

**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, June 10<sup>th</sup>, 2010 was held in Airport Administration Building Conference Room, Westfield, MA. Commissioner Francis called the meeting to order at 7:00PM.

**ATTENDANCE:**

Commissioner Francis  
Commissioner Vella  
Commissioner Mitchell

Airport Manager Brian Barnes  
See Attached Sign-in Sheet

**PUBLIC PARTICIPATION:**

- A. None.

**CAPITAL IMPROVEMENT PROJECTS:**

- A. The airport manager summarized remaining projects for this year and next.

**AIRPORT ACTIVITIES:**

- A. The commission signed the Pioneer Valley Rider Training Agreement.
- B. The manager briefed the commission on the outcome of the June 7<sup>th</sup> meeting between the 104<sup>th</sup> FW, FAA, MassDOT and Congressman Olver's office. All parties agreed this was a vital project but stated that money would play a big factor. FAA, MassDOT, ANG and the airport are looking into ways to do this in a cost effective manner. Gale Associates will validate the required runway area to update how much runway the FAA will be responsible for. After that we can determine the cost to be absorbed by the ANG/USAF.
- C. The airport manager presented Paul Dion's parking and fencing proposal for hangar three. The commission voted in favor 3/0 to allow him to proceed. Mr. Dion will pay for all construction and build in accordance with all city regulations and directives. Any associated building fees and permits will be the responsibility of Mr. Dion.
- D. The city will be installing an ATM machine in the airport lobby. There were no objections from the commission.
- E. The commission voted 3/0 authorizing the airport manager to sign all contracts on behalf of the airport commission except for federal and state grants. The commission signed the contract authorization form for the purchasing and law departments.

**REPORTS:**

- A. The airport manager and the commissioners reviewed the activity and fiscal reports. There was nothing remarkable to note except that the airport was close to making a profit for the second straight year.

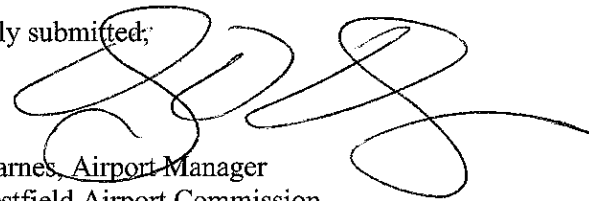
**ANYTHING THAT CAN PROPERLY COME BEFORE THIS BODY: N/A**

**EXECUTIVE SESSION: N/A**

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

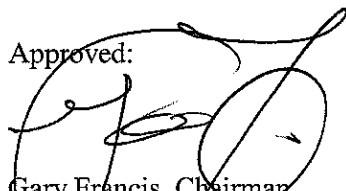
Commissioner Francis adjourned the meeting at 7:48 PM.

Respectfully submitted;



Brian P. Barnes, Airport Manager  
Barnes Westfield Airport Commission  
Management Office  
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Approved:



