

Skyhaven Airport Advisory Council

Skyhaven Airport

MINUTES OF MEETING NO. 41

DATE OF MEETING: *Monday, June 14, 2010*

LOCATION: *Skyhaven Airport*

ATTENDEES:

Peter Bruckner- Present	Sen. Jackie Cilley - Absent	Richard Jackson- Present	Rep. Sandra Keans- Absent
Charles Kinney- Absent	Anthony McManus- Present	Kenneth Ortmann- Present	Bill Richard- Present
William Bartlett, Jr.	Bill Beauvais	Stephen Bourque	Jim Dubois
Doug Ferguson	Mark Gardner	Gerry Hanscom	Bill Hopper
Wm Pride Kelly	Walter Lewis	Bambi Miller	Dave Mullen
Steve Morgan	Art Nickless	Eric Obsuth	Andrew Pomeroy
Bob Rhoades	Larry Tibbetts		

- SAAC Members in **bold**

8:30 a.m. – Meeting called to order by Vice-Chair Peter Bruckner. Bill Richard made a motion to accept the amended notes from the April 12, 2010 meeting. It was seconded by Kenn Ortmann. Unanimous.

Kenn Ortmann made a motion to accept the minutes of the May meeting. There was no second. Unanimous. Richard Jackson made an objection to the May minutes in that there was a unanimous SAAC vote to accept the new hangar rate and wanted the record to show that he is not in favor of changes to the hangar agreements to include the rate increases. Mr. Jackson was absent at the May meeting.

Standard Topics

Financial Report

Bill Hopper presented the finance report. Mr. Hopper reported that the operating revenues are currently at \$174,000, while operating expenses at \$231,000. The actual net revenues to date are currently at \$117,000. Items over budget are administrative expenses and fuel which is being capitalized and sold at a profit. Peter Bruckner requested that fuel revenues be presented differently so that net fuel profits can be more easily seen. Bill Hopper fielded questions from SAAC members.

FBO Update

Eric Obssuth of Aeroworks, LLC. Reported that the operation has been steadily building with the addition of a flight school. There have been ongoing talks with the PDA about taking over space at the Terminal Building. One of the comments Mr. Obssuth's customers continually make is that more hangars are needed. Mr. Obssuth talked about the recent EAA Young Eagles event and the successes of that event in promoting the business and the airport. Mr. Obssuth also mentioned that he is in talks with the NEAC (New England Aerobatic Club) about hosting an event on their upcoming practice day in July.

Airport Master Plan Project

Stephen Bourque reported that the FAA has been given the ALP final plan sets and approval is anticipated. Bill Hopper reported that the FAA typically takes 30 to 60 days to approve or deny. Richard Jackson indicated that SAAC representation should be at any meetings with the FAA and Bill Hopper responded by saying that as a representative of FAA, NHDOT has been the host of any meetings regarding the Airport Master Plan. Richard Jackson made a motion the SAAC be advised of meetings at DOT regarding the ALP. There was no second. Unanimous.

Old Business

Item	Description
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38.1 Property Acquisition

MTG #38 – Bill Hopper stated that in recent weeks, a property owner to the south of the airport approached the PDA with an offer to sell and discussions are ongoing. If a deal can be struck, the PDA will work with NHDOT in securing FAA funding to facilitate the purchase in addition to utilizing entitlement funds. Chair Keans inquired about the selling price. Lynn Hinchee replied by saying that the FAA requires an appraisal and a confirming appraisal. Approval from the PDA Board of Directors will be sought at this Thursdays Board meeting to secure the appraisals. Mrs. Hinchee encouraged attendance at the Thursday Board meeting. Mr. Ortmann asked if the operational costs of acquiring the property would be rolled in to the capital cost, to which Lynn Hinchee replied, it would. Kenn Ortmann made a motion that the SAAC go on record as supportive of acquiring the property to the south of the airport with the understanding that other CIP items will be pushed to later dates because property must be acquired when it is available. It was seconded by Richard Wasson. Unanimous.

