

**Westchester County Airport Advisory Board**  
**March 20, 2024**  
**Meeting Minutes**

**Board Members Present:**

- |                   |   |   |
|-------------------|---|---|
| Nicholas Hartman  | - | Chair – Pelham  |
| Robert Fleisher   | - | Vice Chair – Town of New Castle   |
| Nancy Barr        | - | Board of Legislators – District 6<br><i>(attended from remote location)</i>                                     |
| Sal Cresenzi      | - | Town of Rye<br><i>(attended from remote location)</i>   |
| David Gelfarb     | - | Harrison<br><i>(attended remotely from 122 East 42<sup>nd</sup> Street,<br/>Suite 2100, New York, NY 10168)</i> |
| Peter Schlactus   | - | Town of Rye   |
| Daniel Smith      | - | Bedford<br><i>(attended from remote location)</i>   |
| John Woolley, Jr. | - | Mount Pleasant  |

**Board Members Absent:**

- |                    |   |  |
|--------------------|---|--|
| Hugh Greechan, Jr. | - | Commissioner – WC Department of Public Works<br>& Transportation |
| Blanca Lopez       | - | WC Commissioner – Planning Department                            |
| Michael Pollack    | - | North Castle   |

**Avports Staff:**

- |                   |   |                                    |
|-------------------|---|------------------------------------|
| John Panarello    | - | VP-Airport Operations & Technology |
| Francisco Tejada  | - | Airport Manager                    |
| Christopher Quail | - | Air Service Specialist             |
| Victoria Esters   | - | Executive Assistant                |

**County Staff:**

- |                |   |  |
|----------------|---|--|
| April Gasparri | - | Director of Aviation                           |
| Brian Hegt     | - | WC Department of Public Works & Transportation |

**General Public:**

- |                    |   |                                |
|--------------------|---|--------------------------------|
| Peter Close        | - | Purchase Friends Meeting House |
| Francisco Gonzales | - | Sky Harbour                    |
| Ian Riley          |   |                                |
| Ralph Tragale      | - | RT – Connects                  |

## 1. Preliminaries

The Board meeting minutes is accompanied by the video recording of the meeting, which is available on the County's website at <https://westchestercountynyexec.legistar.com/Calendar.aspx>.

Airport Advisory Board attendees are advised to park in the Terminal's loading dock area due to the garage being full sometimes.

- a. Meeting was Called to Order, Pledge of Allegiance was recited, and there was a Moment of Silence.
- b. Roll Call was done with the Board stating their name.
- c. The **Chair** made a motion to accept the Minutes of the January 10, 2024 meeting; motion was adopted and seconded by **Mr. Fleisher and Mr. Woolley**.
- d. Chair's Update
  - All County Boards & Commissions received an Executive Order from the County Executive instructing us to strictly run the meetings under both our By-Laws and Robert's Rules of Order. Portions of the Board's book was discussed and the issues they should stick to. Everything done by the Board has to be done over a motion.
  - The Board will provide Public Comment submissions to attendees to complete and a short voluntary survey is included.
  - News articles referencing the airport were shared with the Board.
  - There is no update on the Master Plan or any litigation matters.

## 2. County Reports

### a. Airport Management Report (*Francisco Tejada – Airport Manager*)

- In February 2024, the airport had 176,235 passengers; 3% above 2023.
- **Christopher Quail** and **Lauren Walsh** – Deputy Airport Manager, attended the National Business Aircraft Association's Schedulers & Dispatchers yearly conference in Ft. Worth, TX. This conference is for all who do trip planning in corporate aircraft. This was an opportunity to raise awareness to charter brokers and companies about noise abatement programs and voluntary restraint period.
- **Mr. Schlactus** made a motion to express the Board's appreciation to the County and airport for bringing this messaging out to the aviation community. Motion seconded by **Mr. Woolley**.

**b. Aircraft Operations Report (*Christopher Quail – Avports*)**

The monthly PowerPoint presentation for February 2024 is attached, and is available on-line.

- The Airport Monitor for February is presently unavailable.
- In February 2024, the airport had a total of 11,179 operations; up by 5 from 2023.
- **Mr. Schlactus** asked for clarification on why the number of VRFF operations generated by Delta, American, jetBlue, and the companies representing the airlines, occupying a lot of those slots, are disproportional? **Mr. Quail** explained this is due to the time slots they hold before or after the VRFF period.
- **Mr. Schlactus** made a motion to suspend the rule and then to discuss how it would make sense to share current and historical information in future reports; seconded by **Mr. Fleisher**. The data should be consistent and use multi-year average opposed to end-of-year lines. **Mr. Quail** will provide the average or rolling average for 2019, two (2) full years and the current year; returning the report to the normal order.

**c. Public Works & Transportation Commissioner's Report & Airport Capital Projects (*Francisco Tejada – Airport Manager*)**

Status Sheet for the Airport Capital Projects is included with the Minutes.

- The one active project is the domestic water line. It's the installation of the 12-inch main across the north complex of the airport and down King Street, and the installation of two (2) backflow preventer buildings with the demo of the existing backflow preventer building. This project is scheduled to be done by December 2024.

**3. Public Comments (for issues not on the agenda)**

- The Board discussed where the Public Comments period is placed on the agenda. **Ms. Gasparri** clarified that the County has provided a standardized agenda that will be followed by all County Boards.
- **Mr. Close** – is concerned about the airport's waterlines and stated that is a heavily contaminated area of PFAS.
- Public Comment submissions were received from:  
**Mr. Gonzales** – Proposed if there is a way for the County and others to create a draft of what could be a social policy and have conversation about a

sustainable, environmentally friendly, noise reducing, water perfecting framework. Information was given to the **Chair** for further review.

- **Mr. Close** – Asked for a copy of the AAB Minutes for August 2023. Mr. Close thinks the procedures followed by the Board have been amazing; the Board being an interface with the community. Mr. Close stated there is a massive amount of air deposition all over the airport which explains the PFAS on the water filtration plant site. He reiterated that his main issue at the Board meetings is the PFAS on the plant site.
- The **Chair** referred Mr. Close to the centralized County meetings' website for August 2023 AAB minutes; they are no longer on the airport's website.
- The **Chair** requested clarification from **Mr. Hegt** on if public comments can be made before an item is put to a vote and an opportunity to a public comment as part of the meeting agenda. **Mr. Fleisher** and **Mr. Schlactus** voiced their opinion on the Executive Order to follow the By-Laws and emphasized allowing public comment during more than one period on the agenda. The Chair made a recommendation for the Board to pass a motion to the Chair to clarify the matter with their County Attorney's office.

**Ms. Gasparri** read information related to the Executive Order, not a request, addressed to all of the twenty-five County Boards and Commissions, their committees and sub-committees, ex and excluding the Board of Legislators. The By-Laws were adopted February 21, 1990 prescribing procedures by the Chairman on when, how, and how much time comment discussion is made.

The **Chair** will seek official guidance on if the Airport Advisory Board is authorized to amend the By-Laws. **Mr. Schlactus** will find out if any meeting minutes are available explaining when/if the Board made any amendments to the public comment period. He will relate the information to the Chair.

- **Mr. Schlactus** made a motion to suspend the rules for 5 minutes to get an update on how things are going with the new airport initiatives.

**Mr. Tejada** shared that the seating area is going well, passengers going through the TSA Checkpoint are able to get close to the boarding bridge, and passengers and employees' feedback is that they feel safe and comfortable. Further discussion followed.

In reference to the January 10, 2024 Board meeting, **Mr. Schlactus** requested legal research be done on rearrangement of the departure's seating area. In response to County Executive's press conference, the County viewed there is no legal threat to the Terminal Use Procedures.

**Mr. Fleisher** made a motion and will provide the link to County's press conference into these minutes; seconded by **Mr. Schlactus**.

- **Mr. Schlactus** made a motion to suspend the rules for 2 minutes to revisit the subject of Terminal Use Procedures audit; seconded by **Mr. Fleisher**.  
**Ms. Gasparri**, Director of Aviation, responded to the request.

#### **4. Adjournment**

The next Board meeting is scheduled for April 17, 2024, unless otherwise specified.

