

REQUEST FOR MGL CHAPTER 44 SECTION 33B TRANSFER

Request is hereby made for the following transfer in accordance with Chapter 44, Section 33B of the Massachusetts General Laws. MGL Chapter 44 Section 33B allows budgetary transfers between appropriations in the last two months of a fiscal year, and the 1st 15 days of the following fiscal year (for the preceding fiscal year), by the selectmen with the concurrence of the finance committee.

Transfer Amount Requested: \$32,789.00

Transfer From:

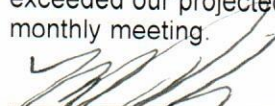
Acct#	Title	Current Balance
<u>600-5-710-5901</u>	<u>Airport Long Term Principal</u>	<u>\$32,789.00</u>

Transfer To:

Acct#	Title	Current Balance
<u>600-5-482-5241</u>	<u>Airport Operational Budget</u> <u>Building + Grounds Maint</u>	<u>\$ <57,226.07</u>

Reason for request:

Budget overages due to continued increase in fuel, materials, utility expenses. Some items originally budgeted for have doubled or even tripled in price since original planning for FY22. Additional unexpected expenses related to Pioneer Aviation property including but not limited to utility costs such as electricity and internet, emergency repairs to buildings, and overall operational costs. Larger expenses not anticipated include parts for equipment repairs, and additional costs for parts related to supply chain issues. While many of these expenses were expected, some were significantly higher, and could not be delayed. Such expenses as tree removal and drainage repairs added over \$10,000 in unexpected costs, but were needed to maintain buildings and grounds. In addition, electricity, heating oil, and natural gas costs have far exceeded our projected costs. The Airport Commission approved this transfer at their May 2022 monthly meeting.



Officer/Department Head

Date: 6/1/22

ACTION OF SELECTMEN

Date of Meeting: _____ Number present & voting: _____

Transfer approved in the amount of \$ _____ Transfer disapproved: _____

Chairperson _____

ACTION OF FINANCE COMMITTEE

Date of Meeting: _____ Number present & voting: _____

Transfer approved in the amount of \$ _____ Transfer disapproved: _____

Chairperson, Finance Committee

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Transfer Amount Requested: ~~\$5,000.00~~ \$1,770

Transfer From:


Acct#	Title	Current Balance
600-5-751-5901	Airport Long Term Interest	\$5,000.00 <u>\$1,770.45</u>

Transfer To:

Acct#	Title	Current Balance
600-5-482- <u>5211</u>	Airport Operational Budget <u>Electricity</u>	<u>\$6839.03</u>

Reason for request:

Budget overages due to continued increase in fuel, materials, utility expenses. Some items originally budgeted for have doubled or even tripled in price since original planning for FY22. Additional unexpected expenses related to Pioneer Aviation property including but not limited to utility costs such as electricity and internet, emergency repairs to buildings, and overall operational costs. Larger expenses not anticipated include parts for equipment repairs, and additional costs for parts related to supply chain issues. While many of these expenses were expected, some were significantly higher, and could not be delayed. Such expenses as tree removal and drainage repairs added over \$10,000 in unexpected costs, but were needed to maintain buildings and grounds. In addition, electricity, heating oil, and natural gas costs have far exceeded our projected costs. The Airport Commission approved this transfer at their May 2022 monthly meeting.



Officer/Department Head

Date: 6/1/22

ACTION OF SELECTMEN

Date of Meeting: _____ Number present & voting: _____

Transfer approved in the amount of \$ _____ Transfer disapproved: _____

Chairperson _____

ACTION OF FINANCE COMMITTEE

Date of Meeting: _____ Number present & voting: _____

Transfer approved in the amount of \$ _____ Transfer disapproved: _____

Chairperson, Finance Committee

Town of Montague Municipal Airport Commission

Meeting Minutes

May 17th, 2022

The meeting was called to order at 6:31 PM in the administration offices.

Commissioners present: Gary Collins, Seth Rutherford, David Brule, Max Pellerin (Remote), Joe Mazeski

Others present: Bryan Camden (Manager), Dave with Gale Associates

Review Meeting Minutes- **Motion** made by David, second by Joe to accept minutes of 4/26/22 with no needed corrections. Roll call vote, David-Yes, Joe-Yes, Gary-Yes, Seth-Yes, Max-Yes. Motion Passes

CONSULTANT REPORT

AIP 21- Wildlife Hazard Assessment Study- We are still waiting on MassDOT and FAA to submit comments and feedback. FAA has been totally unresponsive while MassDOT has reviewed and submitted a few changes they would like to see.

