

Minutes of Airport Commission Meeting

Wednesday August 14, 2019 7:00 PM.

Draft subject to review, correction and approval at the next meeting.

Committee Members Present: Chairman Dick Guy, Selectboard Representative Matt Bjelobrk (arrived late), Stuart McDanolds, Secretary Cliff Batchelder, Bart Mann (arrived late), Peter Kimball and Susie Tann.

Airport Maintenance Technician: Dan Freeto

Members of the Public Present: Please see Sign-In Sheet

Call Meeting to Order: The meeting was called to order at 7:00 PM.

Consent Agenda:

- Susie requested that it be noted that she was excused from the meeting in July.
- Susie suggested that the hangar that was mentioned by Doug Henson be specified as the hangar that is projected to be built in the future.
- Doug Henson requested that “carriers” be struck from the minutes with regard to antique aircraft.
- A motion was made and seconded to approve the July 10th minutes as amended and it carried with Peter Kimball abstaining.

Correspondence: None at this time.

Public Appearances:

- **Howard Hatch:** Howard asked if the Airport Zoning Board that is mentioned in the original airport documentation still exists as he has a question regarding zoning. Chairman Guy replied that it is his understanding that the Airport Zoning Board does not exist and he suggested that questions be directed to the Town Zoning Board of Adjustment. No one at the meeting recalled any information about the Airport Zoning Board. (Airport Zoning Regulations for Dean Memorial Airport, Dated May 7, 1947)
- **Winston Currier:** Winston asked about airport hangar billing and noted that it was generally done early in the year but he had not received a bill. Chairman Guy stated to go ahead and make a payment.

New Business:

- **NH Granite Sky Riders event:** Discussion centered on accommodating this group during their visit to DMA this coming weekend. Cliff has arranged for the bathroom to be functional. Chairman Guy wants to make sure that there is adequate space and access to electricity for their campers and tent. Howard Hatch offered to mow a grassy strip for their use.
- **Inactive Member Status:** Mike Bonanno has not attended any meetings during 2019 and has not requested to be excused. His volunteer work for the airport is sincerely appreciated and it is hoped that this will continue. A motion was made and seconded that Mike Bonanno become an inactive member of the Airport Commission and it carried unanimously.
- **Airport House:** Chairman Guy stated that the Selectboard is going ahead with the asbestos abatement and once this is done, the house will be burned. Stuart questioned the Selectboard wanting the Airport Commission to pay for the abatement. Howard Hatch stated that the Selectboard is assuming financial responsibility for the abatement. Doug Henson suggested that the historical value of the house be investigated by the Heritage Committee.
- **Flight School Scholarship:** Melissa Ulery from Plymouth, NH was present to express her enthusiasm and commitment to the Scholarship Program and requested an application. Chairman Guy will provide her with an application. She also expressed interest in being on the Commission but is not a resident of Haverhill. Winston Currier spoke to the time he was a member who lived in Monroe at the time and the reasons why the selectboard allowed it.
- **Annual Airport Safety Inspection:** The inspection is scheduled for Monday, August 19th at 10:00 AM.
- **FAA Grant Funding:** A meeting is scheduled for Wednesday, August 21st at 9:00 AM with Carol Niewola and Will Stanfield from the NHDOT/Bureau of Aeronautics at the Haverhill Town Office.

Old Business:

- **Rotating Airport Beacon:** Chairman Guy reported that he had a potential offer of \$2,500.00 from a customer on Craigslist who lives in upper state NY. A motion was made and seconded to accept the offer on the condition that the customer come and get it. The motion carried unanimously.
- **Fuel Credit Card:** Susie completed her research into this income generating project and gave the packet of information from Roy Creley, Fuel Systems Specialist with the Lakes Region Environmental, Inc. to Chairman Guy as she has requested to be excused from the next several meetings.
- **Airport Maintenance Technician:** Dan Freeto mentioned that he filed a NOTAM for the Granite Sky Riders event at the Airport for the weekend of August 16-18 and will file another one for our Airport Community Day on September 21st.

- **Airport Community Day:**

- Helicopter rides for paying customers: The White Mountains Helicopter Service is an airport tenant and will be invited to attend pending inquiry as to the rates they charge.
- Bob Lippman will fly or help with other duties if he is here.
- Lynn Perry will be handling all the food.
- The NH Guard has not responded yet so “NH/VT” specification on our posters will be deleted to read just “National Guard”.
- Chairman Guy has the Airport T-shirts.
- Chairman Guy will take care of the press releases that are ready to go.
- Stuart is responsible for Ground Communications and the morning of the event there will be a pilot meeting to clarify expectations.
- Bart presented a prototype of our poster advertising the event that was enthusiastically endorsed.
- Signage is needed to direct visitors to the Airport as well as to identify the Registration Desk, Waiting to Board Area and Parking. Matt will look into getting these signs. Bart will provide an easel with a sign to use as well.
- Dick will communicate with Tate Picard regarding sanctioning and paperwork.
- Cliff is getting the tables and his wife Donna will attend our next meeting to get her duties clarified (Thank you Donna). Melissa Ulery volunteered to help with registration (Thank you Melissa).
- Dan will post a NOTAM for the day’s activities. He has had the porta-potty pumped clean.

- **Capital Improvement Plan Meeting:** Mark Goodrich will arrange for a meeting in late September/early October with Carol Niewola, Senior Aviation Planner, NHDOT/Bureau of Aeronautics. Chairman Guy questioned if Mark had been paid for his consulting services and Mark replied that he would look into it. Mark also stated that there may be a Round 3 for the 1.2 million dollar runway repaving grant and that he will keep us informed.

- **Fuel Billing:** Stuart questioned the line item in the budget for \$11,541.58 when there is only \$8,000 budgeted. Chairman Guy stated that he will look into this tomorrow.

- **Questions that need to be brought before the Selectboard:** Bart summarized the questions:
 1. Fuel Billings – What is the status of getting these done?
 2. Airport House - Does it have historical value? Should the Historical Committee be consulted?
 3. Airport Zoning Board - Does it exist? Should questions be referred to the Town ZBA?

Meeting Adjourned: There was a motion to adjourn at 8:35 P.M. It was seconded and it carried unanimously.

Respectfully Submitted,
Susie Tann
Airport Commissioner