# **Westchester County Airport**

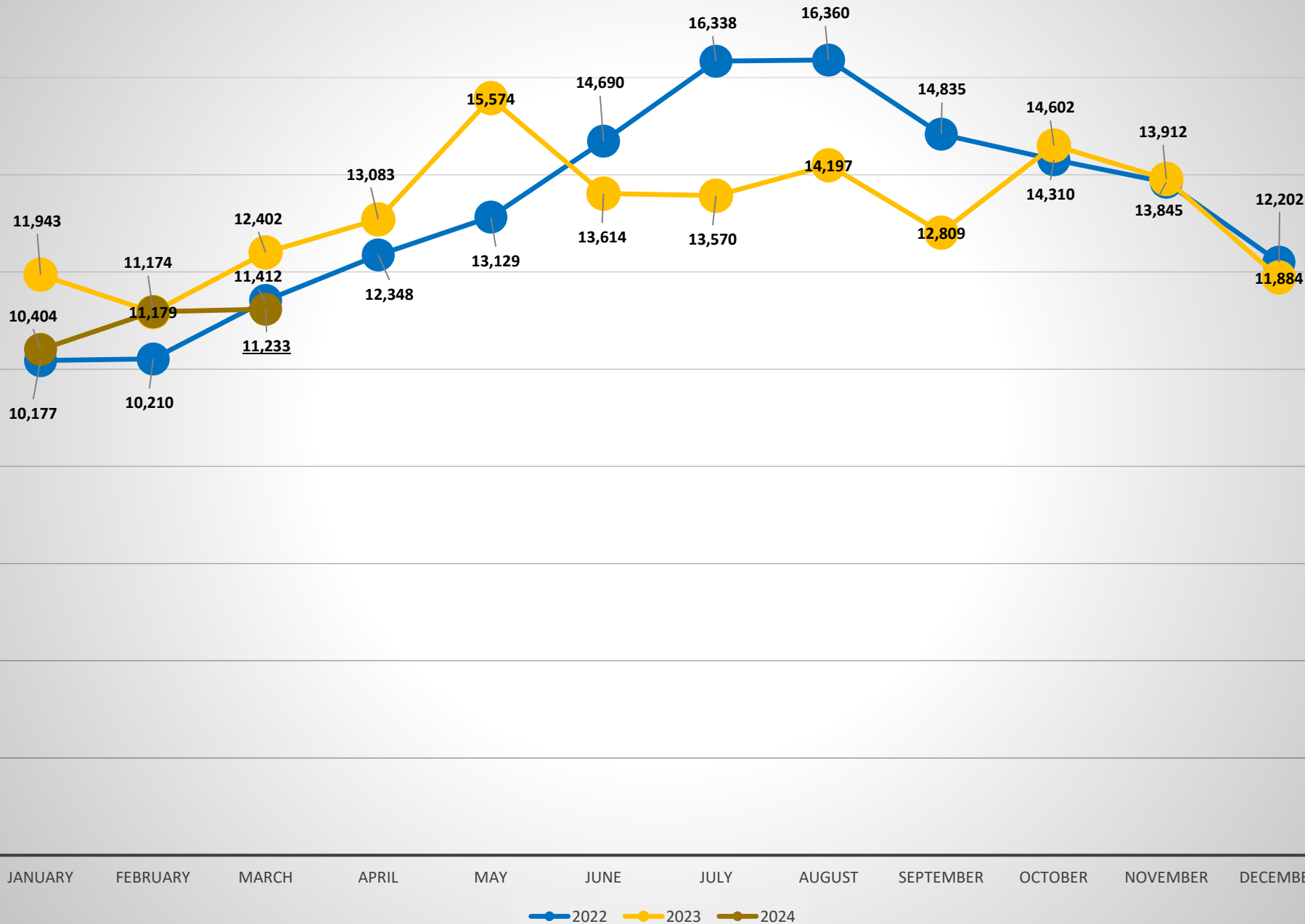
**Airport Advisory Board Meeting  
Wednesday, April 17, 2024 7:00 p.m.**

