

## 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, October 17, 2006.

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

### ROLL CALL

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

PUBLIC INPUT – none at this time

### MINUTES – September 2006

Director Rosenblum asked that a correction be made to page 4 concerning the reappointment of Chairman Dalianis to the Nashua Airport Authority.

MOTION BY Director Rosenblum to accept the September 2006 minutes as amended.

SECONDED BY Chairman Dalianis

MOTION CARRIED.

### TREASURER'S REPORT - September 2006

Treasurer Britton noted that the income for the month of September exceeded the expenses. The year-to-date financials show a positive cash flow due in large part to the pre-paid annual tie-downs.

Treasurer Britton also noted that the new Certificate of Deposit as recommended by the Board of Directors had been opened.

MOTION BY Treasurer Britton to accept the September 2006 financials pending the annual audit.

SECONDED BY Director Rosenblum

MOTION CARRIED.

### COMMUNICATIONS – read and assigned by Vice Chairman Gill

NAA-06-029	NHDOT / Draft of 10 year Capital Improvement Program	On file
NAA-06-030	NHDOT / FY2007 project scoping meetings reminder	On File

### DOCUMENTATION SIGNED - none

Treasurer Britton requested that a listing of all up-coming meetings concerning matters of interest to the NAA be made available to the Board members. It was decided that e-mailing such information would be the best venue.

Treasurer Britton would also like an enlarged copy of the CIP program sent to the Board members.

## REPORTS

### Tower Report

Manager Rankin reported to the Board that the jet operations in the month of September were almost double that of August. Manager Rankin has been tracking the number of jet operations on [www.flightaware.com](http://www.flightaware.com). and the tower has been accurate in the numbers they have been providing.

### Airport Manager

Manager Rankin has received estimates for replacement of the garage overhead doors at the Authority building. Manager Rankin would like the Board to consider the quote from R.G. Tombs Door Company, Inc. The doors would be constructed partially with solar panels (8ft) to allow for heat generation from the sun. The doors have a southern exposure therefore the heat generation should cut costs of heating the garage area substantially and would help to offset the difference in price. The Tombs Company has done considerable work on the field and has a good reputation. Currently there are four doors but will be replaced with two doors with automatic openers. The quote was approximately \$26,000. The quote from Overhead Door was \$18,900 for standard doors (without the solar panels).

MOTION BY Treasurer Britton to approve R.G. Tombs Door Company, Inc. for the door replacement in the garage area for an amount not to exceed \$27,000.

SECONDED BY Vice Chairman Gill

ROLL CALL

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

MOTION CARRIED.

Manager Rankin reported that the new loader should be delivered on or about November 15<sup>th</sup> and the rotary broom should be delivered on or about December 7<sup>th</sup>.

Treasurer Britton congratulated Manager Rankin and his staff on the outcome of the annual NH Aeronautics inspection. No areas of the airport required attention.

Director Rosenblum inquired about the lighting system problem on October 16, 2006. Manager Rankin briefed the Board that he had received a call that the runway lights were not operable. Ron Willey was already on the field trying to correct the problem. Public Service was called in and they tested the power on the panel box and it appeared everything was operable. It was discovered that one of the circuit breakers on the control panel in the tower had kicked off. Manager Rankin had the airport's electrician thoroughly check the whole system and order a device that will not allow for the breaker to be shut off accidentally.

### Airport Engineer

Armand Dufresne of Gale Associates reported on a meeting between the Airport Manager, the FAA and the NHDOT that was held on October 16<sup>th</sup>. He will have a full copy of the minutes sent to each of the Board members once they are available.

The new Environmental Assessment project will enable two of the current projects to be closed out. That includes the taxiway-runway study project (AIP 3-33-0012-25) and the Runway Feasibility Study (AIP 3-33-0012-26).

The new project will be extremely labor intensive in the preparation phase and expensive as well. The wetlands impacted can be as much as fourteen (14) acres. Gale Associates will be working on a “Purpose and Need” application that will document the need for this project at the Nashua Airport.

Chairman Dalianis emphasized that the Board be kept apprised in every aspect of this project. Mr. Dufresne will forward information to the Board as it becomes available and will plan to hold meetings for just this particular matter.

Mr. Dufresne asked the Board members to be sure and contact the Congressional contingency from New Hampshire concerning the continuation of the 95% funding when the current bill expires in 2007. This 95% as apposed to 90% is a huge amount of money. Mr. Dufresne will notify the Board as soon as information becomes available.

## COMMITTEES

1. Committee for Land Development and Future Growth of the Nashua Airport.

Armand Dufresne suggested that the Board hold off on plans to develop the Holden Property until the EA study has been completed.

2. Safety Committee

Manager Rankin reported the last meeting of the Safety Committee was poorly attended. The next meeting will be held in November with the hope of a guest speaker to encourage better attendance. It was suggested that an evening meeting might be appropriate.

OLD BUSINESS - none

## NEW BUSINESS

Authorization for the airport manager to sign checks for the Nashua Airport Authority as a second signature.

Chairman Dalianis led a discussion concerning the recent difficulty in obtaining two board member signatures on checks. It was noted that it has taken up to a week to ten days to gather signatures.

Director Rosenblum wanted to be sure that the Airport Manager would be covered under the same insurance as the Board members.

MOTION BY Treasurer Britton to authorize the airport manager to sign checks for the Nashua Airport Authority as a second signature. This applies only when a second director is not available to sign checks and subject to the airport manager having the applicable bonding coverage.

SECONDED BY Director Rosenblum

ROLL CALL

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

MOTION CARRIED.

OTHER

Director Rosenblum inquired if Keyson Airways still intends to speak before the Board. Manager Rankin will investigate.

PUBLIC INPUT – none at this time

ADJOURNMENT – 7:16pm

MOTION BY Director Rosenblum to adjourn.

SECONDED BY Vice Chairman Gill

MOTION CARRIED.

Respectfully submitted,

John Gill  
Vice Chairman

CC: City Clerks Office

SEE ATTACHMENT FOR ATTENDEES LIST