



Westchester County Airport
240 Airport Road, Suite 202
White Plains, New York 10604
Tel 914.995.4850
Fax 914.995.3980
www.avports.com

March 29, 2017

Commissioner Vincent Kopicki
County of Westchester
Department of Public Works & Transportation
148 Martine Avenue, Room 518
White Plains, NY 10601

Dear Commissioner Kopicki:

Enclosed please find the minutes of the Airport Advisory Board Meeting held on March 22, 2017.

If you have any questions or need additional information, please feel free to contact me.

Very truly yours,

Peter Scherrer
Airport Manager
Westchester County Airport

PS/vpe

Enclosure

Cc: Thomas Bartlett
Joseph Nicoletti
John Inserra

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**Airport Advisory Board Meeting
March 22, 2017**

ATTENDANCE:

MEMBERS PRESENT:

ROCCO TURSO	-	HARRISON - CHAIR
HOWARD SCHUR	-	PURCHASE
CAMILLO SANTOMERO	-	BEDFORD - VICE CHAIR
RICHARD CONRAD	-	NORTH CASTLE
DAVID GELFARB	-	BOARD OF LEGISLATOR – DISTRICT 6
EILEEN MILDENBERGER	-	ACTING PLANNING COMMISSIONER
MARK RUBEO	-	PLEASANTVILLE
VINCENT F. KOPICKI	-	COMMISSIONER – DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION
DANIEL F. CREMINS	-	LARCHMONT

COUNTY STAFF:

ROBERT FUNICELLO	-	ENVIRONMENTAL PROJECT DIRECTOR
VINCENT ANTONECCHIA	-	WCPD AVIATION
BRIAN POPLAWSKI	-	WCPD AVIATION

AvPORTS STAFF:

PETER SCHERRER	-	AIRPORT MANAGER
JOHN INSERRA	-	ENVIRONMENTAL MANAGER
CHRISTOPHER QUAIL	-	NOISE ABATEMENT SPECIALIST
DEREK COLBERT	-	USDA WILDLIFE OFFICER
HUGH FOX, JR.	-	DIRECTOR OF CONSTRUCTION

GENERAL PUBLIC:

KENT PATTERSON		
DAREN TOLZ	-	NORTH CASTLE

Call to Order 19:04

- Roll Call Taken
- Minutes of the February 2017 meeting were approved

Special Presentation

- A presentation was made by Sgt. Vincent Antonecchia and Officer Brian Poplawski of the Westchester County Police Department Aviation unit. In this presentation they described the capabilities of the Police Aviation Unit and the services that are provided to the community by the unit. WCPD is the only significant police aviation unit in the lower Hudson Valley and provides search and rescue, firefighting, assisting in the pursuit and capture of suspects and regular patrols for material that can be used for dirty bombs. The Aviation Unit also assists police in Rockland, and Putnam counties.
- **Mr. Santomero** asked if there was anything that the aviation unit needed that the Board could help them with.
 - **Sgt. Antonecchia** replied the unit's most pressing need was to have a hangar facility of its own instead of leasing space from one of the Fixed Based Operators at the airport.
- **Mr. Turso** thanked Sgt. Antonecchia and Officer Poplawski for taking the time to address the Board.

Correspondence:

- No Correspondence

Noise Monitor Report: *John Inserra (AvPORTS)*:

- **February**

The airport received a total of 47 noise complaints from 14 households

 - The lead caller sent in 17 complaints
 - Two households sent in 10 or more complaints
 - 18 complaints were received during the VRFF
 - All were HPN traffic
 - 8 New York municipalities, and 1 Connecticut municipality
 - There were a total of 266 operations during the VRFF
 - There was 2 high range noise events

Commissioner's Report as provided in the printed handouts

- Airport Projects - Design
 - Airport Master Plan 95% - Under Review by FAA
 - Rehabilitation of Runway 16/34 - 60%

- Electrical System upgrade - 30%
- Hangar E Parking lot upgrade - 75%
- Departure Lounge Improvements - 30%
- Airport Projects - Construction
 - New Perimeter Fence - 95%
 - Hangar D Parking Lot - 99%
 - Baggage Screening Building - 99%
 - Deicing Fluid Collection System Contract 3 - 99%
 - South Concourse Renovation - 30%
 - Basin B Dredging - 0%
 - Tower Road rehabilitation - 0%
 - Stormwater management upgrade - 0%

Old Business: None

New Business:

