services Agreements with an initial term of one-year and two additional one-year options at RIAC's sole discretion for on-call pavement repair services with the following firms: (1) D'Ambra Construction Co., Inc; (2) Cardi Corporation; and (3) International Paving Corp., subject to Board approval.**

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

**WHEREAS, the Rhode Island Airport Corporation (RIAC) is responsible for the maintenance and operation of airport facilities at the six Rhode Island airports; and**

**WHEREAS, it has been determined that there is a need for on-call pavement repair services; and**

**WHEREAS, RIAC issued a Request for Proposals (RFP) for on-call pavement repair services pursuant to RIAC's Procurement Rules and received proposals from J.H. Lynch & Sons, Inc., D'Ambra**

**Construction Co., Inc., Cardi Corporation and International Paving Corp. on September 28, 2007; and**

**WHEREAS, a Selection Committee comprised of Dave Edwards, AVP Operations and Maintenance; Guy DeCristofaro, Manager Airfield Maintenance; and Beth Tetreault, Procurement Specialist was formed to evaluate and review the proposals; and**

**WHEREAS, based on these evaluations the Selection Committee recommends the firms (1) D'Ambra Construction Co. Inc.; (2) Cardi Corporation; and (3) International Paving Corp. to perform on-call pavement repair services for a one-year period with up to two one-year extensions at the option of RIAC; and**

**WHEREAS, funding will be established on a task-by-task basis.**

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

**That the Committee hereby authorizes the President and CEO, or his designee, to negotiate and execute Professional Services Agreements with an initial term of one-year and two additional one-year options at RIAC's sole discretion for on-call pavement repair services with the following firms: (1) D'Ambra Construction Co., Inc.; (2) Cardi Corporation; and (3) International Paving Corp., subject to Board approval.**

**The motion was passed unanimously.**

**(f) Consideration of and Action Upon Approval of a Contract Award for Repair and Rehabilitation Services to the Infield Oil/Water Separator System.**

**Mr. Edwards gave an overview of the contract. The recommendation is that the Committee authorize the President and CEO, or his designee, to execute a contract with ATC Group Services, Inc., for repair and rehabilitation services in the amount of \$81,500, which includes the previously incurred amounts of \$26,000, for RIAC's Infield Oil/Water Separator System, subject to Board approval.**

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

**WHEREAS, the Rhode Island Airport Corporation (RIAC) is responsible for the maintenance and operation of airport facilities at T. F. Green Airport; and**

**WHEREAS, as part of the 1990's terminal expansion, the new Infield Oil/Water Separator System (OWS) consisting of two 20,000 gallon tanks with Plate Separation Media was installed to meet Rhode Island Department of Environmental Management (RIDEM) Water Quality and Rhode Island Pollutant Discharge Elimination System (RIPDES) permit requirements; and**

**WHEREAS, the Airfield Maintenance department has been conducting routine maintenance as outlined in the Operations and Maintenance (O&M) Manual provided with the system; and**

**WHEREAS, the O&M Manual outlines the process and schedule for the removal, inspection and cleaning of the Plate Separation Media, which is included in the approved Fiscal Year 2008 O&M budget in the amount of \$23,000; and**

**WHEREAS, the unbudgeted expenditure of \$58,500 will be funded with General Purpose Funds; and**

**WHEREAS, ATC, under its Master Price Agreement with the State of Rhode Island, was hired to clean and inspect one of the two tanks in the OWS system in an amount not-to-exceed \$26,000; and**

**WHEREAS, after the tank had been drained, ATC commenced removal of the Plate Separation Media and found the plates to be fouled, extensively corroded and requiring replacement; and**

**WHEREAS, ATC has provided a scope and fee for the additional work in the amount of \$55,500, bringing the total contract value, including previously incurred amounts of \$26,000, to \$81,500.**

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

**That the Committee hereby authorizes the President and CEO, or his designee, to execute a Contract with ATC Group Services, Inc. for repair and rehabilitation services in the amount of \$81,500, including the previously incurred amounts of \$26,000, to RIAC's Infield Oil/Water Separators System, subject to Board approval.**

**(g) Consideration of and Action Upon Approval to Enter Into a Contract Award for the Purchase of Federal Aviation Administration (FAA) Approved Sand.**

**Mr. Sangster noted for the record that he would not be participating in discussions on this issue and would be abstaining from voting.**

**Mr. Edwards gave an overview of the contract. The recommendation is that the Committee authorize the President and CEO, or his designee, to execute a contract with Holliston Sand Co., for the supply of FAA approved sand for an initial term of one-year, with two additional one-year options at the sole discretion of RIAC in an amount not-to-exceed \$69,552, subject to Board approval.**

