



AGENDA
OPERATIONS COMMITTEE MEETING
FEBRUARY 23, 2026
1:00 PM

***This will be a Hybrid Meeting held in person in the
Union Station 4th Floor West Conference Room and via Zoom***

Join Hybrid meeting via Zoom:

<https://us06web.zoom.us/j/86438864606?pwd=a8Vlf9veatnsBYmqNhFIKGPsnH0P6.1&from=addon>

Meeting ID: 896 3356 8800

Passcode: 501407

One tap mobile

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Find your local number: <https://us06web.zoom.us/u/kKHmHenit>

I. CALL TO ORDER

II. PUBLIC COMMENT

Please notify Fortunata Houde (fhoude@nhparking.com) in advance if you have a desire to speak during the Public Comment section or on a specific agenda item.

Please Note: This will be a hybrid meeting. Any member of the public may attend in person or request, in writing, a physical location and any electronic equipment necessary to attend the meeting in real time no later than twenty-four (24) hours prior to the meeting. Said individual shall have the same opportunities to provide comment or otherwise participate in the meeting as would be afforded if the meeting was held in person with the following exception: Under law, if such person loses the ability to participate because of an interruption, failure or degradation of such person's connection to the meeting by electronic equipment, the committee is not required to adjourn or postpone the meeting. Access can be from anywhere by an electronic device that has Zoom program at the address provided above in the Agenda Notice or by phone at the number set forth above in the Agenda Notice.

III. APPROVAL OF THE MINUTES

Approval of the Minutes from the December 22, 2025 Operations Committee Meeting

IV. APPROVAL OF MOTIONS OF THE OPERATIONS COMMITTEE

•Motion A: To authorize the City through its Brokerage Manager, to enter into Amendment #4 to the Rail User Agreement with Amtrak to allow the temporary placement of a ticket kiosk machine on the first floor at New Haven Union Station.

•**Motion B: To authorize the City, through its Brokerage Manager, to enter into a Surrender Agreement with Metro-North Commuter Railroad Company to surrender certain portions of their leased space on the 4th floor of New Haven Union Station Building for other building and tenant needs.**

V. MONTHLY STATION AND PARKING MANAGER REPORTS

Present, Read and File

Agenda and Brokerage Manager Report
Operations, Occupancy, & Security
Finance and Variance
Capital Projects

VI. BROKERAGE MANAGER REPORT

Concession and Office Agreements

All existing sublease and concession agreements are currently on a month-to-month holdover

Greyhound

A letter amendment to the existing month-to-month agreement is in final draft awaiting email approvals

Avis

A letter amendment to the existing month-to-month agreement is in final draft awaiting email approvals

Design for 2nd floor relocation included in tenant improvements of #23-051 (Amendment 1)

Amtrak

Motion A on today's agenda is the addition of a Ticket Vending Machine kiosk

First meeting of Amtrak/CTDOT/City/NHPA occurred 1/29/2026

Second meeting scheduled for 2/19/2026 and rescheduled for 3/3/2026

PRIAA and how the common area expenses are reimbursed are critical to new full agreement

Amtrak surrender, relocation, and new lease is critical path to add new retail spaces in #23-051 and #26-009

Metro-North Railroad

Motion B on today's agenda is the Surrender Agreement for MNR and the related TASI data closet, USP Conference Room, and 4th floor bathrooms & corridors

New lease for 4th floor West will be next step

Rail-User Agreement / PRIAA / Common Area Maintenance Fees for Concourse Operations

Railroad Operators have contributed proportionate shares of certain building expenses (elevators, escalators, cleaning)

Metro-North, and Amtrak (Northeast Corridor and Valley Flyer) participate

Shoreline East and Hartford Line not yet participating (CTRail)

A meeting has been requested with CTrail between the City and NHPA to determine next step

Bureau of Education and Services for the Blind (BESB)

Design for new space in tunnel is in progress and part of #23-051 Amendment 1

A formal waiver on the remaining concessions and leasable retail spaces in progress

TASI

Surrender Agreement between MNR and USP is on today's agenda as final step in Lease process
Lease is in final draft awaiting email approvals to send
Next steps after lease signing will be approving tenant work (not yet submitted)

NHPA Lease – 2nd Floor East

Approved at 10/27/2025 meeting
Designs being finalized for submission to Operations Committee for review and approval
City/NHPA has prepared lease for CTDOT review and will resubmit after TASI is completed

VII. NEW / OLD BUSINESS

Operations Committee Membership

On behalf of the OC, we welcome Michael Looney on his appointment alongside Eric Bergeron as voting member of the Operations Committee on behalf of the CTDOT, with Craig Bordiere as the non-voting member

Information Boards

Request of the CTDOT for the Operations Committee to take on the task of replacing the information board for train times and potentially associated ground-mounted information screens
Design, Construction, and Governance to be discussed

Scope of Construction for New Retail

Conversation regarding demolition, roll-up gates, and fitting out of existing Amtrak tenant spaces
Conversation on design and construction of existing bathrooms

Information Desk

CTDOT requests additional scope spent on Information Desk before meeting with SHPO and design team to get formal approval from SHPO
NHPA requests direction from the Operations Committee

Table-Top Exercise

City of New Haven Office of Emergency Management's is scheduling Table Top Exercise for March 2026 with CTDOT, NHPA, NHPD, and Amtrak PD in support

VIII. EXECUTIVE SESSION

Not anticipated to be utilized

IX. ADJOURNMENT & CAMPUS TOUR (FOLLOWING)