

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

**Thursday, January 19, 2023**

Presiding: Stephen M. Duprey, Chairman  
Present: Neil Levesque, Vice Chair; Thomas G. Ferrini, Treasurer; Erik Anderson; Steve Fournier; Margaret F. Lamson; and Susan B. Parker  
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, Division of Ports and Harbors ("DPH") Director; Grant Nichols, Asst. Director of DPH; Scott DeVito, Pease Golf Course General Manager; Greg Siegenthaler, IT Director; 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 / Roll Call:**

Chairman Duprey ("Duprey") stated all Board members were in attendance; the meeting commenced at **8:30 a.m.**

**II. Acceptance of Meeting Minutes: Board of Directors' Meeting of December 15, 2022:**

Director Anderson moved the motion and Director Lamson seconded to **approve the minutes of the Pease Development Authority Board of Directors meeting dated Thursday, December 15, 2022.**

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

**III. Public Comment:**

**Justin Pasay** – No public comment but available to speak to the item he has on the agenda if necessary.

**Neil Hansen** – No public comment but available to speak to the item he has on the agenda if necessary.

**Jake Marvelley** ("Marvelley") – Attorney for Port City Air ("PCA") – Stated he had attended the Technical Review Committee ("TRC") meeting on Tuesday (1/17/2023) regarding Million Air's ("MA") application. The TRC meeting was continued until February 9, 2023 at 1:00 p.m. PCA submitted its written comment to brief the TRC on findings by its experts (engineering, environmental and jet blast). When the TRC makes a conclusion, the project will go to the Board, sitting as a Planning Board for Pease. PCA will have the same concerns when it reaches Planning Board; stating the concept and concerns are complex. Marvelley spoke to the need of the Board to have time to review materials and handed out to each Board member a three ring binder of materials which contains the same comment when it goes to the Board, sitting as a Planning Board. When the application does go before the Board he indicated PCA hopes to have an opportunity for its experts to walk the Board through their concerns as well as answer questions. A three ring binder was distributed to the Board of Directors.

Executive Director Brean (“Brean”) stated no one else signed up for public comment, but individuals from the US Coast Guard (“USCG”) were present who have asked to make a presentation.

**Whit Anderson and Tyler Zabkar– NOAA Vessel Ferdinand R. Hassler (S 250)**

Director of the Division of Ports and Harbors (“DPH”) Geno Marconi (“Marconi”) deferred to Assistant Director Grant Nichols (Nichols”) of DPH who spoke to the severe storm on December 22, 2022, which resulted in DPH personnel providing assistance to a NOAA vessel in danger of breaking loose. Nichols introduced the members of the US Coast Guard. Boatswain Kaminski (Commander of USCG Portsmouth Harbor) (“Kaminski”) and Chief Warrant Officer Amaro were present to recognize DPH personnel Whit Anderson and Tyler Zabkar (“Zabkar”). Kaminski spoke to the partnership the USCG has with DPH and further spoke to the skeleton crew (3 individuals) the NOAA ship had onboard during the time of the storm. The vessel is 800 tons and initially one line parted from the vessel resulting in the gangway being ripped off the vessel prohibiting ingress/egress (the vessel had been pushed out approximately 12’). USCG crew arrived to assist and during that time three additional lines also parted due to high winds. Prior to the assistance of DPH personnel, another line had parted the vessel which was in for dockside availability as it had no propulsion and was only operating on generator power. Both USCG and DPH networked to secure the vessel to the pier. Kaminski stated DPH personnel played a pivotal role in securing the vessel during the worst part of the storm and during high tide. Kaminski read a letter of appreciation to DPH personnel and presented each (Nichols, Anderson and Zabkar) with a copy and a USCG coin in appreciation.

Director Anderson (“Anderson”) commended the two DPH individuals who assisted in the securing of this vessel.

**IV. Old Business:**

**A. Approval:**

**1. Lonza Biologics, Inc. – 70 / 80 Corporate Drive – Iron Parcel Concept Update**

Director Levesque **moved** the **motion** and Director Anderson **seconded** that the **Pease Development Authority Board of Directors hereby approves of Lonza Biologics, Inc.'s ("Lonza") revised concept plan for the Iron Parcel development located at 70/80 Corporate Drive, with a revision consisting of reducing the height of the Proposed Building 1, from three stories to one story; all in accordance with the terms and conditions set forth in the memorandum of Michael R. Mates, P.E., Director of Engineering, dated January 9, 2023.**

Discussion: Anderson spoke to the 2019 original plans which were approved, and stated it was nice to see they have downsized.