MTG #39 – Sandra Keans inquired if here had been any developments regarding property acquisition. Bill Hopper responded by saying that there was a scoping meeting at NHDOT and the process requires two appraisals which are in the process of acquisition.

MTG #40 – Awaiting appraisals (see finance report).

MTG #41 – No Discussion.

39.1 T-Hangar Rental Rates and Draft Letter of Agreement

MTG #39 – Bill Hopper presented a survey conducted by PDA staff of t-hangar rates from local airports. The proposed hangar rate increase will be brought before the PDA Board of Directors at the April 22, 2010 meeting for approval. Peter Bruckner presented a hangar assessment sheet he devised as a tool to gauge the market value of the t-hangars. Also, Mr. Bruckner requested that the PDA defer the

decision to vote on a hangar increase for one month. Mark Gardner and Bill Hopper indicated that this request would be brought before the PDA Board. Bill Hopper closed by saying that he would like the t-hangar rate increase, if approved, to be implemented by July 1 to coincide with the fiscal year. Also, the rental rate increase would mean an annual increase of over \$7,500 in revenue toward Skyhaven.

MTG #40 – A draft of the Letter of Agreement was handed out and questions by SAAC Members were addressed. Kenn Ortmann inquired about Para. G which is concerned with tenants making minor repairs to the hangar and doors. Richard Wasson expressed concern that the overhead door at Hangar 5 could have some safety issues. Stephen Bourque reported that all of the safety and operational issues with the overhead door at Hangar 5 have been dealt with appropriately. Mark Gardner pointed out that the draft Letter of Agreement has already gone before the PDA Board and has been approved, the only new item for discussion is Para. Q, which deals with the City of Rochester's attempt to tax the hangar lessees. Mark Gardner reported that the Rochester City Assessor has approached the PDA with a request for all of the t-hangar tenants for the purposes of taxation. The State AG will have to weigh in to determine if the hangars are taxable. Peter Bruckner indicated that he will have a discussion with the Rochester Mayor and explain how this action will have a chilling effect on tenancy at the airport.

There was some discussion regarding t-hangar rates. Kenn Ortmann suggested that it would appear that any SAAC votes regarding t-hangar rates might be a conflict of interest. Mark Gardner agreed with Mr. Ortmann and indicated that if it came before the PDA Board, that he would inform the PDA Board that two SAAC members are tenants at the airport and the decision to vote or not is theirs to make. Kenn Ortmann made a motion that the rental rate increase as proposed be approved by SAAC, it was seconded by Charles Kinney. Unanimous.

While pointing out that he is a Skyhaven tenant, Kenn Ortmann made a motion that the SAAC recommend approval to the PDA Board with a request that in the letter of agreement, or as an addendum, that there is clarification regarding tenant responsibility with respect to hangar maintenance. It was seconded by Richard Wasson. Unanimous.

MTG #41 – Art Nickless began by discussing the new hangar agreement. He pointed out that the new agreement is nearly identical to NHDOT's agreement, to which there seemed to be little opposition. He discussed the paragraph relating to the maintenance of the hangars and pointed out that there needs to be an underlying responsibility of the tenant when it comes to the maintenance of the hangars. Regarding insurance, Mr. Nickless pointed out that the PDA is not looking for tenants to insure the PDA, but rather indemnify the PDA in the event that the tenant does something negligent. Peter Bruckner pointed out that in the past, despite the agreements in place, NHDOT took care of the maintenance of the hangars.

Kenn Ortmann made a motion to open the meeting to the public for comment. Anthony McManus opened the discussion by pointing out some of the responsibilities of the SAAC, mainly where it deals directly with the community at Skyhaven. Peter Bruckner proposed that an annual or semi annual informational meeting be held for the tenants at Skyhaven, the first of which is to be held this Friday night. Eric Obsuth offered the use of the maintenance hangar for this purpose.

Tenants Steve Morgan, Bob Rhodes and Doug Ferguson commented on the Letter of Agreement and asked questions which were answered.

