

Commissioners Present: Lyn Tober, John Ogle, Tim O'Neil, James Ash, Jay Ennis, Wendy Roberts

Via phone Dave Ernsberger (in Texas), Dave Presby (in Georgia)

Absent: Jay McCusker (advised due to family obligation would not be able to attend), John Tholl

Also Present: Sondra Brekke, Matt Caron from Gale

Quorum established

Approval of Minutes of April 11, 2018 – moved by Tim O'Neil, seconded by Dave Ernsberger, all voted in favor

Engineers Report- discussion had about obstruction removal project, Matt Caron inquired about whether the airport had easements for the property upon which obstructions stand (trees) which no one could presently answer, will need to do scoping meeting to determine parameters of project, Wendy advised she has been in contact with Carol Niewola about that already and looking at May 8th as a meeting date and awaiting Nick Ippolito's response for confirmation. Discussion had about Gale contract which was sent and forwarded to all commissioners for comment. Only Jay Ennis and Wendy had reviewed contract and replied with suggestions which Matt stated could be incorporated. Remainder of commission was asked to review by Friday and send any revisions via email to group, with all members responding back regarding revisions by Monday on whether to include in contract via email vote, Wendy will then forward any agreed to revisions on to Gale for incorporation into contract. Goal is to have completed contract ready for signature by next meeting. Also discussed changing May 30 meeting to May 23 due to timing of project approval with NHDOT, all agreed to reschedule to May 23rd.

Town of Whitefield Water Inspection – Fred Ingerson did airport inspection associated with well head protection for the airport, left a packet for the airport to be in compliance with. Tim O'Neil volunteered to take on the inspection. Wendy will assist with documentation.

QT Pod Contract Renewal – Wendy advised that we are approaching the end of our contract and inquired about level at which we should renew. There are four levels, currently at gold which includes free upgrades, tech support and discount on parts and is \$995. Platinum level includes free parts but is \$1595 and lower levels are but do not include upgrades which cost more than the difference between levels. Jay Ennis moved to renew contract at gold level, seconded by Wendy, all voted in favor.

Civil Air Patrol Weekend- Wendy advised that the civil air patrol will be doing their training weekend May 4th- May 6th which includes being rated by the Air Force. They have installed a new router which is being donated to the airport. There will be about 30 people in attendance.

Hangar Inspections - Tim and John presented a draft letter for the inspections that have been done. Tim went over findings with Dave Presby of his hangar. Discussion had about non-compliant hangar owners regarding signing up for inspection. We provided opportunity for hangar owners to choose

their own date but at this point those who haven't are to be advised of a date that we choose. Group discussed starting with hangars on first row closest to runway. Tim will coordinate with Fire Chief for available date, tentatively June 1st, and Wendy will advise via letter to hangar owner of 30 day notice pursuant to by-laws. Discussion also had about posting checklist on website once completely finalized

Airport Manager Designation - Wendy has been listed with NHDOT and on AirNav after last year's officer election. Previously, Jim Ash was listed as he was chairman but Dave Presby was not available enough, Jim didn't want to stay in that position, so Wendy was designated by default without commission vote. Now being broached as the position should really be officially voted on. Dave Presby moved to appoint Wendy as airport manager, seconded by John Ogle, all voted in favor.

Other:

The localizer road has really become more of a river than a road. Eversource will be going down there but have machines that can drive right through it. Concern raised as to airport liability for people going down there. Tim volunteered to post No Trespassing signs at end of road.

Electric Bill and ASOS – Wendy advised that we are finally making headway regarding getting ASOS off our electric bill. Has been in touch with FAA and working on them taking over the meter which will save the airport about \$1500 a year. She is also trying to recoup some money for airport's payment of that bill but was initially told they couldn't do that. Pressed the issue and they are going to look into it further.

Fuel Pricing – discussion had about whether to change fuel pricing due to purchase price being higher than last purchase. Reviewed area pricing and no change recommended.

Meeting adjourned