

# Airport Advisory Meeting

## MINUTES

12/11/2018

3:00 PM

AIRPORT CONFERENCE ROOM

<b>MEETING CALLED BY</b>	Scott Wardwell
<b>TYPE OF MEETING</b>	Monthly
<b>CHAIRPERSON</b>	Charles Namur
<b>NOTE TAKER</b>	Scott Wardwell
<b>ATTENDEES</b>	Tom Powers, Larry Clark, Nate Grass, Earl Twiggs, Granville Lamb, Scott Wardwell, Sandra Fournier and James Quinn

10:00

### ELECT NEW OFFICERS AND APPROVE MEETING MINUTES

SCOTT

<b>DISCUSSION</b>	December Meeting Minutes were approved.	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
None		

10:00

### UPDATE ON UNITED TRANSITION

<b>DISCUSSION</b>	Scott gave an update on several items in regards to United's transition. He reviewed the current schedule
<p>He indicated that for Orlando. The connections through Newark are very good with an arrival into Orlando by 12:42 with a 6:00 AM departure out of PQI. Coming back into PQI travelers can wait until 4:06 PM to depart from Orlando. This gives them almost a whole extra day in the Sun. The schedule to D.C. has improved substantially with an arrival into Reagan at 10:30 AM with a 6:00 AM departure out of PQI. Out of Reagan, you can remain until 7:40 PM and still make it to PQI. For someone looking to visit from D.C. you can get to PQI by 11:00 AM with a 6:00 AM departure out of Reagan. Passengers have great connections to Chicago as well with an arrival into ORD by 10:45 AM with a 6:00 AM departure out of PQI. On the return you can stay in Chicago until almost 4:30 PM and still make it to PQI that night. It is also important to note that all of these are non-stops out of Newark making the entire trip a one stop. We continue to encourage United to further optimize their schedule in answer to the concerns with the lateness of the final arrival. We have also encourage United to make the noon departure earlier in an effort to avoid the peak delay time at Newark. United has been able to accommodate on that front with a departure out of PQI at 11:35 AM.</p> <p>The completion rate for the new service has outpacing our previous carrier's 2017 performance. In August, United's completion rate was 95.4% as compared to 95.3% in August of 2017. In September United's completion rate was 98% as compared to 93.8% in September of 2017. In October, United completed 97.2% of its flights out of PQI as compared to 97.6% in 2017. In November, United completed 92.2% of its flights out of PQI as compared to 91.4% in November of</p>	

2017. In December with the significant winter weather, United's completion rate was 94.2% as compare to 91.2% in December 2017. Scott indicated that we are still working out some of the snow removal procedures and have experienced some delays and cancellations but he will be meeting with CommutAir again this week.

Scott also shared that he has taken four trips on the new service and have had great service all four times with being able to make connections and arriving at his final destination either on time or with a reasonable delay. Two of these trips have been to the New York area. Scott commented as to the ease at which he was able to get to his rental car with no long wait outside for a shuttle bus like at Logan. Instead, it was a quick comfortable ride on the airtrain that pickups right inside each terminal and drops right off at the rental car counters. Once at the rental car counters, the cars are just outside and within two minutes from leaving the lot you are on Highway I-78 headed out of town.

Scott also commented that there are Port Authority representatives at many locations throughout the terminals and air train boarding locations to give directions. Each terminal have large welcome centers that were always staffed even later in the evening to answer questions. Scott was even able to pickup some ground transportation brochures that offer door to door service to area hospitals.

Scott indicated that Terminal C was a very nice experience with a multitude of dining and shopping experiences.

<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

10:00

REVIEW ANNUAL ENPLANEMENTS

SCOTT

<b>DISCUSSION</b>	Scott reviewed the enplanements for the United service thus far. It demonstrates that United	
as compared to the previous carrier is gaining momentum and for the last three months has exceeded the six year average		
for the previous carrier. In October United boarded 3.2% above the six year average of the previous carrier. In November, United boarded 1.8% above the six year average. In December United boarded 4.1% above the six year average of the previous carrier		
Currently there are some great fares out there. In last two weeks several people have shared with me that they are flying out of PQI for the first time in years because of the great fares that they got. This does not mean that every destination on every day is going to be inexpensive.		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

15:00

REVIEW AIRPORT NAME CHANGE

SCOTT

<b>DISCUSSION</b>	I expect the draft of our new website to be available for my review in the next couple of weeks.	
The sign on the corner of central and airport drive still has not been electrically hooked up but I expect anytime now.		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

15:00

UPDATE ON T-HANGAR PROJECT

SCOTT

<b>DISCUSSION</b>	Have not had an opportunity to meet with the contractor due to time constraints		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

15:00

UPDATE ON SNOW REMOVAL EQUIPMENT ACQUISITIONS

SCOTT

<b>DISCUSSION</b>	Scott indicated that the snow removal equipment including the new sweeper, runway chemical sprayer and two plow trucks have been delivered and are operational. In addition, the runway edge light cleaner has been ordered and delivery is expected within a week.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

5:00

ECONOMIC DEVELOPMENT

<b>DISCUSSION</b>	Tom Powers gave an update on the new guard building and talked about his participation in the Master Plan.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

2:00

AIRPORT CURRENT EVENTS

SCOTT

<b>DISCUSSION</b>	General Aviation wins award for our support of Patient Airlift Service (PALS). The is another organiza-tion similar to Angel Flight. Scott also indicated that in US News and World Report's 2018-2019 ranking of hospitals New York City hospitals bested Boston hospitals in the Cancer and Cardiac specialties. No.2 in the Country was Memorial Sloan Lettering Cancer Center located in New York City while Dana Farber was No. 4. No. 4 for Cardiac was New York Presybestrian with Mass General rated at No. 5.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	