

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

**Thursday, May 21, 2015**

Presiding: George M. Bald, Chairman  
Present: Robert A. Allard, Treasurer; John P. Bohenko; Margaret F. Lamson; Peter J. Loughlin, Vice Chairman; Robert F. Preston; and Franklin G. Torr  
Attending: David R. Mullen, PDA Executive Director; Lynn Marie Hinchee, PDA General Counsel; PDA staff members; members of the public;

**I. Call to Order**

Chairman Bald called the meeting order at 8:05 a.m. in the Board conference room, 55 International Drive, Pease International Tradeport, Portsmouth, New Hampshire.

**II. Acceptance of Board Meeting Minutes: April 16, 2015**

Director Allard moved and Director Preston seconded that **The Pease Development Authority Board of Directors hereby accept the Minutes of the April 16, 2015 Board meeting.** Discussion: None. Disposition: Resolved by unanimous vote; motion carried.

**III. Public Comment**

Tom Carroll, Portsmouth, NH, made comments regarding: his tribute to the late Chairman Nickless; welcome to the new Chairman of the Board, George Bald; the Board's actions regarding the scrap metal operations at the Market Street Terminal; the removal of the scrap metal piles and the views to the river; development of the gateway to the City; and continued success of the Terminal's operations.

Gary Arber, General Counsel of Planesense, Inc., made comments regarding: aviation employment at the Tradeport; Planesense's support of the Coastal Aviation Services proposal; Planesense's growing fixed wing operations; helicopter noise issues in Portsmouth and concerns that helicopter complaints will affect fixed wing operations; airport's importance to local community and economy; PDA's Airport Minimum Standards; need for compromise between helicopter operations and surrounding communities; and the need for the Board to support aviation services and work to create a good atmosphere and trust between airport businesses and local communities.

**IV. Old Business**

No old business was brought before the Board.

**V. Airport Committee Report**

Director Preston, Airport Committee Chair, reported that the Committee met on May 11, 2015 to review a proposal by Coastal Aviation Services to sell Robinson Helicopters at the Portsmouth International Airport at Pease. Members of the public voiced their concerns regarding helicopter noise related to Seacoast Helicopter's touring business. Director Preston informed the Board that Coastal Aviation's proposal met PDA's Airport Minimum Standards and the Committee voted to recommend the proposal to the Board.

## A. Approvals

### 1. Coastal Aviation Services

Director Allard moved and Director Torr seconded that **In accordance with the recommendation of the Pease Development Authority's Airport Committee, the Board of Directors finds that Coastal Aviation Service's application to provide Limited Service Specialty General Aviation Commercial Operations for the purpose of the sale of Robinson Helicopters at Portsmouth International Airport at Pease meets PDA's Minimum Standards dated November 13, 1997, all in accordance with the memorandum of Kim W. Hopper, Airport Manager, dated May 13, 2015 attached hereto.** Discussion: Director Bohenko expressed his concerns regarding the proposal and felt that despite his efforts to reach out, there has been a lack of cooperation between Seacoast Helicopters and the City of Portsmouth (the "City"). Director Bohenko noted that in the spirit of cooperation and compromise, instead of voting against the proposal, he will abstain from the vote; and will continue to reach out to Seacoast Helicopters to work on the noise issues.

Director Lamson reported that due to the public benefit transfer of Pease Air Base from the US Air Force, PDA must follow FAA regulations, but she does not agree with the helicopter operations. People expressed their concerns about the touring helicopters and noise issues at the Committee meeting. Since PDA must follow FAA regulations, and due to her ongoing concerns, instead of voting no, she will abstain from the vote.

Director Torr noted that PDA has been very successful on landside development; but airside development has moved slowly. He felt that the helicopter operation is a step forward in aviation activities and that there has been cooperation between Seacoast Helicopters and the PDA. There should be cooperation between the communities and aviation activities at Pease. PDA represents the State of New Hampshire and the aviation activities benefit the State, therefore, Director Torr will support the motion.

Director Bohenko noted that he not only represents the Board, he represents the City and as the City's representative, he has reached out to Seacoast Helicopters. There needs to be more activity at the airport, but more cooperation is needed between aviation activities and local communities. Director Bohenko noted that Seacoast Helicopters has a right to operate, but local community residents' concerns need to be considered. Director Bohenko hopes his abstention will be taken as a sign of cooperation and provide an opportunity to move forward.

