

Minutes of Airport Commission April 19, 2017

Meeting Opened at 6:00pm

Meeting Adjourned at 6:20pm

Members Present

Russ Olson
William Gushue
Gary Correia
Adam Simmons
Jason Oliveira

Members Absent

Paul Barton
Carlos DaCunha

Airport Admin Staff

Scot Servis, Airport Manager
Joan Jones, Principal Clerk

Others Present

Eric Jaikes Chris Willenborg

1. Call to order. Acting Chairman, Jason Oliveira, opened the meeting at 6:05
2. Pledge of Allegiance.
3. Roll call was taken by the Acting Chairman and all commissioners were present except Commissioners Barton and DaCunha.
4. The members of the Airport Commission have received minutes of the previous meeting held on March 20, 2017. Request acceptance of those minutes, as recorded. Motion to accept minutes made by Commissioner Gushue and 2nd by Commissioner Olson. Motion carried.
5. Reports:
 - a. Manager's
 - i. Operations briefing - Landing fees are up; operations on par with last year; and flow flowage is down about 5% from last year
 - ii. Financial/Operations report – this report is attached
 - iii. Terminal Update – this is mostly complete – new roof is almost finished and stairs/deck will be built by DFFM for the trailers
 - iv. TSA update – TSA will be on site next Wednesday for a pre-inspection
 - v. 139 Update – we are still working with the FAA to complete documentation
 - vi. T Hangars- they have started their construction of the taxi lane tie inMotion made by Commissioner Gushue and 2nd by Commissioner Correia to accept manager report. Motion carried
 - b. Airport Solutions Group (written report included in package). Chris Willenborg present this evening to go over the ASG report dated 4/13/17. It was noted that the FAA and MassDot have not changed their minds regarding the runway width and the city cannot provide additional funding. Lastly there was a meeting with FAA this past Monday to go over the Airport Emergency Plan. Motion made by Commissioner Olson and 2nd by Commissioner Simmons to accept ASG report. Motion carried. Regarding the Runway 14/32 project width (City is not financially able to support additional funding), both the Mayor and Commission Chair would like to continue this project as

previously planned and requested a motion stating such. Said motion was made by Commissioner Correia and 2nd by Commissioner Simmons. Motion carried

c. Chairman Report – nothing to report

d. Committee Reports

i. Operations Committee - nothing to report

ii. Finance & Audit Committee – Commissioner Gushue reported that a meeting was held on April 12, 2017 to discuss counter space rental and the following motions were made and recommended to be brought to full commission:

Motion made by Commission Olson and 2nd by Commissioner Gushue to recommend to the full commission that the commission adopt the Airline Business and Operating Agreement; New Destination Rider for Scheduled Service and Amended Exhibit B to provide for TSA and non TSA charges. Motion to accept as recommended by Committee made by Commissioner Gushue and 2nd by Commissioner Simmons. Motion carried

Motion made by Commission Olson and 2nd by Commissioner Gushue to approve \$31.50 sf in year 1 and \$33.00 sf in year 2 for counter space for non TSA and a \$100.00 per flight for TSA for 1st year and \$105.00 in year 2 (both show 5% increase in year 2). For clarification it was noted that for Island Air and Elite Air the first year fee is waived (as noted in their incentive rider). Motion to accept as recommended by Committee made by Commissioner Correia and 2nd by Commissioner Gushue. Motion carried.

iii. Marketing & Planning Committee - nothing to report

iv. Special Events Committee - nothing to report

6. City Solicitor – monthly status report. Atty. Jaikes reported that the T Hangars have started their paving in a timely fashion

7. Old Business

8. New Business

a. May Meeting Date is SCHEDULED FOR MAY 17, 2017

9. Communications

10. Tabled Business

11. Adjournment. Motion to adjourn at 6:20 made by Commissioner Gushue and 2nd by Commissioner Simmons.

Respectfully submitted,

Joan Jones
New Bedford Regional Airport Commission