

Airport Advisory Committee
Draft Meeting Minutes
Wednesday, June 23, 2020
Virtual Meeting Due to COVID-19

In attendance:

Committee (in attendance): Rick Bartle, Councilor Candace Bouchard, Councilor Gail Matson, Charles Gerhan, Rita Hunt, and Deputy City Manager Carlos Baía

Committee (absent): Joe Alosa; Jim MacKay

Staff: Martha Drukker, Chip Chesley, and Jay Burgess

Airport Manager: David Rolla

Guests: John Gorham (Jacobs), Heath Marsden (Jacobs), Michael Giardina (architect working for Jacobs); Alireza Famili (architect working for Jacobs)

Meeting called to order at 4:35 pm

1. Reading of Instructions and Roll Call Attendance

Meeting was held “virtually” via Zoom in accordance with Governor Sununu’s emergency orders due to the COVID-19 pandemic. The appropriate call-in and participant instructions were read aloud by Deputy City Manager Baía.

Roll call attendance was taken.

2. Approval of the February 12, 2020 meeting minutes

Mr. Gerhan moved approval; Councilor Matson seconded the motion.

Roll Call Vote:

Rick Bartle:	Yes
Councilor Bouchard:	Yes
Charles Gerhan:	Yes
Rita Hunt:	Yes
Councilor Matson:	Yes

3. Terminal Area Study Presentation

Mr. Giardina, Mr. Famili and Mr. Marsden presented the committee with a PowerPoint slide deck illustrating various options for a new terminal building, new terminal location, and additional hangar development along Airport Road.

The committee's consensus was that they liked the open terminal design but Mr. Gerhan noted that the thermal effect from all the airside glass may need to be mitigated, particularly in the mornings. Mr. Giardina stated that the ultimate version of the building that would eventually be constructed would need to meet the energy code and that there are various systems that could be employed to reduce heat effect.

The committee also preferred "Option 3" which positioned the new terminal building with its front, landside façade facing north to slightly northwest along Regional Drive and its airside facing south to southeast. This option provided for a better view of the runways and also opened up additional options for a public amenity space by the terminal.

Mr. Rolla stated that he would prefer to prohibit planes from parking immediately adjacent to the public amenity space to avoid prop wash or a jet blast that could cause injury or damage.

There was some conversation about the type of fencing that could be included to separate the public amenity space from the active airfield but not obstruct the view or appear unattractive.

Mr. Bartle expressed support for the Study's conclusion that provided for multi-hangar development along Airport Road near the end of the main runway.

Councilor Bouchard moved to accept the study and recommend option 3 as the preferred terminal building location to City Council; Councilor Matson seconded the motion.

Roll Call Vote:

Rick Bartle:	Yes
Councilor Bouchard:	Yes
Charles Gerhan:	Yes
Rita Hunt:	Yes
Councilor Matson:	Yes

Mr. Marsden stated that Jacobs and his team would conclude their work based on this direction and provide the City with the final study documents and PowerPoint.

4. Old Business

Adjutant General's Acquisition of Airport Property

Mr. Bartle asked for an update regarding the Airport's proposed sale of land to the NH Adjutant General's Office. Mr. Baía reported that despite multiple attempts on the City's part, the Adjutant General's office has still not returned a signed Purchase and Sales Agreement. The State claims that the document is still awaiting review with the State Attorney General's office despite the fact that it has been over a year since this document was forwarded to them. Mr. Baía noted that the Adjutant General had approached the City several months ago seeking permission to move forward on some due diligence items without benefit of the signed P&S and therefore, at their own risk. Mr. Baía authorized the State to move forward on those items (survey/appraisal) but stressed that without a signed P&S the Adjutant General would do so at its own risk and with no guarantee of the City's continued participation should the P&S terms expire prior to execution.

Aerobatic Practices

Mr. Rolla provided an update on the aerobatic practices held to date at the airport. He noted that he did receive one complaint from a session from a gentleman that did not provide a name or address. That caller was concerned about "noise pollution" and indicated that he was going to pursue the matter. Mr. Rolla has not heard anything else from the gentleman nor anyone else. It was noted that some people actually expressed enjoyment at watching the aerobatic flights.

Councilor Bouchard expressed some reservation about the practice as more pilots begin participating. However, she did not want to stop the activity at this point.

FY 21 Airport Budget Adoption

Mr. Baía noted that the FY 21 airport budget was recently adopted by City Council. It is a status quo budget. In terms of capital improvements, only one item of note was the improvements to the ADA ramp on the airside of the existing terminal building.

Wings N Wheels Event

Mr. Baía reminded the committee that the Wings N Wheels event was canceled for 2020 due to the COVID-19 pandemic.

Federal COVID-19 Response Funds

Mr. Baía also noted that the airport was awarded \$30,000 in federal funds due to COVID-19 to be used for operational expenses not capital projects. Ms. Drukker noted that the Federal government will also cover the City's portion of pending capital project applications. For Concord, this will mean that the city will save its portion toward the pending acquisition of the loader.

5. New Business

Councilor Bouchard asked if the aviation industry is seeing any type of uptick in GA flights since so much of the commercial industry is dormant due to COVID-19 fears. Mr. Rolla was not aware of such a trend.

6. Adjournment

Mr. Bartle moved to adjourn; Councilor Matson seconded the motion.

Roll Call Vote:

Rick Bartle:	Yes
Councilor Bouchard:	Yes
Charles Gerhan:	Yes
Rita Hunt:	Yes
Councilor Matson:	Yes

Meeting adjourned at 5:50 p.m.

Respectfully submitted,

Carlos P. Baía