Director Allard reported that at the Committee meeting Bruce Cultrera of Coastal Aviation Services and Seacoast Helicopters reported that the proposal is to sell helicopters. Mr. Cultrera represented that most of the sales will be out of state with the new helicopters tested between Portsmouth and Keene. Director Allard reported that the public was concerned about the noise produced by the touring helicopters' operations and that Seacoast Helicopters is being blamed for all helicopter noise whether it is from Seacoast Helicopter operations or another operation. The communities should be pleased with the tourist activities and that people want to visit the area for various reasons including the helicopter tours. Director Allard noted that as a business man he is aware of the difficulties of operating a business and dealing with customer complaints. Director Allard will support the motion.

Director Loughlin informed the Board that he had concerns about noise in the early years of the airside development at Pease. Noise studies were performed and voluntary noise restrictions were adopted. Director Loughlin initially voted against the helicopter operations and that as a Portsmouth resident, he is aware of the helicopter noise. The Coastal Aviation proposal is different from the touring operations and is part of the business activity at an airport. The request to sell helicopters at an aircraft related operations is a natural progression in the business. Director Loughlin will support the motion.

Director Lamson noted that through the years PDA staff have worked with Newington regarding the noise problems on the Great Bay side of airport and commended the staff for their efforts Disposition: Resolved by roll call vote: 5 votes for; 2 abstentions (Directors Bohenko and Lamson); motion carried.

## **VI. Finance Report**

Irv Canner, PDA Director of Finance, reported that the Finance Committee met on May 18, 2015 to review the status of PDA's finances and review two requests for capital purchases.

### **A. Financial Reports**

#### **1. Operating Results for Nine Month Period Ending March 31, 2015**

Mr. Canner reported on the status of PDA FY 2015 finances for the nine month period ending March 31, 2015 including operating revenues and expenses. Operating revenues are approximately 1.4% under budget. With the exception of utilities, all operating expenses still continue to be under budget by approximately \$600,000. Electricity costs are over budget due to increased consumption. Employee numbers are increasing as the Golf Course and Division of Ports and Harbors start to hire seasonal employees. PDA currently employs 127 people.

Mr. Canner reviewed the status of PDA accounts receivables and accounts payable. Since June 30, 2014, PDA's unrestricted cash balance was reduced by approximately \$500,000 due to capital expenditures at the Tradeport and Skyhaven Airport. Approximately \$5.5 million was spent on new capital projects. PDA paid down debt of \$1 million. PDA continues to monitor the cash balances for the Division of Ports and Harbors ("DPH") with a current unrestricted cash balance of approximately \$365,000. The accounts receivables balance of approximately \$1.7 million includes grant funds and non-grant funds. The GSA lease for 31/32 Rochester Avenue was signed and the outstanding accounts receivable balance for the six month period ending March 31, 2015 was paid in full.

The Business Units' analysis showed that enplanements at the Portsmouth International Airport at Pease have exceeded 10,000 as of March 31st. Mr. Canner reviewed operating income for the different units and how the individual unit balances affected the total operating income. Fuel sales at Skyhaven Airport continue to be below budget for the year. Since FY 09, PDA has spent approximately \$2.1 million in support of Skyhaven Airport. PDA spent approximately \$375,000 on snow removal and has applied to FEMA for reimbursement of costs for the January, 2015 storm. The Golf Course has opened for the season. As of March 31<sup>st</sup>, the Golf Course has a net operating loss of approximately \$14,000, which is typical for the early season. As of April 30<sup>th</sup>, the bar and grill sales are 26% ahead of the same period last year and simulator revenues have increased by 3% due, in part, to the increased number of functions. As of April 30<sup>th</sup>, 1,800 rounds of golf were played. Mr. Canner reviewed DPH's unrestricted funds balances and net position, including an operating income balance of approximately \$134,000. The Market Street operations continue to support the other DPH facilities.

Director Bohenko questioned how the "Balsams Bill" recently signed by Governor Hassan would help Pease Tradeport. Chairman Bald explained that the State has helped other businesses including Pease through the Business Finance Authority and the Governor used Pease as an example as to how the funding works. The Balsams hotel is located in an unincorporated town and cannot obtain bonding. The bill allows the County to act as a government body and obtain bonding.

