

TOWN OF HAVERHILL

Dean Memorial Airport Commission Meeting

July 10, Wednesday, 2013

**MINUTES**

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Submitted by stand-in note taker R. Roudebush – these are unapproved and were prepared and distributed about one week after the meeting – July 18.

The meeting was held at the airport and called to order at 1900 by Stuart McDanold, Vice-Chair, standing in for Chair Dick Guy who was not able to attend because of prior obligations.

Members Present : Jim Fortier, Airport Manager, Stuart McDanolds, Vice-chair, Mike Roberts, Jerry Lyons, Robert Roudebush, Select Board Representative

Public – Mark Goodrich, P. E., from Engineering firm Dubois and King

Members Excused: Dick Guy, Chair  
Cliff Batchelder

Reviewed minutes from last meeting; they were approved as printed.

Reviewed correspondence – none

Public Appearances/comments – none

Old Business –

P.E. Goodrich reported certain items concerning NPIAS Progress – (National Plan For Integrated Airport Systems) – The state of New Hampshire legislature passed and Governor Maggie Hassen signed into law a Transportation Bill which includes a grant funding program for Airports, including Dean. Current percentage figures for matching funds for specific expenses now stand at 90% Federal, 5% State, and 5% local for future grants. This most recent funding math will directly affect a project proposal the Airport Commission has been involved in for quite some time regarding some land acquisition for safety purposes and referred to most often as “the Henson Project”.

Engineer Goodrich also reported on a very recent aerial survey completion directly affecting the clear understanding of that “Henson” land abutting the South Runway - natural obstacles growing there require clearing for approach zone safety.

Airport Awareness Day upcoming – It was decided by consensus that the AAD was in fact a “go” situation – September 14<sup>th</sup>, Saturday 10:00 AM to around 3:00 PM - and discussion followed regarding the duties to be performed in preparation and who would do those duties. Jerry Lyons commented that he had contacted the E.A (Experimental Aircraft) Association in Vermont which will help get pilots. AAD is directly connected to the “Young Eagles” ongoing program – for young, first-time fliers without charge - which Dean Memorial Airport promotes here in Haverhill, NH. There is much to do, with only two Commission Meetings between now and September 14, the day of the event, and discussion included work

assignments, work schedules, procurement of tables and chairs, contacting the Perry Company food vendors, manning of Young Eagles sign-up and Certification tables, poster making, and more. Jerry Lyons agreed to come up with a comprehensive list of “to dos” and “who will dos” and email it around.

( UPDATE NOTE – AS OF THIS DATE, THAT 'TO DO' LIST HAS ALREADY BEEN COMPILED AND CIRCULATED BY DR. LYONS)

(continued Old Business)

Hot Air Balloon Raffle – on September 27<sup>th</sup> will be the drawing.(Busy September coming up!) 3,000 tickets have been printed, sponsorships have begun to be sold, others are being worked on.

Scholarship Funds – this was an area Dick Guy was primarily looking into and he will make his progress report at next meeting. This is a fund set-up and set-aside some time ago for the funding of certain aircraft-related studies, multiple thousands of dollars, pretty much unused – the current idea is to get legal guidance on how those funds may or may not be used in other ways beneficial to the Airport.

New Business – Roudebush reported that he and Chairman Guy and Town Manager Glenn English had recently met briefly to offer Airport Commission input regarding the upcoming up-dating and re-writing of the current Agricultural Lease for this coming year and thereafter. Among other issues to address and correct is the determination of a more accurate number regarding actual acres to be offered for lease for agricultural use.

Airport Manager Fortier asked some pertinent questions regarding the airport's input to Mr. English, who is charged with writing the new lease. Mr. Fortier expressed the wish that he had been included in the preliminary short discussion, and also expressed his willingness to participate in a future meeting yet to be scheduled. Roudebush said he would set up such a meeting with Mr. Guy, Mr. English, Mr. Fortier and himself in very near future.

(UPDATE NOTE – SUCH A MEETING HAS BEEN SCHEDULED, WITH THE PEOPLE MENTIONED, FOR FRIDAY AT TOWN HALL AT 0130 PM)

Discussion continued for a while on other less important issues, and the meeting was adjourned at about 2030.

Respectfully Submitted Robert Roudebush July 18 2013

NOTE OF IMPORTANCE I'm an inexperienced note-taker and minute submitter – please, any duly entitled reader of this unapproved draft, if I have omitted any item of importance, or any person, or miss-stated an issue I may not be as familiar with as some of you, please feel free to correct and let others know of your correction. THANK YOU RR

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