Minutes of the Regular Meeting of the Albany County Airport Authority

June 6, 2011

Pursuant to notice duly given and posted, the regular meeting of the Albany County Airport Authority was called to order on Monday, June 6, 2011 @ 6:05 PM in the 3rd Floor Conference Room of the main Terminal located at the Albany International Airport by Chair David E. Langdon with the following present:

MEMBERS PRESENT
Chair David E. Langdon  
Rev. Kenneth J. Doyle  
Elliott A. Shaw  
Dorsey M. Whitehead

MEMBERS ABSENT
Dennis Fitzgerald  
Tony Gorman

STAFF
John A. O’Donnell  
Bill O’Reilly  
Peter F. Stuto  
Margaret Herrmann  
Doug Myers  
Dwayne Lovely

ATTENDEES
Joel Russell, AvPorts  
Pam Day, Million Air  
Eric Anderson, Times Union  
Michael Lum, Sixtel Consulting Group

Brian Johansson, Federal Security Director (TSA)  
John DelBalso, ACAA

Chair Langdon noted there was a quorum.
1. **CHAIR’S REMARKS**

   None

2. **MINUTES**

   Mr. Shaw moved to approve the May 23, 2011 Special Meeting minutes. The motion was adopted unanimously.

   Father Doyle moved to approve the May 2, 2011 Regular Meeting minutes. The motion was adopted unanimously.

3. **COMMUNICATIONS AND REPORT OF CHIEF EXECUTIVE OFFICER**

   Mr. O’Donnell presented the Communications and Report of the Chief Executive Officer for the month of June 2011.

   Ms. Olthoff advised that our Facebook is up and running. She requested that anyone with a Facebook account go the Albany International Airport page and hit the "like" button as she needed 25 likes so she could secure and URL for the Airport.

   Mr. O'Donnell also reports that the Airfares from Albany to Ft. Lauderdale are the lowest they have been in a long time. Airlines are now offering round trip flights from Albany International Airport to Ft. Lauderdale for as low as $198 plus taxes. He further advised that Southwest dropped their fares here and that US Airways and Delta matched Southwest's fares.

   Mr. Myers also reported that there is now a one stop and a non-stop flight to Ft. Lauderdale.

   Mr. O'Donnell also advised that the Albany County Airport Authority formally open the expanded Captain John J. McKenna, IV Military Courtesy Room at the Albany International Airport on June 2, 2011.

   Mr. O’Donnell stated that shortly after the Airport Authority completed the original Military Courtesy Room in March of 2010, we determined that it was not going to be big enough to serve the large number of servicemen and women that pass through the Albany International Airport.

   Mr. O’Donnell stated that when BBL Construction Services, headed by the late Donald Led Duke learned that more than four thousand members of the military and their families had used the Military Room during its first year, they came to us with an exciting plan. BBL would double the size of the Military Room at no cost to the Airport.

   BBL then assembled its team of sub-contractors and together, down came the walls, up went the new walls, in went the electric, cable, heating and air conditioning, flooring, fire alarm, paint and hardware - all in just one week.

   The following individuals were guests at the event: Albany County Executive Michael Breslin, Steve Obermayer, BBL Vice President and John J. McKenna, III.

   Mr. O'Donnell then introduced Brian Johansson, Federal Security Director from the Transportation Security Administration.
Mr. Johansson advised that the Airport Body scanners will get less personal by 2012. The Transportation Security Administration expects to mask full-body images on about half its 500 passenger screening machines nationwide by the end of the year and upgrade the rest shortly thereafter.

Brian Johansson provided the following notes and made reference to support his presentation during the Board meeting:

TSA began ramping up the rollout of 1,000 whole-body advanced imaging technology scanners after traditional metal detectors failed to catch chemical explosives concealed inside the underwear of a passenger on Christmas Day 2009. When the scanners met the ire of passengers, privacy advocates and lawmakers, the agency started testing different technology, called automatic target recognition, that flags suspicious items on a generic outline of a body.

TSA Administrator John Pistole said three trials conducted at airports serving Atlanta, Las Vegas and Washington achieved "good success," meaning, "expected rates in terms of detection and false positives and throughput have all been positive." The agency plans to modify about 240 of the existing whole body imagers by the end of 2011, he told House lawmakers during the Thursday hearing.

