

**WESTFIELD AIRPORT COMMISSION**

Thursday, May 13th, 2010 – 7:00PM

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

**AGENDA**

- I. Approve Minutes of the April 5th, 2010 Special Meeting and the April 8<sup>th</sup>, 2010 Regular Meeting.
- II. Public Participation
- III. Capital Improvement Program
  - A. Gale Associate's Monthly Report
- IV. Airport Activities
  - A. Driving School Contract
  - B. Rent for Motorcycle Training
  - C. ANG / Sierra / Runway 2-20
  - D. Whip City Lease
- V. Activity and Fiscal Reports
  - A. Review Air Traffic, Revenue and Expense Reports (Apr 2010)
- VII. Anything That Can Properly Come Before This Body
- VIII. Executive Session

**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, May 13<sup>th</sup>, 2010 was held in Airport Administration Building Conference Room, Westfield, MA. Commissioner Francis called the meeting to order at 7:03PM.

**ATTENDANCE:**

Commissioner Francis  
Commissioner Mitchell

Airport Manager Brian Barnes  
See Attached Sign-in Sheet

**PUBLIC PARTICIPATION:**

- A. There was no public participation

**CAPITAL IMPROVEMENT PROJECTS:**

- A. Mr. Arnie Stymest represented Gale Associates and updated the commission on the status of all airport projects.

**AIRPORT ACTIVITIES:**

- A. The Commission signed the Driven contract.
- B. The Commission agreed on a rental fee of \$300.00 per weekend event for The Pioneer Valley Rider Training School. The Airport manager will coordinate and finalize the agreement and submit the papers for the commission's signature next meeting if possible.
- C. The manager briefed the commission on the June 7<sup>th</sup> Meeting between the 104<sup>th</sup> FW, FAA, MassDOT and Congressman Olver's office. The subject is the reconstruction of runway 2/20.

**REPORTS:**

- A. The airport manager and the commissioners reviewed the activity and fiscal reports. The airport anticipates making a profit this year for the second year in a row.

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

## EXECUTIVE SESSION

Commissioner Francis motioned to enter into Executive Session at 7:30 PM to address the Whip City Lease, seconded by Commissioner Mitchell, so voted 2/0.

Commissioner Francis motioned to adjourn from Executive Session at 7:45 PM, seconded by Commissioner Mitchell, so voted 2/0.

There being no other business to come before the Commission, Commissioner Francis motioned to adjourn the meeting, seconded by Commissioner Mitchell, so voted 2/0.

Commissioner Francis adjourned the meeting at 7:48 PM.

Respectfully submitted,

// SIGNED //

Brian P. Barnes, Airport Manager  
Barnes Westfield Airport Commission  
Management Office  
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E-mail: [barnesairport@mail.ci.westfield.ma.us](mailto:barnesairport@mail.ci.westfield.ma.us)

Approved:

