

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

**Thursday, November 19, 2015**

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

**I. Call to Order**

Chairman Bald called the meeting to order at 8:04 a.m. in the Board conference room at 55 International Drive, Pease International Tradeport, Portsmouth, New Hampshire.

Chairman Bald announced that Director Preston will participate via speaker telephone and roll call will be taken for all votes.

**II. Acceptance of Meeting Minutes: October 15, 2015**

Director Lamson moved and Director Allard seconded that **The Pease Development Authority Board of Directors hereby accept the Minutes of the October 15, 2015 Board meeting.** Discussion: None. Disposition: Resolved by unanimous roll call vote for; motion carried.

**III. Employee Introduction**

David Mullen, PDA Executive Director, introduced Tanya Coppeta, Employee Relations Manager. Ms. Coppeta is replacing Elizabeth LaBonte, former Human Resources Manager. Ms. Coppeta has 16 years of human resources experiences and recently worked for a home health agency that had over 800 employees and 8 branch offices.

**IV. Public Comment**

Bob Hasshold, Chairman of Promote Our Port (POP), made remarks regarding: the Board's efforts to clean up and landscape the area around the Isles of Shoals Steamship Company ("ISSCO") business; that POP is willing to help with planning and present its ideas for the use of the Market Street Terminal area. Mr. Hasshold wished all a happy holiday season. Chairman Bald noted that it was through the efforts of Geno Marconi, Director of the Division of Ports and Harbors ("DPH"), that the ISSCO area was improved.

**V. Old Business**

No old business was brought before the Board.

**VI. Finance**

**A. Financial Reports**

**1. Operating Results for the Three Month Period Ending September 30, 2015**

Irv Canner, PDA Director of Finance, reported on the status of the PDA FY 2016 finances for the three month period ending September 30, 2015. Operating revenues are above budget while operating

expenses are below budget. Variances in revenues include lower fuel sales due in part to new fishing regulations. Fee revenues include golf course membership fees and rounds of golf played by the public. Rounds of golf played this year were ahead of rounds played during the same period last year. Staffing numbers continue to fluctuate due to seasonal summer employees finishing and winter over hires starting up. Mr. Canner reviewed the organizational chart. Operating expenses show that electricity consumption has increased. PDA will continue to monitor electrical supplier rates. Mr. Canner reviewed the Balance Sheet and the variances due to the GASB 68 pension liability reporting requirements. The allocated pension liability to PDA is approximately 80% and 20% to DPH. Mr. Canner will continue to track and report the pension liabilities. Construction in process has reduced from approximately \$11 million as of June 30 to approximately \$9.1 million as of September 30 due to completion and close out of several projects.

The \$5.0 million revolving line of credit with Provident Bank has a zero balance as of November 19. PDA anticipates accessing the line of credit in December to pay municipal services fees. The Business Units analysis shows that as of October 30, enplanements at Portsmouth International Airport at Pease (PSM) is approximately 34,000. Mr. Canner reviewed Skyhaven Airport (DAW) activities including hangar rentals, increased fuel sales, and the runway rehabilitation. PDA has funded \$1.5 million in an operating deficiency including capital improvements, and operations and maintenance at DAW. Director Bohenko confirmed that DAW is part of PDA's balance sheet and without the DAW deficit, PDA would show a positive net position. The Golf Course operating income as of September 30 was approximately \$434,000. Rounds of golf played increased by approximately 14% and Grill 28 revenues increased by approximately 7% from the same period last year. Mr. Canner reviewed DPH's unrestricted funds and its restricted funds. Due to two new loans, the Revolving Loan Fund threshold will go above 75 %.

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

Mr. Canner reviewed PDA cash flow projections for the nine month period ending July 31, 2016 including the use of the revolving line of credit to fund primarily grant funded capital projects. Grant funded projects include the completion of the DAW runway and PSM bathroom renovations while non-grant funded projects include the Golf Course kitchen, street lights on Corporate Drive, and the PSM Terminal roof. PDA expects to receive \$120,000 in reimbursement from FEMA for January, 2015 snow removal costs. Mr. Canner reviewed the anticipated variances in the DPH unrestricted and restricted funds balances.

