

MINUTES

The monthly meeting of the Nashua Airport Authority was held at Daniel Webster College, in room 122 of the Eaton-Richmond Center, University Drive, at 7:00pm on Tuesday, April 20, 2004.

The monthly business meeting was called to order at 7:03pm by Chairman Gill.

ROLL CALL

Present: Chairman J. Gill
Vice Chairman G. Dalianis
Director F. Britton
Treasurer H. Dresner (joined the meeting in progress)

Absent: Secretary A. Fuller

PUBLIC INPUT

Vern Maine apologized to Manager Rankin for erroneously stating that Manager Rankin had a financial interest in a hangar on the field. Once he spoke directly to Manager Rankin he withdrew that particular statement from public record.

MINUTES – March 2004

MOTION BY Director Britton to accept the minutes as written.

SECONDED BY Vice Chairman Dalianis

MOTION CARRIED.

TREASURER'S REPORT – March 2004

MOTION BY Vice Chairman Dalianis to accept the report pending the annual audit.

Director Britton questioned why there was a balance in the Project Account of over \$22,000. Manager Rankin explained that the amount was retainage for the current project. Typically 5% is held for a period of time after completion of a project.

Director Britton also inquired as to why there is a difference of \$10,000 from what has been received in the project account and what has been paid out. Manager Rankin explained that we have to match 5% of the total of the project and we had also at our expense paid to have the tie-down area equipped to have electric ability at a later time.

SECONDED BY Director Britton

MOTION CARRIED.

COMMUNICATIONS – read and assigned by Vice Chairman Dalianis.

NAA-04-016	FAA/ NE Runway Safety Program Day Advisory	On File
NAA-04-017	GFW Aeroservices / Request to renew Operating Rights Agreement March 1, 2004 – February 28, 2024	New Business
NAA-04-018	BFC II Association / Request for two (2) additional twenty (20) year extensions For Lease E-1459	New Business
NAA-04-019	FAA / Advisory on parallel runway – taxiway relocation issues	Response 3/23/04
NAA-04-020	9 Perimeter LLC / Request to add on to existing hangar	Response 3/24/04 New Business
NAA-04-021	Gale Assoc. / Suggestions for parallel runway – taxiway relocation	On File
NAA-04-022	KNA Inc. / Copy of letter to City of Nashua – Frangoudis hangar issue	On File
NAA-04-023 & NAA-04-023 revised	BFCII Associates / Justification for two (2) additional twenty (20) year extensions	New Business
NAA-04-024	EHM Financials / Contract proposal for financial services	New Business

MOTION BY Director Britton to add the request from 9 Perimeter LLC, (NAA-04-021) to the agenda under New Business.

SECONDED BY Vice Chairman Dalianis

MOTION CARRIED.

REPORTS

Tower Report – March 2004

Chairman Gill noted that the number of flights coincided with the weather of the day.

Manager Rankin noted that the jet count had increased substantially from last month. Manager Rankin also informed the Board that he had spoken to several pilots that reported the radar is a big help to them.

Airport Manager – March 2004

Vice Chairman Dalianis asked if the number of “hits” on the web site is considered high. Vice Chairman Dalianis inquired if we had a link to the City of Nashua’s website. He was advised that there is a direct link from our site to the City and from the City to our website. The www.nashuaairport.com website is currently experiencing between 30-35 hits a day.

Director Britton asked if the Board was expected to vote on the fee increases at tonight’s meeting. Manager Rankin replied that he would like the Board to review the proposed new fees and review the spread sheets of charges by other airfields. Manager Rankin would like to have the vote on the fees at the May or June meeting. Chairman Gill asked that the information be posted on the website and the Board would vote on the fee increases at the May 2004 meeting.

Manager Rankin asked the Board to approve his recommendation to purchase a 70 horse power tractor from the State of New Hampshire Surplus Division. The tractor that is to be replaced is a 1961 National that has been rejuvenated but is definitely seen better days. The new tractor only has 1976 total hours and has an enclosed cab.

MOTION BY Director Britton to purchase the John Deere Model 2640 diesel with 1976 total hours for a price of \$2000.00.

SECONDED BY Vice Chairman Dalianis

Director Britton inquired as to what account this would be charge to. This item would be considered a depreciable piece of equipment and would be charged as such.

ROLL CALL

Vice Chairman Dalianis – yes

Treasurer Dresner – yes

Director Britton – yes

Chairman Gill – yes

MOTION CARRIES.

Airport Engineer – March 2004

Carol Niewola of Gale Associates reported that the FAA had held an intra-office meeting regarding our parallel runway project. She noted that the scoping meeting to be held on Wednesday, April 21, 2004 would be very important. It was hoped that this meeting would give both Gale Associates and the airport would be to identify issues and form an idea of what direction to proceed with. She asked that the Board pass a motion to allow Manager Rankin to sign a grant application in order to hold the money for the Nashua Airport. This would allow

the paper work to begin on this grant. The actual application will be signed by the Chairman. The application will be seeking \$150,000. If this is not signed and received by May 1, 2004, the money will be used for projects at other airports. This does not in any way obligate the Authority to any project but would assure the money would be held when the decision of what project to pursue was made.

MOTION BY Vice Chairman Dalianis to authorize the airport manager, Royce Rankin to execute the necessary forms for Federal Aviation Administration and New Hampshire Department of Transportation / Division of Aeronautics grant applications not to exceed \$150,000.00 for projects related to the preliminary design of runway and taxi-way improvements.

