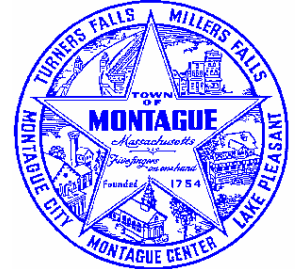


# Town of Montague Municipal Airport Commission

## Meeting Minutes

December 8, 2014



The meeting was called to order at 7:00 PM in the Airport Admin Bldg.

Commissioners present: David Brule, Keith LaRiviere, Gary Collins, Peter Golrick, and Rod Herzig

Others present: Mickey Longo, Stu Moncrieff (GALE), Brian Smith and Bruce Bohonowicz

Keith made a **MOTION** to accept the minutes of November 10, 2014, seconded by Gary, motion passes unanimously.

### GALE REPORT

**AIP-16** (Preliminary Fence Design and Section 106) Project was reduced in scope; Mickey and Peter need to review and sign the Supplemental Agreement and Annual Updates (for each open project). **AIP-17** (T/W 34 tie-in, rotating beacon, and fix obstruction lights) All grants are in place with construction slated for Spring of 2015. We need to sign Notice of Award and FAA forms. **AIP-18** (Reconstruct Parallel Taxiway) Scoping meeting was held on 11/14; Survey started. We need to review draft scope of work; Option 2A is preferred by all; send out the Independent Fee Estimate. Full Report attached.

### OTHER ITEMS

Keith made a **MOTION** to approve the 2015 Meeting Schedule, seconded by David, motion passes unanimously. Gary made a **MOTION** to amend Annual Motion #2 to indicate the intent was to refer to "operational budget". Amended motion will now read: **Moved that we** authorize the Manager to expend *operational budget* funds not to exceed the limit allowed by the State Bid Law, with specific Treasurer Approval of items over \$1,000, for Fiscal Year 2015. Seconded by Keith, motion passes unanimously. Gary made a **MOTION** to amend Annual Motion #3 to add "project related bills" so that the motion will now read: **Moved that we** authorize the Manager, the Chairman or Vice Chairman in his absence, to sign leases, grant applications, grants, grant assurances, *project related bills*, and related documents; including, but not limited to, grants over \$50,000, for Fiscal Year 2015. Seconded by Keith, motion passes unanimously.

### MANAGER REPORT

Roofers is under way; a runway windsock was stolen; Snow Whip at N end of Runway was bent. Todd and Tribes walked with Commissioners Brule and Collins on 11/18. Discussion of Access Policy – concern of the idea that the "bounds will be identified"; we feel we should not sign until bounds are definite. We would like to see C contain language that makes it clear that we (TFMAC) are not responsible if the locations are divulged by third parties without our consent. F needs to be re-written; G "even if" should be replaced by "once"; add actual authority statement to signatory page. Discussion of the need to document conclusions of each Tribal meeting. We need to be sure to include in our recap of the walk that the Commission is not inclined to sign anything without approval from Town Counsel; that the bounds need to be depicted first; "not to be developed" needs to have "not to be disclosed", the "not a lease" statement should be more prominent; the signatories page needs to indicate actual authority to sign on behalf of the organizations; section G needs to be re-written. Gary made a **MOTION** to approve the FY 2016 Budget as \$46,279, seconded by Keith, motion passes unanimously.

Treasurers report – Spent \$2,688.33; Income \$1,599.60; Balance of \$28,264.48 (62.10%) remains, which is in line with expectations.

**PILOT, TENANT, USERS GROUP, PUBLIC COMMENT, AND OTHER**

Although not present, Steve Johnson has asked if there is some way the Commission can provide any assistance with snow removal in front of hangars. This will be added to a future agenda for full discussion.

**COMMISSIONER UPDATES**

None tonight.

**8:50** Keith made a **MOTION** to adjourn, second by Rod, passed unanimously.

Respectfully submitted: Peter Golrick

Voted \_\_\_ (Aye) \_\_\_ (Nay) \_\_\_ (Abstain) at an Airport Commission Meeting on: \_\_\_/\_\_\_/\_\_\_

\_\_\_\_\_  
(Airport Chair Signature)

Documents used:

Managers Report      Gale Monthly Update      Letter of November 8 to Todd (FAA)

Commonly used Acronyms: **AIP** is Airport Improvement Plan; **BLS** is the Federal Bureau of Labor Statistics; **CIP** is the Capital Improvement Plan; **CPI** is the Consumer Price Index; **FAA** is the Federal Aviation Administration; **MassDOT A/D** is the Massachusetts Department of Transportation, Aeronautics Division; **FCFC** is the Franklin County Flying Club; **IFE** is Independent Fee Estimate; **NIT** is Narragansett Indian Tribe; **PAPI** is Precision Approach Path Indicator; **PILOT** is Payment In Lieu Of Taxes; **SHPO** is State Historic Preservation Officer; **THPO** is Tribal Historic Preservation Officer.