Bill Beauvais commented that the meeting minutes should be approved and posted in a timelier manner.

There was some discussion about the tax clause included in the new Letter of Agreement.

Jim Dubois asked if the tie-down agreements will be reworded as have the hangar agreements, to which Mark Gardner indicated that they would with respect to the hold harmless agreement.

Art Nickless thanked everyone for being civil and asking reasonable questions and pointed out that PDA has full-time staff dedicated to running the airport and encouraged people to reach out to them with questions and/or issues.

39.2 Minimum Standards for Airport operators

MTG #39 – There was some discussion about the FAA's perspective on through the fence operators. Peter Bruckner presented AOPA's position on through the fence operators and suggested that there be a discussion of minimum standards when the SAAC has a quorum. There was discussion about a recent letter that was sent to former FBO operator Glen Horne requesting that he discontinue maintenance operations at Skyhaven.

MTG #40 – Carol Niewola pointed out two documents which some airports use interchangeably, namely rules and regulations and minimum standards for airport operators. She also pointed out that the FAA discourages through-the-fence commercial aviation operators, but will consider on a case by case basis if it is deemed to be beneficial to the airport. Bill Hopper offered to provide the SAAC with Pease's and Sanford Airport's minimum standards. Tony McManus suggested that there should be minimum standards to protect the local FBO and to limit liability.

MTG #41 – Peter Bruckner gave a brief summary of minimum standards and how they might be utilized at Skyhaven. Anthony McManus suggested that perhaps a survey of the tenants would be helpful in sizing up the issue. Peter Bruckner pointed out that there is a comments section on the Skyhavennh.com website and comments will be distributed before SAAC meetings for discussion. Kenn Ortmann pointed out that in both Pease's and Sanford's minimum standards there were no mechanisms for through the fence operators to perform work on those airports. Bill Hopper responded by saying that that activity is not allowed at Pease with the caveat that Skyhaven and Pease are different airports. Mr. Hopper went on to say that that type of activity is discouraged at most airports. There was some discussion about aircraft owners working on their own aircraft and it was pointed out that that type of activity is allowed by the FAA. Dick Jackson pointed out that minimum standards could contribute to increased costs at Skyhaven and requested that the FAA Advisory Circular be posted on the Skyhavennh.com website.

40.1 EAA Young Eagles

MTG #41 – Vice-Chair Bruckner reported that the EAA Young Eagles event flew 31 young folks and Eric Obsuth reported the flight school now had five student starts as a result of the event.

New Business

Item	Description
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41.1	New England Aerobatic Club (NEAC)
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	MTG #41 – Stephen Bourque reported that the NEAC will be having an aerobatic practice on July 17 with a rain date of July 18. Kenn Ortmann requested that the protections built in last year such as regular breaks in the flying and no flying before noon on Sunday be incorporated in this year's right of entry, which Stephen Bourque reported that they have been. There are plans to work with Aeroworks in making an event of this year's aerobatic practice. Bill Richard made a motion that a public viewing area be set up for the NEAC event. It was seconded by Kenn Ortmann. Unanimous. There was some discussion about public parking.
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41.2	SAAC Informational Meeting
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	MTG #41 – Peter Bruckner pointed out that there will be a EAA fundraiser cook-out on Friday
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evening at 6:00pm with an informational SAAC meeting for airport tenants to follow immediately at 7:00pm. Both events will be held at the Aeroworks, LLC. Maintenance building (Hangar 5). Bill Hopper suggested that these "User's Group Meetings" could be held every six months.

Miscellaneous

MTG #41 – Bill Hopper presented a report that has been compiled of the accomplishments between SAAC and PDA over the last year and handed out copies.

Public Comment

MTG #40 – None (See Section 38.1)

END OF MEETING: *Adjourned approximately 10:35 a.m.*

NEXT MEETING: July 12, 2010

FUTURE MEETINGS: Second Tuesday of each month

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

Respectfully submitted, Stephen Bourque for Sandra Keans