



Marshfield Airport Commission

Marshfield Municipal Airport- George Harlow Field
93 Old Colony Lane, Marshfield, MA 02050

Tel: 781-834-4928

**AIRPORT COMMISSION
REMOTE PARTICIPATION MEETING MINUTES
Wednesday June 9, 2021 at 6:00 PM**

In response to Governor Baker's declaration of a public health emergency and the related Emergency Executive Order dated March 12, 2020 as well as the Marshfield Board of Selectmen's Declaration of Emergency on March 17, 2020, the Marshfield Airport Commission shall be meeting remotely until further notice. The audioconferencing application Zoom will be used for this purpose. An online link and telephone access number will be provided on all meeting agendas and also on the Commission/Airport's website. This application will permit the public to access and participate in future Commission meetings and hearings. Instructions for joining meetings in this manner will be provided on the Town and Town Clerk's websites. We extend our thanks for your understanding and participation in this manner, which is intended to keep members of the Board and the public safe.

MINUTES

1. Open Meeting (roll call vote required) at 6:01 PM

Motion by:	<u>Bob Reilly</u>	Second By:	<u>Dave Suffredini</u>
<u>ROLL CALL VOTE REQUIRED:</u>			
Bob Reilly	yes		
Rich Pineo	yes		
Mike Rodriquez	yes		
Brian Stronach	yes		
Dave Suffredini	yes		

2. Instructions for remote Participation Meeting: Reviewed by the Chairman

OPEN SESSION (all votes shall be by roll call vote)

ACTION AND DISCUSSION ITEMS:	Assignment
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- | | |
|-----------------------------------------------|-------------------|
| 3. Welcome- Chairman's statement | Commission |
| The Chairman welcomed everyone to the meeting | |

- | | |
|----------------------------------|-------------------|
| 4. Review Meeting Minutes | Commission |
|----------------------------------|-------------------|

The Commission Reviewed meeting minutes for April 28, 2021.

Discussion: No discussion

Motion to approve 4/28/21 meeting minutes by: Bob Reilly	Second By: <u>Dave Suffredini</u>
<u>ROLL CALL VOTE REQUIRED:</u>	



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Bob Reilly	yes
Rich Pineo	No vote- was not present at meeting
Mike Rodriquez	yes
Brian Stronach	No vote- was not present at meeting
Dave Suffredini	yes

5. **Next Meeting:** July 13, 2021

6. **Revenues Through June 9, 2021**

Commission

Commissioner Stronach provided a revenue update:

- i. Shoreline -April rent \$3,895.37, May \$3,895.37
- ii. Badge Fees – April \$300.00, May \$400.00
- iii. Summary of Badge fees for 2020 \$4,330.00, YTD 2021 is \$2130.00

7. **Bills to Pay: Separate attachment**

Commission

Commissioner Stronach reviewed April bills to pay. **\$3,773.90**. Chairman asked if the vapor recovery bill is an annual bill. Ann Pollard indicated that she believes it is but will double check.

<u>Motion to approve April Bills \$ 3,773.90 by:</u> <u>Brian Stronach</u>		<u>Second By:</u> <u>Dave Suffredini</u>	
<u>Discussion:</u>			
	<u>ROLL CALL VOTE REQUIRED:</u>		
Bob Reilly	yes		
Rich Pineo	yes		
Mike Rodriquez	yes		
Brian Stronach	yes		
Dave Suffredini	yes		

Commissioner Stronach reviewed May bills to pay in the amount of **\$3,095.64**. Chairman Reilly asked a question about the Stanwyk bills. Commissioner Stronach explained there were bills for two separate quarterly inspections. Also discussed that Gatehouse media needs to be moved the project section of the summary.

