

Berlin Airport Authority
October 14, 2019

Present were Chair Grenier; Commissioners Otis, Rozek, Gentili, and Higbee.

Others present included City Manager Jim Wheeler, Airport Manager Marcel Leveille

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

Minutes of November 19, 2018 and Minutes of January 21, 2019

Commissioner Rozek moved with a second from Councilor Otis to accept the minutes of both meeting and place on file. So moved, the motion carried.

Airport Manager's Report

Runway Rehab Project Update

Mr. Leveille reported that the project planned was going to close the airport to traffic for one month; however the work was achieved by closing for only two weeks, and two days. The airport will be closed tomorrow so that temporary markings can be replaced with permanent markings. Carol Niewola will also be at the airport tomorrow.

Beacon Work Being Done

There has been a beacon out of service for two years and the access road was too grown in to allow for a repair. Mr. Leveille worked to clear the road and improve access. Vaillancourt Electric was able to drive to the beacon with a bucket truck. It is likely that work will be under \$5,000.

New Employees

Mr. Leveille informed the Authority of two new employees, Roland Gagnon, a qualified equipment operator with maintenance experience and Lucien Charron who also has good qualifications. With three employees on board, there should not be any overtime. Chair Grenier confirmed that Mr. Gagnon would take on the role of Assistant Manager because he wants to work more hours.

Bathroom Repairs

Mr. Leveille reported that there have been problems with the septic system. Mt Washington Sewer did a camera review and found a broken pipe inside the building. There will be a porta-potty at the airport until the restroom problems are fixed.

Pay Adjustment

Mr. Leveille asked for a pay adjustment of \$1 per hour for all of the employees. He noted that there is funding in the budget.

Commissioner Gentili moved to approve an increase by \$1 per hour for the airport employees; Commissioner Otis seconded and the motion carried unanimously.

Land for Chapman

Commissioner Rozek asked about a parcel purchase that was requested by Mr. Chapman. Chair Grenier asked Mr. Leveille to find out if Mr. Chapman still wants the land and if so how many acres? We could then make the proper inquiries with the FAA who will dictate the price.

Adjournment

Commissioner Rozek moved to adjourn; Commissioner Otis seconded and the motion carried. The meeting ended at 6:25 p.m.

Respectfully Submitted
Susan Tremblay
Administrative Assistant