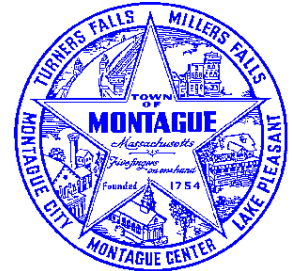


Town of Montague Municipal Airport Commission

Meeting Minutes

August 10, 2015



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, and Brian Carroll

Others present: Mickey Longo, Ilie Retezatu (GALE), Frank Keefe, Frank Russo, and Bruce Bohonowicz

Keith made a **MOTION** to accept the minutes of July 13, 2015, seconded by David motion passed unanimously.

PILOT, TENANT, AND USERS REQUEST - UPDATE

After meeting with the Building Inspector, there are several options to review. After discussion and review, the Commission chose the option to convert the storage room to a new bathroom with access to the outside on an extension of the deck, with a 20' wooden ramp to meet up with the general area where the stairs to the deck are located. At the suggestion of the Building Inspector, the Airport has requested to be on the next Board of Selectmen's Agenda (August 24). Currently it looks like the 2 doors (metal – fire code) that would be needed will come to about \$1,600 before installation. The plan would be to reuse the existing fixtures in the current bathroom (which will become the new storage room) to save costs in outfitting the new bathroom (current storage room).

GALE REPORT

AIP-17 (T/W 34 tie-in, rotating beacon, and fix obstruction lights) Still working to find a solution to the power issues at the 34 end of the R/W. The FAA has ruled that if no US made parts are available, any non-US parts can remain. The seeding that is needed cannot be done until at least mid-September. **AIP-18** (Reconstruct Parallel Taxiway) FAA Grant offer arrived today, no local share, project schedule calls for 75 calendar days to complete. If we can get the project started by September 8, we have a very good shot at completing it this construction season. The project calls for a 5 consecutive day runway closure. Gary made a **MOTION** to authorize the Chair to execute the construction contract with E. T. & L. subject to receiving FAA and MassDOT grants, seconded by David motion passed unanimously. Full Gale Report attached.

MANAGER REPORT

We have a new account with John Deere specifically for the Airport. Director and Officer Liability Insurance came in at \$200 less than last year. No further information on the statewide Crack Sealing program and whether we qualify. Looking into grants for gate repairs. Treasurers report – Enterprise Fund has about \$15,000; Budget - Spent \$1,387.30; Income \$4,999.78; Balance of \$54,956.83. Full report attached.

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

All handled previously.

COMMISSIONER UPDATES

While Mickey was on vacation, Gary handled a call from contractors who wished to access the field to calibrate their equipment. Gary authorized the activity, but the contractors also contact Mickey and he denied their access in his absence. Mickey indicated that his current practice is to issue a NOTAM whenever there will be someone performing those calibrations, as they may not be familiar with Airport operating conditions. That came as new information to the Commission. This issue was raised that Mickey is not in the Airport Office during all of his posted hours. This indicates a communications problem that must be addressed. Mickey wants specific dates and times along with the name of person who says he is not at the Airport. After some discussion of Posted Hours vs. Office Hours, the Commission will review the Managers’ Job Description at our next meeting.

ACCESS AGREEMENT

No discussion on this topic tonight.

9:47 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:

Managers Report Gale Monthly Update

Commonly used Acronyms: **AIP** is Airport Improvement Plan; **BLS** is the Federal Bureau of Labor Statistics; **CIP** is the Capital Improvement Plan; **CPI** is the Consumer Price Index; **FAA** is the Federal Aviation Administration; **MassDOT A/D** is the Massachusetts Department of Transportation, Aeronautics Division; **FCFC** is the Franklin County Flying Club; **FCRCFC** is the Franklin County Radio Control Flying Club; **IFE** is Independent Fee Estimate; **NIT** is Narragansett Indian Tribe; **PAPI** is Precision Approach Path Indicator; **PILOT** is Payment In Lieu Of Taxes; **SHPO** is State Historic Preservation Officer; **THPO** is Tribal Historic Preservation Officer.