

**Town of Haverhill
Dean Memorial Airport Zoning Commission
MEETING MINUTES
Dean Memorial Airport
393 Airport Road
North Haverhill, NH 03774**

Wednesday, February 10, 2021

7:00 PM

(The meeting was held via ZOOM.)

CALL TO ORDER: The meeting was called to order at 7:23 PM by Susie Tann, Chair.

Members of the Commission

Chair: Susie Tann

Vice Chair: Cliff Batchelder

Airport Manager: Ralph Crosswell

Airport Technician: Dan Freeto

Select Board ex officio: Matthew Bjelobrk

Susie Tann, Chair: Per Gov. Sununu Meeting Compliance CHECKLIST to Ensure Meetings are Compliant with the Right to Know Law During the State of Emergency (abbreviated)

- **February 10, 2021**, Airport Zoning Commission Meeting
- Executive Order—This public body is authorized to meet electronically.
- Confirming a) providing public access by telephone, with additional access by video or other electronic means, ZOOM conferencing is being used. All members of the Select Board have the ability to communicate contemporaneously, the public has the ability to contemporaneously listen and, if necessary, participate in this meeting by dialing the following number: 1-312-262-6799 (US) or the website <https://ZOOM.US/meeting> (ID# 95860923510; passcode: none required); b) public notice has been provided of the necessary information for accessing the meeting though ZOOM or telephonically, instructions have also been provided on the website of the Town of Haverhill at www.haverhill-nh.com, and c) providing a mechanism for the public to alert the public body if there a problems with access (call 802-793-0535 or email at townmanager@haverhill-nh.com); d) adjourning if the public is unable to access the meeting. In the event that the public is unable to access the meeting, the meeting will be adjourned and rescheduled. Please note that all votes taken during this meeting will be taken by ROLL CALL vote.

ROLL CALL ATTENDANCE

Susie Tann (present; no one in the room), Cliff Batchelder (present; no one in the room), Dan Freeto (present), Mathew Bjelobrk (present; no one in the room), Ralph Crosswell (absent). A quorum was met.

Tann noted that Guy Rouelle was unable to attend tonight's meeting.

Members of the public present: None.

AGENDA MODIFICATIONS: None.

MINUTES REVIEW

MOTION #1: Tann made a motion to approve the Minutes from **January 13, 2020**, as written. Batchelder seconded the motion.

Roll Call Vote: Susie Tann (Yes), Cliff Batchelder (Yes), Mathew Bjelobrk (Yes). The motion passed unanimously.

AIRPORT TECHNICIAN'S REPORT

- Dan Freeto stated that there was a runway light out, and he has spent the majority of his time plowing snow off the runway.

PENDING ISSUES

Zoning Regulations / Draft Review

Tann noted that in Section **IV**, Rouelle will rewrite the Utility Runway Non Precision Instrument Approach and Transitional Zones sections, which have not been completed.

For tonight's discussion, page 6, Section **IV**, #4 on Horizontal Zones was not addressed.

Section **V**, Use Restrictions, was discussed relating to light glare for pilots using the airport. Rouelle previously suggested revisions to include smoke and electrical interference, which Tann noted could perhaps relate to the adjacent industrial park exhaust chimneys. Discussion continued. Batchelder suggested keeping the wording as is. Tann queried defining the glare from lights surrounding the airport. It was agreed to incorporate Rouelle's suggestion and define glare based on pilot reports to the Airport Manager.

Section **VI**, Nonconforming Uses, was discussed relating to #1 Regulations Not Retroactive included revisions from Rouelle related to lighting of obstructions. The Marking and Lighting section with Rouelle's revisions was discussed and other wording was addressed, including "... [markers and lighting] at the expense of the Town of Haverhill." Bjelobrk noted that this section describes a "taking," which means requesting use of private property, for example, putting lighting on a privately owned building. This requires agreements and negotiation with the property owner.

Next Meeting: To be determined.

ADJOURNMENT

MOTION #2: Bjelobrk made the Motion to adjourn the meeting due to technical difficulties at 7:51 PM. Batchelder seconded the motion.

Roll Call Vote: Mathew Bjelobrk (Aye), Cliff Batchelder (Aye), Susie Tann (Aye). The motion passed unanimously.

Meeting Adjourned at 7:51 PM.

Joanna Bligh, Transcriptionist