

## 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, November 15, 2005.

The meeting was called to order at 7:01pm by Vice Chairman John Gill.

### ROLL CALL

Present:	Vice Chairman Gill	Excused Absence:	Chairman Dalianis
	Secretary Fuller		Treasurer Britton
	Director Rosenblum		

Vice Chairman Gill welcomed Michael Rosenblum to the board of directors for the Nashua Airport Authority.

Vice Chairman Gill reported that Chairman Dalianis had returned to the hospital but was improving according to Mrs. Dalianis earlier today.

PUBLIC INPUT - none at this time

MINUTES – October 2005

**MOTION BY** Secretary Fuller to accept the report with one correction on page four.

**SECONDED BY** Vice Chairman Gill

**MOTION CARRIED.**

Secretary Fuller noted that Treasurer Britton had asked Gale Associates to check with the FAA if they require bids before land is approved for building.

TREASURER'S REPORT – October 2005

Secretary Fuller inquired as to how Manager Rankin felt the budget was running in comparison to the projection of expenses. Manager Rankin noted that everything seems to be on schedule. Expenses such as fuel have sky rocketed. Manager Rankin will have to entertain the idea of increasing what is charged for snow plowing.

Director Rosenblum questioned the health insurance expense as it appears from the report that the account is nearly exhausted in funds. Manager Rankin explained that the line item will have to be adjusted to show a more accurate estimation.

Director Rosenblum inquired as to what the \$20,000 expenditure was in the Project Account. Manager Rankin explained the FAA required the \$20,000 up front for the feasibility study. The money will be returned less 2 ½%.

**MOTION BY** Secretary Fuller to accept the report pending the annual audit.

**SECONDED BY** Director Rosenblum

**MOTION CARRIED.**

COMMUNICATIONS - none at this time

## REPORTS

### Tower Report – October 2005

Secretary Fuller inquired if the REILS/VASI had returned to service. Manager Rankin reported that they are both operational.

### Airport Manager – November 2005

Manager Rankin reported to the Board he had just been informed that the FAA will not be paying for the replacement windows in the tower as had been expected. Due to the fact that the FAA does not have a lease with this tower, the expense will have to be absorbed by the NAA.

The windows are becoming a safety issue. Due to the breakage in the seals the windows fog and or steam up making it difficult for the controllers to have proper visuals of the aircraft

Manager Rankin has requested glass companies to submit a bid for the replacement of the two windows. Manager Rankin will also ask if there is a possibility of just repairing the windows rather than replace them.

Director Rosenblum inquired as to where the money will come from to pay for the windows. Manager Rankin replied that they would be paid for out of the *Buildings and Grounds* funds.

Director Rosenblum noted that he found the graph on jet counts helpful and questioned why the jet count was down in October. Manager Rankin noted that the month of October is typically the busiest month of the year for flights but due to the inclement weather most of the month, the counts for both jet and general aviation aircraft were way down. The total operations for the year are still up for the year.

Manager Rankin reported that the AWSS is commissioned and in operation.

Manager Rankin responded to a question by Secretary Fuller by noting that the proposed new building at 83 will present major challenges for snow removal efforts. The maintenance supervisor has been investigating alternatives to alleviate the problem. Currently the AWSS poses a set of problems for the snow removal team.

### Airport Engineer – November 2005

Carol Niewola updated the Board on the status of the current projects that Gale Associates is working on.

#### Runway – Taxiway Study

There has not been much progress on this project since the last report. Efforts continue on the SWPPP.

#### Obstruction Removal on Approach to Runway 14 /Runway Relocation Feasibility Study

The removal efforts were completed on November 4, 2005. A punch list of items will be completed by the contractor before the end of the month. The on site inspections went very well. Gale Associates will be preparing and submitting the closeout report to the FAA.

Gale Associates will be finalizing the Runway Safety Area Precision Approach Path Indicator and the Runway End Identifier Lights for the conceptual runway layout.

#### Airport Land Development Analysis

Ms. Niewola passed out a map depicting the current land available for future growth. The land that has been designated to Mr. Frangoudis, Mr. Gentile and the proposed addition to building 83 are shown in blue.

Gale Associates will be working with Manager Rankin to prepare a draft copy of a “Request for Proposals” document.

Neither Mr. Gentile nor Mr. McLaughlin have submitted any preliminary designs for the airport consideration.

Gale Associates is currently working to complete the draft copy of the “Capital Improvement Program” (CIP) for review before submission to the NHDOT.

#### COMMITTEES

1. Committee for Land Development and Future Growth of the Nashua Airport.
2. Revisions of Nashua Airport Authority by-laws.

Adopting revisions to the Nashua Airport Authority By-Laws.

**MOTION BY** Secretary Fuller to table the adoption of the Nashua Airport Authority By-Laws until a full board convenes.

**SECONDED BY** Director Rosenblum.

**MOTION CARRIED.**

OLD BUSINESS – none at this time

NEW BUSINESS – none at this time

#### OTHER

**MOTION BY** Secretary Fuller to authorize Manager Rankin to obtain bids for replacement of the tower windows. Said bids will be posted at the Nashua Airport Authority manager’s office. A phone poll will be taken and the said poll will be ratified at the next scheduled business meeting.

**SECONDED BY** Director Rosenblum

**MOTION CARRIED.**

**MOTION BY** Secretary Fuller to cancel the December 2005 Nashua Airport Authority business meeting.

**SECONDED BY** Director Rosenblum

**MOTION CARRIED.**

The report for Phase I of the Nashua Airport Memorial Park was placed on file.

Secretary Fuller noted that the proposed building of a Wal-Mart on the current Building 19 land could possibly impact the airport as far as water tables are concerned. Ms. Niewola replied that she had never seen the plans so she would be unable to speak to this matter. This land is considered Airport – Industrial land.

#### PUBLIC INPUT

Richard Adams prompted the airport manager to be sure the new windows come with a good warranty.

Roland Noyes reported that the AWSS was not accurate on November 13, 2005. Although there was a crosswind of 10-12 knots the AWSS was reporting calm winds. He would like this to be checked out.

Mr. Noyes also spoke to moving the “fire station” gate. He is concerned that the emergency vehicles be able to use the gate with as little hesitation as possible.

Richard Bartelle of Daniel Webster College noted he does not use the AWSS because he finds that it very often it is not accurate.

ADJOURNMENT - 7:46pm

**MOTION BY** Secretary Fuller to adjourn the meeting.

**SECONDED BY** Director Rosenblum

**MOTION CARRIED.**

Respectfully submitted,

Allan Fuller  
Secretary

SEE ATTACHMENT FOR ATTENDEES LIST

Cc: Nashua City Clerk  
Nashua Airport Authority