

Airport Advisory Committee
November 30, 2015
Terminal Lobby—Concord Municipal Airport
Meeting Minutes

Committee in attendance: Joe Alosa, Rick Bartle, Candace Bouchard, Charles Gerhan, Gail Matson, Jim McKay

Absent: Ernie Loomis

Staff/Airport Manager in attendance: Carlos Baía, Jay Burgess, Martha Drukker
David Rolla (Mgr.), Robert Rolla (Mgr.)

Consultant: John Gorham (Jacobs Engineering)

Meeting called to order at 4:35 p.m.

Chairman Alosa suggested that the Committee tour the Terminal Building prior to addressing the formal agenda items as it had been quite a long time since many of the members had been in the facility. A tour of the entire facility was conducted. Upon conclusion of the tour, various members of the Committee remarked that the facility was in much worse condition than they imagined and, in no way, portrayed anything positive about the City to the flying community. Carlos Baía concurred and noted that the City’s Capital Improvement Program has included an item to replace the terminal for many years. Mr. Baía stated that the City Manager and Deputy City Manager for Finance had recently toured the terminal as well and it was likely that City Administration would be recommending to move up demolition of the existing facility and planning for a replacement.

1. Approval of the April 23, 2015 meeting minutes

Motion to approve made by Jim McKay, seconded by Councilor Matson. Motion passes unanimously.

2. Jax Wings Proposal

Kim Lyden-Ricker explained that her late son had been an aviation enthusiast and had worked at the Concord Municipal Airport. Since his untimely passing in 2013, she has been working to find a way to honor his memory and passion (flying). To that end she is forming a 501c3 foundation called Jax Wings to—in the short to medium term—raise funds and coordinate volunteers to renovate the terminal lobby area. In the long-term, the foundation would raise money to provide flight training scholarships and host aviation-related festivals and expos.

Ms. Lyden-Ricker agreed that the Terminal was in deplorable condition and expressed that her personal belief is that it should be demolished. However, in the interim, she felt that Concord needed to do something to the existing facility that is still used by pilots, presidential candidates, etc.

Her proposal is to have the City provide Jax Wings with office space in the Terminal building (where the current pilots’ lounge is). Ms. Lyden-Ricker would then—from that space—coordinate professional contractors who have given preliminary commitments to provide volunteer services. She envisions converting the current kitchen/storage space on the south side of the Terminal Lobby into a new pilots’

lounge complete with a separate entrance, private bathroom, and amenities such as a big screen TV, cable television and Wi-Fi. She also noted that she would have the flooring replaced in the lobby area and repaint the facility. To address the building's internal environment, her contractor has suggested some venting of the 2nd floor, blocking off that section of the Terminal; and addressing some plumbing issues and removing the City's stored materials at the facility.

Ms. Lyden-Ricker noted that all of the work with the exception of the venting of the facility, blocking of the second floor, the removal of the stored materials and the provision of dumpsters would be done by Jax Wings volunteers at no cost to the City.

Mr. Baía explained that he has been in contact with Ms. Lyden-Ricker for over a year on her plans and he understands her passion but that the City always has a concern when volunteer groups offer to take on improvements to City property. Many times the most well-meaning efforts falter due to a variety of factors such as discovering more work/cost than was anticipated, conflicting priorities for volunteers, inability to sustain volunteer interest, etc. Mr. Baía stated that if the Airport Advisory Committee wished to recommend to the Council that the Jax Wings proposal be pursued, that City staff would need to work to secure some type of financial guarantee to ensure that work wouldn't start and leave the City with an unfinished product that ultimately requires taking on unforeseen costs to the taxpayer.

Mr. McKay asked if Jax Wings had already secured its 501c3 status. Ms. Lyden-Ricker indicated that she anticipates securing that in a few months. She explained that she had already gotten some commitments from individuals to serve on an advisory board for the foundation. She noted that, in part, the foundation hasn't yet been formalized because it has taken longer than anticipated for her to get a full understanding of the condition of the Terminal building. Once she was able to coordinate some contractor inspections, she now knows that the building condition is awful but not horrible yet.

As to Mr. Baía's concerns, Ms. Lyden-Ricker stated that her volunteers would not make the building worse than it is today.

Mr. Alosa stated that he has witnessed similar volunteer efforts in other New Hampshire towns and found that in many cases such volunteer projects tend to be difficult to execute and ultimately forces the Town to get involved. He asked Ms. Lyden-Ricker if she had a budget for this Terminal project. She answered that she did not. At this point she just has verbal commitments from contractors to assist as volunteers.

Mr. Alosa felt that the Committee needed more details to be able to review this concept. Ms. Lyden-Ricker replied that she wanted to start the clean-up by March.