#### **2. Nine Month Cash Flow Projections to January 31, 2016**

Mr. Canner reported on PDA's nine month cash flow projections through January 31, 2016 including the sources of funds, long term debt and the use of the revolving line of credit. PDA continues to work on paying off its fixed debt with the Provident Bank. Non-grant funded projects during the subsequent nine month period including the proposed Golf Course clubhouse expansion, the Airport Terminal roof, and Airport Terminal bathroom are projected to cost approximately \$3.1 million. Mr. Canner reviewed the current costs of capital and interest rates.

Director Allard commended Mr. Canner on detailed information provided regularly to the Board and the Finance Committee. Director Bohenko reported that he is confident that Mr. Canner will keep the Board and Finance Committee apprised of the financial position of the Division of Ports and Harbor. Director Lamson also commended Mr. Canner for his detailed reporting.

### **3. Revolving Loan Fund – EDA Semi-Annual Report – March 31, 2015**

In accordance with the Economic Development Administration (“EDA”) Revolving Loan Fund (RLF) requirements, Mr. Canner reported that the semi-annual report was filed with EDA. Since inception 85 loans were made at a value of approximately \$3.7 million; 175 jobs were saved and 84 new jobs were created. The current total loan portfolio ratio is below 75% threshold due to loan inactivity due to reduced fishing activity. The RLF Committee will write off one outstanding loan due to non-payment. If the loan ratio is not brought up to 75% or above within a year, the EDA may sequester funds until such time as the funds are needed. As of March 31st, there were 25 loans outstanding equal to approximately \$837,000 and a cash balance of approximately \$316,000. The fund is audited annually in the A-133 audit conducted by PDA’s external auditors for compliance.

Chairman Bald confirmed that the reduced loan activity is due in part to reduce fishing activity brought about by stricter fishing regulations.

### **4. PDA’s External Audit**

Mr. Canner reported that PDA’s external audit to be conducted by Berry Dunn McNeill and Parker, LLC will begin on June 22, 2015. Physical inventories of the various businesses and fuel tanks will be conducted on June 30, 2015.

#### **B. Approvals**

##### **1. Golf Course – Walking Greens Mowers**

Director Lamson moved and Director Loughlin seconded that **In accordance with the recommendation of the Pease Development Authority (“PDA”) Finance Committee, the PDA Board of Directors hereby authorizes the Executive Director to enter into a contract with Turf Products Corp. (“Turf”) of Enfield, CT, to purchase two walking greens mowers for use by the Pease Golf Course in a total amount not to exceed \$23,671.25; all in accordance with the memorandum from Scott DeVito, PGA General Manager, dated May 4, 2015 attached hereto. Discussion: None. Disposition: Resolved by unanimous vote; motion carried.**

##### **2. Greenman-Pedersen, Inc. – PSM Terminal Bathroom Renovations**

Director Bohenko moved and Director Loughlin seconded that **In accordance with the recommendation of the Pease Development Authority Finance Committee, the PDA of Directors authorizes the Executive Director to:**

- a. enter into a contract with Greenman-Pederson, Inc. of Portsmouth, NH (PDA’s architectural engineering consultant) in an amount not to exceed \$39,850 for the provision of architectural and engineering services for the design, bidding, and construction oversight of the improvements to the bathrooms located at the Portsmouth International Airport at Pease Terminal; and**
- b. authorize a contingency fund of \$8,000 for advertising, reimbursables, and other contingency;**

**all in accordance with the memorandum of Maria J. Stowell, P.E., Manager - Engineering dated May 14, 2015 attached hereto.** Discussion: Director Preston expressed his concern about the high percentage of design costs to the overall project budget. Director Bohenko agreed that the design cost is high and questioned the need for the \$8,000 contingency. Maria Stowell, PDA Manager – Engineering, explained that the contingency covers advertising costs, bid process fees, and permits. Chairman Bald confirmed that the design costs would be the same if the project cost more and asked if there was something unusual about the project. Ms. Stowell reported that rehabilitation work is more expensive than building new. The engineers are concerned about the quality of the as-built plans which may cause more field work if the plans are not accurate. Mechanical/electrical and plumbing work involves a higher degree of permitting at higher costs.. The project will be an “actual cost” project instead of a “not to exceed” project, which may result in lower costs. Staff also questioned the initial costs. Director Bohenko confirmed that \$47,000 will be budgeted for the design portion of the project. Director Preston asked if the project is needed at this time. David Mullen, PDA Executive Director, reported on the current problems due to inadequate bathrooms at the Terminal. Director Bohenko and Preston reiterated their concerns over the high price. Disposition: Resolved by unanimous vote; motion carried.

