



**Tuesday, June 23, 2020 Commission Meeting Minutes**

**RECEIVED**  
**AUG 18 2020**  
**WESTFIELD CITY CLERK**

**Commission**

William P. Gonet, Chair  
Kimberly S. Cameron  
George W. Keefe

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The regular meeting of the Westfield Barnes Regional Airport Commission of Tuesday, June 23, 2020 at 5:02 pm. due to the Pursuant to Governor Baker’s March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20, and the Governors’ March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the City of Westfield Airport Commission is being conducted via remote participation. Specific information can be found on the City of Westfield website at [www.cityofwestfield.org](http://www.cityofwestfield.org). For this meeting, members of the public who wish to listen to the meeting may do so by tuning into Channel 15 or online at [westfieldtv.org](http://westfieldtv.org). No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the City’s website an audio recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

**ROLL CALL OF ATTENDANCE MEMBERS:**

- A. Airport Commission- Commissioner Bill Gonet, Chair, Commissioner Kim Cameron (Joined at 5:27), Commissioner George Keefe
- B. Airport Manager- Christopher Willenborg
- C. Airport Staff- Jeff Lovejoy, Assistant Airport Manager
- D. Airport Tenants- None
- E. Contractors (ASG, KBR-Wyle)- Bill Onyski, Ward 6 City Councilor and Liaison for Airport Commission, Nick Collins, KBR-Wyle, Craig Schuster, ASG Engineer

**APPROVE OUTSTANDING MINUTES:**

The Commission tabled the vote of the May 27, 2020 meeting minutes until next month.

**SPECIAL AGENDA ITEMS:**

- A. **HVAC Issue in Airport Terminal Building-** One of the two HVAC rooftop units for the terminal building had a significant failure over a week ago. The conference room, atrium and restaurant all still have air conditioning although anything south to the building including the administration offices and all

tenant offices do not have air conditioning. Bryan Forrette, Director of Facilities, installed temporary air conditioning units in all tenant lease hold areas except for Bruce Green's office who had his own unit. If only the parts are replaced, there will be a 12 week delay with no cost estimate at this time. Mr. Forrette and Tammy Tefft, Director of Purchasing, agreed it would be best to do a complete unit replacement which has an estimated cost of \$50,000 and a 14 week delay period. It is unclear if this project will need to go out to bid according to bid regulations or if the airport can use the City's HVAC vendor contract. The Purchasing Director is currently figuring out the details and an update will be provided to the Commission next week.

- B. **FY2021 Airport Budget Update-** The Airport Manager made a general presentation to the Finance Committee and City Council at the Monday, June 15th budget meeting. (See attached.) One slide illustrated fiscal year 2020 airport revenues which totaled \$1,039,808.20 of direct airport revenue. This overall revenue also included property tax which totaled \$480,482.59. The airport's operating budget totals \$791,848.69 which shows the airport is a positive to the city in regards to revenue. The Finance Committee and City Council unanimously voted that night to accept the Mayors FY2021 budget.
  
- C. **Ross Aviation Request for Rent Relief-** Several months ago Ross Aviation submitted a letter requesting rent relief due to the COVID-19 impacts. If the Commission wishes to do some sort of rent deferment rather than an abatement it would require an across the board rent deferment for all tenants per FAA Grant Assurances. The Commission could also do a deferment of Ross Aviations CPI adjustment which is coming due later this year. The Airport Manager stated since he's been on board working with Ross Aviation their team has been great and they have been very cooperative and work well together. He has gathered positive feedback from the FBO directly regarding an increase in activity and he has seen an uptick in activity over the last month. He worries if Ross Aviation is given some sort of rent relief then they will need to do this for all tenants which could have a significant financial impact for the short term on the airport and the city. The Commission agreed that some sort of deferment plan is not something they would want to pursue at this time.
  
- D. **Fly LUGU and Sok's Runway Restaurant Reopening-** Fly LUGU resumed flight training two weeks ago when the Governor entered the reopening plan of Phase II. Sok's Restaurant also began outdoor dining on the deck by reservation only. The restaurant is coordinating cleaning of the public bathrooms on the weekends ensuring COVID-19 protocols are in place. Partitions were installed in the restaurant and indoor dining will begin tomorrow.

**STANDARD AGENDA ITEMS:**

- A. **Engineer Update-** Craig Schuster discussed the attached report from Airport Solutions Group.
  
- B. **Operational Statistics- Stats, Ops, News, Tenant Items-**
  - a. Air Traffic- Operations YTD 2020 compared to YTD 2019 were down 17% however operations were above that prior to COVID-19 which

was a big hit for the airport. The month of May last year compared to this year was a 19% decrease. The Manager is cautiously optimistic that there will be an increase in operations with the help of marketing funds passed in the FY2021 budget. Also, Fly LUGU and Air1 Flight Schools will increase operations throughout the summer now that training has resumed. Ross Aviation is discussing potential plans of a poker run with the 99's Club and Fly LUGU will possibly be hosting an ice cream social in July which will also increase operations. These events are subject to the reopening of Phase 4.

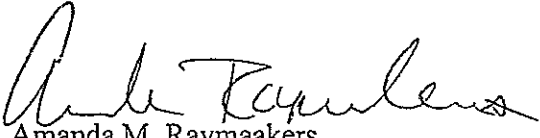
- b. MassDOT completed a spray sealant project of the parking lot today. They also did part of the apron area which was also completed today. The only remaining work will be to repaint the markings in the parking lot which will hopefully begin in the next week or two.
- c. Mid to late July a ribbon cutting ceremony will be held for the reopening of Runway 2-20. A formal press lease will be held and the news media will be involved.
- d. A Request For Proposal for an on-call noise consultant has been advertised and proposals will be submitted next month.

