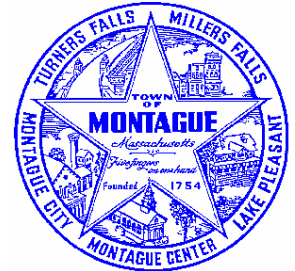


Town of Montague Municipal Airport Commission

Meeting Minutes

January 12, 2015



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, Brian Carroll, and Rod Herzig

Others present: Mickey Longo, Matt Caron (GALE), and Frank Keefe

This is an Ethics Commission Test year; please complete the test and provide a copy of your certificate to Mickey so he can distribute them to Deb at Town Hall.

Frank Keefe has requested written permission from the Commission to update his hangar with a heating system. The hot air system will use propane from 2 outside tanks, which are outside the footprint of the lease. Brian made a **MOTION** to authorize the heater installation with 2 tanks located as close to building as practical, seconded by Keith; amended to authorize Mickey to write the letter; motion passes 4-0-2, with Gary and Rod recused from the discussion.

GALE REPORT

AIP-16 (Preliminary Fence Design and Section 106) Awaiting final MassDOT approval of the Supplemental Agreement. **AIP-17** (T/W 34 tie-in, rotating beacon, and fix obstruction lights) Construction slated to start April 15, 2015. **AIP-18** (Reconstruct Parallel Taxiway) All forms have been filed; FAA has approved the geometry. Full Report attached.

MANAGER REPORT

Roofing near complete, cleanup not acceptable. Brian made a **MOTION** to withhold \$790 or 10% until cleanup is done, seconded by Gary, motion passes unanimously. Update on plowing costs by storm – Storm #1 was \$1,700, reduced to \$1,500; Storm #2 \$650. Discussion of tracking volunteer hours to determine savings due to volunteerism; security gates update. Keith made a **MOTION** to insert the word “contracts” into Annual Motion #3 so it now reads: **Moved that we** authorize the Manager, the Chairman or Vice Chairman in his absence, to sign leases, grant applications, grants, grant assurances, *contracts*, project related bills, and related documents; including, but not limited to, grants over \$50,000, for Fiscal Year 2016. Seconded by Brian, motion passes unanimously. Brian made a **MOTION** to authorize the contract with ET&L for AIP-17, seconded by Keith, motion passes unanimously.

Treasurers report – Spent \$4,375.96 plus \$3,900 for the roof totaling \$8,325.96; Income \$2,512.74; Balance of \$23,883.52 (52.49%) remains, which is in line with expectations.

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

None tonight.

COMMISSIONER UPDATES

Consultant selection process review and update; We did this on April 26, 2012 and appointed Gale for 5 years effective May 1, 2012. Discussion of institutional knowledge.

We will begin looking at the 5-year lease rate adjustment based on CPI starting next meeting.

8:11 Keith made a **MOTION** to adjourn, second by Gary, 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.