Software has not been developed to change the remaining systems, which were built by a different manufacturer, Pistole explained. "We are doing lab testing over the next couple of months and hope to field test their software in the fall, and assuming everything goes well, follow very shortly with the rest of the machines," he said.

TSA has yet to buy the 500 additional advanced imaging devices that Congress set aside fiscal 2011 funding for, but intends to, Pistole said.

The House Homeland Security Subcommittee on Transportation Security invited Pistole to testify to learn about the Obama administration's future priorities -- particularly for airplane passenger screening -- before lawmakers draft legislation to reauthorize TSA for 2012 and 2013. Subcommittee Chairman Mike Rogers, R-Ala., said the panel will try to release a reauthorization bill in early July.

Pistole said he feels confident that the new scanning technology will resolve concerns about security officers peering at body parts.

The machines "completely address, I believe, the privacy issues because there is not an image of a person -- it's just a generic outline of a person with an area of any anomalies highlighted," he said.
Meanwhile, the full House on Thursday passed a fiscal 2012 Homeland Security Department spending bill (H.R. 2017) that rejects President Obama’s request for an additional 275 imaging systems. In a statement of administration policy issued this week, White House officials said the move would adversely affect TSA because the machines are "an important tool for detecting both metallic and nonmetallic threats as part of the aviation passenger screening process."

Under the House proposal, $4.2 billion would be allocated for passenger and baggage screening -- about 4 percent less than the fiscal 2011 level - - to finish the planned installations. The spending bill has yet to be introduced in the Senate.

Chair Langdon asked if the Registered Traveler Program is the same as when he was flying in on an international flight last year?

Mr. Johansson stated it is two different programs. There is a commercial company like CLEAR or a Customs program.

Chair Langdon asked if we get the one from Department of Homeland Security then it will work with the Transportation Security Administration?

Mr. Johansson stated we don’t know enough about the particulars at this point to say the two programs will be interchangeable.

Mr. Johansson stated we currently have a family-friendly lane instead of a black diamond lane.

Chair Langdon asked what exactly a "black diamond" lane is.

Mr. Johansson stated that the black diamond lane is for seasoned travelers familiar with TSA protocols and that families felt pressured. He stated that it did not work well here in Albany.

Chair Langdon asked Mr. Johansson to explain what a "premium lane" is. He further asked him to explain the different variations; are there any airports where it is operated by TSA.

Mr. Johansson stated that premium lanes are lanes designated by the airlines for their well-traveled preferred customers. If an airport wants a premium lane the TSA can configure their processes to accommodate it. He stated that the TSA would do a little screening in advance but that they are flexible with accommodating these lanes.

Mr. O'Donnell inquired as to who staffs the premium lane.
Mr. Johansson advised that the airlines generally staff the premium lanes.

Father Doyle asked if this was a lighter level of security. Mr. Johansson advised that this is not lighter security.

Chair Langdon asked if the black diamond lane was working any place that he knew of. Mr. Johansson stated that he had never seen it working, but that he believes they have it in Salt Lake City. He further stated that it will only work as well as who is operating it.

Mr. Johansson advised that we do have a "family lane" here in Albany.

Chair Langdon asked if this was the same as the Registered Traveler Program? He further asked if Mr. Johansson thought that the companies doing this would be the same as the Customs program. Mr. Johansson stated that they are going to base their protocol on the passengers. He stated that overall it is not going to offer a lower level of security, just different protocols based on what we know about the passengers.

Chair Langdon stated that we will all pay for it with some type of fee. Mr. Johansson stated that there will likely always be a fee based system.

Chair Langdon asked Mr. O'Donnell to work with our staff in preparation and work out any problems with the airlines to implement the Registered Traveler Program for Albany.

Mr. Johansson stated he works closely with Mr. Russell and Mr. Brisson and all of our goals are the same - for the Airport to succeed.

Mr. Langdon asked that the Board be advised when the Registered Traveler Program was going to happen and how it is going to work.

Chair Langdon noted the health concerns regarding the scanners. Mr. Johansson stated that TSA believes it is safe. There were studies done at John Hopkins and it was found to be safe. Mr. Johansson further stated that that the main concern was privacy and that the new images are non-descript.

