

**Berlin Airport Authority****June 5, 2023**

Present were; Chair Grenier, Commissioners Eastman, Roland Theberge, Morency, Higbee and Robert Theberge. Commissioner Dube was absent.

Others present included Airport Manager Marcel Leveille, City Manager Phillip L. Warren Jr. and Lisa Connell, Berlin Daily Sun

Chair Grenier opened the meeting at 6:00 p.m.

**Minutes of April 24, 2023 BAA Meeting**

Commissioner Roland Theberge moved to accept the minutes of the April 24, 2023 BAA meeting, Commissioner Robert Theberge seconded and the motion carried by all in favor.

**BAA's Right to First Refusal on Sale of Hangar – Correspondence from Steve Dayton**

Chair Grenier stated that the Airport has received a request for the sale of hangar #14. Mr. Steve Dayton wrote to the BAA stating he is seeking to sell his hangar at Tax Map: 44; Lot: 129; Sub: 13 to Mr. John Flynn pending the approval of the BAA. Chair Grenier stated that the BAA has a right to first refusal on the sale. Commissioner Higbee moved with a second from Commissioner Morency not to act its right to first refusal and allow the sale to go forward. So moved, the motion carried.

Chair Grenier questioned if the National Guard had to reduce their training time this past weekend due to weather. Mr. Leveille commented they did on Sunday, but resumed training today. Mr. Leveille advised the National Guard will be opened to the Public Saturday June 10, 2023 from 1:00pm-3:00pm. It will be advertised in the local newspaper. He also commented they generated \$16,300 in fuel sale just this past weekend with the National Guard being on site.

Chair Grenier asked how the new employee is working out and Mr. Leveille responded he is doing great and is very involved. Commissioner Morency questioned how it's going with the courtesy car. Mr. Leveille advised it's been going well and the vehicle is being utilized regularly. Chair Grenier commented it might be beneficial to purchase another vehicle if it's generating revenue. Mr. Leveille commented he is tracking the usage and revenue and will decide at the end of the year if a second vehicle would be beneficial.

**Adjourn**

There being no further business Commissioner Higbee moved to adjourn; Commissioner Roland Theberge seconded and the motion carried by all in favor. The meeting ended at 6:08pm.

Respectfully Submitted

Danielle Rioux

Executive Assistant