

**Meeting Date:** October 10, 2012

**Time:** 6:00 pm

**Location:** Airport

**Attendance:**

- Committee Members: Ken Boudin, Steve Williams, Pam Brackett
- Others: Ervin Deck (Manager)

Ken Boudin called the meeting to order at 6:00 pm.

I. **Minutes:** September 12, 2012 meeting minutes were approved (3-0)

II. **Public Comments** - None

### III. MANAGER'S REPORT

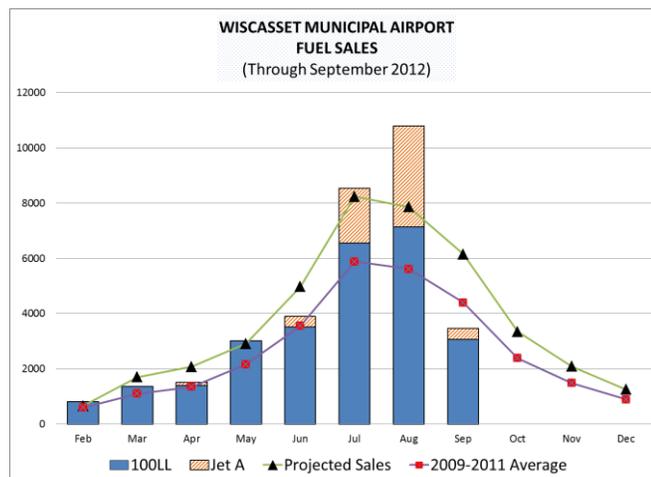
#### A. Budget

1. **2013 Budget Update.** Expenses are above monthly timeline; revenue on target

#### B. FBO

1. **Fuel Sales.** See Chart

2. **Employee Status/Hours:**  
Office open 7 days per week through October 6. Kim working 40 hours, Max fills in the difference, but will be let go for the season after the air show.



### IV. Project Updates

A. **Master Plan** – No update

B. **Runway Reconstruction** – Still scheduled for fall 2013

C. **Second Floor Upgrades** – Progressing along; anticipate completing front office by the end of November.

### V. Miscellaneous/Other

A. The air show committee recommends changing the date of the air show from the first Saturday in October to a date to be determined in September. In addition, the committee recommends only one event per year.

- B. Erv briefed the committee on the loss of night instrument procedures because of tree penetrations in the approach surfaces. This may be a long-term fix.
- C. PAPI flight check was scheduled to take place in September but was cancelled because of weather; FAA will reschedule.
- D. Chuck Kinser purchased Dick Jackson’s hangar. Erv will prepare lease transfer paperwork with the Board of Selectman as soon as the paperwork is submitted from the sale.
- E. Ken and Erv met with Dave Dargie of Stantec and officially dedicated the new airport sign.

The meeting adjourned at 6:25 pm.

Submitted,

Ervin Deck  
Airport Manager

**Committee Membership**

<b>Member</b>	<b>Last Appointed</b>	<b>Term Expires</b>
Ken Boudin	July 1, 2009	Need to verify
Steve Williams	June 21, 2011	June 30, 2014
Bryan Buck	July 6, 2010	June 30, 2013
Pam Brackett	June 21, 2011	June 30, 2014
Kevin Sprague	November 1, 2011	June 30, 2013