// SIGNED //

Gary Francis, Chairman  
Westfield Barnes Airport Commission

**Statement Of Income**  
**May 2010**

	Monthly			YTD FY 2010		
	Actual	Estimate	+/-	Actual	Estimate	+/-
<b>Access Fees</b>	\$ 2,684.55	\$2,684.55	\$ -	\$ 20,980.05	\$ 20,980.05	\$ -
General Dynamics	\$ 1,829.55	\$1,829.55	\$ -	\$ 20,125.05	\$ 20,125.05	\$ -
DLS, LLC	\$ 855.00	\$ 855.00	\$ -	\$ 855.00	\$ 855.00	\$ -
				\$ -	\$ -	
<b>Agricultural Rent</b>	\$ 250.00	\$ 250.00	\$ -	\$ 875.00	\$ 875.00	\$ -
				\$ 300.00	\$ -	
<b>Commercial Land Rental</b>	\$ 8,630.73	\$ 8,304.76	\$ 325.97	\$ 97,439.51	\$ 96,432.30	\$ 1,007.21
AirFlyte, Inc.	\$ 2,528.67	\$2,528.67	\$ -	\$ 27,815.37	\$ 27,815.37	\$ -
Bill Boards	\$1,750.00	\$1,750.00	\$ -	\$ 19,250.00	\$ 19,250.00	\$ -
Driven/Training School		\$ -	\$ -	\$ 900.00	\$ -	\$ 900.00
Five Star	\$ 1,384.26	\$ 1,384.26	\$ -	\$ 15,226.86	\$ 15,226.86	\$ -
Gonet Hangars	\$ 986.00	\$ 986.00	\$ -	\$ 10,846.00	\$ 10,846.00	\$ -
Hexagon hangars		\$ -	\$ -	\$ 2,685.54	\$ 2,685.54	\$ -
Hoover hangars #18		\$ -	\$ -	\$ 4,294.40	\$ 4,294.40	\$ -
Labries, James	\$ 35.00	\$ 35.00	\$ -	\$ 385.00	\$ 385.00	\$ -
Phillips Enterprises	\$ 651.94	\$ 325.97	\$ 325.97	\$ 3,585.67	\$ 3,585.67	\$ -
PVMT (Museum)		\$ -	\$ -	\$ 100.00	\$ 100.00	\$ -
Tatham Hill Dvelopment	\$ 794.86	\$ 794.86	\$ -	\$ 8,743.46	\$ 8,743.46	\$ -
Whip City Race Track	\$ 500.00	\$ 500.00	\$ -	\$ 2,500.00	\$ 2,500.00	\$ -
Use Rent (Spectator)		\$ -	\$ -	\$ 1,107.21	\$ 1,000.00	\$ 107.21
				\$ -	\$ -	
<b>Fuel Flowage Fees</b>	\$ 5,428.35	\$ 5,125.00	\$ 303.35	\$ 55,824.31	\$ 56,375.00	\$ (550.69)
AirFlyte Inc.	\$ 1,988.50	\$2,000.00	\$ (11.50)	\$ 18,431.22	\$ 22,000.00	\$ (3,568.78)
Five Star Jet Center	\$ 2,240.00	\$2,000.00	\$ 240.00	\$ 25,240.00	\$ 22,000.00	\$ 3,240.00
General Dynamics	\$ 1,199.85	\$1,125.00	\$ 74.85	\$ 12,153.09	\$ 12,375.00	\$ (221.91)
				\$ -	\$ -	
<b>Hangar Rentals</b>	\$ 6,647.00	\$ 7,107.00	\$ (460.00)	\$ 78,233.00	\$ 76,356.00	\$ 1,877.00
Hangar 1	\$ 1,200.00	\$1,200.00	\$ -	\$ 13,200.00	\$ 13,200.00	\$ -
Hangar 2	\$ 1,500.00	\$1,500.00	\$ -	\$ 16,500.00	\$ 16,500.00	\$ -
Hangar 3	\$ 2,107.00	\$2,107.00	\$ -	\$ 23,463.00	\$ 21,356.00	\$ 2,107.00
South T-Hangars	\$ 1,840.00	\$2,300.00	\$ (460.00)	\$ 25,070.00	\$ 25,300.00	\$ (230.00)
				\$ -	\$ -	
<b>Joint Use Fees</b>	\$ -	\$ -	\$ -	\$ 143,904.00	\$ 107,928.00	\$ 35,976.00
Air National Guard		\$0.00	\$ -	\$ 97,000.00	\$ 72,750.00	\$ 24,250.00
Army National Guard		\$0.00	\$ -	\$ 46,904.00	\$ 35,178.00	\$ 11,726.00
				\$ -	\$ -	
<b>Municipal Building Rent</b>	\$ 2,561.42	\$ 2,561.42	\$ -	\$ 28,875.62	\$ 28,175.62	\$ 700.00
Ad Up Company	\$ 282.75	\$282.75	\$ -	\$ 3,110.25	\$ 3,110.25	\$ -
AirFlyte, Inc.	\$1,090.25	\$1,090.25	\$ -	\$ 11,992.75	\$ 11,992.75	\$ -
Enterprise Rent A Car	\$465.84	\$465.84	\$ -	\$ 5,124.24	\$ 5,124.24	\$ -
Green, Bruce	\$179.83	\$179.83	\$ -	\$ 1,978.13	\$ 1,978.13	\$ -
Keenan, Joseph	\$542.75	\$542.75	\$ -	\$ 5,970.25	\$ 5,970.25	\$ -
Conference Room		\$0.00	\$ -	\$ 700.00	\$ -	\$ 700.00
Miscellaneous		\$50.00	\$ -	\$ 50.00	\$ 100.00	\$ -
<b>Operational Fees</b>	\$ 3,848.00	\$3,200.00	\$ 648.00	\$ 39,221.00	\$ 35,200.00	\$ 4,021.00
<b>Parking Fees</b>	\$ 115.00	\$200.00	\$ (85.00)	\$ 1,515.00	\$ 2,000.00	\$ (485.00)
<b>Tie Down Fees</b>	\$ 71.28	\$123.64	\$ (52.36)	\$ 992.04	\$ 1,360.04	\$ (368.00)
<b>Totals</b>	\$ 30,236.33	\$ 29,556.37	\$ 679.96	\$ 467,909.53	\$ 426,807.01	\$ 41,102.52

Cost To City \$ 35,090.47  
YTD