

**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, June 8, 2022  
5:00 PM**

**CALL TO ORDER:** The meeting was called to order at 5:00 PM by Susie Tann, Chair.

**Members of the Commission:**

**Chair:** Susie Tann

**Vice Chair:** Cliff Batchelder

**Member:** Miguel Vasconcelos

**Member:** Matthew Bjelobrck

**Ex officio:** Michael Graham

**Airport Manager:** Ralph Crosswell

**Airport Technician:** Dan Freeto

**ROLL CALL ATTENDANCE**

Cliff Batchelder (Here), Michael Graham (Here), Matthew Bjelobrck (Here), Miguel Vasconcelos (Here), Ralph Crosswell (Here), Susie Tann (Here). A quorum was met.

**On-Line Visitors:** Mark Codling, Dennis Cunningham, Donna Batchelder.

**In-Person Visitors:** None.

**APPROVAL OF THE AGENDA**

Chair Tann asked the members for changes to the Agenda and there were none.

**MINUTES REVIEW**

**MOTION #1:** Bjelobrck made a motion and C. Batchelder seconded the motion to approve the Minutes from the **May 11, 2022**, Airport Zoning Commission meeting as written.

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

**AIRPORT MANAGER'S REPORT**

R. Crosswell presented his report:

- Crosswell reported on the “wonderful” Memorial Day weekend (May 29, 30) with the paragliders event at the airport and with 10 paragliders camping with their families. Crosswell and some tenants drafted a safety and flight-line policy for the event attendees

to sign at registration and for ultralights to follow in the future. Croswell sent the policy to the NH Bureau of Aeronautics and will forward it to Portland for their input and approval.

- Croswell re-certified Dan Freeto and Town Manager Codling as Class C operators at the fuel farm.
- Doris McGinnis (Green Thumb) from Airport Rd. replanted flowers in the troughs for Memorial Day. Croswell wished to thank her for the nice display.
- Croswell stated that he measured the underground storage tanks at just over 1000 gallons each, and Croswell will reorder when the tanks have 500 gallons. Croswell reported that the fuel prices will stay at \$5.95/gallon, but the new fuel order in June will increase prices. The average price in the Northeast is \$7.19, and although DMA will stay under that price, the airport needs to be competitive and make money.
- Croswell performed a quarterly Stormwater Pollution inspection with no contamination noted, which was filed with the NH Department of Environmental Services.

## **PENDING BUSINESS**

### **Draft Airport Zoning Ordinance**

Chair Tann reported on the Ordinance document noting that she contacted Guy Rouelle to asked about bringing the document up to a professional level of formatting, and he has not yet responded.

Vasconcelos asked that the Ordinance go to the State for review, and Chair Tann confirmed.

### **Aviation Scholarship Program Status Reports**

#### **Fund Balance**

Chair Tann reported at as of 5-31-22, the Scholarship balance is \$5,321.10, and the principal balance is \$175,838.59.

Vasconcelos asked about the replenishment of the funds. Chair Tann stated that monthly the fund is accruing interest. In April, \$253.00 was earned with a management fee of \$141.05, and in May \$378.63 was earned with a management fee of \$123.36. Chair Tann noted that the Trustees meet only once a year, but Chair Tann recommended a meeting as the Commission needs clarification about the Trust from the Trustees before the Commission rewrites the Scholarship Program. Vasconcelos discussed the management of the existing and upcoming funds. He estimated that the Trust account would accrue approximately \$150 per month for the next 8 months, which would mean that an additional \$1,200 would be available by the end of January with a total of (\$5,300 + \$1,200) \$6,500.

**MOTION: #2:** Chair Tann made a motion and Bjelobrk seconded the motion to not accept Aviation Scholarship Program applicants in 2022 or until the Program rewrite is completed.

- Chair Tann noted that the hold on the Program is because of the rewrite that is needed for the Scholarship document.

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

*Melissa Ulery*

Chair Tann reported on Ulery's flight costs: approximately \$6,685 has been spent (from the \$10,000 awarded), and it will cost approximately \$8,232 to complete her training giving a total of \$14,917. Bjelobrk asked her total time, and Chair Tann responded 15 hours. In addition, she has had to switch planes to a glass cockpit, and this has jumped the cost of 10 hours of flight time from \$2,310 to \$2,850. Vasconcelos discussed flight time training regulations and the difference between 141 and 61 pilot certification hours. He suggested that the cost of the flight hours needs to be provided by the school going forward to manage the disbursement of the scholarship funds.

