



Meeting Minutes  
Granite State Airport Management Association, Inc.  
Friday, December 8, 2017 10:00 AM  
NHDOT Offices 7 Hazen Drive, Concord, NH

**Members Present:**

Martha Drukker (KCON)	Ross Tsantoulis PE (Dubois&King)
David Rolla (KCON)	Stephen Barker (FAA)
Andrew Pomeroy (KPSM/KDAW)	Brian Bennett) McFarland-Johnson)
Dennis Cunningham (5B9)	Frank Diglio (PlaneSense)
Marv Everson (KLCI)	Heath Marsden (Jacobs)
Rick Bergeron (KCNH)	Brady Brewster (Jacobs)
Carol Niewola (NHDOT/Aero)	Nils Gonzales (Hoyle,Tanner Associates)
Tracey McInnis (FAA/Airport Div.)	Bob Furey (Hoyle, Tanner Associates)
Patrick Herlihy (NHDOT/Aero)	Rita Hunt (ArgenTeck Solutions)
Harvey Sawyer (KAFN)	Nikolas Ippolito (Gale Associates)
Brian Burr (KCNH)	Wendell Berthelsen (Aviation Museum NH)
Garrett Miller (7B3)	Rick Kloepfel (2B3)
Stephen Bourque (McFarland-Johnson)	Glenn Smart (The Smart Associates)
Chris Lynch (KASH)	Amy Gray (Stantec Consulting)
Mary Beth Merritt (KLEB)	Gregg Cohen (Stantec Consulting)
Richard Yarnold (BACS)	

**1. Call to Order:**

Call to Order was given by Martha Drukker at 10:05 AM.

**2. Approval of Minutes:**

A motion was made by Andrew Pomeroy to approve the September 15, 2017 minutes as presented – as a draft by Dennis Cunningham – and seconded by Dennis Cunningham. All in favor, passed unanimously.

**3. Treasurer's Report:**

Andrew Pomeroy reported that GSAMA has \$25,402.98 in its checking account. Outstanding obligations are \$1,400. **Available balance is \$24,7002.98.71.** The Pilots and Drivers Golf Tournament brought in \$17, 554.00 Expenses came to \$8,141.00. This brought in total revenue of **\$9,412.22.** The 5K and Airport Aviation day in Concord brought in \$10,502, with expenses of \$7,450 and revenue of **\$3,051.15.** The total revenue from both events comes to **\$12,463.37.** Of that, \$9,304 (75%) was for STEM/Aviation. A vote was made to accept the treasurer's report. Motion made and seconded by Dennis Cunningham.

#### **4. Panel Discussions: Airport Equipment & Construction Projects Lessons Learned**

Martha introduced John Gorham from Jacobs who acted as moderator on a Panel discussion regarding Airport Equipment & Construction Projects Lessons Learned. She also asked for input from the attendees at the meeting. John Gorham introduced the five (5) panelists, which consisted of the following companies.

Tom Rugg (Area Manager) Pike Industries, Inc.  
Edward Bennett (General Manager/Estimator) KOBO Utility Construction Corp.  
Bob Burns (Estimator) F.L. Merrill Construction, Inc.  
Bruce Bauer (Project Manager) Continental Construction, Inc.  
Carl Beauregard (President) Beauregard Equipment, Inc.

John started the discussions with a couple of questions for the panelists. The first question was asked in the context of how long do you have to bid a project. When a parent airport requests a bid, what type of things may take a long time and may affect the bid process. Is there a better time frame for pricing?

What are the issues that could delay and affect the overall process?

- Modifications can take longer to flush out. The contractors may see the job for the first time and have to scope the entire project for pricing prior to a bid.
- Waiting on Electrical Subs (possible delays from their suppliers having to read through a lot of specs to comply with)
- Signage (requiring lead time for pricing)
- Specialty Items (e.g. paint removal restrictions, grooving)
- Lead-time for suppliers can be tight. Bid documents can also be complex requiring 60-65% content US build and receiving this information from the manufacturers.

Are there any steps that you cannot predict a project bid? How do you handle it?

- Clean concise order process would help with the unknowns
  - Underground utilities are difficult to find at time
  - At busier airports, such as Manchester, the schedule for the airfield operations can impact construction starts. Getting to the work area at times can impact the productivity of the crews if they are not able to start at a designated time. Crews are expected to get a certain amount of work done a day and this is what they are basing their pricing on.
  - It is late to bring the operational constraints to a preconstruction conference but the vendors accommodate the project
- Gregg Cohen from Stantec Consulting asked the panel if there were any operational problems with the residents. Bruce Bauer responded and his company felt that residents worked very closely with the airport and had no complaints.
- Andrew Pomeroy asked Bruce Bauer what could the airport do to help in scheduling. Bruce's reply is that they could use a general idea what the peak times would be on the field.
- A question was asked if the companies had inventories stored on their properties. Very little inventory is stored.
- It was noted that there are so many contractors that are qualified and have the certification to bid on the project.