## **3. Revolving Loan Fund Semi-Annual Report**

Mr. Canner reported that as required by the Economic Development Administration, the PDA filed the required semi-annual Revolving Loan Fund Report for the period ending September 30, 2015. To date there are \$733,000 in outstanding loans with five of the loans equal to 60% of the loans. There is a cash balance of \$425,000 and no accounts are delinquent. Mr. Canner commended Ritchie White, the loan fund coordinator.

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

### **A. Approvals**

#### **1. Lonza Biologics, Inc. – ROE Amendment/Extension**

Director Torr moved and Director Allard seconded that **The Pease Development Authority Board of Directors hereby authorizes the Executive Director to amend and execute an extension to the Right of Entry with Lonza Biologics, Inc. for the premises located at 70/80 Corporate Drive. The Right of Entry is extended from March 31 2016 to December 31, 2016; all in accordance with the memorandum of Maria J. Stowell, P.E., Manager - Engineering dated November 9, 2015**

attached hereto. **Note: Roll Call Vote required.** Discussion: None. Disposition: Resolved by unanimous roll call vote for; motion carried.

**2. Moulison North Corporation – ROE Extension**

Director Allard moved and Director Torr seconded that **The Pease Development Authority Board of Directors hereby approves of and consents to the extension of the Right of Entry (“ROE”) dated August 8, 2013 with Moulison North Corporation for the purpose of storing conduit materials at 31 Exeter Street. The ROE is extended for a period of one (1) year effective April 5, 2015 with two (2) six (6) month options to extend exercisable at the Executive Director’s sole discretion; and subject to all other terms and conditions of the Right of Entry dated August 3, 2013 attached hereto remaining in full force and effect. Note: Roll Call Vote required. Discussion: None. Disposition: Resolved by unanimous roll call vote for; 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. New Hampshire Avenue Retail Center, LLC**

New Hampshire Avenue Retail Center, LLC entered into a sublease with AD Tech Systems, Inc. for 1,539 square feet at 14 Manchester Square for a base term of three years. Director Lamson approved the sublease.

**2. One New Hampshire Avenue, LLC**

One New Hampshire Avenue, LLC entered into a sublease with Zolon Tech Solutions, Inc. for 1,703 square feet at 1 New Hampshire Avenue for a base term of three years. Director Lamson approved the sublease.

**3. Two International Group, LLC**

Two International Group, LLC entered into subleases at Two International Drive with Global Aquaculture Alliance for 4,513 square feet for a base term of two years; and with Weidema, Lavin, Grott & Riendeau for 2,638 square feet for a base term of ten. Director Lamson approved the subleases.

**4. 30 International Drive, LLC**

30 International Drive, LLC entered into a sublease with Seacoast Task Force on Family Violence for 3,832 square feet at 20 International Drive for a base term of five years. Director Lamson approved the sublease.

**B. Approvals**

**1. 100 International LP – Concept Plan Approval**

Director Lamson moved and Director Allard seconded that **The Pease Development Authority Board of Directors hereby approves of the Concept Plan submitted by 100 International, LLC attached hereto for the premises located at 100 International Drive; all on terms and conditions set forth in the memorandum of Maria J. Stowell, P.E., Manager - Engineering, dated November 12,**

**2015 attached hereto. Note: Roll Call Vote required.** Discussion: Director Torr asked if the use of a parking garage that would put the parking in one area instead of around the building was considered. Sean Tobey of Hoyle Tanner & Associates reviewed the concept plan drawings and the proposed layout of the buildings. Disposition: Resolved by unanimous roll call vote for; motion carried.

## **2. IAPP – 75 Rochester Avenue – Lease Amendment**

Director Loughlin moved and Director Torr seconded that **The Pease Development Authority Board of Directors hereby authorizes the Executive Director to complete negotiations and to enter into a new Lease Agreement with International Association of Privacy Professionals, Inc. for the entirety of the Premises located at 75 Rochester Avenue, Units 1, 2, 3, and 4; upon substantially similar terms and conditions contained in the draft Memorandum of Understanding dated November 13, 2015 attached hereto. Note: Roll Call Vote required.** Discussion: Mr. Mullen reported that IAPP's internet security business has expanded since coming to Pease and the additional space is needed. Chairman Bald reported that the 75 Rochester Avenue building was one of the first buildings rehabilitated by the PDA and was used as an "incubator" for small businesses. Disposition: Resolved by unanimous roll call vote for; motion carried.

