

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

Thursday, April 15, 2021

Due to the COVID-19 public health emergency, members of the public were encouraged to attend this meeting remotely utilizing the Zoom meeting information, or video live stream options. All in-person meeting attendees were required to observe appropriate social distancing, and are required to wear face coverings, while in the Pease Development Authority building. Due to room size constraints there was a limit on the total number of people in the meeting room at one time; the PDA respectfully asked attendees to exit the meeting room if they had no additional business. Face coverings were available for those who needed them. The meeting was video / audio recorded.

Presiding: Kevin H. Smith, Chairman
 Present: Erik Anderson; Thomas Ferrini; Steve Fournier; Margaret F. Lamson; and Neil Levesque (via Zoom)
 Attending: Paul E. Brean, Pease Development Authority ("PDA") Executive Director; Anthony I. Blenkinsop, Deputy Director /General Counsel; Maria Stowell Engineering Manager; Irv Canner, Finance Director; Suzy Anzalone, Assistant Finance Director; Geno Marconi, Division of Ports and Harbors ("DPH") Director; Scott DeVito, Pease Golf Course General Manager; Greg Siegenthaler PDA, IT Director and Raeline A. O'Neil, Legal Executive Assistant.

AGENDA

I. Call to Order:

Chairman Smith ("Smith") called the meeting to order at **8:42 a.m.**

Smith welcomed the Pease Development Authority ("PDA") Board of Directors, PDA Staff and members of the public to the meeting. Smith asked Director Levesque, who attended the meeting via Zoom, to confirm his presence on the call, physical location, and advise if there were any other individuals present with him:

Peter J. Loughlin, Vice Chair was unable to attend the meeting; and

Neil Levesque was located in Manchester, NH with no other individual(s) present in the room.

II. Non-public Session:

Director Anderson **moved** the **motion** and Director Lamson **seconded** that **the Pease Development Authority Board of Directors will enter non-public session pursuant to NH RSA 91-A:3 for the purpose of discussing:**

1. **Sale or Lease of Real or Personal Property [RSA 91-A:3, II (d)]; and**
2. **Consideration of Legal Advice provided by Legal Counsel [NH RSA 91-A:3, II (I)].**

Discussion: None. Disposition: Resolved by unanimous **(5-0)** roll call vote for; motion carried.

Director Ferrini was not present for the roll call vote; Director Ferrini entered the meeting at **8:43 a.m.**

The non-public discussions commenced at **8:44 a.m.** via Zoom.

Director Fournier **moved** the **motion** and Director Ferrini **seconded** that **the Board of Directors** return public session at **9:38 a.m.**

Discussion: None. Disposition: Resolved by unanimous **(6-0)** roll call vote for; motion carried.

Smith asked individuals once the item they were present for had been addressed, they remove themselves from the Board Room in an effort to allow the flow of attendees to maintain social distancing during the meeting and to be courteous to allow other individuals to come in and out of the Board meeting.

PDA IT Director Greg Siegenthaler was the moderator for the meeting and he advised the meeting was being audio / video recorded and asked individuals to please follow the guidelines for the duration of the meeting:

1. In an effort to minimize background noise, we ask that all members of the public keep their microphones muted, and PDA Board members and staff are encouraged to stay on mute when not speaking during the meeting. Additionally, we ask members of the public to turn off their video camera unless they intend to speak during the meeting. This will help to optimize the available network bandwidth for the meeting.
2. For members of the public wishing to speak during the public comment portion of the meeting, please press *9 on your phone to 'raise your hand', or press ALT+Y on your computer keyboard, or tap the 'raise hand' button on your tablet. The moderator will see your 'hand' and prompt you to make your comment. It is requested that no public comment be longer than 3 minutes.
3. This is a public meeting. If any member of the public causes a disruption to the meeting that would not allow the meeting to continue, the moderator will request

that the Chair temporarily recess the meeting so that the disruption may be addressed. The moderator will then inform the Chair when the meeting may continue. If the Board is unable to continue the meeting due to the disruption, the Chair may elect to suspend the meeting to a later date/time, to be noticed in accordance with State law.

4. Once again, this meeting is being audio and video recorded. Following the meeting, a copy of the recording will be available for playback at www.townhallstreams.com

III. Vote of Confidentiality:

Director Ferrini **moved** the **motion** and Director Lamson **seconded** that it be resolved, pursuant to NH RSA 91-A:3, the Pease Development Authority Board of Directors hereby determines that the divulgence of information discussed and decisions reached in the non-public session of its April 15, 2021, meeting related to the sale or lease of property and the consideration of legal advice from legal counsel are matters which, if disclosed publically, would render the proposed actions ineffective and further agrees that the minutes of said meeting be held confidential until, in the opinion of a majority of the Board of Directors, the aforesaid circumstances no longer apply.

Discussion: None. Disposition: Resolved by unanimous (6-0) roll call vote for; motion carried.

