

MINUTES

The monthly business meeting of the Nashua Airport Authority (NAA) was held at Infinity Aviation, 117 Perimeter Road, Nashua NH on Wednesday, July 21, 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 Director Duquette to approve the June 16, 2021 public minutes inclusive to Treasurer Heath's addition of the word "favorable".

SECONDED BY Chairman Woods

MOTION CARRIED

TREASURERS REPORT – June 2021

Treasurer Heath reported that our financials continue to be better than budgeted. We are going to end up with approximately a \$185,000 surplus this fiscal year.

MOTION BY Director Duquette to accept the June 2021 financial statements as presented subject to audit.

SECONDED BY Chairman Woods

MOTION CARRIED

COMMUNICATIONS

The following communications have been received and placed on file.

07/13/2021 – Orr & Reno – Approval of the Assignment of Lease from Aviation Realty, LLC to Sharks and Carrots, LLC

MOTION BY Chairman Woods to approve the assignment of lease from Aviation Realty, LLC to Sharks and Carrots, LLC

SECONDED BY Director Duquette

MOTION CARRIED

REPORTS

TOWER REPORT

Chairman Woods reported for the month of June 2021 the traffic count was 7,747 operations which is slightly down 113 (-1%) operations from May 2021 and up 1,182 (18%) operations versus June 2020.

AIRPORT MANAGER'S REPORT

Airport Manager Chris Lynch reported on the following topics.

Recent events

- The Annual NH Aviation Museum Fly-In & BBQ was a great success. The BBQ sold out and the event attracted over 200 attendees.
- The Commemorative Airforce event was also a great success. All rides were sold out and the event was well attended.

Upcoming events

- September 25th – Nashua's Summerfun 2021 "Wheels & Wings" event will be held at the Nashua Airport.

Other items of interest

- Phase IV of the Pavement Maintenance Project is underway.
- There are two T-Hangars for sale at KASH. One is located at 13 Perimeter Rd. and one is available 127 Perimeter Road. Also, community hangar rental is available from Nashua Jet Aviation and Infinity Aviation.
- Thank you to the anonymous donor for the \$2,500 donation to the Nashua Airport Authority to be used to promote the airport.

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 July 6th, 2021 the Contractor began work in Phase IV of the Project.
- Per the Contractor's schedule, construction in the Phase IV Work Area must be completed by Wednesday, August 4th, 2021.
- There are two (2) sections of pavement that were not included in the pavement maintenance project that are candidates to be added to the Project by Change Order. The first section is on Taxiway 'E' adjacent to India Ramp (approximately a two week closure). The second section is on the airside of Midfield Café. Based on the estimated construction cost, these two areas can be added to the Project without exceeding the grant amount. This will need to be approved by NHDOT/BA prior to implementing. Gale is in the process of coordinating these additional areas with Carol.
- Upon completion of all remaining work, Gale will schedule a final inspection of the area and we can move to close out the Project.
- The June Reimbursement Request will be prepared this week and forwarded to the Authority for signatures.

Recommended Actions:

Please sign and forward the next Reimbursement Request 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.
- The Low Bidder on the Project was Sargent Corp. of Stillwater, ME. The Contractor's bid price was \$2,030,172.50.
- Contracts for this Project have been signed by the City of Nashua and sent to Sargent Corp. for final execution. Once under contract, Sargent will begin ordering lighting materials. Depending on the timing of the grant, the construction phase of this Project may be postponed until the spring. Between lighting equipment lead times, and the timing of the grant award, there may not be adequate construction season left in 2021 to complete the work.
- Gale submitted a Notice of Intent for MSGP coverage, along with a Draft SWPPP via the EPA's website on behalf of the Airport on 6/29/2021. A copy of the Draft SWPPP has also been posted to the Airport's website. The target review date for the NOI is 8/28/2021. At that time, EPA will either approve the permit or request additional information. In response to the submission of the NOI, the NH Division of Historical Resources (NHDHR) required a Request for Project Review (RPR) form to review potential impacts to historic properties related to renewal of MSGP coverage. The RPR form was submitted on 7/7/2021.

Airport Manager Chris Lynch discussed a de-icing area at the airport with Jackie (Gale Associates) to be included in the SWPPP.

Treasurer Heath questioned if the aircraft washing has been addressed in the SWPPP; Nik Ippolito (Gale Associates) confirmed. Airport Manager Chris Lynch is questioning whether aircraft could be washed in the porous pavement area for the water will not be entering into the drains.

Recommended Actions:

- None at this time.

COMMITTEES

None

OLD BUSINESS

None

NEW BUSINESS

Approval of Lease between Nashua Airport Authority and Aviation Realty, LLC

MOTION BY Treasurer Heath to approve the lease between Nashua Airport Authority and Aviation Realty, LLC

SECONDED BY Director Duquette

MOTION CARRIED

UPCOMNG EVENTS

September 25, 2021 – Nashua’s Summerfun 2021 Wheels & Wings Event

PUBLIC INPUT

Wes Liu, Airport Tenant, asked about the progress on repairs to building 109. Airport Manager Chris Lynch informed him that the materials have been ordered and there is a 14 week backlog on materials.

Nik Ippolito asked to notify the airport tenants to avoid sharp turns on the new pavement to avoid causing any divots.

DIRECTORS’ COMMENTS

Secretary Holland – Have a happy and healthy summer. See you in September!

Chairman Woods – Thanks to Infinity Aviation and Greg Lison for the use of their hangar for the meeting. Pleased with pavement project and many others are as well.

Treasurer Heath – Echo’s Director Woods comments. He has been videoing the project with a drone and looking forward to creating a timelapse of the project.

Director Duquette – Thanks everyone! Term is up and I have decided to continue with the board for another term.

MOTION BY Chairman Woods to adjourn the public session.

SECONDED BY Treasurer Heath

MOTION CARRIED

The next meeting is scheduled for September 15, 2021

SEE ATTACHMENT FOR ATTENDEES LIST


Secretary Jessica Holland