



Meeting Minutes
Granite State Airport Management Association, Inc.
Friday, June 8, 2018 11:00 AM
Mt. Washington Regional Airport, 5 Airport Road, Whitefield, NH

Members Present:

Martha Drukker (KCON)	Brady Brewster (Jacobs)
Nikolas Ippolito (Gale Associate)	Wendy Roberts (KHIE)
Andrew Pomeroy (KPSM/KDAW)	Matt Caron (Gale Associates)
Dennis Cunningham (5B9)	Bob Mallard (ASG)
Jack Wozmak, (KEEN)	Katie Hogue (Stantec)
Heath Marsden, (2B3/Jacobs)	Chris Lynch (KASH)
Carol Niewola (NH DOT/Aero)	Jay Ennis (KHIE)
Patrick Herlihy (NH DOT/Aero)	Rick Dymont (KLEB)
Harvey Sawyer (KAFN)	Stephen Bourque (McFarland-Johnson)
Jim Ash (KHIE)	Brittany Davis (NBAA)
Arnie Stymest (Gale Associates)	Mike Rogerson (HTA)

1. Call to Order:

Martha Drukker gave call to Order at 11:10 AM. She reminded everyone to make sure they sign in for the day's meeting to update and reorganize the membership list. The members that were present introduced themselves at the meeting.

2. Approval of Minutes: Dennis Cunningham motioned to approve the March 18, 2018 minutes as presented – as a draft by Dennis Cunningham – and seconded by Jack Wozmak. All in favor, passed unanimously.

3. Approval of Treasurer's Report by Andrew Pomeroy:

Current Account Balance:	\$23,172.17
Outstanding Obligations:	\$14.99
Available Balance:	<u>\$23,157.18</u>

2018 Membership Collected:	\$1,725.00
(27 out of 64 invoices)	

2017 Events

Pilots and Drivers Golf:	\$17,554.00
Expenses:	<u>\$ 8,141.78</u>
Total:	<u>\$ 9,412.22</u>
CON Aviation Day:	\$10,502.00
Expenses:	\$ 7,450.85

Total: \$ 3,051.15

Events Total: \$12,463.37 (75% to STEM + 25% to Aeronautical Special Fund)

75% to STEM = \$9,347.52

\$2,000.00 WinnAero
\$2,000.00 Events Account
\$5,347.52 undetermined beneficiary

25% to Aeronautical Special Fund = \$3,115.84

Events Committee Checking Available Balance: \$2,116.62

A motion was made by Dennis Cunningham to accept the treasurer's report and seconded by Andrew Pomeroy.

4. Presentations:

a. **Wendy Roberts** started the presentations with a welcome to the Mt Washington Airport and gave a historic overview of airport. The airport started out as a private airstrip in the 1920's run by Eastern Grey. Before leasing out the land for a polo field, he reserved a portion of the land for an airstrip. In the 1920's to 1930's this was known as one of the busiest airports in New England after Logan Airport in Boston. They had over 6,000 passengers arrive at the airport in the late 1920's. In the 1930's there was an air meet, which was attended by 4000 people. There was talk in the late 1930's and early 1940's of making the airport available for public use. Mt Washington Regional Airport's airfield is situated in the middle of an old polo field on land that was donated to the town of Whitefield in 1946 by Frank Dodge, an operator of one of the last of the Grand Hotels. In 1947 the Whitefield Municipal Airport was born. In the late 1940's grant money was available for projects since the airport was made into a public-use airport. Frank Dodge's son, John, continued on with the airport until the 1970's. In 1955, Shirley Mahn managed the airport until 1959. She was also a flight instructor and was instrumental in expanding the airport. Both runway and taxiways were relocated. In 1964 the airport got a lot of publicity from a search and rescue staged out of the 22 towns that support the airport. A huge issue for the airport was the railroad, which restricted the runway length to 3,500 feet, although the runway was designed for 4,000 feet. They were able to move the railroad after two years and the runway was dedicated in 1966. Two years later the runway was lighted. Airline service began on and off in the 1950's to 1984 and mostly during the summer months. A major expansion of the runway was completed in 2005 to 4,001 feet. The airport is managed by a completely volunteer commission. Wendy is pleased to see the current motivated group of individuals on the commission who want to see the airport succeed. They now have a rental car service and taxi service at the airport. They recently applied for a Northern Borders Grant, which is not FAA money, to put in jet fuel farm. The National Guard and Civil Air Patrol have training operations at the airport. Lastly, they have a fly-in on June 23 & 24th.

