

Berlin Airport Authority

Pursuant to Executive Order 2020-04, Section 8 and Emergency Order #12, Section 3

November 23, 2020

At 6:00 p.m. Mayor Grenier opened the meeting. Due to the State of Emergency declared by the Governor as a result of COVID-19 pandemic and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04 this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are:

- a) *Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means;*

We are utilizing the Zoom platform for this electronic meeting. All members of the Authority have the ability to communicate contemporaneously during this meeting through the Zoom platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # 1-646-558-8656, meeting ID **818 2791 2606**, Passcode **553578**, or by clicking on the Berlin Airport Authority agenda on the City's website, [www.berlinnh.gov](http://www.berlinnh.gov).

- b) *Providing public notice of the necessary information for accessing the meeting:*

We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom or telephonically. Instructions have been provided on the City of Berlin's website of the Council at City Council-agendas

- c) *Providing a mechanism for the public to alert the public body during the meeting if there are problems with access:*

If anybody has a problem, please call Pam Laflamme at 603-752-8587 or e-mail at: [plaflamme@berlinnh.gov](mailto:plaflamme@berlinnh.gov)

- d) *Adjourning the meeting if the public is unable to access the meeting*

In the event the public is unable to access the meeting, we will adjourn the meeting and have it rescheduled at that time.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote. By roll call, each member is to state their presence, and whether there is anyone in the room during this meeting, which is required under the Right to Know law.

Mayor Grenier opened the meeting at 6:05 p.m.

Present at roll call were: Chair Grenier at City Hall with Jim Wheeler and Airport Manager Marcel Leveille; Commissioners Higbee, Otis, Rozek and Eastman via Zoom and alone in their respective rooms.

Others present: at City Hall City Manager James Wheeler, Airport Manager Marcel Leveille,

### **Minutes of October 26, 2020**

Commissioner Otis moved with a second from Commissioner Eastman to accept the minutes of the October 26, 2020 BAA meeting. So moved, the motion carried unanimously by roll call vote.

### **Brush Cutting and Timber Cut**

Mr. Leveille stated that the BAA could get brush cutting done for approximately \$14,000; however adding a timber cut to the project will help cover the cost. The contractor wants to get started as soon as possible. Two proposals were received. Chair Grenier surmised that the proposal from Timberwolf is in the best interest of the Airport Authority and he recommended hiring Timberwolf. The net benefit to the BAA with Timberwolf will be \$7,390; the other proposal had a net of \$2,875.

Commissioner Eastman moved to hire Timberwolf Logging Inc. (Doug Johnson) to do brush clearing and timber harvest at the Berlin Airport for an estimated net revenue to the Airport of \$7,390; Commissioner Higbee seconded and the motion carried unanimously by roll call.

### **Other**

Commissioner Eastman asked for the status of the paving and Mr. Leveille noted that it will be done early spring or summer.

### **Adjourn**

Commissioner Rozek moved to adjourn at 6:20 pm; Commissioner Eastman seconded and the motion carried unanimously by roll call vote.

Respectfully Submitted,  
Susan Tremblay  
Administrative Assistant

\*Minutes are unofficial until they have been accepted by the Berlin Airport Authority by motion.