

Skyhaven Airport Advisory Council (SAAC)
Meeting Minutes – Meeting #98

February 7, 2022

Present: Peter Bruckner, Chair SAAC, City of Rochester
Mike Scala, City of Rochester
Rep. Ken Weyler, State Rep & SAAC
Jim Rogers, SAAC, City of Dover
James Gray, NH Senate, SAAC
Robin Comstock, SAAC
Andrew Pomeroy, PDA
John Pelletier, Jacobs Engineering

Next Meeting: May 9, 2022

1. Standard Topics

- a) Meeting called to Order at 9:05 am
- b) Acceptance of the Minutes was unanimous.
- c) Voting in of SAAC Officers:
 - Chair: Peter Bruckner
 - Vice Chair: Rep. Ken Weyler, State Rep& SAAC
 - Secretary/Treasurer: Bill Richards
 - All re-elected by unanimous vote
- d) The council discussed the process for filling vacancies. At present the council has two vacancies as both Jim Jackson, and Dan Barufaldi' have resigned from the SAAC. Jim Jackson was a Governor's appointee and Dan was appointed by the Dover City Manager. These appointments were verified by Senator James Gray who referenced the Statutory and Study Committees page on the General Court of New Hampshire webpage.
<https://gencourt.state.nh.us/>
- e) Finance Report: Andrew Pomeroy
 - a) Report represents the Second quarter of FY2022.
 - b) The hangars a currently full with a 19 person waiting list. Andrew stated that the due to the fact that there is a shortage of hangars in the area, and we have not had a rent increase in about ten years, the PDA is contemplating a rent increase, amount to be determined. The cost to maintain and to power the hangars has steadily increased over the past ten years, and the PDA has invested hundreds of thousands of dollars in the old hangar units, with new roofing and improved drainage.
 - c) Fuel Sales were this past three months were on par with the previous year, with December being a very strong month when compared to December 2021. FY21 was an extremely good year for fuel sales at Skyhaven, and FY2022 numbers are more like an average year with one exception.
 - a. In the last two weeks of July, and first week of August, there was a malfunction with our self-serve fuel system, where the Pulse Counter was only counting

about every third gallon pumped. Therefore the system was only charging customers for roughly $\frac{1}{2}$ - $\frac{1}{3}$ the actual gallons pumped. We discovered this issue and had to remove the fuel farm from service until new parts could arrive and be installed. Therefore fuel sales for the months of July and August are low.

- b. Overall fuel sales as of the close of the second quarter of FY22 are down 8,700 gallons sold versus 12,816 sold by this point in FY21.
- d) The fuel price at the pump was recently increased to \$5.10/gallon due to increased fuel purchase price. Andrew explained that the price per gallon on the finance report is the amount the PDA receives following the credit card and service fees charged by the self-serve fuel system. Andrew read off the current fuel prices from other airports within a 60 mile radius of Skyhaven and Skyhaven is still very competitively priced at \$5.10
- e) Building maintenance expenses are up as we are currently renovating the terminal building. PDA Maintenance has been addressing several issues with the building to modernize it, make it more efficient, marketable and to bring it up to current building codes and ADA Compliance.
- f) Andrew stated that the current trend is for fuel prices to increase and that we would soon need to refill the tanks at Skyhaven and it will result in an increase in the fuel price. The group discussed the recent increase in fuel price around the area and how we price fuel.
- g) Since conception, PDA has invested approximately 1.7 million out of pocket in maintaining and operating Skyhaven.
- h) Some questions were asked by the committee members about the "depreciation expense and how much longer we have on that." Andrew stated that it is general accounting practice and that he could reach out to our Finance Director to get the specifics on what assets are currently in that line.