C. **Noise Program-** Nick Collins, KBR/Wyle, advised there are two grants still open. AIP50 is in the review stages of the closeout process. He has been working with the Airport Manager and will hopefully have this completed by the end of the month. AIP52 is the remaining four homes that have been acquired which include 273, 284, 286 and 393 Holyoke Road. Encore Contracting Services out of Lawrence, MA will be performing the demolition and the anticipated start date is the end of August early September.

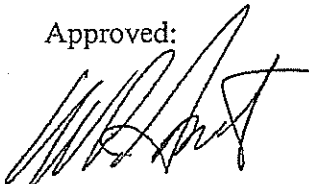
D. **Review Critical Item List-** The Airport Manager will update this list and send it to Commission. There are a few lease updates that will need to be addressed at the next in person commission meeting.

There being no further business to come before the Airport Commission, upon motion made by Commissioner Gonet and seconded by Commissioner Keefe, it was unanimously **VOTED** to adjourn at 5:52 p.m.

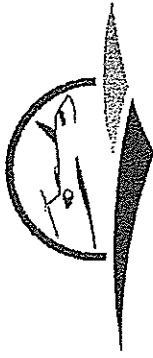
Respectfully submitted,

  
Amanda M. Raymaakers  
Principal Clerk

Approved:

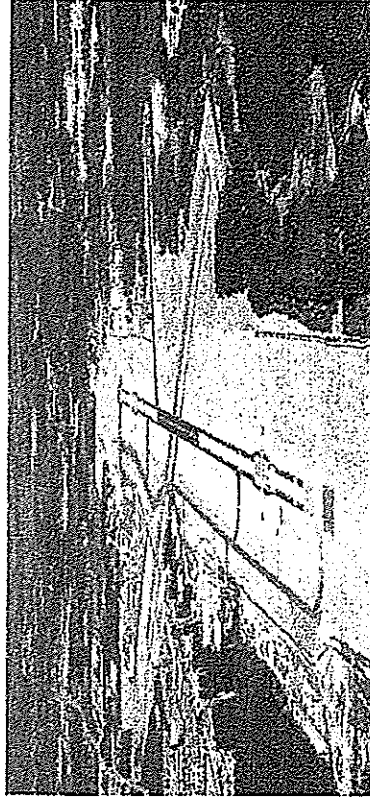


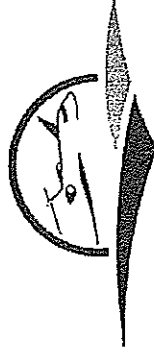
William P. Gonet, Chair  
Westfield Airport Commission



*Westfield-Barnes*  
REGIONAL AIRPORT

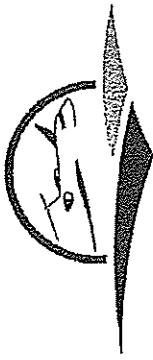
**City of Westfield Finance Committee Budget Meeting  
Airport Department – FY2021 Budget  
June 15, 2020 – 5:30PM**





*Westfield-Barnes*  
REGIONAL AIRPORT

- The Airport encompasses over 1,200 acres of land
- There are over 3.5 million square feet of airfield pavement and markings
- There are over airfield 650 lights and 85 signs
- There are over 600 acres of grasslands
- The BAF Airport Management Team has seven (7) full time employees

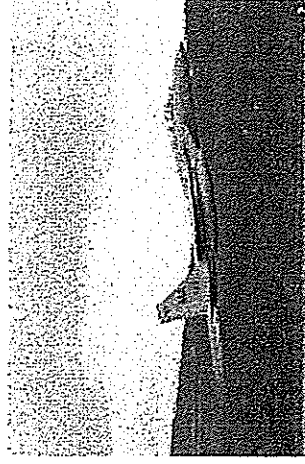
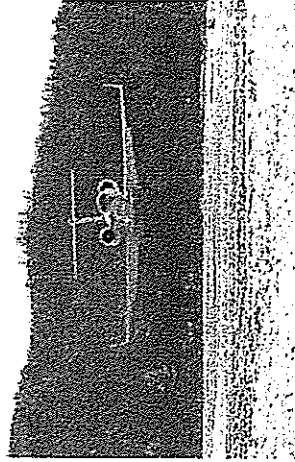
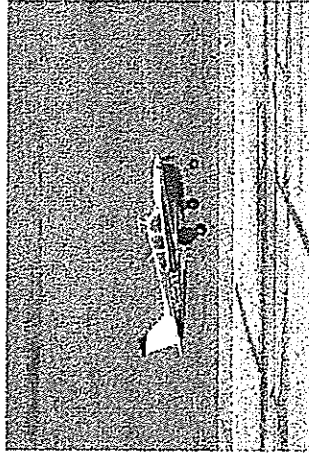


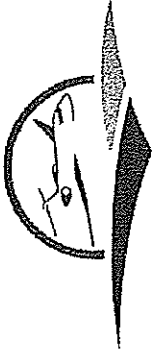
*Westfield-Barnes*  
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➤ 2019 MassDOT Statewide Airport Economic Study