Director Parker (“Parker”) spoke to the DTC lawyers letter contained in the board materials which referenced a tenant in need of immediate manufacturing space. Parker asked if the tenant could be divulged; Brean responded not at this time.

Anderson asked with the reduction from three stories to one, would Lonza return to the Board to increase the height of the building. Brean indicated each building is vendor specific and each end user has different needs so it was not anticipated Lonza would return to the Board requesting a change, but cannot say for certain.

Disposition: Resolved by unanimous vote for; motion carried.

**2. Aviation Avenue Group, LLC – 100 New Hampshire Avenue – Variance Request**

Director Ferrini moved the motion and Director Fournier seconded that the Pease Development Authority Board of Directors approves the revised concept plan as submitted by Aviation Avenue Group, LLC, for the development at 100 New Hampshire Avenue; all in accordance with the memorandum of Michael R. Mates, P.E., Director of Engineering, dated January 9, 2023.

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

**3. Pease Aviation Partners, LLC (d/b/a Million Air Portsmouth) – 53 Exeter Street – Extension of Land Review Timeframes**

Director Fournier moved the motion and Director Lamson seconded that the Pease Development Authority (“PDA”) Board of Directors hereby approves of extensions to certain timeframes for the review of the site and subdivision application pertaining to a proposed development at 53 Exeter Street by Pease Aviation Partners, LLC (d/b/a Million Air), as follows:

- Grant a 90 day extension for the completion of TRC review per 403.03(a) of the PDA Land Use Controls as strict conformity would pose an unnecessary hardship to the applicant and extension would not be contrary to the spirit and intent of the regulations; and
- Grant a 90 day extension for the Board to take action on the Site Review Application per 404.01(i) of the Land Use Controls.

All in accordance with the memorandum of Michael R. Mates, P.E., Director of Engineering, dated January 9, 2023.

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

**V. Finance:**

**A. Executive Summary**

Director of Finance, Suzy Anzalone (“Anzalone”), indicated PDA is performing well and its revenues are favorable to budget by approximately 8.5%, with expenses under budget. Adjustments have been made to credit card fees as a result of the monthly review by Finance Department personnel.

Each of the business units are doing well with no issues to report that would be significant or challenge the budget.

Anzalone spoke to capital expenditures for larger projects over to DPH.

Stated over the next nine months, anticipates a reduction in cash flow as some of the larger projects will commence and she does not anticipate having to draw on the Line of Credit (“LOC”) at this time. Anzalone spoke of the large terminal expansion project stating at this point PDA will fully fund the project.

Parker asked of the Municipal Service Fees (i.e.; what they consist of; why paid in a lump sum of \$2.8 million rather than having it spread out). Anzalone indicated this payment is for the real estate taxes due to the City of Portsmouth (“COP”) with \$1.4 million paid in both January and July.

Brean spoke to the Municipal Services Fees and stated the COP assesses the building, assigns a value with an approximate 40% reduction. Deputy Director / General Counsel Anthony Blenkinsop indicated the 40% is not a reduction, rather it is because the payment doesn’t include the school portion of the assessment.

Anderson indicated it only provides a reduction of the school portion on the Airport District; Blenkinsop affirmed. Anderson asked of Lonza; Blenkinsop indicated the entirety of Lonza is not in the Airport District, but the main building on the premises is considered part of the Airport District. The remaining portion of Lonza (i.e.; Iron parcel, Lynx lot; Parking Garage etc.) are in the PILOT (Payment In Lieu of Taxes) zone which pays the full tax assessment rate (including the school portion). The parcels in the Airport District pay the assessed municipal rate less the school portion. Anderson asked of the building Lonza utilizes on Corporate Drive; Blenkinsop indicated the location Anderson referred to are buildings leased by Lonza and are outside of the Airport District with the developer of the building paying the PILOT.

Duprey asked if the agreement is perpetual or it gets renegotiated. Blenkinsop indicated the assessment provision comes out of RSA 12-G. The Municipal Services Agreement is the agreement between the COP and PDA regarding how the municipal services (police, fire and public works) are provided at the Tradeport. In essence all of the tenants at Pease are paying full tax rate to receive those services.

Anderson asked of the Lonza Iron parcel; Blenkinsop indicated since the inception of the lease a year and a half ago, the COP has included it in its assessment.