## **VII. Licenses/Easements/Options/Rights of Way**

### **A. Approvals**

#### **1. Skyhaven Airport – New England Aerobatic Club – Right of Entry**

Director Torr moved and Director Preston seconded that **The Pease Development Authority Board of Directors hereby authorizes the Executive Director to execute a Right of Entry with IAC Chapter 35 - New England Aerobatic Club from April 1, 2015 through December 31, 2015, for the purpose of conducting airplane aerobatic practice sessions at Skyhaven Airport; on substantially the same terms and conditions set forth in the Right of Entry, dated April 23, 2015 and attached hereto.** Discussion: None. Disposition: Resolved by unanimous vote; motion carried.

## **VIII. Leases**

### **A. Reports**

In accordance with the “Delegation to Executive Director: Consent, Approval of Sub-sublease Agreements”, Mr. Mullen reported on the following subleases:

#### **1. Two International Group, LLC**

Two International Group, LLC entered into subleases at 2 International Drive with Advanced Patient Advocacy, LLC for 5,489 square feet for a term of four months. Director Lamson approved the subleases.

#### **2. 119 International Drive, LLC**

119 International Drive, LLC entered into subleases with: a) Good Measures, LLC for 4,314 square feet for a term of one year; and b) US Govt – FEMA Finance for 17,515 square feet for a term of 6 months. Director Lamson approved the subleases.

### **B. Approvals**

#### **1. Lonza Biologics, Inc. – Sprung Structure Extension**

Director Loughlin moved and Director Lamson seconded that **The Pease Development Authority Board of Directors hereby authorizes the Executive Director to enter into an extension to the “Agreement to Extend the**

**Term for the Use of the Sprung Structure and for the Creation of the Park Area" dated May 2, 2000 (attached hereto) with Lonza Biologics, Inc. for the purpose of extending the term of the Agreement through May 1, 2020. All other terms and conditions of the Agreement shall remain in full force and effect. Discussion:** In response to Director Allard, Mr. Mullen explained that a sprung structure is a temporary fabric structure adjacent to the Lonza building used for recreational purposes. Disposition: Resolved by unanimous vote; motion carried.

## **2. Lonza Biologics, Inc. – Concept Plan Approval**

Director Preston moved and withdrew that **The Pease Development Authority Board of Directors hereby approves of the Concept Plan submitted by Lonza Biologics, Inc. (“Lonza”) attached hereto for the premises located at 101 International Drive; on all terms and conditions set forth in the memorandum of Maria J. Stowell, P.E., Manager - Engineering, dated May \_\_\_ 2015 attached hereto. Discussion** Ms. Stowell reported that staff is not seeking approval at this meeting. Lonza needs to do a 60,000 square foot expansion in the facility to accommodate a project and includes utility work which needs site review approval. A variance for the size of the tanks and a parking waiver will also be needed. Lonza was not able to provide the concept plan to be reviewed in time for presentation at this Board meeting. Due to Lonza’s timeline and to keep Lonza on track to meet the City’s Board of Adjustment’s schedule, staff is asking that the Board hold a special Board meeting on June 15, 2015 after the Finance Committee meeting. Attorney Hinchee reported that PDA advised Lonza to go ahead with its filings to the City as the Board had previously approved the construction of the shell space. The current project is for support structures that will meet their customer’s needs. PDA Board will meet before Lonza goes to the Board of Adjustment.

## **IX. Signs**

### **A. Reports**

#### **1. Newmarket International – 75 New Hampshire Avenue**

In accordance with the “Delegation to Building Inspector: Consent and Approval of Minor Revisions to Existing Signs”, Mr. Mullen reported that PDA approved of the modification to Newmarket International’s signs to change the company’s logo to Newmarket’s new logo and name. Director Loughlin approved the sign modifications.

