

**Fitchburg Municipal Airport**  
**July 27th, 2016- Airport Commission Meeting- 18:00 Hours**  
**Airport Terminal, 567 Crawford Street, Fitchburg MA 01420**

1. Meeting Protocol

- No Cell phones during meeting
- Monthly approvals are yy-mm-sequence
- Meeting call to order and recognize Commissioners in attendance

**Opportunities for the public to speak during a Commission Meeting**

- The public forum occurs immediately after the meeting is called to order and the roll is called. The Chairman or their designee will ask if anyone in the audience wishes to speak on any matter appearing on the agenda. If you wish to address the commission you must stand and be recognized and follow these rules before speaking:
  - State your name and address
  - Stand so you can be clearly seen by others
  - You may speak only on items appearing on the agenda for no more than 2 minutes.
  - State the agenda item you are speaking on.

2. Correspondence to the commission

3. Previous Months minutes

4. Project Review – Gale

- Phase I/II/III Easements
- Phase I Tree Clearing

5. New Business

- FPA/ Tri Motor event July 4<sup>th</sup> weekend-review
- FACT lease status- Dave Murphy.
- Panema Productions- rodeo request for September-Update
- Terminal building commercial space status update.
- FCA lease proposal- Charley Valera
- Restaurant- P. Kettle

6. Old Business

- Tenant Lease status (update)
- Hangar 7 Repair Status. S Ellis
- Admin Building project Update. S Ellis
- FPA Hangar.
- Airport drone policy.
- Stutman- P. Kettle

- 7. Financial Review
  - June Financials
    - YTD Budget
  - Financial streamlining for FY 2017
  - Monthly Review
    - A/R Rent and action plan
    - A/R Fuel and action plan
    - Abatements- None submitted

8. Manager Operation Report

9. Executive Session (if required) **YES**

Topics if yes:

Phase I/II/III Easements- Gale

10. Regular meeting adjourned at \_\_\_\_\_

11. Executive Session Started at \_\_\_\_\_ Adjourned at \_\_\_\_\_

12. Date and time of August meeting: \_\_\_\_\_