

Minutes of the Airport Advisory Board Meeting Held 21 April 2020

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

Board Members Absent: J. Cote (Alternate)

Also in attendance: C. Henderson (Associate)
B. Davis (Associate)
F. Malczynski (Associate)
J. Anderson (Associate)

The meeting was held online.

Chairman R. Kloeppel called the meeting to order at 1841 local.

Old Business

Chairman Kloeppel called for members to review the minutes for the meeting held 21 January 2020.

R. Kelsea moved to accept as amended, seconded by H. Yanofsky. ***The motion passed unanimously.***

1. Airport FICONS:

- a. Airport Master Plan Runway Draft Document – Kelsea
Nothing new to report. No additional information incoming.

Spring cleanup time. Volunteers to help with cleanup.

The NOTAMs closing the south end of Runway 18/36 and the grass Runway 12/30 will be lifted. The lights on the south end of Runway 18/36 will be activated when the NOTAM is lifted.

2. Newport Town Times Liaison Report - Jackie Cote

Jackie Cote was unable to attend the meeting.

3. Drone (UAS) Update

Link to NPRM summary: From Fran Malczynski

https://docs.google.com/document/d/1WVHLvPRK27G_u8w43iS9pehI2GkFJ_2h_K0-JtYj9dk/edit

This update from the FAA is the last word on drone operations.

There is a new product from Iris Automation, Casia 360, for drone detection and avoidance beyond the line of sight. It provides multiple views. The FAA is not addressing beyond visual range issues, they may do so in the future.

Chairman R. Kloeppel stated that all present at the airport must be aware of people flying drones and be constantly vigilant.

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4. Simulators at Parlin - Bob Davis

The simulator has be set up in a room in his hangar but not activated yet. A protective floor surface needs to be installed. He has flown the simulator and describes it as 'spectacular'. There is room for the helicopter simulator if installed side by side. The simulator is set up with screens. There is no VR yet, no set up with it now. He states the yoke and throttles work better with the screens.

R. Kloeppele proposed using the kind of rubber matting used in stables to protect the floor surface.

J. Merriman talked about the helicopter simulator set up. Discussion followed. J. Anderson agreed to send a manufacturer contact to J. Merriman on the set up. At was agreed that there was more to discuss later, potentially at another meeting online.

There was discussion on the simulator set up hardware. What monitors and keyboards to be used and pricing.

There was discussion on the ACE Camp flight simulator lab software.

New Business

1. Manager's Notes

H. Marsden reports:

a) Highway Dept Truck

Has been sold.

b) Fireworks

Have been cancelled. A September timeframe for the event is possible.

The tentative date for the postponed Candy Drop is 19 June 2020.

The airport Open House has been cancelled.

c) Grant

H. Marsden reported that the FAA part of the CARES Act Tier 4 resulted in a grant of \$30,000.00 to Parlin Field. Details of this are being worked out. The NHDOT is to act as the FAA Grantor, SF424. Once signed the grant is to be used for operation and maintenance costs such as equipment, crack sealing, painting, etc. Not for construction projects. The grant has three (3) liabilities: 1) no exclusivity, 2) no civil rights violations and 3) no disadvantage to businesses. There is an obligation to keep the airport open for 20 years and to spend the grant in 4 years.

The Community Hangar roof, or a maintenance building are needed projects. The Community Hangar roof being the better priority project. \$22,000.00 to \$24,000.00 has been estimated for an applied spray coating. This would leave (at minimum) \$6,000.00.

Airport Co-Managers R. Kloeppele and H. Marsden asked for input on uses for the grant funds other than the Community Hangar roof. Proposed were a zero turn mower, painting and crack sealing.

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J. Merriman asked if other monies available to the airport could be added the \$30,000.00 grant. As for example other maintenance. H. Marsden stated yes they could. J. Merriman asked if crack sealing had to come from airport profits. H. Marsden stated no.

The roof of the Operations Building needs to be replaced. Shingling for this will be done by H. Marsden and J. Wallace.

The town of Newport must pay back grant money if the airport closes to the FAA because it is encumbered by the grant assurances.

J. Anderson asked if all the grant money is to be spent. The answer was yes.

R. Kelsea asked if the grant funds could cover the losses on fuel sales which were 400 gal. in March (see below). The answer was no, it does not cover lost income. It does however reimburse fuel use.

The fuel service shelter roof and paint were proposed as another use.

d) Airport

Fuel sales in March were 608 gal. This is down from March 2019 which was 1,000 gal.

The airport trail is getting use. There was proposal to put signage along the trail detailing the area geology, history and nature.

The airport may take a 5000 gal fuel delivery but may be under the condition of a full load. Management is looking at splitting with another airport. There is the need to profit on the fuel already in the tank. The fuel price will be dropped to further attract customers.

2. Open Items

Chairman R. Kloeppe called for a resolution for the airport to thank J. Wallace for the replacement of the Operations Building table and chairs. So moved by (?), seconded by J. Merriman. ***The resolution passed unanimously.***

The resolution is attached as Appendix A.

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

So moved by J. Merriman, seconded by H. Marsden. ***The motion passed unanimously.***

Meeting adjourned at 1939 local.

Minutes respectfully submitted by S. Mc Coy

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Appendix A

Resolution of the Airport Advisory Board 21 April 2020

Whereas: The Parlin Airport Operations Building provides both an important gathering place for local pilots and those from fields afar as well as providing a suitable venue to conduct airport business.

And:

Whereas: No small amount of effort is required to maintain the environs of the facility in a manner consistent with the provisions of the airport mission statement.

And:

Whereas: The Parlin volunteers continue to upgrade elements of the facility in an effort to provide that necessary for flight planning and overall safety.

And:

Whereas: Many years of wear and tear have exerted a toll on some of the facilities trappings.

And:

Whereas: The tables and chairs, having served superbly for many years, have borne the brunt of the wear and tear.

And:

Whereas: Capt. Jack Wallace, having noted the gradual deterioration of the table and chairs, personally and without regard for his time, energy or personal space, undertook the task to replace them with a world class replacement.

Therefore be it Resolved: That the Parlin Airport Advisory Board extend its most sincere and hearty thanks to Capt. Jack Wallace for his terrific contribution to the continuing legacy of Parlin Field.