**B. Reports:**

- 1. FY2023 Financial Report for the Four Month Period Ending October 31, 2022**
- 2. Cash Flow Projections for the Nine Month Period Ending August 31, 2023**

**VI. Licenses/ROEs/Easements/Rights of Way:**

**A. Report:**

- 1. Lonza Biologics, Inc. – Right of Entry – 55 International Drive**

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

- Name: Lonza Biologics, Inc.  
License: Right of Entry  
Location: 55 International Drive  
Purpose: For the purposes of equipment staging related to construction work of a retaining wall at 30 Corporate Drive related to the construction of the Lynx Parking Project  
Term: January 1, 2023 through June 15, 2023

**VII. Leases:**

**A. Report:**

- 1. Sublease between 119 International Drive, L.L.C. and Pilot Construction, Inc. – 15 Rye Street (Suite #312)**

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

- 1. Tenant: Pilot Construction, Inc.
- Space: 15 Rye Street (Suite #312)
- Use: General Office and Related Uses
- Term: Seven (7) years commencing February 1, 2023, expiring January 31, 2030

**VIII. Contracts:**

**A. Report:**

**1. Hoyle Tanner & Associates Inc. – Alpha Taxiway North Reconstruction**

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

- 1. Project Name: Hoyle, Tanner & Associates, Inc.
- Board Authority: In accordance with the authorization provided by Director Mates on January 4, 2023
- Summary: Preparation of documentation / report regarding Alpha Taxiway North Reconstruction Project.
- Cost: \$8,650.00

Parker indicated there was no end date associated with the contract; Brean indicated there would be grant deadlines that would have to be met with the FAA. He believes this would occur between 45 to 60 days and further indicated that Hoyle Tanner & Associates are PDA’s on-call Engineering Consultant.

**B. Approvals:**

**1. Pease Golf Course – Special Events Tent**

Director Lamson **moved** the **motion** and Director Fournier **seconded** that **the Pease Development Authority Board of Directors authorizes the Executive Director to enter into a one-year (1) contract with Christian Party Rental, in a total amount not to exceed \$23,500.00, for the purpose of renting a Seasonal Event Tent at the Pease Golf Course; all in accordance with the memorandum of Scott D. DeVito, General Manager, dated January 4, 2023.**

Discussion: Anderson noted this fee has gone up three fold and asked if it were time for the Golf Course to purchase its own tent.

Fournier asked if it would be beneficial for the Board to study a permanent structure. The function area in the winter serves as the Sims Room; suggested funds from the Sims could be utilized for a dedicated Sims Room. It may make more sense to build a permanent shelter rather than paying \$23,500 for a temporary shelter.

Lamson spoke to discussions of previous Boards about building out the facility.

Levesque indicated he has had discussions with other organizations regarding tents and when purchasing tents there is a concern of liability. Unless a professional company does the installation, PDA would be liable if tent collapses. The rental cost has gone up exponentially.

Brean indicated this was the second time Scott DeVito (“DeVito”), General Manager of Pease Golf Course (“PGC”), had gone out to bid for this item as the first bid did not result in any responses. Further, the costs have increased since COVID and the increase is due to the liability the tent companies are encountering. Brean indicated a permanent structure at the Golf Course may be discussed at a Golf Committee meeting in the near future.

Duprey indicated tent prices have gone up dramatically as there has been a delay in new tents.

Disposition: Resolved by unanimous vote for; motion carried.

**2. Jacobs Engineering – Preparation of Design and Bid for Snow Removal Equipment**

Director Levesque moved the motion and Director Anderson seconded that the Pease Development Authority (“PDA”) Board of Directors hereby authorizes the Executive Director to append the Jacobs Engineering on-call Master Contract in an amount not to exceed \$13,871.00, for preparation of design and bid documents for Snow Removal Equipment at Skyhaven Airport; all in accordance with the memorandum from Michael R. Mates, PE, Director of Engineering, dated January 11, 2023.

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

**IX. Signs:**

**A. Report:**

**1. Seacoast Newspapers - 111 New Hampshire Avenue – Optima Dermatology**

In accordance with the “Delegation to Building Inspector: Consent and Approval of Minor Revisions to Existing Signs” PDA reports as follows:

1. Entity: Optima Dermatology
- Location: 111 New Hampshire Avenue
- Summary: Modification of the existing signage to reflect the change in tenancy to Optima Dermatology.

