

SKYHAVEN AIRPORT OPERATION COMMISSION

Minutes of November 14, 2005

PRESENT: Keans, Colby, Jackson, Hochgraf, and Berube

ALSO: Tricia Lambert, Kenn Ortmann, Walt Lewis, Paul Arsenaault, and Norm Houle

Meeting called to order 8:30 am

1. Approval of minutes of October 17, 2005 - Moved by Colby and seconded by Jackson- unanimous

2. Old Business:

- a. Environmental Mitigation Update - The ponds have been drained and the project is near completion. Parking lot is currently under construction-there was a delay due to the wet ground. There will be some outstanding items through next spring: invasive species removal, kiosk construction for parking lot and seeding (where necessary)
- b. Fencing project – Fencing Project as bid is complete. Negotiations are now underway to complete the second phase of fencing and install the access system. Total contract \$252,000+
- c. Status reports and updates:
 - 1). FBO – (A) Picked up the “Skyhaven Airport” on Route 108 sign (North). Norm Houle stated the pole was also removed from the location of which it was erected. Mr. Houle also stated that there were other signs at the airport that need to be erected. (B) Paul says that 12 or more “no trespassing” signs are available to be placed on the new fence. (C) SRE Building- Automatic Water Feeder is dripping- Paul will make the repair. (D). The Aztec will be taken off line due to high rental fees and insurance. The aircraft will be kept for personal use. (E) New Cessna 150 will be added to the fleet for rental. (F) 930 will be renovated for use next month. (G) OVA has started a ground school-they currently have 12 attending.
 - 2). Hangar List- 50 Names
 - 3). Rotating Beacon has not been repaired yet. A discussion took place on the necessity for Skyhaven to have an operating beacon. The FAA would like to see it maintained but it is not technically required for this type of airport. The Bureau of Aeronautics will continue to maintain it, due that it also doubles as an obstruction light for the hill.
 - 4). Bond Payment Issue-Sandy Keans and Fred Hochgraf will arrange a meeting with Treasury to discuss the schedule of the bonds.
 - 5). Tie-Down Issue- Attorney General’s Office has looked at the liability and has determined that there is no additional liability.
 - 6). Holes in Pavement- District 2 has repaired the hole next to Hangar 2, some clean up is required. The hole adjacent to Hangar 5 will not be repaired due that the pavement is not constructed on the proper sub - base. The hole will continue to be filled with sand until it can be rehabilitated.
 - 7.) Fuel Farm- On November 15, 2005, Michael Pouliot will be attending a meeting for a pre-bid meeting for the work to be done on the fuel farm

(DES Compliance). He will also be replacing the hand pump on the diesel tank.

- 8). Grass Cutting- A job well done by OVA.
- 9). OVA Proposed Shed- Fred Stated Hangar 5 has a snow load deficiency - the city of Rochester (Code) would prefer that the new shed be at least 8 feet away from the hangar. Fred brought up the issue of a new paint area. If a new paint area was constructed attached to the hangar, then the current areas being used to paint can be converted in to the necessary undercover storage. OVA will do some research on the costs to build the paint shop addition. The issue of the SWPPP needs to be addressed as soon as possible. The paint booth is a secondary issue. Paul will stake out the proposed shed and members of the SAOC will take a look at the layout. The shed will be a temporary structure.
- 10.) Scoping Federal Fiscal Year 2006-Taxiway A- On May 1, 2006 Tricia will submit a grant for "Design Only" of the Taxiway "A" extension, relocation and rehabilitation. The extension will connect the taxiway to Runway 15 (500 foot extension). Full funding for the project is questionable for 2006-may require a Phase II to complete the project.

3. New Business:

- a. Next Meeting: December 19, 2005
- b. Future meeting dates: 1/23/06

4. Non Public Session- None

5. Adjournment 10:10 am

SAOC Members

*** Please note meeting dates and advise Sandy of any conflicts, your attendance is important**