

MINUTES

The monthly meeting of the Nashua Airport Authority was held at Daniel Webster College, in room 122 of the Eaton-Richmond Center, University Dr., at 7:00pm on Tuesday, May 17, 2005.

The meeting was called to order at 7:04pm by Chairman Griffin Dalianis.

ROLL CALL

Present: Chairman Dalianis
Vice Chair Gill
Treasurer Britton

PUBLIC INPUT

No public input at this time.

MINUTES – March 2005

MOTION BY Vice Chairman Gill to accept the minutes as written.

SECONDED BY Treasurer Britton

DISCUSSION: Treasurer Britton asked if the Chairman and the airport manager had an opportunity to observe the snow melter being used in Manchester. Manager Rankin said due to snow removal they had not had the opportunity.

MOTION CARRIED.

Manager Rankin said there were minutes from the April 7 scoping meeting whereby four members present had opened a special meeting to approve applying for an FAA Grant for additional studies on the runway/taxiway study and tree penetration removal in the RWY 14 approach zone.

MOTION BY Treasurer Britton to accept the minutes as written.

SECONDED BY Vice Chairman Gill

MOTION CARRIED

Let the record show that Secretary Fuller joined the meeting already in progress.

TREASURER'S REPORT – March 2005

MOTION BY Treasurer Britton to accept the report pending annual audit.

SECONDED BY Vice Chairman Gill

DISCUSSION: Treasurer Britton said he had asked Beth to change the format of the reports to show the budget and month to month expenditures and what had been spent year to date in each category. He advised that the May financials will reflect the changes.

MOTION CARRIED.

TREASURER'S REPORT – April 2005

MOTION BY Treasurer Britton to accept the report pending annual audit.

SECONDED BY Secretary Fuller

DISCUSSION: Treasurer Britton wanted to comment that we had budgeted for around \$49,500 from state registrations, but was already aware that the total would not be that much. We did receive \$34,734 and shows in the April report. If the manager can get funding for the tower windows we will be in better shape than originally thought.

MOTION CARRIED.

COMMUNICATIONS – read and assigned by Secretary Fuller

NAA-05-017	Lee Zompetti / Request for answers on several issues	Response 4/15/05
NAA-05-018	Whit Service! LLC / Request to build t-hangar(s)	On File
NAA-05-019	FAA / Payment advisory	On File
NAA-05-020	Keyson Airways / Suggestions for Land Lease Awards	On File
NAA-05-021	MACAIR / Request to build t-hangar(s)	On File
NAA-05-022	Charles Bergin / Request to build t-hangar(s)	On File
NAA-05-023	William Psaledakis / Request to build t-hangar(s)	On File
NAA-05-024	NHDOT / Notification of registration funds to NAA	On File
NAA-05-025	FAA-DOT / Request for refund (\$16.43)	Satisfied 4/22/05
NAA-05-026	Lee Zompetti / Further questions as posed in NAA-05-017	On File
NAA-05-027	MACAIR / Request for extension of lot line Lease E-1452	New Business
NAA-05-028	110 Perimeter Road, Inc. / Request to assign lease E-1499	New Business
NAA-05-029	Keyson Airways / Advisory concerning assuming cost related to wetland problems for the potential lot next E2157 & E2158	New Business

Treasurer Britton said he would like to comment on several of the communications. On 017 he wanted to thank Lee Zompetti for her diligence and hard work in observing what's going on and providing good recommendations. We need to make sure we follow our rules and standards and that all business that haven't come before us do that. Section 1-3 outlines what needs to be done. Secretary Fuller asked Manager Rankin if we were moving to address the questions. Manager Rankin said we had addressed them but apparently not to Mrs. Zompetti's liking as she had written another letter. In looking at the operating rights agreement we had with Mr. Krivsky and Mr. Waller it allows them to do many functions that are associated with the FBO such as refueling, maintenance of airplanes and flight instruction. Manager Rankin talked with Mr. Waller and Mr. Waller felt very strongly that he is abiding by his operating rights agreement with Aerial Advantage operating under the umbrella of his operation. Questions followed about liability and at this time Mr. Waller spoke to inform the members that in fact Aerial Advantage was covered under his hangars owners' liability insurance. He further explained his requirement to provide services by others when he originally opened his FBO. Chairman Dalianis asked that Mr. Waller provide him with proof of insurance covering Aerial Advantage. Chairman Dalianis also asked that Mr. Cloutier from C & R Helicopters come to the June meeting and answer questions as posed by the Authority. Further discussion revealed a letter that was submitted contained information on three companies that no longer existed on the airport. Further discussion centered on the meaning of operating under the umbrella, whereby Chairman Dalianis asked that we get a legal opinion.

REPORTS

Tower Report – March and April 2005

Treasurer Britton asked if there was any damage to airport property by the aircraft that went off the runway. Manager Rankin advised a taxiway identifier box was destroyed. It is on order and the pilot will be reimbursing the Authority for the costs incurred.

