

Airport Advisory Committee
January 16, 2018
City Council Chambers
Draft Meeting Minutes

Committee in attendance: Joe Alosa, Rick Bartle, Councilor Candace Bouchard, Councilor Gail Matson, Ernie Loomis

Staff/Airport Manager in attendance: Carlos P. Baía, Martha Drukker, Jay Burgess, Chip Chesley, Robert Rolla (Concord Aviation Services)

Consultant: John Gorham (Jacobs Engineering)

Guest: Rita Hunt (Argen Tech Solutions)

Meeting called to order at 4:40 p.m.

1. Approval of the November 21, 2017 meeting minutes

Motion to approve made by Councilor Bouchard, seconded by Mr. Bartle. Motion passes unanimously.

2. Potential Airport Tenant

Mr. Baía explained that the airport had been approached by a company that specializes in drone aircraft. Because this was a non-typical use for our airport, it was being brought to the advisory committee for its review and recommendation to Council.

Rita Hunt, with Argen Tech Solutions, explained that her company is interested in leasing space in Hangar 4 from Concord Aviation Services (through a sub-lease) to house UAS (unmanned aircraft systems) and to use the airfield. Mr. Bartle asked if Argen Tech had considered other airports. Ms. Hunt answered that they had but the layout and location of the Concord airport is more compatible to their business plan.

Argen Tech would house a training program at Concord's airport. All of the company's operators will be professional pilots, military or commercial operators. They plan to provide initial, recurrent and instructor training.

Drones would be flown an estimated 6-8 days per month. No research and development is planned for the Concord site.

Ms. Hunt explained that Argen Tech's use of the airport needs an FAA waiver. Such a waiver requires the support of the airport owner (i.e. the City Council). This waiver would take up to 90 days to secure once application is filed.

Mr. Alosa asked if Argen Tech had developed a pro forma illustrating its financial impact on the airport and City. Ms. Hunt replied that the company will be leasing the space from Concord Aviation Services

and, although the company won't be buying any fuel at the airport (their drones are electric powered), students in the training will be staying in local hotels and frequenting local restaurants.

Mr. Robert Rolla added that Concord Aviation Services sees UAS as a growth area for the future of aviation and feels that this lease with Argen Tech could present an opportunity for the airport to garner experience with drones.

Mr. Rolla added that per CAS' lease agreement with the City, they would need to provide the lease with Argen Tech for the City's review prior to execution. Mr. Baía clarified that the committee would only need to vote on a recommendation to Council of whether to allow Argen Tech's use of the airport due to their unique nature. The review of the lease would be done administratively assuming City Council accepts the committee's recommendation at its February meeting.

Mr. Bartle moved to recommend that City Council approve Argen Tech Solutions being housed and doing business at the airport. Councilor Bouchard seconded the motion. Motion passes unanimously.

3. Old Business

Terminal Lobby Renovation

Mr. Baía informed the committee that thanks to the generosity of Mr. Alosa, it appears that the terminal renovation project is set to begin shortly. Jay Burgess, Public Properties Superintendent, explained that the City will abate the asbestos, do the electrical work, secure furniture, fixtures and equipment while Mr. Alosa's forces have committed to doing all the painting and flooring for the space. Mr. Burgess expects to start the project during the 1st week of March.

Councilor Bouchard stated that the teacher who did the mural in the terminal lobby (Jane Donohue with Broken Ground School) has asked that the City take some photos of the mural for posterity. Mr. Burgess agreed to do that.

Mr. Baía and Mr. Burgess asked the committee if they were still supportive of the planned furniture and layout. Renderings of the proposed furniture were distributed. Mr. Rolla stated that today a number of airport user groups use the lobby for meetings and there was some concern of where these groups could meet if the lobby was converted to a lounge rather than a makeshift conference space as it is today. Mr. Baía believed that the City's lease with CAS might afford the City use of an existing conference room at the north end of the terminal building. Mr. Rolla explained that the space was assigned to the airport manager (rather than the FBO) but was uncertain of how its use of outside groups could be accommodated.

The committee inquired about the small pilot's lounge area. Mr. Baía explained that this area was not included in the original project due to cost considerations but if the committee felt it should be added, staff could do that. The committee's consensus was to include the pilot's lounge with a couple of comfortable chairs, TV, Wi-Fi and a small work station. Mr. Burgess would coordinate the addition of these elements into the project.

CIP program

Ms. Drukker ran through an update of the CIP.

4. New Business

Mr. Loomis asked Mr. Rolla about the Hercules aircraft recently seen at the airport and whether they had bought fuel. Mr. Rolla did not believe they had been fueled at the airport.

Mr. Baía apprised the committee of recent developments that have impacted the airport manager.

Meeting adjourned at 5:15 p.m.

Respectfully submitted,

Carlos P. Baía

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