## **IX. Contracts/Agreements**

### **A. Reports**

In accordance with Article 3.9.1.1 of the PDA Bylaws, Mr. Mullen reported that PDA entered into the following contracts:

#### **1. Clean Lines – Golf Course Clubhouse Kitchen**

PDA contracted with Clean Lines of North Hampton, NH for the provision and installation of four additional draft beer lines and to update the gas system for use at the Golf Course Clubhouse kitchen. The expenditure of \$5,950 was approved by Vice-Chairman Loughlin.

#### **2. HL Turner Group – Golf Course Clubhouse Bathroom Repairs**

PDA contracted through HL Turner Group for Pine Brook Corporation to make repairs to the flooring and sheet rock in the men's bathroom at the Golf Course Clubhouse. The expenditure of \$6,222.00 was approved by Director Allard.

#### **3. Computers**

PDA contracted with Dell Computers to purchase 5 desk top computers to replace computers that have worn out at various PDA workstations. The expenditure of \$5,051.10 is an approved budget item.

#### **4. Overhead Door – Incinerator Plant**

PDA contracted with the Overhead Door Company of Portsmouth, for the provision and installation of an overhead door at the incinerator plant on Exeter Street. The expenditure of \$6,980.00 was approved by Vice Chairman Loughlin.

#### **5. East Coast Heating & Air Conditioning, Inc.**

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 East Coast Heating & Air Conditioning, Inc. for the purchase and installation on an

emergency basis of the HVAC compressor unit on the Airport Terminal roof. The expenditure of \$11,434.48 was approved by Vice-Chairman Loughlin.

**B. Approvals**

**1. Fred C. Church – Workers Compensation Policy Renewal**

Director Bohenko moved and Director Allard seconded that **The Pease Development Authority Board of Directors authorizes the Executive Director to accept and bind Workers Compensation insurance coverage for the Pease Development Authority to be provided MEMIC and brokered by Fred C. Church, Inc. for the period of 12/31/15 through 12/31/16 in the projected amount of \$59,101; all in accordance with the memorandum of Mark H. Gardner, Deputy General Counsel, dated November 13, 2015 attached hereto. Note: Roll Call Vote required. Discussion:** Director Bohenko noted that the experience modification had dropped to .70 and commended the staff on their efforts to keep a safe workplace. Chairman Bald agreed with Director Bohenko. Mark Gardner, Deputy General Counsel, introduced Jeff Olsen of Fred C. Church, Inc. Mr. Olsen agreed that the staff and management has done a great job in keeping a safe work place. Disposition: Resolved by unanimous roll call vote for; motion carried.

**X. Executive Director's Reports/Approvals**

**A. Reports**

**1. Golf Course Operations**

Scott DeVito, PGA General Manager, reported on the activities at the Pease Golf Course. The Golf Course is winding down for the season and all courses will be closed as of November 30. Due to the warm weather, all three courses were able to stay open into November for the first time since the 27 holes were operational. Golf Course Maintenance staff will prepare the course for winter. The simulator league with 54 teams began play in October and five other simulator functions are scheduled. The Grill 28 kitchen renovations will be finished by November 20. The renovations allow for more golf operations in the basement because Grill 28 materials will be stored in the kitchen. A portion of the men's bathroom is finished and the floor will be finished in early December.

**2. Airport Operations**

Bill Hopper, Airport Manager, reported on aviation activities.

**a) Skyhaven Airport**

The repair parts were installed in the Jet-A tank and it is now ready to take product. Maintenance staff is preparing for winter operations.

**(1) Approvals**  
**(a) Hangar One**

Director Torr moved and Director Lamson seconded that **The Pease Development Authority Board of Directors hereby approves of and authorizes the Executive Director to take such action and to exercise such authority as is required to include the demolition of Skyhaven Airport T-Hangar 1 in the FAA-funded Aircraft Parking Apron and Taxilane Reconstruction Project; all in accordance with the memorandum of David R. Mullen, PDA Executive Director, dated November 13, 2015, and attached hereto. Note: Roll Call Vote required. Discussion:** Director Bohenko moved

and Director Allard seconded to **suspend the rules to allow public comment on the proposed motion.**  
Discussion: None. Disposition: Resolved by unanimous roll call vote; motion to suspend carried.