Rick Bartles acknowledged that the Jax Wings proposal is a great idea but questioned if the City fully vetted the insurance/liability issues with volunteers potentially doing construction at the Terminal; particularly in light of possible asbestos remediation requirements. Ms. Lyden-Ricker acknowledged that there could be a lot of asbestos but if it's not disturbed it could be covered up. But she noted that there could be other environmental issues such as possible lead paint if they were to refinish the main doors.

Martha Drukker noted that renovations to the Terminal building would need to be vetted with NH Division of Historic Resources as the building was recently deemed eligible for the National Register.

Mr. Bartles suggested that Ms. Lyden-Ricker take her proposal to various aviation advocacy groups to test the waters and avoid mistakes. Ms. Lyden-Ricker noted that her project is not just about aviation it's also about reinvigorating the Heights.

Mr. Bartles asked how Ms. Lyden-Ricker planned to get people to come to the airport assuming the Terminal project is completed. Ms. Lyden-Ricker replied that she hadn't yet talked to too many people because she hasn't gotten the project off the ground yet. She stated that she had contacts in media such as "Nazy" from the local radio station who is on her board.

Mr. McKay noted that he serves on several boards of 501c3s and every one of them is struggling to secure funding. He suggested that Ms. Lyden-Ricker consider collaboration with other non-profits such as the McAuliffe-Shepard Discovery Center because fund-raising independently is very challenging and managing a board is a lot of work.

The Airport Advisory Committee concluded that it was premature to take action on the Jax Wings proposal for the Terminal. The committee felt that the plan needed more specific details. It therefore declined to take any action relative to the Jax Wings proposal.

Ms. Lyden-Ricker noted that she had a separate request to hang a sign in honor of her son on Hangar 4 facing the airfield. The sign was a logo to be used for the foundation but the sign itself was a memorial more than advertising for the non-profit. She showed the committee members the actual sign. She noted that she had already been in contact with FAA and NHDOT to secure authorization to erect the sign. She also has a commitment from the sign company to mount the sign using a boom truck at no cost to the City.

Mr. Bartles moved that the placement of the sign on the airfield side of Hangar 4 be recommended to City Council; Councilor Bouchard seconded the motion.

Councilor Bouchard asked if it needed to go through a sign committee prior to City Council. Mr. Baía was going to check to see what, if any, were the requirements for review prior to City Council.

Motion approved unanimously.

3. Airport Capital Improvement Program

Ms. Drukker noted that the next significant CIP project in the airfield will be Taxiway A. Due to Airport budget constraints, the project will be done in 3 phases over three separate years. She also noted that the airport recently suffered a significant washout issue at a stormwater outfall near the southern third of the main runway. Repairing this damage may require an emergency appropriation to allow work to be done over the winter.

Mr. Gerhan asked when the taxiway work would begin. Ms. Drukker indicated that the design would start over the winter, the grant would be applied for in the spring and construction would commence in the summer.

Mr. Alosa inquired as to the estimated cost for the emergency outfall repair. Ms. Drukker stated that they are working to figure that out at the moment but their consultant feels that it will likely be, at least, \$250,000. Mr. Baía asked if this cost would be AIP eligible. Ms. Drukker indicated that she is working to find out and look at all the options.

4. Airport Consulting Engineer Selection

As the Airport Advisory Committee's representative on the selection committee, Mr. Gerhan explained that the City had received 7 proposals and narrowed the field to three firms for interviews. All of the firms were impressive and he felt could do the job. He noted that process was not based on any financial considerations but only on the quality of the proposers' work, history and experience. The committee selected Jacobs Engineering.

5. Review of Runway 5K

Eric Strand, with GSAMA, noted that the Runway 5K event recently held at the airport had attracted 800 people and provided 72 children with their first flight. There were 165 runners. It was a great success.

Mr. Strand explained that the committee is looking at a 2016 edition and had been trying to get interest from other airports to host but the combination of Concord's location and the double runways make it a very attractive site for returning the event next year.

David Rolla expressed his support for having the event at the airport again in 2016.

Councilor Bouchard moved to recommend to the City Council that the "Runway 5K" be authorized to be held at the Concord Municipal Airport in 2016; seconded by Mr. McKay. Motion passed unanimously.

6. Other business

Ms. Drukker noted that the conservation easement at the airport is up for renewal in 2016. She also indicated that she had been working on the obstruction removal plan for the airport and—depending on what trees have to come down—she might have to request money in the Airport's capital improvement program.

Meeting adjourned at 6:10 p.m.

Respectfully submitted,

Carlos P. Baía