

LACONIA AIRPORT AUTHORITY

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RECORD OF MEETING

Thursday, October 17, 2019, 4:00 pm
Airport Terminal Conference Room

Present: Vice-Chair, Gilford Selectman, Dale Chan Eddy; Treasurer, William Moran; Authority Member, Paul Gaudet, Jr.; Authority Member, Dale Crumb; Authority Member, Belknap County Commissioner, David DeVoy; Authority Member, Eric Tierno

Absent: Chairman, Mayor, Ed Engler; Clerk, Robert Glendening; Authority Member, Karmen Gifford

Guests present: Dave Emerson; Dennis Didonna; Lee Avery; Drew Gillett

Meeting Minutes:

Vice-Chairman Eddy 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:

A. Without objection, the Vice-Chair declared the minutes of the September 19, 2019 meeting approved as submitted by the recording secretary.

II. Public Input:

Mr. Didonna inquired about the status of a change to a right-turn traffic pattern, updating of the wind rose, and reiterated the need for an on-airport/Gilford fire station.

These inquiries were addressed as follows: An application for changing to a right-turn traffic pattern has been submitted to the FAA and still awaits a response; updating of the wind rose has been undertaken by Mr. Crumb and is underway; discussion regarding a dual-serving fire station is ongoing, and will be continued.

Mr. Emerson offered an explanation regarding a right-turn traffic pattern as to why it was not initiated in past years, and stated that he is not in favor of changing to a right-turn pattern.

Mr. Avery stated that he believes the previous reasons for not changing to a right-turn pattern have changed, therefore he is in favor of the change.

A general discussion followed regarding the above issues.

III. Finance Report - Mr. Moran presented the report; a general discussion followed.

There was also discussion regarding the invoicing of tenants, and how it is being displayed in the Finance Report. It was agreed that this would be looked into and necessary adjustments would be made.

A. Mr. Moran proposed an added expenditure of 10,000 for brush clearing; the budgeted amount of 12,000 has already been expended, and we would like to do more clearing.

MOTION: Upon a motion by Mr. DeVoy, with second by Mr. Gaudet, an increase of 10,000 over the budgeted amount for brush clearing, was approved by a vote of 6 “Yes”, and 0 “No”.

B. Mr. Moran also proposed an increase to the amount of the previous approval of an expenditure of 45,225.00 for the Auto Parking Area for long-term parking (see September 19, 2019 Minutes). It was discovered that there was a misunderstanding in the amount of area that was intended to be paved; our intention is to have the entire area paved - from the end of Aviation Drive, all the way to the edge of the abandoned runway. The revised estimate for this work resulted in an increase of 6,875.00.

MOTION: Upon a motion by Mr. Tierno, with a second by Mr. Crumb, the amount of 45,225.00 previously approved for the developing and paving of the Long-term Auto Parking Area was increased to 52,100.00 by a vote of 6 “Yes”, and 0 “No”.

IV. Operations Report

The manager reported that much of what would be included in the Operations Report had already been discussed in the Finance Report, other than to mention the ongoing mowing of the runway/taxiway edges, and the maintenance of the on-field lighting and signs.

V. Old Business

A. AIP Projects Update

1. Environmental Assessment (SBG 12) - Still awaiting a FONSI (Finding Of No Significant Impact) from NHDOT Bureau of Aeronautics.

2. Taxiway E Extension (SBG 14) - With the exception of some final control wiring, the project is complete. We now need to schedule the Final Walk-through with the FAA, NHDOT BA, Jacobs, and Weaver Brothers. After which, we will schedule a Ribbon Cutting Ceremony!

B. LIP Projects Update

1. Auto parking area for long-term parking - this was covered in the Finance Report.

2. LCI sign - some adjustments needed to be made to the final proofs of the bronze medallions; upon our approval, they will go into production.

VI. New Business

A. ePropelled, an aviation/aerospace company based in Lowell, MA, is desirous of sub-leasing the hangar at 28 Airport Road - Narotam Grewal's hangar - for the engineering and design of prototypes. The intention is to continue using the open area of the hangar space for aircraft storage as is now the case.

By consensus, there was no objection to the proposal for this use of the hangar.

B. UHW Properties, Inc. is now the owner of 2 Airport Road, and is seeking approval of a design concept for their sign - already present on their property. Upon receipt of LAA's approval, they will seek approval from the Town of Gilford.

By consensus, there was no objection to the proposed sign design.

VII. Other Business

A. Mr. Tierno inquired regarding the snow removal contract for the coming season in view of the construction that has taken place on the airfield - whether the contract would be re-bid, and also inquired as to the status of the current contract.

These inquiries were addressed as follows: The current contract is eligible for one more season; it will, however, be reviewed in light of the adjustments needed in relation to the changes as a result of the construction project on Taxiway Echo. It was noted that up to now, the Airport Manager has been responsible for the management of the snow removal contract and oversight of the operations, and has been responsible for informing the Authority as to the ongoing status of the same.

VIII. NEXT MEETING: November 21 , 2019

IX. There being no further business to discuss, the meeting adjourned at **4:59 pm**.

Respectfully submitted,

Marv Everson
Airport Manager, LCI