

KAC meeting May 13, 2021 9am via zoom

Present at the meeting were commissioners Hal Findlay, Peter Vincent, Bill Brine and Michael Nagle. Also present were airport manager Alyssa DaSilva, Evan and Jessica Shai and James Haggerty.

The meeting was called to order at 9am. Peter motioned to accept the minute of the previous meeting, Bill 2nd, all voted yes.

First order was to clarify the definition of gross revenues for the restaurant. The definition is all gross sales after discounts and refunds issued not including taxes and tips. Gift Certificates would be included when redeemed or expired. This is to clarify the Toast accounting sales system which is a bit different. The KAC and Shai's are in agreement on this issue.

Next we voted on extending the RFP signing – Peter made a motion to do this, Bill 2nd and all voted to extend the RFP signing and to accept the gross sales definition.

Next we clarified the wording for pilots who will receive a discount at the restaurant – the addition of the word “transient pilots” clarifies this. Bill made a motion to accept this, Peter 2nd, all voted yes.

Hangar project – nothing new – Peter Gerhardt from Sullivan Architects is working with Chris – the additional payment was approved and sent. There has been no activity. We are working on the drain.

James wanted to know if we needed to extend the date to June 1. The KAC wants to wait a bit more because we would like to get the work completed asap.

There was a motion to accept the hangar lease contingent upon the acceptance of the small working/definition changes by the Town Council's Office final approval of the Document. Peter made the motion, Bill 2nd, all voted to accept.

Alyssa informed us that she was the only one to apply for the airport manager's position. Bill motioned to accept her for the position of airport manager, Peter 2nd, all voted yes.

Alyssa informed us that the fuel pump needs to be replaced. Mass dot will most likely fund 80% of the new pump in the next FY beginning July 1. Pump will cost \$11,000, with the airport paying \$2200. Peter made a motion to go ahead with this, Bill 2nd and all votes yes.

Next meeting, Thursday, May 20, 2021 9am via zoom

Hal motioned to adjourn, Bill 2nd, all voted yes, meeting adjourned at 9:25am.