- **David Gelfarb:**
 - The Board of Legislators met as a committee of the whole with Frasca LLC the consultants who are preparing the RFP for the potential privatization of the airport. Mr. Gelfarb took the opportunity to ask many of the same questions that he did of Oaktree and CIBC this past fall. The consultants hope to have the RFP ready within the next two months and the entire process completed by the end of the year.
 - **Mr. Gelfarb** also brought to the Board's attention several articles that appeared in the Journal News regarding the airport and the Board. A discussion followed on an article that claimed the airport had lost \$7 million from not being able to collect Passenger Facility Charges (PFC), Mr. Gelfarb asked **Mr. Scherrer** to respond.
 - **Mr. Scherrer** explained that PFCs can only be collected to be used on approved projects that directly affect commercial aviation. These projects must be approved by a majority of airlines serving the airport. PFC funds must be used and not hoarded. The County and not the airport is responsible for the selection and management of projects. Delays in the construction of several projects led to a large amount building up in the PFC accounts and the FAA withdrawing the airport's ability to collect

PFCs. This has since been restored and the airport resumed collecting PFCs in 2016. The airline industry has fought any attempt to increase the maximum amount collected.

- A discussion was held regarding a new webpage for the Board to be placed on the airport's website. At this time the County IT department needs to know what will be placed on the website and how much storage space will be needed.
- Upcoming presentations
 - April: Derek Colbert, USDA Wildlife Control Officer for the Airport
 - May: Romero Iral, Assistant FSD TSA Westchester County Airport / Stewart International Airport
 - June: Kent Patterson, History of Westchester County Airport

Public Comments:

- *Daren Tolz:*
 - Mr. Tolz asked if there was a date for the RFP.
 - **Mr. Kopicki** responded a specific date has not been set, but is expected sometime in the next two months.

Meeting Adjourned 20:19

AIRPORT PROJECTS - DESIGN
March 15, 2017

**CONTRACT NO. 13-1500– AIRPORT MASTER PLAN
(A0071)**

Funding: FAA/Westchester County
Consultant/Designer DY Engineers
Percent Complete: 95%

Comments:

- Under review by FAA

**CONTRACT NO. 14-929 – REHABILITATION OF RUNWAY 16/34
(A0118)**

Funding: FAA/Westchester County
Consultant/Designer Michael Baker Inc.
Percent Complete: 60%

Comments:

- Engineers report has been received

**CONTRACT NO. 15-504 – ELECTRICAL SYSTEM UPGRADE – AUTOMATIC TRANSFER
(A002A) SWITCH – 15 KV**

Funding: Westchester County
Consultant/Designer In-House
Percent Complete: 30%

Comments:

- Awaiting information from Con Ed regarding auto-transfer switchgear equipment
- Con Ed input may affect plan layout and scope of work

**CONTRACT NO. 15-500 – HANGAR E PARKING LOT REHABILITATION
(A066C)**

Funding: Westchester County
Consultant/Designer In-House
Percent Complete: 75%

Comments:

- Coordinating with Tower Road project

**CONTRACT NO. 14-926-B – DEPARTURE LOUNGE IMPROVEMENTS
(A083A)**

Funding: PFC
Consultant/Designer AECOM
Percent Complete: 30%

Comments:

- Design kick-off held 2/24/15
- Project Definition Report submitted Aug. 2015. Options and costs included

James Antonaccio, R.A.
March 15, 2017

AIRPORT PROJECTS - CONSTRUCTION
March 15, 2017

CONTRACT NO. 11-506 – SECURITY ENHANCEMENTS – REPLACE AIRPORT PERIMETER FENCING & SECURITY GATES (A050C)

Funding: ACIP Entitlement Funds
Contractor: The LandTek Group, Inc.
Contract Amount: \$3,005,330.00
Percent Complete: 95%

Comments:

CONTRACT NO. 13-516 – PARKING LOT REHABILITATION – HANGAR D (A066C)

Funding: Airport Special Revenue Funds
Contractor: R. Pugni & Sons, Inc.
Contract Amount: \$3,345,244.00
Percent Complete: 99%

Comments:

- Punch List items

CONTRACT NO. 14-537 – BAGGAGE SCREENING FACILITY (A095B)

Funding: Passenger Facility Charges (PFC'S)
Contractor: VRH Construction Corp.
Contract Amount: \$12,590,720.00
Percent Complete: 99%

Comments:

- Punch List items

CONTRACT NO. 15-515 – AIRCRAFT DEICING FLUID COLLECTION, SYSTEM IMPROVEMENTS AND APRON RECONSTRUCTION AT TERMINAL CONTRACT NO. 3 (A069A)

Funding: Passenger Facility Charges (PFC'S)
Contractor: ELQ Industries Inc.
Contract Amount: \$4,579,956.00
Percent Complete: 99%

Comments:

- Phase 3 has been completed
- Phase 4 has been completed – Punch List items

CONTRACT NO. 15-539 – TERMINAL SYSTEMS UPGRADE, SOUTH CONCOURSE RENOVATION, PHASE II (A0083)

Funding: Passenger Facility Charges (PFC'S)
Contractor: VRH Construction Corp.
Contract Amount: \$3,021,100.00
Percent Complete: 30%

Comments:

CONTRACT NO. 16-208 – MAINTENANCE DREDGING FOR DETENTION BASIN B

Funding: Airport Operating Funds
Contractor: R. Pagni & Sons, Inc.
Contract Amount: \$1,489,000.00
Percent Complete: 0%

Comments:

- Contract awarded-awaiting Army Corps permits

**CONTRACT NO. 16-503 – REHABILITATE TOWER ROAD
(A0079)**

Funding: ACIP Entitlement Funds
Contractor: Laura Li Industries, LLC
Contract Amount: \$544,197.50
Percent Complete: 0%

Comments:

- Contract awarded-coordinating with new Million Air Hangar construction

**CONTRACT NO. 16-504 – STORMWATER MANAGEMENT, UPGRADE
(A042B)**

Funding: ACIP Entitlement Funds
Contractor: R. Pagni & Sons, Inc.
Contract Amount: \$2,801,257.50
Percent Complete: 0%

Comments:

- Contract awarded-awaiting Army Corps permits

James Antonaccio, R.A.
March 15, 2017



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April 24, 2017

Commissioner Vincent Kopicki
County of Westchester
Department of Public Works & Transportation
148 Martine Avenue, Room 518
White Plains, NY 10601

Dear Commissioner Kopicki:

In accordance with Article Two, Paragraph (f) (1), Schedule 2, of our Management Agreement, I am transmitting herewith the Westchester County Airport Activity Report for the month of March 2017.

Also, enclosed is a list of operators with six or more VRRF occurrences for the month of February 2017.

If you have any questions, or require additional information, please feel free to contact me.

Very truly yours,

Peter Scherfer
Airport Manager
Westchester County Airport

PS/vpe

Enclosures

cc: Thomas Bartlett
Joseph Nicoletti
John Inserra

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5. Weather	<u>VFR</u>	<u>IFR</u>	<u>Below Minimums</u>
	97%	3.0%	0%

Westchester County Airport Operations activated the Runway 16 Special Authorization Category II Aircraft Approach once during the month of March for a total time of 3 hours and 44 minutes.

6. Construction

The new advertising date for the Terminal's new electric room project is scheduled for April 21st and bids will be received on May 10.

The South Boarding Pier – the submittal for the glass for the wall needs to be reviewed by the County. The glass specified was not rated for jet blast. The contractor has submitted shop drawings. Also, the glass supplier will be submitting the cost to upgrade the glass.

Hangar "D" parking construction of the walkway canopy along the roadway has started with the construction of the footings.

The Baggage Screening Building – the contractor is scheduling an elevator testing. The outside railings are installed. ADCO Electrical Contracting has installed the fiber between the Terminal main telephone room and the second floor communication room for use by the airlines. The power for the racks needs to be completed.

The Airport has submitted to DPW the requisitions to purchase three electric pushback tugs and six baggage tugs with the money appropriated in the 2015 and 2016 Capital. The Airport also submitted the specification for refurbishing the electric lavatory and water trucks. We are still waiting for the County to submit the requisitions.

The Emergency Alert System throughout the Terminal is now operating.

County Planning Department has prepared the drawings for tree removal and landscaping in the easement of the Fox Property.

The solar wall and heaters for Hangar C-1 is now fully operational.

The Rehabilitation of Tower Road - the pre-construction meeting was held on March 20th.

Stormwater Upgrades project - the pre-construction meeting was held on March 20th.

The contract for dredging of Basin B, the County is waiting for permits from the Army Corps of Engineers.

UTI has submitted the proposal for the upgrade to the access control system for Gate 9 and work will start in April.