**X. Executive Director:**

**A. Reports:**

**1. Golf Course Operations**

DeVito indicated five of the six leagues from the 2022 season have confirmed return for the 2023 season. Currently there are 45 golf events scheduled from the end April through Columbus Day and the simulators are booking at 95% capacity.

The numbers for Grill 28 were up in December and as discussed previously, many of their functions are returning. DeVito indicated he informed the Board previously of 135 inquires received with there now being over 200 inquires obtained year-to-date asking for space.

DeVito spoke to an EV charging station at the PGC which is going online; will be working on marketing the feature for the upcoming season.

Duprey asked the initial cost of the Simulator; DeVito stated the initial install was \$140,000 but

PGC came close to recovering the entire cost during first season the simulators were installed. DeVito indicated this was the cost for a standard package.

Anderson asked of booking a tee time at the facility through the current vendor; DeVito indicated the reservation system (aka "POS") has one more year. Further, DeVito will be attending a trade show in a week or so; there are a handful of items which need to be brought up-to-date that will discuss with the vendor. He may need to start looking for another company for next year. Anderson indicated due to the growth at the facility it is a sensitive item to address.

Parker asked if a determination has been made regarding how much additional food and beverage revenue is received by having the Sim Room on premises. DeVito indicated he did not know the answer, but could look into a response to the question.

Anderson asked if a permanent structure, in place of a tent, would be an asset to PGC. DeVito meets weekly with Grill 28's banquet coordinator and he stated he believes the space would sell out all the time. Currently would need capacity for 200 as PGC's biggest event is with 216 players and most of the 45 events previously referenced are over 145 people. DeVito indicated the banquet coordinator cannot keep up with the requests so yes a permanent structure would be beneficial.

Duprey indicated the cost differential going from a facility that seats 150 to 250/300 is small (a dividing wall could be installed for smaller groups); there is a lack of a large conference center on the Seacoast and it seems as though it would do well. Further spoke to Sig Sauer having approximately 150,000 unique visitors to its training facilities and stated Sig Sauer doesn't have the room to hold a large meeting / conference in the immediate area.

DeVito indicated there are five events a year when a second tent is brought in as the demand is there.

## **2. Airport Operations**

### **a) Portsmouth International Airport at Pease (PSM)**

Brean stated the year closed out with 81,512 enplanements equating to 200,000 patrons utilizing the facilities. The key component is historically there has been a split between charter, troop activities and Allegiant commercial passengers; Allegiant's commercial activity doubled this year. Further, fuel flowage fees are strong and continues to see an uptick in general aviation.

Brean commended the maintenance and operations teams and stated while there hasn't been a lot of snow this year, there has been quite a bit of ice events which is just as difficult to work with.

### **b) Skyhaven Airport (DAW)**

### **c) Noise Line Report**

#### **(i) December, 2022**

Brean indicated there were no noise inquiries during the month of December.

## **B. Approvals:**

### **1. Bills for Legal Services**

Director Parker moved the motion and Director Lamson seconded that the Pease Development

**Authority Board of Directors approves of and authorizes the Executive Director to expend funds in the amount of \$2,610.00 for payment of legal services provided by Sheehan Phinney Bass & Green; all in accordance with the memorandum from Anthony I. Blenkinsop, Deputy Director / General Counsel, dated January 6, 2023.**

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

**XI. Division of Ports and Harbors:**

**A. Reports:**

Marconi introduced the Board to the new Deputy Chief Harbormaster Adam Winkler.

**1. Port Advisory Council Meeting Minutes of November 9, 2022**

The Board had the minutes of the Port Advisory Council (“PAC”) meeting of November 9, 2022 as a means to keep the Board aware of the Council’s activity and would be happy to answer any questions.

**2. Tyler Zabkar – Marine Terminal Operator and HAZCOM Certifications**

Marconi stated Zabkar completed his certifications with the International Association of Maritime Port Executives which DPH is a sponsor of for maritime education. Zabkar is very involved and dedicated to his work.

**3. Whit Anderson and Tyler Zabkar–NOAA Vessel Ferdinand R. Hassler (S 250)**

This item was brought forward and letter of appreciation provided by the USCG.

Marconi reminded the Board it is DPH staff that make things work at the facilities as they are all dedicated, talented and knowledgeable. Both Anderson and Zabkar started on a part-time basis; with the departure of an employee, Anderson was moved up into the Operations Manager position and Zabkar was moved up to Assistant Operations Manager. Anderson just celebrated his 10<sup>th</sup> anniversary with DPH and is a US Army veteran.

