



March 20, 2026

NOTICE OF MEETING

A Meeting of the New Haven Union Station Partnership Operations Committee for Union Station Transportation Center will be held on Monday, March 23, 2026 at 1:00 PM via Zoom teleconference and at Union Station Building, conference room on fourth floor west. The Agenda for this meeting is attached.



AGENDA
OPERATIONS COMMITTEE MEETING
MARCH 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
[+16469313860](tel:+16469313860), [86438864606](tel:+186438864606)#,*,*707488# US
[+19292056099](tel:+19292056099), [86438864606](tel:+186438864606)#,*,*707488# US

Find your local number: <https://us06web.zoom.us/j/86438864606>

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 March 13 Operations Committee Meeting

IV. APPROVAL OF MOTIONS OF THE OPERATIONS COMMITTEE

- Motion A: To Open a STIF Account for the Union Station Capital Reserves**

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 month-to-month agreement is finalized and awaiting email approval

Avis

A letter amendment to the month-to-month agreement is finalized and awaiting email approval
Design for 2nd floor relocation included in tenant improvements of #23-051 (Amendment 1) and meeting March 24th with Avis and design team to review and approve designs

Amtrak

A letter amendment to the Rail User Agreement is finalized and awaiting email approval
Amtrak submitted requests in anticipation of next tenant-needs meeting
PRIAA and common area expenses allocation are critical to new full agreement with Amtrak
Amtrak relocation is critical path to add new retail spaces in #23-051 and #26-009
Info Booth requires relocation of Amtrak server equipment from leased ticket area

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
Tunnel (3) and West end (w) expansion is approved and will be communicated to BESB
A formal waiver on the remaining concessions and leasable retail spaces in progress

TASI Lease and Construction – 4th Floor

An agreement is finalized and awaiting email approval
Next steps after lease signing will be approving tenant work
TASI has bid their tenant work and not yet submitted

NHPA Lease and Construction – 2nd Floor

Approved at 10/27/2025 meeting
Design for Construction and new Lease for NHPA to be submitted after TASI completed

Metro-North Railroad

A surrender agreement to the month-to-month lease is finalized and awaiting email approval
New agreements for MNR will be next step covering 4th floor West, ticket windows, and PD

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

Rail Operators contribute proportionate shares of building expenses (elevators, escalators, etc)
A meeting has been requested with CTrail, City, and NHPA to determine next steps

VII. NEW / OLD BUSINESS

Presentation of the Draft FY2027 Budget

NHPA to present first draft of budget and related schedules

Real Estate Brokerage – Marketing and Hiring

Comments needed for the Launch Plan marketing with Mascola

Hiring is ongoing with interviews scheduled for rest of March

Information Boards

Design team is preparing a proposal to renew the information boards in the station for future meeting discussion

Both big boards, ground mounted, and smaller wall-mounted display screens included

Enabling Project Phase 1 and 2

Whiting-Turner Construction Schedule for Phase 1 pending

Design consultant is preparing an Amendment for 1st Floor East and 2nd Floor West Bathrooms for future meeting approval

Elevators for Office Towers

Elevator consultant is preparing a scope for modernization of East and West elevators

Table-Top Exercise

City of New Haven Office of Emergency Management's is scheduling Tabletop Exercise for Wednesday March 25, 2026 with CTDOT, NHPA, NHPD, and Amtrak PD in support

VIII. EXECUTIVE SESSION

Not anticipated to be utilized

IX. ADJOURNMENT & CAMPUS TOUR (FOLLOWING)