

SKYHAVEN AIRPORT OPERATION COMMISSION

Minutes of June 20, 2005

PRESENT: Keans, Colby, Hochgraf, and Bergeron

ALSO: Ron Wanner, Kenn Ortmann, and Glen Horne

Meeting called to order 8:30 am

1. Approval of minutes of May 23, 2005 - Moved by Colby and seconded by Keans - unanimous

2. Old Business:

- a. Environmental update - No major changes, FAA grant has been received and contract is in process to Governor and Executive Council.
- b. Status reports and updates:
 - 1). FBO – Things going well except for poor weather impacts. Gross receipts check presented in the amount of \$19,000+ for past year. In the process of rebuilding a Cessna 150 and there is a Cherokee 130 on line. Air show scheduled for August 20th & 21st including participation by the Air National Guard.
 - 2). Granite State Airport Managers Association (GSAMA) Conference is cancelled and a normal meeting will be held instead at the TSA location in Londonderry.
 - 3). Beacon project - The fourth pole is up and being checked and this should finish the beacon portion of the project.
 - 4). Current hangar wait list has 53 names. Many on the list are looking for hangar development versus hangar rental, and still others are already in hangars and looking for specific upgrades.
 - 5). Electric charges/usage – No adverse reaction to change that extra electrical usage will result in an extra charge for electrical service. Hochgraf moved that SAOC institute excess electrical charges, 2nd by Bergeron – unanimous.
 - 6). Sub-lease procedures – Some negative feedback and did generate some concern. Attempt is to not by-pass the hangar waiting list by sub-leasing. Moved by Hochgraf to approve policy and implement, 2nd by Keans – 3 to 1 passed.
 - 7). TSA Security recommendations - TSA will be visiting non-air carrier airports and providing security suggestions, with no specific authority to order changes.
 - 8). Fire alarms in hangars 3 and 4. Need to get Simplex in to check both systems; hangar 3 has a transformer problem.
 - 9). Fence project to be re-bid for linear footage and gates only, not electronics.
 - 10). Hangar 3 outside lights remain on after daylight, apparent photo-cell failure.
 - 11). New PAPI being installed by FAA

3. New Business:

- a. 50-10 inspection highlighted some pavement cracking at edges, bird droppings on light lenses and frangible couplings to high on some runway lights.
- b. Airport CIP presented to SAOC for review
- c. Parking in wetlands on the North end of hangar 2 has to stop. It is not a dump area as has been proven in the past. Recently dumped empty propane tanks have been removed. Tenants found dumping in the wetland area will have hangar privileges terminated.
- d. Tenant rent issues are all caught up with the exception of one individual who has not paid late fees but has caught up to date on rent charges.
- e. Alan Dobrowolski left the DOT as of June 17, 2005. Two other positions are currently vacant and Ron is expected to leave September 30, 2005. Pat Dwinnels has been helping out with financials on loan from Public Works (4-6 hours per week). With new structure it is expected we will lose her services effective July 1st. It appears all normal maintenance performed in the past by Dave Chase will have to be contracted out incurring additional costs for the airport.
- f. Next Meeting: July 18, 2005
- g. Future meeting dates: 8/18/05, 9/19/05

Comment from tenant regarding aircraft washing at the South end of hangar 2. Tenant advised that washing in that location is not permitted by the SWPPP and that is why the water is not available. Additionally Fred and Ron could not find the water shut-off identified by Norm Houle following last meeting.

4. Non Public Session- None

5. Adjournment 9:40 am

SAOC Members

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