Duprey asked of the tugs that were called but didn’t respond due to the weather conditions. Marconi stated there was a need to take into consideration the big tugs are powerful and the Hassler has an aluminum hull; force of a tug needed to be a consideration when pushing the Hasslar. Therefore, a smaller push boat assisted in securing the vessel.

Ferrini asked how many tugs are on the river; Marconi stated there are approximately 10. Ferrini asked what the results would have been if the Hassler had broken loose; Marconi stated it would have ended up on the rocks by the former prison.

**B. Approvals:**

**1. Rye Harbor Marine Facility – Fuel Dispensing System - Lakes Region Environmental Contractors**

Director Ferrini moved the motion and Director Fournier seconded that the Pease Development Authority Board of Directors authorizes the Executive Director to execute a contract in an amount not to exceed \$82,969.30 with Lakes Region Environmental Contractors, Inc. (“LREC”) of Belmont, NH to repair the fuel dispensing system on the recreational dock at the Rye Harbor Marine Facility; all in



accordance with the memorandum of Geno J. Marconi, Director of the Division of Ports and Harbors, dated January 9, 2023.

**In accordance with the provisions of RSA 12-G:8 VIII, the Board waives the RFP requirement as LREC is an approved State of New Hampshire vendor for such services.**

Discussion: Anderson stated this motion, and the next, total approximately \$96,000 in expenditures for one facility. Asked if this included the materials and labor; Marconi indicated it includes engineering (design and permitting). Anderson again stated it does not include the materials to construct the shelter for the fuel dispenser; Marconi affirmed. Anderson stated there could be additional charges; Marconi indicated the cost of the structure is unknown as it hasn't been designed. Anderson anticipates this one item will exceed well over \$100,000 for this one feature; Marconi indicated possibly. Anderson stated the fund being utilized for these services would approach approximately 40% of the available funds for one feature. Anderson asked if the pump were needed and stated it would have been better to understand the cost return for this feature. Marconi indicated he did not know the answer to the cost return, but stated fuel has been a revenue source for DPH. Marconi indicated the fund being utilized has funds constantly being deposited into it (permitting, boating registrations, berthing fees/permits etc.) so fund would not be depleted.

Levesque indicated he was glad this is being done as was mentioned last year and it is an eyesore. While it is an expense, the way it is now it is a liability. Levesque indicated twice this year Rye Harbor was under water and spoke to doing something regarding that, so what is being planned now remains operational with additional storms. A bigger and bold plan for Rye Harbor needs to be created. A master plan for the facility is in the works.

Brean indicated this is not just a fuel tank as it is on a coastal waterway and susceptible to tidal surge. Additionally, the Rye Harbor Study that has been asked for is near completion and hopes to have that before the Port Committee in the near future.

Ferrini indicated there is a need to plan for higher seas. Further he spoke of considerations such as building a levy, higher walls and asked what the pump out capability would be if it washes over. Brean indicated some data has been provided in the study and further indicated the water surge from the December storm was into Route 1A.

Marconi indicated part of the expense will be to raising the area so that the sump, lines and dispenser are on top and having things brought up to code and made better.

Ferrini wondered how one deals with what we are seeing with the rising waters and the likelihood of necessary improvements and timing.

Anderson wondered if in the total scheme (amount of fuel dispensed) requires the pump and again asked of a return on the investment. Brean indicated the statute for DPH calls for public access for recreational and commercial boaters. Anderson wondered if that included fuel. Brean stated he believed the residents of NH which utilize the facility expect to be able to fuel their boats. Brean stated the data can be provided.

Marconi stated Anzalone can gather the data requested. Marconi stated DPH facilities provides support to a lot of other agencies (i.e.; USCG, federal agencies, marine patrol, augmented security patrols,

Navy Yard) that depend on DPH to provide fuel while they keep the general public safe. This is why an agreement was made with the State Fire Marshall years ago; the National Fire Prevention Code does not allow to have unattended self-serve fuel systems so DPH augmented its systems with call buttons, additional e-stops and have facilities covered by 24 hour CCTV monitored by USCG. By providing support for those missions, DPH provides the necessary resources.

Lamson applauded Marconi for doing this for safety and it is environmentally important.

