

**PEASE DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS' MEETING
MINUTES**

Thursday, August 17, 2023

Presiding: Stephen M. Duprey, Chairman
 Present: Neil Levesque, Vice Chair; Thomas G. Ferrini, Treasurer; Steve Fournier; Margaret F. Lamson; Susan B. Parker, and Karen Conard
 Attending: Paul E. Brean, Pease Development Authority (“PDA”) Executive Director; Anthony I. Blenkinsop, Deputy Director / General Counsel; Michael R. Mates, Director of Engineering; Suzy Anzalone, Finance Director; Geno Marconi, Director of the Division of Ports and Harbors (“DPH”); EJ Chea, Pease Golf Course (“PGC”) Superintendent; Jared Sheehan, Environmental Compliance Manager; Jessica Patterson, IT Administrator; Andrew Pomeroy, Director of Aviation Planning & Regulatory Compliance; Chasen Congreves, Director of Operations and Raeline A. O’Neil, Executive Administrative Assistant

I. Call to Order:

Chairman Duprey (“Duprey”) called the meeting to order as all Board members were present; the meeting commenced at **8:35 a.m.**

II. Acceptance of Meeting Minutes: Board of Directors’ Meeting of June 15, 2023

Director Ferrini **moved** the **motion** and Director Fournier **seconded** to **approve the minutes of the Pease Development Authority Board of Directors’ meeting dated Thursday, June 15, 2023.**

Discussion: None. Disposition: Resolved by **unanimous** vote for; motion **carried**.

III. Public Comment:

Brad Cook – DPH Port Advisory Council (“PAC”) Chairman – Provided copies of press releases and spoke to accolades received by two Division of Ports and Harbors (“DPH”) personnel (Leo Axion and Judy Dubois) by Portsmouth Propeller Club. The DPH personnel were commended for their years of dedication and ongoing service at Rye Harbor. Also, on July 11, 2023, Captain / Director of DPH Marconi (“Marconi”) was recognized with a Lifetime Achievement Award from the International Association of Maritime and Port Executives. Marconi is only one of five individuals who have received this award by his peers.

Rob Terrizano – Sig Sauer (no comment)

Mike Donahue – DPH Port Advisory Council – Acknowledged Director Lamson who attended the event which honored the Rye Harbor staff. Spoke to Pda 600 rules and stated given the shared responsibility under the enabling statute, PAC fully supports the adoption of the rules.

Rob Previti – (no comment)

IV. Consent Agenda Items:

A. Consent Agenda Approvals:

Director Fournier **moved** the **motion** and Director Conard **seconded** the Pease Development Authority Board of Directors hereby moves that item numbers **1-9** from the consent agenda list below be approved as a single consent agenda item, and that the proposed motions included for each be incorporated into such approval as the operative motion for each item.

1. Legal Services
2. Sig Sauer - Concept Approval for Building Addition – 72 Pease Boulevard
3. NHDOT AIP Grant for Aircraft Rescue and Firefighting Facility (“ARFF”) Improvements
4. Farley White Pease, LLC – Installation of Shed - 100 Arboretum Drive
5. Two On-Call Architectural Consultants – Fennick McCredie Architecture and Harriman
6. UNH – Wildcat Sponsorship
7. Allegiant Airlines – Marketing
8. Vogel Vending – ATM Concession Agreement
9. Jacobs / GM2 – Wetland Permitting for Portsmouth International Airport for Fence Repairs

Discussion: None. Disposition: Resolved by **unanimous** vote for; motion **carried**.

B. Consent Agenda Approvals (with waivers):

Director Lamson **moved** the **motion** and Director Parker **seconded** that the Pease Development Authority Board of Directors hereby moves that item numbers **1-2** from the consent agenda with waivers list below be approved as a single consent agenda item with waivers item, and that the proposed motions included for each be incorporated into such approval as the operative motion for each item.

1. Airfield Maintenance Keystone Flatliner FL 36 Purchase
2. Stanley Elevator Amendment for Elevator Maintenance Services

Discussion: None. Disposition: Resolved by **unanimous** roll call vote for; motion **carried**.

V. Committees:

A. Report:

1. Transportation Management Committee

Director Lamson (“Lamson”) spoke to the meeting on July 12th which was held to review the progress of the CMAQ grant to construct a right turn on New Hampshire Avenue to Pease Boulevard. Lamson asked Michael Mates (“Mates”) PDA Director of Engineering to speak to the meeting held.