IV. Acceptance of Meeting Minutes: Board of Directors' Workshop of March 11, 2021 and Board of Directors' Meeting of March 18, 2021

Director Fournier **moved** the **motion** and Director Lamson **seconded** to approve the minutes of the Pease Development Authority Board of Directors Workshop meeting dated Thursday, March 11, 2021, and meeting dated Thursday, March 18, 2021.

Discussion: None. Disposition: Resolved by unanimous (6-0) roll call vote for; motion carried.

V. Public Comment:

Smith asked individuals to be considerate and limit comments during the Public Comment session to five minutes.

Attorney Jacob Marvelley ("Marvelley") signed up to speak on behalf of Port City Air ("PCA"). Marvelley spoke to the Million Air application before the Board and stated while PCA does not have a seat at the table, it is the most impacted constituent. Marvelley indicated today's vote will decide the future of not only PCA but PSM; he also thanked those for keeping an open mind. Marvelley indicated in NH we try to do the right thing which can be hard (staying silent, acting too quickly, not asking questions, ignoring concerns) but the Board has an important role as a citizens' Board with the responsibility to protect the airport and public concerns. PCA has invested over \$25 million at the airport; employs over 100 people and manages a wide range of

operations because it helps to run the airport. PCA has a two decade record of putting the airport first and is proud of its work with the PDA and the commitment it made to the airport and the Seacoast. The current applicant proposes to do none of those things but to build a fuel farm and operate out of rental space for the coming years and with little investment proposes, to enter the field on an expedited basis, employ far fewer people and offer fewer services. The applicant wants to fuel planes before building a permanent facility or access road and whose financial ability is questionable based on available public records. Marvelley indicated the reason for the rush would be the military fuel contract which can only be awarded to one Fixed Base Operator (“FBO”). The fueling contract is a lion share of the business at PSM and an FBO can only survive if it has the contract (indicated Million Air can still walk away if it does not win the contract). Marvelley stated Million Air indicated the military contract should not be part of the discussion, but it has already bid on the contract as the deadline was April 13, 2021. Marvelley spoke of the pressures to grant Million Air’s application immediately due to FAA grant assurances and potential lawsuits; asked the Board to answer the following questions before a decision is made:

1. How can the FAA take issue with a public board pausing to investigate and study legitimate concerns raised by Board members and the Portsmouth community (i.e.; environment, safety and airport master plan issues)?
2. How could the FAA take issue with the Board requiring the applicant to satisfying minimum standards 1.03(e) and (f) which require a commitment to a method of financing and proof of financial responsibility?
3. How could the FAA take issue with the Board holding Million Air to the same timeline and same requirements as imposed on PCA?
4. How often does the FAA revoke an Airport Improvement Program (AIP) fund? Marvelley indicated in the last ten years, there were 54 Part 16 decisions. Of the 16 decisions resulting in adverse findings, none resulted in the loss of AIP funding.
5. Have all questions and concerns been raised during the public meetings; had Board members felt able to raise the questions and concerns; have satisfactory answers been received?

Marvelley indicated the purpose of a citizen Board is to empower and fulfill its fiduciary duty, receive satisfactory answers to questions asked and to make informed decisions. Marvelley stated that by approving the FBO, the likely result will be a single FBO in a year. Marvelley indicated that the Board and its predecessors have worked hard at developing the airport the right way, making PSM stronger for those efforts. Marvelley spoke to keeping with history of the Board to speak up; raise concerns and to receive answers to concerns / questions; conduct an independent study to answer any open issues and to vote when the Board has what it needs. Marvelley indicated that while this is not the easy thing to do, it is the right thing to do.

Director Lamson (“Lamson”) asked Marvelley how many PCA employees there are; Marvelley responded over 100. Lamson asked of those employees how many are fulltime and how many are part-time; Marvelley indicated he would have to inquire as he did not have that direct information. Lamson asked to have PCA e-mail her the breakdown of employees.

Lamson asked Marvelley to reiterate his information regarding the Part 16; Marvelley indicated regarding the Part 16 decisions by the FAA in the last 10 years there were 54 decisions. Of those 54 decisions, 16 which resulted in adverse findings and none of those removed (temporarily or permanently) AIP funding.

Marvelley's comments commenced at **9:48 a.m.** and ended at **9:54 a.m.**

Greg Mahanna ("Mahanna") indicated he has been a tenant / operator at PDA for 25+ years out of the old "Tyco" hangar. Mahanna indicated that Marvelley provided a great story; he indicated that PCA did not have a delay in starting the business as they bought another facility (did not start from scratch). Mahanna indicated that a Part 16 is what happens when an airport authority refuses to promote competition and encourage business development at a publically funded airport. Pease has received approximately \$20 million in grants over the last couple of years for the new terminal and runway work performed. Mahanna suggested the Board review Part 16 information as there are many more issues than what was addressed by Marvelley. Mahanna stated he had personally filed a Part 16 with the FAA at Eagle County Airport in Vail Colorado; there was a single monopoly FBO (this is not what the government intends when it grants money to an airport). Mahanna indicated he was successful with his filing of the Part 16 and won the contract for a second FBO. Mahanna indicated [depending on the vote] the publicity could be horrible for PSM; PDA has a successful commercial development and it is a tremendous example as to how BRAC was supposed to work. However, the airport has struggled for 25 years; Mahanna indicated that Executive Director Brean ("Brean") is the best thing that happened to the airport. Mahanna indicated that he currently operates out of one of two privately owned hangars because prior Boards and Airport Managers would not allow them [private hangars] to be built. He spoke to previously working for NH's largest employers (Levine & Benson) and indicated in 1996/1997 they purchased a 737 that needed a hangar, but were not allowed to build a hangar. Aviation is a small community and the reputation of PSM spreads quickly (Boeing community knew it couldn't come to PSM); if it goes public that competition is being discouraged at the airport...; PDA does a great job representing the surrounding communities but there needs to be a focus on aviation, airports and airplanes. Million Air represents the third largest FBO in the world and any questions of its financial capability can easily be answered (they do what they say).