**Aircraft Operations Report**



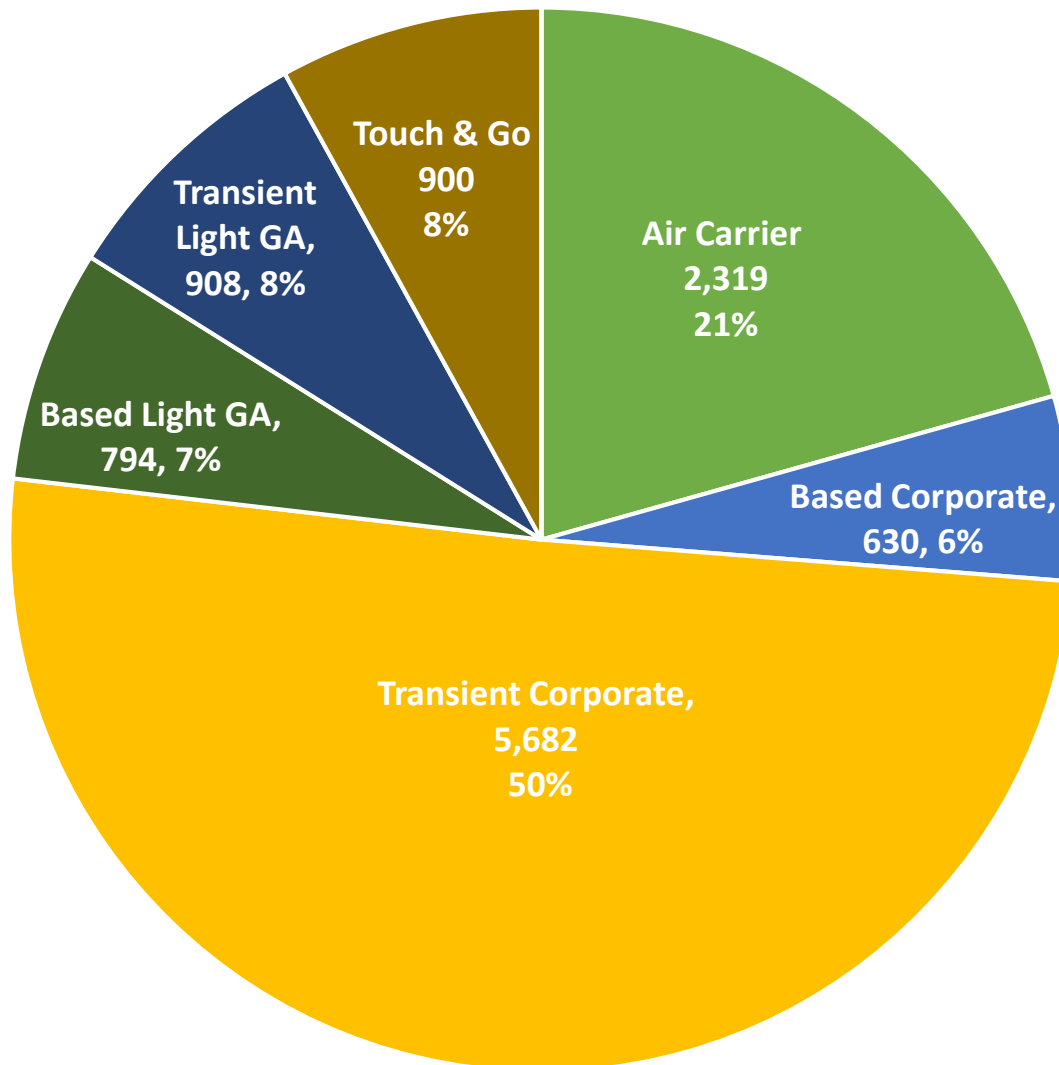


# Westchester County Airport Operations



# Airport Operations March 2024

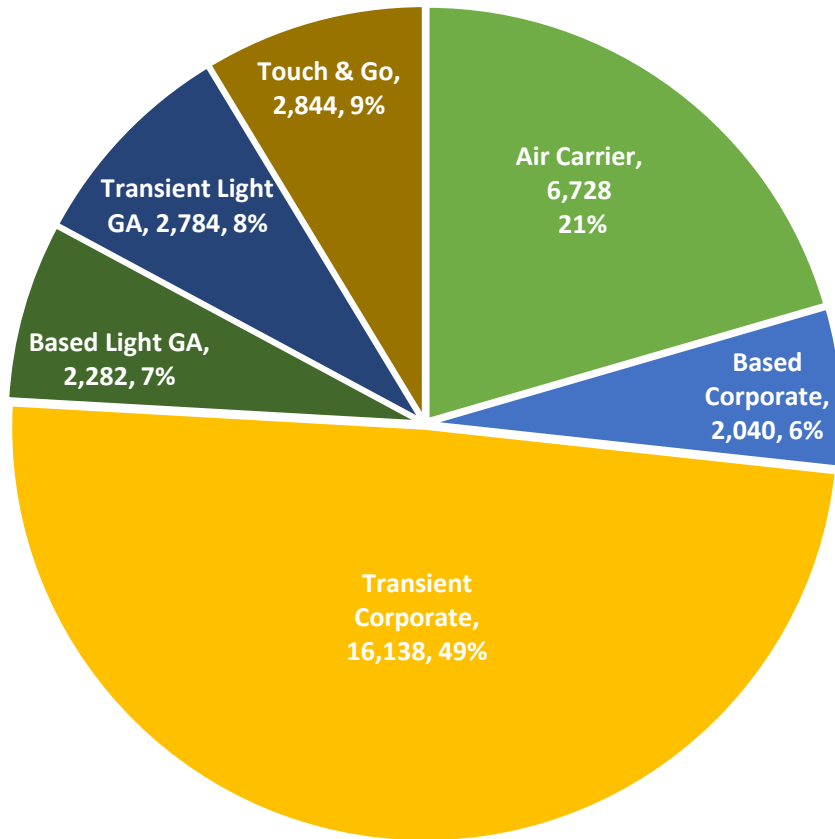
11,233 -9.4%





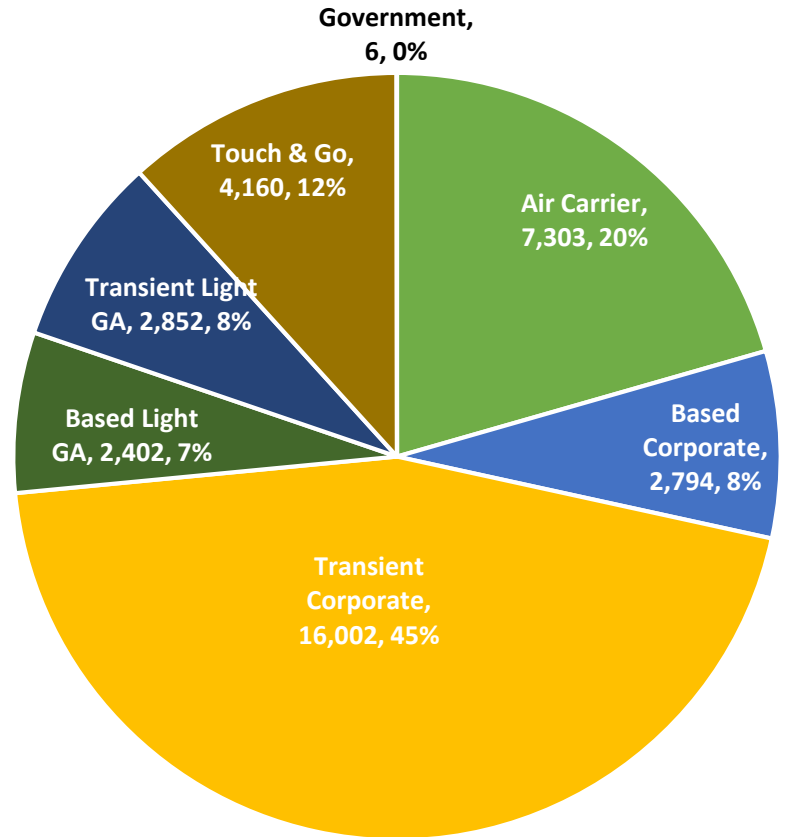
## Airport Operations 2024

32,816 -7.6%

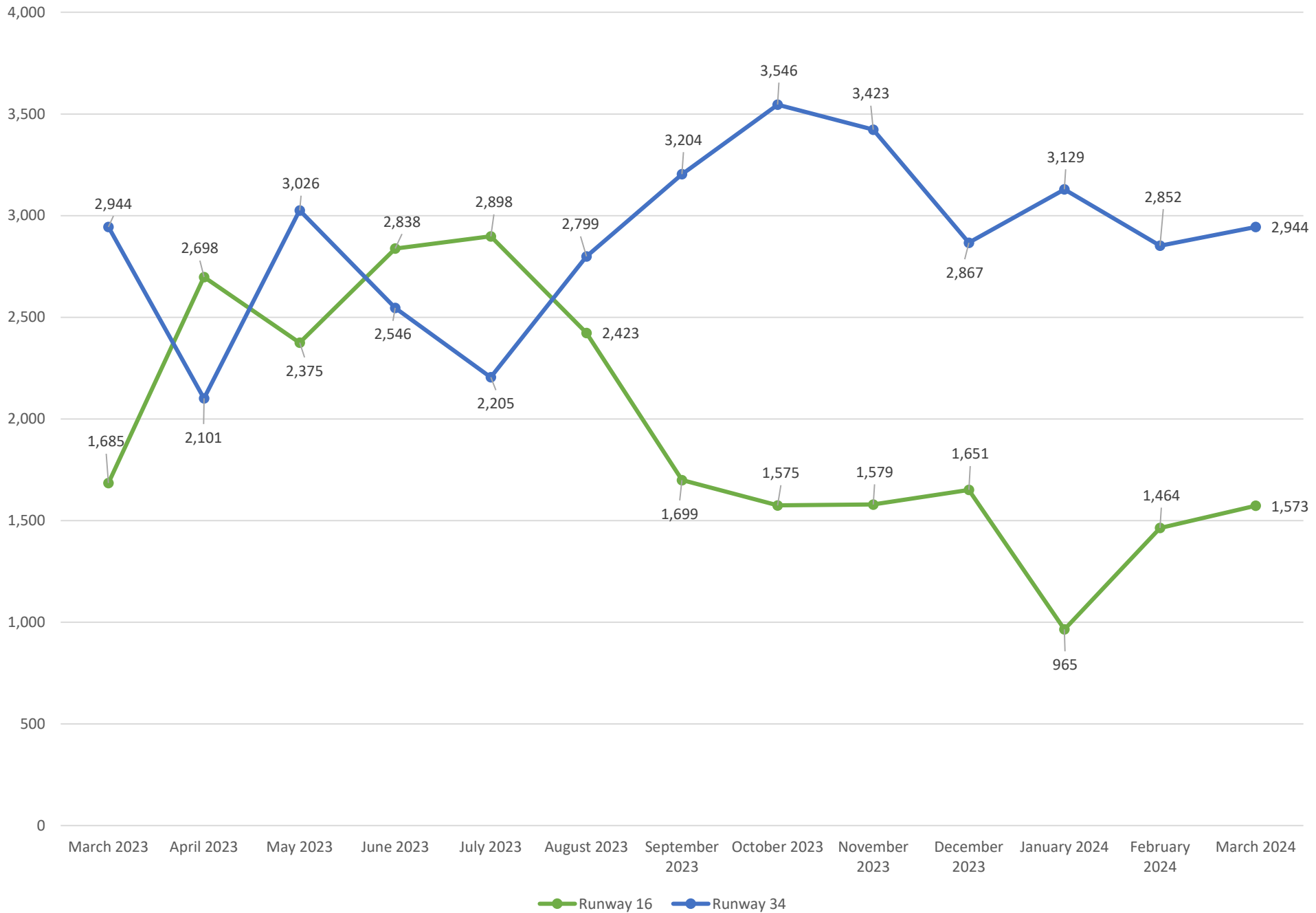