Mates indicated there were four designs presented at the public meeting which is required by the grant process. The designs were, 1) no build; 2) to restripe the existing roadway; 3) widen the road to the east; or 4) widen the road to the west. VHB's presented the options and a conclusion was made to widen the road to the east.

Lamson further indicated she was pleased to learn that it is anticipated no trees will be cut in association with this project. Duprey stated NH is the second most forested state in the United States, behind Alaska, with 83% of its territory covered by trees.

VI. Old Business:

A. Approvals:

1. Land Use Controls Amendments

Director Fournier **moved** the **motion** and Director Lamson **seconded** that **WHEREAS, the Pease Development Authority ("PDA") has duly enacted a Zoning Regulation in accordance with the requirements of RSA ch. 12-G and rules adopted by the PDA for the adoption or amendment of land use controls; and**

WHEREAS, the Zoning Regulation may be amended at any time by the Board in accordance with its rules for the adoption and amendment of land use controls;

NOW, THEREFORE, following a duly noticed public hearing on August 17, 2023, the PDA does hereby resolve to amend its Zoning Regulations in effect at the Pease International Tradeport, by adopting the language of Part 303-B, Overlay Districts, as written and attached hereto, which by reference is incorporated into this motion.

Discussion: Director Ferrini recused / abstained from discussions and abstained from voting.

Disposition: Resolved by **unanimous** roll call vote (6-0) for; motion **carried**.

VII. Finance:

A. Executive Summary *

Suzy Anzalone ("Anzalone") Director of Finance spoke to the two reports being draft / unaudited results for FY23. Anzalone stated there may be additional entries received during July and August before the books are officially closed.

B. Reports:

- 1. FY2023 Financial Report for the Twelve Month Period Ending June 30, 2023**
- 2. Cash Flow Projections for the Nine Month Period Ending April 30, 2024**

Anzalone stated revenue exceeded what had been budgeted with fuel flowage, concession and golf fees trending higher. Expenses trended favorable by 2.1%; wages and benefits are a large part of PDA expenses and were under budget for the fiscal year ("FY"). There were a couple of line items that trended over budget such as part-time wages. Further, Anzalone indicated PDA was over budget with respect to electricity as the winter rates were higher than anticipated and the purchase of fuel at the harbors was higher due to an increase in volume. Anzalone did inform the Board that some of PDA's unrestricted cash was placed into a money market as a means to earn interest.

Regarding PDA business units, Portsmouth International Airport at Pease (“PSM”) was favorable driven by fuel flowage fees. However, its expenses were over budget due to the electricity rates and it being PDA’s largest allocation of electricity. Skyhaven ended the year favorable to budget; even though fuel sales were down approximately 15% from the prior year which was driven by inclement weather and the fuel dispenser being struck by lightning; its operating expenses were under budget. The Tradeport is on budget. The Golf Course exceeded expectations by 8.3% on revenue and over budget regarding irrigation, fertilizer expenses and equipment parts. Anzalone had been informed by Scott DeVito, General Manager of Pease Golf Course (“PGC”), there had been three irrigation system breaks during the FY. Further she informed the Board that due to the inclement weather there have been frequent fertilizer applications. DPH exceeded its revenue budget by 11.8% due to fuel sales, wharfage and dockage fees and registration revenue. Alternatively, operating expenses were over budget due mostly to seasonal part-time employees and cost overruns for engineering services and environmental testing beyond PDA’s control.

Anzalone informed the Board regarding PDA’s overall assets and restricted assets; that the restricted assets are comprised of Foreign Trade Zone (“FTZ”) funds, Harbor Pier and Maintenance Fund and the Revolving Loan Fund (“RLF”). Regarding the RLF, there were 20 loans comprising of \$1.1 million at the end of the year with an 84.7% utilization rate. Anzalone indicated the utilization rate should high as the purpose for this fund is for money to be loaned out.

Anzalone also spoke to \$8.3 million in capital expenditures, with \$6.6 million being grant funded projects. Lastly, she spoke of current liabilities being accounts payable and accrued expenses at the end of the year being higher so they are properly captured in the correct fiscal year.

Regarding cash flow projections, Anzalone spoke to the in and out flow anticipated over the next nine months, with half being for grant and non-grant funded expenditures (i.e.; Arrivals Hall). While these projects will drop PDA’s cash position, cash flow will remain strong.