Smith asked Mahanna to wrap his comments up; Mahanna spoke to capacity and that he has an airplane, as well as operates a private jet for a large construction company that employs 1,000 people. Mahanna indicated that there have been times when he had to wait 45 minutes to have the fuel filled on his airplane because PCA does not have the capability or capacity to serve what is on the airport now.

Mahanna's comments commenced at **9:55 a.m.** and ended at **10:00 a.m.**

Ned Denney of PCA spoke from his seat and indicated that PCA does not fuel Mahanna's aircraft so that statement is not true; Mahanna indicated he has an aircraft which uses Avgas and PCA does fuel his plane as he is not allowed to have Avgas, he only has Jetfuel; PCA does fuel his aircraft when he flies [at PSM].

Smith informed both individuals he does not want to get into back and forth and asked if there was anyone else for public comment; this portion of the meeting closed.

VI. Committees:

A. Report:

1. Golf Committee

Executive Director Brean stated the Golf Committee held a meeting on Monday, April 12, 2021, and the Committee discussed working with the existing concession (Grill 28) regarding the CDC compliant expenses it took on in order to remain operational. Brean also spoke of the new golf car fleet being operational; a three week lead time for the two utility cars which were approved at the March Board meeting, as well as the Rough Mower. Brean also indicated that Pease staff had been working with TeeSnap to resolve the pre-booking issue and that there has been no resolution to make the booking of tee times online more efficient due to the software issues; Pease is now looking at new software.

Director Anderson (“Anderson”) added the course opened March 26th.

VII. Old Business:

A. Approvals:

1. Pease Aviation Partners, LLC (d/b/a Million Air Portsmouth) at 53 Exeter Street – FBO Application

Smith reminded the Board and those in attendance that this is a motion which was approved at the last meeting but deferred to this meeting.

Director Fournier **moved** the **motion** and Director Lamson **seconded** that **in accordance with the recommendation of the Pease Development Authority (“PDA”) Airport Committee, the PDA Board of Directors finds that the Fixed Based Operator (“FBO”) application of Pease Aviation Partners, LLC d/b/a Million Air Portsmouth (“PAP”), dated January 7, 2021 (the “Application”), to become a FBO at Portsmouth International Airport at Pease pursuant to the Minimum Standards for Commercial and Noncommercial General Aviation Operators dated August 16, 2007 (“Minimum Standards”), satisfies said Minimum Standards and:**

- 1. Conditionally approves the Application subject to paragraph 2 below; and**
- 2. Conditionally authorizes PAP to become a FBO at Portsmouth International Airport at Pease (“PSM”) in accordance with and subject to the Minimum Standards; provided, however, that such authorization, and the commencement of FBO operations by PAP at PSM, shall be subject to and contingent upon:**
 - a. Site plan, subdivision, and any other requisite approvals and permits for use of a temporary facility and construction of PAP’s proposed facility at 53 Exeter Street, consistent with project phasing;**
 - b. Execution of a lease agreement for the property at 53 Exeter Street, subject to separate PDA Board approval, on terms and conditions**

substantially similar to those set forth in the Letter of Intent dated January 7, 2021, attached hereto, including such other terms as the Executive Director or PDA Board of Directors shall deem necessary and appropriate; and

- c. Verification by the Executive Director that all provisions of the Application and requirements of the Minimum Standards to act as an FBO remain satisfied in full force and effect at such time as PAP shall commence providing FBO service;**

all in accordance with the memorandum of Paul E. Brean, Executive Director, dated January 14, 2021.

