

Pittsfield Municipal Airport Commission
Meeting Minutes
Wednesday, January 7 2009
Airport Terminal
7:30 pm

Commission Members:

Present: Jim Marby, Kevin Wagner, Ryan Melle, Rudy Mantegari, David Keator

Absent: Chris Pedersen, Gail Molari

Quorum Present: yes

Proceedings:

- Meeting called to order at 7:30pm by Kevin Wagner, Chairman
- Roll Call was taken
- Public Comment Period (none)

- **Minutes**
 - Motion to accept last months minutes with one correction; (ariel to aerial last paragraph last page) seconded, so moved, favored, passed.

- **Improvement Project**
 - a) Update – Permitting (Variance) Mark G; since our variance request submission to the Boston DEP on November 17, 2008 there was a DEP public meeting held on December 15, 2008 @ 10am in the City Hall Council Chamber for public comments. All written comments must be received by the DEP by January 9, 2009. Per the DEP's variance process timeline they have until January 27th to respond to our variance request with their comments. At this time we are waiting for these comments from the DEP.
 - b) David Keator has three questions based from false information and comments he heard at the December 15th DEP public hearing;
 - a. Was there a noise test done for the project that accounted for only one aircraft? Mark G; No. A noise study was performed during the MEPA/NEPA Environmental Impact Report and Environmental Assessment that used a model and accounted for all aircraft types using this facility. Jim Marby and Rudy Mantegari stated that during this noise study the Airport Commission at that time required the study be performed with the known loudest aircraft type, the Lear 25 based here.
 - b. Oil slicks on swimming pools? Have we ever been notified of anyone having this problem? Mark has never had anyone let him know that they were having this problem. Commissioner Mantegari states he lives on Velma Avenue, has an in ground pool and has never had that problem, also Commissioner Marby has a pool and lives on Lebanon Avenue with no problem and Chairman Wagner has a pool, lives on South Mountain road with no problems either.

- c. Have any projects damaged any springs in the area surrounding the Airport? Are houses in this area on their own wells or is it city water? Manager Germanowski states that he believes most are using city water. The only place that might not be on city water in this area are properties along Tamarack Road from Bousquet ski area to Barker Road. David Keator states the meeting didn't have a format that when people presented false information there wasn't a chance to correct it. Jim Marby states that it was the DEP's meeting; although we had the answers to all the questions we did not have the ability to interject facts. The airport was on a well until 2004 when we began using city water.

- **Unfinished Business**

- A) Terminal Energy Efficiency Proposal

- The vendor who inspected the terminal building for efficiency strategies has submitted a proposal for fluorescent light upgrades with motion sensor switches and a timer plug for the soda machine. Unfortunately Mark requested this vendor to include programmable thermostats for the heat but found out that this vendor is not high voltage rated therefore never disclosed this was not in their scope and never submitted this as part of the proposal. Mark has requested advice from the city's purchasing agent on how to proceed with the procurement of any proposal we receive to ensure compliance with any Commonwealth bidding laws that might apply. Mark was disappointed that the problem with the heat wasn't included in the proposal.

- **New Business** The Mayor has requested a 10% budget cut for fiscal year 2009. Mark states that because the State is requesting municipalities to make further cuts to prepare for reduced state funding. The last cut the Mayor requested we proposed 5% which was the bottom of the scale. This time at 10% we will have to reduce the budget by \$19,600. Last time we eliminated the equipment line item by \$3266 and we reduced our asphalt allotment by half which was about \$7000 from the maintenance line. Mark suggests that we would have to forgo the entire asphalt program which was projected at \$15,000. These reductions total \$18,266 of our operation budget. Mark requests suggestions of other options from where else to take it from. Making cuts in the supplies line item was suggested but there isn't enough in there to cut. Mark states that the 2010 budget year is going to be even tougher because of additional state funding gaps. There was discussion on snow removal strategy and methods to reduce costs. The overall consensus was the airport requires the current level of snow removal operations to keep the airport functioning status quo. David Keator made a motion to forward to the mayor the Airport Commissions proposal to cut the maintenance line of the entire asphalt program budget (\$15,000) and the entire equipment line (\$3266) for a total of \$18,266 or 9.3%. The motion was seconded favored and passed.

- **Other Business** No other business

- **Managers Report**

- a) FY09 Budget

Mark states that the loader and snow blower attachment are an absolute necessity for the airport to continue its current level of snow removal operation. We need to maintain them to prevent any issues with snow events that could result in restrictions to aircraft operations due to contaminated runway surfaces if this equipment failed. The proposed budget cuts could hamper our ability to affect a significant repair to this equipment in the event of a major failure like a transmission or even replacement of loader tires. Question; on the utility item for Time Warner Cable is that for TV service? Yes it is, used for an amenity for the Airline Pilots in the lounge for layovers. Can we reduce the number of channels we subscribe to? Mark says that it is used a lot and he would not suggest the reduction.

- b) FY09 Revenues

David Keator states that the revenues are up 11% from last year and transient revenue is up 14%. Mark has invoiced the FBO for the landing and parking fees and that will be in next month's package. Mark states that jet operations have exceeded the master plan forecast of 3,500 per year. Tallying flights that are published and flight information from Lyon, current jet operations are approximately at 4000 per year.

- c) Capital Projects Funding

We received a significant reimbursement from the FAA under the Phase II Land acquisition. There is an outstanding FAA reimbursement supplement in \$17,901 which should be received by the end of January. Also there remains a reimbursement from MAC in the amount of \$18,400 for the land project. Receiving these will close out this project. The other open grant is for the Geo Tech project with a balance of \$17,860 which should be receiving in February from the FAA which will close this project out. The only active project after these two are closed will be the permitting and design for the first phase of the RSA/runway expansion project. Mark is working with Stantec, FAA and MAC to develop an acceptable and grant eligible scope of work to continue this work.

- d) Mass Airport Managers Association Board of Directors Meeting.

Mark attended as a new Board member which was held at Mansfield Airport. Mark states that Pittsfield will be hosting the 2009 conference as we have previously discussed. All state Airport Managers and many industry consultants will be invited and are looking forward to coming here to Pittsfield. MAMA has a budget that should allow what is called a spousal program to allow for significant others to join by providing activities, such as cultural venues during the hours of the conference. The Airport has been given a significant budget which will

enable us to both the managers and their spouses. Mark will be developing different activities the spouses can do while workshops are being attended. We expect about 250 people to be attending. Mark is looking to schedule it in September.

- **Adjournment**

Motion to adjourn meeting at 8:32pm, seconded, so moved