

## **Marshfield Airport – GEORGE D. HARLOW FIELD (GHG)**

### **MEETING MINUTES – Marshfield Airport Commission**

**Date of Meeting – Tuesday June 19, 2019**

**Place – Terminal Building, George Harlow Field**

In attendance for all or part of the meeting were the following, except as noted:

Robert Reilly	Chairman
Michael Rodriguez	Member (absent)
David Suffredini	Chairman Elect
Brian Stronach	Treasurer
Richard Pineo	Secretary

David Dinneen	Airport Manager
Ann Pollard	Shoreline Aviation

Chris Willenborg      Airport Solutions Group (ASG)

Meeting began at 6:32 PM

### **ACTION AND DISCUSSION ITEMS:**

#### **1. Welcome – Chairman's Statement**

**2. Meeting Minutes** – Motion by Chairman Reilly to approve the minutes from April 2019, seconded by David Suffredini and passed 4-0.

Motion by Chairman Reilly to approve the minutes from May 2019, seconded by David Suffredini and passed 3-0 (1 abstained)

#### **3. Next Meeting – July 16, 2019**

#### **4. Revenues – Through June 19, 2019**

Shoreline	\$3728.57
Badge Fees	\$900

**5. Bills to Pay** – Separate attachment – Motion by Chairman Reilly to accept and pay bills as written. Seconded by Brian Stronach and passed 4-0

#### **6. Airport Manager Report – David Dinneen**

The FAA requested the approval of artistic balloons for the Levitate Music Festival. They will be flown no higher than 200 feet.

Marshfield DPW has been working on improvements on Old Colony Lane.

MassDOT will be doing some tree clearing on the airport at no cost to Shoreline or the Commission.

The tools have arrived as a result of a recent grant. These include battery operated power tools like chainsaws and other assorted equipment.

Brian Stronach thanked Shoreline Aviation for their recent donation to Marshfield Lacrosse.

## **7. Airport Improvement Program(AIP)/Capital Improvement Plan(CIP)/Airport Safety and Maintenance Program(ASMP) – Chris Willenborg**

### **AIP # 3-25-0030-27-2017 – Wildlife Hazard Assessment/Management Plan (WHA)**

Amanda Atwell of Epsilon submitted the GHG WHA document to the FAA and MassDOT for final review last month. We anticipate comments/approval from both FAA and MassDOT in July. ASG completed an internal review of the draft Wildlife Hazard Management Plan last week and anticipates providing a draft copy for GHG to review by the end of the month. The Wildlife Hazard Management Plan is the final task for this project.

### **AIP # 3-25-0030-29-2018 – Environmental Assessment (EA) and Permitting for Perimeter Fence and Emergency/Maintenance Access Bridge Project**

ASG is coordinating with the various sub-consultants regarding environmental, archaeological, and geotechnical services required for the project. PAL received the permit from MHC to begin the archaeological investigative work required for the project. ASG hosted a coordination meeting between PAL representatives and Airport Manager Dave Dinneen at the Airport on Tuesday, May 21<sup>st</sup>. PAL is scheduled to start the archaeological investigation work later this month.

### **ASMP # 2019-GHG-xx – Install Jet A and AVGAS Fuel Storage Facility – Construction**

MECO Environmental Services started construction on Wednesday, May 15<sup>th</sup> for the fuel storage facility project. Work completed to date includes construction of the fuel and truck concrete pads, associated bollards, cabinets, conduit, and wire. The contractor has ordered the fuel tanks, skid pads, and fuel pumps. The expected delivery of the fuel tanks is mid-August and skid pads/fuel pumps will be delivered in September. We expect completion of the project by the end of September.

ASG will be meeting with GZA on Wednesday, June 19<sup>th</sup> to conduct a site visit for the stormwater pollution prevention plan (SWPPP) and spill prevention control and countermeasure plan (SPCC) for the airport. This effort is being funded as part of the above-referenced project.

ASG will be coordinating with FAA, MassDOT, and GHG to schedule scoping meetings for the Right-Of-Way (ROW) easement acquisitions for the Wildlife/Security perimeter fence project

and land acquisition for Runway 24 RPZ. We anticipate these meetings will be scheduled in July.

ASG completed the annual calculation of the Consumer Price Index for the airport. This information was provided to GHG on Tuesday, May 7<sup>th</sup>.

The Transportation Research Board Airport Cooperative Research Program is hosting a webinar on Thursday July 11<sup>th</sup> from 2:00 to 3:00 PM regarding FAA Grant Assurances. Call-in information was emailed to GHG.

A **motion** was made by Chairman Reilly to approve the cost of \$904,000 for the installation of the above-ground fuel storage facility to include the local share of \$108,480, which has not changed. This was **seconded** by David Suffredini and passed 4-0. **Shoreline Aviation will pay this local share as was recently voted.**

#### **8. Public Comments – None**

**9. Adjourn Regular Meeting** – Motion by Chairman Reilly to adjourn the regular meeting for the purpose of re-opening in Executive Session. Roll call was taken – Rich Pineo/aye, David Suffredini/aye, Robert Reilly/aye, Brian Stronach/aye