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January 28, 2019 Airport Advisory Board Minutes:

All members of the board were present. The meeting started at 7pm with a call-in by Amie Gray to update the board on several projects in the works, including the terminal building.

The October minutes were reviewed and excepted by the board. Board member Lessard made a motion to except the minutes and board member Eno 2nd the motion.

Terminal building update: posting of the project was listed in the Valley News on 1/24/19. Deadline for submittal is 1/30/19. Bid opening and award will take place on February 27, 2019.

The board was informed of the Daniel's Site (Great Lakes Aircraft Manufacturing) that an agreement with the city and Mark Thompson of Daniel's Construction. The prescribed work was completed by the end of 2018. Site improvements included removal of the north frost wall (parallel to Sullivan Street), removal of trees and brush that had grown at the site, removal of concrete footings, ditching for the installation of a 4" and 2" schedule 40 electrical conduit, approx. 220' and site grading using only materials on site. There was no discussion by the board.

The airport manager recently asked the fuel division of Stantec the airports planner to assess the infrastructure of the AVGAS system. A report of the system outlined in general possible upgrades. Listed were short comings in safety devices, deteriorated fuel line from the underground supply tank to the pump dispenser. Also included were the replacement of the much-outdated credit card reader and the dispenser pump, hose and nozzle reel. The overall cost estimate is in excess of \$100,000.00. Before the departure of City Manager Ryan McNutt, the airport manager had briefed Mr. McNutt. He indicated he was in favor of making improvements, but further review was needed on the project scope. Board members Osgood and Eno asked the airport manager if there was grant funding for the system that might be available. Ms. Gray made her presentation she informed the board of a possible AIM funding source from NHDOT- Aeronautics.

USDA site inspection wildlife review packet that was performed in October was distributed to members of the board for review. The secured area of the airport has some work to be done but not extensive in nature to keep wild life out. No real discussion on the topic.

A motion made by Board Member Osgood, seconded by Member Carton to adjourn. The meeting was adjourned at 7:45.