

Marshfield Airport – GEORGE D. HARLOW FIELD

MEETING MINUTES – Marshfield Airport Commission

Date of Meeting – February 13, 2018

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
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 6:30 PM

ACTION AND DISCUSSION ITEMS:

1. Welcome – Chairman's Statement

2. Meeting Minutes – Motion by Chairman Reilly to approve the minutes of January 16, 2018. Seconded by David Suffredini and passed 3-0 (2 abstained).

3. Next Meeting – March 13, 2018

4. Revenues – Through February 13, 2018

Shoreline	\$3524.81
Badge Fees	\$700

5. Bills to Pay – Separate Attachment – Motion by Chairman Reilly to accept and pay bills as written. Seconded by Richard Pineo and passed 5-0.

6. Airport Manager Report – David Dinneen

Vegetation Management Plan (VMP) has begun. Stantech will be on the airport for about 10 business days trimming.

Ramp crack filling may be covered by the state. The engineer was on the airport taking pictures and Marshfield will be included if the state funds a project.

Bass Creek looks great after the 4 Year Report

Safety Day will be May 19th. The airport has started coordinating all parties.

The AOPA is looking at Marshfield to host a seminar. It would be held on June 16th.

7. CIP/AIP Projects – Chris Willenborg

ASG is coordinating with MassDOT and Airport Manager David Dinneen through the process of purchasing and installing the Ground Communications Outlet (GCO) equipment. MassDOT approved the vendor selection of AvTech for the purchase, installation and coordination with the FCC.

Amanda Atwell of Epsilon continues to conduct her twice-a-month wildlife surveys on the airport, which will continue until August 2018.

TOFA – UMass archeologists have been provided all of the information on the fence relocation project up to this point. Their survey will begin in April of this year.

Perimeter Fence – ASG submitted the draft scope of work of the EA and permitting for the fence project. Grant applications are anticipated to be submitted in March or April with a deadline of May 1st 2018.

8. Public Comments – None

9. Adjourn Regular Meeting – Motion by Chairman Reilly to adjourn at 7:39 PM. Seconded by Brian Stronach and passed 5-0.