

The Plymouth Airport Commission held their regular meeting on Thursday, March 2nd, 2023, at 7:00 P.M. in the Conference Room in the Airport Administration Building. Present were Vice-Chairman Douglas R. Crociati, and Commissioners Thomas W. Hurley, Dennis R. Smith, Chris Merrill (7:02), Karin Goulian, and Paul G. Worcester. Also present were Airport Manager Matt Cardillo, Airport Coordinator Brendan Nordahl, John Borland, Marc Bilodeau, Paul Rudzinski, Ralph Romano, Tom Latham, Jim Carpenter, Ed James (7:01), and Jen Ricciardi (remote). Chairman Kenneth E. Fosdick was excused.

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

OPEN MEETING Vice Chairman Crociati called the meeting to order at 7:00 PM.

ACCEPTANCE OF MINUTES, February 2, 2023

Commissioner Worcester made a motion to approve the minutes of February 2nd, 2023, with changes noted. Commissioner Hurley seconded the motion. The motion carried. 6-0-0.

REVIEW NOISE/SAFETY COMPLAINTS

Manager Matt Cardillo said that there were no noise or safety complaints during the month of February.

APPOINTMENTS

7:02 PM – Chris Turner, Turner Brother’s Construction, 100’ x 100’ Hangar Update.

Manager Cardillo said that he emailed Chris Turner last week and has not received a response. Mr. Cardillo said that they had a meeting with the Water and Sewer Departments regarding the issues on the south side of the airport. He said that the Water Department did offer to downsize the size of the line, and they offered to give Mr. Turner a hydrant and an inspector for the process.

7:04 PM – John Borland, Proposed Building Update

Vice-Chairman Crociati said Chairman Ken Fosdick told him that the Health Department said that the biodegradable toilet system has been approved. He said that this is the recommendation for John Borland to use until they get the infrastructure nailed down and it would not hinder anything in the area, or the in the future. He said that this would allow Mr. Borland to move ahead with his project.

Mr. Borland said that the Fire Department sent him a letter about the fire hydrants having to be no more than 300 feet apart and no more than 100 feet away from the structure. Vice-Chairman Crociati suggested that Mr. Borland start with the Water Department about this because they know what is being done in that area. There was some more discussion about the fire hydrants.

7:09 PM – Elks Club Proposed Building Update

Ralph Romano said that they are in the final stages of finalizing the lease between the attorneys.

7:11 PM – Donald Staszko, Proposed Hangar Construction Update

Manager Cardillo said he talked to Donald Staszko about the infrastructure issues that have been happening on the south side of the airport and since he has spent some money on his proposed hangar site, he would like the Commission to give him some sort of agreement, in letter form, that would give him exclusive right to that piece of land. Vice Chairman Crociati said that once the infrastructure issues are solved, in his opinion, that the Commission should give him two years of exclusive right and then at the end of the two years he has to follow the rules that are set forth for development. There was some discussion about the timeline, and it was decided that he would be given one year with a re-assessment for a possible additional year.

Commissioner Smith made a motion to allow Donald Staszko one year of exclusive right to the proposed hangar site, with an option of another year, subject to approval of the Plymouth Municipal Airport's attorney and the Chairman, which will start at the definitive point when the infrastructure issues are solved. The one year would start once the infrastructure is available to be tied into. Commissioner Worcester seconded the motion. Vote was unanimous. 6-0-0.

7:16 PM – Marc/Jason Hangar Development

Marc Bilodeau handed out the latest drawings of his proposed hangar to the Commission. Mr. Cardillo said that Jeff Adler looked at the plans and approved them.

7:22 PM – Tom Latham, American Veteran's Trucking, Lease Discussion and Possible Building Proposal

Tom Latham said that he is interested in building a building on the lot that he is currently leasing, and he would like to add more land to his lease. Vice Chairman Crociati asked Mr. Latham to bring a sketch in for the Commission to see.

Commissioner Hurley made a motion to move forward with a site plan for the property as defined by Tom Latham and Matt Cardillo. Commissioner Smith seconded the motion. Vote was unanimous. 6-0-0.

7:26 PM – Dubois & King, Jen Ricciardi

1. Technical Master Plan update

Jen Ricciardi of Dubois & King said that the all clear was given on the ALP from the FAA. She said that once all the signatures are obtained, they will send it to the Commission.

Commissioner Merrill made a motion to authorize Chairman Kenneth Fosdick to sign the ALP. Commissioner Goulian seconded the motion. Vote was unanimous. 6-0-0.

2. Environmental Assessment (EA)

Ms. Ricciardi said that the IEP is complete. She said there have been some preliminary meetings with MEPA. An Environmental Justice meeting needs to be scheduled, which is required in the EA, and it can be scheduled with the final Master Plan meeting. This meeting will be scheduled for Wednesday, March 29th at 7:00 PM. There was some discussion about the venue for the meeting.

Ms. Ricciardi said that Jeff Adler is working on the grants for the glide scope relocation study.

Old Business:

1. Sewage Treatment Plant Update

Manager Cardillo said that he met with the Advisory and Finance Committee and they unanimously agreed to support the Sewage Treatment Plant project. Manager Cardillo explained how the funding for the project will work. There was some discussion on the repayment structure.

2. Airport Budget Status

Manager Cardillo said that the numbers are up 30% compared to last year regarding fuel sales, from a gallonage standpoint. Mr. Cardillo said that he has an article for this upcoming Town Meeting for a budget amendment of \$200,000. for the Aviation Fuel line, which will come from retained earnings.

3. State Police Insulation

Manager Cardillo said that there was one bid of \$157,510. for the State Police Insulation project. Manager Cardillo said that also at Town Meeting there is an amendment to an article that passed last year for this project for \$100,000. Manager Cardillo had amended the original article to add another \$50,000., as a result of a quote that he received, and now there is another amendment to the last amendment for \$25,000. The funding source is retained earnings.

Commissioner Worcester asked about the references for the contractor that placed the only bid and Manager Cardillo said that he has been contacting them and has had positive feedback so far.

4. Airport Revenue Generation Committee

Vice Chairman Crociati said the Revenue Generation Committee met and some good ideas were discussed. Vice Chair Crociati said the staff is doing a good job with fuel margins and trying to raise revenues.

5. Airport Address Renumbering

Manager Cardillo said that all the buildings were renumbered, and he is trying to work with the Postal Service to re-number the boxes. He said he was sent a spreadsheet in which he is trying to re-allocate old addresses to new addresses. There was some discussion about addressing needs at the airport.

New Business

1. Burke's Way Official Naming

Manager Cardillo said that this came up as a result of a discussion with the Engineering Department. There was some discussion about the proper name of the road and the fact that addressing needs to be consistent.

Other New Business

Commissioner Hurley said he and Manager Cardillo would like to suggest and post a safety meeting. He said that they tentatively set the date for April 11th, in the early evening. There was some discussion

about the night approach to 24. Manager Cardillo said that when the survey was done, there were trees found during the 3D mapping. Manager Cardillo said that he is currently working with Jeff Adler to pinpoint where the trees are so they can mark them and take care of the situation.

Adjourn: Commissioner Worcester made a motion to adjourn. Commissioner Merrill seconded the motion. Vote was unanimous. 6-0-0.

As there was no further business at this time, the meeting adjourned at 8:10 PM.

Approved
Douglas Crociati, Vice Chairman