

Fitchburg Municipal Airport
October 26th, 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
- Notify the commission chair to record the proceedings (audio or video) in accordance with MGL Ch. 30A section 20-F.

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. to include special meeting minutes- C Raymond

4. Project Review – Gale

- Phase I/II/III Easements
- Runway 14 tree clearing
- Runway 32 tree clearing

5. New Business

- Restaurant and self-serve fuel facility- Ken McClain
- Proposed Cell phone amplifier towers on John Fitch Hwy and Whalon St.
- FPA Santa drop- December 2016.
- Review of annual AIP meeting
- Highland St Leominster, Hazard beacon easement realignment.
- FACT snow removal contract.
- November Commission meeting schedule change.

6. Old Business

- Hangar 7 Repair Status. S Ellis
- Admin Building project Update. S Ellis

- 7. Financial Review
 - September Financials
 - Monthly Review
 - A/R Rent and action plan
 - A/R Fuel and action plan
 - Abatements- pending

8. Manager Operation Report

9. Executive Session (if required) **No**

Topics if yes:

10. Regular meeting adjourned at_____

11. Executive Session Started at_____ Adjourned at_____

12. Date and time of next meeting:_____