

**Airport Advisory Committee  
37 Green Street, City Council Chambers  
Approved Meeting Minutes  
November 9, 2023**

Committee Members in Attendance:

Councilor Candace Bouchard; Councilor Gail Matson; Warren Runde; Gail Wolek; Rita Castonguay-Hunt and Rick Bartle

Absent:

Jim MacKay; Sathesh Mani

Staff:

Tim Thompson, AICP, Assistant Director of Community Development; Matt Walsh, Deputy City Manager - Development; Jay Burgess, Public Properties Superintendent; Stefanie Breton, Public Information Officer

Public:

John Gorham, Jacobs Engineering; David Rolla, Concord Aviation Services (CAS)

Councilor Bouchard called the meeting to order at 4:33 p.m.

**1. Adoption of February 23, 2023 Minutes (Public & Non-Public)**

Ms. Castonguay-Hunt moved the approval of the February 23, 2023 public & sealed, non-public minutes. Mr. Bartle seconded the motion. The motion passed by a unanimous voice vote.

**2. Introduction of Assistant Director of Community Development Tim Thompson**

Councilor Bouchard introduced Mr. Thompson to the committee. Mr. Thompson expressed his thanks, and looks forward to working with the committee.

**3. Wings and Wheels Debrief**

Ms. Breton thanked all the volunteers and the community for a successful Wings and Wheels Events at the Airport on September 17. She noted that that this was the first time that the City assumed responsibilities as the primary event organizer rather than the Granite State Airport Management Association (GSAMA). She estimates that approximately 2,000 to 3,000 people attended the event, including lots of children. Looking ahead, she suggested that more food trucks/food options and new STEM/Aviation related activities should be added next year. The 2024 event is targeted to be scheduled for September 29, 2024, hoping to avoid conflicts with the City Multi-Cultural Festival and the NH Highland Games.

**4. United Therapeutics Lease Update**

Mr. Thompson introduced this item stating that the work on site continues to progress, but due to some construction delays, anticipated occupancy would likely be in January 2024. Mr. Walsh stated that there were issues with the installation of insulation (mold) was the primary reason for the construction delays.

Mr. Bartle asked about potential public-private partnerships regarding electric charging of planes and helicopters given that United Therapeutics is installing one for their electric helicopter. Ms. Castonguay-Hunt followed up asking if there may be potential funding from the FAA. Councilor

Matson stated that the City should continue to look for outside funding opportunities. Mr. Thompson mentioned that he would be discussing EV charging (for automobiles) in the next agenda item. Mr. Walsh noted that the discussion on electric charging opportunities could be a continuing agenda item at future meetings.

## **5. Grant Updates**

Mr. Thompson informed the committee that he was investigating grant opportunities to bring EV charging to the airport as well as in the City's parking system, which he also oversees. He also noted that the latest grant request for the terminal was in the works and being overseen by Martha Drukker in the Engineering Division.

John Gorham, Jacobs Engineering, followed up stating that his firm is working with Ms. Drukker on the grant application. The current grant application is for the design of the terminal, and expects about a 3 to 4 month review before a grant decision is made. He noted that if the grant was successful the work could be bid next summer with approximately a 4 to 5 year timing for funding on the construction (90% federal, 5% state, 5% City).

The consensus of the committee was to continue looking for grant funding, particularly related to bringing EV charging stations to the airport.

## **6. Airport Manager Update**

Mr. Rolla gave an overview of several activities and information as follows:

- CAS is fully supportive of EV charging grants, believe the airport is a good location for them.
- United Therapeutics seems more than willing to cooperate with the general aviation community.
- Airport statistics – less jet traffic in current year than previous year. There has been a change/shift in the dynamics of local aviators. Seems to be a generational shift occurring where newer aviators are buying aircraft from older aviators. Over the past year or so, en aircraft were sold and left the airport, but 10 new aircraft were purchased and arrived at the airport. Total number of aircraft remains steady at 77 (not including military/state aircraft).
- Jet fuel sales down approximately 20% from last year (20,000 gallons). He surmised it is due to less air traffic from St. Paul's School families, who should be targeted as a strategic partner for the airport.
- AVGAS is up about 20%, due to the shift in sales and newer aviators flying more often.
- EPA has set a target date for ending leaded fuel use in aircraft. It is unclear how transition away from leaded fuel will occur, or if any modifications to the Airport fuel farm will be required.
- Definitely an anecdotal increase in military/state aviation activity recently.
- Aerobatics – 15 hours of total flying, only one neighborhood/airport area resident complaint. Only 2 were extended operations on weekends (Wings & Wheels and Aerobatic Day), otherwise 1 hour or so at a time.

Mr. Bartle asked if Mr. Rolla knew the EPA target date for eliminating leaded fuel. Mr. Rolla stated the target is 2028. He also noted that there will need to be discussions on handling the any potential modifications for the fuel farm and associated underground storage tanks. He also noted the fuel farm was replaced in 1996 and might be approaching the end of its useful life in 2028 when switch to unleaded fuels occurs.

Ms. Castonguay-Hunt questions if Herz car rentals might help with EV charging stations, as the company has made investments in the EV fleet of vehicles. Mr. Rolla said it isn't clear yet what their strategy with EVs is yet, but that may be able to help in leveraging grant funding.

**7. Non-Public Session**

Councilor Matson moved to go into non-public session for the discussion of the acquisition, sale, or lease of real property per NHRSA 91-A3: II(d). Ms. Wolek seconded the motion. A roll call vote was held and the vote was unanimous in support of the motion. The non-public session began at 5:07 p.m.

Ms. Wolek moved to come out of non-public session. Ms. Castonguay-Hunt seconded the motion. A roll call vote was held and the vote was unanimous in support of the motion. The non-public session ended at 5:40 p.m.

Upon conclusion of the non-public session, Mr. Bartle moved to seal the minutes of the non-public session. Ms. Castonguay-Hunt seconded the motion. A roll call vote was held and the vote was unanimous in support of the motion.

**8. Adjournment**

Ms. Castonguay-Hunt moved to adjourn. Ms. Wolek seconded the motion. The motion passed unanimously.

The meeting adjourned at 5:41 p.m.

*Respectfully submitted,*

*Tim Thompson, AICP, Assistant Director of Community Development*