

**Town of Haverhill  
Dean Memorial Airport Zoning Commission  
MEETING MINUTES  
R. E. Clifford Memorial Building  
65 South Court St.  
Woodsville, NH 03785  
And on ZOOM  
Wednesday, February 9, 2022  
5:00 PM**

**CALL TO ORDER:** The meeting was called to order at 4:55 PM by Susie Tann, Chair.

**Members of the Commission:**

**Chair:** Susie Tann

**Vice Chair:** Cliff Batchelder

**Member:** Miguel Vasconcelos

**Select Board ex officio:** Matthew Bjelobrk

**Airport Manager:** Ralph Croswell

**Airport Technician:** Dan Freeto

**ROLL CALL ATTENDANCE**

Miguel Vasconcelos (Here), Ralph Croswell (Here), Cliff Batchelder (Here), Matthew Bjelobrk (Here), Susie Tann (Here). A quorum was met.

**Visitors:** Mark Codling, Melissa Ulery, Dennis Cunningham, David Binford.

**APPROVAL OF THE AGENDA**

The members approved the Agenda as written.

**Members of the Public Present:** None.

**MINUTES REVIEW**

**MOTION #1:** Croswell made a motion and Vasconcelos seconded the motion to approve the Minutes from the **January 12, 2022**, Airport Zoning Commission meeting as written.

**Voice Vote:** All in favor with none opposed. The motion passed unanimously.

**AIRPORT MANAGER'S REPORT:**

Croswell presented his report:

- Profile Technologies visited the airport to extend the internet service to the credit card reader, and with help from other service technicians, the reader is online.
- Guy Rouelle was unable to visit the airport to evaluate the runway cracks because of snow cover.
- Crosswell stated that snow removal has taken place for 5 days.

## **AVIATION SCHOLARSHIP PROGRAM**

### **Current Scholarship Recipients**

#### ***Melissa Ulery***

- Ulery stated that she had Covid in December, was home, and not flying, but had one flight in January and is scheduled for flights during the weekends in February.
- Ulery stated that her flight instructor is combining ground school with the flight instruction.
- Ulery discussed the purchase and advance payment of 10-hour discounted flight blocks with the members. Discussion by the members concluded that discretion could be used if the guidelines allow.

**MOTION #2:** Crosswell made a motion and Bjelobrk seconded the motion to approve reimbursement of the 10-hour block of flight hours with a paid receipt and a show of monthly progress from Ulery.

- The members and Ulery discussed the cost per flight.

**Voice Vote:** All in favor with none opposed. The motion passed unanimously.

Cunningham discussed aircraft used in the training program with Ulery.

#### ***Mark Codling***

Codling submitted his report to the members before the meeting, and the members had questions:

- Tann asked for a clarification of Codling’s request. Codling explained that his current flight school is at a dead end, and he is considering transferring to another flight school with multiple student planes and instructors. Discussion by the members and Codling continued relating to flight school costs and the scholarship award.
- Tann discussed the Scholarship TRUST AGREEMENT and noted that she didn’t believe the agreement is aligned with the Commission’s Scholarship program. Tann read highlights from the Trust Agreement, which she noted might affect the funding for future and current scholarships:
  - Section Two, B., 2. “... the income should be distributed yearly to qualified recipients...”
  - Section Two, E. “In any year ... income should not be distributed to recipients ... may be held for distribution in succeeding years.”
  - Section Two, C. Tann stated she believed the intent of the scholarship is for “graduating high school seniors or homeschoolers or for other students within the immediate regional two-state area...” Tann read that the student “be intending to study and/or train in an aviation-related field.” Tann read that “the selection should be “based upon scholastic achievement and/or financial need.”

Discussion continued relating to the reimbursement basis of scholarship funds and the monthly requirement of progress reports. Vasconcelos offered the recommendation that Codling come back to the Commission with an estimate for 35 hours (20 solo, 15 duo) of flight training. There was consensus from the members, except Tann noted that she believed the amount overreaches the scholarship amounts. The Commissioners discussed the expectations of Codling to submit an estimate for completion of flight training. Tann noted that she will rereview the Trust Agreement and sort through the principal/interest wording.

Codling offered next steps to the members stating he will complete his ground school test and submit a cost estimate for the completion of his flight training before the next Commissioners' meeting.

### ***David Binford***

Tann introduced Binford who discussed his goal for requesting an aviation scholarship, which is to obtain his private pilot's license, and he expressed the desire to help others get their pilot's license. Binford noted that the airstrip in Laconia might be an option for training, but he will look into other options. Vasconcelos asked Binford for a training plan with his already completed application.

### **Mission Statement**

Tann reported that she included revisions to the Mission State and the Commission will review the document at the next meeting.

**Next Meeting:** March 9, 2022, at 5:00 PM.

### **ADJOURNMENT**

**MOTION #2:** Bjelobrck made the motion and Vasconcelos seconded the motion to adjourn the meeting at 6:25 PM.

**Voice Vote:** All in favor with none opposed. The motion passed unanimously.

**Meeting Adjourned at 6:25 PM**

*Joanna Bligh, Transcriptionist*