Gary Francis, Chairman  
Westfield Barnes Airport Commission

# Statement of Income

## June 2010

	Monthly			YTD FY 2010		
	Actual	Estimate	+/-	Actual	Estimate	+/-
<b>Access Fees</b>	\$ 1,829.55	\$1,829.55	\$ -	\$ 22,809.60	\$ 22,809.60	\$ -
General Dynamics	\$ 1,829.55	\$1,829.55	\$ -	\$ 21,954.60	\$ 21,954.60	\$ -
DLS, LLC	\$ -	\$ -	\$ -	\$ 855.00	\$ 855.00	\$ -
	\$ -			\$ -	\$ -	
<b>Agricultural Rent</b>	\$ -	\$ -	\$ -	\$ 875.00	\$ 875.00	\$ -
				\$ 300.00	\$ -	
<b>Commercial Land Rental</b>	\$ 9,304.94	\$ 8,804.76	\$ 500.18	\$ 106,744.45	\$ 105,237.06	\$ 1,507.39
AirFlyte, Inc.	\$ 2,528.67	\$2,528.67	\$ -	\$ 30,344.04	\$ 30,344.04	\$ -
Bill Boards	\$1,750.00	\$1,750.00	\$ -	\$ 21,000.00	\$ 21,000.00	\$ -
Driven/Training School	\$ 600.00	\$ -	\$ 600.00	\$ 1,500.00	\$ -	\$ 1,500.00
Five Star	\$ 1,384.26	\$ 1,384.26	\$ -	\$ 16,611.12	\$ 16,611.12	\$ -
Gonet Hangars	\$ 986.00	\$ 986.00	\$ -	\$ 11,832.00	\$ 11,832.00	\$ -
Hexagon hangars		\$ -	\$ -	\$ 2,685.54	\$ 2,685.54	\$ -
Hoover hangars #18		\$ -	\$ -	\$ 4,294.40	\$ 4,294.40	\$ -
Labries, James	\$ 35.00	\$ 35.00	\$ -	\$ 420.00	\$ 420.00	\$ -
Phillips Enterprises	\$ 325.97	\$ 325.97	\$ -	\$ 3,911.64	\$ 3,911.64	\$ -
PVMT (Museum)		\$ -	\$ -	\$ 100.00	\$ 100.00	\$ -
Tatham Hill Development	\$ 794.86	\$ 794.86	\$ -	\$ 9,538.32	\$ 9,538.32	\$ -
Whip City Race Track	\$ 500.00	\$ 500.00	\$ -	\$ 3,000.00	\$ 3,000.00	\$ -
Use Rent (Spectator)	\$ 400.18	\$ 500.00	\$ (99.82)	\$ 1,507.39	\$ 1,500.00	\$ 7.39
				\$ -	\$ -	
<b>Fuel Flowage Fees</b>	\$ 6,002.50	\$ 5,125.00	\$ 877.50	\$ 61,826.81	\$ 61,500.00	\$ 326.81
AirFlyte Inc.	\$ 1,962.50	\$2,000.00	\$ (37.50)	\$ 20,393.72	\$ 24,000.00	\$ (3,606.28)
Five Star Jet Center	\$ 3,440.00	\$2,000.00	\$ 1,440.00	\$ 28,680.00	\$ 24,000.00	\$ 4,680.00
General Dynamics	\$ 600.00	\$1,125.00	\$ (525.00)	\$ 12,753.09	\$ 13,500.00	\$ (746.91)
				\$ -	\$ -	
<b>Hangar Rentals</b>	\$ 7,107.00	\$ 7,107.00	\$ -	\$ 85,340.00	\$ 83,463.00	\$ 1,877.00
Hangar 1	\$ 1,200.00	\$1,200.00	\$ -	\$ 14,400.00	\$ 14,400.00	\$ -
Hangar 2	\$ 1,500.00	\$1,500.00	\$ -	\$ 18,000.00	\$ 18,000.00	\$ -
Hangar 3	\$ 2,107.00	\$2,107.00	\$ -	\$ 25,570.00	\$ 23,463.00	\$ 2,107.00
South T-Hangars	\$ 2,300.00	\$2,300.00	\$ -	\$ 27,370.00	\$ 27,600.00	\$ (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	\$ -	\$ 31,437.04	\$ 30,737.04	\$ 700.00
Ad Up Company	\$ 282.75	\$282.75	\$ -	\$ 3,393.00	\$ 3,393.00	\$ -
AirFlyte, Inc.	\$1,090.25	\$1,090.25	\$ -	\$ 13,083.00	\$ 13,083.00	\$ -
Enterprise Rent A Car	\$465.84	\$465.84	\$ -	\$ 5,590.08	\$ 5,590.08	\$ -
Green, Bruce	\$179.83	\$179.83	\$ -	\$ 2,157.96	\$ 2,157.96	\$ -
Keenan, Joseph	\$542.75	\$542.75	\$ -	\$ 6,513.00	\$ 6,513.00	\$ -
Conference Room		\$0.00	\$ -	\$ 700.00	\$ -	\$ 700.00
Miscellaneous		\$50.00		\$ 50.00	\$ 150.00	
<b>Operational Fees</b>	\$ 3,385.00	\$3,200.00	\$ 185.00	\$ 42,606.00	\$ 38,400.00	\$ 4,206.00
<b>Parking Fees</b>	\$ 210.00	\$200.00	\$ 10.00	\$ 1,725.00	\$ 2,200.00	\$ (475.00)
<b>Tie Down Fees</b>	\$ 211.64	\$123.64	\$ 88.00	\$ 1,203.68	\$ 1,483.68	\$ (280.00)
<b>Totals</b>	\$ 30,612.05	\$ 28,951.37	\$ 1,660.68	\$ 498,521.58	\$ 455,758.38	\$ 42,763.20