Discussion on main motion: Peter Bruckner, Chairman of the Skyhaven Airport Advisory Committee (SAAC), architect, and airplane pilot, made comments in support of repairing Hangar 1 instead of demolishing the hangar. Skyhaven Airport is an economic resource for three communities and has a duty to enhance the Airport. Hangar storage is necessary to allow airplanes to be based at Skyhaven as storage on the ramp area is not good for general aviation airplanes. These aircraft need to be protected from the weather, to be on a paved area, and to have access to electricity. SAAC inspected Hangar 1 and believe it is sound with the exception of the doors. Mr. Bruckner reviewed the findings of the foundation wall exploration and the Jacobs Engineering report. SAAC voted to save the hangar and believes that the revenue provided from hangar rental would pay for the repairs over a 10 year period and that the proposed repairs would not trigger more code related work. SAAC is aware of the PDA's expenditures and wants Skyhaven Airport to generate revenue. Mr. Bruckner asked the Board to consider the benefits to repair Hangar 1.

Ken Ortmann, SAAC Vice Chairman, former Rochester Economic Development Planner and a tenant in Hangar 1 (but will be moving to Maine) also spoke in favor of basic repairs that would: make the hangar functional; generate airport revenue; provide an alternative and affordable price point for hangar storage; and compliment the drainage and taxiway improvements. There is excess ramp space while there is demand for Hangar 1 space. Mr. Ortmann noted that SAAC is aware of PDA's expenditures and that monthly revenues do not cover monthly expenses. SAAC's goal is to close the revenue/expenditure gap. The hangar space is important as planes need to be kept warm and dry. The door height should be reduced to allow the doors to close. SAAC requests that PDA request the funds from FAA for the drainage and pavement work while investing the minimum amount for repairs to Hangar 1.

Mr. Bruckner said that SAAC would like to see new development and reviewed a sketch of potential new hangars. The estimated demolition costs of \$40,000 would be better spent on future developments.

Director Lamson confirmed that maintaining Skyhaven Airport cost PDA approximately \$109,000 in 2015. Mr. Mullen reviewed PDA's position regarding Hangar 1. The repair costs would be approximately \$60,000. If the hangar is demolished when the drainage and pavement work is done, the FAA is expected to provide \$35,000 in grant funds for the demolition. If the hangar is demolished at a later date, it would be done at PDA's expense as the FAA would not pay for it separately. By demolishing the hangar, it would open up the area to improve the drainage and improve the potential for future commercial development. Staff feels it is justified to demolish the hangar.

Maria Stowell, PE, Manager – Engineering, reviewed the repairs that would be needed to keep Hangar 1 functional. The foundation wall is crumbling and needs to be replaced. The partially paved floor would have to be completely redone to meet the NFPA building code. The hangar floor must be non-combustible and must be higher than the outside. The proposed repairs could possibly trigger more work to bring the hangar up to code. Lowering the hangar door threshold would create more drainage issues and the drainage would be easier to fix if the hangar was demolished. Some structural steel was exposed when metal sheet panels were installed and left exposure points that would have to be repaired. Ms. Stowell reviewed how the costs to demolish the building were determined.

Mr. Bruckner reported that SAAC was told that the removal or repair of Hangar 1 would not affect the feasibility of the drainage project.

*Note: Director Bohenko stepped out of the room at 9:06 a.m. and returned at 9:08 a.m.*

Director Torr informed the Board that SAAC motion was passed by a vote of 7 – 2. Two SAAC members, including Daniel Barufaldi, are in agreement with PDA and are both economic development directors. Director Torr felt that Mr. Barufaldi's (SAAC member) comment clearly spoke to the matter. Mr. Mullen read Mr. Barufaldi's comments from the SAAC meeting minutes into the record.

“Dan Barufaldi commented that this is really a question of accommodation of some current tenants verses [sic] the long term development and improvement of the area for the next twenty plus years. Dan stated that if it were his building and he had the opportunity of taking advantage of some government money to take it down verses [sic] putting his money into an old rusty and crumbling building, he would tear it down.”

In response to Director Loughlin, Mr. Mullen reviewed the status of the four airplanes that currently occupy Hangar 1. Chairman Bald asked if the space would be used for additional ramp space. Mr. Mullen reported that there will be better opportunity for development similar to the way development is done on the Tradeport. Director Loughlin confirmed that this is the only opportunity for the FAA funds. Mr. Hopper reported that since the hangar is in proximity to the drainage project, a portion of the demolition costs would be included in the FAA grant. Director Torr reported that Sumner Properties invested its own funds to upgrade the Jet-A fuel and that the improvements could be a stimulus to get the airport moving in the right direction. Disposition: Resolved by unanimous roll call vote for; motion carried.