## Airport Operations 2023

35,519



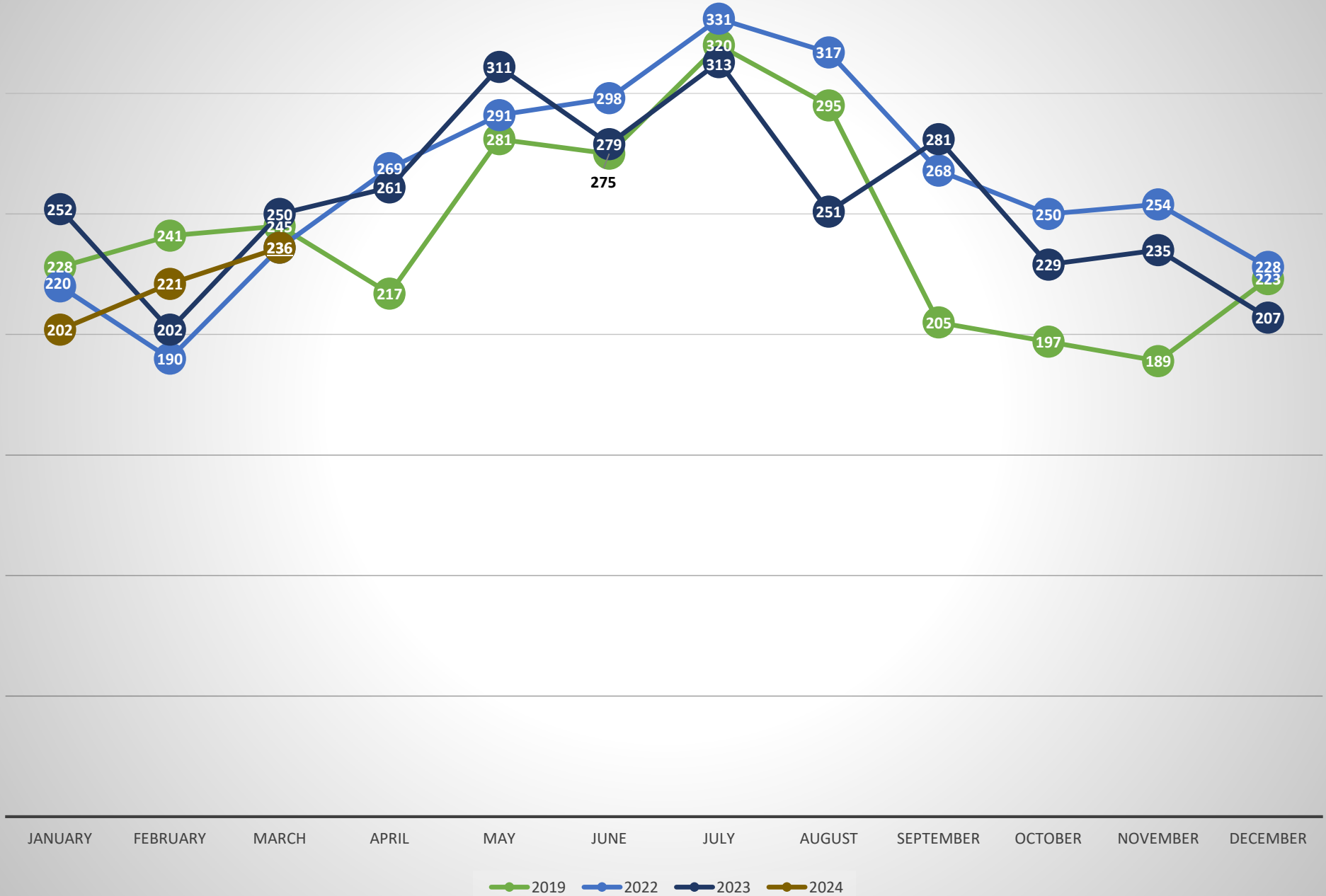
Arrivals Runway 16/34



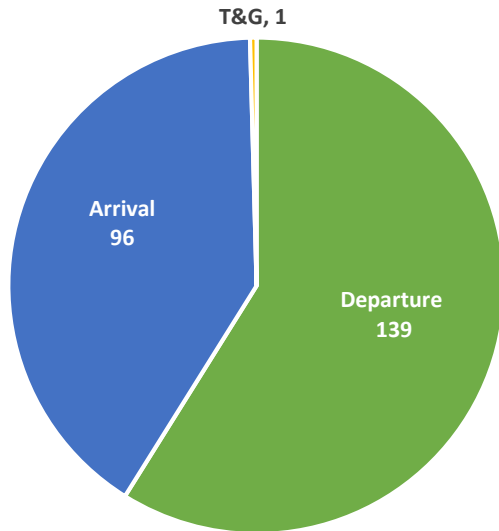
Annual Arrivals Runway 16/34



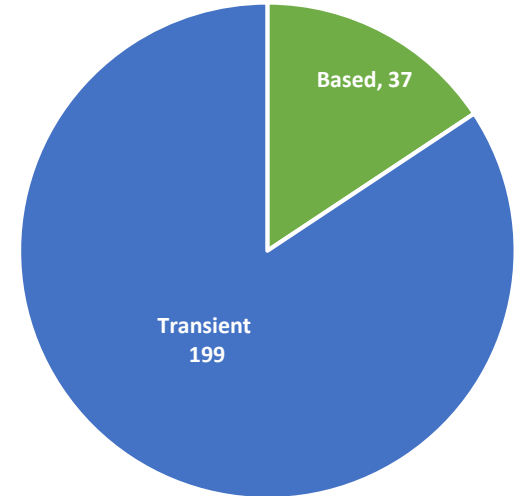
# VRFF Operations



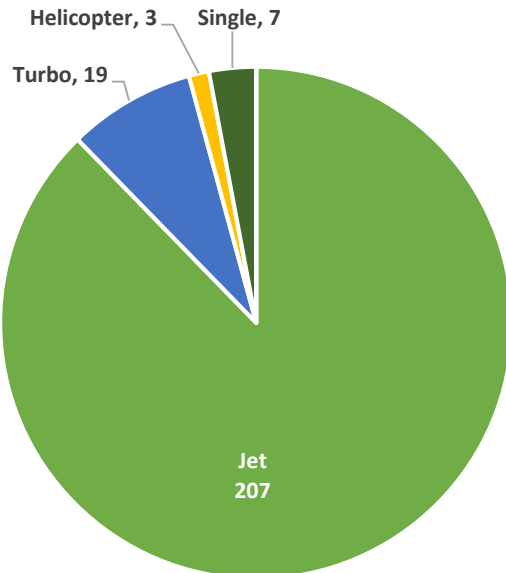
VRFF Operation Type



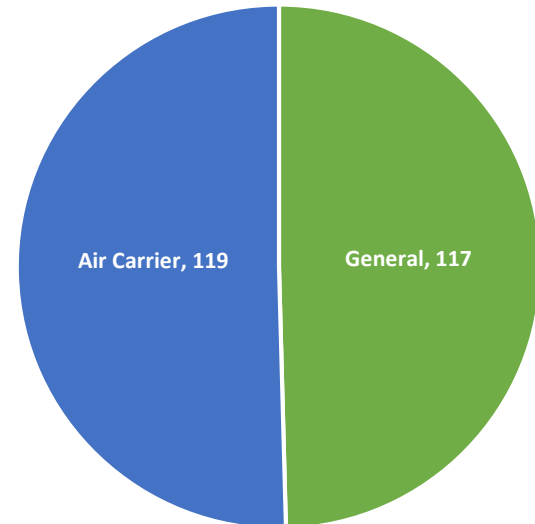
