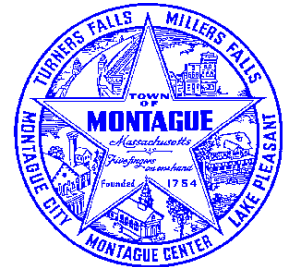


Town of Montague Municipal Airport Commission

Meeting Minutes

January 8, 2018



The meeting was called to order at 7:02 PM in the Airport Admin Bldg.

Commissioners present: David Brule (8:15), Keith LaRiviere, Peter Golrick, Gary Collins, Brian Carroll

Others present: Bryan Camden (MANAGER), Frank Russo (AOPA), Matt Caron (GALE), Ted Toothaker (RC CLUB), Sean Bardsley

THIS MEETING IS BEING RECORDED, ANYONE WISHING TO RECORD MAY PLACE THEIR RECORDING DEVICE ON THE TABLE (NO ADDITIONAL RECORDING DEVICES).

MOTION by Keith to accept the minutes of December 11, 2017, seconded by Brian, motion passes unanimously (4 members).

SEAN BARDSLEY, 2017-2018 SNOW REMOVAL

Discussion of the termination of the contract by Bryan. Discussion of less than 2 inches versus less than 3 inches “less than 2 inches, no snow plowing required”. Cost of 4 hour minimum per piece of equipment puts us at over 40% of budget; Plowing vs. Snow Removal; Issue of contacting a commissioner directly instead of manager; this is a communication issue. It is the responsibility of the Manager to notify contractors before they leave so they can respond with 2 hours of the end of the event. Is there a resolution short of termination of contract? Some commissioners expressed concern that the Commission could be in breach of contract if it is terminated. Discussion of pricing adjustments and if that would require new bids. Discussion of amending the contract to have better details.

MOTION by Brian to retain Bardsley as snow removal contractor after amending the contract to include clearer contact information and details on the process, seconded by Keith, motion passes 4-0-1 with David abstaining. Brian volunteered to adjust the language and communicate the changes back to Bryan and Sean. **MOTION** by Gary to adjust the response time to 3 hours based on the additional change that the “end of the event” will be determined by Bryan. Peter will be second contact in the event that Bryan is not available. The adjustments will be made by the close of business Friday, seconded by Keith, motion passes 4-0-1 with David abstaining.

GALE REPORT

ASMP – Fencing Waiting for funding to see about re-bidding for construction. **AIP-19** (Master Plan Update) Forecast shows flat growth. **AIP-20** (Snow Removal Equipment) Purchase a plow truck – project cost anticipated to be less than \$275,000 with the local share of \$13,750. Full Gale Report attached.

MANAGER REPORT

Commercial Landing Fees. **MOTION** by Brian to table the discussion until after the Master Plan, seconded by Keith; discussion of quarterly updates, motion fails 0-3-2. **MOTION** by Keith to adopt the commercial landing fees, seconded by Brian; discussion of ability to change, and limited categories are charged. Motion passes 3-1-1, with Gary opposed and Brian abstaining. Brian updated us on the SRE work that he has undertaken with Gale regarding the new truck and tractor repairs. FY19 Budget submitted, the clothing allowance and intern lines may be questioned. FCTS asked to use our tractor this

week, only one person will operate it. Work on a “Fly-in” is underway. Working with the security company to establish a connection so the output from our runway cameras can be visible to the public. New volunteers; **MOTION** by Gary to add Steve Johnson as a volunteer, seconded by Keith, motion passes unanimously.

Treasurer’s report – Income- \$1,105.41; Expense - \$3,604.08; Balance \$28,421.32 or 56.93%.
Treasurer’s Reports attached.

Tribal Update: We have not heard back from them on the possibility of hunting deer.

Full Manager Report attached.

COMMISSIONER UPDATES

Can volunteers help with airport conditions

Any feedback on the “Montague Process”? No, from Selectboard meeting, the process is under scrutiny by Mass DEP for the next several months.

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

No discussion on this topic tonight.

ACCESS AGREEMENT

No discussion on this topic tonight.

9:28 Keith made a **MOTION** to adjourn, second by David, 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.