

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

Absent: Dave Presby, Dave Ernsberger, John Ogle

Quorum Established

Minutes Approval: Moved by Tim O'Neil, seconded by John Tholl, discussion had. Addition regarding depositing the funds from sale of dirt into Capital Improvement Account. Lyn moved to accept as amended, seconded by John Tholl, all voted in favor.

Financial Review- reviewed account summaries and expenditures, motion made by John Tholl, seconded by Lyn to approve, all voted in favor

Manager's Report

Veeder Root – should be completed soon, there have been issues with scheduling as phone line needs to be moved in conjunction with power change over and weather has been interfering as electricians cant do the work in the rain and Fairpoint needs to schedule a week out at a time.

ASOS – FAA is working to take over electrical meter, will stay on them

Telephone – office phone has died, have plugged in an older phone which is working. No need to purchase business phone at this point

National Guard – waiting to hear back, Guard has indicated they expect some information within the next month

Hangar Inquiries – several people have inquired about building hangars including Bill Whelan and a contractor from Rhode Island who is building a house

Uber/Lyft- they have set up their services in the area but there are no drivers in the area to actually provide the service and it doesn't seem promising

Enterprise Rent A Car – there is a new manager in Littleton and Jay has put together a presentation but there needs to be input from the area manager to make anything happen, Jay will stay on it

Discussion had about revisiting the courtesy car idea and exploring with local dealers

Fuel Class – Tim and Jay will take the class on June 27, 2018, Lyn will take the class in October

Clarification of tie down fees – question raised regarding whether tie down fees are assessed to airport tenants- consensus was that if tenants are using the ramp tie downs for overnight parking that fees would be assessed.

Tim O'Neil asked about the time for the hangar inspection on Friday – Wendy advised at 10:00 am. Still need to schedule Flo's, Gregory's and Madden's hangar. Wendy to schedule after coordinating with Fire Chief

Tim raised the inspection of town buildings, SRE and Terminal Building. Will have the inspection done and address any issues

Fuel Farm maintenance- Lyn and Tim met and went over the record keeping. Discussion had regarding what is required to keep up to date. Fuel process document to be created to be uploaded to Google Drive and to be added to fuel maintenance log

Jay Ennis is still planning on taking care of relocating the fence post and moving the fence to the edge of the terminal building

Wendy brought up the issue in the front of hangar 24 and 20- Dave Bicknell showed Wendy a large lump on the taxiway that he is concerned with as a safety issue. Discussion had about how to address that- Jay Ennis suggested getting three estimates from contractors, Tim will talk to the town to see if they have the ability to address it.

REILs on 28 are on.

Jay McCusker – LED light haven't heard back, sent info on light purchase to email, staggering of commissioners are not a problem and there is no reason for him to resign and reappoint, he has not pursued Rymes due to being busy but if we are ready, he will pursue switching over, Scalley will seed around the fuel farm as well, discussion regarding whether we needed to sweep the runway for geese droppings but rain seems to be taking care of it.

Obstruction Light by water tower – is out, discussion had about keeping NOTAM in place and address repair with obstruction project

Banking – Wendy inquired if we could switch banks to make it more convenient as there is no Bank of NH in Lancaster and it is a challenge to make it to the bank, all agreed to switch to Passumpsic for banking

Meeting adjourned