



Plymouth Airport Community Advisory Committee

Thursday, March 20, 2025 | 6:00 PM

Hybrid Meeting – Airport Conference Room

PLYMOUTH MUNICIPAL AIRPORT, 246 S. MEADOW ROAD, PLYMOUTH, MA 02360

The Plymouth Airport Community Advisory Committee (CAC) held its monthly meeting on this day in the Plymouth Airport Conference room. All appointed members were present with the exception of Plymouth residents Timothy Helm who was excused for travel reasons, and Kyle Haas who attended remotely. Also present were Plymouth Airport Commission attorney Robert Galvin. A large number of in-person and remotely-connected attendees were present and a detailed list is available upon request as a public document.

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

OPEN MEETING – Due to remotely connected committee members, the chairman conducted a roll call meeting to order at 6:00 PM.

ANNOUNCEMENTS

Minutes of this meeting were recorded.

ACCEPTANCE OF MINUTES:

February 27, 2025 Meeting Minutes – Adam Bond made a motion to approve the minutes. Dan Ryan seconded the motion with no changes noted. Vote by roll call was unanimous.

APPOINTED MEMBER ETHICS & OPEN MEETING LAW COMPLIANCE – Chairman Worcester queried the membership on any outstanding incompletions of these subjects. There were a few incompletions and one lack of receipt from the town clerk. The chairman will follow-up with town hall to ensure all members have received the required package and/or submitted the proper forms. Since all members are still within the 30 day period since appointment, no one needs to abstain from voting responsibilities.

GOVERNANCE – The chairman brought two matters before the committee:

1. CAC Plan (charter) – The committee still needs to review and approve any changes for select board final approval to the version #4 document dated February 27, 2025. A few members requested redistribution of the CAC Plan. This item was tabled for the next meeting.
2. Nomination/Election of Chairman – Due to the resignation of the previously elected chair, a nomination process was conducted. Adam Bond self-nominated, and Alan Costello nominated Steve Lantagne. Voting by roll call resulted in nine (9) votes for Adam, and two (2) votes for Steve. Adam Bond will assume chairman duties following acceptance of these meeting minutes at the next meeting.

APPOINTMENTS

Plymouth Airport Attorney Robert Galvin – The chair introduced Atty. Galvin who in turn would discuss the major issues involving the organization and functions of a public use airport in the Commonwealth of Massachusetts. Mass. General Law Chapter 90, section 51 applies to the establishment of state airports, and the creation of airport commissions as a requirement to manage such. Atty Galvin described the state legislation and the relationships of commissions with their respective town or city leadership organizations. In addition, this discussion included how airport

property is acquired, used, and improved under the FAA grant assurance program for capital projects. These are separate matters from locally-promoted facilities such as non-aviation use buildings or utilities. There is also a relationship with the state's aeronautical overseer, the Massachusetts Department of Transportation (MADOT) Aeronautics Division. MADOT-Aero ensures compliance with state laws and FAA guidelines. Furthermore, this entity provides promotional and developmental opportunities for public use airports where state funds are available to enhance safety, reduce environmental impacts, and create jobs among many other things. MADOT-Aero manages an established cost share percentage between the FAA, MADOT-Aero, and the host city or town for capital improvements.

It was pointed out that Plymouth Municipal Airport operates under an enterprise account which means no tax-payer funds are used to maintain or develop the airport facilities or infrastructure. Fuel sales, land leases, and other aviation-related revenues are used to offset the costs of managing the airport and funding the staff employees. Furthermore, the airport staff are hired and managed by the airport commission.

The airport provides aviation resources as part of the larger FAA-controlled national airspace system. As such, airport access must be granted without prejudice to any aviation user at all times of the day or night as part of complying with the FAA grant assurances program and its funding stream. To determine needs to satisfy on-going FAA safety, security, environmental, or expansion projects, the FAA regularly requires a Master Plan Update, typically every ten years. From this update, prioritized projects are identified for federal and state funding usually over a five-year period. This project identification is called the Capital Investment Plan or CIP. Projects listed in the CIP may be a mix of safety, utility upgrades, or airport developments as validated by the FAA and MADOT-Aero.

Questions from Committee Members:

Kyle Bodell asked if experimental and ultralight aircraft are allowed at PYM. Matt stated that they are allowed if they can safely integrate into the traffic pattern and meet the minimal regulatory requirements.

