

Town of Chatham
AIRPORT COMMISSION

The regular meeting of the Chatham Airport Commission was held on Thursday, February 13, 1997 at the Chatham Municipal Airport.

Present: Tom Whiteley, Peter Morton, Robert Starkweather

Absent: Richard Hunter, Monty Shultes

Guests: Red Beach, John Ambroult, Bob Mustard Jr, Bob Mustard, Jim McDevitt

The meeting was called to order at 7:36pm.

The minutes for the January 1997 meeting were unanimously accepted as presented.

Jim McDevitt discussed the FBO Report in detail. Mr. McDevitt discussed the doors for the main hanger door. He thought the best price was \$15,870. The highest bid was \$28,210.

The new T Hanger Project will be started tentatively August 31, 1997.

A vote was taken to authorize Tom Whiteley to see Tom Groux regarding purchasing agent to draw up lease for payments and percent increases in rent. All in favor 3 Opposed 0

Peter Morton & David Fish discussed Taxi Way Project at their meeting in early February. Engineering fees started at \$61,000 and were negotiated down only \$2,000. An agreement figure has not been reached. The FAA will probably agree to do project and new schedule should be complete by June 30, 1997.

Engineering contract will be rebid after Taxi Way Project.

Tom Whiteley read aloud the 1996 Budget Report he submitted to Town office prior to the meeting.

A check for \$764.25 for fuel settlement with Seacost was present which was sold to a marine facility for 50¢/gallon @ 3500 gals and total was split.

Insurance bid from Aero Insurance, Inc. was accepted by members present. The bid was \$2 million with \$2,800 total annual premium.

The meeting was adjourned at 8:43pm.



AIRPORT COMMISSION

CHATHAM, MASSACHUSETTS

02633

The regular meeting of the Chatham Airport Commission was held on Thursday, March 13, 1997 at the Chatham Municipal Airport.

Present: Tom Whiteley, Richard Hunter, Robert Starkweather,
Monty Shultes

Absent: Peter Morton

Guests: David Fish, Jim McDevitt, Don Byrne

The meeting was called to order at 7:30pm

The minutes of the 2/13/97 meeting were unanimously accepted as presented

A second request for a plan of action to correct deficiencies was received; Tom Whiteley sent out plan and has not heard back.

FBO Report was read by Jim McDevitt. No accidents or incidents to report.

David Fish discussed in detail the Taxi Way Project. The engineering fees will be \$46,000. Maureen is their new engineer that will oversee and consult on this project. The application for the project will be completed before June 20, 1997. David Fish reviewed with the Commission members in detail the proposed drawings for the Taxi Way Project.

The Airport hosted a Boy Scouts meeting for 5 children and adults. Another meeting will be held on April 5th.

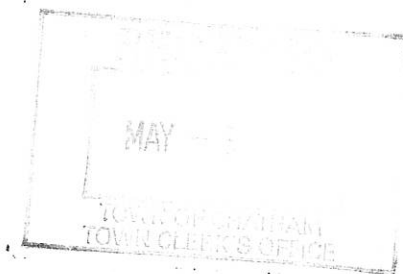
The meeting was adjourned at 8:35pm.



AIRPORT COMMISSION

CHATHAM, MASSACHUSETTS

02633



The regular meeting of the Chatham Airport Commission was held on Thursday, April 10, 1997 at the Chatham Municipal Airport.

Present: Monty Shultes, Peter Morton, Richard Hunter, Bobby Starkweather

Absent: Tom Whiteley

Guests: Lonnie Pickett

The meeting was called to order at 7:30pm.

Lonnie Pickett read the FBO Report. It was not printed for hand out.

The issue of the lease will have to be followed up with Tom Groux. The estimate for gutters will have to be resolved. The keyboard and printer were ruined at Bob's office. The commission agreed to reimburse him \$200.00.

Fire extinguisher boxes broken when helicopter was on fire were never fixed. Ralph J Perry will be contacted.

The Explorers will have another meeting at the airport on May 8th.