Chair Langdon stated that many people his age are concerned about the radiation. He further stated that there is no reason to believe these machines are any different than what John Hopkins used.

Mr. Johansson further advised that these machines cannot store any information just as the previous machines did not.

Chair Langdon inquired as to the timeframe for these machines (2011-2012). Mr. Johansson stated that the Registered Traveller Program will likely come first.
4. **INTERESTING CORRESPONDENCE:**

   Noted

**MANAGEMENT REPORTS:**

5. **Chief Financial Officer**

   Mr. O'Reilly presented the following:

   5.1 **Statistical and Financial Performance for the Twelve Months Ended April 30, 2011**
   5.2 **Comparison of Enplanements**
   5.3 **Summary of Airline Scheduled Flights and Markets**
   5.4 **USDOT Arrival and Departure Statistics**

   Chair Langdon inquired as to how Plattsburgh manages to offer free parking. Mr. O'Reilly advised that is changing very soon.

   Mr. O'Reilly advised that he took a closer look at Bradley International Airport now that JetBlue had been there 6 months and found that the two largest carriers at Bradley, Delta Airlines and Southwest Airlines, had not lost any market share to them, but United Airlines and US Airways collectively lost about the same size market share JetBlue picked up.

   Chair Langdon commented that Mr. O'Reilly presented a very good report in spite of all the numbers continuing to decline.

   Chair Langdon asked Mr. O'Reilly what his concerns are at the present time.

   Mr. O'Reilly stated he would keep working on attracting airlines. We see airport passenger seat capacity as a major concern. We will continue to work with the Airlines and point out the incentives we have for expanded and target service. He stated that the United-Continental merger is just about ready to be implemented here and you never know the effects when airlines merge. We will continue to work with the airlines. He further advised that he and Doug were going to Cleveland to meet with airlines later this month.

   Mr. O'Reilly introduced Mike Lum of Sixel Consulting Group.

   Mr. Lum presented the Albany Air Service update. He advised that his company was started in 1995 and he presented success maps.

   Chair Langdon inquired if all of Sixel's client were airports. Mr. Lum advised that they only do route development for airports. They do not work for airlines.

   Mr. Lum began to show a power point slide with an update of this Airport’s Airline Service and a information on Airport Air Service Incentives.

   Mr. Lum stated that it cost $6,000 per hour to operate a Boeing 737 or an Airbus A-320. On a round trip basis, the cost of operating these aircraft on a two hour flight twice a day for one year is
$17.5 million. An incentive to the airline of $1 million would only cover 5.7% of the expense of additional new service. Airport incentives allow the airlines to be more confident they will recover their cost and make a small profit.

Mr. Lum stated that airports cannot write checks to airlines due to FAA restrictions. He further stated that an airport in Branson, Missouri is working as the only private airport and is free to do whatever they want to do.

Mr. Lum went on to explain the soon to be issued FAA air service development grant opportunity can be used to assist with air service development and that the Airport intends to submit a grant proposal.

Mr. Lum further advised that in addition to the Grant, US DOT wants to see that the community is also behind the new service. He noted that the community must chip in with some level of matching funds as well. Mr. Lum illustrated several examples of other airports grant award and community matching funds.

Mr. Lum also point out the US DOT does not like the funds to be used in an existing market. They want the community to have a plan to expand service.

Mr. Shaw asked where the matching funds come from. Mr. Lum advised that the funds come from fund raising efforts of local chambers and business.

Mr. Lum advised that airports can waive their landing fees if they choose. He further advised that he believes Albany would have a good shot at a obtaining an FAA air service development grant award.

Chair Langdon commented that the new image that the Albany area has with the new technology base should help to attract new airlines or new routes. Mr. Lum agreed that would help. Mr. Lum further noted that it is not just about the local market, we need to think of other areas as well.

6. **Project Development**

Mr. Iachetta presented the Project Development Status Report for the month of May, 2011.

7. **Counsel**

None

8. **Concessions/Ambassador Program**

Ms. Chadderdon presented the Concessions/Ambassador Program Report for the month of June 2011.