### **B. Approvals**

#### **1. 25, 29 Retail, LLC**

Director Lamson moved and Director Allard seconded that **The Pease Development Authority Board of Directors hereby approves of the proposed sign for 25, 29 Retail, LLC at 25 New Hampshire Avenue; all in accordance with the memorandum of Maria J. Stowell, P.E., Manager - Engineering, dated May 13, 2015 and attached hereto. Discussion:** None. Disposition: Resolved by unanimous vote; motion carried.

## **X. Contracts/Agreements**

### **A. Reports**

#### **1. Airport Perimeter Fence Repairs**

In accordance with the “Delegation to Executive Director: Consent, Approval and Execution of Documents and Expenditures for Emergency Repairs”, Mr. Mullen reported that PDA entered into a contract with Four Seasons Fence to make emergency repairs to the Airport’s perimeter fence. The expenditure of \$11,900 was approved by Vice-Chairman Loughlin.

## **XI. Executive Director's Reports/Approvals**

### **A. Reports**

#### **1. Directors' Reappointment**

Mr. Mullen reported that Director Lamson was reappointed to the Board of Directors by the Town of Newington for a three year term to expire on March 31, 2018; and Director Loughlin was reappointed to the Board by the City of Portsmouth and the Town of Newington for a three year term to expire on March 31, 2018.

#### **2. Golf Course Operations**

Scott DeVito, PGA General Manager, reported on the activities at the Golf Course. As of May 1, the entire course is open. Summer programs are ongoing, including "Tenants' Tuesdays", "Women's Wednesdays", and the "Nine & Dine" program. Membership renewal has increased. In response to Director Allard, Mr. DeVito reported that the event tent provided was not the correct tent. Mr. DeVito is working with Marshall's Rental to rectify the matter.

#### **3. Airport Operations**

Bill Hopper, Airport Manager, reported on aviation activities.

##### **a) Skyhaven Airport ("DAW")**

A ribbon cutting ceremony for the newly expanded runway and the new approach lighting system was held at Skyhaven on May 16<sup>th</sup>. The Wings and Wheels event in support of Jerry's Food Pantry will be held on June 13<sup>th</sup>.

##### **b) Portsmouth International Airport at Pease ("PSM")**

As of April 30, 2015, enplanements have exceeded 16,000. Enplanements consist of troop flights and Allegiant Airline passenger service. Dan Fortman and Mr. Hopper met with Allegiant representatives. Allegiant is happy with its PSM operations and may consider expanding flights. Allegiant will take a hiatus from August 17 to October 2nd. The Punta Gorda, FL route ended on May 2<sup>nd</sup>. The drainage/ASR program on the runway is near completion. The Noise Compatibility meeting will be held on May 21<sup>st</sup> at 6:30 p.m.

##### **c) Noise Line Log**

Mr. Hopper reported that the PDA Noise Line received a total of 14 inquiries in April. A total of thirteen inquiries (11 from one person) dealt with helicopter activity in Portsmouth. One call dealt with fixed wing activity in Brentwood and spoke in support of the helicopter activity.

Director Lamson commended Sandy McDonough, Airport Community Liaison, for her work on the noise line.

### **B. Approvals**

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

Director Allard moved and Director Torr seconded that **The Pease Development Authority Board of Directors authorizes the Executive Director to expend funds in the total amount of \$609.00 for legal services rendered to the Pease Development Authority by:**

1. **Sheehan Phinney Bass + Green  
Through March 31, 2015** \$ 609.00

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

## **XII. Division of Ports and Harbors**

### **A. Division Director's Reports**

#### **1. Port Advisory Council**

Geno Marconi, Division Director, reported that the Port Advisory Committee met on May 20, 2015. The Committee has reviewed the commercial mooring permit process. The Committee agreed that even though there are a few flaws, the process works and no changes are recommended. Council member Chris Snow has reviewed the complaints received regarding moorings. Mr. Snow spoke with the people who complained. Mr. Snow is satisfied that DPH is dealing with the mooring permit matter in an adequate manner.