**A motion was made by Mr. Traficante and seconded by Mr. Forte to approve the following resolution. By the following roll call vote the motion was passed by two in the affirmative with one member abstaining:**

**YEAS: James Forte**

**Michael Traficante**

**NAYS: None**

**ABSTAIN: Robert D. Sangster**

**WHEREAS, the Rhode Island Airport Corporation (RIAC) is responsible for the maintenance and operation of airport facilities at the six Rhode Island airports; and**

**WHEREAS, it has been determined that there is a need for Federal Aviation Administration (FAA) approved sand at T. F. Green Airport; and**

**WHEREAS, RIAC issued an Invitation for Bids (IFB) for the acquisition of FAA approved sand and received one bid from Holliston Sand Co., Inc. (Holliston) on October 5, 2007; and**

**WHEREAS, the bid submission was evaluated to determine both responsiveness and responsibility; and**

**WHEREAS, an assumption of 300 tons of FAA approved sand per year was utilized to develop the budget based on an average winter; and**

**WHEREAS, Holliston bid \$69.55 per ton for year one, \$77.29 per ton for year two and \$85 per ton for year three; and**

**WHEREAS, as a result of this evaluation, the recommendation is to award a contract to Holliston for the purchase of FAA approved sand; and**

**WHEREAS, the approved Fiscal Year 2008 Operating and Maintenance (O&M) budget includes \$19,500 for the purchase of FAA approved sand.**

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

**That the Committee hereby authorizes the President and CEO, or his designee to execute a Contract with Holliston Sand Co., Inc for the supply of FAA approved sand for an initial term of one year, with two additional one-year options at the sole discretion of RIAC in an amount not-to-exceed \$69,552, subject to Board approval.**

**(h) Consideration of and Action Upon Approval to Enter Into a Contract for the Purchase of Runway Deicing Fluid.**

**Mr. Edwards gave an overview of the contract. The recommendation is that the Committee authorize the President and CEO, or his designee, to execute a contract with Cryotech Deicing for the supply**

**of runway deicing fluid for an initial term of one year, with two additional one year options at the sole discretion of RIAC, subject to Board approval.**

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

**WHEREAS, the Rhode Island Airport Corporation (RIAC) is responsible for the maintenance and operation of airport facilities at the six Rhode Island airports; and**

**WHEREAS, it has been determined that there is a need for runway deicing fluid at TF Green Airport; and**

**WHEREAS, RIAC issued an Invitation for Bids (IFB) for the acquisition of runway deicing fluid and received one bid from Cryotech Deicing Technology (Cryotech) on October 5, 2007; and**

**WHEREAS, the bid submission was evaluated to determine both responsiveness and responsibility; and**

**WHEREAS, an assumption that RIAC would purchase 20,000 gallons of deicing fluid per year was utilized for the IFB; and**

**WHEREAS, Cryotech bid \$3.29 per gallon for year one, \$3.44 per gallon for year two and \$3.59 per gallon for year three; and**

**WHEREAS, as a result of this evaluation, the recommendation is to award a contract to Cryotech for the purchase of runway deicing fluid; and**

**WHEREAS, the approved Fiscal Year 2008 Operating and Maintenance (O&M) budget includes \$135,000 for the purchase of runway deicing fluid.**

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

**That the Committee hereby authorizes the President and CEO, or his designee to execute a contract with Cryotech Deicing for the supply of runway deicing fluid for an initial term of one year, with two additional one year options at the sole discretion of RIAC in an amount not to exceed \$206,400, subject to Board approval.**

**The motion was passed unanimously.**

**(i) Consideration of and Action Upon Approval to Enter Into a Contract to Provide HVAC Energy Management and Maintenance Services at T. F. Green Airport.**

**Mr. DaSilva gave an overview of the contract. The recommendation is that the Committee authorize the President and CEO, or his designee, to negotiate and execute a contract with Siemens Building**

**Technologies, Inc., to provide HVAC Energy Management and Maintenance Services at T. F. Green Airport for the five years ending September 20, 2012, subject to Board approval.**

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

**WHEREAS, the Rhode Island Airport Corporation (RIAC) is responsible for the maintenance and operation of airport facilities at T. F. Green Airport; and**

**WHEREAS, the approved Fiscal Year 2008 Operating and Maintenance (O&M) budget includes \$35,000 for HVAC controls maintenance and support; and**

