

Airport Advisory Committee  
City Council Chambers  
Approved Meeting Minutes  
December 16, 2021

Committee Members in Attendance:

Deputy City Manager Carlos Baía, Mr. Rick Bartle, Councilor Candace Bouchard, Ms. Rita Castonguay-Hunt, Councilor Gail Matson, Mr. Warren Runde, and Ms. Gail Wolek

Absent:

Mr. Jim MacKay, and Mr. Sathesh Mani

Staff:

Mr. Jay Burgess, Public Properties Superintendent, Mr. Chip Chesley, General Services Director; Mr. Crayton Brubaker, Local Government Management Fellow, and Airport Manager/FBO: Mr. David Rolla

Guest:

Mr. John Gorham, Jacobs Engineering  
Mr. Steve Bourque, McFarland Johnson

*Councilor Bouchard called the meeting to order at 4:30 pm.*

**Approval of the November 4, 2021 Meeting Minutes**

A correction was made to include Mr. David Rolla in the minutes not Mr. Robert Rolla.

Councilor Matson moved approval with aforementioned correction; Mr. Bartle seconded the motion. Motion passes; Ms. Wolek abstained.

**Proposed Airport Listening Session**

This item was addressed next as the Airport Manager was running late and was, to this point in the meeting, unavailable to present his monthly update.

Mr. Baía walked the committee through a potential agenda for the listening session. The date selected is Thursday, January 27, 2022 which would coincide with the committee's regular January meeting date. The session will be held at the Citywide Community Center from 6pm to 8pm.

Councilor Bouchard will make introductions and provide an overview of the goals of the session. Mr. Baía will follow up with an overview of the airport's history, development, operations, policies, and budget process. Associate City Engineer Martha Drukker will address recent airport projects. Mr. Baía will then talk to potential future projects.

Mr. Gorham with Jacobs Engineering will then facilitate a discussion on the airport looking at strengths, weaknesses, opportunities along with ideas for revenue/growth

**Airport Manager Update**

Mr. Rolla stated that he had just come from the 5010 inspection of the airport. He noted that Concord Aviation Services has been working with a company that tracks drone flights. This company installed an

antenna at the terminal for this purpose. The inspector noted that this installation might not be allowed. Ms. Castonguay-Hunt offered to research this matter.

Mr. Rolla indicated that data from that antenna to date is somewhat worrying since it shows a large amount of drone activity near the airport and includes instances where it would seem unlikely that the drone operator is within line of sight of the drone; a violation of federal law.

Mr. Bartle asked if there was evidence of drones flying within the fence line. Mr. Rolla answered that there was one instance of a drone flying up to the fence line near the abandoned runway and runway 12/30 in a way that would seem out of the line of sight of the operator.

Ms. Castonguay-Hunt indicated that by September of 2022, all drones will be required to have the capability to be tracked by law enforcement. Right now, only about 70% of the drones have this.

Mr. Bartle asked about the number of based aircraft at the airport today. Mr. Rolla stated that his most recent count is about a 100 but the State only recognizes 78. Ms. Castonguay-Hunt noted that the State doesn't count ultralights, gliders or military aircraft so that could explain the discrepancy.

Mr. Runde asked about the SRE gate. Mr. Rolla indicated that they are still working on this problem. The motor for that gate is under significant stress due to the size of the gate. One solution being looked at is possibly blocking the gate from opening up quite as much as it does to relieve the pressure on the motor.

#### **Old Business**

None

#### **New Business**

None

#### **Adjournment**

Mr. Runde moved to adjourn. Mr. Bartle seconded. Motion passed unanimously.

*Meeting adjourned at 5:35 p.m.*

*Respectfully submitted,*

*Carlos P. Baía*