2. Webpage:

- a) There was a group discussion about the website, its utility and the desire to have more frequent news articles.
- b) Andrew stated that the PDA has hired a graphic and web designer (Sara Van Wert) whose job it is to develop and update the PDA's web presence for all PDA Divisions to include Skyhaven. Andrew showed some variations of a potential new Skyhaven Airport Logo. The committee gave some input on what they liked about the variations and where improvements can be made. The group felt that the Name Skyhaven Airport could be more prominent with darker and larger font.

3. T-Aviation: Not present.

4. Subcommittee Reports:

- a. Wings & Wheels committee has been meeting regularly. The event will be June 4, 2022. Peter encourages anyone interested to join in the planning committee

5. Old Business:

- a. Airport Traffic Report: Andrew presented the traffic reports since the last meeting. Andrew stated that his prediction was correct and CY 2021 did top out over 12,000 operations with 12,035 estimated operations. This is lower than the 13,009 estimated operations in 2020, but still higher than all previous recorded years. 2020 being a

record breaking year for Skyhaven with good flying weather and low fuel prices. 2021 had less favorable weather and higher gas prices. An average year for the airport prior to 2020 was in the 6,000 – 7,000 operations per year range. So traffic remains strong. It was noted that in 2022 that the system that records operations was knocked offline in the first week of December. Data for the first half of December was not recorded. There were 641 operations in January, and 29 operations in the first two days of February.

6. New Business:

- a) **Terminal Apron Rehab Design Project:** Andrew opened the discussion with a brief history of the planning project to date.
- i. The original plan was to simply tear up and repave the existing apron (Plan A). We presented that and had a designed project approved. In the interim we have been actively seeking hanger developers. Skyhaven is in desperate need of additional hanger space. All hangers are currently full and waitlist of 19 people. So an alternative design was presented at our last meeting that allowed for new hangars to be developed on the apron closest to and parallel to the existing hangars.

This would have allowed for a quick build of 15 hangers.

John Pelletier showed the 30% Apron Design Plans for this new design (Plan B). Some of the challenges involve the Apron slopes and the need to match taxi lanes with the existing taxiway A. There is up to a 4' change in elevation needed to make the proposed T-Hangar area level with the taxiway. Because of this, the unfunded expense involved, and an FAA deadline to close this design project, we made the difficult decision to go back to Plan A.

- b) John Pelletier presented the Committee with the 90% design plans for the apron reconstruction (plan A). He described the work to be done, the drainage improvements, and the removal of the fuel hose structure in the middle of the apron, and the concrete catchment area that would need to be installed in the aircraft fueling area to contain spills. John also described the project phasing, to include a section of Taxiway A that will be replaced during this project.
- c) **Sofield Apartments Residential Development.** Peter Bruckner began a presentation on a proposal before the Rochester Planning Board, whereby the owner of Scofield
- d) Apartments has requested a variance on a parcel of their property on agricultural land to become residential land. According to the plans attached this variance would only apply to the portion of the property where they have proposed construction of a new residential housing development. Unlike their earlier proposal this portion of the property, though still under the Airport Aviation Overlay District, is outside the confines of the Runway Protection Zone (RPZ).
- e) Andrew Pomeroy, explained of what an RPZ is and what its purpose is. He also described what the FAA guidelines are on what can and cannot be in an RPZ. Agricultural land is an approved use for an RPZ but residential developments are not. Therefore the airport has no objection to the zoning variance for those portions of the property in

depicted in the development plan submitted in the variance request as it lies outside the RPZ. The airport would request that those portions of the Sofield property within the RPZ remain in agricultural use, as this is an FAA approved use within and RPZ.

- f) The SAAC voted unanimously on a motion to the Rochester Planning Board that stated that the SAAC has no objection to the Sofield Zoning Variance as depicted on the Variance request before the Planning Board so long as the variance only applies to the property outside the RPZ.

7. Public Comment: None

8. Other New Business:

Non Public Session (If Required)

Next Meeting: February 7, 2022

Meeting was adjourned at 11:15

Respectfully submitted, Andrew Pomeroy