
Minutes of Airport Commission Meeting of November 17, 2021

Meeting Opened at 6:07pm

Meeting Adjourned at 6:37

Members Present

Gary Correia
Paula Popeo
Matt Provencher
Catherine Kramer

Members Absent

Carlos DaCunha
Russ Olson

Airport Admin Sta

Scot Servis, Airport Manager
Michael Crane, Asst. Manager
Joan Jones, Principal Clerk

Others Present

Leon Shabbott

1. Call to order. Meeting was called to order at 6:07 by vice chair
2. Pledge of allegiance
3. Roll call was taken by the vice chair and all commissioners were present except Commissioners DaCunha and Olson. Manager read a letter from Atty. Jaikes explaining his absence tonight due to a scheduling conflict and noted that Atty. Jaikes has shared his opinion on legal matters with him that may arise this evening.
4. The members of the Airport Commission have received minutes of the previous meeting held on October 20, 2021. Request acceptance of those minutes, as recorded. Motion to accept minutes made by Commissioner Provencher and 2nd by Commissioner Kramer. All in favor and motion carried
5. Reports:
 - a. Manager's
 - i. Operations briefing – doing fairly well but power was lost for 4 days
 - ii. Financial/Operations report in package – doing very well regarding revenue with fuel flowage, operations, enplanements and parking up from last year at this time. Furthermore, landings and jet operations are going well
 - iii. Set up committee to update leasing policy -After Thanksgiving but before our next meeting, we need to set up a finance meeting to discuss leases and set up a meeting as whole to discuss our leasing policy
 - iv. Airport HVAC system – Peirce Refrigeration could not work with us this year on our time frame so we hired another firm that worked with us previously. A lot of problems were discovered at this time and it will be a significant hit to our 200 account to resolve these issues.
 - v. Airport machinery - We are also having problems with maintaining our vehicles as the city yard is short 3 mechanics, so we are forced to go to 3rd party vendors and having to pay for tow trucks to get equipment repaired, thus increasing our costs
 - vi. Other items as necessary – we will be getting another CARES ACT covid grant of \$59,000 and we should receive it in the next few months. Hopefully we can use some of that money to offset expenses. It was noted that state money could be forthcoming
 - b. Asst Manager report
 - i. Covid-19 testing requirements – Effective 11/15, the city is requiring all employees to be vaccinated or submit to weekly testing

ii. N714LK update – this was the aircraft that crashed in the rural cemetery in 2019. We received a 2021 update from the National Transportation Safety Board that stated it was not mechanically connected and likely caused due to a medical related issue. There is not final report at this time

iii. Nor’easter damage – on October 27 we experienced the “Nor’easter Bomb Cyclone”, beginning with a 2am call from tech ops telling of a power outage at EWB. Mr. Crane did come in to do an inspection to deal with lighting issues this outage caused. Asst. manager found at BSU, that one of their Cessna aircraft was flipped over on its back and owner was notified. At 6am, Asst. manager received a call from the New Bedford Police notifying him of aircraft on Airport Rd. Upon arrival, he found another Cessna BSU aircraft that had broken loose from its tie down and got carried over the fence and landed in the road. This aircraft was very lite because it had no engine. A news media response ensued regarding both aircraft and were addressed by asst. manager. We also experienced fence damage at BSU and on the north side of airport, along being on generator power for 2 days due to storm. Emergency Management has been informed of damage. Commissioner Popeo asked if the aircraft damage falls on the airport and was informed that no it does not. Management had sent out notifications to all aircraft users to tighten down aircraft or place in hangars

iv. MAMA Conference – 10/24-10/26 Manager, asst. manager and Commissioner Popeo attended. It was a fantastic conference with a lot of great sessions/insights and industry updates!

c. Chairman Report. Vice chair noted that anyone wanting a covid shot can get it at the Cape Verdean Hall this Saturday from 12-3

d. Committee Reports

i. Business Plan committee – nothing to report

ii. Finance Committee – nothing to report

e. Airport Solutions Group (written report included in package) Manager went over report dated 11/15

6. City Solicitor – monthly status report – no report

7. Old Business –

i. Leon Shabbott update – Mr. Shabbott provided update

ii. Josefek update – not present

iii. Vulgaris update – Mr. Vulgaris has hired outside counsel, and he is waiting for appraisal

8. New Business – none

9. Communications- none

10. Tabled Business - none

11. Executive session- Manager is requesting an executive session for our December meeting to discuss reversion clause for T hangar and Airport Grill arrearage

12. Adjournment – Motion to adjourn at 6:37 made by Commissioner Popeo and 2nd by Commissioner Kramer. All in favor and motion carried.

Respectfully submitted,

Joan Jones

New Bedford Regional Airport

