

Skyhaven Airport Advisory Council

Skyhaven Airport

MINUTES OF MEETING NO. 59

DATE OF MEETING: *Monday, July 9, 2012*

LOCATION: *Skyhaven Airport Terminal Building*

ATTENDEES:

Robert Belmore	Peter Bruckner	Brandon Giuda	Kenneth Ortmann
Matthew Spencer	Frank Torr *	Kenneth Weyler	William Bartlett Jr.
Stephen Bourque	Bill Hopper	Bambi Miller	Eric Obsuth

- SAAC Members in **bold** (* denotes nonvoting member)
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8:58 am – Meeting called to order by Chair Peter Bruckner

Acceptance of the Minutes of the June 4, 2012 SAAC meeting

Kenneth Ortmann moved to accept the minutes of the April 2, 2012 SAAC meeting. It was seconded by Matthew Spencer. Unanimous.

Skyhaven Aviation Services Update

Eric Obsuth reported that the upcoming Wheels and Wings event has moved to the forefront of Aeroworks agenda. There was some discussion about the 2012 Boston-Portsmouth Airshow. Operationally, Mr. Obsuth reported that things are continuing along well. Nohea Nichols reported that there were approximately four intro flights generated from the Skyhaven booth at the Airshow. Ms. Nichols discussed a recent fly-out from Skyhaven as well as a poker run. Rochester Aviation is planning a BBQ on July 24.

Finance Report

Bill Hopper reported that the airport is on the same financial pace as the last report. YTD, Skyhaven is slightly ahead in gallons of fuel sold over last year. Mr. Hopper reported that overall, the airport is in good financial condition. There was some discussion about whether or not Skyhaven Aviation Services would recognize the agreed upon \$.25 per gallon fuel flowage fee for any fuel sales over 20,000 gallons and Mr. Hopper indicated that it would. There was some discussion about the purchase of the Jackson property in the capital budget. There was some discussion about delinquent hangar tenants and the Hangar Wait List. There was some discussion about increasing hangar rental rates, and Bill Hopper indicated that it may not be the time to increase rates at this time.

Subcommittee Reports

Kenneth Ortmann reported that in cooperation with Rochester PD, the airport is planning the Wheels and Wings event for the local communities on August 11, or August 18.

Old Business

Item Description

55.2 Landside Signage

MTG #55 - Peter Bruckner presented a sketch of a possible monument style sign for consideration. Peter Bruckner requested graphic representations for consideration at the next meeting. Bill Hopper requested pricing information for consideration, to which Eric Obssuth indicated he would get. Bill Richard cautioned against using PDA monies to advertise private businesses.

MTG #56 – Peter Bruckner presented a draft sketch of a possible entrance sign for Skyhaven. There was some discussion about city ordinances for signage. Kenn Ortmann indicated that if the sign is located on State property, it may not require planning board approval, however if the city has jurisdiction, it may require a variance. Mr. Ortmann indicated he would look into the City's requirements.

MTG #57 – Peter Bruckner began discussing the cost of a granite post sign with a digital message board would likely be around \$15,000. The PDA Executive Director has approved a \$5,000 budget figure for a sign at Skyhaven. There was some discussion about using in house labor to erect the sign, thereby reducing costs and Ken Weyler suggested hardening the base of the sign for protection against vehicles. Mr. Canner suggested that a capital reserve fund could be created to offset the cost of future projects. Hangar revenues or fuel revenues could be adjusted so that a portion could be diverted to a capital reserve fund. Chair Bruckner requested more detail on a capital reserve fund for the next meeting. There was some discussion about the necessity to repair a wall in the Pilots' Lounge that will also require PDA funds. Dick Jackson proposed an aircraft or parts as a sign would attract more attention and be more fitting for the airport. Chair Bruckner convened a Signage Subcommittee, comprised of Brandon Giuda, Bambi Miller and Kenneth Ortmann.