MAMA minutes received from Monty S.

Richard Hunter suggests the Chatham Municipal Airport sign should be up at airport.

Reviewed spread sheet made by Monty.

The meeting was adjourned at 8:19pm.

TOWN OF CHATHAM
AIRPORT COMMISSION

MAY

The regular meeting of the Chatham Airport Commission was held on Thursday, May 8, 1997 at the Chatham Municipal Airport.

PRESENT: Tom Whitely, Peter Morton, Richard Hunter, Monty Shultes

ABSENT: Robert Starkweather

GUESTS: Jim McDevitt, Dave Fish

The meeting was called to order at 7:30pm.

Jim McDevitt discussed in detail the FBO Report.

The minutes of the April meeting were accepted as presented.

The Commission discussed in detail the estimates for door hangers and funding available from the FAA.

The skateboard park being build on the property will have supervision and no night activity. The issue will be approached again after all information is compiled. Papers will be presented regarding no liability on the Airport's part to the Commission.

David Fish discussed the FAA approval of everything and the MAC has not responded yet. The project will be \$135,000 and Commission will pay 3% (approximately \$4,000) The schedule will be discussed further. The runway will be closed for approximately 5 days and Navy will be using airport; further discussion is necessary.

Post meeting for June 12, 1997, Thursday at 7:30pm.

Tom Groux will be at next meeting to award bids opened on June 11, 1997.

Jim M. will re-do front of hangers and Commission will held until further notice.

A meeting is schedule for 5/14/97 with the Explorers.

The meeting was adjourned at 8:55pm.



AIRPORT COMMISSION

CHATHAM, MASSACHUSETTS

02633

The regular meeting of the Chatham Airport Commission was held on Thursday, June 12, 1997 at the Chatham Municipal Airport.

PRESENT: Tom Whiteley, Richard Hunter, Monty Shultes

ABSENT: Peter Morton, Robert Starkweather

GUESTS: Lonnie Pickett, Bob Dugan

The meeting was called to order at 7:30pm.

Lonnie Pickett discussed in detail the FBO report.

The minutes of the May meeting were unanimously accepted as presented but should be signed by Crystal.

The bids for the Taxi Way Project were opened and were \$39,000 higher than anticipated costs. Bid will have to be negotiated and go back to the MAC and FAA. Richard H. & Monty S. authorized Tom W. to sign the bid from Lawrence Lynch.

Bob Dugan thanked the Commission for allowing the skateboard park to be on the property. He discussed in detail the dimensions and a few ideas such as: sanitary facilities, restaurant increased business, electric power off pole, open 9-10am and closed at sunset, payphone access, etc.

Lonnie asked if Bob Long of Yankee Aviation was paid \$240.00 for damaged equipment. Bill was submitted by Crystal in June.

Tom Whiteley announced Monty S. will be Chairman and Richard H. will be Vice Chairman for 1998. New positions approved unanimously by attending Commissioners.

Richard H received permission to check into stand-by generators.

The meeting was adjourned at 8:15pm.

Minutes by Crystal Pina

Peter M.

<u>Present</u>	<u>Absent</u>	
May	July	March
April	June	
February	December '96	
	October '96	

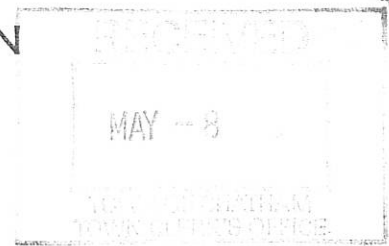
July '96



AIRPORT COMMISSION

CHATHAM, MASSACHUSETTS

02633



The regular meeting of the Chatham Airport Commission was held on Thursday, July 10, 1997 at the Chatham Municipal Airport.

PRESENT: Monty ^{Skultes}~~Schultz~~, Richard Hunter, Tom Whiteley
ABSENT: Peter Morton, Robert Starkweather

GUESTS: Lonnie Pickett, Sue Meister

The meeting was called to order at 7:30pm.