Ms. Chadderdon advised that we will hosting the second annual Fly-In on September 10th. We will have a Pancake Breakfast and she will be working with our T-Hangar Tenants to make it a nice day for them.
Mr. Shaw inquired as to how Departures is doing in their new location. Ms. Chadderdon advised that the numbers are up, but she did not know exactly how much.

Mr. O'Donnell advised that as of last month Departure's was $5,000 ahead of the prior year. Mr. O'Donnell further stated that the new location is working out great.


Mr. Myers presented the Public Affairs Report for the month of June 2011.

Mr. Shaw asked how we keep track of how many individuals use the Military Courtesy Room. Mr. Myers advised that there is a sign in book in the room.

ACTION ITEMS:


Authorization is requested for award of Contract 732-GC Rehabilitation of Runway 10-28, Taxiways C, H, J, K, N, M, and Air Cargo Apron to Callanan Industries, Inc., as the low bidder following competitive bid procedures, including public advertisement and public bid opening on May 26, 2011. The specified scope of work as prepared by Project Engineer, Michael E. Hollowood, P.E. of CHA Consulting, Inc. of Albany includes milling and overlay of crosswind Runway 10-28 and its associated taxiways and the NE Air Cargo ramp comprising over 100,000 square yards of production milling and placement of 26,000 tons of asphalt, in-pavement lighting system work, installation of airport signs, pavement marking and runway grooving. Final contract award shall be contingent upon establishment of Federal funding and demonstration of Disadvantaged Business Enterprise program compliance. Funding is programmed under the FFY 2011 Airport Improvement Program with 95% and 2.5 % State and Authority shares respectively.

Mr. Iachetta requested authorization of said contract contingent upon final Grant paperwork from the FAA.

Mr. Whitehead moved to authorize said Contract. The motion was adopted unanimously.

10.2 Construction Contract No. 503-GC: NW Quadrant Drainage & Security Improvements

Mr. Iachetta recommended authorization of Construction Contract No. 503-GC:NW Quadrant Drainage & Security Improvements Carjen Fence No. 1 Corp.

Authorization is requested for award of Contract 503-GC Northwest Quadrant Drainage & Security Improvements with Carjen Fence No. 1 Corp. as the qualified low bidder following
competitive bid procedures, including public advertisement and public bid opening on May 26, 2011. The specified scope of work as prepared by Project Engineer, Daniel J. Lowenstein, P.E. of Malcolm Pirnie, Inc., includes the extension of an existing drainage culvert and access driveway to hangar building #201 with cleaning and dredging of the drainage swale and adjoining storm water drainage structures. Related airfield security improvements in the project area include installation of a galvanized steel security rack system on an existing four-cell concrete box culvert and vicinity fencing repairs in the northwest airfield quadrant. Final contract award shall be contingent upon establishment of Federal funding and demonstration of Disadvantaged Business Enterprise program compliance. Funding is programmed under the FFY 2011 Airport Improvement Program with 95% and 2.5 % State and Authority shares respectively.

Mr. Shaw asked where this company was from. Mr. Iachetta advised that were from downstate in the Suffern area.

Mr. O'Donnell advised that we are requesting authorization for award of the contact contingent upon Grant paperwork and DBE compliance.

Father Doyle moved to authorize said Contract. The motion was adopted unanimously.

10.3 One-Year Lease Extension of Lease No. L-672 Between Albany County Airport Authority and J.B. Hunt Transport, Inc.

Mr. Stuto recommended authorization of a One-Year Lease Extension of Lease No. L-672 Between Albany County Airport Authority and J.B. Hunt Transport, Inc.

Authorization is requested to extend for one year a lease to J.B. Hunt Transport, Inc. Rent will be $4,172.94 per month or $50,075.28 per year. Tenant is responsible for all expenses of maintenance (except structural) of the property. The premises is used for warehousing and distribution.

Chair Langdon inquired why the signature line indicates that Mr. O'Donnell will be executing the lease amendment and said the Chair normally signed them. Mr. Stuto advised that pursuant to our by-laws the Chairman is designated as signatory for the Authority unless someone else is designated by resolution of the Board. By designating Mr. O’Donnell he was trying to relieve the chairman of this duty by having the CEO sign less significant documents such as lease extensions.