**Cost To City**

\$ 4,478.42

**YTD**

# Air Traffic Record Y-T-D 2010

Westfield-Barnes Airport

ITINERANT										LOCAL				TOTAL				
	IFR					Total IFR	VFR					Total VFR	Civil	Military	Total Lcl Ops	+/-		
	AC	AT	GA	MI			AC	AT	GA	MI								
2010	AC	AT	GA	MI			AC	AT	GA	MI								
JAN	2	37	333	116	488	0	0	1925	268	2193	1446	160	1606	11%	4287			
FEB	0	44	235	105	384	0	2	1278	253	1533	1106	280	1386	-14%	3303			
MAR	0	31	430	176	637	0	1	2116	388	2505	1823	276	2099	0%	5241			
APR	0	47	489	127	663	0	2	2099	304	2405	2310	319	2629	2%	5697			
MAY	0	32	534	141	707	0	5	2434	230	2669	2636	218	2854	7%	6230			
JUN	0	54	472	145	671	0	3	2200	174	2377	2310	138	2448	6%	5496			
JUL					0					0			0	0%	0			
AUG					0					0			0	0%	0			
SEP					0					0			0	0%	0			
OCT					0					0			0	0%	0			
NOV					0					0			0	0%	0			
DEC					0					0			0	0%	0			
TOTAL	2	245	2493	810	3550	0	13	12052	1617	13682	11631	1391	13022	11%	30254			

## Air Traffic Record - Five Year Comparison

	2005	2006	2007	2008	2009	2010	
<b>Itinerant Ops</b>	Jan	1531	1955	1955	2196	2031	2681
	Feb	2169	1768	1856	1822	2239	1917
	Mar	2074	2264	2332	2108	2948	3142
	Apr	2720	2388	1953	2916	2978	3068
	May	2720	2242	2820	3084	3374	2669
	Jun	2889	2994	2560	2883	3033	3048
	Jul	2905	3009	2886	3603	3417	0
	Aug	3134	3178	3083	3809	3208	0
	Sep	2552	2607	2807	3246	3550	0
	Oct	2079	2590	2715	2775	3007	0
	Nov	2106	2456	2042	1961	2776	0
	Dec	1900	2531	1469	1903	2040	0
	<b>Total</b>	<b>28779</b>	<b>29982</b>	<b>28478</b>	<b>32306</b>	<b>34601</b>	<b>16525</b>

<b>Local Ops</b>	Jan	1556	2132	2376	1874	1845	1606
	Feb	2348	1810	2376	1246	1616	1386
	Mar	2522	2640	3233	1698	2308	2099
	Apr	2912	2736	2594	2491	2592	2629
	May	3002	3240	4164	2418	2460	2854
	Jun	3276	4838	3476	2539	2164	2448
	Jul	2924	4324	3542	2525	2278	0
	Aug	4240	4040	3686	3034	2112	0
	Sep	2470	3670	3300	2422	2336	0
	Oct	2160	2706	2030	2592	2120	0
	Nov	2234	3160	1944	1548	1976	0
	Dec	2432	2942	1422	1366	1272	0
	<b>Total</b>	<b>32076</b>	<b>38238</b>	<b>34143</b>	<b>25753</b>	<b>25079</b>	<b>13022</b>

<b>Itin &amp; Lcl Ops</b>	Jan	3087	4087	4450	4070	3876	4287
	Feb	4517	3578	4232	3068	3855	3303
	Mar	4596	4904	5565	3806	5256	5241
	Apr	5632	5124	4547	5407	5570	5697
	May	5722	5482	6984	5502	5834	5523
	Jun	6165	7832	6036	5422	5197	6230
	Jul	5829	7333	6428	6128	5695	0
	Aug	7374	7218	6769	6843	5320	0
	Sep	5022	6277	6107	5668	5886	0
	Oct	4239	5296	5531	5953	5127	0
	Nov	4340	5616	3986	4041	4752	0
	Dec	4332	5473	2891	3269	3312	0
	<b>Totals</b>	<b>60855</b>	<b>68220</b>	<b>63526</b>	<b>59177</b>	<b>59680</b>	<b>30281</b>