VRFF Based and Transient



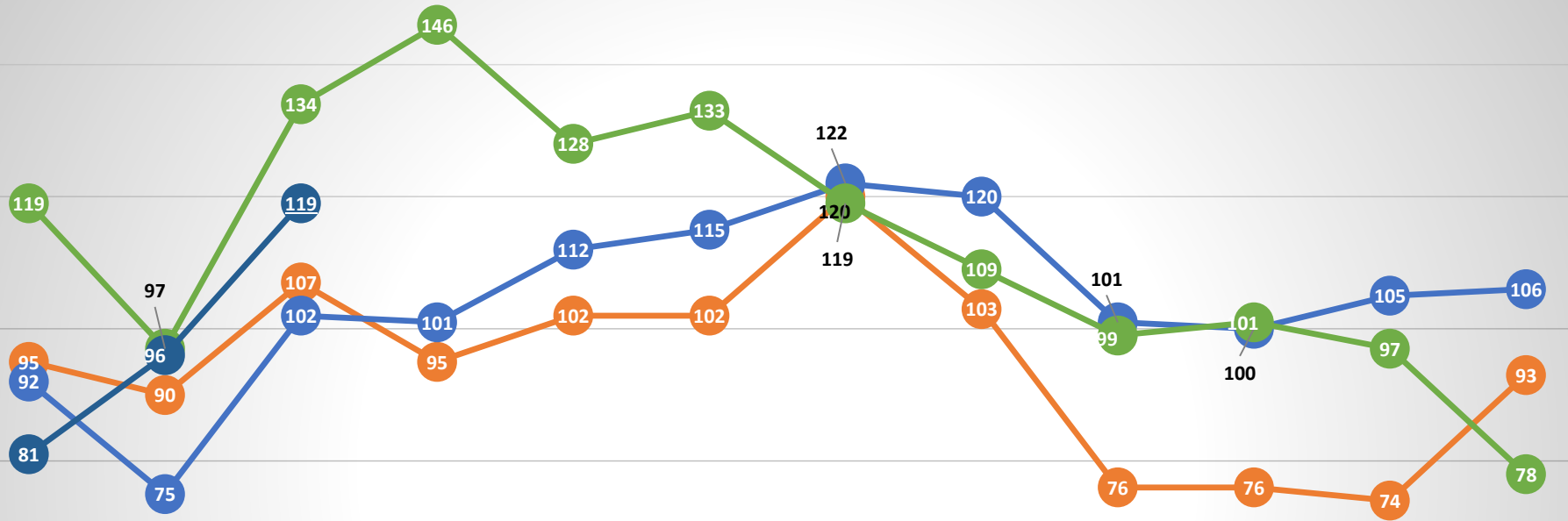
VRFF Aircraft Types



VRFF Operator Type



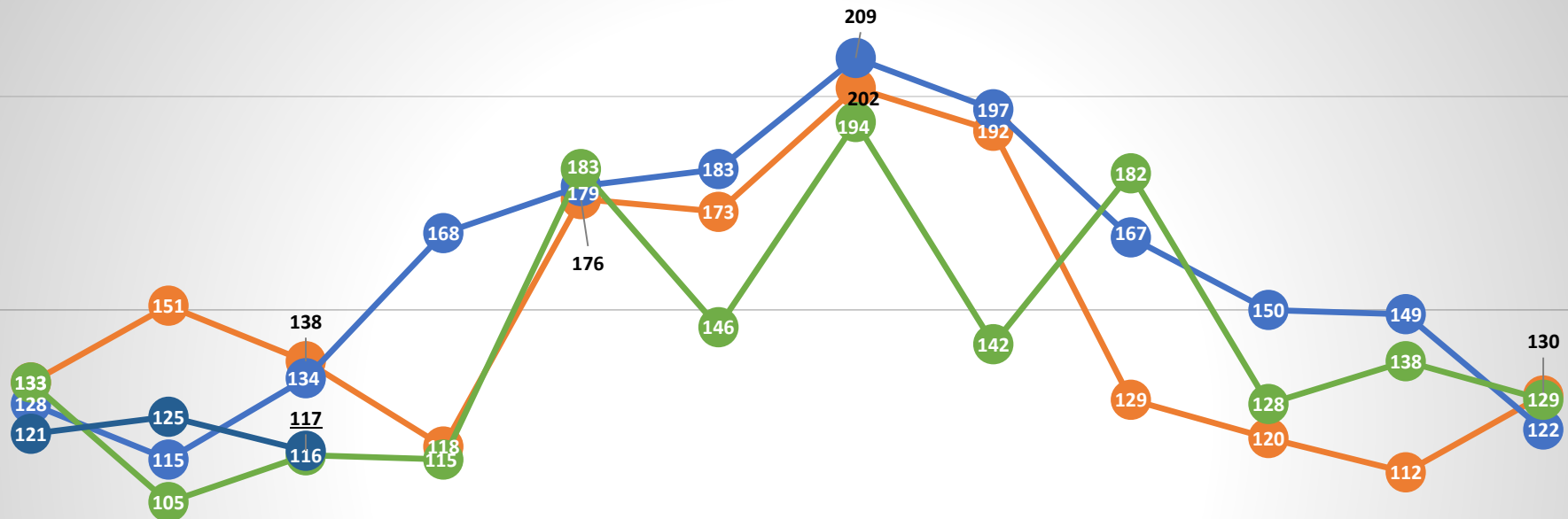
# Commerical VRFF Operations



JANUARY      FEBRUARY      MARCH      APRIL      MAY      JUNE      JULY      AUGUST      SEPTEMBER      OCTOBER      NOVEMBER      DECEMBER

