



155 Burr Street  
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**Airport Authority Board of Directors  
Minutes of March 22, 2017**

Directors present: Picard; Adams; Arnold; Leonardi; Wilson; Weiner; Hoey

Via Telecom: Jacob; Neal-Sanjuro; Petrini; Sklarz

Directors absent: Constantinople Sr.; Constantinople Jr.; O'Connell; Scarpati

Others in attendance: Tim Larson, Diane Jackson, Tom Reich, Felipe Suriel, Alicia Seremet, Karen Wait, Maribel Lota, Dave Reger, Steve Fournier, Devin Tichy, Evan Warren, Donald Shoop and Kathy Grant

The meeting was called to order at 4:04pm by Mr. Picard.

Motion to approve meeting minutes from January 18, 2016 by Mr. Hoey, second Mr. Sklarz. Approved unanimously with one edit.

**1. Executive Directors Report**

Mr. Larson reviewed the tragic accident that occurred just outside airport property on February 22, 2017. The plane went down during a training flight originating from the American Flight Academy, a tenant of Robinson Aviation. There has been no activity at the flight school since, according to Mr. Robinson. Mr. Larson complimented the Airport Staff and, EHPD and EHFD for their heroic rescue efforts following the crash.

The annual budget is only a \$6K increase over the previous year although both revenue and expense figures are aggressive. Next Wednesday, March 29, 2017 Mr. Larson and Ms. Jackson will present to the Board of Alders with the goal of maintaining \$325K funding.

Arguments for the lawsuit are being heard today. Mr. Larson was at the court earlier this day along with the John Rose, NH City counsel. The airport provided expert witnesses which the state questioned but brought none of their own. Hugh Manke, Esq. remained confident of a favorable outcome.

Mr. Larson briefly reviewed new air service development as Mr. Reich will present the status in a presentation. The feasibility study regarding joining CAA was delayed as this time. Mr. Dillon, CAA Executive Director did assure Mr. Larson that assistance with the last obstructions (trees) will be forthcoming with a letter of support to the CTDOT and possible assistance from the State to ensure progress.

## **2. Chairman's Report**

Mr. Picard shared the Mr. Scarpati's wife is ill so board members could reach out if they wish.

## **3. Audit and Finance Committee**

Mr. Arnold commented that currently income is down but the budget for the year is still in good shape. Additionally as of the end of January, the TNHAA has repaid the debt to AvPORTS.

A draft budget for FY2017-18 has been distributed. Of note is parking revenues have declined and Mr. Arnold reiterated the both revenue and expense budgets are aggressive.

Mr. Picard suggested that a vote on the 17-18 budget be taken due to no concerns or questions from the Board.

Mr. Wiener moved for approval of the Budget as presented, second, Mr. Leonardi. Approved unanimously.

## **4. Airport Managers Report**

Ms. Jackson outlined the status of the investigation on the crash and that a report from the NTSB can take a year or more. She again acknowledged the vital and extraordinary role our mutual aid responders play in an emergency.

Ms. Jackson acknowledged the outstanding job by Ms. Seremet and Mr. Reger organizing and hosting the annual Table-Top Drill that required by the FAA. This drill involves all agencies that would be involved in an emergency scenario and participants talk out action that would be taken, when and by whom.

The triennial drill, also an FAA requirement, is scheduled for April 19<sup>th</sup>. Board members are encouraged to attend and observe a live enactment of a real emergency on the airfield. This exercise allows agencies to participate in real time and experience a mock crash/emergency from the tone alarm to distributing injured to local hospitals and treatment. Other potential hazards that could be experienced.

AP statistics were distributed. HVN had a number of cancellations with the recent snowfall. AA policy when there is severe weather predicted is to remove aircraft from

that area and return when the extreme weather passes and that was HVN's experience with the storm.

Mr. Reich reported on meetings with six airlines at Routes America that he attended with Ms. Jackson and Mr. Larson. There have been some personnel changes in airline route planning and he stressed the need to keep in touch so that the airline decision makers are aware of HVN's interest in welcoming new service. It remains that the length of the usable runway is an obstacle to new service and reiterated the need to pave the RSA's to attract new service as it is the single obstacle hindering momentum to attract new service.

Ms. Jackson reported that AA is installing new Kiosks in the terminal and is striving to make the HVN terminal aesthetics in-line with their mainline appearance. The AP is also installing a charging station with seating to better serve passengers.

AA plans to add an additional flight at HVN by the end of the year.

Mr. Larson added that the seasonal flight market to the local region is appealing but those carriers seek financial support to move to HVN.

**5. Other Business: None**

**Public Comment: None**

Meeting adjourned at 5:03pm

Respectfully submitted,  
Kathleen Grant  
AvPORTS