➤ Direct/Indirect Jobs – 2,100

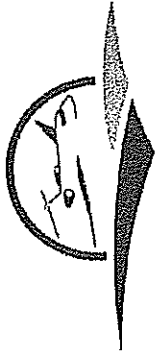
➤ Total Economic Output - \$236M





*Westfield-Barnes*  
REGIONAL AIRPORT

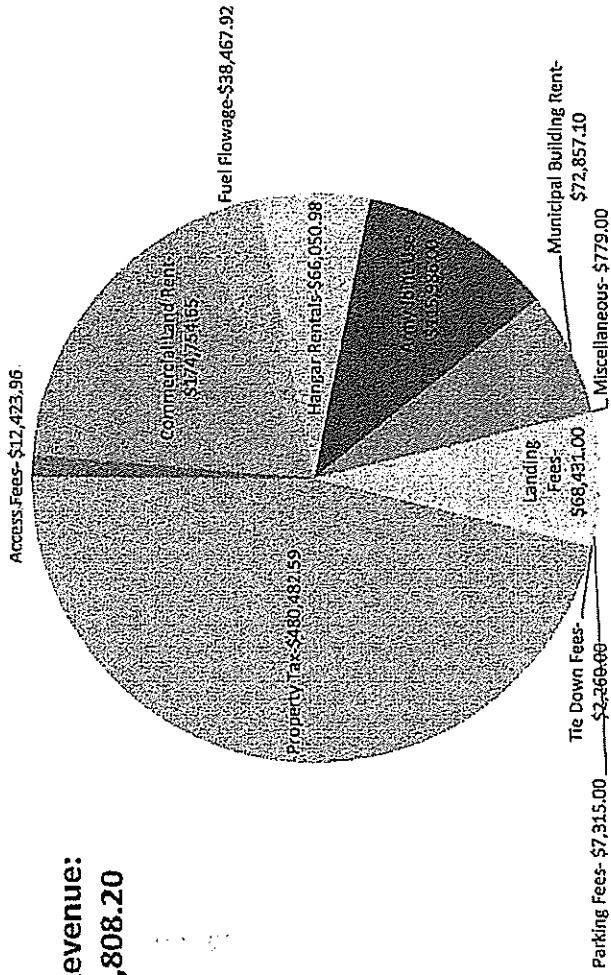
- The Airport leverages FAA and MassDOT funding for infrastructure projects
  - Reconstruction of Runway 15-33 - \$7,658,058
    - FAA - \$6,773,052
    - MassDOT - \$486,651
    - Airport - \$398,355
  - MassDOT – ASMP Design of Aircraft Apron - \$73,100
    - MassDOT - \$58,480
    - Airport – \$14,620
  - MassDOT Statewide Crack Sealing Program – MassDOT - 100% - \$100,000
  - MassDOT Vegetation Management Program - MassDOT- 100% - \$100,000



*Westfield-Barnes*  
REGIONAL AIRPORT

**Westfield-Barnes Regional Airport FY2020 Revenue**

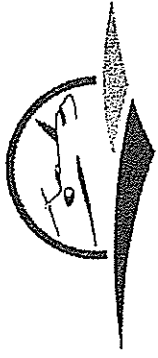
**Total Revenue:  
\$1,039,808.20**





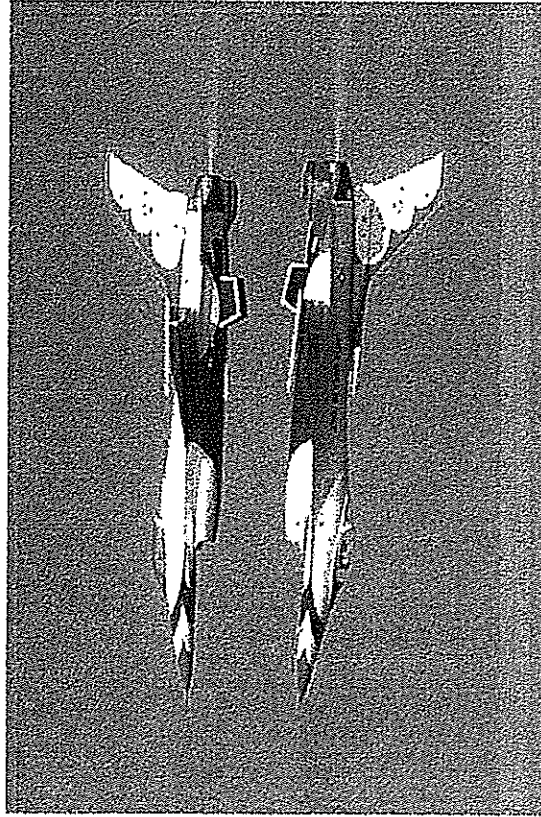


- FY2021 Proposed Airport Department Budget – \$791,848.69
  - Personnel – \$422,613.69
  - Overtime - \$16,000
  - Purchase of Services - \$178,820
  - Purchase of Supplies - \$54,700
  - Runway 2-20 Markings - \$100,000



*Westfield-Barnes*  
REGIONAL AIRPORT

Thank you for your support of BAFI!



Questions?



ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	MAYOR	PERCENT CHANGE
11990000511100		FT SALARY EMPLOYEES	139,316.40	140,312.80	180,100.27	29.27
1000-1-199-0000-00-00-00-511100-		Christopher Willenborg	1.00	118,900.27	118,900.27	
		Airport Manager				
		PSA				
		Jeffrey Lovejoy	1.00	61,200.00	61,200.00	
		Operations Facilities Coordinator				
		PSA				
11990000511100		FT HOURLY EMPLOYEES	224,833.58	222,673.60	228,073.42	1.44
1000-1-199-0000-00-00-00-511100-		Sileen Collins	1.00	56,837.97	56,837.97	
		Adman Asst				
		Anniversary date: 10/29/1979				
		Grade 14, Step 12				
		\$31.11 x 7 x 261 = \$56,837.97				
		Amanda Raymakers	1.00	42,587.37	42,587.37	
		Principal Clerk				
		Anniversary date: 7/1/2014				
		Grade 10, Step 6				
		\$23.31 x 7 x 261 = \$42,587.37				
		Patrick Dillon	1.00	39,465.04	39,465.04	
		Motor Equipment Operator				
		Anniversary date 1/7/19				
		Grade 11, Step 2				
		18.58 * 8 * 156 = 20,215.04				
		Grade 11, Step 3				
		19.25 * 8 * 125 = \$19,250.00				
		Christopher Nicoli	1.00	38,131.44	38,131.44	
		Motor Equipment Operator				
		Anniversary Date: 11/25/2019				
		Grade 11, Step 2				
		\$17.79 x 8 x 105 = 14,946.60				
		Grade 11, Step 3				
		\$18.58 x 8 x 156 = 23,187.84				
		Randall Paul	1.00	51,051.60	51,051.60	
		Working Foreman				
		Anniversary Date: 12/1/14				
		Grade 14, Step 6				
		\$24.45 x 8 x 261 = 51,051.60				
11990000511110		PT HOURLY EMPLOYEES	.00	.00	12,040.00	.00
1000-1-199-0000-00-00-00-51110-		PART TIME HOURLY - WINTER/SUMMER	1.00	12,040.00	12,040.00	
11990000512000		TEMP SALARY EMPLOYEES	.00	.00	.00	.00
1000-1-199-0000-00-00-00-512000-						



ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	MAYOR	PERCENT CHANGE
11990000512100		TEMP HOURLY EMPLOYEES	.00	.00	.00	.00
	1000-1-199-0000-00-00-00-512100-					
11990000512300		BOARD/COMMITTEE MEMBERS	2,400.00	2,400.00	2,400.00	.00
	1000-1-199-0000-00-00-00-512300-					
		William P. Gonet	1.00	900.00	900.00	
		Commission Chair				
		VACANT	1.00	750.00	750.00	
		Commission Member				
		Kimberly S. Cameron	1.00	750.00	750.00	
		Commission Member				
11990000512400		SEASONAL EMPLOYEES	.00	.00	.00	.00
	1000-1-199-0000-00-00-00-512400-					
11990000513000		OVERTIME	16,000.00	16,181.25	16,000.00	.00
	1000-1-199-0000-00-00-00-513000-					
11990000514000		LONGEVITY	.00	.00	.00	.00
	1000-1-199-0000-00-00-00-514000-					
11990000514200		OUT OF GRADE	1,450.00	.00	.00	-100.00
	1000-1-199-0000-00-00-00-514200-					
11990000519060		STIPEND/ADMIN	.00	.00	.00	.00
	1000-1-199-0000-00-00-00-519060-					
11990000519063		NEGOTIATED PAYMENT	.00	.00	.00	.00
	1000-1-199-0000-00-00-00-519063-					
11990000519900		SEVERANCE	996.40	.00	.00	-100.00
	1000-1-199-0000-00-00-00-519900-					
11990000520000		PURCHASE OF SERVICES	230,919.28	92,344.00	178,620.00	-22.56
	1000-1-199-0000-00-00-00-520000-					
		Gas & Electric		85,000.00	85,000.00	
		Cell phones	1.00	1,300.00	1,300.00	
		Generator Maintenance	1.00	550.00	550.00	
		Electric repairs	1.00	3,000.00	3,000.00	
		HVAC, service & repair	1.00	10,000.00	10,000.00	
		Gate repairs	1.00	2,000.00	2,000.00	
		Elevator service & repair	1.00	2,000.00	2,000.00	
		Environmental, pump oil water	1.00	4,500.00	4,500.00	
		separator 3/yr				
		Pest control	1.00	1,200.00	1,200.00	
		Uniform Service	1.00	2,000.00	2,000.00	
		Audit - Capital Projects	1.00	3,200.00	3,200.00	
		Water bills, cross connection	1.00	5,000.00	5,000.00	
		Sign Printing	1.00	1,000.00	1,000.00	
		Terminal Directory				
		Sprinkler On/Off	1.00	470.00	470.00	



ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	MAYOR	PERCENT CHANGE
		Security system repairs	1.00	2,000.00	2,000.00	
		Environmental, UST	1.00	3,000.00	3,000.00	
		Annual Fire, Extinguisher & Sprinkler	1.00	1,000.00	1,000.00	
		Inspections				
		Building repairs; doors, locks, general	1.00	1,000.00	1,000.00	
		Recalibrate friction meter	1.00	600.00	600.00	
		Vehicle repairs	1.00	1,000.00	1,000.00	
		Carpet cleaning	1.00	2,000.00	2,000.00	
		Window Cleaning	1.00	3,000.00	3,000.00	
		Marketing	1.00	10,000.00	10,000.00	
		Plumbing	1.00	1,000.00	1,000.00	
		Website	1.00	5,000.00	5,000.00	
		Vehicle Repairs	1.00	9,000.00	9,000.00	
		Engineering Services	1.00	10,000.00	10,000.00	
		Renovate restrooms	1.00	9,000.00	9,000.00	
11990000520000	4864	PURCHASE OF SERVICES	.00	.00	.00	.00
1000-1-199-0000-00-00-00-520000-	4864					
11990000540000		SUPPLIES	47,112.02	43,000.00	54,700.00	16.11
1000-1-199-0000-00-00-00-540000-						
		Office Supplies	1.00	2,000.00	2,000.00	
		Vehicle supplies	1.00	12,000.00	12,000.00	
		Airfield lighting	1.00	10,000.00	10,000.00	
		Diesel fuel	1.00	14,000.00	14,000.00	
		Custodial supplies	1.00	2,500.00	3,500.00	
		Unleaded gas	1.00	7,000.00	7,000.00	
		Building & Grounds	1.00	4,000.00	4,000.00	
		Oil	1.00	2,200.00	2,200.00	
		Plumbing Supplies	.00	.00	.00	
11990000540000	4866	SUPPLIES	.00	.00	.00	.00
1000-1-199-0000-00-00-00-540000-	4866					
11990000560000		INTERGOVERNMENTAL	500.00	.00	.00	-100.00
1000-1-199-0000-00-00-00-560000-						
11990000570700		CONF ED-CAREER INCENTIVE	.00	.00	.00	.00
1000-1-199-0000-00-00-00-570700-						
11990000571000		IN-STATE TRAVEL	.00	500.00	500.00	.00
1000-1-199-0000-00-00-00-571000-						
11990000572000		OUT-OF-STATE TRAVEL	.00	2,000.00	2,000.00	.00
1000-1-199-0000-00-00-00-572000-						
		Out of State Travel	1.00	2,000.00	2,000.00	.00