Lonnie Pickett discussed the FBO Report. No written report was available. He said they had a safe and busy July. The ceiling and door entrance need repair.

The minutes from the 6/12/97 meeting were unanimously accepted as presented.

Sue Meister discussed in detail her plans for a park at the south end of the airport. The park would include garden and walking trails. Tom Whiteley suggested writing a letter to the Board of Selectmen stating they saw no reason not to have the part of the Airport.

Sue Meister's address is 368 Stage Harbor Rd Chatham MA 02633

Monty S. read a report from David Fish regarding the FAA & MAC. A bid was accepted for \$175,000. The Commission will be responsible for \$5,280. A monthly plan meeting will be held 7/23/97. The door hanger project is on "hold".

Richard Hunter will research water mains and ground hydrants at the Water Companies own expense. He will go to the Water Company to discuss further.

The skateboard park will be under construction soon.

The meeting was adjourned at 8:25pm.

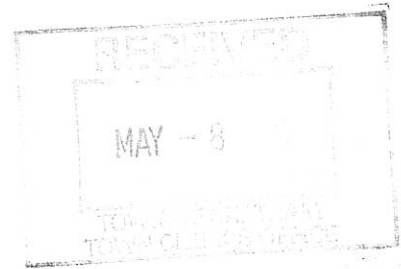
THE MINUTES WERE PREPARED BY CRYSTAL PINA.



AIRPORT COMMISSION

CHATHAM, MASSACHUSETTS

02633



The regular meeting of the Chatham Airport Commission was held on Thursday, September 11, 1997 at 7:30pm at the Chatham Municipal Airport.

PRESENT: Monty Shultes, Richard Hunter, Tom Whiteley, David Rauscher

ABSENT: Richard Starkweather

GUESTS: Red Beach, M.J. "Jack" Grainger, Kyle Allison

The meeting was called to order at 7:25pm.

The minutes from the August 14, 1997 meeting were unanimously accepted as presented.

Michelle McDevitt presented the FBO printed report to the Commission.

Kyle Allison of Campbell & Paris summarized the construction work to date and remaining work. Monty S. signed agreements.

Monty S. suggested keeping the same engineering firm for all the scheduled work. The FAA would like bids for engineering, the MAC didn't care either way, and Tom Groux did not require any bids. Further discussion will be necessary.

Mrs. Foster of 227 Horizon Drive, Chatham called and complained about noise from the airplanes. Michelle McDevitt or Tom Whiteley will call her to discuss the problem.

It was suggested a letter be written to the Town to oversee fisherman's storage area where coyote was injured more closely and suggest better care for that area.

The Commission authorized \$500.00 maximum for the McDevitt's to hire someone to repair the ceiling and door. The Commission will approve those bills.

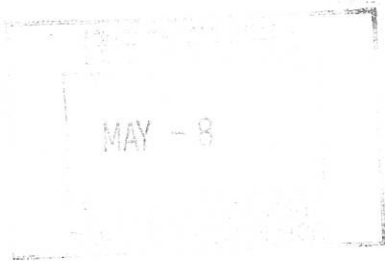
The meeting was adjourned at 8:28pm.



AIRPORT COMMISSION

CHATHAM, MASSACHUSETTS

02633



The regular meeting of the Chatham Airport Commission was held on Thursday, October 16, 1997 at the Chatham Municipal Airport.

PRESENT: Monty Shultes, Richard Hunter, Tom Whiteley,
David Rauscher, Robert Starkweather

GUESTS: David Fish, Don Byrne

The meeting was called to order at 7:30pm.

The minutes from the September 11, 1997 meeting were unanimously accepted as presented.

Michelle McDevitt presented the printed FBO Report to the Commission. The Air Show and paving were discussed in detail.

A motion was made by Tom Whiteley and seconded by David Rauscher to reimburse the McDevitt's for some of the fire and police details.

David Fish explained that the project was almost complete and discussed in details what had been finished so far. He will have a meeting with the FAA and MAC when the project is complete.

Park for the People plan was reviewed and ok'd by the Commission. A plan will be kept on file.

