

**City of Keene**  
**New Hampshire**

**AIRPORT DEVELOPMENT AND MARKETING COMMITTEE**  
**MEETING MINUTES**

**Tuesday, January 28, 2020**

**9:00 AM**

**Keene Dillant Hopkins Airport**

**Members Present:**

Curt Hansen, Chair  
Beth Bendel, Vice Chair  
Rick Blood  
Bill Hutwelker  
Nathan Jacobs  
Brian Johnson

**Staff Present:**

Mark Goodrich, Interim Airport Director  
Elizabeth Dragon, City Manager  
Mike Moriarty, Airport Operations Manager

**Members Not Present:**

Mitchell Greenwald, Councilor  
Joe Bendzinski  
Peter Delaney

**1) Call to Order**

Chair Hansen called the meeting to order at 9:00. Roll call was conducted.

**2) Adopt Meeting Minutes – October 22, 2019**

Chair Hansen asked if anyone had changes or corrections for the October meeting minutes. Hearing none, he asked for a motion.

Mr. Blood made a motion to approve the meeting minutes from October 22, 2019. Mr. Johnson seconded the motion, which passed by unanimous vote.

**3) Elect New Officials**

Mr. Hutwelker nominated Mr. Hansen to be Chair. Ms. Bendel seconded the nomination, which passed by unanimous vote.

Ms. Bendel nominated Mr. Hutwelker to be Vice Chair.

Mr. Hutwelker nominated Ms. Bendel to be Vice Chair. Mr. Johnson seconded the nomination, which passed by unanimous vote.

**4) Adopt New ADMC Rules**

Chair Hansen asked if anyone needed to read the Rules of Order. He passed around copies, for anyone who needed them, and asked everyone to let him know if they have any issues or problems with the rules. Mr. Goodrich added that the rules came out in October and our legal counsel provided insight into the requirements. The committee has the same number of members, and its quorum is six, which is 50% of the membership plus one. The Mayor will be appointing new members.

Mr. Blood made a motion to approve the Rules of Order. Ms. Bendel seconded the motion, which passed by unanimous vote.

Chair Hansen stated that he will sign the document today and give it to the City Manager.

**5) New Airport Manager**

Mr. Goodrich stated that the new Airport Manager will be David Hickling, who was the Airport Manager in Binghamton, New York for 20 years. He starts on Monday, February 3 and is eager to get started.

The City Manager stated that Mr. Goodrich will be available to help with the transition. Mr. Goodrich replied yes, he will be here at least one day a week, until March.

The City Manager stated that she is excited that they were able to attract someone with so much experience. She gave more information about the hiring process, which Mr. Goodrich and Ms. Bendel were involved in, and how they determined Mr. Hickling to be the best candidate. When the candidates were narrowed to just two, she continued, Mr. Hickling stood out to her because of his familiarity with NH and the region, and experience with New England winter weather.

**6) Public Appearances**

Chair Hansen asked if members of the public had any comments or new business to introduce.

Christopher Lewis, who stated that he is a business owner in MA and in WY, stated that he would be very pleased to see local, commercialized flights here – for example, from Keene to Manchester.

Mr. Goodrich replied that an agenda item under ‘old business’ is the development of passenger service. He continued that they solicited proposals from five companies and narrowed it down to one. The City Manager stated that she just got authorization to negotiate a contract with the top candidate, CMT. Mr. Goodrich stated that the second candidate is Volaire, so if something falls through with CMT they would pursue Volaire. People regularly ask about passenger service.

Thus, they are evaluating the options, and will pursue this if they get positive results from the evaluation.

Mr. Lewis asked about the timeframe. Mr. Goodrich replied that the timeframe for the study is about six months. Chair Hansen asked the City Manager when the negotiations will be finished. The City Manager replied that as soon as Rebecca Landry returns they can move that forward. She continued that CMT's proposal is a little more costly than Volaire's so they want to move it forward in phases. If that is not possible they will work with Volaire.

**7) Old Business**  
**a. Alps Property Sale**

Mr. Goodrich stated that they are still waiting; he is still chasing the appraiser. They had a request from the NH Department of Transportation to update the appraisal. He continued that he is pressing the appraiser daily. As soon as that is done, they have an individual they are trying to negotiate with for the sale of half of the Alps property. The City Manager stated that they will put the other half of it out for bid, setting the minimum value based on the appraisal, as required by the FAA.

Mr. Lewis asked which property this is. Mr. Goodrich explained the location of it, on the south end of the airport, approximately 15 acres with two buildings. He continued that it is subdivided into a ten-acre lot and a five-acre lot.

Mr. Lewis asked if it is listed. Mr. Goodrich replied not yet. He continued that they will put it out to bid. The City Manager stated that anyone who is interested in knowing when the City puts a property out for bid, they can sign up for notifications via the Purchasing section of the City of Keene's website.

Mr. Lewis asked when the property last sold. Mr. Goodrich replied that the City used FAA money to purchase the property in the 1980s, and that was largely for removal of obstructions/trees. He continued that they tried numerous times to lease it and each time it fell through, so they have decided to sell it, with easements on it to protect the airspace.

Chair Hansen stated that they will go around the table and give each person a chance to speak, if they have something to say.

The City Manager stated that when Mr. Hickley gets on board she wants to come up with a plan for this committee to engage the committee at a higher level. She continued that they will brainstorm things to get the committee's assistance with. She spoke of how helpful the committee was with the marketing study and getting Council support for it. She continued that she knows there was an interest in doing activities – she would like to return to that conversation and pick at least one activity and walk it through the process.

Mr. Johnson asked if there has been more development on the T-hangar. Mr. Goodrich replied that people come and go all the time, asking about T-hangar development. No one else has officially started the process, however, there is an individual talking about it. He gave information on the size and locations that person is looking at. Brief discussion ensued.

Ms. Bendel stated that it is “business as usual” at the airport. She continued that despite what you may hear in the community, the airport is strong. Flights come and go every day in addition to the C&S planes.

Mr. Hutwelker stated that “we” have a project that ties in with one of the hangars Mr. Goodrich mentioned – a 99-unit apartment complex, workforce housing for people 55 and older, proposed adjacent to Airport Way. He continued that that proposal was supposed to go in front of the Zoning Board in Swanzey this month but they did not have a full board at their meeting. The proposal will go to the Zoning Board of Adjustment on February 10.

Chair Hansen asked Ms. Bendel about the status of the fuel farm, which he hears is working fantastic. Ms. Bendel replied “two thumbs up,” and she thanks the City for that – Mike, Ben, and the electrician did the work quickly.

Mr. Goodrich stated that they plan on putting out the taxiway extension sometime in early spring, and they are pursuing a grant to get some fencing on the south end. There may be federal money for about 1000 feet of fencing. The City Manager replied that as they move forward with fencing projects, they should keep the Conservation Commission in the loop because that group is very interested in what the airport does for fencing. Brief discussion ensued.

At 9:23 AM, Mr. Blood made a motion to adjourn. Ms. Bendel seconded the motion, which passed by unanimous vote.

Respectfully submitted by,  
Britta Reida, Minute Taker