

# Town of Montague Municipal Airport Commission

## Meeting Minutes

January 14, 2013



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

Commissioners present: David Brule, Keith LaRiviere, Gary Collins, Peter Golrick, Mike Sokolosky, and Rod Herzig

Others present: Mickey Longo (MANAGER), Erik Strand (GALE ASSOCIATES), Brian Smith, Frank Keefe, Bruce Bohonowicz, Josh Simpson

Mike made a **MOTION** to approve the minutes of 12/10/2012, seconded by Keith, motion passed unanimously. Commissioners signed and turned in Conflict of Law disclosure packages, Mickey agreed to deliver them to Town Clerk Deb Bourbeau.

### GALE REPORT

AIP-11 – the FAA has closed this project, MassDOT still has it open; AIP-12 – Closeout in progress, final Tribal invoices have been received; AIP-14 – Working on the punch list to start the close out process. Need a change order (#4) of about \$300,000 to complete the project. Phase II construction moved to FY14, preliminary paperwork is in place; AIP-15 – Tribal investigation for Phase II construction; AIP-16 – Perimeter Fence Design.

Gary made a **MOTION** to authorize the Manager to enter into negotiations with Gale Associates for AIP 15, seconded by Mike, motion passed unanimously.

Mike made a **MOTION** to authorize the Manager to enter into negotiations with Gale Associates for AIP 16, seconded by Keith, motion passed unanimously.

Full report attached.

### MANAGER REPORT

Mickey sent a letter to the FAA requesting that the Tribes be advised that we no longer need their services to clear trees on the Ceremonial Hill, so that we can close out existing grants and move the other projects forward. There was some concern expressed about how the Tribes would receive the news. We have had a change of owner of a hangar, Kip Miskinis sold his hangar to Frank Keefe; we need a smooth transition. An Aviation Weekend is planned for June 15-16 (Father's Day weekend). Mickey got an e-mail from the FAA regarding items allowed in hangars – basically the same as the 2005 letter from Donna Witte. PAPI check scheduled for Wednesday, weather permitting.

Mike made a **MOTION** to open the Miskinis lease to allow a transfer, seconded by Keith. (*Main Motion*)

Mike made a **MOTION** that for one time only we waive the 90-day Right of Refusal Notice requirement in the Miskinis lease transfer, seconded by Keith, motion passed 4-0-2, with Gary and Rod recused.

Mike made a **MOTION** to execute an addendum to changes the names, seconded by Keith, motion passed 4-0-2, with Gary and Rod recused.

Keith made a **MOTION** that we add to the addendum language to specifically allow the lease to be converted to the new language, currently in draft form and still under discussion, on or before July 1, 2013, seconded by Mike, motion passed 4-0-2, with Gary and Rod recused.

Mike made a **MOTION** to allow the Manager latitude to make minor changes, seconded by Keith. Discussion about whether this would open the whole contract for detailed adjustments resulted in the decision that the lease was not subject to entirely new terms at this time, motion FAILS 0-4-2, with Gary and Rod recused.

*Main motion* passes, with the approved amendments, 4-0-2, with Gary and Rod recused.

**Treasurers Report** – PILOTS are in order; Rental house income is outstanding. Mike made a **MOTION** to approve the FY14 budget with the Manager's hours set to 19, and increase electricity to \$4,250 for a total of \$42,000; Income of \$26,850 from tenants (aviation and non-aviation), \$9,500 from Town Meeting (general fund), and the remaining amount (\$5,650) from Airport Retained Earnings, seconded by Keith, passed unanimously.

**Items Allowed in hangar** discussion included Rod's comments that tenants should be allowed to keep anything in their hangar. Keith agreed that as long as space permits, and the other items do not interfere with the use of the hangar for its' primary purpose as aircraft storage, it should be OK. The language of the FAA letters makes it clear that the FAA wants to ensure that the federal dollars spent on airports is used to support aviation, not personal ownership of other items.

Insurance is needed by hangar owners; we should take up the amount required at a subsequent meeting.

Full Managers Report attached.

FAA Letters attached.

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

None tonight.

**COMMISSIONER UPDATES**

Mickey announced that his brother has been involved in a car crash on I-91 and is recuperating at his house.

**9:50** Mike made a **MOTION** to adjourn, second by Keith, passed unanimously.

Respectfully submitted: Peter Golrick

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

\_\_\_\_\_  
(Airport Chair Signature)

Documents used:

Managers Report	Gale Associates Monthly Update	FY2014 Draft Airport Budget
Letter to Mary Walsh re: tree clearing		Note from Donna Witte (2005)
e-mail from FAA re: items in hangars		

Acronyms: **FAA** is the Federal Aviation Administration; **AIP** is Airport Improvement Plan; **SHPO** is State Historic Preservation Officer; **THPO** is Tribal Historic Preservation Officer; **FCFC** is the Franklin County Flying Club; **CPI** is the Consumer Price Index; **BLS** is the Federal Bureau of Labor Statistics; **IFE** is Independent Fee Estimate; **PILOT** is Payment In Lieu Of Taxes.