Michelle M. received gutter estimate from Steve B for her information.

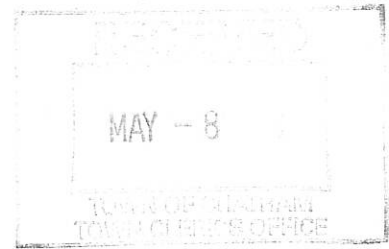
Skateboard park is complete and running well. The insurance will have to be reviewed for adding recreation area.

Fuel farm light goes on and off and will have to be checked.

The meeting was adjourned at 8:50pm.



AIRPORT COMMISSION
CHATHAM, MASSACHUSETTS
02633



THE REGULAR MEETING OF THE CHATHAM AIRPORT COMMISSION WAS HELD ON THURSDAY, NOVEMBER 13, 1997 AT THE CHATHAM MUNICIPAL AIRPORT.

PRESENT: MONTY SHULTES, RICHARD HUNTER, DAVID RAUSCHER

ABSENT: TOM WHITELY, ROBERT STARKWEATHER

GUESTS: 0

THE MEETING WAS CALLED TO ORDER AT 7:30PM.

THE MINUTES FROM THE OCTOBER 16, 1997 MEETING WERE UNANIMOSULY ACCEPTED AS PRESENTED.

THE FBO REPORT WAS PRESENTED BY MICHELLE MCDEVITT.

THE INSURANCE AND LIABILITY LETTER FOR THE SKATEBOARD PARK WAS RECEIVED FROM THE TOWN.

DAVID FISH SENT A REPORT TO MONTY SHULTES STATING THAT THE AIRPORT LAYOUT PLAN AND VAULT REPLACEMENT HAVE BEEN PUSHED BACK.

DAVE RAUSCHER WILL REPAIR THE CRACK IN THE ROOF WITH TAR. HE ALSO SUGGESTED PLANNING A SECTION OF THE BUILDING'S ROOF WILL NEED REPLACEMENT SOON.

THE TAXI WAY PROJECT SIGNS WILL BE DELIVERED ON CHRISTMAS EVE.

THE MEETING WAS ADJOURNED AT 8:05PM.



AIRPORT COMMISSION

CHATHAM, MASSACHUSETTS

02633

December 12, 1997

Minutes of Regular Meeting, December 11, 1997, 7:30PM

Meeting called to order by Chairman Shultes at 7:30PM. Present: Commissioners Hunter, Rauscher, Starkweather, Shultes.

Minutes of last meeting were unavailable. Request made to mail minutes at least 1 week prior to next meeting. 3 bills were presented for payment.

FBO report from Jim McDevitt. Thanksgiving accident investigation team includes him as a member. The Commission will be kept informed of progress and findings. Repairs to maintenance hangar are being estimated. CCFC now owns the maintenance operation – FAA approval is pending. Bob Long is staying.

Dick Hunter is overseeing responses to state & local authorities on fuel farm issues. The form registering the tanks with MAC was presented.

The engineer's report was reviewed. Two action items resulted:

- 1) Lonnie will keep an eye out for ponding on the new taxiway. Photos will document any problems.
- 2) The electrical devices currently in the briefing room are to be moved to a separate vault on the other side of the current exterior wall, under the restaurant deck and abutting current walls on NE and NW sides.

The Chairman reported that a capital budget for the airport will be submitted for years 1999-2002. (Note: discovered Friday that we have a \$5,000 capital budget for fiscal 1998) Commissioners were asked to think of projects that should fall under such a plan, beyond reconstruction of the maintenance hangar and paving the parking lot.

The Chairman will be meeting with Tom Groux, Bruce Gilmore, and Don Poyant on Thursday, December 18, to continue – and hopefully conclude – the discussion of hangar leases.

A unanimous motion was made to reimburse CCFC up to \$10,000 for maintenance costs related to airport buildings. Each expense to be authorized and billed separately.

Meeting adjourned at 8:42PM.

Respectfully submitted, Monty Shultes