Alan Costello asked who pays Bob Galvin's invoice. Paul stated that it comes out of the enterprise fund. As of this year, the airport is self-sufficient.

Kyle Hass asked to expand upon the impact of the FAA and the MassDOT Aeronautical Division on runway expansion. Paul stated that everything has to be within certain dimensions if they would like to seek state or FAA funding. Matt says they meet with the MassDOT Aeronautical Division to go over 5-year plans. 90% of the funding would be provided from the FAA, thinking from 'the center line out'. MassDOT and the Town of Plymouth cover the rest.

Adam Bond asked if a certain class of airplane could not be allowed to land. Bob Galvin stated that planes can be treated differently, but must not be discriminated against unjustly. A discussion about the particulars of this took place.

Paul Worcester discussed the design criteria of the potential expansion of the runways. PYM is specifically a Class B2 airport, which has specific limitations on design, and could not receive funds for a C1 or D1 airport, unless a demonstrated need was shown. The design would have limits on the size, speed, and wingspan of planes, as well as the width of the taxiway and runway. Paul used the example of an F-15 Eagle to describe a Class E aircraft that could not land at PYM.

Alan Costello asked if time frames could be put on planes landing. Bob stated that it could potentially be put in place. However, the airport must be available at all hours. Matt stated that the airport has pilot-activated lights if a plane is not scheduled to land.

Attorney Galvin remained throughout the rest of the meeting to answer questions.

ACTION ITEMS

1. Establishing Meeting Dates – As follow-on to the discussions held in February, the committee debated options for holding the “regular” monthly CAC meetings. It was largely agreed that Thursday meetings work best for most members at the 6 PM time period. In addition, all members agreed to continue meeting at the Plymouth Airport conference hall which more easily allows for recorded hybrid meetings. After consideration for some external meeting conflicts, it was settled that the fourth Thursday of each month would be the scheduled date. Travis Oullette made the motion to set this date, time, and venue while Tony Caruso seconded the motion. A roll call vote was taken and all agreed. The next meeting will take place on April 24th, 2025.
2. Setting the Next Agenda – The chairman outlined the current direction to continue holding “educational” topics until members are better informed on important airport subjects. It was emphasized that the committee members by majority need to define the needs – support background information education or move forward with other things including the list of questions proposed by the “Take Back Our Plymouth Airport” group (TBOPA). Additional subjects as suggested by the chairman during the February meeting were presentations on FAA airspace rules and regulations, technical master plan (TMP) projects, and airport noise issues. Adam Bond suggested that we continue with educational materials and queried whether two or more of the offered list could be accomplished in the same meeting. The chairman explained an “airspace 101” presentation along with a review of the TMP projects could be done in one meeting as the airport’s engineering company is well-versed in both. Adam Bond made a motion to address education first, and open up to other topics later. Kyle Haas seconded that motion. A roll call vote was taken and all members approved this approach to setting the next meeting’s agenda.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

PUBLIC COMMENT

There was extensive engagement by both in-person and hybrid-connected residents. Questions asked:

“What is the method by which complaints can be made?” The chairman mentioned the committee had received that question and will work on a publically-viable solution.

“What class airport is Plymouth?” The chairman stated it is a category B2 airport and is slated to remain so. Any changes to category would entail extensive and costly upgrades to runway size and pavement thickness, taxiway widths and locations, greater cutbacks to treelines surrounding the airport, and improved runway lighting systems among other things. It was emphasized that the FAA would need to approve a category change and without viable cause, was unlikely to support a change.

“Why is runway 24 the preferred no-wind runway?” The chairman stated this is not a question for the CAC, but needs to be referred to the airport commission.

“Are the (land) leases public?” Again, the chairman referred this question to the airport commission.

Committee member Adam Bond questioned Atty Galvin on the parameters of powers held by the CAC? It was explained the CAC is not an airport committee, but one created by the Town of Plymouth Select Board. They would need to address this question.

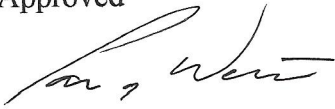
There were several other comments about airport operations but did not come with questions.

ADJOURN

Committee member Adam Bond made a motion to adjourn. Dan Ryan seconded the motion. A roll call vote was unanimous to adjourn.

As there was no further business at this time, the meeting adjourned at 7:43 PM

Approved



Paul G Worcester
Interim Chairman