

**TOWN OF HAVERHILL**

**DEAN MEMORIAL AIRPORT COMMISSION MINUTES**

**Oct 15th, 2014**

**At Dean Memorial airport**

**(UNAPPROVED)**

Meeting called to order at 7:00pm

**MEMBERS PRESENT:** Chairman Dick Guy, Vice Chairman Stuart McDanolds, Jim Fortier, Mike Roberts, Cliff Batchelder, Select board Representative Robert Roudebush.

**MEMBERS EXCUSED:** NONE

**PUBLIC:** Winston Currier, Mark Goodrich from Dubois and King

**REVIEW LAST MEETINGS MINUTES:** Approved as printed

**1. A. REVIEW CORRESPONDENCE:** NONE

**2. PUBLIC APPEARANCES/COMMENTS/PROPOSALS:** Winston attended the meeting to show his support and to listen in on the discussion about upgrading the fuel system to a credit card system.

**3. Old Business:**

**A.** There was a discussion about Jim retiring Dec. 31<sup>st</sup> 2015. At some point next year someone will need to be trained so that they will be able to take over the manager's position by Jim's retirement. It was also discussed that someone will have to find out how the process works in choosing and hiring someone for the manager's position.

**B.** The commission discussed finding out what the correct process is in bringing the question of installing a turnaround at both sides of the airport runway on Airport Rd. and making the road connection between the turnarounds a class 6 road subject to gates, to

the Public. Having this done would bring the airport in to compliance with the FAA safety regulations.

**4. New Business:**

**A. A budget committee was appointed and a meeting will be held on Nov. 12<sup>th</sup>. The committee members are Dick Guy, Mike Roberts, Jim Fortier and Robert Roudebush will sit in to see how the process works.**

**B. The balloon raffle results were down from the past years and the commission talked about ways to help get people more interested in purchasing more tickets. Ideas such as having different prizes, more prizes and getting better advertising for the sponsors that help the raffle be a success.**

**The winners of this year's raffle are: Linda Truss of Corinth won the half hr. plane ride**

**Donna Batchelder of Haverhill won the one hr. plane ride**

**Michelle Haney of Bath won the grand prize**

**C. Ways to get the public to visit and be made aware of the airport was discussed. Fly market, pancake breakfast, motorcycles and cars, wings and wheels, fly your classic in, hot air balloon on display for Airport Awareness were some of the ideas.**

**D. Discussion about upgrading the fuel pumps to a credit card purchase system and what needs to be changed and the cost involved. Is a credit card system going to be feasible and advantageous for the Airport?**

**5. Meeting Summary: Jim has a document of the job description as a manager and will get it to the commission. Robert will meet with Glen English to discuss the correct way to put the question of having turn arounds at each side of the airport runway on Airport Rd. into the Town meeting Article. Dick is going to the Select board meeting to propose closing Airport road, to meet the FAA safety regulations. Jim is going to contact a company and get the information about changing over the Gas pump to a credit card system.**

**4. SUB COMMITTEE REPORTS: NONE**

**Meeting adjourned at 8:50 PM**

**Respectfully Submitted,**

**Cliff Batchelder, Recording Secretary**

**The next meeting will be on November 19<sup>th</sup>, 2014 at the Morrill Municipal Building.**