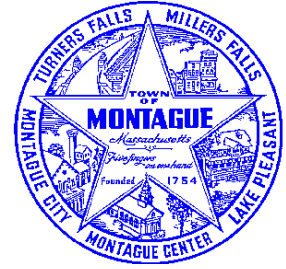


Town of Montague Municipal Airport Commission

Meeting Minutes

April 9, 2018



The meeting was called to order at 7:05 PM in the Airport Admin Bldg.

Commissioners present: David Brule, Peter Golrick, Gary Collins, Brian Carroll
Others present: Bryan Camden (MANAGER), Frank Russo (AOPA), Matt Caron (GALE),
Armand Dufresne (GALE), Gary Longley (CAP), Bob Higgins

MOTION by David to accept the minutes of March 12, 2018, seconded by Gary, motion passes 3-0-1, with Brian abstaining.

7:08 David made a **MOTION** to go into Executive Session under MGL c.30A § 21 (a) 6 To discuss the contents of the Non-Commercial Lease agreements, and Peter declared that doing so in open session would jeopardize the Towns' bargaining position, and that we would return to regular session to resume with the rest of the agenda, seconded by Gary.

ROLL CALL VOTE: David – Aye, Peter – Aye, Gary – Aye, Brian – Aye; motion passes unanimously.

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Executive Session

Minutes are in a separate document, to be voted into public record as soon as it is appropriate.

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7:30 Return from Executive Session.

MOTION by David to approve the minutes of the executive session of March 12, 2018 for content, seconded by Gary, motion passes unanimously.

MOTION by David to release the minutes of the executive session of March 12, 2018, seconded by Gary, motion passes unanimously.

GALE REPORT

ASMP – Fencing Bids are due 4/12 for this 100% MassDOT funded project. **AIP-20** (Snow Removal Equipment) Out to bid now, bids also due 4/12, with documentation due to the FAA by May 1. **AIP-19** (Master Plan Update) Revised Chapter 4 discussion. The FAA initially rejected our classification as a B-II airport, but after a concerted effort by Gale, the FAA now agrees that our future design aircraft will remain the Beech King Air 200. **MOTION** by David to approve Chapter 4, as revised, seconded by Gary, motion passes unanimously. Full Gale Report attached.

MANAGER REPORT

Discussion of Vehicle Use Policy centered around “personal use” and minor typos. **MOTION** by David to adopt the Vehicle Policy as amended, seconded by Brian, motion passes unanimously. After a brief discussion of FCTS Intern Job Description, **MOTION** by Gary to approve and adopt the FCTS Intern Job Description as amended (changing the verb tense to match on all items), seconded by Brian, motion passes unanimously. Discussion of Weather Station and sign repair as possible uses of remaining funds. **MOTION** by Gary to prioritize the Weather Station as #1, and Sign Repair as # 2 for any end of year spending, seconded by David, motion passes unanimously. For the obstruction (trees) removal, the firm with the lowest proposed amount (\$6,900) can not meet the deadline, so the second lowest (\$7,500) was chosen. The new windssock (local share of \$900) has arrived and the Tech School is assembling it. David will reach out to the Tribes to let them know that we will be replacing the existing Windssock with the new one, which will impact only the previously disturbed areas of ground. The Tech School reports

good growth on the NJ Tea plants; we may need some Tribal coordination on the planting. A pilot from Northampton is looking to relocate here and is working on getting more information regarding how we could help out, perhaps they could provide the local share of some infrastructure to expedite this project. We will place a vote on the new lease rates on the next agenda, so that we have a full Commission voting on the \$.25 Commercial add-on rate, and a full discussion of T-Hangars and Box Hangars and their associated rates. **MOTION** by Brian to approve the Lease Amendment, seconded by David, motion passes 2-0-1, with Brian abstaining, and Gary recused from the discussion and vote.

Treasurer’s report – Income- \$6,197.08; Expense - \$2,086.94; Balance \$11,621.38 or 23.28%.
Treasurer’s Reports attached.

Tribal Update: We are waiting for the permit from Fish and Wildlife. Tribes will be contacted about the windsock replacement.

Full Manager Report attached.

COMMISSIONER UPDATES

No discussion on this topic tonight.

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

Gary Longley, on behalf of the Civil Air Patrol requested use of the building for their April 28 training event here. **MOTION** by David to waive the fees as this is an important aviation related training activity, seconded by Brian, motion passes unanimously.

Bob Higgins discussed possible hangar build options. He will coordinate with Bryan on this.

ACCESS AGREEMENT

No discussion on this topic tonight.

9:30 Gary 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
Draft Schedule A

Gale Monthly Update
Land Lease Amendment

Treasurers Report
Master Plan Chapter 4

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; **FCTS** is the Franklin County Technical School; **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.