

**Airport Advisory Committee**  
**37 Green Street, City Council Chambers**  
**Draft Meeting Minutes**  
**July 28, 2022**

Committee Members in Attendance:

Councilor Candace Bouchard; Councilor Gail Matson; Ms. Castonguay-Hunt; Mr. Warren Runde; and Ms. Gail Wolek

Absent:

Mr. Rick Bartle; Mr. Sathesh Mani; Mr. Jim MacKay

Staff:

Deputy City Manager Carlos Baía; Mr. Jay Burgess, Public Properties Superintendent; Martha Drukker, Associate Engineer; Mr. Crayton Brubaker, Community Development Specialist, and Airport Manager/FBO: Mr. David Rolla

*Councilor Bouchard called the meeting to order at 4:40 pm.*

**1. Approval of the March 24, 2022 Meeting Minutes**

Ms. Wolek moved the approval of the March 24, 2022 Airport Advisory Committee meeting minutes. Mr. Runde seconded the motion. Councilor Bouchard, Ms. Castonguay-Hunt, Mr. Runde, and Ms. Wolek voted in favor. Councilor Matson abstained. The motion passed.

**2. Update on Airport Funding**

Mr. Crayton Brubaker updated the committee on the recent terminal grant funding application. Mr. Brubaker noted that the City was not successful this time; however, there will be future rounds. He noted that only 10% of the total funding was dedicated to non-hub/non-primary airports, such as the Concord Airport, and competition was significant for those dollars. Ms. Wolek asked if there were two rounds this year. Mr. Brubaker answered that there was a lag this year so there are two rounds and he hopes to apply again in fall 2022.

**3. Old Business**

**a. Proposed Airport Survey**

Following up on the March 24 meeting's airport survey conversation, Mr. Brubaker distributed a handout with draft survey questions and reviewed each question individually with the committee. He noted that there are two surveys; one for the aviation community and one for the general public. The committee suggested eliminating certain questions that they felt were not viable alternatives for the airport or were unclear including residential development, multi-use spaces, and a trail. The committee directed City staff to put together the survey for their final review and that the committee will work with staff to disseminate the survey from there.

**b. Airport Master Plan Review**

The Airport Master Plan Review item was not discussed by the committee at the July meeting, but will be evaluated at a future committee meeting.

**c. Airport Manager Update**

Airport Manager David Rolla provided an update. He noted that the airport had good attendance at the recent International Aerobatics Day event in June. The event led to a handful of complaints from residents concerning the noise and safety. Mr. Rolla attempted to address each of those calls. Mr. Rolla also noted that the recent NASCAR event generated 12 aircraft sitting on the ramp and a total of 16 aircraft in and out over the weekend.

Mr. Rolla observed that the dollars for fuel sales are up from last year, largely due to the price of fuel. He has not observed any decline in Avgas usage. However, he has seen a significant decline in jet fuel sales. Mr. Rolla explained that the airport has seen a decline in corporate jet traffic. He attributed this to the new 'post-pandemic' normal with companies doing more virtually.

Mr. Rolla also noted that the National Guard is training on their helicopters almost daily now.

It was also noted that an "Airport Manager Update" will now be a standing item on Airport Advisory Committee agendas going forward.

**4. New Business**

The committee did not discuss any new business.

Councilor Matson moved to go into non-public session for the discussion of the acquisition, sale, or lease of real property per NHRSA 91-A3:11(d). Mr. Runde seconded the motion. A roll call vote was held and the vote was unanimous in support of the motion.

Upon conclusion of the non-public session, Councilor Matson moved to seal the minutes of the non-public session. Mr. Runde seconded the motion. The motion passed unanimously.

**5. Adjournment**

Ms. Castonguay-Hunt moved to adjourn. Mr. Runde seconded the motion. The motion passed unanimously.

The meeting adjourned at 5:45 p.m.

*Respectfully submitted,*

*Crayton Brubaker*