

City of Keene
New Hampshire

AIRPORT DEVELOPMENT AND MARKETING COMMITTEE
MEETING MINUTES

Tuesday, May 21, 2024

9:00 AM

**Terminal Building,
Dillant Hopkins Airport**

Members Present:

Elizabeth Bendel, Vice Chair
Bill Hutwelker
Bob Lyle
Kristopher Radder

Staff Present:

David Hickling, Airport Manager/Chair

Members Not Present:

Councilor Mitch Greenwald
Luca Paris
Nathan Jacobs

1) Call to Order

Chair David Hickling called the meeting to order at 9:00 AM.

2) Adopt April 2, 2024 Meeting Minutes

Bob Lyle moved to adopt the April 2, 2024 meeting minutes which was duly seconded by Kristopher Radder. The motion passed unanimously.

3) Airport Runway 5k 2025

Chair Hickling said the Runway 5k went very well and was a big event held by the Keene Senior Center. There were around 240 runners and the senior center made around \$16,000 from the event. He stated that it was a great way to bring recognition to the airport as well.

Chair Hickling explained the process he went through in order to hold the event at the airport. Some of the things he had to put in the written request were how many flights would be affected, how the justification was determined, why they were holding the event, and how they were notifying pilots and people who use the airport.

Chair Hickling read from a letter he received from the FAA that said the FAA suggests that future community events be held at facilities other than the airport and that there should be no future non-aeronautical events planned that cause the airport to close. Chair Hickling asked the

Committee if they would like to try to push for another event like the 5k to help with promoting the airport. The Committee agreed that having events is a great way to promote the airport. Vice Chair Bendel stated that events at the airport may negatively impact pilots and businesses and that any negative impacts should be considered as well. Chair Hickling agreed and said they should find a way to mitigate any ramifications it may have on pilots and businesses.

Chair Hickling discussed the approval letter from the FAA particularly the reluctance of the FAA to approve non-aeronautical events that do not promote aviation. He explained that in order to get FAA approval to do the 5K again it would need to be part of a bigger event to promote the airport, such as an airport open house. Chair Hickling explained that an open house would be very beneficial beyond the 5K but making it come to fruition would be a team effort requiring committee member involvement. He then explained that this would be discussed in detail at the next committee meeting where the committee would need to commit to planning and executing this event if there is the desire to do so.

Chair Hickling stated they would like to hold this event again next year and would need to put things together to send to the FAA for approval.

4) Airport Signage

Chair Hickling stated that the airport was in need of updated signage and that they had money in the budget for it. He stated that the two quotes he had received had been high but that he would potentially work with them on some of the items such as the front, airside and landside entrances, as well as the sign by the road. Chair Hickling had hoped to have this completed by the end of the fiscal year.

5) Clean Air Energy Fair

Chair Hickling stated that they would potentially hold a Clean Air Energy Fair this year. It would not be held on the airside and, therefore, would have no effect on airport operations. The event would most likely be held on the parking lot side of the airport where the humane society stages their dog walk and he considered cleaning out the maintenance building for vendors to set up as well.

Chair Hickling stated that he was working with the City of Keene on a couple of terminal improvement projects that were based on renewable energy that they could promote at the energy fair. He stated that they would also need to have the roof replaced and entrances redone. As part of the bipartisan infrastructure law, there would be money accessible to them for terminal improvements.

6) **Old Business - Private Hangar Development**

Chair Hickling stated that they were still working on an RFP for private hangar development but there were some delays in getting it from the consultant. They would need to get it through attorney review and then to the City Manager for approval. He hoped to get it out to potential developers the following week.

7) **Other/Misc.**

Chair Hickling stated that part of the communications plan was public engagement. He was able to speak with the Rotary Club of Keene as well as the Dan Mitchell Show on WKBK Radio to help promote the airport. He also presented to the Monadnock Collaborative Chamber of Commerce Leadership Monadnock class for the second year in a row.

8) **Adjournment**

There being no further business, Chair Hickling adjourned the meeting at 9:26 AM.

Respectfully submitted by,
Melissa Danneker, Minute Taker

Reviewed and edited by,
David Hickling, Airport Director