In the April report Treasurer Britton asked if all the equipment that went out due to the fire at the lighting vault had been returned to service. Manager Rankin stated it was all returned within two hours.

Secretary Fuller asked about the NOTAM on the NDB approach and GPS approach into Nashua and asked if Manager Rankin had found out why the NOTAM had been issued. Manager Rankin said that the FAA had issued the NOTAM after flight checking the approach when they had unreliable readings below 1000'.

Airport Manager - May 2005

Treasurer Britton asked about the crack sealing and large crack repairs noted on the airport manager's report. Manager Rankin briefed on the crack sealing process that is a reoccurring problem due to the age of a majority of the pavement. Secretary Fuller asked if any of the cracks between the hangars would be repaired, Manager Rankin said no as there would be a funding shortage to exceed what was already measured to be repaired.

MOTION BY Treasurer Britton to allow the airport managers office to make the necessary repairs and fill the large cracks on alpha taxiway, to rent the equipment and purchase the materials needed for the repairs for a cost of \$13,500.

SECONDED BY Vice Chairman Gill

DISCUSSION: Treasurer Britton said he had looked at the line item in buildings and grounds and there was approximately \$14,000 in the account.

MOTION CARRIED

Vice Chairman Gill asked about the equipment requested in number 6 on the manager's report. Manager Rankin gave an explanation of the request to purchase the line driver and bead dispensing system for the Graco line striping machine we currently own.

MOTION BY Treasurer Britton to approve the purchase of a Graco Line Driver and Graco Dual 6" Easy Bead Application System not to exceed \$5,000.

SECONDED BY Vice Chairman Gill

DISCUSSION: Treasurer Britton noted that there was approximately \$3,000 left in maintenance line item as well as overages in several of the other line items.

MOTION CARRIED

Chairman Britton asked for the status on Quality Design Pool's clean up efforts. Manager Rankin said they were to have the area cleaned up by the 16th, however he and not had the opportunity to check it out but would first thing Wednesday morning.

Manager Rankin briefed on the Veeder-Root System that has been installed on the underground fuel farm. The system is installed and ready for the company technician to make the final hook-ups and calibrate. They will train our maintenance staff and line personnel from GFW Aeroservices.

Airport Engineer – February 2005

Arnie Stymest read from notes provided by Ms. Niewola. Ms. Niewola is at the Conservation Commission meeting tonight to represent the airport on the tree clearing project to remove the airspace penetrations. In essence it outlined the work accomplished since the last meeting including the runway/taxiway study, and the obstruction removal project and feasibility studies. Chairman Dalianis commented on the meeting held with all the agencies on the tree removal project. Treasurer Britton wanted to pass on to Ms. Niewola that he thought she had done an outstanding job supporting the Authority. Secretary Fuller added his comments on the meeting and he wanted to pass on to Carol and Gale Associates his thank you for their professional job performance.

COMMITTEES

Committee for Land Development and Future Growth of the Nashua Airport.

MOTION BY Treasurer Britton to approve the minutes of the meeting held April 4th concerning the Committee for Land Development and Future Growth of the Nashua Airport.

SECONDED BY Vice Chairman Gill

MOTION CARRIED

OLD BUSINESS

Assigning Lot E 1485 adjacent to building 83 to GFW Aeroservices. Discussion on the land and the possibility of tightening up security in the area. The lot had originally been designated on the ALP from the Master Plan to be reserved for a terminal building. Mr. Waller was granted permission in 1984 to use the property at no charge until it was needed by the Authority to build a terminal building. The direction of the airport over the past 20 years has not necessitated the need for a terminal building. Mr. Waller explained his relocated parking due to the building of building 85, and what land he would like to lease from the airport. Mr. Waller said that he estimated the total new land he wished to lease to be around 34,000 sq feet. The exact dimensions are not known, however this should be easy enough to measure. Vice Chairman Gill asked if Mr. Waller intended on building on the land, and Mr. Waller said only if the Airport Authority would approve it. Vice Chairman Gill said he would be inclined to lease the property to Mr. Waller, but not for an extended period of time as the airport could not be sure of their needs with all the changes and building to be done on the airport. Secretary Fuller said he would be inclined to lease it at standard terms of 20/20/20 with the option we could take it back if needed. Discussion followed by all Authority members on how best to address the request.

MOTION BY Treasurer Britton to hold the request dated December 30, 2004 from GFW for discussion at a full board level at the next NAA business meeting.

SECONDED BY Secretary Fuller

DISCUSSION Secretary Fuller wanted to amend the motion for the purposes of firming up the geometry of the parcel and firming up the lease agreement that is satisfactory with both parties. Chairman Dalianis wanted to make it perfectly clear that we are going to lease Mr. Waller this property at 1485 that he will pay for the engineering of the property to find out exact dimensions.

