

# Minutes

Eastern Slope Airport Authority - Quarterly Meeting

Thursday July 25th. 2024@ ESRA

Call to order @ 4:01 p.m.

## 1 Attendees :

Allison Navia - Airport Manager

Don Thibodeau - Chair

Carl Thibodeau - Vice Chair

Gene Bergoffen - Treasurer

Ron Briggs - Secretary

Eric Meltzer - Pilot Liason

Barry Kollander - Director

Steven Steiner - Director

David Cullinan - Airport Operations Manager

Mike Maciack - Aviation Academy Director

Not Present :

Carmen Lone - Director

Elbridge Russell - Director

David Sorensen - Director

### a. Appoint Executive Positions for a term of 3 years

The Board confirmed that these officers were appointed at the January 25th. Quarterly meeting.

### 2.a. Approval of April 18, 2024 Exec. committee minutes : Moved by Eric ,2nd. by Don ; 6 in favor, none opposed, 1 abstained.

### 3. New Business :

#### a. Ron made a motion to affirm the actions taken by the Executive Committee since the last Board meeting; Don seconded ; 7 in favor; none opposed; none abstained.

#### b. Bid favorable ; less than engineer's estimate. The workflow was designed to te very flexible to accomodate winter work.

Bids were approximately \$500K under estimates. Runway & Taxiway projects being done concurrently for added cost savings ( i.e. - mobilization 1 time ). Allison met with FAA regarding funds movement within the projects - not allowed.

MJ will work with us internally to manage that. The gross amount that can be spent is the amount of the lowest bid.

MJ contract may be split into seperate Runway & Taxiway projects, at their option. Allison will ask MEDOT for lump sum of their contribution up front. NHDOT will have a time lag on their contribution. MEDEP permitting is in progress.

The only condition for final approval from the Fryeburg Planning Board is the MEDEP approval. Construction will begin in November 2024. Runway closure period will be limired to approximately 3 weeks in March 2025.

#### c. A motion was made by Carl to authorize the Airport Manager, Allison Navia, as a signatory for the Eastern Slope Airport Authority. Eric seconded ; all in favor ; none opposed ; no abstentions.

#### d. A motion was made by Carl to authorize the Airport Manager , Allison Navia , to open a checking account with M & T Bank on behalf of Eastern Slope Airport Authority, a non-profit organization, for the express purpose of obtaining a business loan for the Runway Project and facilitating electronic payments of that loan ; Don seconded ; all in favor ; none opposed ; no abstentions.

#### e. Crosswind Hangar Lease Amendment -

Ed Bergeron of the Aviation Academy has been handling negotiations with the condo association. All details will be handled internally. All increases in fees will be borne by association. Barry will go to the next association meeting to monitor progress.

#### f. Additional Hangar sales -

The Coleman hangar sale was probably a break even situation over a 10 year period. Assessments of short term vs. long term revenues must be done on any hangar considered for sale. The Master Plan needs to be updated to reflect future needs. More hangars will be needed after runway extended. Gene & Allison will form a committee to develop a 5 year plan.

### 4. Facilities & Operations -

Dave distributed his report to board members. There have been several LifeFlights from ESRA. The classroom at the Maintenance Hangar is ready for use as a meeting room and as a multi-purpose room. Upcoming events include Propelling the Gospel , Aviation Day , Skydive NE and the Canadian Helicopter return.

### 5. Finances -

#### a. Gene distributed financial reports to members. Budget vs. Actuals are spot on ytd. Some rainy day funds were used but were replaced.

### 6. Committee Reports - none

### 7. Old Business -

#### a. Lyman Drive reconstruction fund increased from \$127K to \$254K at last Town Meeting. Possibility of having Coleman do the work at the end of the Runway / Taxiway project being looked at.

#### b. Solar Project - Problems with CMP not yet resolved ; may jeopardize funding from access road construction.

### 8. Lease Option for Aviation Academy - will look at more closely in future.

Other : 2025 contract for Allison will be by grant; ESAA match will be 5%. Byron will vacate mobile home by Dec. 31, 2024. Denamark willing to contribute more if other surrounding towns contribute as well.

### 9. Adjourned at 5:50 p.m.