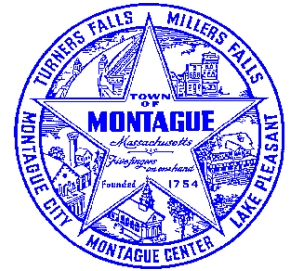


# Town of Montague Municipal Airport Commission

## Meeting Minutes

April 10, 2017



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, Brian Carroll

Others present: Matt Caron (GALE), Frank Russo (AOPA)

**MOTION** by Keith to approve the minutes of March 13, 2017, seconded by David, motion passes unanimously.

Manager Search Committee reports that 8 candidates were narrowed down to 6 who will be scheduled for interview. Next Monday and Wednesday are the primary dates with a fallback date of 4/24 in the event that the candidates cannot all be interviewed in the 6 slots we have put forth. The Committee reports that it has created 10 questions for the candidates. Once the top 3 are chosen, the Commission will interview. After checking calendars, the Commission chose to have a special meeting on April 26 to interview the top 3 candidates. The meeting will start at 5:30 for the Commission, with interviews at 6:15; 7:00; and 7:45. Brian indicated that he will not be available to meet on 5/8, so we agreed to move our meeting to the following night at the same time.

### GALE REPORT

**AIP-18 (Reconstruct Parallel Taxiway)** Waiting on Mass/DOT and FAA for closeout. **ASMP – Fencing** No Tribal fees are included. Conference call on 4/12 at 11:15. Peter and David will join call from the Airport. **AIP-19 (Master Plan Update)** the Independent Fee Estimate has come in, with a number that is slightly higher than Gale proposed. **MOTION** by Keith to accept the Gale proposal, seconded by David, motion passes unanimously. **Other** We need to plant 84 new NJ Tea plants. We are due to select a consultant. **MOTION** by Brian to appoint Gale as our Consultant through the end of the Master Plan project, with the understanding that we will begin the work to review and appoint a consultant as we get closer to the conclusion of that project, seconded by Keith, motion passes unanimously. Full Gale Report attached.

### MANAGER REPORT

Gary received correspondence from the Attorney General's Office that if he is to use Airport equipment to do snow removal, it must be for all hangars, or he should not do any.

**Treasurers report** – Budget: Spent \$8,849.16; Income \$4,178.00; Balance of \$3,366.75 or 6.87%. Our last snow cost \$220 and is not included in the listed figures, which means that we spent \$14,487.50 on snow (budget \$6,000). After discussion, we decided to pursue a Reserve Fund Transfer of \$8,000 to offset that cost.

**Tribal Update** – This new standing item on the Agenda is to counter the misconception that we do not work with the Tribes. David reports that he has spoken informally with all the involved Tribes to ensure that they are getting an understanding of what we are doing, and that he will log his communications. He has spoken to Elizabeth, Doug and Bettina, and Bettina was looking for Mass/DOT contact information.

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

No discussion on this topic tonight.

**COMMISSIONER UPDATES**

**MOTION** by Gary to appoint Ray Burniske as a volunteer, he currently works for Bruce part-time; second by Keith, passed unanimously.

**ACCESS AGREEMENT**

No discussion on this topic tonight.

8:39 Keith made a **Motion** to go into Executive Session under MGL c.30A § 21 (a) 6 To discuss the negotiation of a Lease with Josh Simpson, and Peter declared that doing so in open session would jeopardize the Towns’ bargaining position, and that we would return to regular session to continue the meeting with the other Agenda items, seconded by David.

**ROLL CALL VOTE:** David – Aye, Keith – Aye, Peter – Aye, Gary – recused, Brian – aye; motion passes 4-0-1.

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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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9:17 Return from Executive Session.

9:18 Keith made a **MOTION** to adjourn, second by Brian, passed unanimously.

Respectfully submitted: Peter Golrick

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

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

Documents used:

Gale Monthly Update

Draft Master Plan Scope of Work

Commonly used Acronyms: **AIP** is Airport Improvement Plan; **AOPA** is Aircraft Owners and Pilots Association; **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; **GARD** is the General Audio Recording Device that records pilots as they approach and leave the Airport; **MassDOT A/D** is the Massachusetts Department of Transportation, Aeronautics Division; **MAMA** is the Massachusetts Airport Management Association; **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.