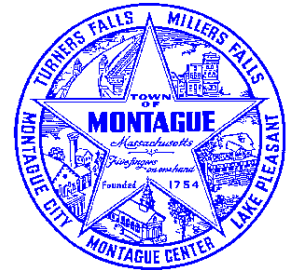


Town of Montague Municipal Airport Commission

Meeting Minutes

January 9, 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: Mickey Longo (MANAGER), Stu Moncrieff (GALE), Frank Russo

MOTION by Keith to accept the minutes of December 12, 2016, seconded by Gary, motion passes unanimously.

GALE REPORT

AIP-18 (Reconstruct Parallel Taxiway) Waiting for Change Order, then process of finalizing will continue. **ASMP – Fencing** MassDOT still waiting on funding for construction, so the project was modified to reflect Design Only in order for Gale to be paid. David reported that he has spoken to Doug Harris and Bettina Washington regarding the fencing. **AIP-19** (Master Plan Update) Commission will discuss and add any comments to the Scope next meeting. Full Gale Report attached.

MANAGER REPORT

Worked on Tractor; Gate 3 broken; met with Steve Ellis (new town administrator); Discussion of Equipment Maintenance Checklist. Treasurers report – Budget: Spent \$2,797.83; Income \$1,000.83; Balance of \$26,393.34 or 53.84%.

Revised Managers Review form distributed and discussed. Reviewed clarifying email from Carolyn regarding line items and their content. Commissioner question as to why the snow blower was just installed in January, not sooner; Offer by Gale to meet with Steve Ellis.

Full Managers Report attached.

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

No discussion on this topic tonight.

COMMISSIONER UPDATES

Request for time records led to a discussion of whether we want Mickey to put his hours per week in his monthly Managers Report. Discussion of upcoming new Simpson leases.

ACCESS AGREEMENT

No discussion on this topic tonight.

7:42 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:

- Manager's Report
- Gale Monthly Update
- Revised Manager Review Form
- Budget e-mail from Carolyn

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; **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.