**WHEREAS, under section 10.4.2.7 of RIAC's Procurement Rules specialized services for which there is only one documented accepted source, such as transactions involving unique professional services...e.g.,...repair/maintenance agreements with manufacturers... qualifies as a sole source procurement; and**

**WHEREAS, as the original manufacturer and sole maintainer of this system since its implementation, Siemens Building Technologies, Inc. (Siemens) is uniquely positioned to provide these services thus RIAC staff has determined that a sole source selection for this contract is appropriate; and**

**WHEREAS, Siemens has provided a Scope and Fee proposal to provide HVAC Energy Management services for a five year period ending each September 30th with annual costs as follows: 2008 - \$25,752, 2009 - \$33,024, 2010 - \$34,020, 2011 - \$35,052, and 2012 - \$36,108 for a total contract value of \$163,956.**

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

**That the Committee authorize the President and CEO, or his designee, to negotiate and execute a Contract with Siemens Building Technologies, Inc. to provide HVAC Energy Management and Maintenance Services at T. F. Green Airport for the five years ending September 30, 2012, in the amount of \$163,956, subject to Board approval.**

#### **7. Executive Session:**

**A motion was made by Mr. Sangster to amend the agenda in accordance with R.I.G.L. § 42-46-5(a)(2) and (7) and 42-46-6(b) to include two discussion items for informational purposes related to one non-public potential litigation matter and a topic related to the investment of public funds regarding the T. F. Green Airport FBO. Mr. Traficante seconded the motion. The motion was passed unanimously.**

**(a) Potential Litigation (Two Non-Public Matters) – R.I.G.L. § 42-46-5(a)(2).**

**(b) Investment of Public Funds (T. F. Green FBO) - R.I.G.L. § 42-46-5(a)(7).**

**At approximately 2:40 p.m., a motion was made by Mr. Sangster and seconded by Mr. Traficante to go into Executive Session. By the following roll call vote the motion was passed unanimously:**

**YEAS: James Forte**

**Robert D. Sangster**

**Michael Traficante**

**NAYS: None**

**ABSTAIN: None**

**At approximately 3:01 p.m., a motion was made by Mr. Sangster and seconded by Mr. Traficante to reconvene to the Open Session. The motion was passed unanimously.**

## **8. Future Meetings:**

**The next Operations and Capital Committee Meeting is scheduled for Wednesday, November 28 at 3:00 p.m., in the Mary Brennan Board**

**Room, T. F. Green Airport, 2000 Post Road, Warwick, Rhode Island.**

**9. Adjournment:**

**Mr. Sangster moved to adjourn at approximately 3:02 p.m. Mr. Traficante seconded the motion. The motion was carried by acclamation.**

**Respectfully submitted,**

**James C. Forte, Chairman  
Rhode Island Airport Corporation  
Operations and Capital Committee**

**ATTENDANCE SHEET  
RHODE ISLAND AIRPORT CORPORATION  
OPERATIONS AND CAPITAL COMMITTEE MEETING  
OCTOBER 31, 2007**

**NAME      AFFILIATION**

**Doug Dansereau      RIAC**

**Patti Goldstein RIAC**

**Bruce Wilde RIAC**

**Brenda Pope RIAC**

**Darrell Watson RIAC**

**Joe DaSilva RIAC**

**Dave Edwards RIAC**

**Dave Cloutier RIAC**

**Ahmed Shihadeh RIAC**

**Michael Mini RIAC**

**Rebecca Paziienza RIAC**

**Sue Pillsbury RIPA**

**Ann Clarke Citizen**

**Steve Tibbetts Landmark Aviation**

**MINUTES OF THE EXECUTIVE SESSION  
OF THE RHODE ISLAND AIRPORT CORPORATION  
OPERATIONS AND CAPITAL COMMITTEE  
ON OCTOBER 31, 2007**

- 1. At approximately 2:40 p.m., a motion was made by Mr. Sangster and seconded by Mr. Traficante to go into Executive Session. The motion was passed unanimously by roll call vote.**
  
- 2. Mr. Frazier briefed the Committee on two potential non-public litigation issues regarding the new glass elevators in the terminal building and administrative control procedures related to a construction contract.**
  
- 3. Mr. Schattle briefed the Committee on the financial terms related to the T. F. Green Airport FBO Contract and Fuel Farm O&M Agreement.**

**At approximately 3:01 p.m., a motion was made by Mr. Sangster to reconvene to the Open Session. The motion was seconded by Mr.**

**Traficante. The motion was passed unanimously.**

**Respectfully submitted,**

**James C. Forte, Chairman  
Rhode Island Airport Corporation  
Operations and Capital Committee**