

SKYHAVEN AIRPORT OPERATION COMMISSION

Minutes of February 23, 2004

PRESENT: Hochgraf, Jackson and Keans

ALSO: Ron Wanner, Kenn Ortmann, Tricia Lambert, Bill Hounsell, Paul Arsenault, and Doris & Rob Gates

Meeting called to order 8:30am

1. NO QUORUM - No votes to be taken and approval of January minutes shifted to March meeting

2. Old Business:

b. Status reports and updates:

- 1). Paul (OVA) began meeting with FBO update
Open house scheduled for March 13th, 2004, with planned fun for all.
OVA hired a new pilot to fly with Eastern Topographics for several months and then he will stay on to fly and instruct with OVA.
Still planning to add new customers, including turbo-prop from parachute school.
- 2). 2nd annual fly-in and air show scheduled for August.

- a. Environmental Update- A second environmental resource meeting will be held in March (March 11 or March 24th). Once a decision is made from the environmental agencies, the Federal Aviation Administration will sign the Environmental Assessment deeming it a Finding of No Significant Impact (FONSI). The Capital Improvement Programs (CIP) will be dynamic and ever changing over the course of this environmental process. Mitigation funds in the amount of \$950,000 have been placed in Federal Fiscal Year (FFY) 2007.

In reviewing the CIP, Fred Hochgraf expressed concern with the program for FFY 2005, because he feels that the design and construction of the south apron (To FAA Standards) would not be in the best interest of the long-range development plan for the airport. Mr. Hochgraf believes that the best way to address the south apron is to knock down the berm, thereby creating a turf ramp. This would be the best solution in the short term, to preserve helicopter space and the redirection of the taxiway.

Ms. Lambert had stated that in order to consider the north ramp as a viable federal project (prorated site work), a level of commitment must be made on the part of the developer of the hangars. The hangar construction and the site work must be accomplished simultaneously.

NON- Primary Entitlement

Under the new legislation, Skyhaven Airport will receive \$150,000 in entitlement funds each year for four years. These funds can be carried over. These funds can be used for the construction of hangars, but all safety and compliance improvements must be accomplished first. (i.e. Obstruction Lights, Taxiway Construction to Runway 15) Hangar projects would be a low priority for the FAA, and the FAA New England Region will make the decision)

- 3). Hangar wait list letter – 2nd letter went out with responses due by February 20th. 15 currently listed folks did not reply to either letter and will be removed from the list.
- 4). Hangar wait list will have approximately 45 valid names following the latest review and update.
- 5). Septic system will be serviced following Spring thaw. On one occasion the warning system triggered. Could be caused by freezing or pump and float problems. Will trouble shoot and repair in the Spring.
- 6). Terminal building repairs – still trying to get the carpenters on site.
- 7). Rotating beacon shield alignment – Shield moved by telephone cell contractor and has been replaced to proper position.
- 8). Obstruction Beacons and fence project awaiting Governor and Executive Council approval, not on agenda as yet.

3. New Business:

- a. Runway lighting – inoperative due to open in the system. Requires excavation to trouble shoot and we will attempt to locate break at first thaw.
- b. Resource meeting follow-on – Discussed above during environmental update.
- c. Floor ice in hangars – North-facing units in hangar 3 and 4 have interior ice on floors due to blacktop pavement lifting outside of unit. Continuing problem each year.
- d. Next Meeting: March 22, 2004
- e. Future meeting dates: 4/26/04

SAOC Members

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

Meeting adjourned 9:35 am