

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, May 18, 2022.

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

ROLL CALL

Present: Chairman Woods
Vice Chairman Law
Treasurer Heath
Secretary Holland - remotely

Absent: Director Duquette

PUBLIC INPUT

None

MINUTES

MOTION BY Chairman Woods to approve the April 20, 2022 public minutes.

SECONDED BY Vice Chairman Law

ROLL CALL VOTE Chairman Woods – yes
Vice Chairman Law – yes
Treasurer Heath – yes
Secretary Holland – yes

MOTION CARRIED

TREASURERS REPORT –March and April 2022

Treasurer Heath discussed the financials for March and April 2022. Our income/revenue is at or better than expected. We will be closing out the retainage on the last project, so that will be cleaned on the balance sheet soon.

MOTION BY Vice Chairman Law to approve the March 2022 and April 2022 financial statements, pending audit.

SECONDED BY Chairman Woods

ROLL CALL VOTE Chairman Woods – yes
Vice Chairman Law – yes
Treasurer Heath – yes
Secretary Holland – yes

MOTION CARRIED

COMMUNICATIONS

The following communications have been received and placed on file.

05/13/2022 – Boire Field Condominium I (107 Perimeter Rd) – Exercise Option to Extend Lease

05/18/2022 – Infinity Aviation Group – Request for a land lease adjacent to and south of tower building

REPORTS

TOWER REPORT

Chairman Woods reported for the month of April 2022 the traffic count was 6,221 operations which is up 371 (6%) operations from March 2022 and down 1,118 (-15%) operations versus April 2021.

AIRPORT MANAGER'S REPORT

Recent events:

None

Upcoming events at Nashua Airport:

June 18, 2022 (Saturday), 8:00 a.m.-2:00 p.m. - NH Aviation Museum Fly-In and BBQ here at ASH. A PBY Catalina will come in and they will be doing rides. You can prebook rides on the NH Aviation Museum website.

September 17, 2022 (Saturday), 9:00 a.m.-2 p.m. – Wheels & Wings Event

Other items of interest:

- Skydive Pepperell opened for the season on April 21st.
- April 21 – I met with Nashua Fire Rescue Chief Buxton to discuss airport safety/procedures and gate access.
- May 4th - I met with Greg Lison, Infinity Aviation to discuss a land lease and development project.
- May 6th – I met with Dr. Joshi to discuss T-Hangar development off of the “India Ramp”.
- “Foxtrot Ramp & Golf Ramp” project bidding is complete, and the contract has been awarded to Continental Paving.
- Greg Lison and I have located a company to paint the fuel farm. This should be starting next week.
- There is a contractor coming to town on August 1, 2022 to start the painting of 93 Perimeter Road.

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:

- Grant Closeout Documents have been accepted by the NHDOT/BA
- Moving forward, this project may be removed from the agenda.

Recommended Actions:

- None.

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:

- A grant application for a design-only project has been submitted and accepted by the NHDOT/BA.
- Gale has reached out to the NHDOT/BA for an estimated date for the issuance of this grant. At the time this update was prepared, we are still waiting for a response from NHDOT/BA.

Recommended Actions:

- None at this time.

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:

- Bids for this project were opened on April 26, 2022. The low bidder on the project was Continental Paving, Inc. with a bid price of \$1,991,710.00.
- Gale has prepared grant applications for this project which were submitted and accepted by the NHDOT/BA.
- Upon issuance of the grant to fund this project, a Notice of Award and Contract will be sent to the Authority and Contractor for execution.
- Depending on the timing of the grant issuance, construction may begin in the summer of 2022. If the grant issuance is delayed, there is a possibility that construction would be postponed until the spring of 2023.

Recommended Actions:

- Please sign and forward the contracts upon receipt.

GENERAL ITEMS

Funding applications for the competitive grant program under the Bipartisan Infrastructure Law's competitive grant program have been submitted to the FAA. If awarded to the Nashua Airport Authority, the project would be to construct a new Air Traffic Control Tower.

COMMITTEES

None

OLD BUSINESS

Marketing – Secretary Holland is in favor of contracting a marketing firm to assist with a strategy plan. Treasurer Heath will come up with a more comprehensive plan for our next meeting.

NEW BUSINESS

Infinity Aviation – Hangar Development

Mr. Greg Lison, owner Infinity Aviation, read a letter dated May 18, 2022 addressed to Chairman Woods and Airport Manager Chris Lynch requesting a land lease adjacent to and south of the tower building. Discussion was based on construction of an approximately 80,000 square foot FBO and hangar, ramp construction, parking, and relocation of Taxiway 'A'. Discussion was also had regarding the use of the current building at 79 Perimeter Road. This building will need to be used as an aviation educational purpose as well.

Boire Field Condominium I - Approve and record lease extension for 107 Perimeter Road.

MOTION BY Vice Chairman Law to approve the lease extension request for E1458 – Boire Field Condominium I for 20 years beginning on August 1, 2022 and terminating on July 31, 2042, upon the same terms and conditions as the Lease now in effect. Also, to approve a lease option for an additional term of 20 years, commencing on August 1, 2042, subject to renegotiation of terms and conditions.

SECONDED BY Chairman Woods

ROLL CALL VOTE Chairman Woods – yes
Vice Chairman Law – yes
Treasurer Heath - abstain
Secretary Holland – yes

MOTION CARRIED

UPCOMING EVENTS

06/18/2022 – NH Aviation Museum Fly-in and BBQ

09/17/2022 – Wheels and Wings

PUBLIC INPUT

Roger Mathews asked about the movie night at the airport this summer. Airport Manager Chris Lynch informed him that the SummerFun Committee has chosen to have all movies at Greeley Park.

DIRECTORS' COMMENTS

Vice Chairman Law – I attended the Chambers awards today and they had a panel talking about Nashua’s past, present, and future. Donnalee Lozeau, former Mayor, talked about the past. She made a point about the gems in the city and she made mention the Nashua Airport. I thought it was a great program today.

Chairman Woods – I’m really looking forward to the future development of the airport and this looks like a good start. I look forward to seeing how this moves along. Thank you Nik for your hard work and persistence

Treasurer Heath – I’m really excited about the future of this airport to get this whole area moving!

Secretary Holland – Thank you everybody for keeping the airport on the straight and narrow. I really commend the team for doing a great job.

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

SECONDED BY Vice Chairman Law

ROLL CALL VOTE: Chairman Woods – yes
Vice Chairman Law – yes
Treasurer Heath – yes
Secretary Holland – yes

MOTION CARRIED

MOTION BY Chairman Woods to enter non-public session.

SECONDED BY Vice Chairman Law

ROLL CALL

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

MOTION BY Chairman Woods to leave non-public session, seal the minutes and return to public session.

SECONDED BY Vice Chairman Law

ROLL CALL

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

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 15, 2022

SEE ATTACHMENT FOR ATTENDEES LIST



Secretary Jessica Holland