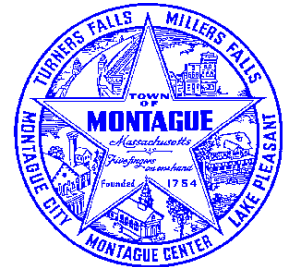


# Town of Montague Municipal Airport Commission

## Meeting Minutes

December 11, 2017



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

Commissioners present: David Brule, Keith LaRiviere, Peter Golrick, Gary Collins, Brian Carroll  
Others present: Bryan Camden (MANAGER), Frank Russo (AOPA), Stu Moncrieff (GALE),  
Matt Caron (GALE)

**MOTION** by Keith to accept the minutes of November 13, 2017, seconded by David, motion passes unanimously.

### GALE REPORT

**AIP-18** (Reconstruct Parallel Taxiway) the final \$22,000 came in, this project will be removed from Monthly Report. **ASMP – Fencing** Waiting for funding to see about re-bidding for construction; NJ Tea coordination is underway. **AIP-19** (Master Plan Update) Bryan will reach out to schools and businesses in the area to see how much we can justify the forecast of operations. Full Gale Report attached.

### MANAGER REPORT

Tech School has submitted a bill for \$742.46 which will have to be reimbursed later by MassDOT. Discussion of landing fees and categories, fuel purchase v. no fuel purchase, military exemption; overall concern about landing fees in general; anticipate revenue increase of around \$4,000; question of how we charge for this (use video to gather tail numbers); further discussion tabled until later. Wildlife Mitigation Permit has been approved, we still need to wait for it to arrive before we can act on it. Water Pollution Control Facility (WPCF) is looking to put bio-solids somewhere on the Airport. Concerns were expressed about leaching of materials into ground water, and there may be Tribal concerns; we decline to accept the materials. Gate 3 out of service; very expensive according to our current (state provided) contractor; will look into having it included in MassDOT project. The Town now has the Public Records Request software online and a new website. SRE Truck – specification is nearly complete. August 11-12 proposed for Fly-In / Open House. We have a new budget narrative form. Plowing info sheet provided to tenants.

Treasurer's report – Income- \$1,516.81; Expense - \$3,911.07; Balance \$32,892.48 or 65.88%.

Treasurer's Reports attached.

FY19 Budget – Discussion of individual line items. **MOTION** by Keith to approve a budget for FY19 of \$48,537 seconded by Gary, motion passes unanimously. **MOTION** by Keith to approve a separate budget for FY19 for Tech School Co-op student pilot project of \$2,500 seconded by David, motion passes unanimously. **MOTION** by Keith to approve the 2018 Calendar seconded by David, motion passes unanimously.

Tribal Update: Jonathan Perry and Mark Andrews of the Tribes have been personally notified of our wildlife mitigation permit allowing selective hunting on the Airport to see if they have any interest in participating.

Full Manager Report attached.

**COMMISSIONER UPDATES**

No discussion on this topic tonight.

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

Users are apprehensive about landing fees – in general opposed.

**ACCESS AGREEMENT**

No discussion on this topic tonight.

9:29 Keith made a **MOTION** to adjourn, second by Brian, 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

Treasurers Report

Commonly used Acronyms: **AIP** is Airport Improvement Plan; **AOPA** is Aircraft Owners and Pilots Association; **BLS** is the Federal Bureau of Labor Statistics; **CAP** is Civil Air Patrol; **CIP** is the Capital Improvement Plan; **CPI** is the Consumer Price Index; **FAA** is the Federal Aviation Administration; **GARD** is the General Audio Recording Device that records pilots as they approach and leave the Airport; **MassDOT/AD** is the Massachusetts Department of Transportation, Aeronautics Division; **MAMA** is the Massachusetts Airport Management Association; **FCFC** is the Franklin County Flying Club; **FCRCC** is the Franklin County Radio Control Club; **IFE** is Independent Fee Estimate; **NIT** is Narragansett Indian Tribe; **PAPI** is Precision Approach Path Indicator; **PILOT** is Payment In Lieu Of Taxes; **R/W** is runway; **SHPO** is State Historic Preservation Officer; **THPO** is Tribal Historic Preservation Officer; **T/W** is Taxiway.