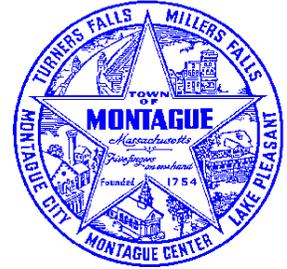


# Town of Montague Municipal Airport Commission

## Meeting Minutes

September 12, 2016



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

Commissioners present: Keith LaRiviere, Peter Golrick, Gary Collins, and Brian Carroll  
Others present: Bruce Bohonowicz, Stu Moncrieff (GALE), Frank Russo, Richard Kulis, Chick Ahearn, Cindy Ahearn, and Robin Mason

Keith made a **MOTION** to accept the minutes of August 8, 2016, seconded by Brian, motion passes 3-0-1 with Keith abstaining.

Keith made a **MOTION** to accept as timely, the request of Richard Kulis to renew his lease, seconded by Brian. Gary recuses himself to prevent conflict of interest. Discussion included making sure we have the correct footage of 1,920 sq. ft. instead of 1,760; based on the sq. footage, the new lease rate was quickly estimated to be \$1,175.04 or \$97.92 per month versus \$49.17 on the old lease. Motion passes 3-0-1 with Gary recused. We will place an executive session on our next meeting agenda (for a special start time of 6:30) to discuss the possible options for getting the lease ending date to be the end of the fiscal year on June 30.

The owner/operators of the Country Creemee are interested in leasing space at the Airport for their restaurant business. Discussion of some of the possibilities and what they would like to see; they are about 6 months into a 2-year lease and would like to be here once that expires. The Commission has accepted this as the beginning of a conversation and will investigate options.

### GALE REPORT

**AIP-18** (Reconstruct Parallel Taxiway) The second coat of paint was applied on 8/11; minor punch list remains; final inspection set for 9/29 at 10:00. **ASMP – Fencing** MassDOT is under considerable budget constraints; we may need to rebid. **Other** discussion of whether the Tech school can grow the NJ Tea plants for us; will need more investigation. CIP meeting set for 10/7 at 10:30 at MassDOT HQ at Logan. ALP update needed to reflect the new geometry. Discussion of Master Plan Update costs based on available local share. Full Gale Report attached.

### MANAGER REPORT

Replaced bulbs and mowed grass as needed; obtained continued (no lapse) Director and Officers insurance; NOTAM posted for removal of hay bales. Comments provided re: Annual Motion #2 for spending and manager priorities. Gary presented the Treasurers report – Budget: Spent \$6,492.50; Income \$1,329.27; Balance of \$39,748 or 81.43%. Peter will ask Mickey to send details of expenses to Gary.

The Managers Review – Continued discussion of Departmental Objectives and Spend Motion was deferred until the October meeting. Full Managers Report attached.

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

No discussion on this topic tonight.

**COMMISSIONER UPDATES**

Bruce’s wife passed away recently. There will be a celebration of life scheduled for sometime around the beginning of October.

**ACCESS AGREEMENT**

No discussion on this topic tonight.

8:42 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:

- |                            |                           |                     |
|----------------------------|---------------------------|---------------------|
| Manager's Report           | Gale Monthly Update       | Manager Review Form |
| Goals and Objectives Draft | Letter from Richard Kulis | Annual Motions list |

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; **MAMA** is the Massachusetts Airport Management Association; **FCFC** is the Franklin County Flying Club; **FCRCFC** is the Franklin County Radio Control 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.