b. **Harvey Sawyer** - Jaffrey Airport - Silver Ranch spoke about the fireworks gala at the airport. Folks from Maine came to Jaffrey and started producing fireworks in their basement. The fireworks show started in 1950. At its peak, 30,000 people showed up for the fireworks display. Atlas Fireworks is one of the largest companies that have firework shows. An airport layout plan was shown to all the meeting attendees about how the field was arranged for the show. Their runway was built in 1946 and the hangar in 1947 which was recently refurbished. In 1960, with community and local industry support, the runway was extended, paved and lighted. Recently Harvey and his wife, Lee, started outreach efforts called Senior's Saturdays starting on May 26 to get the local people to come to the airport. The Chamber of Commerce, New Hampshire Aeronautics and New Hampshire Pilots Association are co-sponsors of the fireworks event. The money to pay for the fireworks comes from admissions. The biggest beneficiary is the police department. They set the rules in how many police they need at the event. The police budget for this event is around \$30,000. The Chamber of Commerce has professionals to install

the 12,000 feet of fencing for the event. Admission for cars currently is \$40 and \$10 for walk-ins. They also have a pre-buy option online. The Chamber handles this transaction, which is all done online. There was a terror threat in 2012 and the show was cancelled, and it had been 4 years before the fireworks display was back on. The show is held every 3rd Saturday in August.

c. **Andrew Pomeroy** – Skyhaven Airport, Rochester, talks about how he coordinates his event “Wings Wheels” at the Skyhaven Airport and information about community events at our airports. A PowerPoint presentation was used. At federally funded airports there are a number of hoops that have to be jumped through and restrictions that the airport has to abide by. Skyhaven’s Wings and Wheels event started out as the Rochester Police Department Outreach Program. At a federally funded airport, FAA needs to understand how civil aviation will benefit from such an event. Types of community events that you may see at an airport are: airshows, open houses, wings and wheels events, runway runs, fireworks, and seminars. When planning an event, Andrew recommended starting 6-12 months ahead of your planned event date. He recommended establishing a core event planning committee, which entails working groups. They are:

- Event Sponsor/Planner
- Airport Operations
- Traffic Control & Parking
- Air Traffic Control
- FBO/Tenants
- Public Safety/Fire & EMS/Security
- Logistics
- Vendors

Andrew provided handouts to attendees including: Consideration for Airport Operations/ Ground Operations Plan, and Public Safety/Security Considerations

FAA – For Federally Funded Airports

- Submit OE/AAA case data a MINIMUM 45 Days Prior to the planned event date
- Request for Nonaeronautical Use. Submit in writing to NHDOT or FAA
- Prepare Airshow Ground Operations Plan
- Prepare Airport Event Safety Plan
- FAA Resources:
 - FAA Order 8900.1
 - FAA “Policy on the Temporary Closure of Airports for Nonaeronautical Purposes” 14 CFR Chapter 1
 - FAA “Policy and Procedures Concerning the Use of Airport Revenue”
 - FAA Airport Compliance Manual – Order 5190.6B

A Nonaeronautical use checklist is available online at the NHDOT’s website for reference.

d. **Brittany Davis** – National Business Aviation Association. Brittany replaced Dean Saucier who retired in 2017. The organization has 17 volunteer committees, which comprise the best practices in the field of aviation. An access committee has three departments which specialize in weather, air traffic control and airports.

