

LACONIA AIRPORT AUTHORITY

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RECORD OF MEETING

Thursday, July 18, 2019, 4:00 pm
Airport Terminal Conference Room

Present: Chairman, Ed Engler; Vice-Chair, Gilford Selectman, Dale Chan Eddy; Treasurer, William Moran; Authority Member, Dale Crumb; Authority Member, Bob Glendening; Belknap County Commissioner, David DeVoy;

Absent: Authority Member, Karmen Gifford; Authority Member, Paul Gaudet, Jr.; Authority Member, Eric Tierno

Guests present: John Gorham, Jacobs; Drew Gillett; Dennis Didonna

Meeting Minutes:

Chairman Engler opened the meeting at 4:00 pm, noting that there were six board members present, constituting a quorum.

I. Action on approval of meeting minutes:

The Chair noted that the LAA did not meet in June, therefore,

Without objection, the Chair declared the minutes of the May 16, 2019 meeting approved as submitted by the recording secretary.

II. Public Input: (See NOTE #1 below, under Old Business)

III. Finance Report:

- A.** A somewhat lengthy discussion ensued regarding the end-of-year status of the ordinary income and expense, the Aviation Improvement Plan, and the Local Improvement Plan. Because the report was the final report of the Fiscal Year, the Chair asked for a motion to accept the report.

MOTION: Upon a motion by Mr. Eddy, seconded by Mr. Crumb, the Finance Report for the end of the Fiscal Year, 2018 - 2019, was approved as submitted by the Treasurer by a vote of six in favor - none opposed.

IV. Operations Report:

- A. The PAPIs on Runway 26 have been repaired and are operational.
- B. The renovations of the Manager's office and Resource room have begun; ceiling tiles replaced, fluorescent lights replaced with LEDs, new doors installed. There is more to be done; painting, carpet replacement, kitchenette, and Flight Planning Room.
- C. It is likely that we will have two new tenants; the College Building and 2-Way Communications are scheduled to change ownership in August.
- D. The July mowing of the infield was completed.
- E. The coming weekend is the NASCAR event; the construction crew is planning to prepare the area under construction for increased safety for aircraft parking.

V. Old Business:

- A. AIP Projects Update – Mr. Gorham gave a report regarding the Taxiway E Extension Project; the construction began June 10, and is progressing well, even ahead of schedule with no “glitches” as yet.

- The Environmental Assessment Project has been reviewed by the FAA and now awaits approval by the NHDOT Bureau of Aeronautics.

NOTE #1: At this point in the meeting, Mr. Didonna requested that he be allowed to speak to issues that were of concern to him. The Chair asked for unanimous consent from the members to allow him to address his concerns; consent was granted. However, the Chair made note that concerns from the public need to be addressed during the “Public Input” session of the meeting.

1. Mr. Didonna requested that a map/plan be provided for interested stakeholders to make them aware of the plans related to the Taxiway Extension Project.
2. Mr. Didonna proposed that the Authority consider changing the Airport Traffic Pattern for Runway 26 from the current Left-Hand Pattern to a Right-Hand Pattern. A lengthy discussion ensued resulting in Mr. Eddy suggesting that he begin by presenting the discussion to the Gilford Board of Selectmen to solicit their thoughts. It was also suggested that we request the FAA to conduct a study for a right-hand approach to Runway 26.

MOTION: A motion was made by Mr. Moran, seconded by Mr. DeVoy, that the Laconia Municipal Airport submit FAA Form 7480-1 so that the FAA can conduct an aeronautical study for a right-hand approach to Runway 26. The motion passed by a vote of five to none, with one abstention – Mr. Crumb.

3. Mr. Didonna further suggested that the airport conduct a wind study, primarily due to the fact that it has been many years since a wind study has been performed and the current information is outdated. Again, a lengthy discussion ensued with the result being that the airport would look into conducting an updated wind study.

4. Mr. Didonna also brought up the idea of a fire station on the airport – a “double-sided” fire station that would serve both the community and the airport.

NOTE #2: Mr. DeVoy had to leave the meeting at this time – 4:50 pm.

B. LCI sign update – Mr. Glendening volunteered to follow-up on the design of a sign for the airport coordinating with Mr. Moran and the manager.

VI. New Business:

A. Proposed Budget for FY 2019 – 2020:

Following a discussion regarding the Local Improvement Projects (LIP) portion of the proposed budget, it was determined that a list of projects be compiled, along with cost estimates, and the Authority would review those items/costs at its next meeting.

However, Mr. Moran requested that a portion of the LIP budget be approved immediately in order that scheduled ongoing work could continue, resulting in the following motion:

MOTION: Upon a motion by Mr. Eddy, seconded by Mr. Glendening, expenditure of thirty-nine hundred dollars to complete the interior terminal renovations, and seven thousand dollars to replace the fascia, exterior trim on the belvedere, and the chimney cap with related trim, was approved by a vote of five in favor, and none opposed.

After review and discussion of the proposed budget, approval of the Operations portion of the budget as submitted, was put to a motion.

MOTION: Upon a motion by Mr. Eddy, seconded by Mr. Crumb, the Operations portion of the proposed budget for the fiscal year 2019 – 2020 was approved as submitted by a vote of five in favor, and none opposed.

B. CIP Committee – the manager requested that a committee be appointed to work with the manager and Jacobs Engineering to review the Capital Improvement Projects (CIP) related to the Airport Improvement Projects (AIP).

With their consent, the Chair appointed Mr. Eddy, Mr. Crumb, and Mr. Tierno to serve on the CIP Committee.

VII. NEXT MEETING: June 20, 2019

VIII. There being no further business to discuss, the meeting adjourned at **5:17 pm.**

Respectfully submitted,
Marv Everson
Airport Manager, LCI