#### **b) PSM**

Mr. Hopper reported that a meeting with the FAA, the State, and NH ANG was held regarding the runway reconstruction project. The project is expected to cost \$22 – 23 million and funding is expected to be available in FY 2018 – 2019. The new runway will accommodate the new KC-46A airplanes.

Allegiant Airlines will begin service to and from Punta Gorda, Florida on November 20. Allegiant will provide service to Orlando/Sanford, Fort Lauderdale, and Punta Gorda, Florida. Enterprise Car Rental reported that October was its best month for car rental services at PSM. Mr. Hopper reviewed Allegiant's various flight schedules.

Mr. Hopper and Dan Fortnam are working on securing air services to and from Provincetown, Massachusetts. PDA is trying to obtain services funding through a Small Community Air Service Development grant. Mr. Fortnam is speaking with some interested airlines. The grants will be awarded in September, 2016.

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

Mr. Hopper reported that 91 inquiries were made to the Noise Line in October. Eighty-two of the inquiries were related to helicopter activity while 52 of the 82 inquiries were from two residences. Eight inquiries regarding fixed wing aircraft and were from one residence. One inquiry was seeking information on flights to and from Portsmouth; while one inquiry was regarding the smell of jet fuel coming from the Airport.

### **B. Approvals**

#### **1. Redhook Ale Brewery – Event Fencing\**

Director Lamson moved and Director Loughlin seconded that **The Pease Development Authority Board of Directors hereby approves of and authorizes Redhook Ale Brewery to install**

split rail fencing at its premises located at 1 Redhook Way (fka 35 Corporate Drive); all in accordance with the memorandum from Maria J. Stowell, P.E, Engineering Manager, dated October 30, 2015 and attached hereto. Note: Roll Call Vote required. Discussion: None. Disposition: Resolved by unanimous roll call vote for; motion carried.

**2. Bills for Legal Services**

Director Allard moved and Director Lamson seconded that **The Pease Development Authority Board of Directors authorizes the Executive Director to expend funds in the total amount of \$10,107.80 (equal to 50% of the bill)\* for legal services rendered to the Pease Development Authority by Kutak Rock, LLP through September 30, 2015. \*Note: The City of Portsmouth will pay the remaining 50%. Roll Call Vote required. Discussion: None. Disposition:** Resolved by unanimous roll call vote for; motion carried.

**XI. Division of Ports and Harbors**

**A. Reports**

**1. Port Advisory Council**

Mr. Marconi, reported that the Port Advisory Council held two meetings in November. The Council reviewed the proposed amendments to administrative rules Pda 300, Pda 500, and Pda 600 and made recommendations. The Council reviewed the Interim Operations Manager position and recommended Whit Anderson be appointed to the position.

**2. Isles of Shoals Steamship Company – Parking Agreement**

Mr. Marconi reported that for the third year, the Isles of Shoals Steamship Company (“ISSCO”) entered into a parking agreement with the City of Portsmouth for use of the parking lot as temporary winter parking for Portsmouth employees.

Mr. Marconi reported that DPH has worked with the new ISSCO owners. The Thomas Leighton was recently renovated and ISSCO wants to improve the facility’s appearance. ISSCO will present a concept plan to the Board for review and approval. ISSCO, at its own expense, is extending the rose bush plantings along Market Street, consistent with the City’s plans for improvements to Market Street. DPH staff removed the fencing to allow the roses to be planted soon.

