

Official Minutes

Eastern Slope Airport Authority
Quarterly / Annual Meeting

Thursday Jan 9th. 2025@ ESRA

Call to order @ 16:08

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
Elbridge Russell - Director
Steven Steiner - Director

Not Present :
Carmen Leone - Director
David Sorensen - Director
David Cullinan - Airport Operations Manager

1.a. Appointment of Officers

1. Chair
2. Vice Chair
3. Treasurer
4. Secretary

Motion by Eric Meltzer and 2nd. by Steve Steiner to re-appoint current slate of officers. No further discussion.
All in Favor ; none opposed ; no abstentions.

1.b. Appoint Pilot Liason

Motion by Barry Kallander and 2nd. by Elbridge Russell to re-appoint Eric Meltzer. No further discussion.
All in favor.

2. Approval of minutes

- a. October 17, 2024 Quarterly Board Meeting minutes &
- b. November 22, 2024 Executive Committee minutes

Motion by Gene Bergoffen and 2nd. by Eric Meltzer to approve a. & b. together.
No further discussion. All in favor.

3. New Business

- a. Affirm the actions taken by the Executive Committee since the last Board Meeting
Motion by Ron Briggs and 2nd. by Steve Steiner. No further discussion. All in favor.
- b. Update and developments : Runway Extension & Taxiway Reconstruction
 - * Overview and schedule : Notice to proceed to Work Area 2
 - * Cash Flow overview : Requisition # 1 received; Change Order #1 in progress
- c. Approve & Authorize the Chair to sign a Lease Option Agreement for the construction of Apron Hangar 2, to be drafted and negotiated by the Airport Manager (Allison Navia) using the Master Lease Option.
Motion by Eric Meltzer and 2nd. by Don Thibodeau. No further discussion. All in favor.
- d. Allison presented LR#370 to the Board. Progress to be updated
- e. Review & Approve proposed 2025 Budget : still in progress; no action taken.
- f. ESAA Google Calander of Meetings, Events, Deadlines & Due dates in progress.

4. Facilities & Operations

- a. David not present but submitted his monthly report to Board members prior to meeting.
- b. Review of draft Annual Report items for dissemination to Towns

5. Finances

- a. Findings and Recommendations of Strategic Finance Committee presented by Gene Bergoffen
- b. YTD Finance Report by Gene ; copies sent to all members prior to meeting.

6. Committee Reports : None presented

7. Old Business

- a. Lease Option signed & Payment received Apron Hangar #1 - Ryan Jean
- b. Allison presented summary of Freedom of Access Act training that she completed, as it applies to ESAA.
- c. Airport DBE Program has been approved by FAA

8. Items for next agenda - Funding request upcoming

9. Meeting Adjourned @ 17:28