

# LACONIA AIRPORT AUTHORITY

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## RECORD OF MEETING

Thursday, September 16, 2021, 4:00 pm.  
Terminal Conference Room

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**PRESENT:** Vice Chairman Dale Chan Eddy, Treasurer Jason Larrere, Eric Tierno, Dale Crumb, Paul Gaudet, Jr., Kim Weeks, Commissioner Peter Spanos

**ABSENT:** Chairman Andrew Hosmer, Clerk Robert Glendening .

**GUESTS:** John Gorham, Dave Emerson, Lee Avery.

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**Vice-Chairman Eddy called the meeting to order at 4:02 pm.**

**1. Action on approval of 8/19/2021 Meeting minutes.**

**MOTION:** Upon a motion by Mr. Tierno, seconded by Mr. Crumb, the minutes of August 19, 2021, meeting were approved as submitted by the recording secretary by unanimous vote.

**2. Public Input :** None

**3. Review of Finances** - The Airport Manager led a general discussion of the finance report.

**NOTE: Chairman Hosmer joined the meeting at 4:12 pm.**

A lengthy discussion followed regarding the issue of the Snow Removal contract.

**MOTION:** Upon a motion by Mr. Hosmer, seconded by Mr. Spanos, the Board determined that the Snow Removal contract would require the signatures of the airport manager and the Chairman of the Authority by unanimous vote.

**MOTION:** Upon a motion by Mr. Larrere, seconded by Ms. Weeks, the Board approved the proposed budget for the fiscal year 2021-2022 by unanimous vote.

#### 4. Old Business

**A. AIP Projects Update** - Mr. Gorham provided the update as follows:

1. SBG-15 Obstruction Removal (Tree clearing). The Grant Offer is awaiting the approval of the Governor and Council.
2. SBG-16, Airfield Pavement Maintenance and Marking (Aprons, approximately 60,000 SY) - The contractor completed this project on Wednesday, September 8.
3. Perimeter Fence preliminary planning is ongoing.

**B. Marketing Update** - Ms. Weeks spoke of a plan to target regional flying clubs via direct mail, then to expand to charter firms to make them aware and familiar with LCI. Ms. Weeks also reiterated the need for content to share on social media.

**C. Boiler Replacement** - Stafford Oil Company is moving forward on this project. The concern is the availability of equipment and materials in a timely manner.

**D. Emergency Generator** - Daniels Electric has surveyed the project and is preparing an estimate for the Board to review.

**NOTE: Mr. Spanos and Mr. Gaudet left the meeting at 5:00 pm.**

#### 5. New Business

**A. Land Development Progress** - Following a discussion, the Board expressed the concern that too much time has already elapsed and this project needs to get underway.

**MOTION:** Upon a motion by Mr. Eddy, seconded by Mr. Crumb, the Board approved Stephen J. Smith and Associates/Dubois & King Inc. to proceed with the sub-division and infrastructure work on the land adjacent to the closed runway by unanimous vote.

**B. Signature authorization** - Authorization is needed for the Chairman to sign an Application for Federal Assistance (form SF-424) for a grant related to the Airport Rescue Plan Act (ARPA) - \$59,000 for costs associated with operations, personnel, cleaning, sanitization, janitorial

services, combating the spread of pathogens at the airport, and debt service payments.

**MOTION:** Upon a motion by Mr. Eddy, seconded by Mr. Tierno, the Board granted authorization for the Chairman to sign the Application for Federal Assistance (SF-424) for Grant offer SBG-09-19-2021 - Airport Rescue Plan Act (ARPA) - on behalf of Laconia Airport Authority by unanimous vote.

## **6. Other Business**

- A. Moody House** - the Gilford Fire Department performed a controlled burn on Saturday morning, September 11.
- B. Kitchen Cravings** has a buyer. The new owners intend to keep it as a restaurant.
- C. Athanas' Hangar** will soon have a new owner who plans to improve the building and grounds.
- D. Airport Emergency Plan** - Ms. Weeks reviewed the plan and suggested that we should move forward with its implementation as long as it follows FAA standards.

## **7. Next Scheduled Meeting: October 21 , 2021**

## **8. The Chairman declared the meeting a djourned at 5:17 pm.**