

**Minutes of the Airport Advisory Board Meeting Held 19 February 2019 - Amended**

Board Members in attendance: R. Kloeppel (Chair / Airport Co-Manager)  
H. Marsden (Airport Co-Manager)  
W. Wilmot (BoS representative)  
J. Cote  
R. Kelsea  
S. Mc Coy  
J. Merriman

Board Members absent: H. Yanofsky  
J. Branch (Alternate)  
T. Thomas (Alternate)

Also in attendance: T. Callum (Associate)  
L. Edmonds (Associate)  
C. Henderson (Associate)  
M. Wendling (Associate)  
J. Anderson (Associate)  
T. Renner  
C. Morrison

Chairman R. Kloeppel called the meeting to order at 1832 local.

**Old Business**

Chairman Kloeppel called for members to review the minutes for the meeting held 15 January 2019. The minutes were amended as directed.

R. Kelsea moved to accept as amended, second by W. Wilmot. ***With one abstention the motion passed unanimously.***

**1. Airport Needs/Issues Planning**

**a. Winter Operations To Date**

There were two (2) plowing events in January. Weather has been difficult.

**b. Airport Master Plan Runway Draft Document - Kelsea**

R. Kelsea gave a recap of the effort and goals including history, an examination of conditions and projections. Also examined were what the issues were and the remediation of conditions. Will start to get a handle on the expenses. Need a condition analysis to be done this summer. Current chapter is what is expected of the runway, what it does for us. What options would be talked about despite cost. Best value analysis is the last chapter. Writing opinion on options changes. Need brainstorming on. Current chapter is taken largely from the Airport Master Plan. What is the runway capable of and should do. This is derived from FAA requirements and aircraft Pilot Operating Handbooks (POH) especially the takeoff sections. Have a runway centerline profile. Have a runway surface paper to use. Can make recommendation from these. Need to do brainstorming next.

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## c. Removal of Trash Containers

Cassella will be picking the containers up this week. Containers are owned the L'il Red Baron owners and will be paid for by them.

## d. Windsock Replacement

Have replacements to use.

## e. Flag Lights

Are out. Will look at issue. Responsibility of town?

## 2. Newport Town Times Liaison Report - Jackie Cote

A question from John Lund: when does the 10 minute trailer for ACE Camp get done. H. Marsden will sit down with John and go over it. J. Cote to coordinate. Other involvements were discussed.

J. Cote will bring Corbin Bridge brochures next time.

## 3. Proposed Solar Array Change - Troy McBride – Norwich Solar

T. McBride did not attend. An issue with Eversource was reported to the BoS.

## 4. Grant Options and Possibilities for Master Plan Compliance

## a. NHDOT Aeronautics

Grant proposal submitted. Candidates for funds include \$26,000.00 for the Community Hangar roof, \$4,000.00 for a snowpush and \$895.00 for a radio.

## b. LCHIP and Moose Plate

R. Kloeppel examined the documentation for this and needs more information.

## c. Equipment Shed Sharing

Subject discussed. May be tied to community center vote since if approved town ambulances will need to be relocated. The source of the structure was discussed.

## 5. ACE Academy Planning

Applications are to be printed and submitted. Plan to coordinate with BAE Systems for a field trip and speakers. Plan to coordinate with SNHU for a simulator lab. Also wanted is some kind of partnership with SNH for additional education.

To take place 5 – 9 August 2019. Limit to 30 students, 10 in each section. For grades 6 up.

NHARNG is on board with attending requests are being submitted.

## 6. Winter Carnival Fireworks at Parlin – Recap

In summary all methods for parking and exiting worked. Some agitation and being out of order on leaving was reported. May want more and better comms and cones to direct traffic.

Great feedback. Thanks made to all volunteers. Count of 88 cars attending. No debris or trash to speak of.

Want a bigger show for next year. A hazmat permit is needed to transport larger fireworks.

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New Business

1. Manager's Notes

a) H. Marsden reports:

- 1) Fuel sales down. Flying is down. Weather issues probable cause. New card reader works well. Fuel nozzle may be replaced.

2. Open

Cody Morrison, town Economic Development Coordinator was introduced. He outlined some of his responsibilities such as being a school business resource linking internships with employers.

H. Marsden described the connection with rack cards, gave him one and explained its purpose. Airport activities were discussed. One subject in particular was the difficulty in getting people off the airport with a courtesy car. H. Marsden asked if C. Morrison will work with the town to make a car possible and help promote the airport. C. Morrison agreed to do so and to work to connect the airport with businesses in the town. Want to attract a demographic that might otherwise not come into town. Described what he does is work to market the town.

With no further business to conduct, Chairman Kloeppel called for a motion to adjourn.

So moved by J. Merriman, seconded by W. Wilmot. ***The motion passed unanimously.***

Meeting adjourned at 1929 local.

Minutes respectfully submitted by S. Mc Coy