



Plymouth Airport Community Advisory Committee

Thursday, February 27, 2025 | 6:00 PM

IN-PERSON Only

1820 COURTHOUSE, PLYMOUTH TOWN HALL | 26 COURT ST., PLYMOUTH, MA 02360

The Plymouth Airport Community Advisory Committee (CAC) held its inaugural Committee Meeting on this day in the 1820 Courthouse, Plymouth Town Hall. All appointed members were present: Interim Chairman Paul G. Worcester and

Plymouth Community residents:

Adam Bond

Anthony J Caruso

Peter G. Conner

Alan Costello

Justin Fosdick

Kyle Haas

Timothy Helm

Steven Lantagne

Carver Community residents:

Kyle Bodell

Travis Ouellette

Robert Perry

Dan Ryan

Two Non-Voting members:

Airport Management – Matthew Cardillo

Airport User Group – Joseph Ricci Jr.

Disclosure: These minutes are not verbatim – they are the interim chairman’s interpretation of what took place at the meeting. Open Meeting Law, M.G.L. c. 30A§22.

ANNOUNCEMENTS

This meeting was held in-person only and minutes of this meeting were not recorded

SWEARING-IN CEREMONY

The Plymouth Town Clerk – Kelly McElreath – conducted a swearing-in of 13 members of the CAC. All appointed members have now been sworn-in

ACCEPTANCE OF MINUTES

There were no minutes of any previous meetings

AGENDA

1. **Introductions** – The first order of business was for each member to introduce themselves. Each member was informed their appointment period would be immediately effective for the period of time as assigned by the town’s select board, but the anniversary for reappointment would take place as of 1 July 2026. In addition, each member was poled for willingness to release personal contact info to the public and all agreed to do so. The details of each member’s contact information (telephone and/or email address) would be

resubmitted following this initial meeting. That personal information would also be submitted to the town's administration office and town clerk.

2. **Meeting & Member Conduct** – An overview was provided to the committee on the requirements to accomplish the necessary training provided by the town clerk pertaining to ethics, compliance with open meeting law, and codes of conduct as issued by the town.
3. **Governance**
 - a. CAC Plan (Charter) – A background briefing was provided to the members on how the CAC plan or charter was created. It was further noted that it is an evolutionary document, subject to modification, but ultimate final approval of changes would be made by the town's select board. It was stated that the two major components of the CAC per the plan is an educational one and a platform to share and/or receive airport operational matters and community matters.
 - b. Officer Nominations – Chair/Vice Chair/Clerk – A brief was provided on town guidance for officer conduct and execution of assigned duties. Each elected officer will receive the town guidance document.
 - a) Chairman – Nominations were received and after some initial confusion, voting resulted in the majority approval to elect Peter Conner.
 - b) Vice Chair – Carver resident Kyle Bodell received a majority of votes for this position.
 - c) Clerk – Self-nominated Carver resident Travis Oullette was unanimously elected.
 - c. Officer Duties – The newly elected officers were instructed that their duties would commence beginning at the next meeting following acceptance of meeting minutes in accordance with town guidelines.
4. **Proposed Agenda – Follow-On Meetings** – A few subjects were suggested for follow-on meetings.
 - a. These would mostly entail a set of background briefings for committee members outlined in Mass. General Laws (M.G.L.) on the organization of airports in the Commonwealth. In addition, a discussion on funding sources such as that from the FAA and their grant assurances would be facilitated.
 - b. Another subject for advancement of member's knowledge on airport operations would be presentations regarding FAA airspace rules and regulations.
5. **Major Concerns for Future Discussion** – A set of proposed agenda items were presented that represent some known matters but were not offered in any order of priority. Priority should be determined by the majority of committee members. Proposed items include handling aircraft noise, technical master plan update (TMPU) projects, and airport development. Other additional agenda items would be solicited from the committee members.

ACTION ITEMS

There were no action items

OLD BUSINESS

There was no old business

NEW BUSINESS

1. Meeting Dates – Proposals were offered on when to conduct the follow-on monthly meetings. The majority voted to meet on March 20th at 6:00 PM, and further discussion on establishing regular meetings will take place at that time. Also committee members unanimously agree to meet in the Plymouth Municipal Airport Administration Building's conference room. This venue would allow for hybrid meetings (call-in or Zoom) for committee members and the public.
2. Agenda – New items will be solicited from committee members and submitted for public posting prior to the next meeting in accordance with town guidelines.

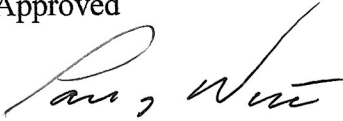
PUBLIC COMMENT

There were several residents at this meeting. One question to the CAC was regarding how community member's inputs could or would be made to the committee. The chairman stated that is undecided at this time and further assessment on how that would be accomplished would be discussed in future meetings.

Committee members made a motion to adjourn and that was seconded. Vote was unanimous.

As there was no further business, the meeting adjourned at 6:46 PM

Approved

A handwritten signature in cursive script, appearing to read "Paul G. Worcester".

Paul G. Worcester
Interim Chairman