Parker asked if the seawall / breakwater is becoming obsolete; Marconi would defer the question to the Army Corp of Engineers. Parker spoke to the frequency of the storms and asked if we were planning thoroughly enough for the replacement of the pump; Marconi indicated the life expectancy of the equipment, the sea level rise and elevation / placement of the equipment is moving in that direction.

Anderson asked if this motion and the next were more related to the Rye Harbor Study and should it be incorporated.

Brean indicated the Rye Harbor Study will be completed shortly.

Duprey spoke to a fuel system that doesn't meet code, is a hazard to public, subject to flooding and in a couple of months the Board will receive the master plan for consideration.

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

## 2. **Rye Harbor Marine Facility – Fuel System Enclosure – Appledore Marine Engineering**

Director Fournier **moved** the **motion** and Director Lamson **seconded** that **the Pease Development Authority Board of Directors authorizes the Executive Director to finalize and execute a contract with the Division of Ports and Harbors contracted on-call marine engineering service provider, Appledore Marine Engineering, LLC, in an amount not to exceed \$13,781.00, for the purpose of providing specifications for an enclosure for the recreational pier fuel dispenser and hose reels at the Rye Harbor Marine facility; all in accordance with the memorandum of Geno J. Marconi, Director of the Division of Ports and Harbors, dated January 9, 2023.**

Discussion: Anderson understands the motion and stated he would have liked an illustration of the enclosure versus a photo of the one constructed at the Portsmouth Fish Pier. Would like to have seen a competitive bid on the project.

Fournier indicated DPH is asking that the enclosure be designed by Appledore and the rendering provided is a sample of something that may be designed.

Marconi stated he inserted the photograph to provide the Board with an example of the type of enclosure DPH is looking to have designed. He further stated the design is necessary for consistency so contractors are all bidding on same design versus six different bids of six different types of enclosures.

Disposition: Resolved by vote (6-1) Anderson opposed for; motion **carried**.

**3. 555 Market Street – Market Street Warehouse Roof Concepts – Appledore Marine Engineering, LLC**

Director Anderson **moved** the **motion** and Director Ferrini **seconded** that the **Pease Development Authority Board of Directors authorizes the Executive Director to finalize and execute a contract with the Division of Ports and Harbors contracted on-call marine engineering service provider, Appledore Marine Engineering, LLC, for architectural and engineering services related to the 555 Market Street warehouse roof, in an amount not to exceed \$21,899.00; all in accordance with the memorandum of Geno J. Marconi, Director of the Division Ports and Harbors, dated January 5, 2023.**

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

**XII. Upcoming Meetings:**

Port Committee	February 9, 2023 @ 8:30 a.m.
Golf Committee	March 13, 2023 @ 8:30 a.m.
Finance Committee	March 13, 2023 @ 9:00 a.m.
Board of Directors	March 16, 2023 @ 8:30 a.m.

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

**XIII. Directors' Comments:**

Duprey indicated he may not be in attendance at the March 16, 2023, Board meeting.

Anderson spoke of the information provided during Public Comment regarding the Technical Review Committee meeting on Million Air. He wondered if there were an update that could be provided to the Board. Blenkinsop stated not at this juncture and further indicated the Technical Review process is still underway. A recommendation will be made to the Board sitting as a Planning Board and it will come to the Board at that time. Blenkinsop indicated the recommendation will come to the Board after the TRC has ended.

Duprey confirmed, nothing in the interim; Blenkinsop affirmed.

Parker asked when would that occur; Blenkinsop indicated the meeting was continued to February 9, 2023, at which point they will resume and the TRC could reach a conclusion or continue to a third meeting.

Duprey asked if there were any items not on the agenda that anyone would like to apprise others of.

Ferrini indicated he would like to thank Anderson for his participation over the last three years.

Duprey formally thanked Anderson for his last three years of service on the Board.

Anderson indicated today's meeting would be his last Board meeting as a Director. He has come to understand the purpose of the operations, the professional attitude of the facility, and its personnel. Anderson indicated it has been a pleasure and he has been honored to serve on the Board.

**XIV. Adjournment:**

Director Lamson moved the motion and Director Levesque seconded to adjourn the Board meeting. Meeting adjourned at 9:43 a.m.

**XV. Press Questions:**

No comments from the press.

**XIX. Consultation with Legal Counsel (NH RSA 91-A:2, I (b))**

Respectfully submitted,



Paul E. Brean  
Executive Director