Director Parker asked if the FTZ utilization was on the increase; Anzalone indicated there are three participants and a fourth was recently added; it is a small fee. Marconi stated under federal regulations, any revenues generated by the FTZ can only be used to offset administrative expenses (i.e.; advertising / promotion or education) otherwise it is prohibited to be a normal revenue service.

Duprey spoke to PDA’s history and stated that the Governor informed him it was anticipated that Pease would generate profit to remit to back to the State. PDA is doing well, has many capital projects, is almost built out and wondered if PDA would get to the point where it would make a contribution back to the State. Executive Director Paul Brean (“Brean”) spoke of Grant Assurance 25 with the FAA and any diversion of airport revenue. Duprey understood and asked about benefits to the State beyond the Seacoast. Brean stated the economic impact reaches well beyond the Seacoast. Brean indicated many states and municipalities have to subsidize its airports; PDA is self-sustaining. Further Brean spoke to the need to reinvest into some outdated military facilities which remain at the Tradeport.

Parker spoke of possible interest in a report which would include the original constructs of Pease to see how it was followed and to indicate the assets / gains which occurred that were not foreseen. It would be helpful to have this information to provide to the public to depict the progress.

Duprey agrees and understood comments made by Brean and thought it may be worthwhile to hire someone such as an economic researcher to prepare a report outlining the positive benefits. Parker affirmed and further referred to the need to understand the basic values of how Pease was modeled.

Ferrini further indicated a consideration of the local rooms and meals taxes that have been generated as a result of the development at Pease; Parker agreed.

C. Approval:

1. Energy Procurement and Consulting Services

Director Levesque moved the motion and Director Fournier seconded that the Pease Development Authority Board of Directors authorizes the Executive Director to complete negotiations and to enter into a contract with Enel X North America, Inc., for energy consulting services; all in accordance with the memorandum of Suzy Anzalone, Director of Finance, dated July 26, 2023.

In accordance with the provisions of RSA 12-G:8, VIII, the Board justifies the waiver of the RFP requirement as Enel X North America, Inc., is the approved energy consultant for the State of New Hampshire.

Discussion: Anzalone indicated for a long time PDA was in a contract for its electricity supply usage, which expired in October of 2022. At that time, PDA decided to float for a little while to watch the rates. Where rates have settled down, the PDA has decided to work with a consultant to get back into a fixed price contract for electricity supply. The consultant would shop around to energy suppliers who can provide the electricity supply portion; there would be a consultant fee which would be included in the kW hours generated

Duprey asked how it would work if the consultant indicates an urgency to act on a rate with a supplier as it is in constant flux; Anzalone stated this is just the start of the process and doesn't know how things will work. Brean stated this would be the challenging part and asked for the flexibility of the Board to act quickly if needed. Duprey indicated where this was also the State's consultant, he didn't foresee an issue if the Board would need to retroactively approve an electricity contract in order to lock in a rate. Brean indicated he would reach out to Director Ferrini (PDA's Treasurer) if / when a rate is provided that would be desirable in order to take action on the same.

Disposition: Resolved by unanimous roll call vote (7-0) for; motion carried.

VIII. Licenses/Rights of Entry/Easements/Rights of Way:

A. Report:

1. **Veteran's Count – Corporate Apron – 120 Aviation Avenue – Right of Entry for On the Tarmac Fundraising Event**
2. **New Hampshire Air National Guard – North Apron – Right of Entry – MARE in Preparation of Airshow**
3. **ATDG, LLC – 360 Corporate Drive – Right of Entry**
4. **165 Arboretum, LLC – 165 Arboretum Drive – Right of Entry**
5. **IAPP – 75 Rochester Avenue– Right of Entry – 14 Aviation Avenue (Old Pan Am Lot)**
6. **Pease Aviation Partners, LLC (dba Million Air) - 53 Exeter Street – Right of Entry**
7. **City of Portsmouth Police Department – Hangar 227 – Right of Entry**

In accordance with the “Delegation to Executive Director: Consent, Approval and Execution of License Agreements,” PDA entered into the following Right-of-Entry:

1. Name: Veteran’s Count
License: Right of Entry
Location: Corporate Apron at 120 Aviation Avenue, Portsmouth International Airport at Pease
Purpose: Hosting the “On the Tarmac” fundraising event
Term: Thursday, September 7, 2023, at 7:00 a.m. through Saturday, September 9, 2023 at 5:00 p.m.
2. Name: New Hampshire Air National Guard
License: Right of Entry
Location: North Ramp on Pease Development Authority
Purpose: In preparation of September 2023 Airshow
Term: Tuesday, August 8, 2023 through Monday, August 14, 2023
3. Name: ATDG, LLC
License: Right of Entry
Location: 360 Corporate Drive
Purpose: Site Inspection Purposes
Term: Through August 18, 2023
4. Name: 165 Arboretum, LLC
License: Right of Entry
Location: 165 Arboretum Drive
Purpose: Site Inspection Purposes
Term: Through November 30, 2023
5. Name: IAPP
License: Right of Entry
Location: 14 Aviation Avenue (Old Pan Am Lot)
Purpose: For the purpose of parking vehicles
Term: August 24, 2023 through August 25, 2023
6. Name: Pease Aviation Partners, LLC (dba Million Air)
License: Right of Entry
Location: 53 Exeter Street
Purpose: Site Inspection Purposes
Term: Through October 31, 2023
7. Name: City of Portsmouth Police Department
License: Right of Entry
Location: Hangar 227
Purpose: Air Show Command Center
Term: September 7, 2023 through September 11, 2023

Director Fournier was consulted and granted his consent regarding these Rights of Entry.

Brean stated a majority of the ROEs are in associated with the upcoming Air Show as well as the Veterans' Count event. The Pease Aviation Partners ROE is an extension of its original ROE for continued geotechnical work at the site.

IX. Leases:

A. Report:

1. Sublease between 200 International, LP and Pirouette Medical, Inc. – 200 International Drive (Suite #175 / 180)

In accordance with the “Delegation to Executive Director: Consent, Approval of Sub-Sublease Agreements” PDA approved the following lease option with:

- | | | |
|----|---------|---|
| 1. | Tenant: | Pirouette Medical, Inc. |
| | Space: | 200 International Drive (Suite # 175 / 180) |
| | Use: | Business and professional office, light industrial, and manufacturing uses, which must conform to the uses authorized by the Pease Development Authority and for no other uses without Lessee's and PDA's prior written consent |
| | Term: | Five (5) Years with one (1) five (5) year option to renew |

The Delegation to Executive Director: Consent, Approval of Sub-sublease Agreements also requires the consent of one member of the PDA Board of Directors. In this instance, Director Lamson was consulted and granted her consent.

B. Approval:

1. Seacoast Newspapers, Inc. – 111 New Hampshire Avenue – Assignment of Lease and Lease Amendment

Director Parker moved the motion and Director Lamson seconded that the Pease Development Authority (“PDA”) Board of Directors hereby:

- a. **approves and authorizes the Executive Director to execute a Consent of Sublessor and Agreement Concerning Assignment Of Sublease (“Consent”) by and between PDA, Seacoast Newspapers, Inc., and 111 New Hampshire LLC, a New Hampshire Limited Liability Company, for the premises located at 111 New Hampshire Avenue; and**
- b. **approves and authorizes the Executive Director to execute Lease Amendment No. 2 to the Lease to delete Section 2A.8. Transportation Infrastructure Improvement Fee; and**
- c. **approves and authorizes such other action(s) and the execution of such other document(s) as shall be necessary or advisable to implement the transaction;**

all as more fully described in the memorandum of Paul E. Brean, Executive Director, dated August 11, 2023.

Discussion: Duprey indicated Seacoast Newspapers is looking to assign its lease rights to the new company (a Kane Company) so the building will be utilized; Breaan affirmed and further indicated the company would be purchasing the building and PDA consents to the terms.

Disposition: Resolved by unanimous vote for; motion carried.

X. Contracts:

A. Report:

1. **K & S Overhead Door – PDA Maintenance - 7 Lee Street**
2. **Sunbelt Rentals (Mini Excavator) – PDA Maintenance – 7 Lee Street**
3. **Sunbelt Rentals (Excavator) - PDA Maintenance – Airfield**
4. **Sunbelt Rentals (Light Cart) – PDA Maintenance – Airfield**
5. **Granite State Gate System, Inc. (HySecurity Slidesmart Opener) – Skyhaven Airport**
6. **Sunbelt Rentals (Rough Terrain Man Lift) – PDA Maintenance – Skyhaven Airport**
7. **OAG Aviation Worldwide LLC – License Agreement – Terminal FIDS Boards at PSM – Exercise of Last Extension**

In accordance with Article 3.9.1.1 of the PDA Bylaws, I am pleased to report the following:

1. Project Name: K & S Overhead Door
Board Authority: Director Ferrini
Summary: Overhead Door repair at PDA Maintenance - 7 Lee Street
Cost: \$5,158.69
2. Project Name: Sunbelt Rentals
Board Authority: Director Ferrini
Summary: Week Rental of Mini Excavator
Cost: Not to exceed \$1,579.82
3. Project Name: Sunbelt Rentals
Board Authority: Director Ferrini
Summary: Week rental of Hydraulic Excavator for work at the Airfield
Cost: Not to exceed \$2,902.26
4. Project Name: Sunbelt Rentals
Summary: One day rental of Light Cart for night work being performed on Airfield at Portsmouth International Airport at Pease
Cost: \$216.35
5. Project Name: Granite State Gate System, Inc.
Board Authority: Director Ferrini
Summary: HySecurity Slidesmart Gate Opener at Skyhaven Airport
Cost: \$7,831.00

6. Project Name: Sunbelt Rentals
 Summary: One day rental of Rough Terrain Man Lift for replacement of elevated lights at Skyhaven Airport
 Cost: \$1,087.98
7. Project Name: OAG Aviation Worldwide LLC
 Board Authority: In accordance with the authorization provided by the Board of Directors at its meeting on August 19, 2021
 Summary: Exercise the last of its one year options to July 31, 2024 regarding the Terminal Flight Information Display System Boards at PSM

XI. Executive Director:

A. Reports:

1. Golf Course Operations

EJ Chea (“Chea”), Pease Golf Course (“PGC”) Superintendent, spoke to an increase in rounds of golf, concession fees and tournament fees. Trending at this time for FY24, the rounds played are at 1,800 rounds ahead and off to a great start for the FY with anticipated continued growth.

2. Airport Operations

Brean spoke to being at approximately 50,000 enplanements equating to 100,000 passengers utilizing the facility. This is roughly a 50/50 split between Allegiant / commercial service and civil air fleet. The revenue parking has been strong for a summer season as well as the fuel flowage due to the recent transient military exercises. Brean spoke to fuel sales at PSM being around 75% for Craft / DOD fuel and strong numbers from transient / charter commercial flights. Further he spoke to a capital funds project and the receipt of FAA funding for the infrastructure improvement of the Arrivals Hall and baggage claim area to better serve passengers, which should commence in the very near future. Brean stated he and a few PSM staff attended the AAAE Chapter Conference and were briefed on the status of the FAA Reauthorization Bill in Congress. Spoke to the need to have the FAA bill signed within 10 days and anticipate there may be some administrative slow down if the bill is delayed.

Brean stated the conference discussed risk management and utilities and how to alleviate those struggles. There was also discussions concerning PFAS at other airports and what has been and is taking place at Pease, where Pease has been dealing with PFAS for some time now. There were also discussions on the impact of labor shortages (i.e.; mechanics, ground crews, airline crews, customer service agents etc.) PSM is down on its enplanements for the year because of the services Allegiant has to scale back on. PSM has not seen a drastic reduction, but a reduction has been seen from legacy aircraft carriers regarding labor.

Ferrini asked if the issue regarding labor were due to profit margin; Brean responded the airlines have been actively funding the labor issue. Brean spoke to the pandemic being a “perfect storm” and when the airlines shut down, it offered employees early retirement, incentives, furlough etc. and now with people wanting to travel, the airline industry is having difficulty with staffing.

Levesque asked of the status of the conflict of interest information being prepared by HR; Brean indicated the HR handbook has been entirely updated including the conflict of interest policy and is currently being reviewed by outside counsel. Blenkinsop indicated he anticipates being able to report to the Board in September concerning the updated handbook.

- a) **Portsmouth International Airport at Pease (PSM)**
- b) **Skyhaven Airport (DAW)**

Brean spoke to Skyhaven's activity and stated there continue to be improvements being performed and are looking to do better surge protection since the recent lightning strike at Skyhaven.

- c) **Noise Line Report**
 - (i) **June & July 2023**

Brean spoke to the past two months having an uptick in military flights; a total of twenty-four (24) noise inquiries received during the months of June and July with a majority being tied to specific military operations. There was also inquiries received due to local med-evac operations. Due to ongoing geo-politics anticipate seeing increase in military flights / exercises along with the ANG's military air refueling squadron activity.

Duprey spoke of the additional military flights / exercises and being able to communicate available information to the public as the military activity may become more active.