- Carol Niewola asked the panel if a Design/build concept would be work with the vendors as a team on a large project with consultants/airports. Would this be efficient or help in anyway or would it complicate things. A reply was the complexity of the project and the possibility of a time risk. Sometimes too many choices can be detrimental to the process.

## **5. NH Airport Approach and Zoning Plan Project Overview by Brady Brewster from Jacobs**

Brady exhibited to the attendees a power point presentation on the 9 airports in NH and their airspace compliance. A brochure was available for Airport Managers and sponsors.

## **6. Old Business**

Events Committee Update: Stephen Bourgue/Martha Drukker

- Steve said this was the best year that we have had for the “Pilots and Drivers” Golf Tournament event. The goal was to have 60 golfers playing but ended up with 58. A team pulled out at the last minute. He also mentioned that he would like to see more activity from the airports themselves at this affair. It has always been an excellent opportunity to network with companies in the aviation field. The event was voted to continue and will be held at the same venue, Portsmouth Airport.
- Martha Drukker gave an update on the 5k/Aviation Day at Concord. The 5k brought in 80 regular runners with 30 walk-ins. They had approximately 250 attendees at the aviation day event. It was voted by the association to make this a Concord Airport day event and separate its affiliation from the Pilot and Drivers Event.
- Legislative Committee Update by NHDOT and FAA. Patrick Herlihy gave an update on HB124 (Aircraft Registration Fee) Bill is now with the Ways and Means Committee has established a study and has been amended to a weight based measurement fee. They proposed some fuel gas tax increases. This will be going to House Floor some time in January and will be voted on. If it makes it out of the House floor it will go to the Senate, the transportation Committee, and there will be more testimony and public hearing next spring. Whatever comes of that, they will either pass it or expedient to legislate which basically will kill the bill. If it makes it out of the Senate but is different from the House phase it will go to conference and they would hash the bill between the parties and eventually sent to the Governor for his signature or his veto. Right now we are waiting if it passes for the full House.

## **7. Airport Grant Program Update by NHDOT and FAA:** Carol Niewola DOT with (*Excerpts from DOT handout below*)

- News from FAA: FAA’s annual financial reports (SF 425, SF 270/271) are due December 15, 2017. Draft AC 150/5370-10H is available for comment through January 19, 2018. This is what they use for specification information.
- Airport Sponsor Reminders:
  - ✓ If you haven’t already, scheduled your airport’s FY 2018 scoping meeting, please contact NHDOT to set one up.
  - ✓ Based aircraft lists are still needed from tow airports to meet FAA’s December 29, 2019 deadline.
  - ✓ FY 2019 AIP-funded projects will “locked in” around March-April 2018.

- ✓ Single Audit Act reports due for July-June fiscal year airports no later than March 31, 2018.
- State and Local Grant Program: There continues to be no funding available for the 80-2- state-local airport grant program for the state FY 2018. Thirteen airports qualify for this program when funding was available.
- Aircraft Operating Fee (AOF) Returns: RSA 422:36II requires the state to return one-quarter of the AOF to the airports for use at those airports for aeronautical purposes. Effective CY 2015, AOF Returns can only be issued to an aeronautical fund for the airport. Most AOF Returns for CY have been paid.
- Grants to Airport Sponsors: There continues to be no funding available in state FY 2018 for the 100% grants to airport sponsors program. Twenty-five airports qualify for this program when funding is available.
- Airport Property Tax Reimbursement Program: Property taxes paid on the public-use portion of privately owned, publicly used airports qualified for an exemption und RSA 72:38 (nine airports are eligible). This program historically covered less than 100% if the eligible costs, but continues to be unfunded in state FY 2018.
- The Aeronautical Special Fund Balance: The current balance is \$3,200

## **8. Airport News Update:**

- A handout was available to all attendees regarding a status report on Airport Projects

## **9. New Busniess:**

- HR 2997, Air Traffic Control Privatization
- Vote for New Chair of Events:  
Nick Ippolito (Gale Associates) was voted in as the new Chair of Events and will be administering the “Pilot and Drivers Golf Tournament” next year.
- Vote for CY 2018 GSAMA Officers  
It was voted to postpone the election for President and Vice President at the next meeting. Martha Drukker will continue hold both positions temporarily. Andrew Pomeroy was voted in as the Treasurer and Dennis Cunningham as Secretary.

## **10. Next Meeting: Friday, March 9, 2018 at location TBD at 10:00AM**

## **11. Adjournment:**

Motion to adjourn by Martha Drukker and was seconded by Dennis Cunningham at 12:02p.m. Motion passed unanimously.

These minutes reflect the discussion that took place during this meeting to the best of my knowledge. All corrections or clarification are welcomed.

Respectfully submitted,

ORIGINALLY SIGNED BY

Dennis Cunningham  
GSAMA Secretary