Chair Langdon advised that the signature line for these leases should be changed back to the Chair for now.

Chair Langdon request that Mr. Stuto discuss with Father Doyle the practice of Mr. O'Donnell signing leases and lease extensions.

Chair Langdon advised that he would be interested to see how the Authority Budget Office would handle the extensions.

Mr. Stuto stated he will look into how the Authority Budget Office handles lease extensions and he will advise the Board.

Mr. Shaw moved to authorize said Lease. The motion was adopted unanimously.

Mr. Shaw asked if there were any ramifications from tenants regarding in response to our new
simplified T-hangar leases. Mr. Stuto advised that the simplified lease does not apply to the above extension.

Mr. Shaw advised he was inquiring about the T-hangar lease as he wondered if we had reviewed our other leases for size. Mr. Stuto advised that the T-hangar tenants seem fine with the new lease. He further advised that T-Hangar tenants wanted a more simplified lease that they did not need to send out to their attorneys for review. Mr. Stuto advised that he is in favor of smaller leases with lower revenue leases where we have less exposure.

Mr. Stuto advised that larger companies that would be renting space from us would need a larger more complex lease for our protection.

10.4 Five-Year Lease Extension of Lease between Albany County Airport Authority and The Hertz Corporation

Mr. Stuto recommended authorization of a Five-Year Lease Extension of Lease between Albany County Airport Authority and The Hertz Corporation

Authorization is requested to extend for five years a lease to The Hertz Corporation a parcel (strip) of land of approximately 1/2 acre. Rent will be $1,661/yr with a 3% annual cost of living increase. Hertz uses the property as part of their parking lot.

Mr. Whitehead moved to authorize said Lease. The motion was adopted unanimously.

10.5 Lease Addendum - Addendum No. 4 to Lease No. L-637: Integra Networks, Inc.

Mr. O'Donnell recommended authorization of Addendum No. 4 to Lease No. L-637: Integra Networks, Inc.

Integra Networks currently rents 4,195 square feet of office space at an annual rate of $5.95 per square foot and has agreed to rent an additional 9,518 sq ft of hangar space at $5.00 per square foot and assume the cost of all utilities for the building. The total annual building rent will increase from $24,960 to $72,550 and the authority will eliminate its costs for utilities in vacant areas of the building. The lease termination date will remain October 15, 2015 and the 3.5% annual rental rate increase each March 1 will also apply to the additional space.

Father Doyle asked what type of company Integra Networks, Inc. is. Mr. O'Donnell indicated that Integra Networks designs, manufactures and distributes fiber optic equipment.

Father Doyle moved to authorize said Lease. The motion was adopted unanimously.

10.6 Service Contract No. SC-753: Window Washing

Mr. O'Reilly recommended authorization of Service Contract No. SC-753: Window Washing.

This request is for approval of award a contract for window washing in various locations around the airport including the Airport terminal, parking garage FBO facilities and Control Tower. Approval is also requested to extend this contract annually with an adjustment in
contract amount that is based upon the annual Consumer Price Index adjustment to the prevailing wage schedule announced by the Department of Labor and applicable to this contract.

This service was solicited by the Airport through the New York State Industries for the Disabled (NYSID), which is a not-for-profit corporation that facilitates contracts for goods and services between governmental entities and preferred source providers. This contract is being awarded to Action Window Washing. We have recently used this vendor to provide blind cleaning services in the Control Tower and believe they can satisfactorily perform the services required. Upon acceptance of the service provider and pricing proposal NYSID will apply to New York State Office of General Services for approval of preferred source status of this contract. The preferred source pricing is approximately 5% less than the price awarded to the current vendor.

Father Doyle moved to authorize said Lease. The motion was adopted unanimously.

10.7 **Assignment of Million Air Management Operating Agreement by Go Albany LLC to REW Investments, Inc.**

Mr. Stuto recommended authorization of Assignment of Million Air Management Operating Agreement By Go Albany LLC to REW Investments, Inc.

Authorization is requested to approve an Assignment of the Fixed Based Operator Management Operating Agreement (MOA) with Go Albany, LLC (d/b/a Million-Air Albany) to REW Investments, Inc.

The MOA is assignable with the consent of the Authority, which consent shall not be unreasonably withheld.