Parker asked if PDA's marketing assets are providing the necessary responses to flight activity; Brean spoke to ANG's public relations being proactive with the uptick in the recent military activity seen. Brean indicated information regarding training / operational events being executed may not be able to be released to the public; there is a fine line regarding what can / cannot be disseminated. PDA does communicate via social media, news reports etc. when it can. Lastly, Brean indicated Pease is fortunate in the KC-46s equipment that ANG has versus other military aircraft.

XII. Division of Ports and Harbors:

A. Reports:

Marconi provided a hand-out to the Board regarding a letter to the Governor and Council concerning the functional replacement dock due to the loss of a dock when the Sarah Mildred Long Bridge was reconstructed. Back in 2014, the project was projected to be between \$18 and \$19 million and with continued delays, the estimate has increased to approximately \$44 million. The original agreement had been approved by the PDA Board and the Executive Council, due to delays there are various modifications which need to be incorporated into the agreement. Where this amendment is being submitted by NHDOT and is due to go before the Governor and Council, Marconi is providing the information for the Board's edification.

Duprey indicated he understood the federal government would provide DOT with the funding, but asked what would happen if the government reneges or delays the funding; Marconi indicated the project would come to a screeching halt.

Levesque asked if Maine was required to pay; Marconi indicated the bridge is jointly owned by Maine and New Hampshire. However, the taking of the property is on the New Hampshire side and is

federal highways' responsibility through the State of New Hampshire to make DPH whole for what was lost.

1. Port Advisory Council Meeting Minutes of May 10, 2023

Marconi indicated the Board had in its packet the minutes of the Port Advisory Council meeting of May 10, 2023. The minutes have been provided so the Board is aware of the Council's activity and welcomed any comments or questions from the Board.

2. Commercial Mooring for Hire – Warpath Family Farm, Inc.

Duprey asked of this item; Marconi indicated it is the Tarbell family out of New Castle that are property owners who have the ability to obtain a commercial mooring. Under Pda rules if you have a rental property you are allowed to obtain a commercial mooring so the tenants can utilize it.

3. Commercial Mooring for Hire – Great Bay Yacht Club

Marconi stated Great Bay Yacht Club should not be confused with Great Bay Marina which is on the right hand side as you go over the Little Bay Bridge by Hilton Park.

4. Commercial Mooring Transfer – Bouchard to Murphy

Marconi briefly spoke to this commercial mooring transfer.

5. Pilgrim Productions, LLC filming of “Wicked Tuna” – Right of Entry at Rye Harbor

Marconi spoke of this Right of Entry (“ROE”) and one of the participants in the show “Wicked Tuna”, Tyler McLaughlin is from Rye and occasionally will bring his catch into Rye Harbor. DPH started doing the ROE a few years ago to make sure all necessary insurance policies are obtained.

6. Seacoast Maritime Charters, LLC - Right of Entry at Rye Harbor

Marconi spoke to this ROE and indicated it is a small charter boat which would be operating out of Rye Harbor.

Levesque asked Marconi about the recreational fuel at Rye Harbor being out of service and asked when it would be back in service; Marconi indicated as soon as DPH receives a quote on the enclosure. Marconi stated DPH is looking to have a galvanized enclosure installed. However, when DPH inquired to vendors about the proposed enclosure, no pricing was received; a bid was advertised, with no success. Therefore, DPH reached out to the vendor who did the bulkhead and fuel enclosure work at Portsmouth Fish Pier and DPH is awaiting a quote from this entity. Marconi provided the rough specifications of the enclosure and stated he is not sure if the project is too small for vendors and that is the reason no interest has been received. Further, the company who installed the fuel system had also been awaiting on a part to complete the fuel system; that part has now been received.

Levesque asked if DPH owned any boats; Marconi affirmed and spoke of a number of boats assigned to various facilities.

Levesque asked if any of the newly executed ROEs have had any violations (i.e.; violation letters issued); Marconi indicated none he is aware of.

Levesque asked if shutting down of the commercial area at Rye has been helpful; Marconi indicated there had been two entrances (Route 1A and Harbor Road) into Rye Harbor and two piers (recreational and commercial). Due to an increase in traffic, there is an increase in congestion and has been near accidents. When DRED had property there was a chain across the driveway to separate the two areas; now sawhorses have been placed to provide a separation.

Levesque asked how frequently Marconi goes to the various facilities for site visits; Marconi responded daily to each location.