MOTION CARRIED

NEW BUSINESS

1. MACAIR / Request for extension of lot line Lease E-1452

Shane McLaughlin, Esq. representing MACAIR outlined the request to extend Lease E-1452 associated with building 87. They want to extend the lease out to match the lease lots of building 85 and 89. There will be no change to current parking. They will commence payment on the lease immediately or effective as soon as the lease is amended. They envision no changes to the existing lease, just an amendment to exhibit A, legal description of the additional area. They will pay all costs associated with the site plan and so forth.

MOTION BY Vice Chairman Gill that the subdivision plan of the Nashua Airport be modified to extend the southerly lot line of E-1452 to the southerly lot line of E-1451 and that this area be added to the existing lease E-1452.

SECONDED BY Secretary Fuller

DISCUSSION Treasurer Britton asked about the payment for the additional square footage would begin as soon as the lease amendment is drawn up, and there is no change in parking at this time.

MOTION CARRIED

2. 110 Perimeter Road, Inc. / Request to assign lease E-1499

Brad Westgate Esq. representing the purchaser of the property at 110 Perimeter Road, briefed on the request and additional requests on the property. Chairman Dalianis stopped the meeting to recluse himself from being involved as many of the people were 30 year friends and he did not want to be involved with the discussion. Gavel handed over to Vice Chairman Gill. Discussion continued with Attorney Westgate giving a proposed motion of the five particular consent requests in the letter from Mr. Conway. Attorney Westgate presented the board members with a copy of the proposed motion. Treasurer Britton asked if 110 Perimeter Road was the current owner of the property. He was concerned that we were being asked to transfer the lease from 110 Perimeter Road to a company that did not exist. Attorney Westgate said that a company anticipated to be known as T.L.M. Realty Holdings, LLC was now being formed, and that until this company is actually an entity no transfer would take place. Treasurer Britton asked what type of traffic could be expected by the proposed sub-lessee, Masco Contractors Services East, Inc., if allowed to sub-lease. Jeffery Benson said that typically they would employ up to 25 employees, some would arrive between 7:00am and 8:00am and they would have 15 delivery trucks leaving shortly thereafter. They have operated out of 15 Pittsburg Avenue for the past 30 years and they have outgrown the current building. He said there would be from 2 to 4 trailer truck deliveries a week. Discussion followed on many different areas of the operation, renovations, Planning Board approval, etc.

MOTION BY Treasurer Britton that the proposed motion by 110 Perimeter Road that we approve based on letters A,B,C,D & E of the handout addressing the consent for 110 Perimeter Road etc. (SEE ATTACHMENT A).

SECONDED BY Secretary Fuller

DISCUSSION Treasurer Britton asked what the next thing would be to come before the board. Attorney Westgate said the next document would be the assignment and consent instrument which would be sent to Mr. Rankin for his review and advisement of the scheduling of the closing.

MOTION CARRIED

3. Keyson Airways pursuing leasing land northwest of Lot 60 and assuming the financial burden of the wetlands problem associated with said lot. Mr. William Krivsky, briefed the board of his desire to investigate the possibility of mitigating the wetlands and then leasing the property to build a large corporate hangar between 12,000 and 30,000 sq feet to house aircraft. This property is not currently subdivided and is located north of lots E-2157 & E-2158 the property Mr. Frangoudis built T-Hangars on. Discussion followed on the use of the lot and that it has not been looked at before because of the wetland issues.

MOTION BY Treasurer Britton to approve Keyson Airways Corporation to bond the cost of determining wetlands problem associated with potential lot northwest of Lot E-60, E-2157 & E-2158 on the airport.

SECONDED BY Secretary Fuller

MOTION CARRIED

OTHER

Chairman Dalianis wanted to have on record how much he appreciated Judge McLaughlin sending him a jar of sand from the beaches of Omaha Beach. Chairman Dalianis greatly appreciated this gesture and felt any veteran would as well.

PUBLIC INPUT

Roland Noyes commented on the VOR approaches and that the NOTAMS listed the VOR/DME was out because the DME was out of service. He also questioned losing the ILS if the obstructions were not removed. His understanding would be that if the obstructions were not removed then the minimums would be raised.

Secretary Fuller said we needed to address the building of the Holden Property, and asked if we had a time schedule for getting a meeting together for that. Manager Rankin said Arnie had discussed that earlier and that Carol had been working feverously on our other projects and would be getting to that project in the near future.

ADJOURNMENT – 8:47pm

MOTION BY Treasurer Britton to adjourn.

SECONDED BY Vice Chairman Gill

MOTION CARRIED.

Respectfully submitted,

Allan Fuller
Secretary

CC: NAA
City Clerk of Nashua, New Hampshire

SEE ATTACHED LIST FOR ATTENDEES