

MINUTES

The monthly business meeting of the Nashua Airport Authority was held at 93 Perimeter Road on Wednesday, September 17, 2014.

Interim Chair Dennis Stephens called the meeting to order at 6:02pm.

ROLL CALL

Present: Interim Chair Stephens
Treasurer Rosenblum
Secretary Moushegian
Director Jackson

PUBLIC INPUT

Interim Chair Stephens welcomed two Alderman, Mr. Schoneman and Mr. Soucy, to the meeting. He also introduced Mr. Glenn Carter, Dean of Daniel Webster College, Aviation Sciences. Mr. Carter briefly spoke about his new position and intent at DWC. He is very interested in moving forward with the new frontier of drones. These drones must be operated by pilots and can be as small as one foot and as large as a Cessna.

Greg Lison, Infinity Aviation, informed everyone of the Young Eagles Event for October 4th with a rain date of October 5th. 10am to 1pm.

Farrell Woods thanked Airport Manager Bourque and Gale Associates for the positive comments and feedback regarding the deteriorating asphalt outside his hanger. Secretary Moushegian confirmed that the failing asphalt will be placed on the CIP. Airport Manager Bourque, Weston Liu, Joe Carter, and Erik Strand also discussed the condition, cost, responsibility, procedures, and timeframe regarding the repair/replace of the asphalt.

Weston Liu commented on the possibility of replacing several tie-downs on the Delta Ramp. He also commented on the establishing the review committee for Standards and Procedures.

MINUTES – August 2014

MOTION BY Secretary Moushegian to accept the Nashua Airport Authority's August 2014 minutes as presented.

SECONDED BY Treasurer Rosenblum

MOTION CARRIED. (14-66)(6:30pm)

Secretary Moushegian discussed the emergency meeting that was called for September 17, 2014 at 1:00.

MOTION BY Secretary Moushegian to accept the Nashua Airport Authority's September 17, 2014 minutes as presented.

SECONDED BY Treasurer Rosenblum

MOTION CARRIED. (14-67)(6:32pm)

TREASURERS REPORT – August 2014

Treasurer Rosenblum commented that we had budgeted for the month of August \$39,466 and we actually took in \$38,607. We budgeted approximately \$45,000 in expenses for August and we came in a little over \$40,000. Our net for the month is approximately (\$1,600) however, we budgeted for approximately (\$5,600).

MOTION BY Treasurer Rosenblum to accept the Nashua Airport Authority's August 2014 financial reports as presented pending annual audit.

SECONDED BY Interim Chair Stephens

MOTION CARRIED. (14-68)(6:34pm)

COMMUNICATIONS

NAA-14-054	F. Woods / Construction/Planning NAA Web Page	FILED
NAA-14-055	NJA / Self Service Fuel Farm	ON-GOING

Interim Chair Stephens discussed a letter that came in after the deadline from NJA regarding the underground Fuel Tanks. Mary Parker was representing NJA. Interim Chair Stephens suggested to sit down and talk and that this issue will not get resolved in a letter. During the previous meeting, Shane McLaughlin mentioned this issue warrants a presentation to the Airport Authority. He also noted at that time, he would like to present it within the next two weeks. Interim Chair Stephens commented the underground fuel farm needs to be out of service by December 2015. Mary Parker commented that the Judge and Shane would meet with Interim Chair Stephens. Mary Parker stated that the fuel farm needs to be replaced, not just removed.

REPORTS

Tower Report

Airport Manager Bourque commented that the operations for the month of August are up and continue to rise. The jet operations continue to stay consistent.

Airport Manager

- Wildlife activity on the airport is moderate. Migratory water fowl is returning to the airport.
- The Airport is working on a draft aircraft wash plan. Once finalized, the Airport will request a waiver from NHDES to allow aircraft washing under certain conditions. More details will be forthcoming as this process unfolds.
- The proposal to host one of AOPA's 2015 regional fly-in's has been submitted.
- Work on rehabilitating our perimeter fence is tentatively scheduled to begin on September 29. The project is expected to take 90 days. Nik of Gale Associates will be the part-time resident on site.
- The Wings of Freedom Tour stop at Nashua was a great success. The aircraft brought a lot of positive recognition to the airport.
- The Bonanza & Baron Pilot Training organization conducted a weekend long training seminar at ASH through Infinity Aviation. The event brought 19 Beechcraft and 25 individuals to the airport for the weekend.

- Young Eagles event on Saturday, October 4th from 10:00am through 1:00pm.

Airport Engineer

Erik Strand of Gale Associates updated the public on the current projects at Nashua Airport.

