

MINUTES

The monthly business meeting of the Nashua Airport Authority (NAA) was held via teleconference on Wednesday, May 19, 2021.

Chairman Woods called the meeting to order at 6:03pm.

ROLL CALL

Present: Chairman Woods
Treasurer Heath
Secretary Holland
Director Duquette

Absent: Vice Chairman Law

PUBLIC INPUT

None

MINUTES

MOTION BY Treasurer Heath to accept the April 21, 2021 public minutes.

SECONDED BY Director Duquette

MOTION CARRIED

TREASURERS REPORT – April 2021

Treasurer Heath reported that everything looks in good shape on the balance sheet. Due to the ongoing projects, you will see payable increase. We have a surplus to date of approximately \$153,000. Airport Office Manager Susan and I went through the way the deficit appears on the income statement. We created a revenue account for unbilled sales, so we do not skew the balance sheet. We have received our aircraft registration income and it is well above budget. On our income and expense, we have a positive variance of \$152,953 year to date.

MOTION BY Chairman Woods to accept the April 2021 financial statements as presented subject to audit.

SECONDED BY Director Duquette

MOTION CARRIED

COMMUNICATIONS

The following communications have been received and placed on file.

BCM Environmental & Land Law, PLLC – Rehearing Request Massasoit and Deerwood Drive

The neighbors abutting this property are appealing the ZBA decision to approve the variance. Discussion was had regarding the effect this will have on the airport. Deerwood Drive is a paper road that goes through our property. The biggest concern Treasurer Heath has is the complaint of airport noise. Airport Manager Chris Lynch has had conversation with Sarah Marchant with the city and she is aware of the stipulations/concerns.

REPORTS

TOWER REPORT

Chairman Woods reported for the month of April 2021 the traffic count was 7,339 operations which is up 241 (3%) operations from March 2021 and up 4,430 (152%) operations versus April 2020. Secretary Holland also noted that the traffic count is up 2,224 operations from April 2019.

AIRPORT MANAGER'S REPORT

Airport Manager Chris Lynch reported on the following topics.

Upcoming events

- June 19th – Annual NH Aviation Museum Fly-In & BBQ
- June 23rd – June 27th – Commemorative Air Force at ASH. The CAF B29/B24 Squadron aircraft attending this event will be:
B-29 Superfortress FIFI, B-24 Liberator Diamond Lil, Wasp T-6 Texan, P-51 Gunfighter and PT-13 Stearman. CAF will arrive Monday June 21, Depart Monday June 28. Gates open 9am to 5pm, each day June 23 to June 27. B-29/B-24 Squadron will run the gate. Gate fees are \$20/adult and \$10/child over age 10. All aircraft rides will be booked through the B-29/B-24 Ride Desk and/or online <https://www.airpowersquadron.org/Nashua-NewHampshire>. They have already booked quite a few rides and are expecting a good turnout.

Other items of interest

- Phase I of the Pavement Maintenance Project is mostly complete and reopened for use. We have requested a modification to standard for additional lead in lines between hangar rows that don't otherwise meet the FAA's standard.
- May 10th – Phase II of the Pavement Maintenance Phase II Project has begun! The base layer of pavement was put down today.
- The FAA is considering a request by the USAF to establish the Chugs Temporary MOA (T-MOA) in the vicinity of Windham, VT. This looks as though this will be happening, so please check notams when in this area. The purpose of this T-MOA is to support the upcoming Exercises Eagle Claw 21-01. Eagle Claw 21-01 will take place from 1 to 30 June 2021.
- There are three T-Hangars for sale at KASH. Two are located at 13 Perimeter Rd. and one is available 129 Perimeter Road. Also, community hangar rental is available from Nashua Jet Aviation and Infinity Aviation.
- I would like to welcome Eldon Richards to our staff.

AIRPORT ENGINEER'S REPORT

Nik Ippolito appeared on behalf of the airport's engineering consultant, Gale Associates, Inc.

CONSTRUCT ONLY – Pavement Maintenance Phase II (NHDOT No. SBG 12-21-2020)

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

Project Status:

- On Monday, May 10th, Continental Paving entered the second phase of Pavement Maintenance work.
- At the time this agenda was prepared, the Contractor's schedule shows paving operations in the Phase II work area commencing on Tuesday, May 18th.
- Gale is in the process of preparing the Contractor's first Periodic Cost Estimate. Upon completion and concurrence from the Contractor in the estimate's accuracy, Gale will prepare a Reimbursement Request for the NHDOT/BA to collect all project costs to date. The NHDOT/BA has approved submission of reimbursement using electronic signatures, so unless the Authority has any objections, we will prepare these reimbursements in this manner.

Recommended Actions:

- Please sign and forward the next Reimbursement Request upon receipt.
- Please review/sign the reimbursement packages upon receipt.

REHABILITATE TAXIWAY 'A' AND ASSOCIATED TAXIWAYS

This Project is for the design and construction phases necessary to rehabilitate Taxiway 'A', install new taxiway edge lighting (MITLs), and to address the grading issues at the intersection of Taxiway 'A' and Taxiway 'D'.

Project Status:

- The grant application has been submitted to NHDOT/BA for funding through the Airport Improvement Program. The anticipated grant issuance is sometime before the 30th of September 2021. This is the end of the FAA fiscal year.
- The Low Bidder on the Project was Sargent Corp. of Stillwater, ME. The Contractor's bid price was \$2,030,172.50.
- A letter of recommendation to award has been prepared and sent to the Airport Manager for the project files.

Recommended Actions:

- None at this time, as the Grant Applications have already been circulated and sent to NHDOT/BA.

COMMITTEES

None

OLD BUSINESS

None

NEW BUSINESS

Mr. Tim Heald – Constellation Behavioral Services, 102 Perimeter Road – was unable to attend.

UPCOMING EVENTS

June 19, 2021 – Annual NH Aviation Fly-In and BBQ

June 23, 2021 – Commemorative Air Force

PUBLIC INPUT

Airport Tenant Wes Liu stated that the pavement looks like its going well. Also, next Saturday they are flying aerobatics at Keene, please be sure to check your notams.

DIRECTORS' COMMENTS

Secretary Holland – Great work! Thank you to Chris and the engineering team for all your hard work.

Treasurer Heath – The project is going well and looks great.

Director Duquette – Thank you to the team at the airport. Have a good month.

Chairman Woods – I, too, am very pleased with the paving project. Chris is out there constantly to help with doors and making suggestions regarding the porous payment. I appreciate all the work from everyone.

MOTION BY Chairman Woods to adjourn the public session to a non-public session pursuant to RSA 91-A:3, (II)(a) the dismissal, promotion, or compensation of any public employee.

ROLL CALL

Chairman Woods – yes
Treasurer Heath – yes
Secretary Holland – yes
Director Duquette - yes

MOTION CARRIED

Vice Chairman Law joined the non-public session at 6:55pm.

MOTION BY Treasurer Heath to adjourn from non-public session.

SECONDED BY Vice Chairman Law

MOTION CARRIED

ROLL CALL

Present: Chairman Woods
Vice Chairman Law
Treasurer Heath
Secretary Holland
Director Duquette

MOTION BY Treasurer Heath to seal non-public session minutes pursuant to RSA 91-A:3, (II)(a) the dismissal, promotion, or compensation of any public employee.

SECONDED BY Vice Chairman Law

MOTION CARRIED

MOTION BY Chairman Woods to adjourn the public session.

SECONDED BY Vice Chairman Law

MOTION CARRIED

The next meeting is scheduled for June 16, 2021

SEE ATTACHMENT FOR ATTENDEES LIST

Secretary Jessica Holland

