

MINUTES OF MEETING

RHODE ISLAND AIRPORT CORPORATION

GENERAL AVIATION COMMITTEE

Thursday, November 4, 2004

11:00 a.m.

**in the Mary Brennan Board Room, T. F. Green Airport, Warwick,
Rhode Island**

The meeting of the Rhode Island Airport Corporation (“Corporation”) General Aviation Committee was called to order by Chair, Charles Gaffney at 11:01 a.m., in the Mary Brennan Board Room, at T. F. Green Airport, Warwick, Rhode Island, in accordance with the notice duly posted pursuant to the Open Meetings Law.

COMMITTEE MEMBERS PRESENT: Charles Gaffney, Michael Traficante.

COMMITTEE MEMBER ABSENT: Joseph Larisa.

ALSO PRESENT: William Steinkamp, Sr. VP Operations and Maintenance; Brian Schattle, Sr. VP and CFO, David Cloutier, AVP Commercial Programs; Ted Drozd, Chief Aeronautics Inspector; Michael Mini, Manager of Planning; Steve Tibbetts, General Manager - Hawthorne Aviation; and those individuals listed on the attendance sheet attached hereto.

1. Approval of the Minutes: Mr. Traficante moved that the minutes of the General Aviation Committee Meeting of Thursday, September 9 2004, be approved. Mr. Gaffney seconded the motion. The motion was passed unanimously.

2. Open Forum: Mr. Gaffney invited members of the audience to speak in Open Session. None came forward.

Chair's Report: There was no report.

4. General Aviation Report:

Mr. Gaffney asked if fuel sales were up. Mr. Tibbetts reported that sales are high despite the increase in price. Mr. Gaffney inquired if the increase in fuel prices has affected the type of traffic the general aviation airports are seeing. Mr. Tibbetts reported during fuel increases there is less local "pleasure traffic" while the corporate aircraft schedules remain the same.

5. Aeronautics Report:

Mr. Drozd reported the 50/10 inspections are being completed by RIAC's Aeronautic Department for the year and the FAA will be providing payment for the inspections completed.

Mr. Drozd reported a request had been made to have a heliport at

Block Island and after two site inspections the request was denied due to obstructions, flight paths over properties, and geese migrations.

6. Discussion Items:

(a) General Aviation Inspections.

Mr. Edwards reported the RIAC Operations Department has been performing inspections at the general aviation airports as a training tool to compliment the inspections completed by the Aeronautics Department.

(b) Update on Quonset & Block Island Master Plans.

Mr. Mini reported there was a Technical Advisory Committee (TAC) Meeting and Public Information (PIM) Meeting held on October 21, 2004 where selected alternatives for runway safety areas and terminal areas were presented for the Block Island Master Plan. Mr. Mini reported final modifications were made based on comments from the Technical Advisory Committee. Mr. Mini noted Hoyle Tanner Associates (HTA) is preparing the final report which will be submitted to RIAC and the FAA by November 30, 2004. Mr. Mini reported the Environmental Assessment for airport construction projects will

begin in early December.

Mr. Mini reported there will be an Executive Steering Meeting scheduled for November 5, 2004 to discuss the Quonset Master Plan.

Mr. Mini reported there will be a Public Information Meeting scheduled for December 9, 2004 to present the Inventory and Forecast Chapters, and preliminary discussions of facility and service objectives.

(c) Sales Tax Repeal & Development Opportunities.

Mr. Cloutier reported there is an increase of unsolicited requests for information and interest in moving aircraft to the general aviation airports due to the sales tax repeal. Mr. Cloutier reported there is also a positive trend in increasing fuel sales due to the repeal.

(d) Update on Vegetation Management Programs.

Ms. Hayes provided a summary of the development of RIAC's Vegetation Management Program (VMP) to the members of the committee. The summary outlined the environmental permitting process necessary to remove obstructions on and off airport property. Ms. Hayes outlined the VMP process that was begun in April 2000 which would streamline the wetland permitting process with the Rhode Island Department of Environmental Management

(RIDEM). Ms. Hayes reported on September 9, 2004 RIAC staff met with the RIDEM and proposed a revision to the Rules and Regulations Governing the Administration of and Enforcement of the Freshwater Wetland Act, called Rule 6.02(L) Draft Exemptions for Airport Clearing. Ms. Hayes reported Rule 6.02(L) is anticipated to be approved in early 2005 at which point RIAC will be allowed to submit a comprehensive Vegetation Management Plan per airport. Mr. Gaffney asked how long it would be until the permitting would be all inclusive. Ms. Hayes reported the approximate time would be early 2005.