The Council also reviewed the NOAA grant issued by Congress in February, 2014. New Hampshire was to receive approximately \$1.1 million to aid commercial fishing activities and help offset the cuts to the fishing industry and should have been put in Fish and Game budget. Mr. Marconi was notified on May 20<sup>th</sup> that the money had been put into the budget. The fishing industry overall is in trouble due to the fishing regulations. Mr. Marconi reviewed the fishing regulations, the limitations, and the monitoring of fishing catches. The commercial fishermen are very concerned about the regulations. In response to Director Torr, Mr. Marconi reported that the Government is still discussing the possibility of a government buyout. Mr. Marconi reported on the problems that the small boat fleets are incurring due to the fishing regulations.

### **B. Approvals**

#### **1. Pda 700 – Final Fixed Text**

Director Torr moved and Director Preston seconded that **In accordance with the provisions of RSA 12-G:42, XI, the PDA Board of Directors hereby approves of and adopts the Final Proposal - Fixed Text for readoption with amendments to Administrative Rules Pda 700, as attached hereto, and authorizes the Division Director to take any necessary or recommended action in accordance with RSA 541-A, in furtherance of this matter.** Discussion: None. Disposition: Resolved by unanimous vote; motion carried.

#### **2. TIGER 2015 Application – Consultants**

Director Loughlin moved and Director Torr seconded that **The Pease Development Authority Board of Directors hereby authorizes the Division Director to request that the Capital Budget Overview Committee ("CBOC") release \$115,500.00 from the Port Expansion Fund for consulting and inspection services related to the Transportation Investment Generating Economic Recovery ("TIGER 2015") Grant Application;**

**Further, subject to CBOC approval, the Board of Directors hereby authorizes the Executive Director to enter into two contracts with Appledore Marine Engineering, Inc. ("Appledore"), PDA's marine engineering services consultant as follows:**

- a. **one contract in a total amount not to exceed \$6,000 for consulting services for the review and preparation of the TIGER 2015 Grant Application; and**
- b. **one contract in a total amount of \$109,500 for routine inspection of the Main Wharf related to the TIGER 2015 Grant Application;**



**all in accordance with the memorandum of Geno J. Marconi, Division Director, dated May 13, 2015 attached hereto** Discussion: Mr. Marconi explained that the inspection is an underwater inspection and will provide DPH with information regarding the condition of the pipe pilings and to determine what repairs are needed. The inspection contract will not be executed until DPH is awarded the TIGER grant. The grant of \$13.2 million is for the expansion of the main pier; fix any pilings; and to cover the pier bridge. The phased-in project would take one year. DPH needs to contribute \$5 million for a total project cost of \$18.2 million.

Mr. Marconi reported Cianbro Corp. held a reception for all parties involved in the construction of the Long Bridge replacement. The project is going very well. Disposition: Resolved by unanimous vote; motion carried.

### **3. Truck Scale Permanent Installation**

Director Bohenko moved and Director Torr seconded that **The Pease Development Authority Board of Directors hereby authorizes the Division Director to request that the Capital Budget Overview Committee ("CBOC") release \$40,000.00 from the Harbor Dredging and Pier Maintenance fund for the permanent installation of the truck scale at the Market Street Terminal.**

**Further, subject to the approval of funds by the CBOC, the Board authorizes the Executive Director to enter into a Contract with Northeast Scale Company, Inc. for the permanent installation of the truck scale; all in accordance with the memorandum of Geno Marconi, Division Director dated May 13, 2015 attached hereto.**

**In accordance with the provisions of RSA 12:G:8, VIII, the Board justifies the waiver of the RFP requirement for the purchase and installation of the truck scale based on the following:**

- 1. Northeast Scale Company performed the temporary installation of the new truck scale and the work proposed herein is part of the overall project.**

**Note: 5 Affirmative roll call votes required.** Discussion: Mr. Marconi reported that the projected cost is an estimate and the final cost may be less than \$40,000. Disposition: Resolved by unanimous roll call vote; motion carried.

### **4. Concession Transfer – Rye Harbor Marine Facility**

Director Preston moved and Director Loughlin seconded that **The Pease Development Authority Board of Directors hereby approves of and authorizes:**

- a. the sale of the Cap'n Sav's Charters lobster and shellfish storage building (Unit 3) located at the Rye Harbor Marine Facility to Rye Harbor Lobster Pound; and**
- b. the assignment of the Cap'n Sav's Charter Right of Entry to the Rye Harbor Lobster Pound;**

**all in accordance with the memorandum of Geno Marconi, Division Director, dated May 14, 2015 attached hereto.** Discussion: None. Disposition: Resolved by unanimous vote; motion carried.