—●— 2019    —●— 2022    —●— 2023    —●— 2024

# General Aviation VRFF Operations



JANUARY FEBRUARY MARCH APRIL MAY JUNE JULY AUGUST SEPTEMBER OCTOBER NOVEMBER DECEMBER

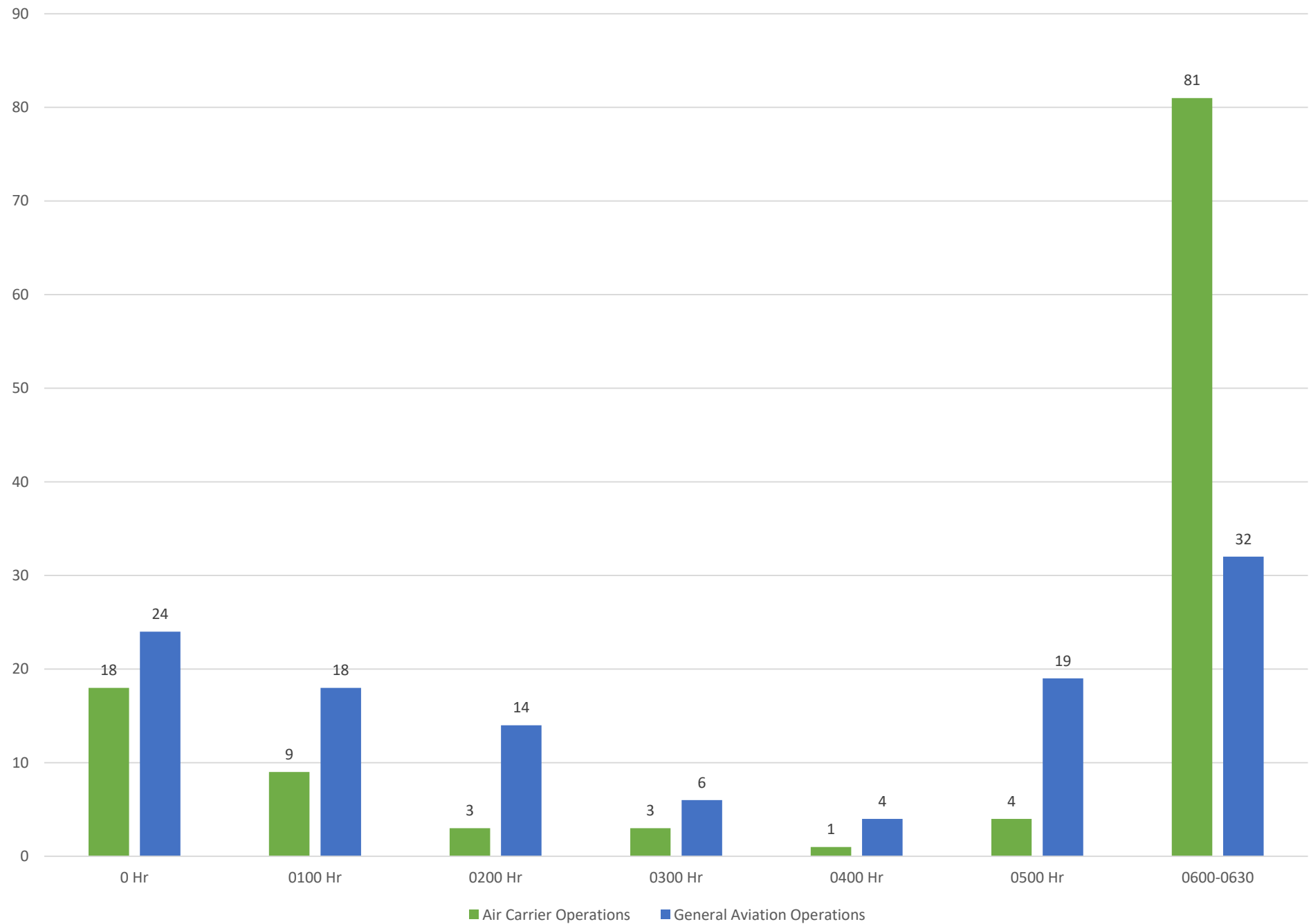
2019 2022 2023 2024



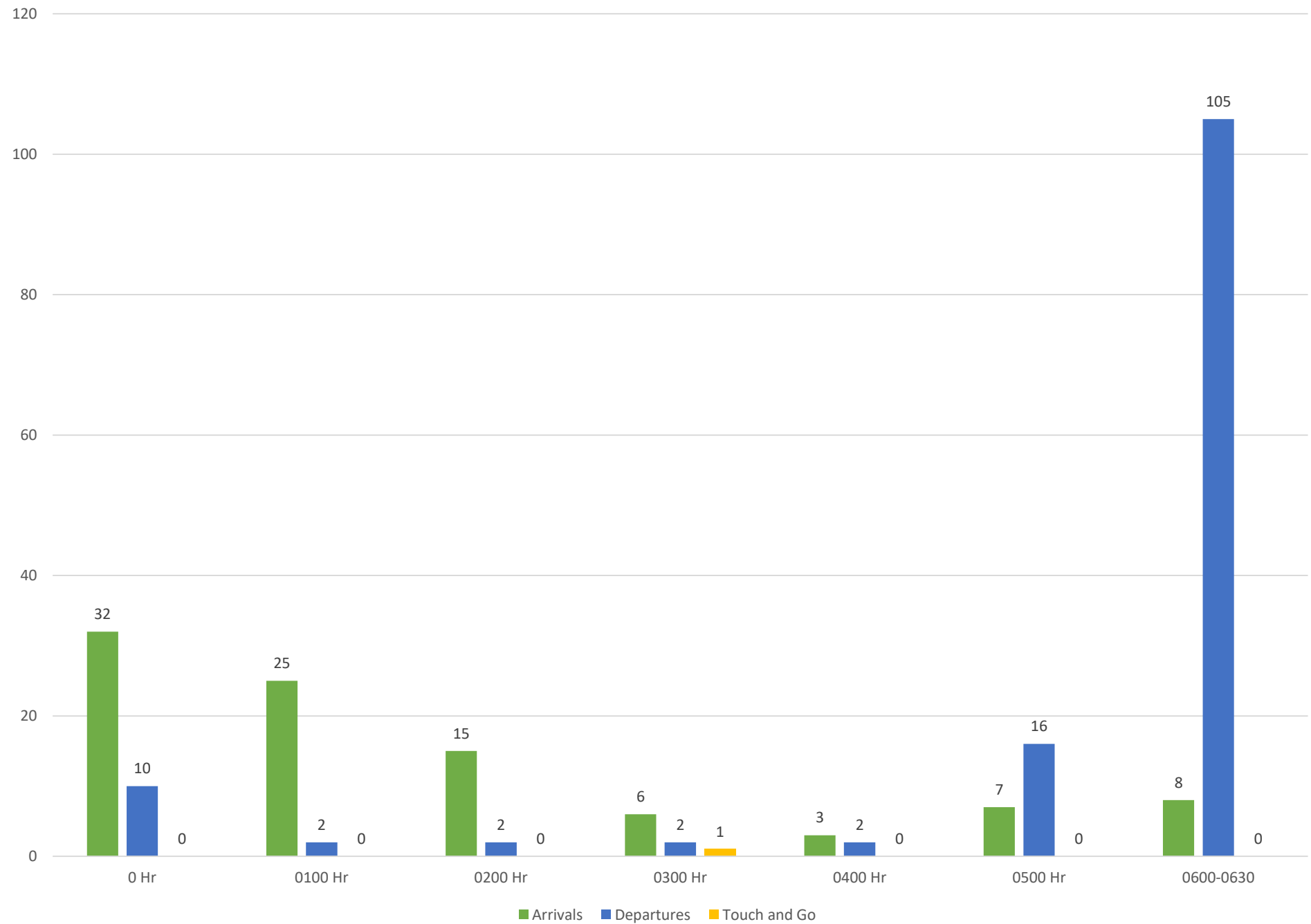
VRFF Operators With 6 Or More Operations  
March 2024

Owner Name	Number of VRFF Operations
Envoy Air Inc.	33
Delta Air Lines Inc.	32
JetBlue Airways Corp	23
SkyWest Airlines Inc.	20
Endeavor Air Inc.	9
TISMA/Event Services	8
Tradewind Aviation LLC	7
Flying Zebra	6

