

SKYHAVEN AIRPORT OPERATION COMMISSION

Minutes of October 17, 2005

PRESENT: Keans, Colby, Jackson, Hochgraf, and Bergeron, Bernube

ALSO: Tricia Lambert, Michael Pouliot, Kenn Ortmann, Walt Lewis, Dr. Richards and Paul Arsenault

Meeting called to order 8:35 am

1. Approval of minutes of September 19, 2005 - Moved by Colby and seconded by Bergeron- unanimous

2. Old Business:

- a. Environmental update - The majority of the ponds have been drained, work has ceased due to the recent heavy rains. Over the last two weeks, there were a couple of complaints regarding some dead fish that were down stream of the lower dam. The dead fish were the result of the final flushing of water from the lower dam. There was not enough water to carry the large 12-inch bass down stream. Additionally, there were smaller sunfish that were stuck in various pools downstream. Fish and Game was notified 2 weeks prior to the draw down of the ponds. Fish and Game was also notified of the fish problems moving down stream. Fish & Game arrived on scene to try and relocate some of the larger fish downstream. Heavy rains over the weekend moved the remaining fish downstream.
- b. Fencing project – Fencing Project is underway- over half of the fence has been erected. Negotiations with the contractor are underway to utilize the remaining funds in the grant. Specifically, costs needs to be obtained to electrify the gates. The cost would include a simple system with a keypad. Fencing on the east side will not be completed at this time due to wetland impacts. Fred Hochgraf expressed his concern that all projects need to be consistent with Phase I of the airport master plan.
- c. Status reports and updates:
 - 1). FBO –Paul provided a report that the rain has dampened training and foliage flights. Mowing has been ceased due to the rain, but there are only a few select areas that need to be finished. Fuel costs were up \$.50 a gallon over the last two weeks. New Cessna 150 should be one line in about 2 weeks. Paul will speak with Glenn about having the two campers removed from around the terminal building.
 - 2). SWPPP & Hangar Inspection Results – The best management practices of the SWPPP were very good this year, very few issues. A few hangars need new cables for the doors and there are two holes in the pavement on the airport. Will ask District 6 to repair.
 - 3). Hangar List- 49 Names No change
 - 4). Tenant Lease forms-No reaction.
 - 5). Hangar 1 & 3 Lights and Fire Alarm work complete and working well.

- 6). Rotating Beacon will be repaired in 3 weeks. NAVAID Technician is currently training additional personnel to work on the beacon and other NAVAID's. The repair of the beacon is a two-person job.
- 7). FAA PAPI is installed and the site has been approved by the NHDOT, Division of Aeronautics.
- 8). Bond Payment Issue-Fred Hochgraf is concerned that the airport (state) is not paying the correct amount toward the bonds. Fred's stated that his calculation show that there is a \$200,000 discrepancy. He further stated that in the late 1990's the state did not make principal payments, only interest payments. Overall, the state was still charged for payments out of the airport account. Fred will meet with Mike Pouliot to work out this issue.

3. New Business:

- a. Aviation Planner Position is now vacant. Barry Lawrence left to fly for Continental Express. Position is currently posted.
- b. Fuel Farm renewal permit for Department of Environmental Services (DES) to operate. An inspection was conducted by an independent consultant to determine compliance. The result was that the fuel farm was not in compliance with DES, and may require \$5,000-\$15,000 to become compliant. The airport/state has 90 days to correct the issue. Fuel farm was designed by Public Works originally and was compliant at that time.
- c. New Tie-Downs- Fred Hochgraf gave a description of his understanding of FAA regulations. In accordance to Change 5 of the advisory circular the current configuration of the new tie tie-downs do not meet the FAA regulations and should not be allowed to be used. The issue is the separation between each aircraft. After hangars 3 & 4 were built, Terk Williams brought action against the state about his loss of tie downs. Fred recommends that the SAOC go on record to oppose the use of these tie downs.

Tricia Lambert commented that the entire ramp is designed to be non standard, due that it was constructed with State funds (Not FAA funds), At the time it was determined that a non-standard ramp would be designed and constructed to allow for more aircraft to be tied down. In the future, once the ramp is redesigned and reconstructed, Change 5 from the FAA advisory circular would be applicable, in order to obtain FAA funds for the project. Fred disagreed and was concerned about liability to the state.

The SAOC asked Tricia to obtain a legal opinion from the Attorney General's Office on the use of those two tie-down spots.

- d. Next Meeting: November 14, 2005
- e. Future meeting dates: 12/19/05, 1/23/06

4. Non Public Session- None

5. Adjournment 10:00 am

SAOC Members

*** Please note meeting dates and advise Sandy of any conflicts, your attendance is important**