5. Old Business

- a. Events Committee Update: Nik Ippolito

- i. “Pilots and Drivers” Golf Tournament” - Update. Spread the word about the tournament.
 - ii. “Concord Airport Aviation Day” – Update. The event is September 9, 2018. They are still working on sponsorships.
- b. Legislative Committee Update (HB124): Patrick Herlihy HB 124 and a companion bill 565 which address aircraft registration fees. NH Aircraft Registration Fees are changing January 1, 2019. Senate Bill (SB) 565-FN has been sent to the governor’s desk and will be signed into law which states; RSA 422:11 An aircraft operating fee for each aircraft is required. The amount of the fee for an antique aircraft, glider, or experimental aircraft shall be \$100. The amount of the fee for all other aircraft shall be based on the maximum certificated gross weight of the aircraft as follows

0-3,000 lbs	\$100.00
3,000 - 8,000 lbs	\$250.00
8,001 – 12,500 lbs	\$2,500.00
More than 12,500 lbs	\$3,500.00

There will also be a quarterly reporting requirement for each airport open to public use to NHDOT/Bureau of Aeronautics listing of all aircraft based at that airport. A flat \$250,000.00 will be going back to the airports. It will not be the 25% of the revenue as before. A question was asked regarding a fuel tax. This had been removed.

A Study of the Use/Regulations of Biometrics (HB 523) became law 5/15/2018. A study and report will be in by November 1, 2018.

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

- Airport Improvement Program Funding: Carol provided an update of the aeronautic program. An omnibus Appropriations bill was signed into law (PL 115-141) on March 23, 2018 that fully funds FAA’s Airport Improvement Program at \$3.35B nationally through September 30, 2018. The law provides an additional “supplemental appropriations” for airport improvements up to \$1B for eligible airports. A FY 2019 appropriations bill is in the Senate and, if passed, will provide \$3.35 B in AIP funding plus an additional \$750M in “supplemental appropriation” for airport improvements.
- New Hampshire Airport Improvement and Maintenance Program: Starting in spring 2019, grant funds are expected to be issued to eligible projects at NH’s public-use airports. While similar to the unfunded 80-20 State-Local Grant Program, all 25 public-use airports will be eligible. More details are expected in July 2018.
- Aircraft Operating Fee (AOF) returns: RSA 422:361l 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 2017 have been paid. Contact the Bureau if you haven’t received this year’s AOF Returns.
- Grants to Airports 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 was available.
- Airport Property Tax Reimbursement Program: Property taxes paid on the public-use portion of privately owned, publicly used airports for an exemption under RSA 72:38 (none airports are eligible). This program historically covered less than 100% of the eligible costs, but continues to be unfunded in state FY2018

Airport Sponsors Reminders

- Based aircraft lists should be submitted to NHDOT

- Single Audit Act reports are due for January-December fiscal year airports no later than September 30, 2018
- Please submit non-aeronautical airport use requests for this season's events
- www.SAM.gov registration reminder
- SFY year-end closeout efforts are ongoing.

Aeronautical Special Fund Current Balance = \$5,729.00

Airways Toll Current Balance = \$227,302.51

7. Airport News Update:

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

8. New Business:

A motion was presented to make three separate payments for STEM of \$1,000 each: two each to SNHU, and one to GSCC. Chris motioned and seconded by Andrew Pomeroy.

We are still looking for a permanent President. Tom Malafonte (Acting Airport Manager) from Manchester may be interested in filling the position. He has forwarded his resume to Martha, which was dispersed to the group.

9. Next Meeting: Friday, September 14, 2018 at location TBD at 10:00AM.

10. Adjournment: A motion to adjourn was made by Dennis Cunningham and seconded Jack Wozmak by at 1:23 PM

Respectfully submitted,

ORIGINALLY SIGNED BY

Dennis Cunningham
GSAMA Secretary

