
Minutes of Airport Commission Meeting of May 31, 2022
Meeting Opened at 6:30pm Meeting Adjourned at 7:30pm

Members Present

Matthew Provencher
Catherine Kramer
Russ Olson
Carlos DaCunha
Gary Correia

Members Absent

Joe Lopes

Airport Admin Staff

Michael Crane, Asst. Airport Manager
Joan Jones, Project Administrator

Others Present

Owen Murphy Leon Shabbott
Steve Reiland

1. Pledge of allegiance
2. Roll call was taken by the Chairperson and all commissioners were present except for Commissioner Lopes
3. The members of the Airport Commission have received minutes of the previous meeting held on April 20, 2022, Request acceptance of those minutes, as recorded. Motion made by Commissioner Provencher and 2nd by Commissioner Kramer. All in favor and motion carried.

At this point item D #3 was taken out of order (finance subcommittee meeting)

4. Reports:

- a. Manager: on vacation
- b. Assistant Manager report
 - i. Finance report – data was not provided this evening but will be forthcoming
 - ii. Operations report – data was not provided this evening but will be forthcoming
 - iii. Letter to A-1 Asphalt cancelling access agreement – this issue has been resolved
 - iv. Late fee update – Airport Grill and Noreast are now paid in full, however Union Auto and SE Fire are still behind and a late fee will be applied
 - v. Airport Improvement Plan update – this item has been referred to Steve Reiland, to be covered in ASG report
 - vi. Noreast Renewal letter- they are now current and management suggests waiving restriction and accept 5year option. Motion to waive restriction made by Commissioner Olson and 2nd by Commissioner Kramer. All in favor and motion carried
 - vii. BSU update – the temp hangar has been amended by BSU for a more permanent structure of 100sf X 110sf, with electricity, water and heat. Management is working with them
 - viii. Part 139 Inspection Date – this has been delayed until sometime in the fall. Management is also looking to inspect the ARFF vehicle with a testing solution
 - ix. MassDOT Runway Painting update- they will be on site Aug 8-14 and they are covering 100% of the cost. Management with work with air traffic control and tenants to ensure a smooth operation from start to finish
 - x. Transient Gate - Green Acres will install this gate and cost is 100% funded through state grant.

xi. New Tractor – we have received our newest tractor, which was funded 80% with a 20% share and this tractor can be utilized year-round as it is equipped with climate control cabin with a mow deck attachment for the back and a snow blower attachment for the front. This will replace the 1980's unit we have that is constantly breaking down

xii. Grille Collaboration – management has collaborated with the Grill to promote a larger social media presence with incentive to win a \$50.00 Airport Grill gift certificate

xiii. Southern Update – they will be suspending service here as of June 15 and going to Hyannis but their goal is to return here at some point in the fall. Management inquired as to why and they were told because Cape Air has reduced Hyannis service due to a pilot shortage. Southern planes have been going out mostly full daily and enplanements have been growing month after month. Chair said this is disheartening and that management is working on this, however they see an opportunity to take advantage of gaining flights from a competitor in Hyannis. Assistant manager noted that as of June 20 we will gain flights from Cape Air for the Vineyard with their summer schedule

xiv. DCR -they received complaints about water dumping in wetlands. After investigation, it was found this was the results of dewatering associated with the apron construction project, therefore this issue has been concluded

xv. BCRCC Display – this club has donated 2 model aircraft, which are prominently displayed here in this room. Management is happy to have them as an airport partner

xvi. ASG Mapping – will be mapping portions of Airport Rd. and approach of runway 5 via drone in coordination with FAA entities (weather permitting) for upcoming projects

xvii. Runway 5 Flagging – this has been completed

xviii. Staffing levels still remain low. Our senior tech resigned due to personal reasons and another member was terminated last month. There has also been a low turnout on applications received

xix. DFFM is still trying to get work scheduled to install equipment on our marsh master – they have the parts but not the personnel

c. Chairperson's Report – We do have a new commissioner, by the name of Ramon Silva that we will meet in June. Mr. Silva is a long-time employee with the New Bedford Economic Development Council

d. Committee Reports -

i. Business Plan committee

ii. Leasing committee– meeting held on 5/4/22 – Subcommittee further discussed earlier this evening, updates and revisions regarding the leasing policy and recommended that the full commission approve document as drafted. A brief discussion ensued as of whether we should move forward to approve tonight or follow other avenues first. After discussion, a motion was made by Commissioner Olson and 2nd by Commissioner Provencher to approve leasing policy as modified and approved in leasing subcommittee meeting of 5/31/22. Roll call taken and all in favor. Motion carried

iii. Finance committee – meeting held on 5/18/22 – This meeting modified the Vulgaris lease as follows: (A) extend lease from 13 years remaining to an additional 27 years making the total 40 years (B) rent for the 13 years is in place within document, beginning year 14, yearly payments will change to \$36,000 and be modified every 5 years by CIP (2035 to 2040= \$36,000 and 2040 to 2045 = \$40,000 then adjusted by CIP to 2060. (C) assignment of lease is 5% of sale price (D) any further extending of lease or renewal, etc, shall be determined by the leasing policy in effect at that time. Subcommittee had recommended approval to full commission. Motion to approve subcommittee recommendation made by Commissioner Olson and 2nd by Commissioner Provencher. All in favor and motion carried. Chair noted that this is contingent on the buyer for the asset and said buyer, Patriot State Storage, has already been screened. Chair provided additional information on buyer. Atty. George Leontire, representing Mr. Vulgaris, spoke about this being an acquisition of the membership and that there is no prohibition in lease, it is a sale of the membership interest so Margaret Vulgaris will be released from lease as guarantee. Chair noted that personal guarantee had been previously discussed and approved and attorneys would have to figure out the details at the appropriate time

of transfer. Motion was made by Commissioner Olson and 2nd by Commissioner Provencher to approve Patriot State Storage, LLC as buyer of Airport Mini Storage LLC. All in favor and motion carried. Chair noted steps going forward

e. Airport Solutions Group (written report included in package). Steve Reisland went over the ASG report as submitted earlier

5. Old Business -

- i. Noreast lease amendment – already covered this evening
- ii. Leon Shabbott's project update – Mr. Shabbott passed out handouts and provided update
- iii. Josefek' project update – still waiting for finalization of leasing policy before moving forward with his project

6. New Business

7. Communications

8. Tabled Business

9. Executive session as needed

10. Adjournment. Motion to adjourn at 7:30 made by Commissioner Olson and 2nd by Commissioner Provencher.

Respectfully submitted,

Joan Jones
New Bedford Regional Airport