

## MINUTES

The monthly business meeting of the Nashua Airport Authority (NAA) was held at SNHU Campus, 79 Perimeter Road – Room 137, Nashua, NH 03063 on Wednesday, April 20, 2022.

Chairman Woods called the meeting to order at 6:05pm.

### ROLL CALL

**Present:** Chairman Woods  
Vice Chairman Law  
Director Duquette  
Secretary Holland - remotely

**Absent:** Treasurer Heath

### PUBLIC INPUT

None

### MINUTES

**MOTION BY** Director Duquette to approve the March 16, 2022 public minutes.

**SECONDED BY** Chairman Woods

**ROLL CALL VOTE** Chairman Woods – yes  
Vice Chairman Law – yes  
Director Duquette – yes  
Secretary Holland – yes

**MOTION CARRIED**

### TREASURERS REPORT –March 2022

Chairman Woods tabled until next meeting.

### COMMUNICATIONS

The following communications have been received and placed on file.

04/13/2022 – Macair – Assignment of Lease for Buildings 83, 87, 113, 115

### REPORTS

#### TOWER REPORT

Chairman Woods reported for the month of March 2022 the traffic count was 5,850 operations which is up 1,345 (30%) operations from February 2022 and down 1,248 (-21%) operations versus March 2021.

#### AIRPORT MANAGER'S REPORT

##### **Recent events:**

None

##### **Upcoming events at Nashua Airport:**

Saturday June 18, 2022, 8:00 a.m.-2:00 p.m. - NH Aviation Museum Fly-In and BBQ. This event is being held at hangar 81.

Saturday September 17, 2022 – Wheels and Wings - SummerFun

#### Other items of interest:

- I had several meetings in March with NHDOT, FAA and Gale Associates discussing the Relocate Taxiway 'A' project. As of today, the FAA will not approve the relocation of Taxiway 'A.'
- I met with two developers interested in developing large corporate hangars at ASH:
  - Nick Ippolito and I met with local real estate developer Rob Parsons to discuss developing a 30,000+ square foot hangar and two 4,200 sq. ft. hangars.
  - Armand Dufresne, Danny Quirion and I met with Greg Lison (Infinity Aviation) to discuss developing two 30,000+ sq. ft. hangars and a new FBO building.
- Loprinze Aviation has contracted with Gale Associates to develop a large corporate hangar on the 'Delta Ramp'.
- An undisclosed entity has expressed interest in developing a large corporate hangar and basing their Gulfstream G550 and G700 (currently in production) at ASH.
- "Foxtrot/Golf Ramp" Reconstruction project is currently out for bid. The bid opening is scheduled for April 26<sup>th</sup>.
- Met with the contractor who will repair the damage incurred during the last construction project on building 109 Perimeter Road. He will try to get it done in the next few weekends.

#### 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-12-22-2020)

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

#### Project Status:

- This project is now substantially complete. The date of substantial completion was August 24, 2021. This will represent the start of the Contractor's 1-year guarantee.
- Gale has received the approved Change Order No. 2 for this project.
- Gale has prepared and circulated the Grant Closeout Documents and final reimbursement request. The fully executed documents have been sent to the NHDOT/BA for review/approval.

#### Recommended Actions:

- None. This item will be left as a standing agenda item until confirmation of grant closeout has been received.

#### 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 FAA and NHDOT/BA have determined that the relocation of Taxiway 'A' is not necessary and justified at this time. A discussion on this matter was conducted on March 25<sup>th</sup>, 2022 and alternative development locations were identified that will allow the development of up to four (4) box hangars capable of housing large cabin aircraft. This will satisfy the immediate demand. The relocation of Taxiway 'A' will be re-evaluated at a later date.
- As a result of the discussions with Airport Management, NHDOT/BA and FAA, Gale has prepared several airspace studies and filed them with the FAA. The purpose of these studies is to determine whether the proposed hangar development concepts pose a hazard to air navigation. This review process usually takes a minimum of 45 days. Gale will report the results of these studies upon receipt of a determination letter.

- Based on discussions with NHDOT/BA and FAA, the decision has been made to move forward with a design-only grant application for the taxiway 'A' rehabilitation project. Gale will be reaching out to NHDOT/BA to coordinate the issuance of this grant based on the previously submitted grant application.

Recommended Actions:

- None at this time.

Director Duquette discussed what the triggering events would be for the relocation of Taxiway 'A'. Mr. Ippolito clarified that a contract lease would be a triggering event. Once all the developable land adjacent to the Aviation Center is under contract; then we could move forward with the relocation request. If we rehabilitate Taxiway 'A' we will no be able to request the relocation for 10 years.

Airport Manager Chris Lynch discussed the difficult and lengthy process of relocation of Taxiway 'A' with the NHDOT/BA. We do have the demand for this development at Nashua. As soon as the developable land is under contract; we will meet with the NHDOT/BA and FAA again for the relocation.

**REHABILITATE GOLF RAMP AND FOXTROT RAMP**

This project is for the design, and construction necessary to rehabilitate Golf and Foxtrot Ramps at the Airport.

