

## SKYHAVEN AIRPORT OPERATION COMMISSION

Minutes of September 20, 2004

PRESENT: Keans, Colby

ALSO: Tricia Lambert, Kenn Ortmann, and OVA (Glenn Horn), Walter Lewis, Dr. Richards, & Dennis Mee

Meeting called to order 8:45 am

1. Approval of minutes, No Quorum, no vote on minutes

2. Old Business:

- a. Environmental update - The process is going very well. To date all agencies are on board. Meeting to scope the Champlin property improvements will take place on September 21, 2004 with the FAA. Improvements include dam removal and a dam repair, removal of invasive species, construction of a parking lot and building removal.
- b. Status reports and updates:
  - 1). FBO update - Day-to Day operations going are going well.
  - 2). Air Show was a moderate success. A total of 3700 people paid for admission, but the admission system was not fool-proof.
  - 3). Beacon and fence project - The Beacon project will be completed by the end of December 2004. The project will take approximately 2 weeks to complete. The fencing project had failed contract negotiations and is currently a dead project. At this time there are no plans for fencing in the future. Funds for the fencing will either be held in it current grant for a period of time, or carried over to another project. (Possibly the airport mitigation project)
  - 4). Current hangar wait list has 48 names
  - 5). Jim Rutherford is interested in hangar 1-10 – The Attorney General is working on the language for the lease agreement. (Craig Donais)
  - 6). FAA 50-10 inspection – The NHDOT Division of Aeronautics received from the Federal Aviation Administration the write-up to for the inspection. It was not reviewed at the time of this meeting. One issue that was mentioned during the inspection to Barry (Lawrence) was motorized vehicles on Taxiway “A”. Barry felt that the inspection went well, and that most of the items mentioned he was aware of, or could be dealt with easily. Glenn Horn said there was a concern regarding the fuel farm (Fire suppression etc.)
  - 7). North end Tree Clearing- tree growth has grown significantly, even though they do not currently penetrate the approach surface. The State is looking to utilize prisoners when they become available to “cut” & “drop” the trees. A wetlands permit will not be necessary as long as “no equipment” is used to perform the operation.
  - 8) Terminal Building Repairs- NHDOT crew are currently understaffed- it may be necessary to place the project out to bid for repair.
  - 9). Jackson’s Road Culvert – Completed
  - 10) Minimum Standards- Remains on list for Future Consideration

11). Minimum standards still in committee (SAOC) and will remain on agenda.

- c. Fred Hochgraf brought up a letter to tenants regarding charges and access to their aircraft and their hangars during the airshow weekend. Letter to tenants will become part of the SAOC record. Glen explains he has an okay from FAA for the airport shut down procedure for the airshow. SAOC was aware of basic restrictions on the airport for the weekend of the show and Glen had insured the SAOC he would do all he could to accommodate the tenants.

3. New Business:

- a. Fuel Truck Issue- Letter was sent to Mr. Arcure to remove the fuel truck because of the environmental issues with the Storm Water Pollution Prevention Plan Requirements. It contains less than the minimum of fuel required to be considered an Above-Ground Storage Tank. Owner has agreed to perform some maintenance on the truck to try and bring it up to road worthy standards. Once all the environmental issues are addressed, a location will still need to be determined on where the truck can reside.
- b. Next Meeting: October 18, 2004
- c. Future meeting dates: 11/15/04
- d. Annual Hangar inspection- October 7, 2004

4. Non Public Session- None

5. Adjournment 10:45 am

**SAOC Members**

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