06/11/2020 12:11  
 chris.caputo

CITY OF WESTFIELD  
 MAYOR BUDGET REQUESTS

P 4  
 |bgdeptrq

BUDGET PROJECTION 2021 CITY OF WESTFIELD BUDGET 2021

ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	MAYOR	PERCENT CHANGE
1199000058000		GENERAL EXPENSE/OTHER CHARGES	550.00	1,000.00	1,565.00	184.55
	1000-1-199-0000-00-00-00-578000-					
	MAMA		1.00	175.00	175.00	
	NBAA		1.00	515.00	515.00	
	AAAE		2.00	275.00	550.00	
	Chamber of Commerce		1.00	325.00	325.00	
1199000058000		CAPITAL PROJECT	.00	.00	.00	.00
	1000-1-199-0000-00-00-00-580000-					
1199000058000	4828	CAPITAL PROJECT	.00	.00	.00	.00
	1000-1-199-0000-00-00-00-580000-4828					
1199000058000	4839	CAPITAL PROJECT	.00	.00	.00	.00
	1000-1-199-0000-00-00-00-580000-4839					
1199000058000	4844	CAPITAL PROJECT	34,979.08	.00	.00	-100.00
	1000-1-199-0000-00-00-00-580000-4844					
	NOISE MITIGATION - SOUND INSULATION		1.00	.00	.00	
1199000058000	4845	CAPITAL PROJECT	.00	.00	.00	.00
	1000-1-199-0000-00-00-00-580000-4845					
1199000058000	4849	CAPITAL PROJECT	.00	.00	.00	.00
	1000-1-199-0000-00-00-00-580000-4849					
1199000058000	4850	CAPITAL PROJECT	.00	.00	.00	.00
	1000-1-199-0000-00-00-00-580000-4850					
1199000058000	4851	CAPITAL PROJECT	.00	.00	.00	.00
	1000-1-199-0000-00-00-00-580000-4851					
1199000058000	4858	CAPITAL PROJECT	.00	157,037.05	.00	.00
	1000-1-199-0000-00-00-00-580000-4858					
1199000058000	4867	CAPITAL PROJECT	.00	1,955.15	.00	.00
	1000-1-199-0000-00-00-00-580000-4867					
1199000058000	4868	CAPITAL PROJ - DRAIN DESIGN	.00	2,274.75	.00	.00
	1000-1-199-0000-00-00-00-580000-4868					
1199000058000	4870	CAPITAL PROJECT	82,996.79	.00	.00	-100.00
	1000-1-199-0000-00-00-00-580000-4870					
1199000058000	4871	CAPITAL PROJECT	.00	.00	.00	.00
	1000-1-199-0000-00-00-00-580000-4871					



ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	MAYOR	PERCENT CHANGE
11990000580000	4872	CAPITAL PROJECT	.00	14,620.00	.00	.00
	1000-1-199-0000-00-00-00-580000-4872					
11990000580000	4873	CAPITAL PROJECT	.00	92,500.00	.00	.00
	1000-1-199-0000-00-00-00-580000-4873					
11990000580000	4875	CAPITAL PROJECT	.00	.00	.00	.00
	1000-1-199-0000-00-00-00-580000-4875					
11990000580000	5113	CAPITAL PROJECT	.00	.00	.00	.00
	1000-1-199-0000-00-00-00-580000-5113					
11990000580002	4862	AIRPORT MASTER PLAN UPDATE	.00	1,097.56	.00	.00
	1000-1-199-0000-00-00-00-580002-4862					
11990000582000		BUILDINGS	.00	.00	.00	.00
	1000-1-199-0000-00-00-00-582000-					
11990000583000	4832	PLANT/ CAPITAL IMPROVEMENTS	.00	.00	.00	.00
	1000-1-199-0000-00-00-00-583000-4832					
11990000585000		ADDITIONAL / CAPITAL EQUIPMENT	388.99	.00	.00	-100.00
	1000-1-199-0000-00-00-00-585000-					
11990000585001		EQUIP VEHICLES	15,150.00	15,150.00	15,150.00	.00
	1000-1-199-0000-00-00-00-585001-					
	Pickup truck lease		1.00	15,150.00	15,150.00	.00
11990000585500		ADDITIONAL SMALL EQUIPMENT	500.00	500.00	500.00	.00
	1000-1-199-0000-00-00-00-585500-					
11990000587000		REPLACEMENT EQUIPMENT	1.00	500.00	500.00	.00
	1000-1-199-0000-00-00-00-587000-					
11990000587000	4863	REPLACEMENT EQUIPMENT	9,285.69	104.00	.00	-100.00
	1000-1-199-0000-00-00-00-587000-4863					
11990000589000		OTHER CAPITAL OUTLAY	.00	.00	100,000.00	.00
	1000-1-199-0000-00-00-00-589000-					
	Repaint Runway Markings		1.00	100,000.00	100,000.00	.00
	Part 139 Requirement					
11990000589000	4829	OTHER CAPITAL OUTLAY	.00	.00	.00	.00
	1000-1-199-0000-00-00-00-589000-4829					
11990000589200		CONSTRUCTION	.00	.00	.00	.00
	1000-1-199-0000-00-00-00-589200-					