Discussion: Smith indicated he had an amendment to present to the Board which was not substantive, but tightened up the existing motion; turned the gavel over to Director Fournier (“Fournier”). Fournier asked if there were discussion and a second on the motion; Lamson seconded the motion. Smith spoke to the two amendments. The first amendment is under 2. a. with the second amendment under b. (added language shown in **blue**). Smith indicated that under the environmental piece there had been a letter which circulated from City officials that expressed concern about the potential environmental impacts, particularly with the filling in of the wetlands, which is also a concern of the Board as well. The conditional approval does not provide them with the ability to fill in the wetlands, still need to go through the full permitting process with NH DES. Smith indicated he considered DES to be the experts on this particular matter as it is not easy to obtain a wetlands permit through NH DES; they will study the request as this is a process. Feels if the Board preemptively were to say we don’t want the filling of these wetlands period, it could, but that sets a dangerous path going forward. If that is done for this site plan PDA would have to do that going forward for all site plans on this particular parcel (Million Air or PCA); also for consideration are additional parcels located throughout Pease that the Board would also do this for those parcels too. In the past PDA has provided conditional approval and one of the conditions is the requirement to obtain necessary (environmental) permits. Smith indicated that if PDA is going to start to preemptively saying permits need to be obtained first, developers may walk away because why go through what may be an arduous process in trying to obtain the permits and spend the money to do so if a developer is not guaranteed to have conditional approval.

Lamson agreed with Smith’s comments regarding environment process and the importance of the process.

Smith indicated that there have been concerns among Board members regarding the financial piece and the financial condition /status of Million Air. Million Air has provided the Board with some information, not sure it is sufficient for all Board members, but the way the amendment reads is that they will have to provide us with a reasonable financial security for construction as we, the Board, deem necessary and appropriate. If the Board feels as though the information which has already been supplied is not sufficient enough, the Board can ask for more information, provided it is reasonable. This is a conditional approval and without providing the Board with the information it deems necessary in moving it forward it will not obtain final approval. Lastly, there have been conversations as to whether or not this project, overall, is good for PSM long term. The Board is in favor of competition and generally competition is a good

thing; PCA has been very Portsmouth centric and it has done a good job developing relationships with hotels / restaurants and Smith wondered if by adding Million Air, who is perhaps not “Portsmouth centric”, it may adversely affect what happens here going forward, but that is an unknown. Smith indicated it would be his hope that Million Air does not have an adverse effect in this particular regard. Smith spoke of the concerns and the merit of the same, but does not believe they are legally sufficient reasons for denying the application / conditional approval. Smith indicated it is for these reasons he has presented the amendments to the motion and asked the Board for its support of the amendments (the draft amendment was forwarded to the Board via e-mail on Wednesday).

Chairman Smith **moved** the **motion** and Director Lamson **seconded** that **in accordance with the recommendation of the Pease Development Authority (“PDA”) Airport Committee, the PDA Board of Directors finds that the Fixed Based Operator (“FBO”) application of Pease Aviation Partners, LLC d/b/a Million Air Portsmouth (“PAP”), dated January 7, 2021 (the “Application”), to become a FBO at Portsmouth International Airport at Pease pursuant to the Minimum Standards for Commercial and Noncommercial General Aviation Operators dated August 16, 2007 (“Minimum Standards”), satisfies said Minimum Standards and:**

1. Conditionally approves the Application subject to paragraph 2 below; and
2. Conditionally authorizes PAP to become a FBO at Portsmouth International Airport at Pease (“PSM”) in accordance with and subject to the Minimum Standards; provided, however, that such authorization, and the commencement of FBO operations by PAP at PSM, shall be subject to and contingent upon:
 - a. Site plan, subdivision, and any other requisite approvals and permits, **including, but not limited to, a wetlands permit and conditional use permit**, for use of a temporary facility and construction of PAP’s proposed facility at 53 Exeter Street, consistent with project phasing;
 - b. Execution of a lease agreement for the property at 53 Exeter Street, subject to separate PDA Board approval, on terms and conditions substantially similar to those set forth in the Letter of Intent dated January 7, 2021, attached hereto, including such other terms, **including, but not limited to, provision of reasonable financial security for construction of the proposed facility**, as the Executive Director ~~or~~ **and PDA Board of Directors shall deem necessary and appropriate;** and
 - c. Verification by the Executive Director that all provisions of the Application and requirements of the Minimum Standards to act as an FBO remain satisfied in full force and effect at such time as PAP shall commence providing FBO service;

all in accordance with the memorandum of Paul E. Brean, Executive Director, dated January 14, 2021.

Discussion: Fournier brought to Smith's attention a technical difference in the motion Fournier read, to Smith's amendment, which made a minor change in item b. "...Executive Director **and** PDA Board of Directors". Blenkinsop indicated this was discussed and it should be "and"; Smith agreed and requested the change (stricken / highlighted in **blue**).

Lamson indicated she was pleased to see the financial information as the Board has a fiduciary responsibility to PDA.

Anderson thanked Smith for the additional language as it strengthened the motion regarding concerns which have been addressed; he thought the motion could be strengthened more and wanted to present an amendment as well.

Fournier stated you should not amend an amendment and stated it is necessary to act on a single amendment at a time and would take up Anderson's motion separately as there is a significant change between the two. The Board could take up Anderson's motion after taking action on Smith's motion.

Anderson indicated he wanted clarification in part b. "...**but not limited to, provision of reasonable financial security for construction of the proposed facility...**" and asked when would that be reviewed. Smith stated that if there are additional questions regarding financial information the Board could advise staff who could make a request (to the extent it is reasonable) for additional information.

