

The Seven Hundred-Forty-second Meeting of the Worcester Regional Airport Commission was held on Monday, February 13, 2006, at 6:30 PM in the Conference Room at the Worcester Regional Airport.

Members present were: Chairman Jim Delehaunty, Commissioners Tim DeSantis, Tom Gorham, Patsy Santa Maria and Joe Zwirblia.

Also present were: Kathy Colon, Administrative Assistant, Phil Niddrie, Airport Liaison and Eric N. Waldron, Airport Director.

Chairman Delehaunty called the meeting to order at 6:35 PM.

### **1. Approval of the minutes of the January 23, 2006 Meeting in**

Commissioner Santa Maria moved, seconded by Commissioner Gorham, to approve the minutes of the January 23, 2006 **Meeting. All in favor - So Voted.**

### **2. Report of Commission Chairman**

Chairman Delehaunty reported on the following items:

- Commission Meeting Minutes will be posted on the City web site at the request of the City Administration.
- The City Manager is hosting a meeting for Board and Commission Chairman and their staff representatives this coming Friday to review common issues; Chairman Delehaunty, Mr. Niddrie and Mr. Waldron will attend.

### **3. Commissioners Reports**

**Marketing-** Commissioner DeSantis proposed that someone from the Commission, Massport and airport staff meet on a monthly basis regarding the DOT grant and Allegiant promotions. After some discussion, it was suggested that Commissioner DeSantis and Mr. Niddrie get-together and report back on a plan for the next Commission meeting.

**Aviation-** Commissioner Santa Maria reported on the following items to increase revenue and aviation activity. Discussion ensued regarding:

- A more comprehensive approach toward building General Aviation activity should be developed.
- The potential market for ORH would be businesses with aircraft west of 495.

**Master Plan-** Commissioner Gorham advised that there is no report, but he expects that a date for the next Technical Planning Advisory Committee meeting will soon be identified.

### **4. Reports of Airport Director –**

**Report on Allegiant operations -** Commissioners were briefed on the enplaned and deplaned passenger numbers and load factors.

**Parking-** Mr. Waldron related that the airport has averaged \$425 per operation day from parking which should meet the projected FY'06 net revenues to the airport of \$15,000 from parking

**Master Plan Status -** Mr. Waldron expects that the Technical Planning Advisory Committee (TPAC) for the Master Plan will schedule a meeting in March.

**FY 07 Airport Capital Project Notifications-** Massport operates the capital projects at the airport on behalf of the City and notifies the City & Airport Commission of necessary, planned projects. Anticipated projects in the coming year include:

- Selection of Engineering & Architectural firms for the design of future projects.
- Development of a Vegetation Management Plan (VMP)
- Security Improvements Phase III, terminal projects.

Funding for all of these projects anticipated to come from FAA (95%) and MAC (5%).

**2005 Airport Operations summary-** Mr. Waldron advised that there were 65,837 total operations at the airport in calendar year 2005, a nearly 4000 increase (6.43%) over last year.

**MAMA on the Hill Day-** The Massachusetts Airport Management Association (MAMA) sponsored a day last year at which the Commonwealth's airport's were featured with displays at the State House. The group is doing this again this year on Wednesday, June 7.

**Federal Contract Tower Program-** This year, FAA notified us that they had completed a study and found that our portion of the Operating costs of the Tower was going to increase. Mr. Waldron challenged that finding, and provided additional information to FAA. That effort was successful, and the Tower will once again be 100% funded by FAA.

## **5. Old Business -**

**Marketing report -** Mr. Niddrie reviewed the results of the approximately 200 random passenger surveys that have been completed since the start of service by Allegiant. He reported that, to date, approximately \$100,000 (\$50,000 each) has been expended for advertising Allegiant's service, the Inaugural press conferences and events. Mr. Niddrie then reviewed specific marketing activities that have occurred as well as anticipated new marketing initiatives. General discussion of potential marketing ideas ensued.

**Airport Name Change -** There was general conversation about the potential of changing the Airport name. IMG surveyed a number of airports that have change their name-in almost all cases is done to focus the name as a destination, not as an origin point. It was suggested that Members submit names to airport staff for consideration and possible Commission action at the next meeting. Also to be considered are the names suggested by IMG in their report.

### **New Business -**

Automobile advertising in terminal – Mr. SantaMaria proposed that consideration be given to soliciting area automobile and/or boat dealers to display cars or boats in the terminal. Discussion ensued. Suggestions were made to broaden this to all forms of advertising in the Terminal. Mr. Waldron advised that the process would be identified by the City Purchasing Department.

**Lease of Office to TSA – Vote Needed** - Mr. Waldron gave a brief summary of the proposal to lease space at the airport to the Government of the United States of America, on behalf of the Transportation Security Administration (TSA) and house personnel, furnishings and equipment.

Commissioner DeSantis moved, seconded by Commissioner Zwirblia, to lease space to the Government of the United States of America, on behalf of TSA, for a term of five (5) years, three years firm, commencing on 12-22-05, for the Transportation Security Administration to house personnel, furnishings and equipment at a rate of \$11.50 per square foot, per year, to be escalated each year, on the anniversary date of the lease during the term, by the CPI index and to authorize the Chairman to execute all documents related to this transaction. **All in favor - So Voted.**

Prior to adjourning, the next meeting date was tentatively set for March 13, 2006, at 6:30 PM.

## **7. Adjournment**

Commissioner Gorham moved, seconded by Commissioner DeSantis, to adjourn the meeting. **All in favor - So Voted.**

The meeting was adjourned at 8:28 p.m.

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Eric N. Waldron, A.A.E., ACE  
Airport Director and  
Clerk of the Commission