

Fitchburg Municipal Airport
January 25th, 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

- Runway 14 and 32 Tree clearing
- Phase 1, 2, 3 Easements

5. New Business

- Annual Elections- Commission Chairman, Vice-Chairman, Secretary.
- 2017 Commission Meeting Dates.
- Drone Activity- aerial Photography
- Mass Dot-A Vegetation Management Program Update.
- City of Fitchburg public event checklist
- Ford V-8 club, April 16th, 2017

6. Old Business

- Hangar 7 Repair Status. S Ellis
- Admin Building project Update. S Ellis
- Restaurant and self-serve fuel facility- Ken McClain

7. Financial Review

- Airport Computer Network, Munis POS change.
- 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) **Yes**

Topics if yes:

Phase 1, 2, 3, Easements

10. Regular meeting adjourned at_____

11. Executive Session Started at_____ Adjourned at_____

12. Date and time of next meeting:_____