Million Air Interlink, which currently guaranties the existing Management Operating Agreement, will execute a new Guaranty, guaranteeing the performance of REW Investments, Inc. under the new MOA. Authorization is requested to approve the Guaranty.

Mr. Stuto advised that our staff has reviewed the Assignment and performed a due diligence review.

Chair Langdon asked Mr. Stuto if he was assuring them that they are covered in every possible way. Mr. Stuto advised that they have the same responsibilities as had in the original Guaranty and that there would be no gap in having such Guaranty.

Mr. Langdon as how much notice we were given to approve of the Assignment. Mr. Stuto advised that the Authority not advised in a timely fashion and that it had already taken place before we were notified.

Chair Langdon advised that as long as Mr. Stuto, Mr. O'Donnell and Mr. O'Reilly were all in agreement that this assignment was okay than he was okay with approving same. Mr. Stuto stated for the record that he, Mr. O'Donnell and Mr. O'Reilly had all reviewed the documents.

Mr. Stuto also stated that there would be no gap from the old contract to the new contract and that all of Million Air's obligations are the same.

Mr. Shaw asked what would he do if the Board was not in agreement with this assignment.
Mr. Stuto deferred this question to Mr. O'Reilly.

Mr. O'Reilly stated that we pay all Million Air's expenses directly and we are confident that they are a safe operation. There is little financial risk on our part.

Mr. Langdon requested that we write to Million Air and advise that they that the Authority Board was dissatisfied in the manner this Assignment was done. He would like to tell Million Air that in the future the Board wants notice of this before it happens.

Mr. Whitehead moved to authorize said Assignment and the new Guaranty. The motion was adopted unanimously.

10.8 Hyannis Air Service, Inc. d/b/a Cape Air & Nantucket Airlines: ACAA Building No. 201 - Lease No. L-759

Mr. O'Reilly recommended authorization to Hyannis Air Service, Inc. d/b/a Cape Air & Nantucket airlines - ACAA Building No. 201 - Lease No. L-759 Cape Air has occupied 5,400 square feet of hangar space in Building 201 since September 2008. The original lease term expired September 30th, 2010. Cape Air has held over on a month to month basis with a 3.5% increase in their rent last implemented January 1, 2011. The have agreed to a new lease with the same terms and conditions effective July 1, 2011 and ending December 31, 2015 which is a date that is coterminous with the term of their signatory airline agreement with the Authority. The monthly rent will be $2,220 with a 3.5% escalator each January 1 beginning January 1, 2012.

Mr. Shaw moved to authorize said Lease. The motion was adopted unanimously.

11. Authorization of Change Orders

None


12.1 Acceptance of Federal Airport Improvement Grant No. 3-36-0001-109-11; NYSDOT PIN No. 1913.06: Runway 10-28, Taxiways "C", "K", "J", "H", "M", "N" and Air Cargo Ramp Pavement Rehabilitation Improvements

Mr. Iachetta recommended Authorization for acceptance of the recently released Airport Improvement Project Grant in the total program amount of $3,758,007 with a Federal 95% funding share allocation of $3,570,106 and 2.5% State and Authority share allocations of $93,950 each for the purpose preserving and enhancing airfield safety and capacity. Environmental project clearance has been completed pursuant to the National Environmental Policy Act and State Environmental Quality Review Act, as amended.

Mr. Iachetta requested that the minutes reflect the change to the justification of this item. Specifically deleting the following:  *Specifically the project comprises asphalt pavement*
rehabilitation of approximately 820,000 sf of primary Taxiway “A” and 85,000 sf of asphalt apron, miscellaneous concrete Terminal apron repairs, and installation of FAA required Surface Painted Holding Positions in all areas of the active aircraft movement area.

Mr. Whitehead moved to authorize said Grant. The motion was adopted unanimously.

