

WESTFIELD AIRPORT COMMISSION

Thursday, April 8th, 2010 – 7:00PM

Airport Administration Building Conference Room
110 Airport Road
Westfield, MA 01085

AGENDA

- I. Approve Regular Meeting Minutes and Executive Session Minutes of the March 11th, 2010 Meeting
- II. Public Participation
 - A. Don Humason – Aircraft State Tax Issue
 - B. Mike Kane – 5 Star Hangar Proposal
- III. Capital Improvement Program
 - A. Gale Associate's Monthly Report
- IV. Airport Activities
 - A. Cersosimo Lumber Land Appraisal
 - B. Driving School Commences
 - C. Rent for Motorcycle Training
 - D. Hangar 3 Assignment
 - E. Mr. Phillips Property
 - F. ANG and Taxiway Sierra
- V. Activity and Fiscal Reports
 - A. Review Air Traffic, Revenue and Expense Reports (Mar 2010)
 - B. Budget Approval
- VII. Anything That Can Properly Come Before This Body
- VIII. Executive Session
 - A. Paul B'Shara

**WESTFIELD AIRPORT COMMISSION
WESTFIELD-BARNES AIRPORT
WESTFIELD, MA 01085
MINUTES**

COMMISSION

*Gary M. Francis, Chairman
Donna G. Vella
Joseph B. Mitchell*

The regular meeting of the Westfield Airport Commission of Thursday, April 8th, 2010 was held in Airport Administration Building Conference Room, Westfield, MA. Commissioner Francis called the meeting to order at 7:00PM.

ATTENDANCE:

Commissioner Vella	Airport Manager Brian Barnes
Commissioner Francis	See Attached Sign-in Sheet
Commissioner Mitchell	

PUBLIC PARTICIPATION:

A. Representative Don Humason visited the Commission to summarize the Aviation Caucus's efforts to insure the aviation tax on aircraft sales remained repealed. He said that if the language in the House Bill did not support the return of the tax, it would almost certainly be defeated. If the language was there, than he felt the Senate would not support it and the amendment would be defeated. He will provide an update on Wednesday, April 14th as to the status of the tax.

CAPITAL IMPROVEMENT PROJECTS:

A. Mr. Owen Silbaugh of Gale Associates reviewed the airport's construction priorities.

AIRPORT ACTIVITIES:

- A. The airport manager briefed the commission on the Cersosimo land acquisition appraisal. The appraisal amount was \$600,000 and the airport will continue to work with Cersosimo officials in an effort to purchase the land sometime this summer. Gale Associates will provide administration and engineering services for the project.
- B. The commission was briefed on the upcoming driver and motorcycle driver training courses that were being conducted on Sierra Taxiway this summer.
- C. The airport manager proposed that the airport charge the Pioneer Valley Rider Training School for their use of Sierra and draw up a rental contract like the one utilized with Driven "Driving Academy". The commission was in favor and the manager agreed to coordinate with PVRT Inc. and present a contract for signature.
- D. The airport manager briefed the commission on the finalized hangar 3 lease assignment.

- E. He ANG has expressed an interest in renovating Taxiway Sierra for upcoming inspections and transient military operations in the future. The airport, Gale Associates, FAA, MassDOT and the Air National Guard will meet to study the feasibility of this proposal, brief the commission on their findings and make any proposals if required. Airport manager is the POC.

REPORTS:

- A. The airport manager and the commissioners reviewed the activity and fiscal reports. There was nothing remarkable to report.

ANYTHING THAT CAN PROPERLY COME BEFORE THIS BODY: N/A

EXECUTIVE SESSION

Commissioner Vella motioned to enter into Executive Session at 8:00 PM to address the Runway Restaurant Lease and operating stipulations, seconded by Commissioner Mitchell, so voted 3/0. Paul B'Shara was present to discuss his issues and concerns.

Commissioner Vella motioned to adjourn from Executive Session at 9:00 PM, seconded by Commissioner Mitchell, so voted 3/0.

There being no other business to come before the Commission, Commissioner Francis motioned to adjourn the meeting, seconded by Commissioner Vella, so voted 3/0.

Commissioner Francis adjourned the meeting at 9:04 PM.

Respectfully submitted,

// SIGNED //

Brian P. Barnes, Airport Manager
Barnes Westfield Airport Commission
Management Office
(413) 572-6275 (413) 572-6296 Fax
E-mail: barnesairport@mail.ci.westfield.ma.us

Approved:

// SIGNED //

Gary Francis, Chairman
Westfield Barnes Airport Commission

Statement of Income
April 2010

	Monthly			YTD FY 2010		
	Actual	Estimate	+/-	Actual	Estimate	+/-
Access Fees	\$ 1,829.55	\$ 1,829.55	\$ -	\$ 18,295.50	\$ 18,295.50	\$ -
General Dynamics	\$ 1,829.55	\$ 1,829.55	\$ -	\$ 18,295.50	\$ 18,295.50	\$ -
DLS, LLC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Agricultural Rent	\$ 300.00	\$ 875.00	\$ (575.00)	\$ 625.00	\$ 875.00	\$ (250.00)
	\$ 300.00			\$ 300.00	\$ -	
Commercial Land Rental	\$ 7,443.79	\$ 7,804.76	\$ (360.97)	\$ 88,808.78	\$ 88,127.54	\$ 681.24
AirFlyte, Inc.	\$ 2,528.67	\$ 2,528.67	\$ -	\$ 25,286.70	\$ 25,286.70	\$ -
Bill Boards	\$ 1,750.00	\$ 1,750.00	\$ -	\$ 17,500.00	\$ 17,500.00	\$ -
Driven/Training School	\$ -	\$ -	\$ -	\$ 900.00	\$ -	\$ 900.00
Five Star	\$ 1,384.26	\$ 1,384.26	\$ -	\$ 13,842.60	\$ 13,842.60	\$ -
Gonet Hangars	\$ 986.00	\$ 986.00	\$ -	\$ 9,860.00	\$ 9,860.00	\$ -
Hexagon hangars	\$ -	\$ -	\$ -	\$ 2,685.54	\$ 2,685.54	\$ -
Hoover hangars #18	\$ -	\$ -	\$ -	\$ 4,294.40	\$ 4,294.40	\$ -
Labries, James	\$ 35.00	\$ 35.00	\$ (35.00)	\$ 350.00	\$ 350.00	\$ -
Phillips Enterprises	\$ 325.97	\$ 325.97	\$ (325.97)	\$ 2,933.73	\$ 3,259.70	\$ (325.97)
PVMT (Museum)	\$ -	\$ -	\$ -	\$ 100.00	\$ 100.00	\$ -
Tatham Hill Development	\$ 794.86	\$ 794.86	\$ -	\$ 7,948.60	\$ 7,948.60	\$ -
Whip City Race Track	\$ -	\$ -	\$ -	\$ 2,000.00	\$ 2,000.00	\$ -
Use Rent (Spectator)	\$ -	\$ -	\$ -	\$ 1,107.21	\$ 1,000.00	\$ 107.21
				\$ -	\$ -	
Fuel Flowage Fees	\$ 4,300.08	\$ 5,125.00	\$ (824.92)	\$ 50,395.96	\$ 51,250.00	\$ (854.04)
AirFlyte Inc.	\$ 1,460.00	\$ 2,000.00	\$ (540.00)	\$ 16,442.72	\$ 20,000.00	\$ (3,557.28)
Five Star Jet Center	\$ 2,240.00	\$ 2,000.00	\$ 240.00	\$ 23,000.00	\$ 20,000.00	\$ 3,000.00
General Dynamics	\$ 600.08	\$ 1,125.00	\$ (524.92)	\$ 10,953.24	\$ 11,250.00	\$ (296.76)
				\$ -	\$ -	
Hangar Rentals	\$ 7,797.00	\$ 7,107.00	\$ 690.00	\$ 71,586.00	\$ 69,249.00	\$ 2,337.00
Hangar 1	\$ 1,200.00	\$ 1,200.00	\$ -	\$ 12,000.00	\$ 12,000.00	\$ -
Hangar 2	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 15,000.00	\$ 15,000.00	\$ -
Hangar 3	\$ 2,107.00	\$ 2,107.00	\$ -	\$ 21,356.00	\$ 19,249.00	\$ 2,107.00
South T-Hangars	\$ 2,990.00	\$ 2,300.00	\$ 690.00	\$ 23,230.00	\$ 23,000.00	\$ 230.00
				\$ -	\$ -	
Joint Use Fees	\$ 47,702.00	\$ -	\$ 47,702.00	\$ 143,904.00	\$ 107,928.00	\$ 35,976.00
Air National Guard	\$ 24,250.00	\$ 0.00	\$ 24,250.00	\$ 97,000.00	\$ 72,750.00	\$ 24,250.00
Army National Guard	\$ 23,452.00	\$ 0.00	\$ 23,452.00	\$ 46,904.00	\$ 35,178.00	\$ 11,726.00
				\$ -	\$ -	
Municipal Building Rent	\$ 2,561.42	\$ 2,561.42	\$ -	\$ 26,314.20	\$ 25,614.20	\$ 700.00
Ad Up Company	\$ 282.75	\$ 282.75	\$ -	\$ 2,827.50	\$ 2,827.50	\$ -
AirFlyte, Inc.	\$ 1,090.25	\$ 1,090.25	\$ -	\$ 10,902.50	\$ 10,902.50	\$ -
Enterprise Rent A Car	\$ 465.84	\$ 465.84	\$ -	\$ 4,658.40	\$ 4,658.40	\$ -
Green, Bruce	\$ 179.83	\$ 179.83	\$ -	\$ 1,798.30	\$ 1,798.30	\$ -
Keenan, Joseph	\$ 542.75	\$ 542.75	\$ -	\$ 5,427.50	\$ 5,427.50	\$ -
Conference Room	\$ 0.00	\$ 0.00	\$ -	\$ 700.00	\$ -	\$ 700.00
Miscellaneous	\$ 50.00	\$ 50.00	\$ -	\$ 50.00	\$ 50.00	\$ -
Operational Fees	\$ 3,137.00	\$ 3,200.00	\$ (63.00)	\$ 35,373.00	\$ 32,000.00	\$ 3,373.00
Parking Fees	\$ 60.00	\$ 200.00	\$ (140.00)	\$ 1,400.00	\$ 1,800.00	\$ (400.00)
Tie Down Fees	\$ 32.00	\$ 123.64	\$ (91.64)	\$ 920.76	\$ 1,236.40	\$ (315.64)
Totals	\$ 75,212.84	\$ 28,826.37	\$ 46,386.47	\$ 437,673.20	\$ 397,250.64	\$ 40,422.56
Cost To City YTD	\$ 65,326.80					