



# Town of Montague Municipal Airport Commission

## Meeting Minutes

December 12, 2011

The meeting was called to order at 7:08 PM in the Airport Admin Bldg.

Commissioners present: David Brule, Keith LaRiviere, Gary Collins, Peter Golrick, Brian Carroll, and Rod Herzig

Others present: Mickey Longo (Manager), Brian Smith (Gale Associates), Malcolm Clark

Keith made a **MOTION** to approve the minutes of 11/14/2011, seconded by Gary, passed unanimously.

Keith made a **MOTION** to accept the proposed 2012 Commission schedule, seconded by David. After discussion of the Veteran’s Day holiday, the November date was changed to reflect that, and the amended schedule was approved unanimously.

### GALE REPORT

AIP-11 – Nothing new (just a placeholder for Tribal money); AIP-12 – Nothing new; AIP-14 – final draft was sent to FAA, they have issued a “Finding of no adverse affect” as regarding the electrical conduits to the windcone, and the electrical vault. Discussion of the status of the burn plan and alternatives reflected that the FAA is aware of this. PAPI check has been scheduled with the FAA, awaiting their schedule to permit completion. Baystate is expected here next week to work on the punch list. Mickey will work on getting a permit (fee waived) for the installation of the new sign, so that we do not hold up the project. Phase II – FAA funding gets us one step closer, the grant paperwork is here for MassDOT portion. AIP-15 – Archeological work is set to begin after the MassDOT paperwork is signed. This work is to clear the new beacon, the taxiway, Airport Development North, and the T-hangars near Hadley Grant Road. AIP-1X (not numbered yet) Archeological for Fencing has been submitted to the FAA as “ready”. Discussion of the Consultant Selection process to ensure all parties were aware of how it worked.

### MANAGERS REPORT

Mickey reported on his inspection of a hangar where he had previously noted some items not in compliance with the lease, which led to a general discussion of inspections. While the leases contain a provision for inspections, the Commission is not directing the Manager to perform routine inspections, only to request inspections when issues are brought to his attention. The West Mineral Road light was repaired, and Mickey spoke to attorney for Pioneer Aviation regarding the lease negotiations. A company by the name of KELCON arrived to remove Baystate’s storage boxes without notification of the Manager, company agreed to notify manager in the future. Mickey asked that we approve a level services budget with a few modifications from the version sent to us by Carolyn, Keith made a **MOTION** to submit the amended budget request, seconded by Gary, passed unanimously.

### SUB-COMMITTEE UPDATES

Lease subcommittee is waiting for a response from the Counsel for Pioneer. Gary made a **MOTION** to authorize the chair to submit a letter to the Chief Procurement Officer regarding the surplus status and disposal of our old computer equipment, seconded by Keith, passed unanimously.

At **8:58** 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)