

Skyhaven Airport Advisory Council

Skyhaven Airport

MINUTES OF MEETING NO. 61

DATE OF MEETING: *Friday, October 12, 2012*

LOCATION: *Aeroworks, LLC; Hangar 5*

ATTENDEES:

| | | | |
|------------------------|------------------------|-----------------------|------------------------|
| Peter Bruckner | Christine Davis | Brandon Giuda | Richard Jackson |
| Kenneth Ortmann | Jim Rogers | Kenneth Weyler | William Bartlett Jr. |
| Jeannie Batto | Steve Berardo | Stephen Bourque | Joyce Bruckner |
| Drew Gilette | John Gorham | Tracy Hayes | Bill Hopper |
| Patricia Jackson | Walter Lewis | Bambi Miller | Howard Moulton |
| Eric Obssuth | Gerard Peterson | Steven Richard | Bill Roberts |
| Donald Seavey | Joan Seavey | | |

- SAAC Members in **bold** (* denotes nonvoting member)

7:10 pm – Meeting called to order by Chair Peter Bruckner.

New Member Introduction

New SAAC members Jim Rogers of Dover and Christine Davis of Somersworth were introduced by Peter Bruckner.

Acceptance of the Minutes of the July 9, 2012 SAAC meeting

Kenneth Ortmann made a motion to accept the draft minutes from meeting #60 as presented. It was seconded by Kenneth Weyler. Unanimous.

Skyhaven Aviation Services Update

Eric Obssuth reported he has opted to take an early retirement package from American Airlines which will allow him to devote more time to Aeroworks, LLC. Mr. Obssuth reported that Rochester Aviation, along with four other flight schools across the country, has been recognized by AOPA as part of their Flight Training Initiative. Airport Manager Bill Hopper indicated PDA would put out a press release announcing the recognition given to Rochester Aviation. Mr. Obssuth also reported a slight boost in Aeroworks business with the retirement of a friendly competitor at Biddeford Municipal Airport.

Finance Report

Airport Manager Bill Hopper reported that there has been little change in the finance report from the last meeting. Hangar rentals are down due to the loss of the tenants in the pole hangars. Fuel sales have increased despite the high prices. Mr. Hopper fielded questions from SAAC members.

Subcommittee Reports

Kenneth Ortmann reported that the Marketing Subcommittee had met just prior to this SAAC meeting. There was some discussion about the proposed landside sign. Mr. Ortmann reported that the Wings and Wheels event was an excellent marketing device for the airport, despite the challenges with putting on the event.

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.

MTG #60 – Bill Hopper reported that PDA is still awaiting a proof from the Sundance Sign company which will be forwarded on to SAAC.

MTG #61 – Peter Bruckner presented a graphic of the proposed sign. There was some discussion about the proposed reader board which will utilize two lines of 4” text. Kenneth Weyler suggested the airport website be added to the sign. There was some discussion that the size of the proposed sign is inadequate, however the SAAC chose not to advise the PDA to increase the size of the sign. Public commentary included being cautious of casting light upward and affecting pilots, creating a mock-up of the sign in advance, adding the address and telephone number of the airport, adding, “Rochester” to the sign, adding, “Operated by PDA”. Bill Hopper indicated that the PDA is interested in getting the sign project done as quickly as possible within the budgetary constraint of \$2,500 imposed by the Executive Director. Brandon Giuda moved that the SAAC recommend to the PDA that the sign design be accepted, provided that an additional reader board line, and the airport website are added. The motion was seconded by Kenneth Ortmann. Unanimous.

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.

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MTG #61 – No new discussion.

59.1 Wings and Wheels

MTG #61 – Officer Tracy Hayes gave a synopsis of the August event which was very successful despite the planning constraints, weather issues and a TFR (Temporary Flight Restriction) imposed by the Obama Administration. There was some discussion about a date for the 2013 Wings and Wheels event.

60.2 Pole Barn Structural Deficiencies

MTG #60 – William Bartlett Jr. began the discussion by reading a prepared statement and indicated that PDA acted quickly to move tenants out of the pole hangar when it was deemed unsafe by the PDA’s consulting structural engineer in the interest of personal safety and to avoid potential damage to stored aircraft. The

PDA has requested that the consulting engineer prepare a report regarding the options with respect to the structure. There was some discussion about the language and timing of letters sent to the affected tenants and the revocation of the leases in place for the Pole Barn due to the safety issues.

MTG #61 – Peter Bruckner gave a synopsis of the structural issues with the pole barn to date. There was discussion about two reports that have been generated, one from PDA’s consulting structural engineer and one from SAAC member William Richard. Both reports advocated the eviction of the current tenants to prevent property damage or loss of life and Mr. Richard’s report suggested the demolition of the building. Bill Hopper indicated that options for the building are being explored, including the demolition of the building. Mr. Hopper added that the structural engineer reported that the building was not engineered properly. Brandon Giuda suggested getting estimates to repair the building. Mr. Giuda also suggested that as the building has been standing for 50 years, there is no danger of the structure coming down if defective members are replaced, and if the building is repaired, it would not have to be brought up to current codes. Mr. Giuda also suggested that a liability disclaimer designed to protect the PDA could be included in the leases of the tenants that occupy the hangar. Kenneth Weyler said he inspected the building before the meeting and, despite some delaminating, he thought the building was sound. Brandon Giuda moved that the SAAC recommend to the PDA that a cost/benefit analysis be conducted which would include estimates to repair the building, thereby recognizing future lease revenues vs. tearing it down. It was seconded by Kenneth Weyler. Unanimous.

New Business

60.2 Planning and Logistics for Runway Reconstruction FY2013

MTG #61 – Peter Bruckner introduced Consultant Steve Berardo and Engineer John Gorham of Jacobs Engineering. Bill Hopper gave a brief preamble regarding the early funding of the project and Steve Berardo presented some history of the Airport Master Plan as it relates to the runway reconstruction, including the installation of ODALS (Omni-directional Approach Light System). John Gorham presented preliminary phasing plans for the reconstruction of Runway 15/33. Mr. Gorham explained that there will need to be runway closures for collecting samples and also for the construction, but the phasing plan will help to minimize the amount of time the runway is unusable. Mr. Berardo and Mr. Gorham fielded questions from SAAC members and airport users.

Miscellaneous

None

Public Comment

None

END OF MEETING: Adjourned approximately 9:10 pm.

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