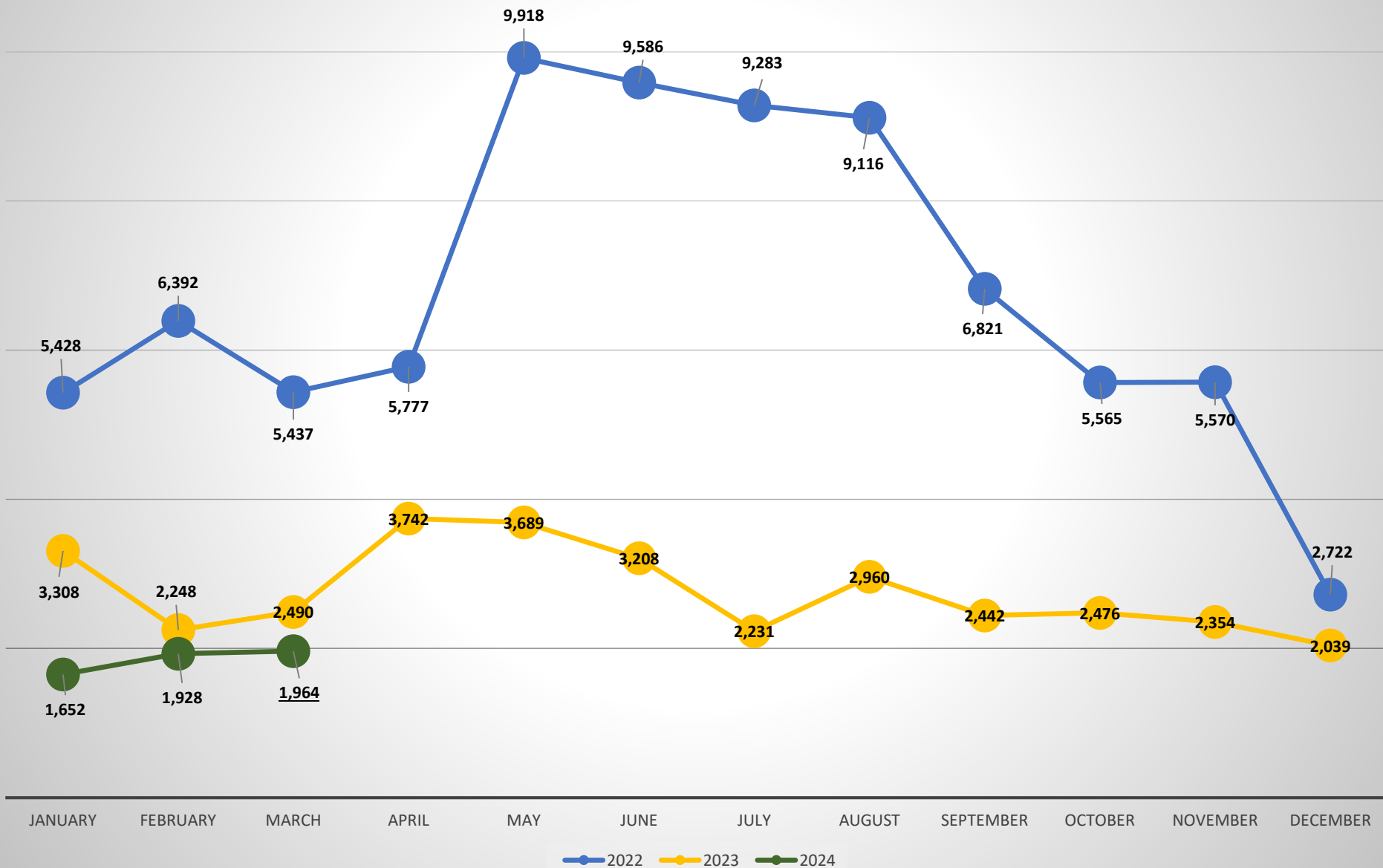
VRFF Operator Type by Hour



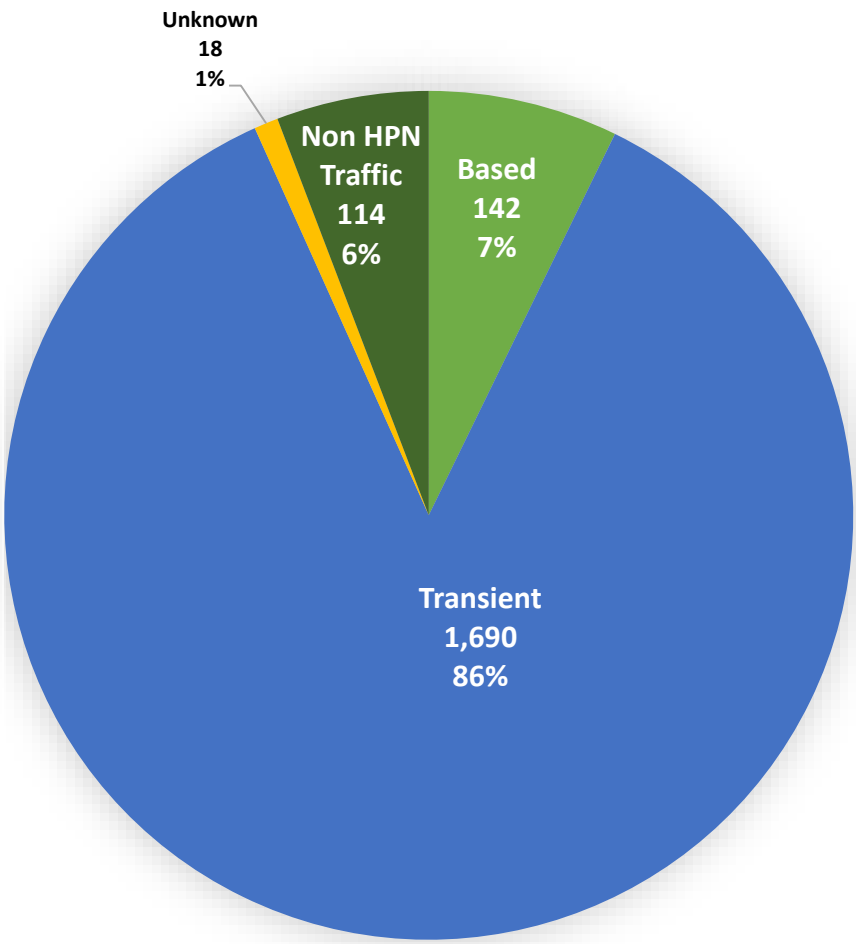
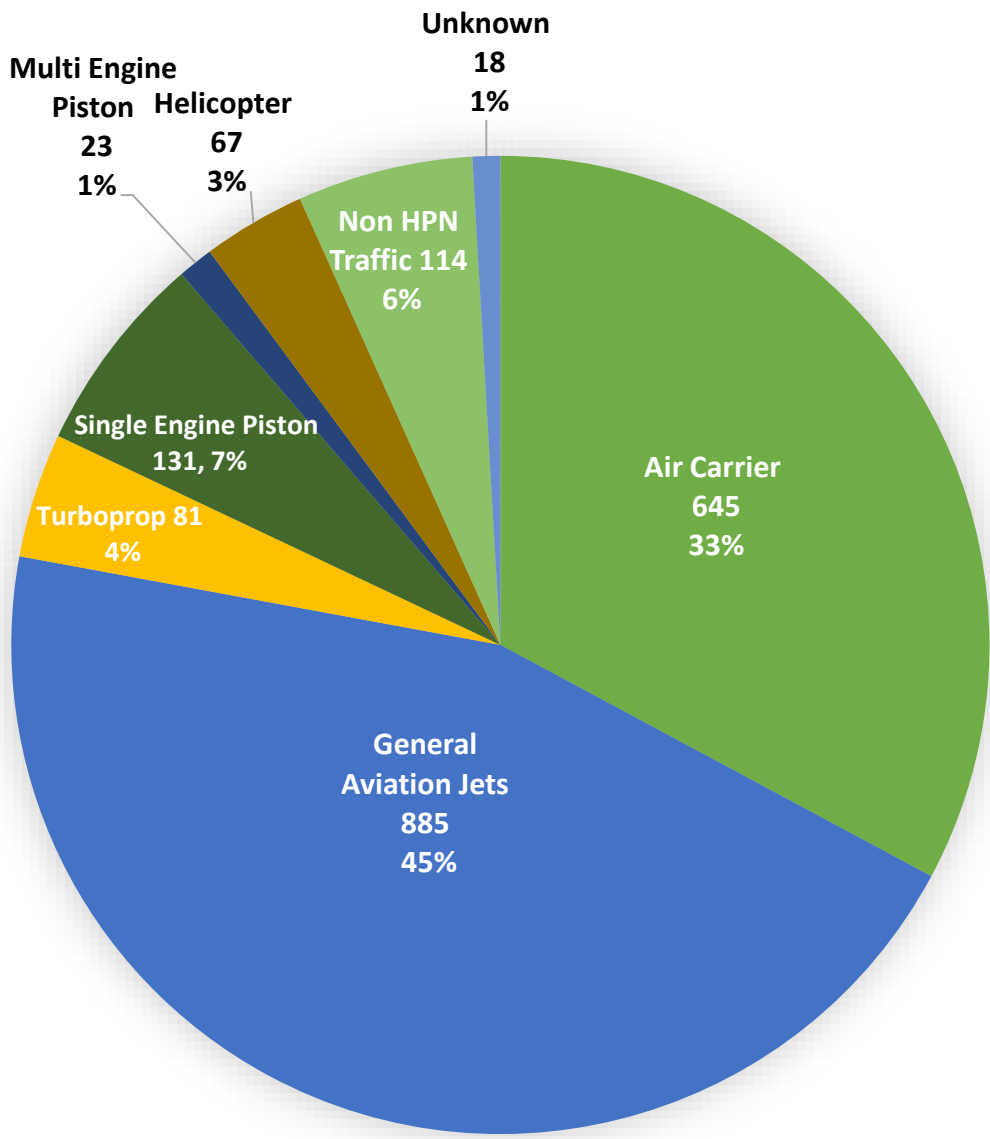
VRFF Operations Arrivals and Departures by Hour



