



# *New Bedford Regional Airport*

January 15, 2014 – **Minutes**

NBRA Commission Conference Room, Terminal Building New Bedford  
Regional Airport, 1569 Airport Road

**\*\*View Agenda\*\***

## **Minutes of Airport Commission Meeting January 15, 2014**

Meeting Opened at 6:10pm

Meeting Adjourned at 7:15pm

### **Members Present**

Paul Barton  
Ken Machado  
Adam Simmons  
William Gushue  
Carlos DaCunha

### **Members Absent**

Moira Tierney  
Gary Correia

### **Airport Admin Staff**

Jeremy Nielson, Interim Airport Manager  
Joan Jones, Principal Clerk

### **Others Present**

Eric Jaikes  
Lisa Roderiquez  
Tammie Irwin  
Russ Olson  
Dot Cunningham  
Michael Knabbe

1. Call to order. Meeting was called to order by chair at 6:10
2. Pledge of Allegiance. After pledge there was a moment of silence at the chair's request
3. Roll call was taken by the Chairman. All commissioners were present except Commissioners Tierney and Correia.
4. The members of the Airport Commission have received minutes of the previous meeting held on December 19, 2013. Request acceptance of those minutes, as recorded. Motion to accept made by Commissioner Machado and 2<sup>nd</sup> by Commissioner DaCunha. Motion carried unanimously.

At this time the chair took "Atlantic Aviators" out of order. Mr. Michael Knabbe expressed his appreciation for all the consideration given to Atlantic Aviators and continued to report (for informational purposes only) that they would like to incorporate additional lighting (wiring already in place) and is seeking financial help from the commission to help absorb cost, they are also looking to obtain car stops, fencing, security cameras (at their cost), benches, picnic tables and signage (to name the playground after Lance Corp. Matthew R. Roderiquez). All of these issues will be discussed for consideration with the commission at a later date. Chair would like a drawing of what they are proposing and Mr. Knabbe said he should have that information by our next meeting. Camera monitoring was discussed briefly and chair noted that we might be able to get grant money to provide assistance. Mr. Knabbe asked for commission assistance with additional lighting at a cost of around \$1,000.00 for 2 light poles (to be discussed at a later date for consideration).

## **5. Reports:**

### **A. Interim manager report –**

1. Restaurant Roof – pictures were handed out showing significant water on the roof due to improper drainage along with pictures of restaurant ceiling damage. We received an estimate from Cottrell Brothers to repair roof (\$3000.00) or replace (\$7875.00) and interim manager felt it would be better to replace rather than repair (to do it right the first time). After discussion, a motion was made by Commission DaCunha

and 2<sup>nd</sup> by Commission Gushue to allow manager to make necessary roof repairs not to exceed \$8000.00. Motion carried unanimously. Manager will follow up with price quote details and make restaurant repairs in house if possible.

2. Manager update – New manager will start on 2/10/14

3. Noreast/ Claremont update – adjustments will be made to commission satisfaction (as a result of the sub committee meeting held previously)

4. Snow removal update – We've had at least 3 snow events since our last meeting and they went smoothly and had no incidents

5. Bond approval – this has been approved for runway rehabilitation and we are in line to begin on schedule in the spring

6. Wildlife update – USDA has been assisting us and there has been no deer sightings within the AOA

**B. Chairman** – nothing to report at this time

**C. Airport Solutions Group** – Written report included in package. Not present this evening due to prior commitments

**D. Financial/Operations Reports** –Included in package.

**E. Commissioner Reports**

1. **Screening Committee** – this committee can now be dismissed

2. **Operations Committee** – no report

3. **Finance and Audit Committee** – no report

4. **Marketing and Planning Committee** – this committee did meet but nothing to report

**6. City Solicitor - Monthly Status Reports:** Atty. Jaikes reported on the following

1. Land donation on Shawmut Ave. There was an issue because Atty. Jaikes represents this individual and she does not know he is our counsel also. A legal opinion had been received that resolved the issue of possible conflict. Atty. Jaikes will contact this individual noting this land can be accepted, if this parcel is just wet, however he is concerned that this property could be wet & dirty, therefore our environmental people will need to make that determination before contact.

2. Yellow cab – there is a phone downstairs but they have requested discontinuing his agreement. Atty. Jaikes recommends accepting termination but he is not sure who the phone belongs to. Once established the phone should be removed. After a brief discussion, Atty. Jaikes asked for commission guidance regarding phone removal. A motion was made by Commission Gushue to have Mr. Callahan remove phone and terminate agreement and require Mr. Callahan to repair any aesthetic damage from the phone removal. This motion was 2<sup>nd</sup> by Commissioner DaCunha. Atty. Jaikes explained the license agreement that Yellow cab had and he noted he will need to review current agreements we have with other cab companies. It was decided to wait until our next meeting to further research this whole issue so we will have a clear understanding of what this termination will entail. No vote was taken on motion.

3. Hangar 7 and T Hangar – Atty. Jaikes suggested having a meeting regarding discussion of potential license for limited space

4. Atty. Jaikes requested that the commission revoke approval of playground license because there was a delay in response of draft license (due to the death of Matthew Rodriquez). Changes were requested and since worked out, therefore a motion made by Commissioner Machado and 2<sup>nd</sup> by Commissioner Gushue to revoke license with the expectation that the changes made and agreed upon will be presented at our next meeting. Motion carried unanimously.

5. AvPorts contract – we need to give 30 days notice to terminate as we will have a new manager in place on 2/10. After a brief discussion concerning overlapping of interim manager, new manager placement and city council approval it was determined to take a short recess to take all factors in consideration before making motion. After a brief recess, a motion was made by Commissioner Gushue that the New

Bedford Airport Commission request that AvPorts agree to terminate its contract with the City Of New Bedford Regional Airport Commission effective 2/21/14, provided that the employment of Erick D'Leon, as airport manager, is approved by the city council at its meeting on 1/23/14. This motion was 2<sup>nd</sup> by Commissioner Machado. Motion carried unanimously. It was noted that this will provide a 2 week overlap.

7. **Old Business:**

8. **New Business:**

9. **Communications:** See attached

10. **Tabled Business:**

11. **Executive Session:**

12. **Adjournment.** Motion to adjourn at 7:15 made by Commissioner Machado and 2<sup>nd</sup> by Commissioner DaCunha. **Next Airport Commission meeting to be held on Wednesday, February 19, 2014 at 6:00pm.**

Respectfully submitted,

Joan Jones  
New Bedford Regional Airport