Anthony Blenkinsop ("Blenkinsop") Deputy Director / General Counsel affirmed that financial information could be obtained through the provision of project bonds, requirements of lease language, or requirements of construction permits.

Anderson did not feel as though the financial information received was sufficient enough to address the concerns; didn't recognize it as being qualitative enough to address concerns.

Disposition on Smith's Amendment: Resolved by unanimous (6-0) roll call vote for; motion carried.

Fournier turned the gavel back over to Smith.

Smith stated the Board would now be looking at the motion as amended and asked Anderson if he would like to make a further amendment; Anderson affirmed.

Anderson provided to the Board his proposed amendment to Smith's amendment; Lamson seconded the motion.

Discussion: Anderson indicated this application has consumed a considerable amount of the Board's time. He believed by adding more detail into the motion it indicated what is expected from this process and the details required. Anderson indicated he has been diligent in his review of this application and Brean took him for a site review of the location which provided him another dimension of the area being discussed. Anderson did not think he had

asked for anything considerably outlandish but provided the details referenced in this whole process.

Fournier indicated he would be asking for a legal opinion from counsel on the amendment but initially his specifically his concerns were as follows:

1. In item a. the reference of “ not appealable...”; by who and when is it determined...
2. In item b. the reference of “...the order of the steel...”; it is belts and suspenders and
3. In item c. the reference of “...and the PDA Board of Directors...” consistently try to add in “and the PDA Board of Directors”. As a Board, we hire an Executive Director to run the day-to-day operations and provide him with the authority to do this. If the Board does not want the Executive Director to have this authority then we change the job description of the Executive Director rather than adding in “and PDA Board of Directors”.

For these reasons he would vote no on this amendment and requested an overall legal opinion on the amendment since it was provided just this morning.

Blenkinsop indicated he too had only just seen the amendment and spoke to Fournier’s request for a legal opinion and indicated the concerns raised in Anderson’s proposed amendment in item 2.

1. Reference in item a. “ not appealable...”; Blenkinsop voiced the same concerns of Fournier and further indicated that the original motion language from January is consistent in how PDA words things and would have some issues with this language and questions about when/how it would actually be triggered. The additional language describing the permits appears unnecessary and it is unclear what a “road permit” is.
2. Reference in item b. “...steel order...”; Blenkinsop has concerns as the language proposed in the amendment regarding a non-refundable order of steel having been made could make PDA vulnerable to a claim of exceeding the requirements of the Minimum Standards. It would be his recommendation from a legal standpoint not to include this language.
3. Reference in item c. “and the PDA Board...”; Blenkinsop indicated that the Board meets 10 times a year, while the Executive Director is the individual on the ground that would have the ability under this condition to verify all requirements / conditions are met and report to the Board. Under “c” as worded it provides flexibility for the Executive Director to react in a timely manner rather than waiting for a meeting of this body for verification.

Fournier indicated that the Board is a political Board, but that politics should not get involved in the job of the Executive Director, rather his position is black/white.

Anderson indicated he meant no malice to the Executive Director in item “c.” by the inclusion “and the PDA Board of Directors”, but this issue is extremely sensitive. Felt as though

the Board should have the ability to weigh in on this process; it isn't going to be a slow process and at any stage the Board should have input on this application. He did indicate he trusted the Executive Director with this process. Regarding item b. reference of "order for the steel" he did this out of respect for Director Loughlin; he believes this component shows financial commitment and enhances its financial commitment to PDA. Does not believe that the Board received substantial financial information from Million Air. Regarding item "a." he didn't want to get into specifics, but this gets down to detailed requirements and indicated he would be amenable to rewording it. Believes the amendment is a necessary exercise of the motion so not to cause apprehension or regrets later; doesn't want things to be implied, rather stated upfront (current language is inherent to implications).

Smith asked Director Levesque ("Levesque") if he had any comments to add; Levesque indicated he did not.

Lamson thanked Anderson for the time he put in regarding review of this application and his amendment to the motion; she understands the responsibility / role the Board plays at PDA.

Smith indicated the Board has put in a lot of thought and time in on this application, a lot of questions have been asked and there will probably be additional questions going forward. Smith stated Anderson's amendment as currently written, he cannot support it. Feels as though the additions to "a" are redundant and legal issues are added. Regarding item "c" Brean keeps the Board well informed on applications, but due to the heightened sensitivity of this item Brean can keep the Board even more up-to-date regarding this project. Smith agreed with Fournier's comments regarding the day-to-day operations in the hands of the Executive Director and Smith is not a fan of adding the language "and PDA Board of Directors". Brean has the ability to keep this project moving forward while keeping the Board informed. Smith advised the Board to continue to reach out to staff.

Lamson indicated that Maria Stowell, Engineering Manager, has done a very good job on keeping the Board informed regarding this project.

Anderson's additions to the amended motion appear in **red**; Smith's remain in **blue**.

