

## MINUTES

The monthly meeting of the Nashua Airport Authority was held at Daniel Webster College, in room 215 in the Daniel Webster Hall, University Dr., at 6:30pm on Tuesday, June 16, 2009.

The meeting was called to order at 6:40pm by Vice Chairman Frederick Britton.

### ROLL CALL

Present: Vice Chairman Britton  
Treasurer Rosenblum  
Director Gill  
Secretary Davidson (\*joined meeting in session)

Absent: Chairman Dalianis

### PUBLIC INPUT

Robert Silva of 13 Bradford St, Nashua addressed the Board concerning his on-going complaints regarding helicopter activity above his house. Mr. Silva was also joined by several neighbors.

Robert Cloutier owner of C-R Helicopters responded to Mr. Silva's concerns. It was determined that a *NO FLY ZONE* had been established over Bradford Street and that Mr. Cloutier had signed a *letter of agreement* with the Airport Manager and the Tower concerning the proper heights and paths that the helicopters were to operate.

After a lengthy discussion it was concluded that the activity had reduced somewhat although there is still helicopters over the neighborhood. Mr. Cloutier asked Mr. Silva notify him of the exact times of the occurrences so he could identify the instructor(s) responsible. Mr. Cloutier noted that there were also several private helicopters on the field that he was not responsible for their activity.

MINUTES – May 2009 business meeting

MOTION BY Treasurer Rosenblum to accept the May 2009 minutes as presented.

SECONDED BY Vice Chairman Britton

MOTION CARRIED.

\*Secretary Davidson joined the meeting

Treasurer Rosenblum gave a brief explanation of the financials through May 2009, the eleventh month of our budget year. He identified several shortfalls in the income portion as well as overages in some of the expense accounts. There is currently an excess of \$49,646 through May 2009.

TREASURER'S REPORT –May 2009 unaudited financials

MOTION BY Treasurer Rosenblum to accept the May 2009 financial reports pending annual audit.

SECONDED BY Director Gill

ROLL CALL

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

MOTION CARRIED.

COMMUNICATIONS – read, assigned, and accepted by Secretary Davidson

NAA-09-06 NHDOT / Request for Based Aircraft Counts  
NAA-09-07 NHDOT/ Tower Apron Reconstruction Approval

Satisfied 6/5/09  
On File

## REPORTS

Tower Report – no comments

Airport Manager

Vice Chairman Britton complimented Manager Rankin and his crew for all the hard work involved in getting all the necessary work accomplished in order to have the Apron Reconstruction (American Recovery and Reinvestment Act Project) approved.

Airport Engineer

Colleen Mailloux reviewed the current projects at the Nashua Airport (see Gale monthly report for details).

The grant offer for SBG-12-02-2009 will be voted on by the Governor's Council at the July 2009 meeting.

MOTION BY Director Gill to authorize Chairman Dalianis or Vice Chairman Britton to sign the grant offer for project #SBG-12-02-2009 (Environmental Permitting & Runway Design).

SECONDED BY Treasurer Rosenblum

MOTION CARRIED.

## COMMITTEES

- Salary and compensation comparison – no report
- Liaison to Nashua Chamber of Commerce and City of Nashua Economic Development

Manager Rankin informed the Board that he had been asked by Mayor Lozeau to serve on the transportation committee on behalf of the airport. Manager Rankin is not available for the June 09 meeting so Secretary Davidson will go as his representative.

- Customs at the Nashua Airport

Secretary Davidson provided the Board with an overview of the progress that has been made in the investigation of the possibility of having U.S. Customs at the Nashua Airport. Secretary Davidson will continue to keep the Board apprised of the results of this exploration. No decisions concerning this matter will be made until all pertinent information has been gathered and the Board can make an informed decision.

## OLD BUSINESS

Elimination of \$10.00 refund for returned access cards.

MOTION BY Secretary Davidson to eliminate the \$10.00 refund for returned access cards beginning July 1, 2009.

SECONDED BY Director Gill

MOTION CARRIED.

NEW BUSINESS

MOTION BY Secretary Davidson to expend those funds necessary through continued FY09 spending levels until the FY10 budget is approved at the next meeting.

