

Airport Advisory Committee Minutes April 4, 2023

Present:

- *Victoria Ganz (Chair) (Zoom)*
- *Ron Rosenfeld (Secretary) (Zoom)*
- *John Foster (Member)*
- *Chester Jenkins (Member)*
- *Brett Lehigh (Member) (Zoom)*
- *Chris Krohn (Member) (Zoom)*
- *Kate Devonshire (City Manager)*
- *Billy Boone (City Council Representative)*
- *Bob Chieffo (Zoom)*
- *Peter Lehmann*

Call to Order by Victoria at 5:07 PM

1. Acceptance of previous minutes
 - a. Motion to approve by Ron; 2nd by John; approved unanimously.
2. Adjustments to agenda
 - a. Discussion of Tractor
 - b. Peter Lehmann
3. Old Business
 - a. Budget
 - i. No discussion about interest-bearing account.
 - b. Tractor is returned and repaired
 - i. Cost \$6,200
 1. Included replacing front differential
 - ii. Mower attachment not yet located
 1. Said to be in a hangar, but unable to search hangars at present
 - c. Fuel Farm
 - i. Selling Jet-A at \$2.50/gallon for non-aviation use.
 1. Somewhat less than purchase price of \$2.70/gallon
 - ii. Some fuel has been sold to private individuals.
 - iii. RF Foster will purchase.
 - iv. When tank empty, can be inspected/repaired/certified by NH company
 1. We will then purchase less than 2,500 gallons (probably 1,000) so we will be able to add fresh fuel every six months so as to be able to "refresh".
 - v. Entire fuel system will be re-certified.
 - vi. Inspection, repair, recertification by LR Fuel Systems of NH (Contact: Roy Creely).
 - vii. Some discussion as to whether we really need to be selling Jet-A, in view of limited sales recently
 1. Limited sales due to airport closure (do to runway re-do project)
 2. Sales expected to increase in the future.
 3. Chris mentioned turboprop owners (like himself) are sensitive to pricing
 - d. Leases
 - i. Still being reviewed by both DK and also city attorney for compliance
 - e. Solar Farm
 - i. Drawings from HT show layout proposed by Nexamp last October.
 - ii. This shows multiple areas for panels around the approach end of Rwy 32.

- iii. In order to have a full-length parallel taxiway, as proposed by HT at City Council presentation recently, we would have to change Airport Category from B-1 to A-1 so as to reduce the required Taxiway-Runway distances and also the obstruction-free areas.
- iv. It is unclear why this location was chosen instead of the old "blade yard"
- v. Apparently city has a signed contract with Nexamp but no committee member has seen it.
- vi. To be investigated:
 - 1. How would airport be impacted by change from B-1 to A-1
 - a. Will reach out to HT
 - 2. Can the blade yard be used instead?
 - a. Nexamp representatives to return April 26, 2023 @ 1 PM for site visit to consider and discuss this.

f. Computers

- i. Reboot sequence for GARD and DigiWx are now posted.

g. Apron project

- i. The portion of the apron north of the fuel farm is deteriorating with concern for heavy a/c getting stuck there and will be redone.
- ii. Sargent hopes to start this work in the fall
- iii. Awaiting release of FAA funds
 - 1. All other funding issues in place according to Kate
- iv. Time frame:
 - 1. Start Aug/Sep (could be sooner if funds released)
 - 2. Must start by 9/30/2023 or bid is cancelled and must be resubmitted
 - 3. 28 days to finish. \$1,800/day penalty for each day over 28 days.

h. Terminal building funding

- i. We were not selected this year.
- ii. Hopefully, HT will be getting copy of successful bid to help in reformulating our re-application in the future.

4. New Business

a. Runway Lights

- i. Three are broken, but two only require replacement of the frangible fitting
 - 1. One will need to be replaced entirely.
- ii. Parts will be ordered from Flight Light and replaced by Peter Lehmann

b. Victoria has been acting as the Airport Operations Manager but is now resigning from that position due to medical issues.

c. Coleen has been appointed to the City Council. She will probably need to resign from this committee.

d. Proposals for new members

- i. Bob Chieffo
 - 1. Lives in Eastport, very interested in airport.
- ii. Peter Lehmann
 - 1. Lives in Pembroke.
 - 2. Significant aviation employment experience and education per submitted resume.
 - 3. Also may be interested in assuming some Airport Manager tasks.

iii. Motions

- 1. Motion by John Foster: In view of the regional nature of the Airport, request that the council allow non-Eastport residents to be full voting members of the Airport Advisory Committee.
 - a. 2nd by Chester
 - b. Discussion:
 - i. The Airport is promoted as a Regional Airport.
 - ii. The FAA considers the Airport to be a Regional Airport.

iii. There are a number of stakeholders who reside outside the city limits and have valuable aviation experience.

c. Approved unanimously.

2. Bob Chieffo – Moved by Chester, 2nd by John to recommend to City Council appointment to Airport Advisory Committee. Passed unanimously.

3. Peter Lehmann – Moved by Chester, 2nd by John to recommend to City Council appointment to Airport Advisory Committee. Passed unanimously.

5. Adjournment

a. Motion by John, 2nd by Chester, approved unanimously to adjourn at 6:15 PM

Respectfully Submitted,

Ron Rosenfeld, Secretary