

Skyhaven Airport Advisory Council

Skyhaven Airport

MINUTES OF MEETING NO. 55 (Non Public Session)

DATE OF MEETING: *Monday, February 13, 2012*
LOCATION: *Skyhaven Airport Terminal Building*

ATTENDEES:

Peter Bruckner	Robert Belmore	Brandon Guida	Richard Jackson
Kenn Ortmann	William Richard	Matthew Spencer	Frank Torr
Kenneth Weyler	Stephen Bourque	Irving Canner	Mark Gardner
Bill Hopper			

- SAAC Members in **bold**

9:55am – Meeting called to order by Chair Peter Bruckner

Kenn Ortmann moved that the SAAC enter into non-public session pursuant to:

1. NHRSA 91-A:3, Paragraph II(c) for the purpose of discussing matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting.

It was seconded by William Richard and passed unanimously by roll call vote.

Mark Gardner advised the SAAC that it would be prudent not to take any deliberative action while in non-public session. Rather, if deliberative action was needed, it would be better to do so in the reconvened public session before adjourning the meeting. Mark Gardner also discussed the process for sealing the minutes and if doing so would be advisable or necessary. Irving Canner presented a list of aging accounts receivable totaling approximately \$8,600. The list was comprised of Skyhaven tenants that are 30, 60 and/or 90 days late in payments to the PDA. Mr. Canner indicated that a letter will be sent to the delinquent tenants reiterating the terms of their agreement and informing them that they have 30 days to reconcile the delinquency or face late fees of \$25 per month retroactive to the beginning of the delinquency.

There was some discussion about tenants that do not come into compliance. Mark Gardner indicated that there would potentially be eviction proceedings brought against those tenants.

There was some discussion about the wording of the tenant agreements with respect to whether or not the tenant, “may” or, “shall” be charged late fees. The agreements say, “...will be charged a late fee”.

Kenn Ortmann moved to seal the minutes of the closed session which was defeated by a roll call vote.

SAAC reconvened the public session.

Respectfully submitted, Stephen Bourque for Chair Peter Bruckner