

TO: _____

AGENDA
OFFICE OF THE MANAGER
NEW BEDFORD REGIONAL AIRPORT
NEW BEDFORD, MA

LATE FILE

This is to inform you that there will be a **REGULAR MEETING** of the New Bedford Regional Airport Commission to be held on **Wednesday, February 21, 2018 at 6:00pm** in the classroom located in the **Bridgewater State University Aviation Training Center** at the New Bedford Regional Airport. The address for the facility is 1852 Shawmut Avenue, New Bedford MA. The class room can be reached by entering the building through the front door (facing Shawmut Ave.), then following the hallway to the right, through the glass door, then following the hallway across the open bay area. A right at the end of this hallway leads to the classroom.

"In accordance with the Americans with Disabilities Act (ADA), if any accommodations are needed, please contact **Paul Barton, Chairman NBRAC at 508-991-6161**. Requests should be made as soon as possible but at least **48 hours** prior to the scheduled meeting."

1. Call to order.
2. Pledge of Allegiance.
3. Roll call will be taken by the Chairman.
4. The members of the Airport Commission have received minutes of the previous meeting held on January 17, 2018. Request acceptance of those minutes, as recorded.
5. Motion made by Commissioner DaCunha " To Amend a Commission vote taken at the meeting held on October 25, 2017 to adopt the minutes of the Commission meeting held on August 16, 2017, as follows: The Chair of the Commission meeting held on August 16, 2017 asked during the dialog that the following specific information provided by Manager Servis be entered into the record because its details had not been previously reported to the Commission: Manager Servis reported that there had been about \$289,000 spent to date relative to the FAA 139 Certification process and provided a breakdown of major cost items associated therewith. Then, Manager Servis indicated that those costs were paid for with \$256,000 of funding from the Airport's Reserve Fund and \$32,000 from the Airport's operating budget."

6. Reports:

a. Manager's

- i. Operations briefing
- ii. Financial/Operations report
- iii. Elite update
- iv. Winter Storm 1/31/18
- v. Change in personnel
- vi. Island Shuttle update
- vii. Proposed changes to (2) Incentive Programs offered to Island Shuttle and Elite Airways and how the licenses, leases and operating agreements will apply

b. Chairman Report

- i. Request an additional part time position to help eliminate overtime costs and help perform the additional duties now required by the FAA 139 certification
- ii. Request \$25,000 for marketing the airport, We need this to help offset the lost marketing revenue from the decline of acceptance of the Myrtle Beach Route.
- iii. Meeting with Mayor Mitchell to discuss the possibility of hiring someone to help us put together a business plan for the future of the regional airport

c. Committee Reports

CITY CLERK
 2018 FEB 20 P 3:15 PM
 CITY CLERK'S OFFICE
 NEW BEDFORD, MA

- i. Operations Committee
- ii. Finance & Audit Committee
- iii. Marketing & Planning Committee
- iv. Special Events Committee

d. Airport Solutions Group (written report included in package)

7. City Solicitor – monthly status report –
8. Old Business
9. New Business
 - a. March meeting date is **SCHEDULED FOR March 21, 2018 at 6:00**
10. Communications
11. Tabled Business
12. Executive session to consider the creation of a policy relative to collection of rent arrearages and options relative to recoupment of back rent owed to the airport
13. Adjournment