MTG #58 – Peter Bruckner commented that there are signs in front of Skyhaven Airport that do not meet the requirements of the City of Rochester. A schematic of a proposed sign produced by PDA Engineering was distributed. Ken Weyler proposed that perhaps a sign could be placed on the side of Hangar 5. Bill Hopper suggested that it would be more appropriate for the airport to have a sign out front and if Aeroworks chose to place a sign on their hangar, it would be a business decision. There was some discussion about the current reader boards in front of the airport. Mayor Spencer suggested that the proposed sign have the capability of being upgraded in the future to an electronic message board. Robert Belmore moved that the Signage Subcommittee, be empowered by the SAAC to render any advisory approvals that may be required. It was seconded by Ken Weyler. Unanimous.

MTG #59 – Bill Hopper reported that four quotes were solicited and three were returned. Of the four solicitations, two were returned under budget and one was well over budget. The two vendors who submitted under budget quotes will be asked to submit proofs of the possible signage. Mr. Hopper said he will get the proofs to SAAC when they are available. The budget for the proposed sign has been set at \$2,500.

56.1 Airport Greeters

MTG #56 - Bambi Miller presented an idea at the request of Kenn Ortmann. The concept involves

Skyhaven Airport tenants and other interested persons to become greeters at Skyhaven for transients and visitors. Peter Bruckner suggested that perhaps funds should be secured for official badges to identify the greeters. Matthew Spencer requested additional information for the next SAAC meeting.

MTG #57 – Bambi Miller elaborated on the concept of Airport Greeters which she said would be a volunteer position of local individuals who are familiar with Skyhaven. Airport Greeters would serve in a museum curator type capacity and be responsible for providing information and answering questions. Kenn Ortmann moved to express SAAC support of a protocol to be developed for Airport Greeters. It was seconded by Kenneth Weyler. Unanimous. Bill Hopper expressed concern about individuals escorting guests on the airfield due to safety concerns. William Bartlett requested that once a plan is penned, that it be presented to PDA's Legal Department for review.

MTG #58 – Bambi Miller explained that she is working on getting a plan for airport greeters to PDA Legal Department for review. Bambi gave a description of what she envisions airport greeters would be doing, which would be volunteers answering questions about Skyhaven Airport, escorting individuals on the airport and advising transient pilots as to where they could go in the tri cities. Bill Hopper commented that according to Bambi's plans, airport greeters seem to be fulfilling the responsibilities of Skyhaven Aviation Services in their contract with the PDA on an unpaid basis. Ken Weyler moved that SAAC endorse the idea of having Airport Greeters. It was seconded by Robert Belmore. Unanimous.

MTG #59 – No new discussion.

New Business

58.1 EAA Young Eagles June 23, 2012 (Rain date June 24)

MTG #58 – Eric Obssuth will time his open house to coincide with the Young Eagles event.

MTG #59 – Bambi Miller reported that the Young Eagles flew 61 young prospective pilots.

58.2 New England Aerobatic Club June 16, 2012 (Rain date June 17)

MTG #58 – Bill Hopper reported that the NEAC will also be practicing at Skyhaven on August 4 and September 22.

MTG #59 – Bambi Miller reported that the NEAC could not practice due to low ceilings. There was some discussion about the failure of pilots to properly read the NOTAM's that were issued, which caused potential hazards.

Miscellaneous

Peter Bruckner commented that the recently acquired Dupont property should be closely looked at for possible uses. Bill Hopper said that the FAA has very few acceptable uses for property in the RPZ (Runway Protection Zone), to include rental car parking lots and gravel pits. Mr. Hopper also said that the RPZ can not be used as a place of assembly.

Peter Bruckner added that he is a member of the Historical District Commission in Rochester and the demolition of the Dupont House came before that Board for consideration. Bill Hopper said that Skyhaven may be compromising granted FAA money by trying to preserve structures that have little purpose, like the Dupont House.

Matthew Spencer proposed a site visit to the Dupont property. Kenn Ortmann moved to relocate the meeting to 290 Rochester Hill Rd for a site visit of the Dupont Property. It was seconded by Matthew Spencer.

At approximately 10:20 am, Kenneth Weyler moved to adjourn the meeting. It was seconded by Robert Belmore.

Public Comment

None

END OF MEETING: Adjourned approximately 10:20 am

NEXT MEETING: To be determined

FUTURE MEETINGS: To be determined

All Meetings take place in the Skyhaven Airport terminal building starting at 8:30 a.m. unless otherwise noted.

Respectfully submitted, Stephen Bourque for Chair Peter Bruckner