ORG	OBJECT PROJ	ACCOUNT DESCRIPTION	CURRENT ADJ BUDGET	PROJECTED ACTUAL	MAYOR	PERCENT CHANGE
11990000596000		INTRAFUND OPERATING TRANSFERS	.00	.00	.00	.00
	1000-1-199-0000-00-00-00-536000-					
11990000599999		CARRYOVER	.00	.00	.00	.00
	1000-1-199-0000-00-00-00-5999999-					
BUDGET CEILING:			807,378.23	805,650.16	807,378.23	
TOTALS:					791,848.69	-1.92

\*\* END OF REPORT - Generated by Christopher Caputo \*\*





# AIRPORT SOLUTIONS GROUP

Innovative Airport Development Specialists

## MEMORANDUM

TO: Chris Willenborg, Airport Manager FROM: Craig Schuster

LOCATION: Westfield, MA LOCATION: Burlington, MA

SUBJECT: Monthly Status Report – Misc. Projects DATE: June 23, 2020

This memo describes the current status of miscellaneous engineering and planning projects and outstanding issues at the Westfield-Barnes Regional Airport as of the date indicated above.

### MISCELLANEOUS ITEMS

1. Airfield Drainage Improvements Phase II – Construction Phase – Total Cost - \$3,000,000

Funding breakdown FAA Share (90%)-\$2,700,000 MassDOT Share (5%)-\$150,000 Local Share (5%)-\$150,000

ASG is coordinating with JL Raymakers regarding the completion the project. ASG coordinated with JL Raymakers to repair some of areas of erosion and reseed the entire project which they did the week of June 8, 2020. JL Raymakers stated they will water the re-seeded areas once a week until the grass starts to grow.

2. Reconstruct, Mark, Light, and Groove Runway 15-33 – Total Cost – \$7,525,614

Funding breakdown FAA Share - \$6,773,052.60 MassDOT Share - \$464,576.70 Local Share - \$398,354.70

E.T. & L. began the construction of the project on Monday, April 6, 2020. The project is close to being completed (minus the runway grooving and final pavement markings) with paving complete; first coat of pavement markings have been placed; topsoil and seed; and electrical installed. There is still some electrical (runway edge lights) which still need to be completed. That work is ongoing and is expected to be completed this week. Runway grooving and final coat of pavement markings is scheduled to start on Jul 7, 2020. The PAPIs may or may not be operational by the time the runway opens. The PAPIs are affected by the availability of FAA flight check and FAA ground crews ability to visit the site. FAA ground crews are currently forbidden to travel to a site due to COVID-19.

3. MassDOT ASMP Project – Install Self Service AVGAS Fuel Farm – Total Cost - \$385,000

Funding breakdown MassDOT Share (80%)-\$308,000 Local Share (20%)-\$77,000

MassDOT has issued a FY2019 ASMP Grant for the installation of a Self-Service AVGAS Fuel Farm. This project would include the installation of an aboveground self-service AVGAS Fuel Farm with credit card reader. MassDOT is concerned with starting this project without having an approved Airport Layout Plan identifying this specific construction project. Stantec is in the process of completing the Airport



## AIRPORT SOLUTIONS GROUP

Innovative Airport Development Specialists

Layout Plan Update. This project has been put on hold until MassDOT ASMP grant funding becomes available.

**4. MassDOT ASMP Project – Pavement Repair Runway 2-20 – Total Cost - \$1,060,330**

Funding breakdown MassDOT Share (85%)-\$901,280.50 Local Share (15%)-\$159,049.50

Punch list work has been completed on the night of May 21st to 22<sup>nd</sup>. Project is now in the process of being closed out.

**5. ALP Update.** ALP update is being performed by Stantec. ALP is in the process of being reviewed by the Airport. ASG will request the electronic CAD files from Stantec for the Airport Layout Plan when the document becomes final draft.

