

Town of Montague Municipal Airport Commission

Meeting Minutes

March 10, 2008



The meeting was called to order at 8:15 PM

Commissioners present: Peter Golrick, Mark Fairbrother, Frank (Mike)
Sokolosky, Gary Collins, Brian Carroll

Others present: Mike Sweeney (Manager), Malcolm Clark, Chuck Meyer, Rod Herzig

Motion by Frank to accept the minutes of 12/10/2007, second by Gary, passed unanimously.

Motion by Frank to accept the minutes of 1/14/2008, second by Gary, passed unanimously.

Motion by Frank to accept the minutes of 2/11/2008, second by Gary, passed unanimously.

SUB-COMMITTEE UPDATE

No update from the proponents for the sky diving operation, Brian will contact Alan King to assess the situation.

Motion by Gary to approve the following 6 changes to the SOPP, second by Frank. The proposed changes will be sent to MAC for approval. Motion passed unanimously.

1) Section III, #3, e) ii) Payment of Lease, Rents, and Fees be modified as follows:

Replace “may” with “shall”; Strike “but will not be required to”; Replace “If” with “When”; Add “or refuses service of the letter” after “such letter”; Add “or refusal” after “receipt”; Strike “whether or not a letter is sent”.

Paragraph will now read:

ii) Amounts in arrears over thirty (30) days will be assessed a service charge of eighteen percent (18 %) A.P.R.

The Airport Manager *shall* send a letter (Certified Return Receipt Requested) to accounts thirty (30) days overdue at the listed billing address, stating the amount over due and the intended actions. *When* the individual (or Corporation/Company) receives such letter *or refuses service of the letter*, it will have fourteen (14) days from date of receipt *or refusal* to respond with the payment or other acceptable arrangement. In addition TFMAC may take any or all of the actions listed below:

- (1) Suspension of Airport Access
- (2) Processing a lien against the aircraft through the FAA
- (3) Referral to a collection agency
- (4) Submitting all appropriate data to a credit bureau
- (5) Seeking any and all legal remedies.

2) Section III, #6 Taxes
Insert “Taxes are not included in Lease payments and” at the beginning.

3) Section III, #10, g) Add “outside of a hangar” before “longer than 30 days”.

4) Section V, #4, Insert “Public” between “Airport” and “Property”.
Insert “any other” between “or” and “material” in the last sentence.

5) Section VI, #8, Insert “in the area leased by the Tenant” between “gates” and “doors”.

6) Section VI, #11 Change “imposed” to “imposes; Insert “the” before “FAA”; Insert “upon them” after “requirements”

New paragraph will read:

Tenant will notify the Airport Manager when the FAA or Transportation Security Administration (TSA) imposes security requirements upon them. Tenants are responsible for obtaining and paying for any and all of their security requirements.

CSA REPORT

The CSA asserts that their proposal for Through the Fence mechanics should be called “shade tree mechanics”. Frank presented that the FAA actually refers to them in FAA A/C 150/5190-7 as Specialized Air Service Operators (SASO) in section 1.3 Minimum Standards.

GALE REPORT

We should get a draft Environmental Assessment (EA) before our next meeting. President Bush has signed FAA funding at 95% (extension of the Vision 100 program).

MANAGERS REPORT

MAC has approved the mowing equipment internally, should be formally awarded at the next MAC meeting (Apr 16), and we need to take delivery by June 30. UDSA application has been accepted for a 5-year commitment of between \$5,000 and \$20,000. Our annual budget request to the Town has been reduced from \$53,020 to \$50,687 with the Town share of \$23,000 remaining unchanged for the 3rd year in a row. Peter agreed to send a confirming email to Bob Welch and Dick Bunker regarding their visit, with copies to the Commissioners and other interested parties. Mike Sweeney reported that an Airport user successfully used the “Challenge” process of the Badge ID policy, and did a very good job at it.

Commissioner Updates – At a recent BOS meeting there was discussion of a new “Board and Commission Handbook” that did not allow for input from the public. As proposed, non-residents may be on boards and have full voting privileges, with a maximum of 2 non-residents on the Airport Commission.

9:21 Motion by Mark to adjourn, second by Frank, passed unanimously.

Respectfully submitted: Peter Golrick

Voted ____ (Aye) ____ (Nay) ____ (Abstain) at an Airport Commission Meeting on: ____/____/____

(Airport Chair Signature)