SECONDED BY Treasurer Rosenblum

MOTION CARRIED.

OTHER

PUBLIC INPUT – none at this time

Recess to non-public session to discuss personnel matters (7:30pm)

MOTION BY Secretary Davidson that by roll call vote the Board go into non-public session pursuant to RSA91-A:3:2A to consider compensation of several Nashua Airport employees. Additionally a discussion concerning airport leases will ensue.

SECONDED BY Treasurer Rosenblum

ROLL CALL

Vice Chairman Britton – yes

Treasurer Rosenblum – yes

Secretary Davidson – yes

Director Gill – yes

MOTION CARRIED

MOTION BY Secretary Davidson that by a roll call vote the Board return to public session.

SECONDED BY Director Gill

ROLL CALL

Vice Chairman Britton – yes

Treasurer Rosenblum – yes

Secretary Davidson – yes

Director Gill – yes

MOTION CARRIED.

MOTION BY Vice Chairman Britton to recess the meeting until the call of the Chairman. The personnel matters and Daniel Webster College leases will be discussed.

SECONDED BY Treasurer Rosenblum

MOTION CARRIED.

RECESS of 6/16/09 meeting (8:00pm)

Chairman Dalianis called to order the continuation of the recessed meeting of June 16, 2009 at 6:34pm on July 1, 2009.

ROLL CALL

Present: Chairman Dalianis - yes Absent: Secretary Davidson

Vice Chairman Britton - yes

Treasurer Rosenblum - yes

Director Gill - yes

Manager Rankin reported that a new lease for the tower drafted by Attorney Frasca has been sent to ITT (DWC) for review and signatures.

## **Adoption of FY 2010 Budget**

Vice Chairman Britton reported he had reviewed the budget and was confident in the numbers. Manager Rankin noted that he had made an adjustment on FY'10 to cover the 10% health insurance costs.

MOTION BY Treasurer Rosenblum to adopt the fiscal year 2010 budget as presented.

SECONDED BY Director Gill

ROLL CALL

Chairman Dalianis - yes  
Vice Chairman Britton - yes  
Treasurer Rosenblum - yes  
Director Gill - yes

MOTION CARRIED.

MOTION BY Director Gill that by roll call vote the Board go into non-public session pursuant to RSA91-A:3:2A to consider compensation of several Nashua Airport employees. Additionally a discussion concerning airport leases will ensue.

SECONDED BY Treasurer Rosenblum

ROLL CALL

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

MOTION CARRIED

At 7:00pm the Board by Roll Call vote returned to public session where the following actions were adopted and reported by Treasurer Rosenblum.

MOTION BY Treasurer Rosenblum to increase base salaries 3% beginning July 1, 2009.

SECONDED BY Vice Chairman Britton

MOTION CARRIED UNANIMOUSLY.

MOTION BY Treasurer Rosenblum to increase the salaries of Royce Rankin and Ronald Willey by \$1483.56 and the salary of George Rose by \$744.64 for this fiscal year.

SECONDED BY Director Gill

MOTION CARRIED UNANIMOUSLY.

MOTION BY Director Gill to award bonuses at to the airport authority personnel at the same rate as fiscal year 2009.

SECONDED BY Vice Chairman Britton

MOTION CARRIED UNANIMOUSLY.

MOTION BY Director Gill that by roll call vote the Board return to public session.

SECONDED BY Vice Chairman Britton

ROLL CALL

Chairman Dalianis - yes

Vice Chairman Britton – yes

Treasurer Rosenblum – yes

Director Gill – yes

MOTION CARRIED

Chairman Dalianis noted that the entire Board is very happy with the work of the entire staff of the airport authority. Again this year there will be a surplus due to the diligence shown. The pay raises and bonuses are based on job performance and the willingness of the Manager and staff to go above and beyond what is expected.

MOTION BY Director Gill to adjourn

SECONDED BY Vice Chairman Britton

MOTION CARRIED (7:10pm)

Respectfully submitted,

Frederick Britton

Vice Chairman

CC: City Clerk

See attached for attendees