UTI has submitted the proposal for reworking the north and south ramp gates and work will start in April.

Million Air's new hangar construction has started. Million Air was instructed to install a foam fire suppression system for Class II hangar and connect to the 12" water supply line. Flow tests were performed on fire hydrants to determine the flow capacity for the Airport's water distribution system. Additional meetings will be required.

7. Noise Complaints 51 Year-to-date: 136

The 51 noise complaints were generated by 11 households.
Two households called in 10 or more complaints.
The lead caller reported 19 complaints.

In March 2016, we received 85 noise complaints.

Night Noise Complaints 00:01-06:30
9*

* 0 not HPN traffic, 0 general and 0 unknown complaint.

Visitors to Noise Abatement Office 0 Adults
0 Children

8. Night Operations

	<u>MARCH 2016</u> <u>00:01-06:30</u>	<u>MARCH 2017</u> <u>00:01-06:30</u>	<u>2017</u> <u>Y-to-D</u>
Jet Aircraft	248	185	623
Propeller Aircraft	22	35	110
Helicopter	7	13	41

9. Airline Passenger Count

	<u>FEB.</u> <u>2016</u>	<u>FEB.</u> <u>2017</u>	<u>Y-to-D</u> <u>2016</u>	<u>Y-to-D</u> <u>2017</u>
Enplaned Passengers	53,315	54,707	104,415	112,884
Deplaned Passengers	51,439	51,856	95,545	106,515

10. Heavy Aircraft Operations

52 Corporate + 179 jetBlue = 231

A handwritten signature in black ink, appearing to read 'Peter Scherrer', with a large, stylized initial 'P'.

Peter Scherrer

Cc: Thomas Bartlett
Joseph Nicoletti
John Inserra

OPERATORS WITH 6 OR MORE OCCURRENCES DURING THE VRF
FOR THE MONTH OF
FEBRUARY 2017

<u>OPERATOR</u>	<u>OCCURRENCES</u>
Tradewind Aviation	26
NetJets Inc/Sales/Int'l	24
Atlantic Southeast Airlines	23
Endeavor Air	19
jetBlue Airways	15
PSA Airlines	12
Helicopter Flight Services	8
Bombardier Aerospace Flexjet	7

WESTCHESTER COUNTY AIRPORT - 2017

TOTAL OPERATIONS

	2016		2017		% CHANGE	
	2016	Y-To-D	2017	Y-To-D	MONTH	Y-To-D
JANUARY	9,908	9,908	10,247	10,247	3.4	3.4
FEBRUARY	9,469	19,377	9,720	19,967	2.7	3.0
MARCH	11,278	30,655	10,775	30,742	-4.5	0.3
APRIL	11,457	42,112				
MAY	12,789	54,901				
JUNE	13,677	68,578				
JULY	14,901	83,479				
AUGUST	15,975	99,454				
SEPTEMBER	13,784	113,238				
OCTOBER	12,054	125,292				
NOVEMBER	11,921	137,213				
DECEMBER	10,303	147,516				

JET OPERATIONS

	2016		2017		% CHANGE	
	2016	Y-To-D	2017	Y-To-D	MONTH	YEAR
	6,293	6,293	6,305	6,305	0.2	0.2
	6,193	12,486	6,280	12,585	1.4	0.8
	6,742	19,228	6,681	19,266	-0.9	0.2
	6,425	25,653				
	7,069	32,722				
	6,417	39,139				
	6,725	45,864				
	6,874	52,738				
	6,981	59,719				
	6,981	66,700				
	6,726	73,426				
	6,539	79,965				

TOTAL FUEL FLOW

	2016		2017		% CHANGE	
	2016	Y-To-D	2017	Y-To-D	MONTH	Y-To-D
JANUARY	2,501,735	2,501,735	2,860,886	2,860,886	14.4	14.4
FEBRUARY	2,427,772	4,929,507	2,694,991	5,555,877	11.0	12.7
MARCH	2,816,361	7,745,868	2,922,698	8,478,575	3.78	9.5
APRIL	2,177,391	9,923,259				
MAY	2,809,397	12,732,656				
JUNE	2,678,736	15,411,392				
JULY	2,758,219	18,169,611				
AUGUST	2,842,565	21,012,176				
SEPTEMBER	2,637,768	23,649,944				
OCTOBER	2,773,186	26,423,130				
NOVEMBER	2,641,840	29,064,970				
DECEMBER	2,923,532	31,988,502				