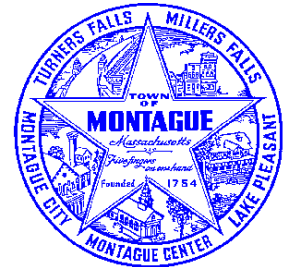


Town of Montague Municipal Airport Commission

Meeting Minutes

February 12, 2018



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

Commissioners present: Keith LaRiviere, Peter Golrick, Gary Collins, Brian Carroll
Others present: Bryan Camden (MANAGER), Frank Russo (AOPA), Matt Caron (GALE), Bill Bonnette, Gary Longley, Dick Caldwell, Josh Simpson, Bill & Linda

The meeting started with a moment of silence for Bruce Bohonowicz of Pioneer Aviation who unexpectedly passed away recently. This is a huge loss for the Airport and the world. He was a well respected and decent person who had devoted his life to this Airport.

Bill Bonnette provided a quick update of the situation at Pioneer. He has the keys and can help pilots get fuel if they coordinate with him.

The Commission decided to review our Commercial Leases, at a future meeting, so that it can be put on an agenda and discussed properly. **MOTION** by Keith to authorize Bryan to enter into an agreement to keep Flight Instruction here through the next Commission meeting, seconded by Gary, motion passes unanimously. The Commission will schedule a meeting for February 20 at 7 to hold 2 executive sessions to discuss the leases.

MOTION by Keith to accept the minutes of January 8, 2018, seconded by Gary, motion passes unanimously.

GALE REPORT

ASMP – Fencing Still on hold. **AIP-20** (Snow Removal Equipment) Discussion of pricing and options, Return on Investment (ROI) discussion, possibility that it can be housed at the Tech School in a building. **AIP-19** (Master Plan Update) Chapter 4 discussion. Discussion of schools and what % and \$ they play in the total operations of the forecast data. Bryan and Gale will attempt to get more info from them before we finalize this chapter. We need to stay focused on the four “F”s of Airports – Food, Fuel, Flight School, and FBO. Full Gale Report attached.

MANAGER REPORT

Commercial Landing Fees are in place; we could be close to break-even for FY19. SRE discussed above; if we need a fuel truck, we would need to rely on volunteers (possibly Tech School students) to help keep it operational, we can get a truck on a month-to-month basis. **MOTION** by Gary that only if Pioneer doesn’t sell fuel, that we authorize Bryan to proceed with contracting for a fuel truck, seconded by Keith, motion passes unanimously. Saturday the 17th will be a coffee and donuts day for pilots and guests; we meet with the Finance Committee on the 21st, if the Parks & Recreation department and the DPW go in with us, we may be able to acquire a bobcat with a cost to us of \$4,800. Bryan shared the Annual Report with us.

Treasurer’s report – Income- \$267.76; Expense - \$3,604.08; Balance \$24,817.24 or 49.71%. Treasurer’s Reports attached.

Tribal Update: We have not heard back from them on the possibility of hunting deer, but there may be interest by Vermont based tribes.

Full Manager Report attached.

COMMISSIONER UPDATES

No discussion on this topic tonight.

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

Bryan has done his homework.

ACCESS AGREEMENT

No discussion on this topic tonight.

9:42 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

Treasurers Report

Draft Annual 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.