

**TOWN OF HAVERHILL
DEAN MEMORIAL AIRPORT COMMISSION MINUTES
August 12th, 2009 – 7:00 PM
Dean Memorial Airport
(UNAPPROVED)**

Members Present: Chairman Jerry Lyons, Dick Guy, Winston Currier, Joel Godston, Harold Haskins and Airport Manager Jim Fortier.

Excused: Selectboard Rep. Bob Maccini, Deb Upton, and Ron Fournier

Absent: T. LeClerc, Nate Swain, Reggie Lalmond.

Public: John Benson of DuBois-King for Mark Goodrich

1. **Welcome & Meet Attendees:** Chair Lyons called the meeting to order at 7:07 PM

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

3. **Review Correspondence:**

Jim – a flyer from the Sanford airport, Sanford, ME, advertising their upcoming Pancake Breakfast on August 22nd for the Light Sport Expo event being held there.

Also a letter directed to Chair Lyons from the NHDOT (Jack Ferns) outlining the steps that will be taken to process the application for Dean Memorial Airport to be accepted into the NPIAS program.

4. **Public Appearances/Comments/Proposals:** John Benson is filling in for Mark Goodrich tonight as Mark had a prior engagement. John spoke to the NHDOT letter noting that the letter simply provides a guide as to steps to proceed (Old Business 'a')

1. **Old Business:**

1.a. **NPIAS Program Progress:** Per Item 4 above.

1.a. **Hangar Construction – Concrete work:** Joel - Rich Clifford has not been able to pour the floor for the new Town Hangar as of yet. In his conversation with Joel he indicated that he is anxious to get back on schedule and finish this job correctly. Currently working on rebar in preparation for the pouring of the floor. Rebar is being epoxied into the footings to conform to the specification.

Jim – Trusses have been received and covered for protection from weather. Reviewed difficulties experienced with footings (not level) and attachment of rebar into the footings; also gravel material used as base was not 'crushed rock' as Jim noted there were several 'large sized rocks' that he removed from the base material.

Joel – reviewed a letter that he drafted that will go Mr. Clifford as a record of his discussion with Mr. Clifford.

1.a. **Roof Repair – Old Hangar:** Jim reported that the roof is done. Need to prime and paint the new trim boards – Winston will have it done in a reasonable time frame.

1.a. **Driver Training for Police Dept:** No further activity – no further tracking needed.

1.a. **Added taxiway from White Mountain Biodiesel:** Joel and Jim met with Bob Kuhsel of White Mountain Biodiesel to and discussed the mowing of grass to the to the grass. All parties are amenable to proceed with a plan to construct a taxiway from White Mountain Biodiesel to the 5B9 runway. Joel reviewed a letter to go to Mike Pouliot, NHDOT Department of Aeronautics, describing the plan to include a taxiway from White Mountain Biodiesel to the 5B9 runway as Jim advised Mike will be visiting the airport this month to do the annual facility review, and this will give Mike a 'heads up' as to what is being discussed.

1.a. **Frank B. Easton - Dean Memorial Scholarship Fund:** Joel reported that he has received yet another contribution to this fund and the fund now exceeds \$45,000.00.

2. **Balloon Raffle:** Dick Guy reported that we have three new sponsors – Gale Associates, Perry Oil, and White Mountain Biodiesel. Many thanks to Betsy Uline for the great posters AGAIN this year, and for all her help with the advertising!!! Jerry has some of the remaining tickets and Harry has the remainder as his name is on the poster to be called for tickets.

1. **New Business:** Completion of brush cutting on east side of the runway – decided to wait until fall to clean this up. Dick will check on the availability of a chipper.

2. **Other:** Doug Henson

2.a. Inquired as to the source of number of acres shown on the Supplement to the Master Plan – it is likely that this number (8.3+/- acres) came from a survey compiled by aerial mapping per the note at the bottom left of Sheet 4 of the Supplement to Chapter 7. (RE: Notes: Existing topographic survey compiled by aerial mapping by Eastern Topographic, Wolfeboro, NH, photo date: April 30, 2004 (1:60,000) compilation date: September 16,2004)

2.b. Have any engineering firms been contracted by the Commission? No. This being an open meeting any and all contractors associated with NPIAS activity, actual or potential, are welcome to attend these meetings. DuBois -King has opted to attend these meetings.

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

1.a. **Jerry/Joel** – Finalize letters to Mr. Clifford and Mr. Kuhsel;

1.b. **Dick, Harry** – proceed with Balloon Raffle details;

1.c. **Jim** – continue to monitor Hangar progress.

1. **Adjourn Meeting:** There being no further business the meeting adjourned at 8:20 PM.

Respectfully submitted
Winston Currier
Recording Secretary