

DRAFT MINUTES

The monthly meeting of the Nashua Airport Authority was held at Daniel Webster College in room 218 at the Eaton-Richmond Center, University Drive, at 7:00pm on Tuesday, August 17, 2004.

The monthly business meeting was called to order at 7:01pm by Chairman Gill.

ROLL CALL

Present

Chairman	John Gill	Absent Vice Chairman Griffin Dalianis
Secretary	Allan Fuller	
Treasurer	Howard Dresner	
Director	Fred Britton	

PUBLIC INPUT

There was no public input at this time. .

MINUTES – July 2004

Manager Rankin said that he had talked with Vern Maine and he suggested different language for the motion extending the 20/20 year leases and additional 20 years. Manager stated that he had taken the verbiage from Vern and made changes and suggested the motion be restated as such.

For leaseholders presently limited to a 20 year lease with first 20 year option to extend: (1) the leaseholder upon submission of a written request to the Authority shall be granted a 2nd 20 year extension option to extend in the form of an appendix to the present lease which will be duly recorded at the Registry of Deeds by the Authority, at the lessees expense. The terms and conditions of the 2nd 20 year option will be negotiated between the leaseholder and the Authority prior to the activation of the extension. (2) The 2nd option to extend must be exercised by notifying the Nashua Airport Authority in writing 90 days prior to the termination of the lease.

Director Britton pointed out two other corrections on page four.

MOTION BY Director Britton to accept the minutes as amended of the July meeting.

SECONDED BY Treasurer Dresner

MOTION CARRIED

TREASURER'S REPORT – July 2004

MOTION BY Director Britton to accept the report pending audit.

SECONDED BY Treasurer Dresner

COMMUNICATIONS – read and assigned by Secretary Fuller

NAA-04-042	Keyson Airways / Name change request	New Business
NAA-04-043	BFCI / Request for 20 year extension beyond original terms	On File
NAA-04-044	MACAIR / Request for copy of 7/20 meeting tapes	Satisfied 7/23/04
NAA-04-045	FAA / Runway incursion information and suggestions	On File
NAA-04-046	MACAIR / Project # 9 update	On File
NAA-04-032	Lannin Co. / Request for sewer easements	New Business

REPORTS

Tower Report – July 2004

Secretary Fuller asked what kind of trends we were observing by the jet operations. Manager Rankin said it was difficult to determine trends. He noted that some days will have 2 to 4 ops, and then the next two days will have 10 to 12 ops. There doesn't seem to be anything you attribute the daily number of operations to.

Manager Report – April 2004

The SAWS equipment for the new weather reporting direct readout arrived today. This will be installed by the AWSS equipment and will provide wind, altimeter, temperature and dew point in one sensor display unit.

Director Britton wanted to thank the maintenance team for their hard work in the runway painting project.

A question was asked about building in the old tiedown area. The parking area is totally within the Building Restriction Line as depicted on the Airport Layout Plan. As such it is the manager's belief that this area cannot be used for building development.

Treasurer Fuller asked if all the crack sealing had been completed for the year. Manager Rankin said that unless more was requested it was done for the year.

Airport Engineers Report – April 2004

Dubois & King, Inc.

Jeff Adler said the ramp project was complete except for the seal coating and painting.

Gale Associates

Carol Niewola said we are still waiting for the matching grant from the State of New Hampshire. The next Governor and Council Meeting will be on September 8th and she anticipates it will be approved and signed on that date. Once that has been done than the

notice to proceed can be issued and the project will commence. The question was raised if the manager could sign the Notice to Proceed as he has done in the past. It was determined that he could as the grant has been approved by the board and signed by the chairman.

Carol said that the biggest crunch now would be to get the aerial photogramtry completed while the leaves were still on the trees. Tree height cannot be determined unless the leaves are still on the trees.

Carol said that on Roy's request she had put together a schedule of the timeline for the project and it was attached to their monthly report.

Director Britton requested additional information on page two of the report on action items. Carol clarified the items and additional questions by Treasurer Dresner and Secretary Fuller.

COMMITTEES: User Fees and Business Development Committee.

Director Britton stated the committee had met at the Authority building on July 26 with 13 people in attendance and then provide a brief outline of the meeting and handouts that were provided. The next meeting will be held on August 30th at 6:00 pm.

OLD BUSINESS:

There was no old business.

NEW BUSINESS:

1. Keyson Airways requesting name change to Keyson Airways Corporation.

MOTION BY Director Britton Motion to approved the request by Keyson Airways o change their name to Keyson Airways Corporation and to sublease their property from Keyson Enterprises, Inc., and authorize the Chairman to sign the consent by lesser in behalf of the Nashua Airport Authority

SECONDED BY Treasurer Dresner

MOTION CARRIED

2. Additional wording of addendum II for current 20 – 20 year leases.

MOTION BY Director Britton to accept the following wording of addendum II for current 20-20 leases.

EXTENSION OF TERM

The lessee shall have the option to extend this lease for an additional term of (20) years, from the ___ day of _____, 20___, providing lessee is not in default hereunder. The option to extend provided for by this shall be exercised, if at all, as follows and not otherwise:

- (1) Not less than ninety (90) days before the natural termination of the second term herein provided for, the lessee shall notify the lessor in writing of its election to lease the demised premises for the said additional twenty (20) year term.
- (2) This additional term shall be subject to renegotiations of all terms and conditions.

SECONDED BY Treasurer Dresner
MOTION CARRIED

3. Lannin Co. requesting sewer easements.

Richard Lannin briefed the Authority on the request for a sewer easement across a short portion of Airport Authority property and then connects with the existing sewer that serves the building at 104 Perimeter Road, currently leased by Accurate Printing. If approved, they will make needed upgrades and improvements to the existing sewer and once completed the sewer line will be accepted and maintained by the City of Nashua.

MOTION BY Director Britton to approve the sewer easement to Orchid Development, LLC, Jote Realty, LLC and Second Generation Properties Limited Partnership over airport property as depicted on Easement Plan Sheet F/ Lots 40, 929 & 925, Northfield estates, Victoria Drive, Nashua, NH as prepared by Maynard & Paquette Engineering Associates, LLC. All improvements on the airport shall be restored to existing conditions or better. Maynard & Paquette Engineering will provide project drawings in auto cad digital format to the Airport Authority.

SECONDED BY Treasurer Dresner
MOTION CARRIED

PUBLIC INPUT

Mike Zompetti noticed that the tower report did not include the incident when the aircraft ran off the runway and was towed into the Air Direct hangar. He also cannot understand when something goes on the airport that the airport engineer is not brought in to the situation to analyze what is going on. Like the sewer project he thought Gale Associates should have been advised of it and brought in and made to understand for future reasons.

MOTION TO ADJOURN by Treasurer Dresner
SECONDED BY Secretary Fuller
MOTION CARRIED.

The meeting ended at 8:47 PM.

Respectfully submitted,

Allan Fuller
Secretary

SEE ATTACHMENT FOR ATTENDEES

CC: City Clerk's Office
NAA Files