Levesque stated in the Pda 600 rules, some berthing fees are stated; however, there is no overnight berthing fee indicated. Levesque asked what the overnight berthing fee is and why is it not in the rules. Marconi indicated if a boat is launched, has a mechanical issue and needs to be tied up overnight at the dock, a one-time pier use fee is charged. Marconi indicated berthing would be considered long-time use, it only addresses the boats berthed at the slips at the Portsmouth Fish Pier. Levesque asked if according to the rules and application would be required to be submitted for the pier use permit; Marconi affirmed. Levesque asked what would the fee be if a charter boat were to come in and wanted to stay overnight? Marconi stated if a charter boat were to come in at night, it would not be able to stay overnight as that would require a ROE so the [pier use permit] would be for the general public. Marconi indicated permission would need to be requested and a reason provided for the requested stay. Marconi stated from the information provided, would decide whether the request is applicable and determine if there would be interference with other operators already at the facility.

Duprey asked if the pier would be empty at night; Marconi affirmed.

Levesque provided an example of Seacoast Maritime Charters (“SMC”) wanted to come into Rye Harbor and he decides to leave his boat overnight, would he need to fill out a permit. Marconi indicated SMC has a ROE that indicates the terms and conditions to operate the charter business, the second thing SMC would need to do is secure a pier use permit to operate the commercial business from the facility. Levesque asked if once the fee is paid SMC could stay overnight; Marconi stated SMC could not.

Duprey indicated no one could stay overnight; Marconi stated there are circumstances that allows DPH discretion, written in the rules. Marconi indicated if someone needed to stay overnight they are to contact DPH and provide a reason why they need to stay overnight.

Levesque indicated it would probably be an emergency; Marconi affirmed. Levesque stated in an emergency they wouldn’t pay a fee, but if they just wanted to leave the boat they would have to pay. Marconi indicated if there is a ROE there would also be a pier use permit and would be allowed to stay more than 30 minutes with DPH approval under certain circumstances; Marconi indicated if someone were to come into the harbor and wanted to dock their boat, with no affiliation to the harbor, and if they are there in the morning they would be charged with a fee because the boat was left there.

B. Approval:

1. Final Proposal Pda 600 Rules (Postponed from June 2023 meeting)

Director Levesque **moved** the **motion** and Director Lamsom **seconded** that in accordance with the provisions of RSA 12-G:42, X (d), the Pease Development Authority Board of Directors hereby authorizes the Director of the Division of Ports and Harbors to file the Final Proposal Annotated text of the Pda 600 Rules with the Director of Legislative Services pursuant to RSA 541-A:12; all in accordance with the Memorandum of Geno J. Marconi, Director of Ports and Harbors, dated June 5, 2023.

Discussion: None. Disposition: Resolved by **unanimous** vote for; motion **carried**.

Blenkinsop left the meeting at 9:41 a.m. and return at 9:42 a.m.

2, Hampton Harbor / Seabrook – Right of Entry and Interagency Transfer of Management Responsibility Agreement

Director Conard **moved** the **motion** and Director Parker **seconded** that the Pease Development Authority Board of Directors authorizes the Executive Director and the Director of the Division of Ports and Harbors (“DPH”), in accordance with their respective powers and duties, and in support of NHDOT’s Neil Underwood Bridge replacement project, to: 1) execute a Right of Entry to the NH Department of Transportation (“NHDOT”) for the temporary use of 26,657 sq. ft. of DPH property at the Hampton Harbor Marine Facility; and 2) execute an Interagency Transfer of Management Responsibility Agreement to NHDOT for a 2,707 sq. ft. parcel of land situated on the westerly side of Ocean Boulevard (Route 1A), subject to the approval of the Governor and Council; all in accordance with the memorandum of Geno J. Marconi, Director of Ports and Harbors, dated July 21, 2023.

Discussion: None. Disposition: Resolved by **unanimous** vote for; motion **carried**.

3. Captain Vincent Taccetta, Class I Initial Pilot Appointment

Director Fournier **moved** the **motion** and Director Lamson **seconded** that in accordance with RSA 12-G:47, **Pilots**, and the NH Code of Administrative Rules PART Pda 305.02, **Pilot Requirements for Initial Appointment as Class I or II Pilot**, the Pease Development Authority Board of Directors approves the appointment of Vincent Taccetta as a Class I Pilot, to pilot vessels over 10,000 gross tons within the pilotage area landward of the line of demarcation including, but not limited to, Portsmouth Harbor and the Piscataqua River up to and including Dover Point, New Hampshire, which appointment term shall be in concurrence with his Merchant Mariners Credential; all in accordance with the Memorandum of Geno J. Marconi, Director of Ports and Harbors, dated August 2, 2023

Discussion: Marconi introduced Captain Taccetta to the Board and stated he is a very good boatman.

