

MINUTES

The monthly meeting of the Nashua Airport Authority was held at Daniel Webster College, in room 209 in the Eaton-Richmond Center, University Dr., at 6:30pm on Tuesday, January 20, 2009.

The meeting was called to order at 6:30pm by Chairman Griffin Dalianis.

ELECTION OF OFFICERS **

(The election will be held when Mr. Rosenblum joins the meeting)

ROLL CALL

Present: Chairman Dalianis
Vice Chairman Gill
Treasurer Britton
Director Davidson
Secretary Rosenblum (joined meeting while in progress)

PUBLIC INPUT

Roland Noyes acknowledged the hard work that the maintenance staff had accomplished keeping ahead of the snow fall so far this winter. Mr. Noyes noted that the crew is especially helpful to individual hangar owners. He further wished everyone a happy and prosperous new year.

MINUTES – November 2008 business meeting

MOTION BY Vice Chairman Gill to accept the November 2008 minutes as presented.

SECONDED BY Director Davidson

MOTION CARRIED.

TREASURER'S REPORT

Fiscal year 2008 audit report

Jared Vartanian of Vachon & Clukay Co. gave a brief overview of the fiscal year 2008 audit with written documentation for the Board to review. [This handout will be made part of the permanent record at the airport authority building]. Mr. Vartanian answered questions from the Board regarding depreciation of assets from closed projects from prior years. Mr. Vartanian also noted that operating activity had increased this year as well as an improvement in operating cash flow. There were no issues noted in the Internal Control audit. Mr. Vartanian reported that the Nashua Airport Authority maintains the highest level of internal controls.

Treasurer Rosenblum inquired if an estimated depreciation should be included in the monthly financials. Mr. Vartanian noted that it would be possible but not necessary whereas Vachon & Clukay monitor all depreciation.

MOTION BY Treasurer Britton to accept the fiscal year 2008 audit report as prepared by Vachon & Clukay as presented.

SECONDED BY Vice Chairman Gill

ROLL CALL

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

MOTION CARRIED.

**** ELECTION OF OFFICERS**

MOTION BY Secretary Rosenblum to present the following slate of officers for the 2009 calendar year:

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

SECONDED BY Vice Chairman Gill

Chairman Dalianis asked if there were any other nominations for officers. No other nominations for officers were presented.

MOTION BY Vice Chairman Gill to close the nominations.

SECONDED BY Director Davidson

ROLL CALL TO ACCECT THE SLATE OF OFFICERS AS PRESENTED:

Griffin Dalianis – yes
John Gill – yes
Frederick Britton – yes
Michael Rosenblum – yes
Donald Davidson – yes

MOTION CARRIED.

Chairman Dalianis congratulated everyone on the election and looks forward to a productive new year.

November 2008

MOTION BY Vice Chairman Britton to accept the November 2008 financial report pending annual audit.

SECONDED BY Secretary Davidson

ROLL CALL

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

MOTION CARRIED.

December 2008

MOTION BY Vice Chairman Britton to accept the December 2008 financial report pending annual audit.

SECONDED BY Director Gill

ROLL CALL

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

MOTION CARRIED.

COMMUNICATIONS – read and assigned by Secretary Davidson

NAA-08-38	Land Air Design / Update on E-2199 construction project	On File
NAA-08-39	NHDOT / Airport Registration renewal	Satisfied
NAA-08-40	Attorney S. Frasca / Auditors information	On File
NAA-08-41	NHDOT / Safety Inspection (12/3/08) report	On File
NAA-09-01	Attorney S. McLaughlin / Agenda placement request	New Business

Vice Chairman Britton noted that he found the letter from Mr. Frangoudis (08-38) very informative. Chairman Dalianis would like a letter sent to Mr. Frangoudis thanking him.

Vice Chairman Britton commended Manager Rankin and his staff on the excellent Safety Inspection report findings (08-41). Vice Chairman Britton inquired if the areas of improvement needed as shown in the report would be taken care of with the runway project. Manager Rankin replied that the issues stated would all be addressed during the runway construction project.

REPORTS

Tower Report

Vice Chairman Britton noted that there was a 4% traffic increase in 2008. Considering the state of the economy he finds the increase significant.

Airport Manager

Manager Rankin informed the Board he had re-invested the \$50,000 CD at the Nashua Bank who offered the best rate of 2.75%. The largest CD of \$500,000 is due to mature on February 20, 2009. Manager Rankin inquired if he should look at rates outside of New Hampshire. The consensus of the Board was to keep the money local. Manager Rankin will get the rates closer to the 2/20/09 date and e-mail the Board for a decision.

Treasurer Rosenblum inquired if there was a problem at the airport with birds. Manager Rankin responded that there had been a few incidents through the years but none recently.