Director Anderson **moved** the **motion** and Director Lamson **seconded** that **in accordance with the recommendation of the Pease Development Authority ("PDA") Airport Committee, the PDA Board of Directors finds that the Fixed Based Operator ("FBO") application of Pease Aviation Partners, LLC d/b/a Million Air Portsmouth ("PAP"), dated January 7, 2021 (the "Application"), to become a FBO at Portsmouth International Airport at Pease pursuant to the Minimum Standards for Commercial and Noncommercial General Aviation Operators dated August 16, 2007 ("Minimum Standards"), satisfies said Minimum Standards and:**

1. **Conditionally approves the Application subject to paragraph 2 below; and**
2. **Conditionally authorizes PAP to become a FBO at Portsmouth International Airport at Pease ("PSM") in accordance with and subject to the Minimum Standards; provided, however, that such authorization, and the**

commencement of FBO operations by PAP at PSM, shall be subject to and contingent upon:

- a. **Final, non-appealable** Ssite plan, subdivision, and any other requisite **federal, state and local** approvals and permits, **including, but not limited to, a wetlands permit and conditional use permit, road permit, and building permits** for use of a temporary facility and construction of PAP’s proposed facility **and fuel farm** at 53 Exeter Street, consistent with project phasing;
- b. Execution of a lease agreement for the property at 53 Exeter Street, subject to separate PDA Board approval, on terms and conditions substantially similar to those set forth in the Letter of Intent dated January 7, 2021, attached hereto, including such other terms, **including, but not limited to, provision of reasonable financial security for construction of the proposed facility, and evidence that PAP has placed a nonrefundable order for the steel required to complete construction of the facility,** as the Executive Director and PDA Board of Directors shall deem necessary and appropriate; and
- c. Verification by the Executive Director **and the PDA Board of Directors** that all provisions of the Application and requirements of the Minimum Standards to act as an FBO remain satisfied in full force and effect at such time as PAP shall commence providing FBO service;

all in accordance with the memorandum of Paul E. Brean, Executive Director, dated January 14, 2021.

Disposition on Anderson’s Amendment: Resolved by unanimous (2 -4) roll call vote for; motion failed.

	Yes	No
Anderson	X	
Ferrini		X
Fournier		X
Lamson	X	
Levesque		X
Smith		X

Smith indicated the next vote would be on the original motion as amended.

Disposition on Original Motion as Amended: Resolved by unanimous (5 - 1) roll call vote for; motion carried.

	Yes	No
Anderson		X
Ferrini	X	
Fournier	X	
Lamson	X	
Levesque	X	
Smith	X	

2. Pease Aviation Partners, LLC (d/b/a Million Air Portsmouth) at 53 Exeter Street – Conceptual Site Plan Approval

Director Lamson **moved** the **motion** and Director Fournier **seconded** that the Pease Development Authority Board of Directors hereby approves the concept plan for Pease Aviation Partners, LLC (d/b/a Million Air Portsmouth) (“PAP”) at 53 Exeter Street, as submitted by PAP and attached hereto and incorporated herein; all in accordance with the memorandum of Maria J. Stowell, Engineering Manager, dated January 13, 2021,

Discussion: Lamson indicated that Stowell’s memorandum was very informative and provides adequate details regarding the hangar space and the change of use; the staff along with Brean would make the decision. Stowell indicated that this was on the administrative site review.

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

3. 30 New Hampshire Ave. – Authorization to sell PDA owned building and to enter long-term ground lease with Spyglass, LLC

Director Levesque **moved** the **motion** and Director Ferrini **seconded** that the Pease Development Authority (“PDA”) Board of Directors hereby approves the Letter of Intent between the PDA and Spyglass Development, LLC (“Spyglass”) and authorizes the Executive Director to sell the 36,000 square foot PDA owned building located at 30 New Hampshire Avenue to Spyglass for \$1,750,000.00, contingent upon:

- 1) The FAA granting a release of the building from Federal grant assurances and other airport obligations; and
- 2) Execution by the parties of a long-term PDA ground lease for the premises at 30 New Hampshire Avenue of up to 74 years, with the final leased lot size of not less than 6 acres subject to the determination of the Executive Director and any requisite land use approvals;

And further authorizes the Executive Director and General Counsel to negotiate and execute documents necessary or in furtherance of the sale and lease, including but not limited to, the Lease Agreement; all on substantially the same terms and conditions as set forth in the memorandum of Paul E. Brean, Executive Director, dated April 6, 2021.

Discussion: Anderson asked if there had been a calculation of the difference in rent if the acreage is reduced; Blenkinsop indicated the lot is 8.49 acres and it would be leased at the current

ground lease rate for 2021 of \$18,430/acre. There are potentially some reasons why PDA may want to withhold some of the land on both the northern and eastern edge of the parcel for potential / future use for access roads or expansion of New Hampshire Avenue in that area. From PDA's perspective there are benefits to keeping some of the land which PDA anticipates being no more than 2.5 acres. The Kanes are receptive to this concept and understand that the most acreage the parcel would include would be 8.49 acres. PDA is seeking authority based on further review and engineering analysis to bring this down to no less than 6 acres which would be an approximate 2.5 acre reduction at \$18,430/acre; the Board would be notified after review and inspection by engineering of what the leasehold size would be.

