



Tom White

AIRPORT COMMISSION
TOWN OF CHATHAM
549 MAIN STREET
CHATHAM, MASSACHUSETTS 02633



Minutes of meeting held Jan. 13, 2000

Present: Dick Hunter, Dave Rauscher, Monty Shultes, Tom Whitely.

Meeting called to order at 7:30 PM

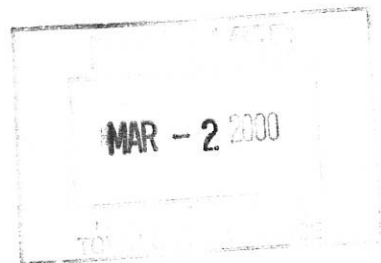
1. Minutes of previous meeting: There were no minutes to be discussed as Esther was not present.
2. Bills:
 - a. Bill from Com Electric for \$151.76 for new hangars. (Dave to check with contractor to assess responsibility.)
 - b. Bill from Earth Anchor.
 - c. New totalizer for gas tanks.
3. Engineers Report discussed. (Engineer was not present.)
 - a. Ford with snowplow expected to be delivered soon. Will be registered to Town of Chatham. List of approved drivers will be required.
 - b. Fencing project is on hold. Personnel gate discussed. Handicap access will not be paved by M.A.C.
 - c. Master Plan "Scope" will be sent to M.A.C. and FAA Jan. 21.
 - d. M.A.C. may be painting runway and taxiway stripes this year for free.
4. FBO Report:
 - a. Repairs to the various roofs may be placed in this year's capital budget by the town.
 - b. FBO wondering when the new snow plow will be available.
5. Correspondence: The Town has appointed Tom Whitely to the commission.
6. T-Hangars:
 - a. Work is substantially complete. Peckham Electric, however, has not yet installed the GFI breakers that were required Dec. 10, 1999.
 - b. Voted to pay Construction Engineering all moneys due except \$1,200 to cover Peckham's work.
 - c. Dave will meet with Construction Engineering and Peckham to discuss the 19 days of penalties (\$9,500) that are being withheld.
7. New Business:

There was a discussion about off-field based mechanics doing work on local pilots' aircraft. The commission decided to create a list of minimum standards. Items on this list might

include requiring performance bonds, requiring insurance with Town of Chatham listed as additional insured, local phone and office and mechanic to be available 5 days per week .
Monty will research other airports and prepare a set of standards.

Meeting was adjourned at 8:25 PM

Tom Whiteley



CHATHAM AIRPORT COMMISSION
Meeting minutes of February 10, 2000

The Chatham Airport Commission met on Thursday, February 10, 2000 in the Municipal Airport meeting room, 240 George Ryder Road, Chatham.

Present were Richard Hunter, Chairman; David Rauscher, Vice-Chairman and Commission member W. Thomas Whiteley.

Also present were Mr. Harold D. Flight from Gale Associates, Inc., Jim McDevitt, Cary Goodwin and Tim Howard.

Item 1. Call to order

The Chairman called the meeting to order at 7:35 P.M.

Item 2. Minutes

It was moved, seconded and VOTED to approve the December 9, 1999 and the January 13, 2000 meeting minutes.

Item 3. Bills

Six bills from Commonwealth Electric and the Secretary's December bill were approved.

Item 4. Correspondence

Dick Hunter spoke about a proposed liability policy for the Airport from Aero Insurance, Inc. which met with approval from the Commission members. He also reviewed "Chatham Municipal Airport Minimum Standards for Commercial Activities" (FAA AC 1505190-1A) and "Chatham Municipal Airport Self Service Standards."

Item 5. FBO report

Mr. McDevitt advised things were going well. He advised, however, there was a drainage problem around the T Hangars following snowfall. Snow removal was discussed and ideas and possible solutions will be discussed at the March meeting.

Item 6. Engineer's report

Mr. Flight of Gale Associates reviewed his "Monthly Report Update" (copy on file) and all items were discussed with the Commission members.

Item 7. T Hangar report

David brought the Commission members up to date on this project. The altercation regarding Peckham Electric was discussed and David will confer with them for resolution. He advised that there was one vacancy but that no advertising will be made at the present time.

Item 8. New business

None

Item 9. Old business

1. Capital budget items were discussed. Roof repair has been discussed with Steve Bouvier, Superintendent of Buildings and Grounds, and the sprinkler system for the T Hangars has been discussed with Ron Sgroi of the Fire Department
2. Dick and David will discuss the Simonitsch problem regarding nets and trailers with the Town Manager. Help from the Airport Operator was mentioned and a suggestion made by Tom that the Commission write MAC.

