

**Berlin Airport Authority**  
**May 21, 2018**

Present were: Chair Grenier, Commissioners Gentili, Otis, Higbee, and Rozek (6:20 p.m.)

Other present were: City Manager James Wheeler, Airport Manager Marcel Leveille, Councilors Roland Theberge, Lucie Remillard

**Request to Waive Right to First Refusal – Hamel**

Chair Grenier stated that the Airport has received another request for the sale of a hangar. Mr. Ron Hamel wrote to the BAA stating that he has a P & S Agreement to sell his large hangar at Tax Map 44; Lot 129.18 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 Otis not to act its right to first refusal and allow the sale to go forward. So moved, the motion carried. Commissioner Rozek entered the meeting at this time.

**Other**

Mr. Leveille stated that there is interest in the airport from a pilot in RI who wants to fly in and make use of ATVs that he would leave at the airport. The pilot has been briefed on the rules to include no riding on the ramp and no fueling atv's at the pump.

Mr. Leveille also noted that if this becomes popular, one of the hangar owners has proposed cutting into his hangar to create small garages that would exit onto the driveway. Such a project would require a building permit from the Town of Milan. Commissioner Rozek added that there should be a "walk through" of the hangar before any work occurs. Commissioner Higbee proposed that the rules be put in writing with a sign off sheet.

Chair Grenier reiterated that

A building permit is required from Milan for any changes to the hangars;

ATV enthusiasts who use the airport will have rules to sign off on;

ATV enthusiasts are restricted to hangar alley and do not have access to the apron.

ATV's exit via hangar alley.

Mr. Leveille reported that he has asked for a price to clear two beacons that are not currently operational. Chair Grenier advised that the prices should come back to the BAA for further direction and possible contract award.

Commissioner Rozek moved to adjourn; Commissioner Higbee seconded and the motion carried. The meeting ended at 6:28 p.m.

Respectfully Submitted,  
Susan Tremblay  
Administrative Assistant