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

VIII. Finance:

A. Executive Summary

Finance Director Irv Canner ("Canner") hoped that the Board found the summary helpful regarding the two reports. Canner spoke of a cash increase indicated on the balance sheet and the explanation of expenditures; the projection of cash debt analysis out to December (the result of the runway and terminal improvements).

Lamson thanked Canner for the provision of the Executive Summary as it is very informative.

Ferrini asked Canner regarding operating revenues being slightly below budget but an increase in fee revenues associated with the facility revenues (are operating revenues and fee revenues are two different items and if so how is it that fee revenues make operating revenues go down). Canner indicated primary reason was due to deflation - CPI was budgeted (2.5%) and it has been far less (1 to 1.2%).

B. Reports:

1. FY2021 Financial Report for the Eight Month Period Ending February 28, 2021

Canner stated that PDA is on budget with the components of variances of revenues and expenses being consistent over the last eight months. Each of the major operating expense line items being under budget; an example would be Personnel, Services & Benefits with a 2.4% underrun (the corresponding reason being six (6) open positions). Also, there continues to be a loss of fuel revenues at the Portsmouth Fish Pier (PFP) due to continued construction at the facility (it is anticipated that fuel sales at PFP will resume in the fall). The variance in revenues and expenses has helped to minimize PDA's need to borrow within the RLOC; at the end of February PDA had drawn down the RLOC by \$2 million.

Canner indicated that as of the end of the month the employee count was at 107 with 59 benefited permanent positions (49 at PDA and 10 at Division of Ports and Harbors (DPH)); there is also an underrun for this line item due to the open positions. Canner indicated that he had been informed that recently two of the open maintenance positions had been filled (as of today there

are 4 open positions). Smith thanked Canner for adding names to the positions on the organizational chart.

Canner spoke to the construction activity of over \$20 million (\$10.5 million - terminal project; \$8.7 million - runway project; and \$1 million for DPH project). He further stated that the RLOC is \$3.5 million as the end of the month and that there are no red flags. Canner indicated that PDA has gone to paying its vendors every two weeks now which has a small impact on holding on to cash and paying down the RLOC sooner than anticipated.

Canner indicated that the Portsmouth International Airport at Pease (“PSM”) facilities are slightly under budget due to the impact of COVID; underruns in pay-for-parking, fuel flowage and enplanements. As of the end of March, current enplanements were just over 15,000 versus 19,000 in 2020.

Canner stated with respect to Skyhaven Airport, PDA is ahead due to the variance in operating income and revenues. The increase is due to an increase in fuel sales and cost control elements implemented revolving around personnel services.

Canner informed the Board that the golf course opened on March 26th and stated that there have been 839 rounds played this March in comparison to 361 in March of 2020. Statistically 74% of the golf rounds came from non-member play; simulator revenues are slightly down from last year and Grill 28 is approximately 9% below.

Canner referenced the unrestricted funds of DPH and that there has been a slight underrun in operating revenues driven by the loss of fuel sales at PFP; otherwise DPH is holding its own and on budget.

Canner commented on the restricted funds (Foreign Trade Zone, Harbor Dredging and Revolving Loan Fund (“RLF”)) being consistent; the semi-annual report regarding the RLF has been submitted to EDA on a timely basis.

2. Cash Flow Projections for the Nine Month Period Ending December 31, 2021

Canner spoke of a spike in PDA’s debt going to approximately \$7 million dollars in July with projected capital expenditures of \$12.3 million (completing the terminal, runway and snow equipment for PSM). Looking at the sources of funds, will draw down \$3 million from the RLOC indicating going out to the end of December with the debt level of just over \$5 million. Canner stated that interest rates remain steady; has seen that the RLOC rate has increased to 2.97%.

DPH remains consistent from prior periods as it receives a bulk of its funding from operations in the January, February and March timeframe relating to mooring fees; there are no surprises with respect to restricted funds as it remains consistent from prior periods.

3. Capital Improvement Plan FY 2021 – FY 2027

Canner introduced Suzy Anzalone (“Anzalone”), Assistant Finance Director, who spoke to the Capital Improvement Plan (“CIP”) for FY2021 through FY2027.

Anzalone indicated she would provide an overview of the process and indicated that this is a presentation for the Board as PDA is not asking for approvals today; individual projects will come before the Board as warranted. Anzalone indicated that the first step in the process is to take the prior year and move it forward and update it with current information so this ends up being a six and a half year forecast. The projects contained in the CIP are both grant and non-granted funded projects, as well as infrastructure, expansion, public safety / regulatory and equipment. The various business managers review the various projects listed on the CIP and a meeting is held with them to incorporate any changes they may have; then a financial analysis is done in order to measure the impact on the cash and debt levels. The financial analysis is then sent out to the business managers and Executive Director; then a meeting is held with all parties to discuss prioritizing projects (A, B or C). Anzalone stated after this meeting a final analysis is completed and forwarded to the Executive Director for a final approval. Anzalone indicated that this process is consistent from prior years and appreciated all of the teamwork among the business managers during the CIP process.