Item 10. Comments from the public

None

Item 11. Any other business that may legally come before the meeting

None

The next meeting will be held on WEDNESDAY, MARCH 8, 2000 at 7:30 P.M. in the Airport meeting room.

Item 12. Adjourn

It was move, seconded and VOTED to adjourn at 8:30 P.M.

Ester K. Anderson, Secretary

Copies to:

Commission members	Town Manager
Town Clerk	Airport Operator
Airport Manager	Engineer
Cary Goodwin, President of Chatham Wings	

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TOP SECRET

AGENDA
Chatham Airport Commission meeting of March 8, 2000

- Item 1. Call meeting to order
- Item 2. Minutes
- Item 3. Bills
- Item 4. Correspondence
- Item 5. FBO report
- Item 6. Engineer's report
- Item 7. T Hangar report
- Item 8. New business
- Item 9. Old business
- Item 10. Comments from the public
- Item 11. Any other business that may legally come before the meeting
- Item 12. Vote to adjourn

STDagenda

Town Clerk

CHATHAM AIRPORT COMMISSION
Meeting Minutes of March 8, 2000

The Chatham Airport Commission met on Wednesday, March 8, 2000 in the Municipal Airport meeting room, 240 George Ryder Road, Chatham, MA.

Present were Richard Hunter, Chairman; David Rauscher, Vice-Chairman and Commission members A. Monte Shultes and Robert E. Starkweather, Jr.

Also present were Mr. Harold Flight from Gale Associates, Inc., Jim McDevitt, John Ambroult, John Szeyda and Tim Howard.

- Item 1. Call meeting to order
The Chairman called the meeting to order at 7:25 P.M.
- Item 2. Minutes
It was moved, seconded and VOTED to approve the minutes of the February 10th meeting.
- Item 3. Bills
Four bills were approved for Commonwealth Electric, one each for Aero Insurance, Inc., Jordan Electric and CORPRO, as well as the Secretary's bill for February.
- Item 4. Correspondence
The Chairman advised that he had sent a letter to the Town Manager regarding the Simonitsch fish weir matter.
- Item 5. FBO report
Mr McDevitt reported (1) no incidents or accidents to report; (2) offered assistance regarding the new fence project; (3) the upstairs restaurant will open mid-April and (4) the annual brush cleanup of the area along the southeast fence will start this month. (copy on file)
- Item 6. Engineer's report
Mr. Flight spoke about (1) the bid for the fence project, bids to be opened on March 9th; (2) the State marking program; (3) AIP reauthorization of second half of the program regarding snow equipment and the Master Plan update, on which the Engineer will have pre-applications in order for the April meeting and (4) Bob Mallard is presently the Interim Director. (oral report given)
- Item 7. T Hangar report
David spoke about (1) penalties regarding the firm of Campbell & Paris; (2) flooding in the T Hangar area, fixed by Paul Fougere and (3) one lease in question at this time.
- Item 8. New business
The final payment has been made regarding the electrical vault.

Item 9. Old business

Mr. Shultes reported regarding Regulations and Minimum Standards for the Chatham Airport. It is possible to receive standards from the Nantucket or the Plymouth Airports. As the Plymouth Airport is more like the Chatham Airport, Plymouth plans, with some changes suggested by Mr. Shultes, could be reviewed by Town Counsel. It was mentioned that MAC has an in-house attorney. Jim will compare this with his Service Management Agreement. The Commission members tabled this matter, and there will be a report at the April meeting.

Item 10. Comments from the Public

None

Item 11. Any other business that may legally come before the meeting

None

The next meeting will be held on Thursday, April 13, 2000 at 7:30 P.M. in the Airport meeting room.

Item 12. Vote to adjourn

It was moved, seconded and VOTED to adjourn at 8:15 P.M.

Ester K. Anderson, Secretary

Copies to:

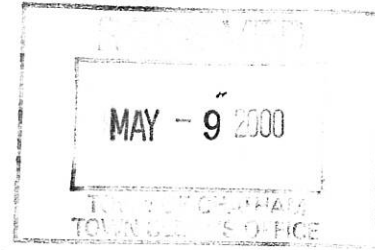
Commission members	Town Manager
Town Clerk	Airport Operator
Airport Manager	Engineer
Cary Goodwin, President of Chatham Wings	

AGENDA
Chatham Airport Commission meeting of April 13, 2000

- Item 1. Call meeting to order
- Item 2. Minutes
- Item 3. Bills
- Item 4. Correspondence
- Item 5. FBO report
- Item 6. Engineer's report
- Item 7. T Hangar report
- Item 8. New business
- Item 9. Old business
Report re Regulations and Minimum Standards for the Chatham Airport
- Item 10. Comments from the public
- Item 11. Any other business that may legally come before the meeting
- Item 12. Vote to adjourn

STDagenda

Town Clerk



CHATHAM AIRPORT COMMISSION
Meeting Minutes of April 13, 2000

The Chatham Airport Commission met on Thursday, April 13, 2000 in the Municipal Airport meeting room, 240 George Ryder Road, Chatham.