Wildlife Hazard Assessment, State Historic Preservation Office (SHPO) Area Form, and SWPPP Update project is almost completed. SHPO and SWPPP are complete. The Wildlife Hazard portion of this project is in its last month. A draft report is anticipated by the end of September or beginning of October.

The Installation of the perimeter/wildlife fence project has been approved. Construction is to start on September 29th. The perimeter fence will be secure at all times during construction. Contracts will be sent out this week.

MOTION BY Interim Chair Stephens for Gale Associates to send out notice of award and contract for Grant #2 to Fences Unlimited and to authorize the NAA Interim Chair to sign the contract.

SECONDED BY Secretary Moushegian

MOTION CARRIED. (14-69)(6:52pm)

Erik Strand also informed the Nashua Airport Authority about a new FAA approved product used to seal and extend the life of the runway/taxiway. Recommended to be done every 5 – 7 years. This product was discussed at the previous GSAMA meeting. The downside would be the shutdown of the runway for a few days.

COMMITTEES

OLD BUSINESS

Grass Tie-downs. Interim Chair Stephens continued discussions from last month on the continuous rental of grass tie-downs. The aircraft are scattered throughout the tie-downs due to many of the tie-downs missing anchors. Some concerns are the aesthetics and the future use for this area. There is also a concern for handicap accessible tie-downs. Interim Chair Stephens stated that the Airport Authority will meet the needs for anyone requiring handicap accessibility. There is still discussion of relocating the grass tie-down area to the I Ramp. Stephen Budd is concerned about keeping a low cost option available to airport users. Chris Loprinze suggested we offer to grandfather the cost of \$40 for two years and move the airplanes off the grass tie-downs.

MOTION BY Interim Chair Stephens to eliminate all six rows of the grass tie-downs effective November 1, 2014 and repair all of the drive-thru asphalt tie-downs and allow all those who vacate the grass tie-downs to relocate to a non-electric tie-down and maintain their rate of \$40 a month until October 31, 2015.

SECONDED BY Director Jackson

MOTION CARRIED. (14-70)(7:33pm)

AOPA Fly-In. Airport Manager Bourque has submitted a proposal to hold an AOPA regional fly-in in 2015. Interim Chair Stephens commented that if we are selected for the interview process, we will work on a committee to welcome and assist AOPA.

NEW BUSINESS

Standards and Procedures Review Committee. Interim Chair Stephens proposes to establish a committee over the next three months and individuals selected by the users to consist of different types of user: FBO, Condo Association, tie-downs, and business, to sample, with a maximum of six people. One board member will be on the committee and the airport manager will take minutes. Weston Liu suggested to put together a charter and agenda as to let the committee know what is expected. Roland Noyes questioned what is wrong with the current document. Interim Chair Stephens commented if nothing needs changing, then we may leave it as is.

PUBLIC INPUT

Roger Matthews and Bill Sconce commented about the positive difference in the meeting and the board.

Weston Liu commented about the RSA rules for executive session. Interim Chair Stephens and Secretary Moushegian agreed and confirmed their reasons for such session.

OTHER

None

COMMENTS

Interim Chair Stephens commented about the support for Sandy Adams and her confirmation to the board. He stated Sandy has a strong interest in this airport, she is level headed and would like to see the airport community support her.

Director Jackson is very excited and supports the upcoming future of drones. He is interested in becoming involved with drones.

Treasurer Rosenblum has been an airport user since 1988. He is confident with the finances of the airport and supports marketing for the airport.

MOTION BY Secretary Moushegian to move to non-public session for purpose of discussing the purchase, sale or transfer of real estate.

SECONDED BY Director Jackson

MOTION CARRIED. (14-71) (8:32pm)

ROLL CALL

Present: Interim Chair Stephens
Treasurer Rosenblum
Secretary Moushegian
Director Jackson

Non-public session commenced at 8:35pm.

Gale Associates representative Erik Strand discussed status of SBG 12-14-2015.

Discussed possible fence re-alignment as a result of SBG 12-14-2015 for security purposes. Gale Associates will confirm at a later date.

MOTION BY Interim Chair Stephens to adjourn non-public session, move to public session, and seal the minutes.

SECONDED BY Director Jackson

MOTION CARRIED. (14-72) (9:00pm)

Rejoined public session at 9:01pm

ROLL CALL

Present: Interim Chair Stephens
Treasurer Rosenblum
Secretary Moushegian
Director Jackson

ADJOURNMENT

MOTION BY Treasurer Rosenblum to adjourn public meeting.

SECONDED BY Director Jackson

MOTION CARRIED. (14-73) (9:07pm)

Respectfully submitted,

Richard Moushegian,
Secretary

CC: City Clerk's Office

SEE ATTACHMENT FOR ATTENDEES