Airport Engineer

Colleen Maillaux of Gale Associates reported that the Environmental Assessment report has been submitted to the FAA and NHDOT for review and comments have been received back. A public meeting has been tentatively scheduled for February 11. All proper notifications and postings will be taken care of once the date is finalized.

Ms. Maillaux further reported that the next phase of the project will be environmental permitting and runway design. Currently the actual construction is scheduled for 2011.

Vice Chairman Britton emphasized that advertising of the public meeting is very important and every avenue should be used to get the word out.

COMMITTEES

No report

OLD BUSINESS

NEW BUSINESS

1. Approve 2009 holiday schedule

MOTION BY Secretary Davidson to approve the 2009 holiday schedule as presented.

SECONDED BY Director Gill

MOTION CARRIED.

2. Shane McLaughlin regarding promotion of the Nashua Airport.

Chairman Dalianis noted that he had not been informed of the visitation by Chris Williams of the Chamber of Commerce and Thomas Galligani of the Economic Development Department for the City of Nashua prior to the October 2008 meeting where Kenneth McLaughlin spoke.

Shane McLaughlin responded by saying that the visit by Mr. Williams and Mr. Galligani came to the airport almost on the spur of the moment. The visit consisted of a quick lunch, introduction to the Airport Manager and visits to the two FBOs.

Mr. McLaughlin noted that the objective of his appearing before the Board is to encourage the Nashua Airport Authority to:

1. Proactively advocate the Nashua Airport on behalf of the users, airport businesses and educational institutions and the citizens of Nashua and the Greater Nashua area.
2. Strengthen the partnership the Airport has with its users and the local community by actively marketing the Airport as the best place to “do aviation” in the New England area.
3. To authorize a liaison to work with the members of the Airport community to accomplish:
 - a. Create an up-to-date brochure emphasizing what the Airport has to offer
 - b. Bring customs service to the Airport
 - c. Enlist the support of the Office of Economic Development and the Greater Nashua Chamber of Commerce to publicize the airport to prospective businesses entities interested in locating in the Nashua area
 - d. Authorize the Airport Manager and/or liaison to attend airport management and FBO conventions for the purpose of marketing the Nashua Airport to the greater aviation and business community.

Chris Williams of the Greater Nashua Chamber of Commerce suggested that the time had come to market the City of Nashua differently. He would like the Chamber to partner with the City of Nashua to develop a strategy for improving the way the City of Nashua is marketed. He wants the Airport to play a critical role in this partnership and suggests a liaison from the Airport Authority would be very beneficial. Mr. Williams acknowledges that there is grant money available and he hopes by forming a team that monies would be made available for the purpose of promoting the City of Nashua.

Chairman Dalianis thought it very important to remember that the Nashua Airport is in a unique situation whereas we are located in the middle of a neighborhood and therefore certain activities could not be considered. Chairman Dalianis announced that he is appointing Secretary Donald Davidson as the liaison with the understanding that all final decisions will be made by the full Board. It will be the responsibility of Secretary Davidson to gather information and to report to the Board.

Frank Waller, President of GFW stressed the need for customs at the Nashua Airport. He feels that having customs is necessary to compete with other airports in the area.

Mr. Waller supports the idea of teaming with the Chamber and the City of Nashua to promote the Nashua Airport. Mr. Waller further suggested that it would be a good idea to utilize the talents of the students and Daniel Webster College as far as gathering material and even generating brochures. Possibly this could be considered part of their college curriculum.

Dr. Triant Flouis, Dean of the Aviation Science at Daniel Webster College suggested that the college be considered a centerpiece and not an afterthought in the development of the Nashua Airport. Dr. Flouis invited the Board to visit the Aviation Science Dept. and familiarize themselves with what is being accomplished at Daniel Webster College. Dr. Flouis further stated that the college is 100% behind the efforts of expansion of the airport.

Ken Silverman of Infinity Aviation Group reported that he had investigated the last NAA trade show directory held in Orlando in October 2008 and read from two advertisements of smaller airports to show how others promote themselves. Mr. Silverman supports the idea of joining with the Chamber and the City of Nashua in promoting the Nashua Airport and what it has to offer.

Chairman Dalianis stated that he felt this evening had opened up a good dialog and many of the suggestions were worth pursuing.

OTHER

PUBLIC INPUT

Roland Noyes suggested businesses with smaller aircraft (rather than jets) also be targeted when putting the word out about the Nashua Airport.

Chairman Dalianis thanked John Gill for his time served on the Board. His term expires in August and he will continue to be an asset to the Board as long as he is a member.

ADJOURNMENT

MOTION BY Secretary Davidson to adjourn.

SECONDED BY Treasurer Rosenblum

MOTION CARRIED. (8:05pm)

Respectfully submitted,

Donald Davidson
Secretary

CC: City Clerk's office

SEE ATTACHMENT FOR ATTENDEES