Present were Richard Hunter, Chairman, David Rauscher, Vice-Chairman and Commission members Robert E. Starkweather, Jr. and W. Thomas Whiteley.

Also present were Jim McDevitt, Jill Douglas and Tim Howard.

Item 1. Call meeting to order

The Chairman called the meeting to order at 7:28 P.M.

Item 2. Minutes

It was moved, seconded and VOTED to accept the minutes of March 8th.

Item 3. Bills

Bills for services were approved for Commonwealth Electric (5), Bell Atlantic, the Cape Cod Times, Merrill Associates, the Fougere Company and the Secretary's bill for February.

Item 4. Correspondence

None

Item 5. FBO report

Jim announced that as of April 1st, Mr. Tim Howard of Stick and Rudder Aero Maintenance, Inc. will assume the position of Chief Executive Officer of the Cape Cod Flying Circus, Inc. He expressed wishes that the Airport Commission will wish Mr. Howard great success and also thanked the Commission members for their help to him and Michelle over the years.

Two panels on the old T Hangars have been repaired.

Item 6. Engineer's Report

Mr. Flight submitted the Engineer's Report for the month of March (copy on file.) His report at the last meeting was oral.

The Engineer's Report for April was presented (copy on file.) Mr. Flight reviewed the purchase of the Snow Removal Equipment, Installation of the Perimeter Fencing and Gates, the Airport Master Plan Update and the ASMP Airfield Pavement Marking. In addition to the report, Mr. Flight spoke about the FAA FY2000 Regional Plan application which will have to be signed by the Commission Chairman, the Airport Manager and the Engineer. Items for further discussion enumerated on the Engineer's Report were (1) bids for the fencing, which the Engineer is handling, with installation anticipated for the middle of June, (2) a suggestion to hold up on the application for the Airport Master Plan until the beginning of May, and (3) matters regarding pavement marking are to be checked further by the Engineer, with a report at a subsequent meeting.

Item 7. T Hangar Report

David had no report, other than rent for one hangar remains unpaid and that there is one hangar available.

Item 8. New Business

The Chairman advised he received an April 3rd letter from MAC regarding an update of (AIP-CI and State Airport Safety & Maintenance Plan through Fiscal Year 2005 (FY'05.) After discussion, Gale Associates, Inc. will follow up and report at a subsequent meeting.

There will be a review of the condition of the Terminal Building shortly by Commission members and local representatives.

Item 9. Old Business

Mention was made that Mr. Simonitsch will remove the fish weirs this month, and the rest of the materials will be taken care of by July 1st.

Mr. Shultes will report on Regulations and Minimum Standards for the Chatham Airport and the review with Town Counsel at the May meeting. In this regard, Tim Howard spoke about enforcement.

Item 10. Comments from the public

None

Item 11. Any other business that may legally come before the meeting

None

Item 12. Vote to adjourn

It was moved, seconded and VOTED to adjourn the meeting at 9:15 P.M.

The next meeting will be held on Thursday, May 11, 2000 at 7:30 P.M. in the Municipal Airport meeting room.

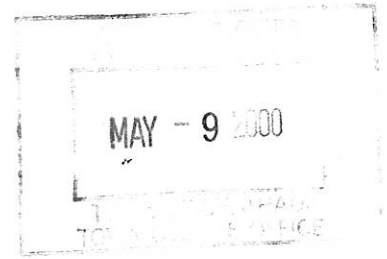
Ester K. Anderson, Secretary

Copies to:

Commission members
Airport Manager

Town Manager
Engineer

Town Clerk
Airport Operator



AGENDA
Chatham Airport Commission meeting of May 11, 2000

- Item 1. Call meeting to order
- Item 2. Minutes
- Item 3. Bills
- Item 4. Correspondence
- Item 5. FBO report
- Item 6. Engineer's report
- Item 7. T Hangar report
- Item 8. New business
- Item 9. Old business
 - Report re Regulations and Minimum Standards for the Chatham Airport
- Item 10. Comments from the public
- Item 11. Any other business that may legally come before the meeting
- Item 12. Vote to adjourn

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