

## 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, September 20, 2005.

Chairman Dalianis called the meeting to order at 7:00pm.

### ROLL CALL

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

### PUBLIC INPUT

Lee Zompetti read from the Right-to-Know Law (91-A:4) concerning availability of public records. Mrs. Zompetti would like all engineering drawings available at the Authority office.

Mrs. Zompetti read from the Right-to-Know Law (91-A:3) concerning the availability of sealed minutes.

Mrs. Zompetti did not think the names of individuals lodging complaints should be made public.

### MINUTES – July 2005

**MOTION BY** Secretary Fuller to amend the minutes by omitting the 2<sup>nd</sup> “not” from verbiage on page 2 and by assigning motion numbers in chronological order.

**SECONDED BY** Treasurer Britton

**MOTION CARRIED. (#06-06)**

**MOTION BY** Secretary Fuller to accept the July 2005 minutes as amended.

**SECONDED BY** Treasurer Britton

**MOTION CARRIED. (#06-07)**

### TREASURER'S REPORT

July 2005

**MOTION BY** Treasurer Britton to accept the July 2005 financials pending the annual audit.

**SECONDED BY** Secretary Fuller

**MOTION CARRIED. (#06-08)**

August 2005

**MOTION BY** Treasurer Britton to accept the August 2005 financials pending the annual audit.

**SECONDED BY** Secretary Fuller

**MOTION CARRIED. (#06-09).**

## COMMUNICATIONS – read and assigned by Secretary Fuller.

NAA-05-042	Lee Zompetti / Right to Know Request	Responses 7/15/05 & 7/21/05
NAA-05-043	GFW / Request to be placed on September 05 Agenda	Old Business
NAA-05-044	FAA/ Clarification concerning <u>Grant Assurances</u>	On File
NAA-05-045	Lee Zompetti / Request for information	Response 7/27/05
NAA-05-046	Daniel Webster College / Request for Land Development Consideration	On File
NAA-05-047	Charles Bergin / Land Development (2 <sup>nd</sup> ) request	On File
NAA-05-048	FAA / Letter of investigation – Vehicle Pedestrian Deviation	On File
NAA-05-049	FAA/ Letter of investigation – Vehicle Pedestrian Deviation	On File
NAA-05-050	Richard DeFilippo / Concerns regarding noise in neighborhood	Response 9/14/05
NAA-05-051	NHDOT / Airport Inspection Report	On File
NAA-05-052	FAA/ Payment advisory (project 25)	On File

Chairman Dalianis inquired if a letter had been sent to Mr. DeFilippo. Manager Rankin responded that a letter had been sent on September 14, 2005.

Secretary Fuller spoke to NAA-05-048 and NAA-05-049.

Treasurer Britton thanked Roy and the maintenance staff for their hard work. After reviewing the Airport Inspection Report (NAA-05-051) he was pleased to note the Nashua Airport received such a glowing report.

Treasurer Britton asked Manager Rankin if items 1 and 2 from the report had been addressed. Manager Rankin responded that all of the aircraft on the last row of the grass tie-down area will be moved and the items mentioned in item 2 (Hangar 19) had been notified and the crates and equipment had been removed.

## REPORTS

Tower Report – July 2005  
August 2005

Treasurer Britton noted that the July 2005 report mentioned the helicopter crash and the August 2005 report spoke to the accident of N83DM. Treasurer Britton asked if the Authority had completed what needed to be done for these occurrences.

Airport Manager – September 2005

Treasurer Britton thanked the Airport Manager and the airport maintenance staff for their excellent work with the crack sealing project.

Treasurer Britton also noted that the new line driver had saved time and the amount of paint needed to complete the line stripping project.

Treasurer Britton noted that the FAA would be paying for the new windows in the tower. Treasurer Britton thanked Roy for all his efforts in this matter.

Treasurer Britton thanked Manager Rankin for following the recommendations of the User Fees Committee and was pleased that the Authority would be receiving a \$3,000 stipend from the Aviation Festival and Daniel Webster College.

## Airport Engineer – September 2005

Carol Niewola reviewed the work that Gale Associates had performed on Project 25 (Runway-Taxiway Study), Project 26 (Obstruction Removal in Approach to runway 14), and scoping for the Airport Land Development Committee.

Secretary Fuller asked if the RFP's for the Holden Property had been worked on. Ms. Niewola replied that Gale Associates has been waiting for guidance from the Authority as to how to proceed. Secretary Fuller had been under the impression that Gale Associates had been compiling this information.

