

TOWN OF HAVERHILL

DEAN MEMORIAL AIRPORT COMMISSION MINUTES

July 8, 2015

At Dean Memorial Airport

(UNAPPROVED)

Meeting called to order at 7:30 pm

MEMBERS PRESENT: Chairman Dick Guy, Vice Chairman Mike Roberts, Stewart McDonald's, Select Board Representative Robert Roudebush, Jim Fortier

MEMBERS EXCUSED: Cliff Batchelder

PUBLIC: Mark Goodrich of Dubois and King, Darwin Clogston

REVIEW LAST MEETINGS MINUTES: Approved as printed

1. **REVIEW CORRESPONDENCE:** Mark Goodrich presented copies of the 2015 Individual Airport Summary Report for Dean Memorial Airport (5B9) published annually by the state DoT. It contains a list of existing aviation services and recommendations for the airport.
2. **PUBLIC APPEARANCES/COMMENTS/PROPOSALS:** Mark also presented information on Airport Global Information System, Disadvantaged Business Exemptions (DBE), and Storm Water Protection Plan (SWPP) which expires in September. It is likely we will need a new plan.
3. **Old Business:**
 - A. **Airport Awareness day** – Need to have a second contact name on the poster, used to be Dr. Lyons. Robert volunteered to be the second name.
 - B. **Manager Replacement** – We reviewed a copy of the one resume we had available. Applicant had no aviation experience. An interview committee was proposed. That

committee will consist of Dick, Mike, Robert, and Jim. Robert will contact the Town Manager with the names.

C. Paving Project – We discussed the difficulty of using town equipment, even with volunteers who are qualified in its use. We decided to contact Mr. Troy Perry to see if there would be a cost for them providing the service. We discussed the difficulty in locating the buried wires for the taxi lights. Stewart will contact Dig Safe to have them come out, locate and mark the wire locations. We looked at two proposals for paving the aprons to the hangars. Bigelow provided a proposal for \$860 to do the work.

D. Raffle – The Hot Air Balloon ride raffle was discussed and voted on. The board agreed to continue pursuit of the balloon ride, as in the past. Dick was going to proceed with the Balloon Ride Raffle tickets.

E. Security company use of the runway – Rich Dion is still very interested in using the Airport for his training but his team has been very busy. He has the ball, and will contact us with desired dates.

5. New Business:

A Jim presented the use of the airport for a 4H Club (Littleton Raccoons) model rocket launch. He considered it a very successful event, but cautioned us to keep an eye out for incoming and outgoing aircraft, and remember to check for insurance coverage for similar use in the future.

Meeting adjourned at 8:45 PM

Respectfully Submitted,

Mike Roberts, Acting Recording Secretary

The next meeting will be 7:00 PM on August 12th, 2015 at the Dean Memorial airport.