



CITY OF CONCORD

New Hampshire's Main Street™

Community Development Department

**Airport Advisory Committee
37 Green Street
City Council Chambers
Draft Meeting Minutes
April 24, 2025**

Committee Members in Attendance:

Chair Rita Castonguay-Hunt; Rick Bartle; Warren Runde; Councilor Jeff Foote;

Absent:

Councilor Ali Sekou

Staff:

Tim Thompson, AICP, Assistant Director of Community Development;
Stephanie McKim, Administrative Coordinator
David Gill, Parks and Recreation Director
Jay Burgess, Public Properties Superintendent

Public:

David Rolla, Concord Aviation Services (CAS)

The meeting was called to order at 4:35 p.m.

1. Adoption of December 19, 2024 Minutes

A motion was made by Mr. Runde and duly seconded by Councilor Foote to adopt the public & sealed, non-public minutes of December 19, 2024. The motion passed by a unanimous vote.

2. Keach Park Lights Project Update

Parks & Recreation Director David Gill summarized his previous presentation to the committee in January 2024. He reported H.L Tuner group has reached out to Jacobs Engineering to get review comments on the finalized plans for Keach Park and he is going to follow up with them to get a status update.

Mr. Gill reported the committee had previously inquired how the lights would affect planes landing at the Concord Municipal Airport. He reported based on the current design with Musco Lighting the fixtures are full cut-off, and upward glare is zero.

Mr. Runde inquired if the lighting could be adjusted. Mr. Gill stated the lighting is not adjustable as far as dimming the lights or adjusting them up or down.

Chair Castonguay-Hunt stated as long as an Obstruction Evaluation / Airport Airspace Analysis (OE/AAA) with FAA was filed the lighting should not be a factor for the airport operations. Mr. Gill reported Musco Lighting installs lighting in various airports settings and once Jacob Engineering completes their review of the design, the OE/AAA will be filed.

Mr. Gill reported the Recreation & Parks Advisory Committee (RPAC) recommended not to move forward with the design mostly related to noise, trash and lack of a facility use plan.

Councilor Foote inquired if part of the improvement is for the expansion of parking. Mr. Gill reported there were two options to expand parking. One option was at the City-Wide Community Center (CWCC). Approximately 6 years ago when the improvements were made to the CWCC, upgrades to parking were deferred to see how the community utilized the new facility and usage would determine if there would be a need for additional parking. The parking is now overflowing more times than not. There is a request in the next year's Capital Improvement Plan (CIP) for design funding for a new parking lot and staff is waiting for budget approval. The second option is to add parking at Newton Avenue adjacent to the park. There is potential for the City to purchase a section of land where the strip mall is and convert that into additional parking but that would need approval from City Council and a willing seller.

Councilor Foote inquired about the proposed \$400,000 improvement to the soccer field and what size the field is. Mr. Gill reported that field is consider a youth size division III soccer field and not regulation for middle or high school games.

Mr. Gill reported RPAC did review a request from the Concord Youth Lacrosse league to expand the field to accommodate a regulation high school field. The would require more lighting poles to be installed towards the softball field creating a safety issue, and adds additional costs of \$125,000-\$150,000. This request did not move forward due to excessive use of the grass field and costs associated with irrigation, upkeep, and lighting.

Mr. Gill requested the committee make a recommendation to City Council for the Keach Park lighting proposal as it relates to the Airport and approaching aircraft.

A motion to recommend approval to City Council of the Keach Park lighting design as presented was made Mr. Bartle. Discussion ensued regarding turning the lighting of during inclement weather to eliminate potential glare from the lighting. Mr. Gill stated this lighting can be turned off at anytime if the need did arise. Chair Castonguay-Hunt seconded the motion. The motion passed by a unanimous vote.

3. Airport Manager Update

Mr. Rolla reported airport traffic has increased with the spring weather. The flight school has seven flight instructors utilizing four aircraft. He reported two flight school aircraft fly typically from sunrise to sunset.

Mr. Rolla reported the airport has been doing some outreach with the local high school regarding flight schools, and careers in aviation. He currently has three interns at the airport. Two interns are in the auto maintenance program at CRTC and they are working with the maintenance team. The third intern is from Goffstown High School and is interested in a career in aviation.