

# Official Minutes

Eastern Slope Airport Authority - Executive Committee Meeting

Thursday March 13th. 2025 - 220 Lyman Drive

Call to order @ 17:02

## 1. Attendees :

Allison Navia - Airport Manager  
Don Thibodeau - Chairman  
Carl Thibodeau - Vice Chair  
Gene Bergoffen - Treasurer  
Ron Briggs - Secretary

Eric Meltzer - Pilot Liason  
Barry Kallander - Director  
Julie Davis - Accounting consultant  
Dave Cullinan - Airport operations manager

## 1 ATTENDANCE

### 2. Minutes :

- .a Approval of 02 / 27 / 2025 Executive Committee Meeting minutes  
Motion by Eric ; 2nd. by Don ; All in favor

### 3. Presentations & Communications :

- .a. Procurement Process & Policy reviewed & discussed
- .b. Affirmation that McFarland-Johnson is eligible to submit a proposal for the Airport Master Plan Update Project : Motion by Ron ; 2nd. by Carl ; all in favor.
- .c. RFQ process reviewed & discussed. Due date set. Score sheets to be developed for consultant selection. To be scored & selected on 04 / 10 / 2025 @ Quarterly Meeting.
- .d. Town of Fryeburg Selectboard items for 03 / 13 / 2025 meeting-
  - 1) MOU with NHDOT for \$100K runway project funding
  - 2) Airport rebranding : name change
  - 3) Environmental actions per MDEP Permit
    - Deed restriction & grassland management

### 4. Old Business :

- .a. Hangar sale schedule
- .b. Runway Project Construction Progress update

### 5. Operations & Maintenance Updates :

- .a. Old plow advertised for \$3000; not sold yet
- .b. Floor scrubber needed ( \$2,000 cost ; finances to be checked before proceeding w/ purchase )
- .c. Septic system issues need to be investigated

### 6. Finances : Presented by Gene Bergoffen

### 8. Items for next Quarterly meeting April 10, 2025 @ 16:00

- .a. Affirm all items voted on in Executive Committee since last Quarterly
- .b. Review & score hangar bids
- .c. Review & score Consultant proposals for Master Plan Update
- .d. Review & vote on Final Budget for 2025
- .e. Mobile Home status
- .f. FAA ASOS agreement review & update

### 9. Adjourned at 17:56