Secretary Fuller asked if the meeting with the FAA to discuss the AWOS had been arranged. Ms. Niewola had contacted the FAA and was waiting for a reply from them. Secretary Fuller had been under the impression that Gale was setting up this meeting.

Treasurer Britton noted that the Authority needs to set up two separate meetings. One meeting to address the future Land Development on the airport and a second meeting to discuss moving the AWOS for land development in that area.

### COMMITTEES

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

A public meeting will be scheduled on Monday, September 26, 2005 at 6:30pm. This meeting will be posted on the web-site and the usual posting areas.

Chairman Dalianis spoke to the representatives attending the meeting from Daniel Webster College and noted that the Board would certainly keep Daniel Webster informed of future developments.

### OLD BUSINESS

1. Assigning lot E-1485 (adjacent to Building 83) to GFW Aeroservices.

Note of Record: Mr. Waller of GFW Aeroservices notified the Board that he was unable to attend this meeting. (NAA-05-055 dated 9/20/05.)

Chairman Dalianis noted for the record that Mr. Waller had approached the Board in June concerning the urgency of his request, but had been unavailable for the last two meetings. Should fines be levied by the EPA the burden of responsibility would rest with Mr. Waller.

Secretary Fuller would like to use some of the tie-down areas to build concrete pads for fuel trucks if mandated by the EPA. An area would be built for both GFW and Keyson Airways.

**MOTION BY** Secretary Fuller If required by the EPA to provide fuel truck containment storage area the use of tie-down areas in front of GFW and Keyson Airways to meet the EPA mandate if the EPA decides to enforce this requirement.

**MOTION FAILS (#06-10)**

2. Richard Gentile presenting development plans for “Kenny Howe” property.

Note of Record: Mr. Gentile advised the Board he would not be available to attend this meeting. (NAA-05-053 dated 9/12/05.)

NEW BUSINESS

**MOTION BY** Treasurer Britton to ratify the e-mail request and approval for Chairman Dalianis to sign the FAA Grant Offer AIP 3-33-012-26, and to sign work order #3 between Gale Associates, Inc. and the Nashua Airport Authority for engineering services on AIP 3-33-0012-26.

**SECONDED BY** Secretary Fuller

**ROLL CALL**

**Chairman Dalianis – yes**

**Secretary Fuller – yes**

**Treasurer Britton – yes**

**MOTION CARRIED. (#06-11)**

**MOTION BY** Secretary Fuller to authorize Chairman Dalianis to sign on behalf of the Nashua Airport Authority the Memorandum of Agreement between the Nashua Airport Authority and FAA Airways Facilities to carry out the feasibility analysis of the NAVAIDS associated with AIP 3-33-012-26.

**SECONDED BY** Treasurer Britton

**ROLL CALL**

**Chairman Dalianis – yes**

**Secretary Fuller – yes**

**Treasurer Britton – yes**

**MOTION CARRIED. (#06-12)**

**MOTION BY** Treasurer Britton to authorize Chairman Dalianis to sign on behalf of the Nashua Airport Authority the contract between Pantermehl Land Clearing Inc. and the Nashua Airport Authority associated with AIP 3-33-0012-26.

**SECONDED BY** Secretary Fuller

**ROLL CALL**

**Chairman Dalianis – yes**

**Secretary Fuller – yes**

**Treasurer Britton – yes**

**MOTION CARRIED. (#06-13)**

John Eagan from DWC would like to go on record as stating the College is very interested in future development to further education at the Nashua Airport.

OTHER

Discussion concerning revision of the Nashua Airport Authority By-Laws and adoption of Robert’s Rules.

Treasurer Britton suggested a meeting be set up for the full Board to discuss revisions to the NAA by-laws. Proposed changes will be submitted to Manager Rankin and Chairman Dalianis and will then be distributed to all board members. At the meeting amendments will be discussed and approved or disapproved. These changes will then be posted (for 7 days) and the amendments could be adopted at the regularly scheduled business meeting.

PUBLIC INPUT

None at this time.

ADJOURNMENT – 8:03pm

**MOTION BY** Treasurer Britton to adjourn.

**SECONDED BY** Secretary Fuller

**MOTION CARRIED. (#06-13)**

Respectfully submitted,

Allan Fuller  
Secretary

SEE ATTACHMENT FOR ATTENDEES LIST

cc: City Clerk's office