

MINUTES

The monthly business meeting of the Nashua Airport Authority (NAA) was held at SNHU Campus, 79 Perimeter Road – Room 137, Nashua NH on Wednesday, March 18, 2020.

Chairman Woods called the meeting to order at 6:00pm.

ROLL CALL

Present: Chairman Woods
Vice Chairman Law
Secretary Duquette
Director Holland

Absent: Treasurer Heath

PUBLIC INPUT

Steve Brouillette welcomed new board member, Director Holland.

MINUTES

MOTION BY Secretary Duquette to approve the February 19, 2020 public minutes.

SECONDED BY Vice Chairman Law

MOTION CARRIED

COMMUNICATIONS

Secretary Duquette reported that NAA received the following communications and all communications will be placed on file at the Nashua Airport Authority office.

02/04/2020 – NHDOT – “5010” Safety Inspection Report – Airport Manager Chris Lynch stated the airport is in excellent condition and there are no action items. These Inspections are done annually and look for obstructions and clearances.

02/28/2020 – 127-129 Hangar Associates – Exercise Option to Extend Lease (Building 127)

02/28/2020 – 127-129 Hangar Associates – Exercise Option to Extend Lease (Building 129)

REPORTS

TOWER REPORT

Chairman Woods reported for the month of February 2020 the traffic count was 5,812 operations, which is up 1,626 (39%) operations from January 2020. February 2019 versus February 2020, we are up 1,7182 (42%) operations.

AIRPORT MANAGER’S REPORT

Airport Manager Chris Lynch reported on the following topics.

Recent events

- We are following the COVID-19 guidelines. SNHU has closed its campus but are still running flight operations through AirDirect.

Upcoming events

- As of right now, the Commemorative Air Force will be coming to KASH in June! This tour stop will feature the B-29 Superfortress “FIFI”, T-6 Texan and P-51 Mustang “Gunfighter”. Unfortunately, the Consolidated B-24 Liberator “Diamond Lil” will not be able to make it this

year. They are planning on arriving here on Monday June 8th, with show dates 6/10/2020-6/14/2020 and they will depart KASH on Monday June 15th.

- The Annual NH Aviation Museum BBQ will be held here at Nashua on Saturday June 20, 2020 pending Coronavirus.
- Young Eagles – I have met with Bob Hough and Jeff Rapsis (NH Aviation Museum). We were in the midst of planning a Young Eagles event for May, but unfortunately due to the Coronavirus pandemic we have decided to postpone the event.

Other items of interest

- Welcome to Jessica Holland as our newest member of the NAA Board of Directors.
- I met, again, with Matt Caron (Gale Associates) and Dan Weeks (Revision Energy) and Carol Niewola and Will Stanfield (NHDOT BoA). The NHDOT BoA has determined that there is no suitable location on the Nashua Airport property for a 1-megawatt ground based solar array.
- Wednesday February 26th – Shortly before 10 a.m. the body of Captain Ryan Phaneuf arrived here at the Nashua Airport. Subsequently, Hudson and Nashua Police and Fire Departments led a procession through Nashua and Hudson. USAF Captain Phaneuf was killed when his plane went down in Afghanistan on January 27, 2020. Our deepest sympathy to the family and loved ones of Captain Phaneuf.
- 3/3/2020- I attended a VIP reception at SNHU's main campus showcasing their beautiful new STEM Education Building. It's rather spectacular. The drone research is really incredible.
- 3/4/2020 – I participated in meeting of City of Nashua department heads to discuss the Covid-19 issue.
- 3/6/2020 – I guided a tour for 28 FAA Engineers of the Nashua Airport's navigational aids, lighting systems and AWOS.
- 3/9/2020 – Met with representatives from the EPA, NHDES and Weston Solutions. They are investigating airports in NH to determine if there is any presence of PFAS. This was the first of several visits to be conducted throughout this year. They will be boring test wells throughout the airport.
- Talked with Brian Beane, ASH Tower Chief, yesterday about Midway Chicago Tower was closed due to Coronavirus. All of their controllers were tested positive and are operating the tower remotely. According to Mr. Beane, if their controllers get sick, the tower will close and we will go to an uncontrolled status on the field. We will not close the airport. He is trying to coordinate with SNHU and AirDirect to try to reduce staff to one controller.
- Recently the airport has had multiple taxiway lights out or dimmed. As we dug deeper into this situation, we discovered that the electrical systems for these lights are not in any conduit. They are direct buried and over the years, the wires shift and cause outages. We are working with Gale Associates to have this system re-done properly when the taxiway project is started.
- Today, we acquired a piece of snow removal equipment from the GSA program. It does need repairs and we are working on that.