Project Status:

- The design of this project is now complete.
- The bid documents have been made available to bidders via. [www.projectdog.com](http://www.projectdog.com); the project's ID Number is **848859**.
- The bid opening for this project is scheduled to take place at 10:00AM on April 26, 2022. The bid opening will not be in person.
- Grant applications will be submitted once bids are opened and reviewed; but in no case later than April 28, 2022. This date is based on an extension to the application deadline that has been granted by NHDOT/BA.

Recommended Actions:

- None at this time.

**COMMITTEES**

None

**OLD BUSINESS**

\$2,500 Anonymous Donation/Marketing – Director Duquette is moving forward with t-shirts and hats for free giveaways for this anonymous donation.

**NEW BUSINESS**

Infinity Aviation – Hangar Development / Fuel Pricing

Mr. Greg Lison, owner Infinity Aviation, discussed the pros and cons of an expansion of the FBO in the location adjacent to the Aviation Center. The location is perfect; however, much concern lies in the limited space on the ramp for the movement of the aircraft.

Mr. Lison also discussed the increase of AV Gas and Jet Fuel. There has been six weeks of continuous increases in fuel. The good news is that the prices are slowing decreasing. Today we are down to where we were three weeks ago. Mr. Lison is available to answer any questions regarding fuel prices.

Macair – Approve and record lease assignment and assumption for buildings 83, 87, 113, 115 to Nashua Jet Aviation, LLC due to the passing of Judge Kenneth McLaughlin.

**MOTIONS BY** Director Duquette

Motion to approve the Assignment and Assumption of Lease request for E1465 – 83 Perimeter Road from Kenneth McLaughlin to Nashua Jet Aviation, LLC.

Motion to approve the Assignment and Assumption of Lease request for E1452 – 87 Perimeter Road from Kenneth McLaughlin and Mary B. McLaughlin to Nashua Jet Aviation, LLC.

Motion to approve the Assignment and Assumption of Lease request for E1504 – 113 Perimeter Road from Kenneth McLaughlin and Mary B. McLaughlin to Nashua Jet Aviation, LLC.

Motion to approve the Assignment and Assumption of Lease request for E1505 – 115 Perimeter Road from Kenneth McLaughlin and Mary B. McLaughlin to Nashua Jet Aviation, LLC.

**SECONDED BY** Chairman Woods

**ROLL CALL VOTE** Chairman Woods – yes  
Vice Chairman Law – yes  
Secretary Holland – yes  
Director Duquette - yes

**MOTION CARRIED**

Macair – Approve and record lease extension for buildings 83, 87, 113, 115.

**MOTIONS BY** Director Duquette

Motion to approve the lease extension request for E1465 – Nashua Jet Aviation LLC for 20 years beginning on May 1, 2024 and terminating on April 30, 2044, upon the same terms and conditions as the Lease now in effect. Also, to approve this lease be given the option to extend for an additional term of 20 years, commencing on May 1, 2044, subject to renegotiation of terms and conditions.

Motion to approve the lease extension request for E1452 – Nashua Jet Aviation LLC for 20 years beginning on June 1, 2025 and terminating on May 31, 2045, upon the same terms and conditions as the Lease now in effect. Also, to approve this lease be given the option to extend for an additional term of 20 years, commencing on June 1, 2045, subject to renegotiation of terms and conditions.

Motion to approve the lease extension request for E1504 – Nashua Jet Aviation LLC for 20 years beginning on August 1, 2027 and terminating on July 31, 2047, upon the same terms and conditions as the Lease now in effect. Also, to approve this lease be given the option to extend for an additional term of 20 years, commencing on August 1, 2047, subject to renegotiation of terms and conditions.

Motion to approve the lease extension request for E1505 – Nashua Jet Aviation LLC for 20 years beginning on August 1, 2027 and terminating on July 31, 2047, upon the same terms and conditions as the Lease now in effect. Also, to approve this lease be given the option to extend for an additional term of 20 years, commencing on August 1, 2047, subject to renegotiation of terms and conditions.

**SECONDED BY** Chairman Woods

**ROLL CALL VOTE** Chairman Woods – yes  
Vice Chairman Law – yes  
Secretary Holland – yes  
Director Duquette - yes

**MOTION CARRIED**

**UPCOMING EVENTS**

06/18/2022 – NH Aviation Museum Fly-in and BBQ  
09/17/2022 – Wheels and Wings

**PUBLIC INPUT**

None

**DIRECTORS' COMMENTS**

Vice Chairman Law – None.

Chairman Woods – Thank Chris, Nik, Matt, and Greg Lison for all the discussions and negotiations with NHDOT/BOA and FAA regarding the Taxiway 'A' relocation.

Director Duquette – I echo Chairman Woods comments.

Secretary Holland – I echo all comments and overcoming so many obstacles. Also, thank you Greg for discussing the fuel pricing.

**MOTION BY** Chairman Woods to adjourn the public session.

**SECONDED BY** Vice Chairman Law

**ROLL CALL VOTE** : Chairman Woods – yes  
Vice Chairman Law – yes  
Secretary Holland – yes  
Director Duquette – yes

**MOTION CARRIED**

The next meeting is scheduled for May 18, 2022

SEE ATTACHMENT FOR ATTENDEES LIST

Secretary Jessica Holland

  
Farrell Woods, Chairman, NAA