

## MINUTES

The meeting of the Nashua Airport Authority Committee on User Fees and Business Development was held in the conference room of the Nashua Airport Authority building, 93 Perimeter Road, Nashua, New Hampshire at 6:00pm on Monday, August 30, 2004.

Chairman Britton called the meeting to order at 6:03pm.

### ROLL CALL:

- |  |                              |
|--|------------------------------|
| 1. Chairman Fred Britton –present      | 6. Robert Philpott – present |
| 2. Vice Chairman Gerry Moore – present | 7. William Krivsky - absent  |
| 3. Griffin Dalianis – absent           | 8. Allan Fuller – present    |
| 4. Frank Waller – present              | 9. Shane McLaughlin – absent |
| 5. Greg Lison – absent                 | 10. Todd Whitney –absent     |
|  | 11. Susan Lambrou – absent   |

### CHAIRMAN COMMENTS

Chairman Britton will be addressing an e-mail sent by Bill Krivsky. This will be addressed under new business.

### PUBLIC COMMENT

None at this time.

### MINUTES

July 26, 2004 meeting

The minutes have been accepted by the full Board of Directors for the Nashua Airport Authority. Changes can always be made at the full Board of Directors level.

### COMMUNICATIONS

B. Krivsky – Fax regarding Concord airport seeking aid to build terminal.

**MOTION BY** Chairman Britton to accept the correspondence and place on file.

**SECONDED BY** Vice Chairman Moore.

**MOTION CARRIED.**

Roy Rankin advised the committee that AIP funding for a terminal has been and continues to be investigated.

Frank Waller feels there is really no need for a terminal at the Nashua Airport whereas it is not a part 121 airport and would not generate income. This is a general aviation airport and really has no need for a terminal.

Allan Fuller agrees that it would not be a money maker for the field.

Mike Zompetti feels that we should be looking down the road to the future.

Lee Zompetti feels a better use of land on the airport would be to build a corporate jet hangar.

Allan Fuller noted that at most airports planes tend to go to the FBO's rather than a terminal.

Dave Taylor introduced himself to the committee and stated his reason for attending the meeting.

#### OLD BUSINESS

1. Leases (aircraft related and commercial)
2. Parking apron fees
3. Fuel flowage fees
4. State of New Hampshire registration fees
5. Fuel farm rental fees
6. Miscellaneous fees
7. Business development
8. Other

#### NEW BUSINESS

1. Carol Niewola (Gale Associates) – Taxiway Project Overview

Carol Niewola (Gale Associates) was asked to speak to the tentative project schedule for the Nashua Airport. Ms. Niewola passed out a handout of the tentative project schedule (attachment 1) and a project overview (attachment 2) to the board members and audience.

Ms. Niewola noted that the project is currently a scoping design mission as opposed to a construction project. This project will address revising the Airport Layout Plan, Environmental Assessment of Taxiway Relocation, updating of the Environmental Assessment of new parallel runway, and Phase I of the conceptual design for the new parallel runway and relocated taxiways.

Frank Waller inquired if there was an option that would allow the runway to remain open at all times. He feels to shut the runway down for three months would be devastating to the airport itself.

Ms. Niewola replied that there are options that would allow for at least part of the runway to be open at all times. These determinations will be made at a later time.

Gerry Moore inquired as to the cost and break down of those responsible for the money. The FAA pays 95%, the State of New Hampshire 2 ½ % and the Nashua Airport would be responsible for the other 2 ½%. Ms. Niewola continued by explaining how grants work and how the share amounts are determined.

Mr. Moore then asked about the parameters that the FAA use to determine what runways or taxiways need to be rebuilt. Ms. Niewola explained that the usual time-frame is twenty years. The runway at the Nashua Airport is due to be rebuilt in 2007.

Mr. Moore then asked what portion of the proposed projects have been mandated as opposed to suggested by the FAA.

Ms. Niewola replied that thus far the only mandated project is the taxiway separation.

A long discussion followed touching on many of the different options for the proposed project.

Ms. Niewola emphasized that the public meetings would be the forum where a lot of these matters would be discussed and everyone's opinion would be taken into account before final decisions would be made.

Ms. Niewola also noted that the FAA has changed their requirements for example on separation distances, and therefore airports are going to be required to meet the new standards.

Lee Zompetti inquired if there would be public hearings in addition to the public informational meetings scheduled. Ms. Niewola replied that at this time there is no requirement from the FAA to hold public hearings.

A discussion followed regarding the master plan as to why it is necessary, how it is obtained, who needs to approve it, how frequently does it have to be updated, etc.

## 2. William Krivsky – Draft Business Plan

Chairman Britton read an e-mail from Mr. Krivsky advising the committee he felt it would be beneficial to hire an outside concern to formulate a business plan for the Nashua Airport. He was unable to conclude this project on his own. (attachment 3) Chairman Britton asked for comments from the committee and audience.

Dave Taylor noted that the state of NH offers suggestions on how to prepare a business plan.

Roy Rankin noted that the Master Plan is the business plan for the airport.

Frank Waller agrees that the Master Plan is the business plan that needs to be followed.

Gerry Moore feels conflicted as to which way to proceed.

Allan Fuller feels we must look to the future. If we lose jets due to inadequate facilities, will the GA portion of the airport be willing to pick up the additional costs of running the airport.

Mike Zompetti states that the future of the airport needs to be considered. Mr. Zompetti feels the parallel runway would add stress to the pilots.

Lee Zompetti would like to see copies of the previous Master Plans. Frank Waller volunteered to have twenty (20) copies of these documents to be reviewed by the committee prior to the next meeting.

Chairman Britton would like to have more discussion concerning the business plan at the next meeting. In addition, user fees will be discussed at the next meeting.

David Farr suggested that the committee check with other airports to see if they have a business plan.

Allan Fuller feels the way to proceed is to move the runway.

Dave Farr suggests that the committee begin by reviewing the 1979 Master Plan and then all the other plans in order. In that way the committee can understand as to where the airport has been and to where the airport hopes to be.

Chairman Britton announced the next meeting will be held on Monday, October 4, 2004.

#### PUBLIC INPUT

Dave Taylor restated that he is interested in building a hangar.

ADJOURNMENT – 8:13pm

**MOTION BY** Gerry Moore

**SECONDED BY** Allan Fuller

**MOTION CARRIED.**

Respectfully submitted,

Frederick Britton  
Committee Chairman