

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 6:30pm on Tuesday, February 19, 2008.

Chairman Griffin Dalianis called the meeting to order at 6:33pm.

Chairman Dalianis turned the meeting over to Vice Chairman Gill.

ROLL CALL Present: Chairman G. Dalianis
Vice Chairman J. Gill
Secretary M. Rosenblum
Treasurer F. Britton
Director A. Fuller

PUBLIC INPUT

Mike Zompetti wanted to clear up a few matters. He and his wife did not seek out Director Fuller for information concerning the airport he approached them. Mr. Zompetti dredged up matters that had been discussed at other meetings in the past. Mr. Zompetti wants to know why people on this field pay so much for fuel when other airports charge much less. He wants to the Board to get the answers from the Airport Manager.

ELECTION OF OFFICERS

Secretary Rosenblum presented the following slate of officers for the 2008 calendar year.

Chairman Griffin Dalianis
Vice Chairman John Gill
Secretary Michael Rosenblum
Treasurer Frederick Britton

Chairman Dalianis seconded the slate of officers.

Vice Chairman Gill asked if there were any other slate of officers for nomination.

MOTION BY Treasurer Britton to close the nominations

SECONDED BY Secretary Rosenblum.

ROLL CALL (to accept the slate of officers as presented)

Chairman Dalianis – yes
Vice Chairman Gill – yes
Secretary Rosenblum – yes
Treasurer Britton – yes
Director Fuller – no
MOTION CARRIED

MINUTES – November 2007 business meeting

MOTION BY Secretary Rosenblum to accept the minutes of the November 2007 meeting as amended.

SECONDED BY Treasurer Britton

MOTION CARRIED.

Approval of FY2007 audit.

Robert Vachon from Vachon, Clukay and Co., PC, presented a power point presentation to accompany the handouts given to the Board. Mr. Vachon noted that there were no problems at the Nashua Airport Authority and therefore the audit had been accomplished very easily. Highlights of the review include:

- Operating revenue had decreased largely due to a drastic drop in aircraft registration funds
- Operating expenses increased mainly due to salaries
- Interest income had increased due to higher interest rates
- Change in net assets had increased

Mr. Vachon complimented the Authority on the highest level of internal control.

Secretary Rosenblum inquired if there had been any significant adjustments. Mr. Vachon noted that all of the adjustments were standard and included capitalization of large purchases.

MOTION BY Treasurer Britton to strike the current verbiage in paragraph one on page iii and adding the following: The goal of the Nashua Airport Authority is to operate the airport in a safe and productive manner at reasonable cost to the users and the City of Nashua. In addition, the Nashua Airport Authority strives to be a good neighbor.

SECONDED BY Secretary Rosenblum

MOTION CARRIED.

Mr. Vachon suggested that the Airport Manager submit his report to the Board for approval before it is forwarded to Vachon & Clukay in the future.

All copies of the audit will be collected and returned to Vachon & Clukay for the correction.

Mr. Vachon then answered questions as presented by the Board members.

Director Fuller inquired if the insurance policy from TD Banknorth would protect the monetary investment or if this presents a risk to the Authority. Mr. Vachon stated that he is very confident with the insurance provided by TD Banknorth and does not feel there would be a problem.

MOTION BY Treasurer Britton to accept the fiscal year 2007 audit as amended and presented by Vachon, Clukay and Co., PC.

SECONDED BY Chairman Dalianis

ROLL CALL

- Chairman Dalianis – yes
- Vice Chairman Gill – yes
- Secretary Rosenblum – yes
- Treasurer Britton – yes
- Director Fuller – yes

MOTION CARRIED

TREASURER'S REPORT

- **June 2007 Audited Financials**

MOTION BY Treasurer Britton to accept the audited June 2007 financial report.

SECONDED BY Chairman Dalianis

ROLL CALL

Chairman Dalianis – yes
Vice Chairman Gill – yes
Secretary Rosenblum – yes
Treasurer Britton – yes
Director Fuller – yes

MOTION CARRIED

- **November 2007 financials**

MOTION BY Treasurer Britton to accept the November 2007 financial report pending the annual audit.