SECONDED BY Director Britton

ROLL CALL

Vice Chairman Dalianis – yes

Treasurer Dresner – yes

Director Britton – yes

Chairman Gill – yes

MOTION CARRIES.

Jeff Adler of DuBois & King reported that Virgin Construction anticipates beginning the remaining work on or about May 1, 2004. The project should be completed within 3 weeks.

COMMITTEES

OLD BUSINESS

NEW BUSINESS

1. BFCII Association request for two (2) additional twenty (20) year extensions for lease E-1459 at the existing rate.

Vern Maine representing the Boire Field Condo II Association addressed the Board asking for two (2) additional (20) year extensions for lease E-1459 at the existing rate. Mr. Maine in conjunction to his oral presentation had a visual presentation. ***SEE ATTACHEMNT -1- FOR THE COMPLETE STATEMENT AND VISUAL PRESENTATION MATERIAL.***

A very lengthy discussing followed concerning the obligation of the Board to follow set “precedent” and how “precedent” was interpreted by BFCII owners.

Other members of the audience such as Gerry Moore and Shane McLaughlin voiced their support of allowing additional twenty (20) year terms to leases. It was noted that banks are not receptive to granting loans using individual hangars as collateral when leases are less than thirty (30) years.

Treasurer Dresner noted at this time that it was not the responsibility of the Board to protect anyone’s financial investment. Their only obligation as Board members is to observe the Charter of the Nashua Airport Authority and to conduct business in that manner to the best of their ability.

Director Britton suggested that a committee be formed of two Board members and members of the airport community to try and reach a resolve as to the twenty (20) – twenty (20) conflict.

Director Britton would like to hold a vote on the request from BFCII until after the above mentioned meeting is held and at a full Board level. Director Britton also noted that the airport has the right to expect a reasonable return on their land.

Treasurer Dresner noted that the reason the base rate on leases were raised two years ago was to generate additional revenue for the airport. He feels that to expect a 5 cent rate for the next forty (40) years is unreasonable.

MOTION BY Director Britton to notice a meeting for a working group to establish a policy for handling the extension of leases. In addition the matter should be resolved at a full board meeting.

Vice Chairman Dalianis noted that Secretary Fuller would probably reclude himself from being part of this committee whereas he is a condo owner in BFCII.

Mike Zompetti feels that Secretary Fuller should most certainly take part in the meeting.

Vice Chairman Dalianis noted that although he feels very confident that Secretary Fuller would conduct himself in a proper manner, he does not want any hint of impropriety in any dealings of the Airport Authority. There are those that would go to the *Telegraph* with anything they perceive as wrong doings.

MOTION BY DIRECTOR BRITTON WITHDRAWN.

MOTION BY Treasurer Dresner to establish a working group comprised of Chairman Gill, Treasurer Dresner and Manager Rankin to establish a proposal to deal with a solution and resolution of expiring 20-20 leases.

SECONDED BY Vice Chairman Dalianis

MOTION CARRIED.

2. GFW Aeroservices requesting to renew Operating Rights Agreement (March 1-2004 to February 28, 2024).

Frank Waller, President of GFW Aeroservices asked the Board to renew his Operating Rights Agreement to be dated March 1, 2004 – February 28, 2024.

MOTION BY Treasurer Dresner to renew the Operating Rights Agreement with GFW Aeroservices for the term of March 1, 2004 to February 28, 2024.

SECONDED BY Vice Chairman Dalianis

MOTION CARRIED.

3. EHM Financials – new contract for financial services at new rate.

MOTION BY Director Britton to accept the new contract with EHM Financial Service for a two (2) year term beginning July 1, 2004 and ending June 30, 2006. The new rate for services will be \$525.00 per month.

SECONDED BY Vice Chairman Dalianis

MOTION CARRIED.

4. 9 Perimeter LLC requesting permission to add a 13'x60' addition to building 9.

Attorney McLaughlin explained that the addition would be to facilitate a small office area, a rest room, a small kitchenette and a laundry room. The current tenant is asking for these improvements and 9 Perimeter LLC would like to accommodate them. The plans also call for relocating the fence so that users of 9 Perimeter Road will not have to be within the security area. The access to the building would be a direct.

MOTION BY Vice Chairman Dalianis to allow 9 Perimeter LLC to move forward in obtaining all the proper permits and licenses needed from the City of Nashua, to construct this addition. All corresponding expenses such as sewer connection and fence relocation will be at the expense of 9 Perimeter LLC.

SECONDED BY Treasurer Dresner

MOTION CARRIED.

OTHER

Director Britton inquired if the airport was prepared for the Runway Safety Day program (NAA-04-016) to be held on May 22 and 23. Manager Rankin noted that this program had been held here in the past and the Nashua certainly would be prepared for the event.

PUBLIC INPUT

Lee Zompetti would like to see the draft copies of minutes posted on the internet like the City of Nashua does.

Mrs. Zompetti assured the Board that a permit is necessary for sewer connection.

ADJOURNMENT - 8:58pm

MOITON BY Vice Chairman Dalianis to adjourn.

SECONDED BY Treasurer Dresner

MOTION CARRIED.

Respectfully submitted,

Griffin Dalianis
Vice Chairman

SEE ATTACHMENT FOR ATTENDEES

cc: City Clerk's Office
NAA Files