

City of Keene  
New Hampshire

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

**Tuesday, June 25, 2019**

**9:00 AM**

**Dillant Hopkins Airport Terminal**

**Members Present:**

Curt Hansen, Chair  
Beth Bendel, Vice Chair  
Mayor Kendall Lane  
Councilor Mitch Greenwald  
Rick Blood  
Joe Bendzinski  
Bill Hutwelker

**Staff Present:**

Mark Goodrich, Acting Airport Manager

**Members Not Present:**

Elizabeth Dragon, City Manager  
Peter Delaney  
Brian Johnson  
Andrea White  
Nathan Jacobs

**1) Call to Order**

Chair Hansen called the meeting to order at 9:00 AM. The Chairman asked Committee members to notify him or Mr. Goodrich if they cannot attend forthcoming meetings to ensure there will be a quorum.

**2) Approve Minutes of the Previous Meeting**

Councilor Greenwald moved to approve the minutes of April 23, 2019, which Ms. Bendel seconded and the Airport Development & Marketing Committee carried unanimously.

**3) Airport Budget Update – Funding for Fuel Farm Kiosk**

Mr. Goodrich reported that funding was approved to replace the very old self-serving fuel farm kiosk (QTPOD M3000), which is no longer supported by the manufacturer. He has a quote for the new kiosk (approximately \$14,000) and will work with the airport Operations Manager, Mr. Moriarty, when the funds are available on July 1.

**4) Property Lease – Agricultural**

Mr. Goodrich reported that the City owns properties on the east side of RT-32, which were purchased in the 1990s to control airspace for aviation purposes. The land (approximately 11 acres) is undevelopable due to the terrain and approach to the airport. The City Manager is negotiating an agricultural lease with an individual who wants to graze their horses on the property.

**5) B-17 Visit**

Mr. Goodrich reported that the Experimental Aircraft Association will display a B-17 and offer tours and rides at the airport on September 29. He anticipates a crowd.

**6) Development of Passenger Service – RFP**

Mr. Goodrich said he and staff liaison, Ms. Landry, are developing a request for proposals to develop a market study and determine if Keene can support passenger service and if more regional service is needed. He said many companies have expressed interest. Additionally, Cape Air is interested in the results of the study to determine if there is value in their establishing service in Keene.

Mr. Bendzinski asked if there are opportunities for regional delivery services such as FedEx, UPS, and Amazon; he noted that FedEx and UPS have lost business from Amazon establishing their own cargo service. Mr. Goodrich said that Mr. Wozmak contacted FedEx and UPS, with no response. Councilor Greenwald suggested sending letters again to everyone Mr. Wozmak contacted previously. He noted that the previous letters were sent to CEOs and not the decision makers; Mr. Wozmak also left it to the companies to contact him and he did not follow-up with phone calls. Mr. Goodrich will work with the Economic Development Director to enhance and resend the letters.

**7) Hangar Development**

Mr. Goodrich said hangar development is ongoing. Dwight Klepacki is developing a 60'x60' hangar on the east side of the property. There are several spaces left that the Economic Development Director is trying to advertise through a realtor agreement. The hangars are 99% rented, with one t-hangar remaining. There is space for more t-hangar development; the Airport Master Plan suggests developing six to eight more. Government funding is available for hangar development but it is complicated as the hangar rentals generate revenue for the City and thus development would slow revenue for three years. Mr. Goodrich explained that t-hangars stagger planes tail-to-tail to accommodate more in a smaller space, as opposed to box hangars where aircraft can shift and move. He can investigate for discussion if the airport would benefit from more t-hangars or box hangars; some users cannot use t-hangars because their wingspan is too wide (can accommodate a smaller twin-engine). Mr. Goodrich receives three or four calls weekly expressing interest in hangar space and there are three or four people on the wait list. Chair Hansen asked at what point on a waitlist new development becomes a priority. Mr. Goodrich said there are a few options but noted there is no funding in the FY2020 budget for hangar development.

Councilor Greenwald asked if all lessees are current on rent and Mr. Goodrich replied in the affirmative that all pay rent monthly. Mr. Goodrich said the FY2020 priority is a new fuel farm, which is contingent upon sale of the Alps property. Ms. Bendel asked if all hangars are housing aircraft, and not cars or boats, which is common. Mr. Goodrich said staff reviews hangar contents quarterly and there are few issues. The FAA allows storage in hangars as long as there is also an aircraft.

Mayor Lane asked about Ms. Bendel's hangars. She reported two large community hangars for plane storage. Depending on the situation her hangars or the City hangars work better, so she and the Airport Manager refer to each other based on who can best accommodate.

Mr. Bendziski asked about hangar maintenance. Mr. Goodrich said some hangars have leaks and maintenance staff address those issues as they arise. The t-hangars are getting older and there is a long-term plan for future replacement, but they still have usable life. The hangar exteriors are in good condition and not rusting compared to some airports. Mr. Goodrich said hangars are expensive buildings and typically the City leases land for people to build hangars and maintain at their discretion.

Chair Hansen recalled an email from Councilor Greenwald to agendize an airport marketing plan. Councilor Greenwald said he wants to ensure this Committee is talking about marketing—which is its charge—more than airport maintenance. He expressed contentment that the development process is progressing through the RFP process. Mr. Goodrich will add marketing to the July agenda.

Ms. Bendel questioned if the City can place a portable toilet at the fuel farm. She noted men relieve themselves behind the facility, but it is harder for women. When the terminal is open, they use those facilities, but many pass through at night when the terminal is closed. Mr. Goodrich said there is a portable toilet agreement by the t-hangars and he will investigate the cost of another. The Committee agreed this should be an easy and important fix.

Mr. Blood invited the Committee and public to an open house (July 7, 4-6 PM) to celebrate his photography installation in the terminal building. The current art in the terminal will not be disturbed. Councilor Greenwald suggested Mr. Blood should list prices for sale.

## **8) Adjournment**

Hearing no further business, Chair Hansen adjourned the meeting at 9:23 AM.

Respectfully submitted by,  
Katryna Kibler, Minute Taker

Reviewed and edited by Mark Goodrich, Interim Airport Manager