WESTIEIC-BARNES REGIONAL AIRPORT YTD Income Report

	Jul '19	Aug '19	Sept '19	Oct '19	Nov '19	Dec '19	Jan '20	Feb '20	Mar '20	Apr '20	May '20	Jun '20	FY '20 Total
<b>Access Fees</b>													
Gulfstream Aerospace	\$958.38	\$958.38	\$958.38	\$958.38	\$958.38	\$0.00	\$1,916.76	\$958.38	\$958.38	\$0.00	\$1,916.76	\$0.00	\$10,542.18
DBLS, LLC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$923.40	\$0.00	\$923.40
<b>Commercial Land Rent</b>													
Air Methods Corporation	\$1,321.92	\$1,321.92	\$1,321.92	\$1,321.92	\$1,321.92	\$1,321.92	\$1,321.92	\$1,321.92	\$1,321.92	\$1,321.92	\$1,321.92	\$1,321.92	\$14,541.12
All Star Car & Truck	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$1,100.00
Bill Board Fees	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$19,250.00
Gonet, John	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$335.14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$335.14
Gulfstream Aerospace	\$5,280.76	\$5,280.76	\$5,280.76	\$5,280.76	\$5,280.76	\$5,280.76	\$10,561.52	\$5,280.76	\$5,280.76	\$0.00	\$10,561.52	\$0.00	\$58,088.38
Gulfstream Option	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$112.00	\$0.00	\$0.00	\$1,232.00
Halasi Kur	\$112.00	\$112.00	\$112.00	\$112.00	\$112.00	\$112.00	\$112.00	\$112.00	\$112.00	\$112.00	\$112.00	\$112.00	\$1,200.00
Hoover, Gary	\$0.00	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
Labrie, James	\$38.94	\$38.94	\$38.94	\$38.94	\$38.94	\$77.88	\$0.00	\$116.82	\$0.00	\$77.88	\$38.94	\$0.00	\$428.34
PVMTM (Museum)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
Reclix/AF	\$2,958.82	\$2,958.82	\$2,958.82	\$2,958.82	\$2,958.82	\$2,958.82	\$2,958.82	\$2,958.82	\$2,958.82	\$2,958.82	\$2,958.82	\$2,958.82	\$32,547.02
Reclix/FS	\$1,384.26	\$1,384.26	\$1,384.26	\$1,384.26	\$1,384.26	\$1,384.26	\$1,384.26	\$1,384.26	\$1,384.26	\$1,384.26	\$1,384.26	\$1,384.26	\$15,226.86
Whip City Aviation	\$1,593.24	\$1,593.24	\$0.00	\$3,186.48	\$1,593.24	\$0.00	\$1,593.24	\$1,593.24	\$3,186.48	\$1,594.23	\$1,593.24	\$0.00	\$17,526.63
<b>Fuel Flowage Fees</b>													
Gulfstream Aerospace	\$1,626.24	\$2,424.08	\$910.16	\$1,624.16	\$1,613.92	\$0.00	\$4,106.72	\$1,647.04	\$1,648.20	\$0.00	\$920.24	\$0.00	\$16,315.76
Reclix Aerofrome	\$2,711.76	\$1,587.28	\$3,056.64	\$2,231.28	\$2,717.68	\$680.00	\$804.32	\$0.00	\$3,857.52	\$1,614.96	\$644.40	\$0.00	\$18,905.92
Air Methods Corp	\$781.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$781.60
<b>Hangar Rentals</b>													
Hangar #1	\$864.00	\$864.00	\$864.00	\$864.00	\$864.00	\$864.00	\$864.00	\$864.00	\$864.00	\$864.00	\$864.00	\$864.00	\$9,504.00
Hangar #2	\$0.00	\$0.00	\$0.00	\$15,525.83	\$0.00	\$0.00	\$15,525.83	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,051.66
Hangar #3	\$2,052.61	\$2,052.61	\$2,052.61	\$2,052.61	\$2,052.61	\$2,052.61	\$2,052.61	\$2,052.61	\$2,052.61	\$2,052.61	\$2,052.61	\$2,052.61	\$22,578.71
<b>Joint Use Fees</b>													
Army National Guard	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$115,986.00	\$0.00	\$115,986.00
Air National Guard	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Municipal Bldg Rent</b>													
Air Methods Corporation	\$1,122.00	\$1,122.00	\$1,122.00	\$1,122.00	\$1,122.00	\$1,122.00	\$1,122.00	\$1,122.00	\$1,122.00	\$1,122.00	\$1,122.00	\$1,122.00	\$12,342.00
All Star Car & Truck	\$537.50	\$537.50	\$537.50	\$537.50	\$537.50	\$537.50	\$537.50	\$537.50	\$537.50	\$537.50	\$537.50	\$537.50	\$5,912.50
Conference Room	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00
Fly LuGu	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$682.61	\$682.61	\$1,365.22	\$0.00	\$2,730.44
Green, Bruce	\$207.50	\$207.50	\$207.50	\$207.50	\$207.50	\$207.50	\$207.50	\$207.50	\$207.50	\$207.50	\$207.50	\$207.50	\$2,282.50
Keenan, Joseph	\$626.25	\$626.25	\$626.25	\$626.25	\$626.25	\$626.25	\$0.00	\$626.25	\$0.00	\$0.00	\$0.00	\$0.00	\$4,383.75
Reclix/FBO	\$1,401.75	\$1,401.75	\$1,401.75	\$1,401.75	\$1,401.75	\$1,401.75	\$1,401.75	\$1,401.75	\$1,401.75	\$1,401.75	\$1,401.75	\$1,401.75	\$15,419.25
Reclix Admin Lobby	\$169.00	\$169.00	\$169.00	\$169.00	\$169.00	\$169.00	\$169.00	\$169.00	\$169.00	\$169.00	\$169.00	\$169.00	\$1,859.00
Sok's Restaurant	\$1,065.60	\$1,065.60	\$1,065.60	\$1,065.60	\$1,065.60	\$1,065.60	\$1,065.60	\$1,065.60	\$1,065.60	\$1,065.60	\$1,065.60	\$1,065.60	\$11,188.80
Sok's Deck Fee	\$532.80	\$532.80	\$532.80	\$532.80	\$532.80	\$532.80	\$0.00	\$532.80	\$0.00	\$0.00	\$532.80	\$0.00	\$2,664.00
Westfield Flight Academy	\$0.00	\$0.00	\$355.61	\$355.61	\$355.61	\$0.00	\$355.61	\$355.61	\$0.00	\$1,066.83	\$0.00	\$0.00	\$2,844.88
KBRY Wyle Labs	\$375.00	\$375.00	\$375.00	\$375.00	\$375.00	\$375.00	\$375.00	\$375.00	\$750.00	\$375.00	\$375.00	\$375.00	\$4,125.00
<b>Miscellaneous</b>													
Landing Fees	\$258.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00	\$0.00	\$0.00	\$60.00	\$0.00	\$223.00	\$0.00	\$556.00
Parking Fees	\$5,172.50	\$3,502.50	\$9,635.00	\$9,021.00	\$8,432.50	\$4,150.00	\$8,242.50	\$5,280.00	\$4,337.50	\$4,427.50	\$3,910.00	\$0.00	\$64,521.00
Tie Down Fees	\$460.00	\$665.00	\$875.00	\$805.00	\$960.00	\$1,485.00	\$565.00	\$670.00	\$160.00	\$220.00	\$205.00	\$0.00	\$7,110.00
TOTAL	\$35,982.43	\$33,291.19	\$36,671.50	\$54,196.71	\$38,080.30	\$21,480.57	\$59,868.60	\$31,625.06	\$36,213.41	\$26,291.57	\$154,262.48	\$0.00	\$527,963.82

