



Commission Meeting Minutes

Commission

*Gary M. Francis, Chairman
Joseph B. Mitchell
Kimberly S. Cameron*

The regular meeting of the Westfield Airport Commission of Thursday, November 10th, 2011 was held in the Airport Administration Building Conference Room, Westfield, MA. Commissioner Francis called the meeting to order at 7:00 p.m.

ATTENDANCE:

Commissioner Francis
Commissioner Mitchell
Commissioner Cameron

Airport Manager Brian Barnes
Operations Facility Manager Stacey Skeet

Approve Minutes: Commissioner Mitchell motioned to approve the regular minutes of the October 13th, 2011 meeting, seconded by Commissioner Francis, so voted 3/0.

PUBLIC PARTICIPATION: N/A

CAPITAL IMPROVEMENT PROJECTS:

- A. Mr. Arnie Stymest of Gale Associates briefed the Commission on the status of current and future projects.

AIRPORT ACTIVITIES:

- A. Acquisition of Homes – The Airport Manager reviewed with the Commission the votes required to expedite legal matters related to the purchase and closing of property.

Commissioner Cameron motioned that Brian P. Barnes, Airport Manager of Westfield-Barnes Regional Airport, be, and hereby is, authorized to negotiate, execute, acknowledge and deliver, on behalf of the Westfield Airport Commission (the "Commission") any and all settlement statements, certifications or other documents or instruments, with such terms and provisions as Brian P. Barnes shall determine are reasonable and necessary and that any actions taken by said Brian P. Barnes with respect to any closings relating to properties prior to the date hereof are hereby approved, ratified and confirmed. Motion seconded by Commissioner Mitchell; a roll call vote was taken.

Commissioner Francis – Yes
Commissioner Mitchell – Yes
Commissioner Cameron - Yes

- B. The Manager briefed the Commission on the status of 89 Sgt. TM Dion Way land acquisition. Documents will be signed after tonight's vote and forwarded to Attorney Sypek who will forward on to Cersosimo's owners. Once the documents have been signed by all parties, the closing date will be set. Estimated date of closing; Dec 2, 2011.
- C. PVTM status has not changed.
- D. Hangar 2 status has not changed.

- E. After 9 months of no leases being accomplished, the Airport Manager met with the City Advancement officer and discussed plans to assign the new full time lawyer to assist in airport matters. The Manager has prioritized work that needs to be done and will submit this to the legal office. The new lawyer's name is Brian Pearly. The Manager will keep the Commission updated regarding any progress made.
- F. The Manager reminded the Commission that next commission meeting is the agreed on deadline for proposing a new lease rate/fee schedule for the airport that coincides with the new tax rate. The Commission will look to the City Advancement Office, the Manager and the City Solicitor's office to provide options for the Commission at the next meeting.
- G. Rare Species Mitigation is moving forward to allow an April 1st, 2012 start construction date for Gulfstream.
- H. The Manager briefed the Commission on the recent snow storm and its impacts on the airport. There were no injuries or major damage reported at the airport. Three trees fell on the fence line and that portion of the perimeter fence will need to be fixed. The airport has submitted claims to the city for FEMA reimbursement.

REPORTS:

- A. The Airport Manager and the Commissioners reviewed the activity and fiscal reports.

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 Mitchell motioned to adjourn the meeting, seconded by Commissioner Francis, so voted 3/0.

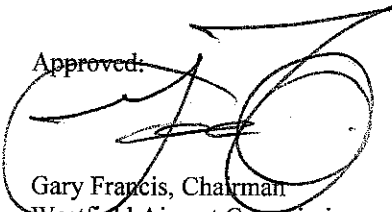
Commissioner Francis adjourned the meeting at 7:47 p.m.

Respectfully submitted,



Brian P. Barnes, Airport Manager
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Approved:



Gary Francis, Chairman
Westfield Airport Commission