

Marshfield Airport – GEORGE D. HARLOW FIELD

MEETING MINUTES – Marshfield Airport Commission

Date of Meeting – October 10, 2017

Place – Terminal Building, George Harlow Field

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

Robert Reilly	Chairman
Richard Pineo	Secretary
Brian Stronach	Treasurer
David Suffredini	Chairman Elect

Keith Douglas	Shoreline Aviation
---------------	--------------------

Chris Willenborg	Airport Solutions Group (ASG)
------------------	-------------------------------

Meeting began at 6:30 PM

ACTION AND DISCUSSION ITEMS:

1. Welcome - Chairman's Statement

2. Meeting Minutes – Motion by David Suffredini to approve the minutes of September 12, 2017. Seconded by Robert Reilly and passed 3-0, 1 abstained.

3. Next Meeting – December 19, 2017

4. Revenues – Through October 10, 2017

Shoreline	\$3524.81
Badges fees	\$500

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

6. Airport Manager Report – Keith Douglas

The terminal building needs to be hooked up to town sewer. Because it's a town building, the Airport may not be financially responsible.

The veeder root system has been completed.

7. CIP/AIP Projects – Chris Willenborg

ASG is coordinating with the FAA and Airport Manager David Dinneen through the process of purchasing and installing the Ground Communications Outlet (GCO) equipment. ASG is working with Mr. Dinneen in coordinating with a GCO vendor and submit a request to FCC for the specific frequency for the unit.

Chris Willenborg and David Dinneen conducted a conference call with Candace Spillar-Wood of DBT Transportation regarding the GCO equipment and identifying a vendor for the product. ASG and GHG were provided with a vendor contact to purchase the equipment within the budget. ASG is coordinating with DBT Transportation in requesting additional quotes from other vendors. Lastly, MassDOT Aeronautics Division has requested GHG to sign a new MassDOT ASMP Grant application for the project with an end date of June 30, 2018.

Amanda Atwell from Epsilon started her wildlife surveys on-airport and off-airport in August and will continue until August of 2018. At the end of the wildlife surveys, she will complete two written documents; Wildlife Hazard Assessment and Wildlife Management Plan.

As part of the permit process, AHS completed their initial archaeological survey and submitted their report to the SHPO. SHPO responded with comments requesting ground mats to use during construction to protect the area between the construction staging and proposed fence line and have a full time archaeological inspector on site throughout construction. ASG is continuing coordination with FAA, GHG, MassDOT, and AHS to update the SHPO project permit application form and identify the additional cost related to SHPO's request. In addition, ASG and GZA are identifying methods to protect the area from turtles hibernating in the proposed work area.

ASG assisted the Airport with updating their Five-Year Airport Capital Improvement Program for FY2018-FY2022 on September 27th. In addition, ASG developed a Five-Year Airport Safety and Maintenance Program (ASMP) for FY2018-2022 for MassDOT eligible projects only. ASG and members of the GHG team participated in the FAA/MassDOT CIP meeting at the Logan Office Center on October 5th. Based upon the comments and feedback at the meeting, ASG has updated the Five-Year CIP for FY2018-2022 to incorporate FAA/MassDOT comments.

The U.S. Congress passed a six-month extension of the FAA Reauthorization Bill in late September which will expire on March 31, 2018. The extension language did not contain ATC privatization language however. Over the next six months, Congressman Bill Schuster will continue to push a new FAA Reauthorization Bill that would include ATC privatization and user fees.

8. Commissioner Applicants – Michael Rodriguez spoke briefly about himself and notified the commission that he applied at the Selectman's Office.

9. Public Comments – None

10. ADJOURN REGULAR MEETING – Motion by Robert Reilly to adjourn at 7:30PM. Seconded by Richard Pineo and passed 4-0