SECONDED BY Secretary Rosenblum

ROLL CALL

Chairman Dalianis – yes
Vice Chairman Gill – yes
Secretary Rosenblum – yes
Treasurer Britton – yes
Director Fuller – yes

MOTION CARRIED

- **December 2007 financials**

MOTION BY Treasurer Britton to accept the December 2007 financial report pending the annual audit.

SECONDED BY Secretary Rosenblum

ROLL CALL

Chairman Dalianis – yes
Vice Chairman Gill – yes
Secretary Rosenblum – yes
Treasurer Britton – yes
Director Fuller – yes

MOTION CARRIED

- **January 2008 financials**

MOTION BY Treasurer Britton to accept the January 2008 financial report pending the annual audit.

SECONDED BY Secretary Rosenblum

ROLL CALL

Chairman Dalianis – yes
Vice Chairman Gill – yes
Secretary Rosenblum – yes
Treasurer Britton – yes
Director Fuller – yes

MOTION CARRIED

Treasurer Britton noted that the budget is still in good shape.

COMMUNICATIONS – read and assigned by Secretary Rosenblum

NAA-07-065 **Lee Zompetti / Right-to-know request**

Satisfied 11/30/07

NAA-07-066 **1483 Associates / Request to schedule a meeting with Gale Associates and Airport Manager regarding building addition**

See Manager's Report

NAA-07-067	1483 Associates / Request for 2nd 20 yr extension option	See response letter 11/13/07
NAA-07-068	9 Perimeter LLC / Request for 2nd 20 yr extension option	Satisfied 12/10/07
NAA-07-069	1450 Associates / Request for 2nd 20 yr extension option	Satisfied 12/10/07
NAA-07-070	FAA / Payment advisory Project 25 (ALP revision)	Received 12/21/07
NAA-07-071	Vachon, Clukay / Audit for FY'07	Sent to Directors on 12/11/07
NAA-07-072	McLaughlin Law / Leases E-1446 & E-1484 for signature	Signed 12/17/07
NAA-07-073	FAA / Payment advisory Project 26 (runway relocation study)	On File
NAA-08-001	NHDOT / Safety Inspection findings	On File
NAA-08-002	FAA / ALP review acknowledgement / acceptance	On File
NAA-08-003	James Tamposi / Agenda placement for assignment of Lease E-1454 from HEA Realty to James N. Tamposi Jr.	New Business
NAA-08-004	Bruce Biscornet / Inquiry concerning development at Nashua Airport on property west of building 19	Response 2/1/08
NAA-08-005	NHDOT / Based Aircraft Count procedure update	On File
NAA-08-006	FAA / Payment advisory Project 28 (Environmental Assessment)	On File

DOCUMENTATION SIGNED

Lease 1490A – 9 Perimeter LLC 2 nd 20 yr extension option	12/10/07	G. Dalianis
Lease 1450A – 1450 Assoc. LLC 20 yr extension option	12/10/07	G. Dalianis
Lease E-1446 – Daniel Webster College	12/17/07	G. Dalianis
Lease E-1484 – Daniel Webster College	12/17/07	G. Dalianis
Revised Airport Layout Plan	12/20/07	G. Dalianis

REPORTS

Tower Report

Airport Manager

Director Fuller inquired if the Board should have approved the rate increase for plowing whereas the Standards and Procedures state the Board needs to approve fees on an annual basis.

Vice Chairman Gill noted that it was within the Airport Manager's responsibility to raise fees when necessary for matters concerning operational matters but a vote could be taken this evening.

MOTION BY Director Fuller to increase the snow plowing charges from \$50.00 to \$65.00 retroactive to the beginning of the winter.

SECONDED BY Chairman Dalianis

MOTION CARRIED

Airport Engineer

Colleen Lynch from Gale Associates gave the Board a signed copy of the Airport Layout Plan for their files. There is also a copy of the ALP on disc.

Grants 25 and 26 have been closed out.

The Environmental Assessment Project (#28) is moving along. The survey data on wetlands on the Airport has been received and are being studied. Information concerning rare species habitat on the airport has not been forwarded to Gale as of this date.

