

Skyhaven Airport Advisory Council (SAAC)

Meeting Minutes – Meeting #77

July 12, 2016

Present:

Peter Bruckner, Chair SAAC
Bill Richard, SAAC
Dan Barufaldi, SAAC
Sen. Sam Cataldo, SAAC
Dick Jackson, SAAC
Kenn Ortmann, SAAC
Ken Weyler, SAAC
Jim Rogers, SAAC
Mark Gardner, PDA
Frank Torr, PDA
Bill Bartlett, PDA
Andrew Pomeroy, PDA Airport Operations Supervisor

Next meeting: October
14, 2016

I. Standard Topics

- a. Peter Bruckner, SAAC Chair called the meeting to order at 0837 local time.**
- b. The meeting minutes for February's meeting were accepted with one correction.**
- c. GP Aviation Report:** No representation present.
- d. Web Page:** None
- e. Finance Report:**

Andrew Pomeroy, Airport Operations Manager reported on the financials for the first month of the new fiscal year.

- i. New fiscal year as of July 1.
- ii. Key points on page2:
 - 1. Fuel sales are up significantly; 23,000+, almost 24,000gallons sold in fiscal year 2016, vs. 13,000 in fiscal year 2015.
 - 2. Hangar occupancy is down slightly; due to holding hangars open as people left to house those that were going to be displaced from hangar one So for a time, we are holding empty hangars until all hangar one tenants are relocated.
- iii. Page 3:
 - 1. Again, documenting fuel sales (significant increase)
- iv. Page 4:
 - 1. Outlay from the PDA for the ongoing construction projects:
 - a. We are in the process of closing out the runway construction; there are a few remaining punch list items.
 - b. There's a taxilane pavement drainage project coming up.
- v. Page 6:
 - 1. Forecast a net loss of \$301,000.00 for fiscal year 2017

- a. PDA had budgeted to cover a \$345,000 loss.
(Depreciation, labor, etc.)
- vi. There were questions asked regarding the punch list items and Andrew reported:
 - 1. There is some brush clearing that needs to be done
 - a. Waiting for wetland permits
 - 2. Add-on in front of the PAPI's because of ponding
 - 3. There are some pine trees and shrubs we are prepping the upland area to be mowable
 - 4. Sign at intersection of ODALS Road and Taxiway A is incorrectly oriented
 - 5. A few areas of pavement to be patched.
 - 6. Many of the projects are awaiting wetland permits.
 - a. Important because arrangements were made with DES in the past to pay for the draining of ponds across the street and the airport got credits. We are trying to ensure that these credits, designed for new work, are not being depleted to take care of maintenance.
- vii. Question regarding fiscal year 2015 and 2016, and when fiscal years start and end.
 - 1. Fiscal years 2015 and 2016 are both depicted for comparison purposes.
- viii. Question regarding hangar user relocations
 - 1. The hangar one tenants have moved, with the exception of Kenn, who has expressed that he did not want one as he is moving to Maine.

f. Webpage Feedback – None

g. Subcommittee Reports: Wings and Wheels

- i.* Kenn reported that the Share Fund has informed us that they are not interested in being the beneficiary organization for the Wings and Wheels event moving forward. They have had great success and believe that it is time to give another organization the opportunity. The city is currently searching for another organization to pick up where Share Fund left off. The Share Fund has volunteered all of their contacts, checklists, and other materials to any new organization so that they don't have to start from scratch.
- ii.* Share fund had a very successful event this year, where over 10,500 people attended the Wings and Wheels event. This was a perfect storm of good marketing, good weather, and community support.
- iii.* There was a discussion of the fact that at 10,000 plus people we have exceeded the capacity of this venue. Some consideration is being given to ways to limit attendance at future events. Selling tickets for admittance to future events is one possibility. A change of venue is also

being discussed however it is unlikely that you'll have a "Wings" and "Wheels" event without the airport.

h. Traffic count

Andrew reported on the traffic recording reports. The Saturday of the Wings and Wheels event showed an estimated 243 operations for that one day. The month of May showed 612 operations, June showed 813 operations. Andrew also pulled some reports to see what our busiest days of the week are. Surprisingly our busiest days are not the weekends, but mid week. The busiest days in May were Tuesday and Wednesday, June was Wednesday (with the exception of Saturday the 4th – Wings and Wheels), and July is Monday and Wednesday.

II. Old Business:

a. Taxilane & Drainage Rehab Project

John Pelletier, Jacobs Engineering, gave a summary of the planned work areas around the hangars and the proposed phasing. It is expected that due to funding the phases are likely to be completed over two years. Work area 1 to include areas 1A and 1B are expected to take 57 days to complete, and during Phase 2 work areas 2a and 2B are expected to take 50 calendar days to complete.

Peter asked about gate use for tenants to come into the airfield during construction. Andrew reported that the current gate will remain in use throughout phase 1 and that if it is necessary for tenants to drive to their aircraft during the time of construction that a combination lock could be placed on one of the manual gates for access, but for the time in question most may choose to walk to their aircraft.

There was a lengthy discussion of the wash rack and what was being done for that. Peter wanted to see a design for the wash rack. John Pelletier showed on the diagram what areas of preparation are being done in this project so that we don't need to dig up the ramp at a future date for the wash rack. This includes access points and controls for a sewer system tie-in so that the future wash rack will not drain into the storm water system. Andrew reminded everyone that the proposed wash rack has never been a part of the current project. It will be a new project and any design work would be funded under a new project. Jacobs has gone above and beyond in their engineering to plan for this future project and included those items that they could include in this project to make a future wash rack installation easier.

III. New Business

Peter inquired about a letter from the City of Rochester that had three items that the city would like to see modified to coincide with city policies and zoning. These items included the installation of a new fire hydrant, Storm Water protections for the future wash rack installation, and a recommended change in the light fixtures that were proposed to limit light pollution. Andrew reported that the PDA and Jacobs had already met with the City regarding these items and agreed upon solutions.

a. SAAC Annual Report

Peter Bruckner announced that for the first time the SAAC has produced a draft of their required Annual Report, and put it forth for review and discussion.

Bill Bartlett commented that the PDA had an objection to the last two paragraphs of the report that suggested that despite the improvements to the airport over the past few years that those paragraphs suggest that the SAAC believes that the PDA has not done a good job and that the SAAC does not appreciate the efforts of the PDA Staff or the \$1.3 Million of its own money PDA has invested in Skyhaven.

Mr. Barufaldi commented that he was a little concerned that we are memorializing an area of disagreement in an annual report; that he believes that it is inappropriate and that to do so would prejudice future relationships between this body and the PDA which he believes would be disastrous for the future of this airport, and he could not support inclusion of those paragraphs in an annual report. He added that it has been made clear around this table how certain members feel but he could not support inclusion of this in an annual report.

Peter opened the floor for amendments to the report.

Mr. Barufaldi made a motion that the last two paragraphs be stricken from the report.

A lengthy discussion over the merits of the last two paragraphs followed. Kenn and Peter as the authors of the annual report made their case for the paragraphs remaining.

The major disagreement revolved around the feeling of the chair and vice chair that the PDA has not included them in the construction project planning process and that they receive project plans "after decisions have already been made." And that there is room for improvement in the working relationship between the PDA and the SAAC.

Bill Bartlett proposed that the PDA would not have an issue including one or two designated individuals in future construction planning meetings.

Peter stated that would be an agreeable option

A vote was held to strike the last two paragraphs from the annual report and the motion passed.

A motion was raised to designate the chair and vice chair to be the two individuals that the PDA notifies when a planning meeting is set up for a new project so that they may attend if they can make it. The motion passed.

b. Speed limit on 108

- i. Peter suggested that a letter be drafted to the City of Rochester suggesting that the speed limit be reduced on Rt. 108 in front of the airport for safety. With the new business park there has been an increase in accidents with traffic attempting to enter 108. After a lengthy discussion it was agreed that a letter should be drawn up and submitted to the City of Rochester requesting the speed limit reduction and that a copy be provided to the business park across the street so that they could petition as well.

IV. Public Comment

None

Meeting was adjourned at 10:45 am Local time

Respectfully submitted, Andrew B. Pomeroy for Chair Peter Bruckner.