

**TOWN OF HAVERHILL
DEAN MEMORIAL AIRPORT COMMISSION MINUTES
May 13th, 2009 – 7:00 PM
Dean Memorial Airport
(UNAPPROVED)**

Members Present: Chairman Jerry Lyons, Airport Manager Jim Fortier, Commissioners Dick Guy, Harry Haskins, Ron Fournier and Winston Currier

Excused: Selectboard Rep. Bob Maccini, Commissioners Joel Godston & Deb Upton

Absent: Student Representatives Tyler LeClerc, Nate Swain, & Reggie Lalmond.

Public: Doug Henson, Mr. Jeff Tucker, President, DuBois & King, Mr. Sandy Stevens, Student Advanced Driving, and Officer Cecil Smith, HPD, Driver Training Officer.

1. **Welcome & Meet Attendees:** Chair Lyons called the meeting to order at 7:05 PM

Mr. Sandy Stevens introduced himself along with Officer Smith – Cecil had asked that Sandy visit the Airport Commission to discuss Sandy's Driver Training program.

Sandy is asking about the possibility of utilizing the runway for an advanced training course for the Haverhill Police Dept. He has taught the Advanced Driver Training School for the Vermont Police Academy for 28 years. Recently the FAA/Homeland Security has denied him access to any runway, closed or not, in Vermont for this training. Since this runway at Dean Memorial is not directly under FAA control he is asking if there might be an opportunity to use this one for his training program. A rental fee would be involved, and Sandy would write up a proposal and an example of a schedule.

Discussion. It would seem at the outset that the insurance companies (Sandy's & Airport) would be the determining factors in whether or not this is feasible. Since the airport is not under the Town insurance policy but has its own policy, a determination would have to be made between the two companies. Sandy will coordinate with the Haverhill Select Board and will also check with insurance as to possibilities of proceeding. Jim will be Sandy's point of contact.

2. **Review Last Meeting Minutes:** Approved as written.

1. **Correspondence:** None.

1. **Public Appearances/Comments/Proposals:** None

1. **Old Business:**

1.a. **AAD 2009:** Reviewed the 'Task List' for updates. Betsy Uline had stopped by prior to the meeting to leave a quantity of well-made posters to be distributed advertising the event. Other items were reviewed. Set-up will be Friday, June 5th starting at 3:00 PM. Tables will be picked up at the Fire Dept in lieu of the school. Jerry will let us know when he can

coordinate that so we can help with the move. Dick has set up with WYKR – will advise the Commissioners as to actual time. The radio interview date will be June 5th. Jerry will also speak with Deb, Winston will check with Peter about an ad in the Bridge Weekly-Showcase.

1.a. **NPIAS Program and Revisions to Master Plan etc:** Mr. Jeff Tucker, President of Dubois & King, Inc. advised that his firm provides engineering services to airports. He and his company would like to be considered for project work should we go the NPIAS route. Further discussion on aspects of joining NPIAS – noted that joining NPIAS incurs no obligation until we proposing and complete a project. Dick advised the Commission that a new date for review of this item at an upcoming Selectboard meeting is being addressed, likely to be the first or second meeting in June and Dick will keep us apprised of that date.

1.a. **Hangar status:** Jim provided a summary of the contractors who offered a price proposal for foundation work. Discussion on concrete/excavation work. Jim will do more background work as to the use of 50/50 grant money. Motion by Ron to proceed and award the proposal to Clifford Concrete for site work pending state approval.

1.a. **Hangar Roof:** Jim has been researching prices to have the steel roof replaced by local contractors. Table for this month.
Comment by Doug Henson – work well done by Jim on getting the proposals for both this roof and for the town hangar site work.

1.a. **Brush cutting – Delaney property:** Will check into getting a chipper to take care of the brush that we cut during the winter in lieu of burning.

1. **Sub Committee Reports:** None.

1. **New Business:**

Presby building – smokestack question: (During the April HAC meeting Doug Henson had asked the Commission if anyone knew of the height of the as yet not built smokestack that would be associated with the Presby building.)

Jim noted that the Commission needs to work in close concert with various town Boards. Building is occurring on property in close proximity to the airport, thus there needs to be close cross-referencing between ZBA, HAC, and the Haverhill Select Board. HAC is responsible for knowing what is happening on or near the airport. Specific documentation needs to be filled out and submitted to the FAA for approval prior to the start of any construction on or near the airport. As is presently working, HAC is 'in the dark' and the situation needs further attention. In the interim Winston will check with Lyman Realty, the company that is promoting the Industrial Park for the Town of Haverhill, to be sure they are aware of the documentation requirement when reviewing the property with potential clients, ie, height requirements/restriction near the airport proper.

1. **Meeting Summary and List of Action Items & Person Responsible:**

1.a. **Jerry** – AAD activities;

1.b. **Jim** – check with NHDOT on use of 50/50 money; go w/site work;

- 1.c. **Dick** – advise on Select Board meeting date;
- 1.d. **Winston** – check with Presy's on stack? Inquire as to the term 'deisel' in 'Bio-desiel'; check in w/Lyman Realty.

- 1. **Adjourn Meeting:** There being no further business the meeting adjourned at 8:45 PM.

Respectfully submitted

Winston Currier
Recording Secretary