

Personal Action Committee

Minutes for 3/22/2023

Meeting at City Hall, Room 207 Starting time-5:00PM

Committee Members- Cindy Harris, Chair (present), Ralph Figy (present), James Adams (not present)

The law department has requested that we ask if anyone is audio or video taping, or live streaming this meeting-None.

There are four items on the agenda.

1. Submitting the reappointment of Kate Phelon, 150 Hillside Road as a member of the Airport Commission for a term to expire in February, 2026.

She was first appointed 11/2020 completing a term which was held by Kim Cameron. She has been the Director of the Greater Westfield of Commerce for 10 years developing business plans and increasing program revenue. She developed an excellent relationship connection to the 104<sup>th</sup> Fighter Wing AN6 and worked extensively with Airport Manager Chris Wallenberg.

Over those many years she worked with local, state and federal officials and community and regional leaders, and participated on numerous board and communities, which was advantageous to her developing businesses at the Airport.

Since becoming an Airport Commissioner she has worked with the Airport Manager on marketing materials that include banners and table coverings for trade shows and conventions, and car magnets to promote the Airport. She created a new lobby directory listing all tenants in the terminal building. Networking at various functions to promote Westfield Barnes Regional Airport resulted in it becoming the preferred Airport for the Big E entertainment vendor. She created a Channel 25 TV show called In the Air, On the Air. She established an Airport Marketing Working Group with Airport Tenants that meet monthly to help market the Airport, and worked with that group in selecting a clothing line of merchandise to sell such as T-shirts, baseball hats, polo shirts. And created the Friends of Barnes Airport, a 501 (C3) non-profit to promote business at the Airport through events and sale of merchandise.

Chair: Any comments or a motion.

Motion to approve made by Figy, 2<sup>nd</sup> by Harris.

All in favor-Harris-yes, Figy-Yes.

Motion passes on a 2-0 vote.

2. All Youth Commission applicants are interviewed by youth Commissioner/Advisor McLean, the names are sent to the Mayor for approval, and then sent to the City Council for confirmation vote.

Because they are minors, City Councilors receive information on applicants from the City Clerk, but the Public Vote is on names only to protect them. Their parent or guardian have signed papers indicting

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that they approve of the names made public for voting purposes, and that those names after confirmation will be listed under Youth Commission on the City's Website.

This applies now and in the future.

In addition, I (the Chair) have talked with each parent or guardian to explain the whole process to them and told them that they will be told of the final Council Vote -and the City Clerk's involvement in finishing the process, such as taking an Oath and paperwork.

Submitting the appointment of Finn Chisholm-Godshalk to the Youth Commission for a term to expire in February, 2026.

Chair: May I have a motion.

Motion to approve made by Figy, 2<sup>nd</sup> by Harris.

All in favor –Harris-Yes, Figy-Yes.

Motion passes on a 2-0 vote.

3. Submitting the appointment of Jillian Battles to the Youth Commission for a term to expire in February, 2026.

Chair: May I have a motion.

Motion to approve made by Figy, 2<sup>nd</sup> by Harris.

All in favor –Harris-Yes, Figy-Yes.

Motion passes on a 2-0 vote.

4. Submitting the appointment of Lincoln VanHeynigen to the Youth Commission for a term to expire in February, 2026.

Chair: May I have a motion.

Motion to approve made by Figy, 2<sup>nd</sup> by Harris.

All in favor –Harris-Yes, Figy-Yes.

Motion passes on a 2-0 vote.

Chair: The minutes will be as stated at this meeting and given to the City Clerk tomorrow, March 22, 2023.

Motion to Approve the minutes for March 21, 2023 made by Figy, 2<sup>nd</sup> by Harris.

All in favor –Harris-Yes, Figy-Yes.

Motion passes on a 2-0 vote.

Motion to Adjourn by Ralph Figy, 2<sup>nd</sup> by Harris.

All in favor –Harris-Yes, Figy-Yes.

Motion passes on a 2-0 vote.

Meeting Adjourned 5:15 PM.

Submitted by Cindy C. Harris, Chair 03/22/2023