**3. Commercial Mooring for Hire**

Mr. Marconi reported that in accordance with the “Delegation to Executive Director: Consent, Approval and Execution of Commercial Mooring for Hire Permits”, PDA approved of the following Commercial Moorings for Hire permits:

<u>Applicant</u>	<u>Number of Permits</u>	<u>Business</u>	<u>Date of Approval</u>
Kittery Point Yacht Club	1	Marina	11/3/15

**4. Commercial Mooring Transfer**

Mr. Marconi reported that in accordance with the “Delegation to Executive Director: Consent, Approval and Execution of Mooring Permit Transfers”, commercial moorings were transferred for:

<u>Applicant</u>	<u>Permit</u>	<u>Business</u>	<u>Date of Approval</u>
Seabrook Harbor	No. 4704	Commercial Fishing	11/3/15



Transferor: Luis Elias  
Transferee: Patrick Dugan

**B. Approvals**

**1. Pda Rules Amendments – Initial Prop**

Director Bohenko moved and Director Torr seconded that **In accordance with the recommendation of the PDA Division of Ports and Harbors’ Advisory Council and the provisions of RSA 12-G:42, VIII, the PDA Board of Directors hereby authorizes the Division Director to initiate the rulemaking process for the amendments to:**

Pda 300	Port Captains, Pilots and Pilotage
Pda 500	Moorings and Anchorage
Pda 600	State Owned Commercial Piers and Associated Facilities

as attached; and further authorizes the Division Director to take any necessary or recommended actions in accordance with NH RSA 541-A, in furtherance of this matter; all in accordance with the memorandum of Geno J. Marconi, Division Director, dated November 5, 2015 attached hereto. **Note: Roll Call Vote required. Discussion: None. Disposition: Resolved by unanimous roll call vote for; motion carried.**

**2. Interim Operations Manager Position**

Director Loughlin moved and Director Lamson seconded that **In accordance with the provisions of Section 3.11 of the Second Amendment to By-Laws of the Pease Development Authority, the Pease Development Authority Board of Directors hereby authorizes the Executive Director to create the position of a non - classified, full time Interim Operations Manager and authorizes the Executive Director to immediately fill said position with PDA employee, Whit Anderson; all otherwise in accordance with the memorandum of Geno J. Marconi, Division Director, dated November 12, 2015 and attached hereto. Note: Roll Call Vote required. Discussion: Director Bohenko felt that given all that has taken place at the Market Street Terminal, it is imperative to have an Interim Operations Manager and fill the position. Disposition: Resolved by unanimous roll call vote for; motion carried. Mr. Marconi introduced Mr. Anderson and noted that Mr. Anderson is in the Army National Guard. Mr. Marconi thanked Mr. Anderson for his service.**

**3. Snow Plow Contract**

Director Preston moved and Director Bohenko seconded that **The Pease Development Authority Board of Directors hereby authorizes the Executive Director to execute a contract with Jones Snow Plowing Services (“Jones”) for the purpose of providing snow removal services at Division of Ports and Harbors’ facilities for an initial period of one (1) year beginning December 1, 2015; including four options of one (1) year each on mutually acceptable terms exercisable at the sole discretion of the Executive Director and subject to Jones providing proof of certification from the New Hampshire Green Snow Pro Certification no later than October 15, 2016; all in accordance with the memorandum of Geno J. Marconi, Division Director, dated November 6, 2015 attached hereto. Note: Roll Call Vote required. Discussion: Director Loughlin recused himself due to a conflict. Disposition: Resolved by roll call vote of 6 for; 1 abstention (Loughlin); motion carried.**

**XII. New Business**

No new business was brought before the Board.

### XIII. Upcoming Meetings

Chairman Bald announced that the annual Board of Directors Meeting will be held on December 17, 2015 beginning at 8 a.m.

### XIV. Directors' Comments

Director Lamson felt that it will an interesting traffic situation near the roundabout on Arboretum Drive in the winter. Director Bohenko asked that a report be made to the Board in January regarding the Haven Well and the agreement reached with the Air Force for the design of treatments of the wells. Director Bohenko requested that PDA be involved with the process. Attorney Hinchee agreed and informed the Board that coordinated meetings regarding the aquifer are being scheduled. Chairman Bald advised the City that PDA would help all it could.

### XV. Non-Public Session

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

1. **NHRSA 91-A:3, Paragraph II(a) the dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted;**
2. **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 for; motion carried. The Board entered into Non-Public session at 9:33 a.m. The Board returned to public session at 10:22 a.m.

*Note: Director Bohenko left the meeting at 10:17 a.m.*

### XVI. Adjournment

Director Allard moved and Director Loughlin seconded to **adjourn the Board meeting.**  
Discussion: None. Disposition: Resolved by unanimous roll call vote; motion carried. Meeting adjourned at 10:23 a.m.

### XVII. Press Questions

Respectfully submitted,



David R. Mullen  
Executive Director/Secretary