Brian Smith spoke to the Board concerning the replacement of hazard beacons and obstruction lights. Mr. Smith gave the Board handouts showing the location and the new energy efficient equipment that will be installed.

Gale Associates is still trying to obtain money from the NHDOT to purchase a new plow truck.

Secretary Rosenblum inquired if there had been any consideration for having a precision approach for runway 32 in Nashua. Ms. Lynch will investigate and advise the Board.

Director Fuller inquired about the possible addition to building 19. Ms. Lynch replied that the matter is still under consideration after some problems with drainage had been identified. Manager Rankin and Armand Dufresne (Gale Associates) had met with the McLaughlins and they will be studying the new ALP.

COMMITTEES

No report

OLD BUSINESS

Update from 1483 Associates regarding request for approval for a lot line relocation for Building 19 (lease E-1483) for the purpose of expanding the current hanger.

NEW BUSINESS

1. **Approval of 2008 holiday schedule.**

MOTION BY Treasurer Britton to approve the 2008 Holiday schedule as presented.

SECONDED BY Secretary Rosenblum.

MOTION CARRIED

2. **Approval of lease transfer (E-1454) from HEA Realty to James N. Tamposi Jr. (or his company). Current lease to expire on May 14, 2022 with an additional term of forty (40) years to expire on May 14, 2062.**

James Tamposi spoke to the Board and asked permission to assume the land lease for E-1454. Mr. Tamposi would also like three (3) Articles from the lease addressed for his financing bank.

Article V if the lease states that the structure needs to be in accordance with approved plans. This will be addressed in the transfer of lease motion.

To satisfy Article XVI Mr. Tamposi would like an addendum added to his transfer of lease to include simultaneous notification of default to his bank. This can be accomplished by an administrative function.

Article XIX states that financing can only be taken on the initial term of the lease. Mr. Tamposi would like an addendum/ waiver stricken this from his lease.

MOTION BY Treasurer Britton to transfer lease E-1454 from HEA Realty to James N. Tamposi Jr. (or his designated company). The current lease to expire on May 14, 2022 with an additional term of forty (40) years to expire on May 14, 2062. The premises on lease lot E-1454 was constructed in accordance with plans as approved by the City of Nashua and the Nashua Airport Authority.

SECONDED BY Secretary Rosenblum

ROLL CALL

Chairman Dalianis – yes
Vice Chairman Gill – yes
Secretary Rosenblum – yes
Treasurer Britton – yes
Director Fuller – yes

MOTION CARRIED

MOTION BY Director Fuller to place the following waiver on lease E-1454. The intent of Section XIX is that the length of the loan shall not exceed the term of the lease. There are 14 years left on the original lease and an option to renew the lease for an additional 40 years making for a total term of 54 years of available lease left on the property. This easily meets and exceeds the intent of Section XIX of the original lease being transferred.

SECONDED BY Treasurer Britton

MOTION CARRIED

- Procurement of \$500,000 certificate of deposit

MOTION BY Director Fuller to open a \$500,000 certificate of deposit with TD BANKNORTH for a term of 1 year at a rate of 4.00%. TD BANKNORTH has agreed to increase the return rate of higher interest rates become available during the term of the certificate of deposit. TD BANKNORTH fully insures the entire amount of deposit at their facility.

SECONDED BY Treasurer Britton

ROLL CALL

Chairman Dalianis – yes
Vice Chairman Gill – yes
Secretary Rosenblum – yes
Treasurer Britton – yes
Director Fuller – yes

MOTION CARRIED

OTHER

PUBLIC INPUT

Roland Noyes spoke to the fact that there is a precision approach on runway 32 with GPS.

ADJOURNMENT (to non-public session if necessary)

ADJOURNMENT

MOTION BY Chairman Dalianis to adjourn.

SECONDED BY Secretary Rosenblum

MOTION CARRIED. (8:15pm)

Respectfully submitted,

Michael Rosenblum, Secretary

See attachment for attendees list

CC: City Clerk's office