Lamson indicated that Captain Taccetta was the dock master at the end of Fox Point in Newington.

Disposition: Resolved by **unanimous** vote for; motion **carried**.

XIII. Special Event:

A. Report:

- 1. Yellowfin Events LLC – Road Race held on July 22, 2023**
- 2. Sabine Strong – Road Race held on August 13, 2023**

Brean spoke to the special event held on July 22, 2023, by Yellowfin Events LLC, which held a Road Race utilizing a portion of the road network situated on the Pease International Tradeport; its PDA venue partner was Cisco Brewers. On August 13, 2023, Sabine Strong Foundation held a 3.3 mile Road Race utilizing a portion of the road network situated on the Pease International Tradeport. Brean also thanked both the Newington and Portsmouth public safety departments who assisted with the events.

XIV. Upcoming Meetings:

Executive Committee	September 7, 2023 @ 10:00 a.m.
Golf Committee	September 18, 2023 @ 8:30 a.m.
Finance Committee	September 18, 2023 @ 9:00 a.m.
Board of Directors	September 21, 2023 @ 8:30 a.m.

All Meetings begin at 8:30 a.m. unless otherwise posted.

XV. Directors’ Comments:

Duprey appreciated the discussions Marconi had with the Rye police / fire services regarding the gate, but indicated technically he didn’t need to do that as Rye Harbor facility is under a state agency. Marconi indicated at the end of the boating season the area would be opened back up.

Lamson again spoke to the accolades Leo Axion received as the harbormaster at Rye Harbor.

Fournier acknowledged the recent passing of his predecessor, Franklin Torr, who sat on the PDA Board for many years; extended his sympathy to the family.

Lamson spoke to Mates providing her with information concerning PDA’s electric vehicle (“EV”) charging station at Pease Golf Course; Brean indicated there are several others on tenant properties at Pease. Brean stated PDA has received a grant from the federal government for eight charging stations. The delay are the requirements for EV stations which need to adhere to buy America requirements; there are no American companies producing a charging station at this time. PDA has privately funded the EV charger as a pilot and several leaseholds have installed their own systems.

Conard indicated there are EV stations at the Foundry garage as well as the Bridge Street lot.

Fournier indicated the Town of Newmarket has five EV stations and it does not charge as it is viewed as an economic development promotion.

Lamson indicated she has received numerous inquiries asking why the Town of Newington does not have any EV charging stations.

Parker spoke to the article which was forwarded to the Board regarding Lonza and the work it is

doing (i.e.; vaccines being created). Parker would like to see more public information be disseminated about the good work occurring at the Tradeport. It is important for the community to be provided with information on everything good going on at Pease. Disseminating this information not only to the Seacoast, but throughout the State.

Duprey asked of attendance at the Tall Ships event; various Directors indicated they attended. Marconi indicated the boat parade had to be cancelled due to weather. Conard stated she understood the parade would be held in late September, without the Tall Ships. Parker stated the Tall Ship event was fascinating and the crew from Spain on the Trinidad was interesting. Marconi indicated three of the five Tall Ships were captained by individuals from New Hampshire.

Brean spoke to the blue "Save the Date" cards on the desk as they were was for the Air Show rehearsal luncheon at the Golf Course, there will be no static display as the ANG uses that as its family Open House. On Saturday (9/9) and Sunday (9/10) PDA has access to a chalet during the Air Show and asked the Board members to respond to Raeline O'Neil on their attendance for either of the events. Brean also spoke to the Veterans' Count event being held on the Tarmac on Friday (9/8) evening which is a fundraiser for the Easter Seals that directly supports NH veterans,

Brean also acknowledged that PDA had done a makeover to include more trees in its landscaping at 55 International Drive. Brean indicated this work was 95% performed by PDA in-house staff.

XVI. Press Questions:

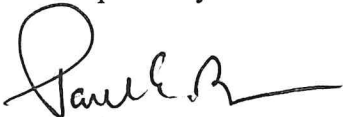
No questions from the press.

XVII. Adjournment:

Director Levesque moved the motion and Director Lamson seconded to **adjourn the Board meeting. Meeting adjourned at 9:57 a.m.**

XVIII. Consultation with Counsel:

Respectfully submitted,



Paul E. Brean
Executive Director