# Westchester County Airport Noise Complaints

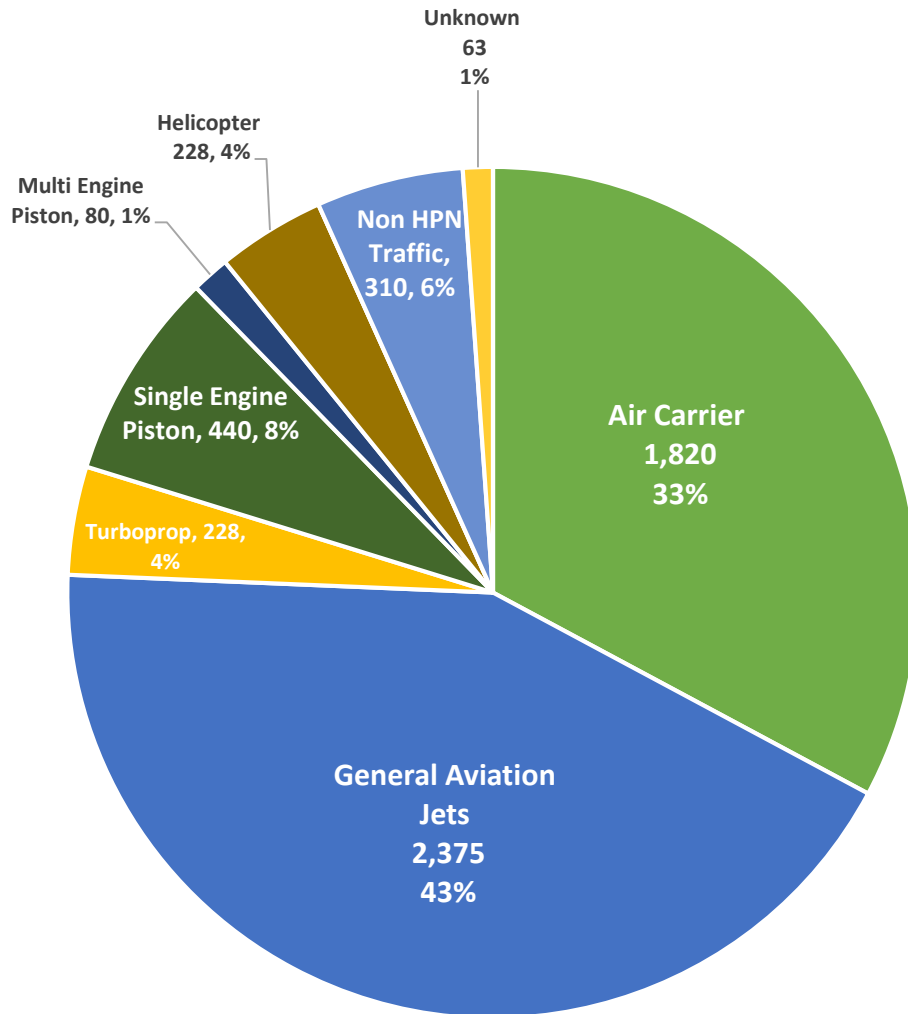


# Complaint Breakdown March 2024



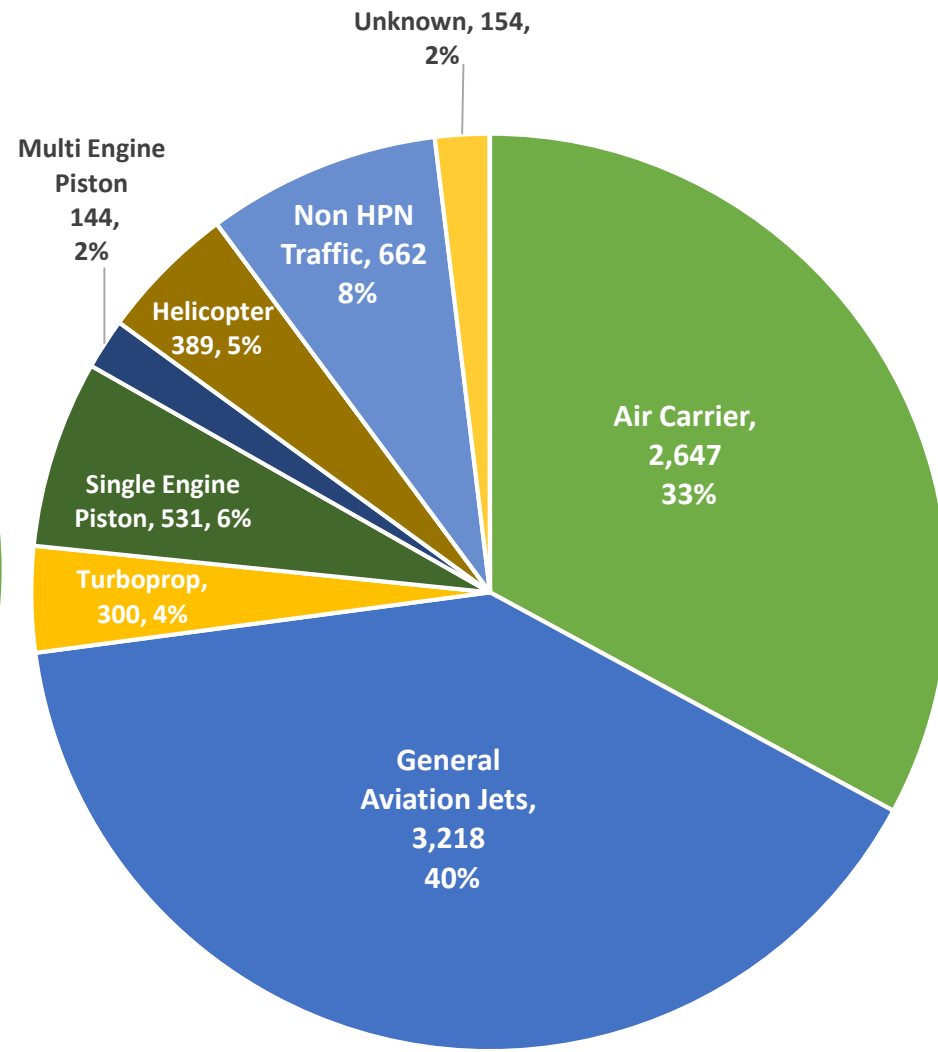
## 2024 Noise Complaints YTD

5,544 **-31%**



## 2023 Noise Complaints YTD

8,046



Noise Complaint Breakdown by Municipality for March 2024

		Complaints	Households
1	Purchase, NY	1,608	9
2	Chappaqua, NY	137	6
3	Amawalk, NY	45	1
4	Bedford, NY	40	3
5	Armonk, NY	32	3
6	South Salem, NY	29	1
7	Rye Brook, NY	27	1
8	Pleasantville, NY	18	3
9	Port Chester, NY	10	1
10	Mt Kisco, NY	7	3
11	Greenwich, CT	4	4
12	Bedford Hills, NY	2	2
13	Stamford, CT	1	1
14	White Plains, NY	1	1
15	Pound Ridge, NY	1	1
16	Hawthorne, NY	1	1
17	Valhalla, NY	1	1
	Total	1,964	42





## **Airport Projects**

### **Active Projects:**

#### **A0097 – Domestic Water System Improvements**

**Summary:** Design and construction associated with replacing WCA north complex older cast iron water mains with new 12" diameter ductile iron pipe along with a new backflow preventer building and water meter. This will provide an enhanced, more reliable water supply to the north complex.

### **Approved Bond Acts:**

#### **A0118 – Runway 16/34 Rehabilitation**

**Summary:** Rehabilitation of Runway 16/34. This specific portion addresses the remaining areas required under the FAA Airport Improvement Program to maintain safe aircraft operations. Such items include installing shoulders alongside the runway edges, replacing blast pads, and replacing taxiway edge light circuits and light fixtures.

#### **A0139 – Fuel Farm**

**Summary:** Installation of a loading rack to transfer fuel from the fuel farm tanks to mobile fueling trucks which carry fuel to the aircraft. This is an environmental improvement initiative.

#### **A0142 – US CBP Facility & West Side Deicing Ramp**

**Summary:** Design and environmental planning associated with an independent US Customs and Border Protection General Aviation Facility and a centralized deicing collection ramp on the west side of the airport. This is a regulatory and environmental improvement.

#### **A0147 – Terminal Systems Infrastructure**

**Summary:** Replace end of life obsolete software and computer components for the Baggage Handling System and the purchase and installation of a dedicated emergency generator to support business continuity at the terminal.