

The Seven hundred and fifty-sixth meeting of the Worcester Regional Airport Commission was held on Monday, April 9, 2007 at 6:30 PM in the Conference Room of the Worcester Regional Airport Terminal Building.

Members present were: Chairman James Delehaunty, Commissioners Tim DeSantis, Tom Gorham, Patsy SantaMaria and Joe Zwirblia.

Also present were: Mr. Eric Waldron, Airport Director, Mr. Philip Niddrie, Airport Liaison, and Commissioner-elect Dennis Lipka.

Chairman Delehaunty opened the meeting at 6:31 p.m.

1. Approval of minutes of the Monday March 12, 2007 meeting

Commissioner Gorham moved, seconded by Commissioner Zwirblia, to approve the minutes of the March 12, 2007 meeting. **All in favor - So Voted.**

2. Report of the Commission Chairman – No Report

3. Commissioner's Reports

- **Marketing- no report**
- **Aviation- no report**
- **Master Plan-** Chairman Delehaunty reported that the Master Plan is still expected in June after FAA reviews the final document.

4. Reports of the Airport Director

- **Development Sites RFP:** There is more interest in this RFP than in the previous one. There have been over 30 requests for the document from the web site, however requests/interest do not always translate into responses; proposals are due on April 30th.
- **Hangar 2 Update-** Work on the insulation replacement is expected to begin around May 15. Prior to that or will need to be some final work on the hangar roof and some minor electrical work.

5. Old Business – Vice Chairman Zwirblia reported on the Climate Action Plan that the City of Worcester has completed. A meeting was held with representatives of National Grid and their technical advisor and airport staff. A report is due from National Grid and their advisor in the coming weeks.

6. New Business –

- **Policy and Authorization Concerning Short-term Licenses for Use of Airport Facilities** - This proposal would allow the Airport Director to approve licenses for the short-term use of airport facilities that do not impact operations, without a vote of the Commission. However, the Director must advise the Commission Chairman and the City Manager's office of the proposed use before it occurs, must have a License Agreement covering the use drafted by Massport, must ensure that all insurances and fees (when appropriate) are in place, and must report the activity at the next regularly scheduled Commission Meeting.

Commissioner DeSantis asked where these types of policy changes are kept for reference in future years. Mr. Waldron indicated that the Minutes of the Commission Meetings are kept in the Airport Directors Office. After some discussion, it was agreed that an appropriate file would be created for recording these types of policy changes by the Commission.

Commissioner SantaMaria moved, seconded by Commissioner Gorham, to authorize the Airport Director to approve licenses for the short-term use of airport facilities that do not impact operations, without a vote of the Commission, provided that the Director must advise the Commission Chairman or Vice Chairman and the City Manager's office of the proposed use before it occurs, must have a License Agreement covering the use drafted by Massport, must ensure that all insurances and fees (when appropriate) are in place, and must report the activity at the next regularly scheduled Commission Meeting. **All in favor, So Voted.**

- **Swissport request to amend the Master Lease to allow them to issue License Agreements for aircraft to based at Worcester Regional Airport** - Mr. Waldron explained that the Master Lease between Swissport and the City of Worcester for FBO services does not provide for License Agreements for individuals or businesses wanting to base an aircraft at the FBO facilities. The City, Massport and Swissport agree that this should be addressed in the Master Lease. The City Law Department provided language for an amendment that Massport concurred with to allow this, which was moved by Commissioner Santa Maria and seconded by Commissioner DeSantis, as follows:

Amend Section 15 to insert the following as the second paragraph thereof:

Notwithstanding the above, when exercising its authority to operate a hangar storage service or any aircraft tie-down service under section 1.A of this lease, Lessee shall have the right to issue licenses allowing specific aircraft to be stored or tied-down in its facilities for periods not to exceed 12 months solely with the approval of the Airport Director. The grant of successive licenses for a specific aircraft is permissible, provided that no single license may be extended for a period in excess of 12 months. **All in favor, So Voted.**

Prior to adjourning, the next meeting date was set for May 14, 2007.

8. Adjournment

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

The meeting was adjourned at 7:04 p.m..

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