(e) Update on General Aviation Fencing & Lighting Program.

Mr. Cloutier reported the fencing and lighting project at North Central Airport is scheduled to be completed by November 5, 2004 and work will then begin at Block Island Airport with an anticipated date of November 8, 2004. Mr. Cloutier noted work is scheduled to begin at Newport Airport on November 1, 2004. Mr. Cloutier reported the Runway 14 Safety Area project at Westerly Airport is complete and the inspection is scheduled for November 4, 2004.

7. Executive Session.

(a) Discussion Related to the Acquisition of Real Estate - R.I.G.L. §

42-46-5 (a)(5).

(b) Discussion(s) Related to Potential Litigation – R. I. G. L. § 42-46-5(a)(2).

At approximately 11:22 a.m., a motion was made by Mr. Traficante and seconded by Mr. Gaffney to go into Executive Session. By the following roll call vote the motion was passed unanimously.

EAS: Charles Gaffney

Michael Traficante

NAYS: None

At approximately 12:58 p.m. a motion was made by Mr. Traficante to return to the Open Session. The motion was seconded by Mr. Gaffney. The motion was passed unanimously.

8. Future Meetings:

The next General Aviation Committee Meeting is scheduled for Thursday, January 6, 2005 at 11:00 a.m., in the Mary Brennan Board Room, at T. F. Green Airport.

9. Adjournment: Mr. Traficante moved to adjourn at approximately 12:58 a.m. Mr. Gaffney seconded the motion. The motion was carried

by acclamation.

Respectfully submitted

**Charles Gaffney, Chair
General Aviation Committee of the
Rhode Island Airport Corporation**

**ATTENDANCE SHEET
RHODE ISLAND AIRPORT CORPORATION
GENERAL AVIATION COMMITTEE
NOVEMBER 4, 2004**

NAME AFFILIATION

Patti Goldstein RIAC

Liberty Luciano RIAC

Alicia Spearing RIAC

Deirdre Hayes RIAC

Dave Edwards RIAC

Steve St. Onge Hawthorne

**MINUTES OF THE EXECUTIVE SESSION
OF THE RHODE ISLAND AIRPORT CORPORATION
GENERAL AVIATION COMMITTEE MEETING
NOVEMBER 4, 2004**

1. At approximately 11:22 a.m., a motion was made by Mr. Traficante and seconded by Mr. Gaffney to go into Executive Session. The motion was passed unanimously.

2. Mr. Cloutier reported there had been a tour of the Harris Farm property and a Purchase and Sales Agreement is being drawn up for the negotiated terms and will be brought to the Board of Director Meeting in November for approval. Mr. Cloutier reported a proposal

has been submitted to EDC via email from Picerne Properties to develop hangar space at Quonset Airport. Mr. Cloutier reported Hawthorne is also interested in developing hangar space at Quonset Airport and a meeting is scheduled in Raleigh to discuss interest. Mr. Gaffney noted the importance of fair market value for Quonset Airport, including fuel sales, since the fuel sales tax has been repealed.

3. Mr. Cloutier reported on the Corporation's recommendation that the jump schools at North Central Airport and Newport Airport acquire additional levels of comprehensive general liability insurance, in the amount of at least \$6 million dollars, and possibly more depending on the recommendation of RIAC's insurance carrier and general counsel. Mr. Cloutier reported the insurance company is continuing to compiling a risk analysis for both North Central Airport and Newport Airport. Mr. Drozd reported on preliminary information regarding the fatality at North Central.

At approximately 12:58 a.m. a motion was made by Mr. Traficante to return to the Open Session. The motion was seconded by Mr. Gaffney. By the following roll call vote the motion was passed unanimously.

EAS: Charles Gaffney

Michael Traficante

NAYS: None

Respectfully submitted

**Charles Gaffney, Chair General Aviation Committee of the
Rhode Island Airport Corporation**