

City of North Adams
Airport Commission
City Hall, North Adams, MA 01247

October 26, 2021

Kerry Anne Kilcoyne
Assistant Attorney General
Office of the Attorney General
One Ashburton Place
Boston, MA 02108

Re: OML 2021-107 letter dated July 29, 2021

Dear Ms. Kilcoyne:

The current members of the North Adams Airport Commission take very seriously the finding by the Office of the Attorney General that the Commission violated Open Meeting Law per your letter dated July 29, 2021. Upon notification of this finding, the two remaining members of the Commission began working with Angie Ellison, the city's Administrative Officer, and Tina Samson, clerical support provided by the city for the Commission, to begin researching the missing minutes.

Over the past 75 days, Ms. Samson was able to locate a substantial number of the missing minutes within the files of City Hall. Additionally, former Commissioners and Airport Managers were contacted to request any of the missing minutes that they might be able to help locate. This has left a period from April 1, 1982 through August 31, 2001 during which minutes have not yet been located.

While Ms. Samson has been searching for missing minutes, the Commission has been trying to gather any information available about meetings that needed to have minutes re-created by researching newspaper articles, gathering information about dates of service of prior commissioners from the office of the City Clerk, and requesting information from the prior airport engineering firm about the reports that were presented at each meeting. All of this data has been compiled to create minutes to the best of the Commission's ability for those meetings for which original minutes cannot be located.

Although this response, which was approved by the current four members of the Commission, is being provided within the 90-day period as outlined in your letter, due to the seriousness of this matter, the work by the Commission shall continue to try to locate any missing original minutes as well as to electronically archive all meeting minutes to avoid this situation again.

Sincerely,



Marc Morandi
Secretary, North Adams Airport Commission