

LACONIA AIRPORT AUTHORITY

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RECORD OF MEETING

Thursday, January 17, 2018, 4:00 pm
Airport Terminal Conference Room

Present: Chairman, Ed Engler; Authority Member, Paul Gaudet, Jr.; Authority Member, Bob Glendenning; Authority Member, Russ Dumais; Authority Member, Dale Crumb; County Commissioner, David DeVoy

Absent: Vice Chairman, Karmen Gifford; Treasurer, William Moran; Gilford Selectman, Dale Chan Eddy

Guests present: John Gorham, Jacobs; Dave Emerson, DAE

Meeting Minutes:

Chairman Engler opened the meeting at 4:01 pm, noting that there were five board members present, constituting a quorum.

I. Action on approval of meeting minutes:

A. Approval of 12/20/2018 meeting minutes - Without objection, the Chair declared the minutes of the December 20, 2018 meeting approved as submitted by the recording secretary.

II. Public Input: Mr. Emerson made enquiry regarding the need - and whether there were plans in the works - for the means necessary to apply a de-icing agent to the pavement on the runway. A general discussion followed as to what this involved equipment-wise, as well as the material that could be used.

III. Finance Report: A general discussion ensued regarding the current status of the finances. The report was approved by the board by consensus.

IV. Operations Report:

A. The NHDOT Bureau of Aeronautics now requires a quarterly Based Aircraft count. We currently have a solid count of 124, but some of the aircraft owners who hangar their planes at LCI in the months of May through October fly south for the winter months, so they are only recognized as being here part time.

B. We have been investigating the possibility of installing solar energy to offset our cost for electricity. A proposal was presented, but was not sufficient to meet the desired needs of our facility. Following some discussion, it was decided to continue to monitor the industry, and perhaps re-visit the possibility at a future date.

V. Old Business:

A. AIP Projects Update – In December’s meeting, Mr. Gorham gave a report regarding the Taxiway E extension project, explaining that some changes were made to the original plans. The board members requested to be shown – visually - at the next meeting what changes were made. Mr. Gorham was able to meet that request at this meeting.

B. Also in December’s meeting, it was mentioned that a list of projects was submitted via application for supplemental funding under the Consolidated Appropriations Act of 2018. Members of the Authority wanted to be informed as to what projects were on that list:

1. Automotive Parking Lot expansion: 11,500 sq. ft.
2. Additional Lighting to IP: 4 more poles – 3 lights/pole
3. Re-align & construct 3,110’ of Txy A & associated Run-up pad
4. Rehab & mark 63,000 sq. yds. of Ry 8/26 to be completed with FAA P-608 Pavement Sealer
5. Construct a 4,000 sq. ft. SRE building

Due to this being a national program, it was recognized that the likelihood of our airport receiving any of these funds is slim, at best.

C. *[(From last month’s minutes) NH Airport Improvement and Maintenance Program – The NHDOT has unveiled a new program which will annually offer NH’s public-use airports an opportunity to receive funding assistance for eligible projects to improve or maintain their airports. The NHDOT will contribute 80% of the eligible project costs leaving the airport owner with just a 20% share. The first step in getting this funding is to submit a one-page project pre-application to NHDOT by January 31, 2019. Because of limited funding availability, NHDOT/BOA will be working with the NH Aviation Users Advisory Board to select the projects that will move forward into the funding phase. Not all projects requested may be funded in a given year.]*

The manager stated that we will be submitting a pre-application for some of the projects that we recognize as needing attention – projects that are not eligible for AIP funding. A general discussion followed, and it was decided that a list of projects would be created and would be discussed at the January meeting of the LAA, prior to submission of the pre-application.]

As a result of the discussion, the projects to be submitted in the pre-application are:

1. Equipment necessary for applying a de-icing agent to the pavement of the runways, taxiways, and aprons.
2. Replacement of the controller for Gate P.
3. Re-design and repair of Gate Q.

D. *[(Also from last month's minutes) Request for temporary access across LAA land – Mr. Peter Farrell, of the NE Forestry Consultants, Inc., on behalf of Mr. Barry Dame, requested permission to cross airport property to access Mr. Dame's property for the removal of timber. Mr. Dame's property cannot be accessed in any other way without incurring Prime wetland. After some discussion, a motion was entertained as follows:*

MOTION: *Upon a motion by Mr. Eddy, with second by Mr. Moran, approval was granted for contractors working on behalf of Mr. Barry Dame to use Lot 3.1, as shown on the Town of Gilford Tax Map, to provide access to Lot 4 for the purpose of harvesting timber, the work to be completed by April 15, 2019, contingent on (1) approval by the City of Laconia, and (2) approval of the agreement that will be drafted by Mr. Farrell. The motion passed by a vote of five "yes" and zero "no".]*

The manager reported that a conversation took place with the Laconia City Manager who determined that the matter could be handled by the Airport Authority and would not need to be brought before the City Council.

Also, the manager presented a copy of the Access Agreement from New England Forestry Consultants which, after reviewing, met with the approval of the board.

MOTION: Upon a motion by Mr. Gaudet, with second by Mr. DeVoy, approval was granted for the manager to sign the Access Agreement between Laconia Airport Authority and New England Forestry Consultants, Inc. to give access for contractors working on behalf of Mr. Barry Dame to use Lot 3.1, as shown on the Town of Gilford Tax Map, to provide access to Lot 4 for the purpose of harvesting timber, the work to be completed by April 15, 2019. The motion passed by a vote of six "yes", and zero "no".

VI. New Business:

A. A sub-committee from the Authority is needed to meet with a selected group of individuals to discuss possible avenues for completing the installation of our Perimeter Wildlife Fence. Without objection, the Chair appointed Mr. Eddy to chair the sub-committee, with Mr. Moran and Mr. Dumais serving as well.

VII. NEXT MEETING: February 21, 2019

VIII. There being no further business to discuss, the meeting adjourned at **5:25 pm.**

Respectfully submitted,
Marv Everson
Airport Manager, LCI