

Official Minutes

Eastern Slope Airport Authority
Quarterly / Annual Meeting

Thursday April 10th. 2025@ ESRA

Call to order @ 16:00

1. Attendees :

Allison Navia - Airport Manager
Don Thibodeau - Chair
Gene Bergoffen - Treasurer
Ron Briggs - Secretary
Julie Davis - Accounting consultant

Eric Meltzer - Pilot Liason
Barry Kollander - Director
Elbridge Russell - Director
David Sorensen - Director
Steven Steiner - Director
David Cullinan - Operations Manager

Not Present :
Carl Thibodeau - Vice-Chair

- 1.a. Opening of Hangar J - #264 Lyman Drive Bids : Bids opened at 16:00 at Terminal Building
2 bids received. Both were complete. Successful bidder was Calvin Hunsicker. Gene moved
authorize signing Purchase & Sale Agreement after review & approval by Allison.
2nd. by Barry. All in favor.

Meeting moved to 220 Lyman Drive (FBO hangar).

2. Approval of minutes

March 13, 2025 Executive Committee Meeting minutes
Motion to approve as written by Gene Bergoffen and 2nd. by Eric Meltzer.
No further discussion. All in favor.

3. New Business

- a. Affirm the actions taken by the Executive Committee since the last Board Meeting
Motion by Ron Briggs and 2nd. by Don Thibodeau. No further discussion. All in favor.
- b. RFQ response proposals from Gale Associates & McFarland Johnson reviewed.
Scoring to be completed as soon as possible by members, and submitted to Allison
for tabulation.
- c. Bid openings for hangar J - #264 & selection of apparent successful bidder
- Taken out of order ; see 1a. above.
- d. Reviewed proposed 2025 budget.
Reviewed & discussed. Gene moved to approve within parameters of \$175K revenues.
2nd. by Barry. No further discussion. All in favor.
- e. FAA AWOS (fly ASOS) Lease Agreement terms presented & discussed. Negotiations ongoing.
- f. Board arrived at concensus that a letter is to be drafted and sent to occupant, stating in part
that the premises are to be vacated by date to be specified.

4. Facilities & Operations

- a. David submitted his monthly report to Board members prior to meeting & presented overview.

5. Finances

- a. YTD Finance Report by Gene ; copies sent to all members prior to meeting.
- b. Bank accounts update : All checking accounts transferred to Norway Savings Bank in Fryeburg.
Additional account opened specifically for an item which requires periodic reporting of that
specific item.

6. Committee Reports : None presented

7. Old Business

- a. Updates & Developments : Runway Extension & Taxiway Reconstruction
 1. Phasing & Timing - As outlined in construction documents.
 2. Tenant impact : To avoid any miscommunications, a meeting is planned to update all tenants
on the construction phasing and planned closures. All future information on status & closures
will come from a single person, to be named.
- b. Airport Name Change : White Mountain Regional Airport
Changes moving forward. Resolution was passed at Fryeburg Town meeting.
- c. LD#138 Act to Exempt Airports status discussed.
 1. IFW Wildlife Survey available by email ; can be filled out & submitted by email.
- d.1. , d.2. , e. & f. discussed.

8. Items for next agenda - TBA

9. Meeting Adjourned @ 18:13