AIRPORT ENGINEER'S REPORT

Nik Ippolito appeared (via conference call) on behalf of the airport's engineering consultant, Gale Associates.

CONSTRUCT ONLY – Pavement Maintenance Phase II (NHDOT No TBD)

This Project is to reconstruct taxiways between hangars located on the north-west side of the Airfield (Runway 14 end.)

Estimated Project Funding:

FAA Share (90%):	\$3,263,400.00
State Share (5%):	\$181,300.00
Local Share (5%):	\$181,300.00
Total Project Cost:	\$3,626,000.00

Project Status:

- Gale has prepared the new Grant Application and provided all copies to Mr. Chris Lynch for signatures. These applications were then forwarded to NHDOT/BA (received by NHDOT/BA on February 20, 2020) for processing and incorporation into this year's State Block Grant.
- Continental Paving, Inc. is the low bidder on the project. They have indicated that they are willing to honor their bid price for this project until August 2020. Contingent upon the availability of discretionary funds, construction may be scheduled for this summer/fall.
- At this time the Project is awaiting grant funding (June timeframe). Upon issuance of a grant, the Owner/Contractor Contracts will be prepared and circulated for execution.

Airport Manager Chris Lynch received a letter from Ms. Carol Niewola today congratulating him on his airport consultant selection of Gale Associates for the next 5 years.

COMMITTEES

None

OLD BUSINESS

Solar - Airport Manager Chris Lynch, discussed this during his report.

NEW BUSINESS

Land Lease Extension – Extend Lease (Buildings 127 and 129)

Chairman Woods discussed the request from Mr. Paul Skar, representative of Buildings 127 & 129, to extend their lease as stated in their lease. Chairman Woods would like to grant their extension for 20 years with the option to extend an additional 20 years.

MOTION BY Secretary Duquette. I hereby move that in accordance with the option available in the existing lease, 127-129 Hangar Condominium Associates is hereby granted an extension to the lease associated with Lot E-2157 (Building 127) and E-2158 (Building 129) for a 20-year term commencing on February 6, 2020 and running through midnight February 5, 2040 under the same terms and conditions now in effect. 127-129 Hangar Condominium Associate is granted an additional 20-year extension option commencing February 6, 2040 for Lots E-2157 (Building 127) and E-2158 (Building 129), subject to renegotiation of the ground rent . The Nashua Airport Authority Secretary will cause a notice of lease extension to be recorded in the Hillsborough County Registry of Deeds at the expense of the association.

SECONDED BY Chairman Woods

DISCUSSION. Director Holland recused herself from the vote due to being a tenant of this condominium association.

MOTION CARRIED

DATES TO REMEMBER

06/10/2020 – 06/14/2020 – Commemorative Air Force

06/20/2020 – NH Aviation Museum BBQ

NAA ACTION ITEMS

It was discussed among the present board members that the Nashua Airport Authority set a reminder for 120 days in advance of any land leases that are due to expire. At that time, the Office Manager will notify any tenant of their upcoming expiration/renewal.

PUBLIC INPUT

Steve Brouillette asked if the upcoming taxiway project would cause any runway closures. Airport Manager Chris Lynch informed him that this is the “inner taxiway” project, not the “taxiway alpha” project and he does not anticipate any runway closures.

DIRECTOR COMMENTS

Director Holland – Thank you for approving me for the board. I am looking forward to serving.

Vice Chairman Law – Welcome Jessica to the board. I want commend Chris and his staff on the 5010 inspection and maintaining the airport in excellent condition.

Chairman Woods – Again, welcome Jessica to the board and for volunteering your time. Kudos to Matt for finding the snow removal equipment.

Secretary Duquette – Welcome Jessica. Kudos to Chris and staff for the preparation of the return home flight of Captain Phanuef.

MOTION BY Secretary Duquette to adjourn the public session.

SECONDED BY Chairman Woods

MOTION CARRIED

The next meeting is scheduled for April 15, 2020

SEE ATTACHMENT FOR ATTENDEES LIST



Secretary Duquette