<u>Motion to approve May Bills \$ 3,095.64 by:</u>		<u>Second</u>	
<u>Bob Reilly</u>		<u>By:</u> <u>Brian Stronach</u>	
<u>Discussion: None</u>			
		<u>ROLL CALL VOTE REQUIRED:</u>	
Bob Reilly		yes	
Rich Pineo		yes	
Mike Rodriquez		yes	



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Brian Stronach	yes	
Dave Suffredini	yes	

8. Airport Manager Report

Shoreline

Jeff Suveg is on vacation. Postpone Airport Manager's report to next meeting.

7. Commission Vote to accept Airport Coronavirus Grant Program (ACRGP) Grant Offer

Grant No. 3-25-0030-034-2021 for \$23,000.00.

Discussion: The paperwork, including grant offer and grant assurances, need to be signed by 6/14/21. There is no local share for this grant which can be used for eligible airport operating expenses.

Motion to approve acceptance of this FAA grant offer for the ACRGP in the amount of \$23,000 and to authorize the Chairman to sign the grant paperwork, including grant assurances. There is no local share for this grant.

Further Discussion: None

Motion by: Rich Pineo	Second By: Brian Stronach
ROLL CALL VOTE REQUIRED:	
Bob Reilly	yes
Rich Pineo	yes
Mike Rodriguez	yes
Brian Stronach	yes
Dave Suffredini	yes

8. Government Funded Projects:

Airport Solutions Group

a. Update on all active Airport Improvement Program (AIP) projects

Craig Schuster from Airport Solutions Group provided the following updates:

- Environmental assessment for fence project is done, closeout docs were sent to FAA 5/28/21.
- Land Acquisition for Runway 24 Approach, Easement and MOU project was closed out 5/28/21.
- Construct Wildlife Fence: Construction Bids open late April, low bidder was recommended by Airport Solution, Grant Applications submitted to FAA & MassDOT. Anticipate that FAA & MassDOT will issue grants mid-July.
- Environmental Assessment for ramp/taxiway reconstruction: Grant applications have been submitted

Comments: Commissioner Rodriguez commended Airport Solutions Group for their work on getting the land acquisition, MOU and easement project done.

9. Public Comments: None



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10. ADJOURN REGULAR MEETING

Motion to Adjourn by: Chairman Reilly at 6:32 PM		Second	Rich Pineo
		By:	
		ROLL CALL VOTE REQUIRED:	
Bob Reilly		yes	
Rich Pineo		yes	
Mike Rodriquez		yes	
Brian Stronach		yes	
Dave Suffredini		yes	

NOTES TO REMOTE MEETINGS

- 1) All or any of the members of the public body may choose to participate in a public meeting via remote access. Meetings may be virtual, in their entirety.
- 2) The public will not be allowed into a Board/Committee meeting, even where there are any members of the public body and/or town staff or official(s) physically present at the meeting location during the meeting. "Public comment" portions of meetings will be temporarily suspended.
- 3) However, the public will be provided with alternative access through which they can watch or listen to meetings "in real time," and meeting notices will specify the manner in which members of the public may access audio or video of the meeting as it is occurring.
- 4) If, despite our best efforts, our technological capabilities do not adequately support public access to virtual or remote meetings, the town will ensure that an audio or video recording, transcript, or other comprehensive record of the proceedings at the meeting is posted on the town's website as soon as possible after the meeting.
- 5) Notices for public hearings will contain additional information about how the public may participate via electronic/technological means.
- 6) For executive session meetings, public access to the meeting will be limited to the open session portion(s) of the meeting only. Public access to any audio, video, internet or web-based broadcast of the meeting will be discontinued when the public body enters executive session.
- 7) Where individuals have a right, or are required, to attend a public meeting or hearing, including executive session meetings, they will be provided with information about how to participate in the meeting/hearing remotely.
- 8) Meeting notices will still be posted at least 48 hours in advance (not counting Saturdays, Sundays, or legal holidays), unless it is an emergency meeting as defined under the Open Meeting Law (in which event, the meeting notice will be posted with as much advanced notice as is possible in the circumstances). Minutes will still be taken.