12.2 Acceptance of Federal Airport Improvement Grant No.: AIP #3-36-0001-110-11; NYSDOT PIN#1913.07: Northwest Quadrant Drainage and Security Improvements

Mr. Iachetta recommended Authorization for acceptance of the recently released Airport Improvement Project grant in the total program amount of $456,490 with a Federal 95% funding share allocation of $433,665.50 and 2.5% State and Authority share allocations of $11,412.25 each for the purpose of improving Northwest Airfield Quadrant Drainage and Security Improvements. Specifically the project as designed by Project Engineer, Daniel J. Lowenstein, P.E. of Malcolm Pirnie, Inc., includes the extension of an existing drainage culvert and access driveway to hangar building #201 with cleaning and dredging of the drainage swale and adjoining storm water drainage structures. Related airfield security improvements in the project area include installation of a galvanized steel security rack system on an existing four-cell concrete box culvert and vicinity fencing repairs in the northwest airfield quadrant. Environmental project clearance has been completed pursuant to the National Environmental Policy Act and State Environmental Quality Review Act, as amended.

Mr. Shaw moved to authorize the acceptance of said Grant. The motion was adopted unanimously.

Old Business

OB-1 Amendment of ACAA Personnel Handbook deferred from May 2, 2011 meeting: Amendment of ACAA Personnel Handbook

Mr. O'Donnell recommended authorization for Amendment of ACAA Personnel Handbook deferred from May 2, 2011 meeting: Amendment of ACAA Personnel Handbook.

Mr. O'Donnell further noted that in response to the request of Chair Langdon at the May 2, 2011 Regular Meeting, Mr. Shaw, Father Doyle and Mr. Whitehead have reviewed the amended Personnel Handbook and they all concur with the proposed changes. He further referred the Board to the attached re redlined version of the Personnel Handbook.

Mr. Whitehead moved to authorize the Amendment of the ACAA Personnel Handbook. The motion was adopted unanimously.

New Business

None

There being no further regular business, the regular meeting was adjourned at 8:05 p.m.
Mr. Whitehead made a motion to go into executive session the motion was adopted unanimously.

Executive Session:

ES-1 Proposed Lease of Real Property
ES-2 - Appointment of a Particular Corporation

Attorney-Client Privilege Matters:

None

There being no further executive session business, the executive session meeting was adjourned at 8:35 p.m.
ALBANY COUNTY AIRPORT AUTHORITY

REGULAR MEETING

AGENDA

June 6, 2011

General:

1. Chairman’s Remarks
2. Approval of Minutes
   2.1 Special Meeting - May 23, 2011
   2.2 Regular Meeting - May 2, 2011
3. Communications and Report of Chief Executive Officer
4. Interesting Correspondence

Management Reports:

5. Chief Financial Officer
   5.1 Statistical and Financial Performance
   5.2 Comparison of Enplanements
   5.3 Summary of Airline Scheduled Flights and Markets
   5.4 USDOT Arrival and Departure Statistics
6. Project Development
7. Counsel
8. Concessions/Ambassador Program
9. Public Affairs

Action Items:

   10.2 Construction Contract No. 503-GC: NW Quadrant Drainage & Security Improvements
10.3 One-Year Lease Extension of Lease No. L-672 Between Albany County Airport Authority and J.B. Hunt Transport, Inc.

10.4 Five-Year Lease Extension of Lease between Albany County Airport Authority and The Hertz Corporation

10.5 Lease Addendum - Addendum No. 4 to Lease No. L-637: Integra Networks, Inc.

10.6 Service Contract No. SC-753: Window Washing

10.7 Assignment of Million Air Management Operating Agreement by Go Albany LLC to REW Investments, Inc.

10.8 Hyannis Air Service, Inc. d/b/a Cape Air & Nantucket Airlines: ACAA Building No. 201 - Lease No. L-759

11. Authorization of Change Orders

None


12.1 Acceptance of Federal Airport Improvement Grant No. 3-36-0001-109-118; NYSDOT PIN No. 1913.06: Runway 10-28, Taxiways "C", "K", "J", "H", "M", "N" and Air Cargo Ramp Pavement Rehabilitation Improvements

12.2 Acceptance of Federal Airport Improvement Grant No. 3-36-001-110-11; NYSDOT PIN No. 1913.07: Northwest Quadrant Drainage and Security Improvements

Old Business:

OB-1 Amendment of ACAA Personnel Handbook deferred from May 2, 2011 meeting.

New Business:

Executive Session:

ES-1 Proposed Lease of Real Property

Attorney-Client Privilege Matters: