

Skyhaven Airport Advisory Council (SAAC)

Meeting Minutes – Meeting #92

March 9, 2020

Present:

Peter Bruckner, Chair SAAC, City of Rochester
Mike Scala, City of Rochester
Bill Richard, SAAC
Rep. Ken Weyler, State Rep & SAAC
Jim Rogers, SAAC, City of Dover
James Gray, NH Senate, SAAC
Chuck Grassie, SAAC
Dan Barufaldi, SAAC
Robin Comstock, SAAC
Frank Torr, PDA
Andrew Pomeroy, PDA

Next meeting:

TBD

I. Standard Topics

- a) Meeting Called to Order.
- b) Acceptance of the Minutes of November, Meeting
- c) Nominations and Voting of 2020 SAAC Officers. All officers were nominated to their posts for another year and confirmed by unanimous vote:
 - a. Peter Bruckner – Chair
 - b. Rep. Ken Weyler – Vice Chair
 - c. Bill Richard – Secretary/Treasurer

Finance Report- Andrew Pomeroy

- a) Report shows the first six months of FY2020.
- b) Hangar rentals and tie downs – revenue is up \$1,000 over budgeted numbers and up over last year. FY19 Started with three T hangar vacancies and Hangar 5 was also vacant. Hangars are now fully occupied and we have started a wait list again. In addition Hangar 5 is occupied and paying rent.
- c) Fuel sales are up \$6,000 so far this year over budgeted amount.
- d) PDA Labor hours and facilities expenses are down \$7,000 from last year.
- e) Page 5 – CIP, shows 2021 as the design project for the reconstruction of the main apron and tie down ramp. Skyhaven has been banking up our AIP entitlement funds to complete the design and reconstruction of the apron. This apron area is the last paved section of the airfield to rebuild. The PDA has rebuilt all the paved areas on the airfield.
- f) Net Cash Flow operating loss of \$23,000 for the first half of FY2020. Cumulative out of pocket for PDA since 2008 is \$1.7 Million. This includes depreciation and 5% sponsor shares of FAA AIP Funded Projects.

Webpage: The PDA would like to do an update to the Skyhaven Web Page to modernize it and make it more user friendly. The hope it to be able to tie this page with the economic development pages for Rochester, Dover and Somersworth.

Andrew stated that he had hoped to have a preliminary test site available for the committee to look at for today's meeting but the PDA received a quote from our current web page designer that came in significantly higher than what we had expected. The PDA will re-negotiate with the web designer for a more reasonable amount or source out another web designer.

We will be working with the SAAC Marketing Committee to develop this new page.

Subcommittee Reports

Wings and Wheels planning meetings have commenced. Rochester Rotary will be organizing the event again this year. They have been contacting and signing up vendors for the event scheduled for June 6th, and most of the vendors who attended last year have signed up for this year as well. There was a discussion of C&R Helicopters taking the place of Seacoast Helicopters, and a call for more static display aircraft.

Old Business:

Airport Traffic Report: Andrew ran several reports for the committee. Now that we have some years' worth of data to look at we can start to see patterns and trends. Our numbers seem to be fairly consistent from year to year.

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|----|-------------------------|----------------------|
| a. | 2020 Total Yr. to date: | Est 1,216 Operations |
| b. | March to date | Est 83 Operations |
| c. | February | Est 475 Operations |
| d. | January | Est 548 Operations |
| e. | December | Est. 414 Operations |
| f. | Total Ops 2019 | Est 9,292 Operations |
- b) Andrew described how the operations are calculated using radio transitions for those who were new to the system. An Operation is one take-off or one landing. A Touch and Go is therefore two operations
 - c) Weather seems to be main factor for the difference in traffic counts.
 - d) There does appear to be a slight correlation between the traffic counts and fuel sales. Months of higher traffic counts tend to have higher fuel sales but will some variances.
 - e) There was a group discussion of the status of a flight school starting at Skyhaven. Aviair a flight school out of Beverly MA has signed a Right of Entry to use the office space at Skyhaven but have yet to make an appearance at the airport.

Taxilane & Drainage Rehab Project – punch list, Andrew Pomeroy

- a) The PDA, NH DOT Aeronautics and Jacobs Engineering are looking at solutions to water infiltration in the Hangar 2 T-hangars. There is approximately \$190,000 left over in the Taxilane and Drainage project grant and we would like to use those funds to install trench drains around hangar row 2. Jacobs Engineering is currently designing a trench drain system to go around Hangar 2 complex. We had wanted to accomplish the work prior to winter, but it looks like an early spring start is likely.

New Business:

Public Comment: No public comment.

Non-Public Session (If Required)

Next meeting: June 8, 2020.

Meeting was adjourned at 10:20 AM Local time

Respectfully submitted, Andrew Pomeroy, for Chair Peter Bruckner.