

Airport Advisory Committee  
November 21, 2017  
City Council Chambers  
Draft Meeting Minutes

Committee in attendance: Joe Alosa, Rick Bartle, Councilor Candace Bouchard, Charles Gerhan, 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: Heath Marsden (Jacobs Engineering)

*Meeting called to order at 4:35 p.m.*

*Councilor Bouchard moved to enter into non-public session in accordance with RSA 91-A: 3, II (d) to discuss property acquisition; Mr. Loomis seconded the motion. Motion passes unanimously.*

*Public portion of the meeting reconvened at 5:00 p.m.*

**1. Approval of the December 20, 2016 meeting minutes**

*Motion to approve made by Mr. Loomis, seconded by Mr. Bartle. Motion passes unanimously.*

**2. Status of the Terminal Renovations Plan**

Mr. Baía explained that the advisory committee's recommendation to have Council include dollars in the FY 18 budget that could match proposed private donations was accepted by Council. Council programmed \$20,000 in airport funds to be used in FY 18 once the first \$20,000 of private donations is raised. Mr. Baía noted that the Airport has yet to receive any private donations and, as such, he was wondering if the committee would like to consider asking Council to change its position on the budgeted dollars and free them up to be used first to get the project underway.

Mr. Alosa explained that he had pledged that he could raise the dollars last year. He apologized for not having done that and asked the committee to provide him with some time to secure the dollars. He was confident he could raise that money within a month or so. The committee thanked Mr. Alosa for his renewed commitment and the consensus was to provide him with the time to raise the funds.

**3. GSAMA—Aviation Day Runway 5K Update**

Ms. Drukker updated the committee on this past October's event. She noted that the event continues to grow in popularity. However, Ms. Drukker explained that as the event has evolved it has become less of a GSAMA activity and instead one that was organized by a limited number of Concord area individuals who happened to be GSAMA members. She fears that GSAMA may not be in a position to take the lead on this event going forward. If that is the case, she asked the Committee if it would like to explore other alternatives for hosting and promotion that could include a greater City role.

Councilor Bouchard asked if NE Delta Dental would still be involved under the potential change. Ms. Drukker believed that they would. Mr. Bartle asked if GSAMA would be willing to come up with a transition plan to help the next team take over the event. Ms. Drukker felt that GSAMA would be amenable to that.

Mr. Bartle asked the committee be updated at its next meeting on what was needed to continue to host this event in Concord.

#### **4. Other Business**

Ms. Drukker informed the committee that the Airport was unsuccessful in securing an FAA grant for the reconstruction of Taxiway A. Other runway projects in the State scored higher for funding. However, Ms. Drukker has received assurances from the NHDOT that once the next round of funding is released, Concord's project would be a top priority.

Ms. Drukker also noted that a 10-wheel plow truck used at the airport recently had significant transmission issues. Mr. Burgess explained that the staff decided to replace the transmission but that this particular vehicle has no back-up. Therefore, the Airport may need to accelerate a replacement in the Airport's CIP. The vehicle is estimated to cost approximately \$350,000 fully equipped.

Mr. Burgess highlighted some of the more visible maintenance activities conducted at the airport over the last year. He noted that the exterior of the 1960's wing of the terminal was painted which now completes the full painting of the exterior of the terminal building. He added that brush was cleared along the airfield fence line down to Chenell Drive. Staff is continuing to clear brush outside the fence line as well. He also noted that staff coordinated with NH Fish and Game to clear areas for the Karner Blue Butterfly habitat.

Mr. Alosa inquired if there was anything else to report from those in attendance. There being nothing additional, Mr. Bartle moved to adjourn. Mr. Alosa seconded the motion.

*Meeting adjourned at 5:30 p.m.*

*Respectfully submitted,*

*Carlos P. Baía*