**Air Traffic Record - Five Year Comparison**

	2016	2017	2018	2019	2020	
Itinerant Ops (IFR & VFR)	Jan	1748	1439	1631	1739	1785
	Feb	1432	1388	1369	1648	1540
	Mar	2119	1410	1931	2134	1471
	Apr	2068	2110	1993	1860	1023
	May	2059	2090	2498	1935	1642
	Jun	2191	2369	2425	2215	
	Jul	2427	2097	2504	2344	
	Aug	2492	2909	2003	2574	
	Sep	2651	1978	1887	2571	
	Oct	2080	2117	1799	1976	
	Nov	1891	1677	1578	1786	
	Dec	1563	1107	1846	1299	
	<b>Total</b>	<b>24721</b>	<b>22691</b>	<b>23464</b>	<b>24081</b>	<b>7461</b>

Local Ops	Jan	1226	936	1064	1205	1442
	Feb	918	866	1221	1313	1296
	Mar	1354	812	1490	1504	1404
	Apr	1530	1434	1772	1434	772
	May	1404	1712	1730	1642	1273
	Jun	1854	1734	1626	1646	
	Jul	1390	1780	1988	1504	
	Aug	1824	3304	1586	1796	
	Sep	1584	1424	1414	2275	
	Oct	1284	1397	1418	1812	
	Nov	1282	1328	1078	1834	
	Dec	970	1062	1272	922	
	<b>Total</b>	<b>16620</b>	<b>17789</b>	<b>17659</b>	<b>18887</b>	<b>6187</b>

Itin & Lcl Ops	Jan	2974	2375	2695	2944	3227
	Feb	2350	2254	2590	2961	2836
	Mar	3473	2222	3421	3638	2875
	Apr	3598	3544	3765	3294	1795
	May	3463	3802	4228	3577	2915
	Jun	4045	4103	4051	3861	
	Jul	3817	3877	4492	3848	
	Aug	4316	6213	3589	4370	
	Sep	4235	3402	3301	4846	
	Oct	3364	3514	3217	3788	
	Nov	3173	3005	2656	3620	
	Dec	2533	2506	3118	2221	
	<b>Totals</b>	<b>41341</b>	<b>40817</b>	<b>41123</b>	<b>42968</b>	<b>13648</b>

Air Traffic Record Y-T-D 2020

*Westfield-Barnes Regional Airport*

2020	ITINERANT											LOCAL				TOTAL
	IFR						VFR					Total VFR Itinerant	Civil	Military	Total Lcl Ops	
	AC	AT	GA	MI	Total IFR Itinerant	AC	AT	GA	MI	Total VFR						
JAN	0	46	222	160	428	0	30	1101	226	1357	1294	148	1442	3227		
FEB	0	36	180	142	358	0	23	1029	130	1182	1194	102	1296	2836		
MAR	0	21	187	88	296	0	31	1055	89	1175	1308	96	1404	2875		
APR	0	18	83	53	154	0	30	763	76	869	728	44	772	1795		
MAY	0	26	161	129	316	0	25	1229	72	1326	1213	60	1273	2915		
JUN																
JUL																
AUG																
SEP																
OCT																
NOV																
DEC																
TOTAL	0	147	833	572	1552	0	139	5177	593	5909	5737	450	6187	13648		

Westfield-Barnes Regional Airport  
Fuel Flowage FY '20

<u>JET</u>	<u>AVGAS</u>	<u>PAYMENT</u>
\$0,080	\$0,080	FY '20
(gallons)	(gallons)	(dollars)

AF/Rectrix/FS

2019 June	29,897	4,000	\$2,711.76
July	19,841	0	\$1,587.28
Aug	29,709	8,499	\$3,056.64
Sept	19,888	8,003	\$2,231.28
Oct	29,970	4,001	\$2,717.68
Nov	0	8,501	\$680.08
Dec	10,054	0	\$804.32
2020 Jan	20,132	7,896	\$2,242.24
Feb	20,191	0	\$1,615.28
Mar	20,187	0	\$1,614.96
Apr	0	8,055	\$644.40
May			
<b>Total</b>	<b>199,869</b>	<b>48,955</b>	<b>\$19,905.92</b>

Gulfstream Aerospace

2019 June	20,328	0	\$1,626.24
July	30,301	0	\$2,424.08
Aug	10,127	0	\$810.16
Sept	20,302	0	\$1,624.16
Oct	20,174	0	\$1,613.92
Nov	41,042	0	\$3,283.36
Dec	10,292	0	\$823.36
2020 Jan	20,588	0	\$1,647.04
Feb	20,540	0	\$1,643.20
Mar	10,253	0	\$820.24
Apr	0	0	\$0.00
May			
<b>Total</b>	<b>203,947</b>	<b>0</b>	<b>\$16,315.76</b>

Air Methods

2019 June	0	0	\$0.00
July	9,770	0	\$781.60
Aug	0	0	\$0.00
Sept	0	0	\$0.00
Oct	0	0	\$0.00
Nov	0	0	\$0.00
Dec	0	0	\$0.00
2020 Jan	0	0	\$0.00
Feb	0	0	\$0.00
Mar	0	0	\$0.00
Apr	0	0	\$0.00
May			
<b>Total</b>	<b>9,770</b>	<b>0</b>	<b>\$781.60</b>

<b>TOTALS</b>	<b>413,586</b>	<b>48,955</b>	<b>\$ 37,003.28</b>
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