AIP 23- Purchase Pioneer Aviation Property- Phase 2 reimbursement was submitted, a hard copy was given to the commission members for review. There are no new updates on that project as of right now. Pioneer Development Plan- Project is underway, the Stantec team is working to get it completed by end of June. This will guide us into the next few years of property improvement plans.

MANAGER REPORT

A brief discussion of the current user rates for both aviation and non aviation costs on the airport. Rates are in line with surrounding airports and commercial use spaces. It was decided to keep rates the same for FY23, despite the recent rapid increase in costs for utilities, maintenance, and items. **Motion** made to keep the FY23 user rates the same as FY22 by David, second by Joe. Roll call vote, David-Yes, Joe-Yes, Gary-Yes, Seth-Yes, Max-Yes. Motion Passes. Brief recap of annual town meeting, no discussion needed at this time due to all articles being approved. Request reviewed from River Culture to borrow Honda Generators for concert at Unity Park on 6/4/22. **Motion** to allow River Culture to borrow Honda Generators for event on 6/4/22 made by David, second by Joe. Roll call vote, David-Yes, Joe-Yes, Gary-Yes, Seth-Yes, Max-Yes. Motion Passes. Review of current progress on runway crack sealing and coating. These are completed, next step is painting at the end of June. Review of Insurance quotes for FY23. Discussion included the decision to wait until June so the Airport Manager could get more than 4 quotes and see if a better rate is applicable. Vote was tabled until then. Review of land lease proposal from CNG (Formally Charter NEX). Discussion of potential rates, terms, stipulations. It was proposed that \$3,000 / acre / year would be our starting point, with the expectation that they would likely need all 30 acres discussed. More information to come in June. Discussion of current budget and where we are going for the last 7 weeks of FY23. It was discussed about moving funds from the Pioneer Aviation and Fuel Farm debt service budget to the general operating budget (600-5-482) totaling all \$37,789.00. Since there was no debt service payment in FY22 this will not be needed as allocated. While likely revenues will fall short this year due to 2 vacant storage spaces (\$5,400) and low solar output (\$1,800) as well as an empty hangar spot from July to December (\$1,900) we should have enough budgeted to cover expenses once DOT monies arrive. **Motion** to move \$37,789 from Airport Debt Service for Pioneer Purchase and Fuel Farm Purchase budget for FY22 to general operating budget made by David, second by Joe. Roll call vote, David-Yes, Joe-Yes, Gary-Yes, Seth-Yes, Max-Yes. Motion Passes. Review and vote on updated Airport Manager job description, with one minor correction. **Motion** made to accept new Airport Manager job description by David, second by Joe. Roll call vote, David-Yes, Joe-Yes, Gary-Yes, Seth-Yes, Max-Yes. Motion Passes. Tribal update, including discussion of material piles on Millers Falls Road. No action taken at this time due to costs and historical substance. Mishoon will be needed August 5,6,7 at Unity Park, Airport will provide the services as needed like last year.

COMMISSIONER UPDATES

Last call for the blueberry bushes before they get mowed down! We will be cutting them in May or June! Come take what you want.

PILOT, TENANT, USERS GROUP, PUBLIC COMMENT, AND OTHER

None

7:37 **MOTION** made by David to adjourn, second by Joe. Roll call vote, David-Yes, Joe-Yes, Gary-Yes, Seth-Yes, Max-Yes. Motion Passes.

Respectfully submitted: Bryan Camden

Voted ___ (Aye) ___ (Nay) ___ (Abstain) at an Airport Commission Meeting on: ___/___/___

(Airport Chair Signature)

Documents used:

Manager's Report

Commonly used Acronyms: **AIP** is Airport Improvement Plan; **AOPA** is Aircraft Owners and Pilots Association; **BLS** is the Federal Bureau of Labor Statistics; **CAP** is Civil Air Patrol; **CIP** is the Capital Improvement Plan; **CPI** is the Consumer Price Index; **FAA** is the Federal Aviation Administration; **FCTS** is the Franklin County Technical School; **GARD** is the General Audio Recording Device that records pilots as they approach and leave the Airport; **MassDOT/AD** is the Massachusetts Department of Transportation, Aeronautics Division; **MAMA** is the Massachusetts Airport Management Association; **FCFC** is the Franklin County Flying Club; **FCRCC** is the Franklin County Radio Control Club; **IFE** is Independent Fee Estimate; **NIT** is Narragansett Indian Tribe; **PAPI** is Precision Approach Path Indicator; **PILOT** is Payment In Lieu Of Taxes; **R/W** is runway; **SHPO** is State Historic Preservation Officer; **SRE** is Snow Removal Equipment; **THPO** is Tribal Historic Preservation Officer; **T/W** is Taxiway.