### **5. Liberty Marine Transportation – ROE**

Director Allard moved and Director Lamson seconded that **The Pease Development Authority Board of Directors hereby authorizes the Executive Director to execute to Right of Entry with Liberty Marine**

**Transportation for the purpose of using the landing facilities for boat launching and hauling services at the Rye Harbor and Hampton Harbor Marine Facilities; all otherwise in accordance with the terms and conditions set forth in the memorandum of Geno Marconi, Division Director, dated May 14, 2015 attached hereto. Discussion: None. Disposition: Resolved by unanimous vote; motion carried.**

**6. Bills for Legal Services**

Director Loughlin moved and Director Allard seconded that **The Pease Development Authority Board of Directors authorizes the Executive Director to expend funds in the total amount of 290.00 for legal services rendered to the Division of Ports and Harbors by:**

- 1. Sheehan Phinney Bass + Green  
Through March 31, 2015 \$290.00**

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

**XIII. Special Events Report**

**1. St. Charles Children's Home – 5k Road Race**

Marie Aleksy, PDA Paralegal, reported that St. Charles Children’s Home will sponsor a 5k road race on Monday, September 7, 2015. Funds raised will be used to support the Home's programs.

**XIV. New Business**

No new business was brought before the Board.

**XV. Upcoming Meetings**

Finance Committee Meeting	June 15, 2015 @ 8:00 a.m.
Board Meeting – Special	June 15, 2015 @ 8:30 a.m.
Board Meeting - Regular	June 18, 2015 @ 8:00 a.m.

Attorney Hinchee advised the Board that the purpose the special meeting is to allow staff time to review the Lonza concept plans before the Board votes on the plan. Only four Board members need to be present for a quorum. Director Loughlin asked if the authority could be delegated to the staff. Attorney Hinchee advised that the staff has concerns because a variance is needed. The definition of “underground storage tank” also needs to be interpreted by the Board as the 1990 PDA land use controls interpretation dealt with petroleum only. Ms. Stowell reported that the proposed use of the underground tanks is for materials other than petroleum which would turn to gas if the tanks leaked. Mr. Mullen reviewed Lonza’s option of the premises located at 70 Corporate Drive and Lonza’s other locations.

**XVI. Directors' Comments**

Director Bohenko asked Chairman Bald why the Department of Resources and Economic Development (“DRED”) would aid Rand-Whitney in relocating its operations from Portsmouth to Seabrook. Chairman Bald, former DRED Commissioner, explained the DRED would not approach a company to relocate, but that DRED would help a company find a suitable New Hampshire location if a company reached out to DRED.

Director Bohenko recognized Geno Marconi for his efforts in managing the DPH budget and noted that it may be a difficult summer for the DPH facilities as services may need to be reduced due to budget restrictions. Director Bohenko felt it is important to have good staff to manage the situation caused by cash flow issues at the Market Street Terminal and that Mr. Marconi is taking a proactive approach to manage the facilities.

## **XVII. Non-Public Session**

Director Bohenko moved and Director Allard seconded that **The Pease Development Authority Board of Directors will enter non-public session pursuant to:**

**1. NHRSA 91-A:3, Paragraph II(d) for the purpose of discussing the acquisition, sale or lease of property. Note: Roll call vote required. Discussion:** None. **Disposition:** Resolved by unanimous roll call vote; motion carried. The Board entered into Non-Public session at 9:47 a.m. The Board returned to public session at 10:47 a.m.

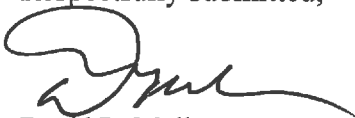
## **XVIII. Adjournment**

Director Allard moved and Director Torr seconded to **adjourn the Board meeting. Discussion:** None. **Disposition:** Resolved by unanimous vote; motion carried. Meeting adjourned at 10:47 a.m.

## **XIX. Press Questions**

No members of the press attended the meeting.

Respectfully submitted,



David R. Mullen  
Executive Director/Secretary