### ***Mark Codling***

Chair Tann reported on a request from Codling for \$7,288.00, and M. Codling noted that the costs are rising because of the \$50.00/flight fuel surcharge and stated that PEA had originally told him that his course of study would cost \$15,000. Codling discussed his upcoming flight training plans, including three cross-country flights. Vasconcelos asked about the number of remaining flight hours to reach the minimum requirements, and discussed the costs to the fund. Codling stated that he has 3 to 4 more weeks of training depending on the weather and other factors. He has flown 34 days in a little over 2 months and has made his way through three-quarters of the program because progression depends on confidence and skill level. Vasconcelos stated that the Commission needs a realistic idea of what is still to be done because of the limited funds that are available. Codling stated that the money we gave him is gone and felt that his Upper Valley Flying Club experience was a "fiasco." Vasconcelos was concerned that if there is not enough money to cover finishing Codling's program and he doesn't finish this season would he have the ability to contribute. Codling responded that he would take a job in Florida and that one way or another he would figure out how to pay for his training. He stated that he would not quit, and that quitting was not an option. Vasconcelos discussed maximizing Codling's chance of success, which requires some financial commitment on the scholarship recipient's part. Vasconcelos asked: Do we agree to expand Codling's funding level? And based on our available funds, what is the reasonable amount?

The members discussed the additional funding for M. Codling, and four members discussed additional funding of \$4,000.00 to \$5,000.00. Chair Tann noted that this is M. Codling's third request and that it should be denied because it is M. Codling's responsibility to complete his training or find other funds to reach his goal. She noted that tonight he said that he is willing to do that. Chair Tann went on to say that it is not the Commission's responsibility to make sure that Codling gets his license and, if he wants it bad enough, he has Florida weather and a professional school to continue flying year around or for 2 additional months. If it is important enough to him that he will do whatever it takes and that he has the ability and the skills to work. Chair Tann also had an issue regarding equity with Ulery who has not requested funding beyond \$10,000. Chair Tann felt that the Commission has a moral obligation to give Ulery the same amount of money that has been given to Codling and presently there are not enough funds to do that, nor will there be by November. Chair Tann stated that the Commission owes Ulery the same financial considerations that have been given to Codling. Chair Tann granted that Codling has made more progress; however, Ulery has had different circumstances. Chair Tann went on to say that if Ulery has the opportunity to go to PEA that she would attend immediately; Ulery is very committed to getting her license. Chair Tann asked if the Commission would pay her full tuition, or would the Commission give her additional funding if she were in the same circumstance? Chair Tann felt strongly that Codling's request should be denied and reiterated that he is willing to assume financial responsibility to complete his training, and there is an

equity issue with Ulery, as well as a commitment to her program. Bjelobrk disagreed with Chair Tann noting that Ulery does not technically qualify for the Scholarship Program because she is in her third year with 15 hours and has been given extra time to complete the training. Bjelobrk is committed to investing in success with a candidate who is playing by the rules, and who gave us a \$15,000 estimate. Chair Tann pointed out that Ulery has had the disadvantage of northcountry weather. Codling commented on his financial contribution. Chair Tann noted that the scholarship award are funds toward the cost of pilot training, and, in no way did the Commission express responsibility to cover the entire cost. Chair Tann felt that candidates should have a Plan B to cover the cost of training and not rely solely on Scholarship funds. She pointed out some of Ulery's financial contributions. Vasconcelos agreed that the Commission did not commit to fund a pilot's license regardless of cost and that there are variables that we cannot, nor should we control. Vasconcelos noted that one candidate is close to attaining his license and one candidate is not and that we need to prioritize our disbursements of limited funds. He went on to say that we have one candidate who is almost completed, and the other candidate has not progressed at the same rate. Vasconcelos made the point that if additional funds are given to assist Codling that the Commission will not be in a position to award Codling any further money. Vasconcelos stated that the Commission must prioritize all funds thereafter to support the other candidate whose progress has been much slower. Discussion continued with mention of the intent of the scholarship award and that goals need to be clarified in the future.

**MOTION: #3:** Bjelobrk made a motion and Vasconcelos seconded the motion to grant to Mark Codling an additional scholarship distribution of \$4,500 to contribute to the funds needed to obtain his pilot's license.

- Graham noted that he is not in the position to weigh in on this topic because of the lack of background he has on this topic, but Graham was in favor of Codling receiving funds to complete.
- Vasconcelos noted that his "discomfort" stems not from the additional award, but from the amount of the additional costs, and he believed that completion is the primary goal. Vasconcelos noted that Codling's request was on the high side, but not unreasonable and that there was a limitation on what we could award due to available funds. From this point forward, the Commission has to decide what to give Ulery provided she makes progress.
- Batchelder believed that completion was based on present facts.
- Bjelobrk noted that Codling shows need, has financially contributed, will complete the course, and wants to fly out of DMA.
- Chair Tann stated that the amount proposed for Codling is too high, and she recommended that one-half of what is left is equitable, which is \$2,650. Chair Tann asked what will happen if Ulery requests additional funding and it is not available.
- Graham asked the difference in awards to the two candidates, and Chair Tann replied that Ulery has available \$10,000 and Codling has used \$17,721. Chair Tann detailed the amount of funds spent and when for Ulery.

**Voice Vote:** Three in favor, one opposed (Chair Tann), none abstained. The motion passed with three in favor and one opposed.

Chair Tann addressed Codling stating that she will send a letter of approval for his request and submit a voucher for the amount of \$4,500 from the Scholarship funds to the Town offices. Codling stated his appreciation for the support and offered his input into the rules change discussion.