Anzalone indicated the CIPs amount to roughly \$70 million over the next six and a half years, split with \$50.8 million in grant funded and about \$27.5 million internally funded projects. She also spoke of the need to protect operating income during this time period; allowing PDA to pay down its debts by looking at borrowing rates as well as inflation assumptions; spoke to the expected impact on the cash and debt levels during this period. Anzalone spoke to the summary of grant funded / internally funded projects which are highlighted representing about 90% of the total amount expected, the internally funded projects are about 82% of expenditures and money spent among the business units (i.e.; IT technology, Maintenance etc.). Anzalone pointed out that PDA anticipates spending approximately 71% of the total budget for significant investments at both airports (Skyhaven and PSM).

Lamson asked Anzalone regarding the stormwater treatment projections how long would this go out; Anzalone indicated she would refer to Stowell regarding this but that additional information could be found under grant funded projects. Stowell indicated that PDA applied for a MS4 permit so not knowing what was going to be in the permit added costs of various programs that have already been started.

Anzalone spoke to the projection of cash balances at the end of each fiscal year and how PDA likes to maintain \$1.5 million in its capital operating accounts.

With these projects listed, there will be an impact to the RLOC. PDA expects to hit a high of \$13.2 million in FY26 as there are some large projects slated, which could change, and after that it could be brought down to \$7 million. This shows us that PDA’s current RLOC (\$15 million) is sufficient to cover all of our projects. Anzalone did indicated that the RLOC does expire at the end of 2022, but expects PDA will renew it.

Lastly, the impact on the cash / debt levels are reviewed as the projects are prioritized and which projects to be completed (all projects, just A & B projects or just A projects).

Ferrini asked when there is a “check mark” under all the zeros does that add zeros; Anzalone stated that the check marks indicate those are the high priority projects. Ferrini indicated that this is a running list and it changes, but asked if the Board approves a year’s worth of projects going forward or is it typical for them to be brought back project by project; Anzalone affirmed it is project by project.

Anderson asked about the project in FY26; Anzalone indicated that would be the Phase II terminal expansion, the possibility of a loop road and a major renovation to one of the aprons. Anzalone indicated that on page 6 the large projects are detailed in the FY26 timeline.

Brean indicated that the FAA, DoT and NH DoT like to see a robust CIP plan in the event that there is available discretionary stimulus available; while it is a significant number, it is just a plan to have in place.

IX. Licenses/ROEs/Easements/Rights of Way:

A. Reports:

- 1. PlaneSense, Inc. – Right of Entry regarding Building 222, 96 Flightline Road**

Brean indicated that in accordance with the “Delegation to Executive Director: Consent, Approval and Execution of License Agreements,” PDA entered into the following Right-of-Entry with PlaneSense, Inc. for the premises known as Building 222 located at 96 Flightline Road for the purpose of Survey Work / Site Inspection for through July 31, 2021.

X. Leases:

A. Reports:

- 1. Allegiance Fundraising Group - 222 International Drive**
- 2. Northeast Credit Union - 100 International Drive, Suite 260**

Brean indicated that in accordance with the “Delegation to Executive Director: Consent, Approval of Sub-Sublease Agreements” PDA approved the following leases with Allegiance Fundraising Group for 3,363 square feet at 222 International Drive for general office use and light industrial related uses which must conform to the light industrial/manufacturing uses authorized by the Pease Development Authority and for no other uses for the period of three (3) years commencing March 15, 2021.

Brean also spoke of a second lease approved with Northeast Credit Union for 6,787 square feet at 100 International Drive for general office and related use for the period of five (5) years with one (1) Five (5) year option commencing June 1, 2021.

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

XI. Contracts:**A. Approval:****1. Airport Digital Communications Upgrade**

Director Fournier **moved** the **motion** and Director Lamson **seconded** that **the Pease Development Authority Board of Directors approves of and authorizes the Executive Director to utilize the \$25,000 that was appropriated for airport terminal carpeting in the FY21 Capital Improvement Plan and to enter into a contract with Motorola, at a cost not to exceed \$19,368.81, for the purchase of twelve (12) portable radios; all in accordance with the memorandum of Chasen Congreves, Manager of Airport Administration, dated April 12, 2021.**

In accordance with the provisions of RSA 12–G:8, VIII, the Board justifies the waiver of the RFP requirement as Motorola is a State approved vendor for the radio equipment.

Discussion: None. Disposition: Resolved by unanimous (6–0) roll call vote for; motion carried.

XII. Signs:**A. Reports:****1. Stewarts Ambulance – 119 International Drive**

Brean stated that in accordance with the “Delegation to Building Inspector: Consent and Approval of Minor Revisions to Existing Signs” PDA reports that a sign has been approved for Stewarts Ambulance located at 119 International Drive and will be using the same monument sign base as the previous tenant.

The Delegation to Building Inspector: Consent and Approval of Minor Revisions to Existing Signs also requires the consent of one member of the PDA Board of Directors. In this instance, Director Loughlin was consulted regarding the sign change on March 4, 2021.

B. Approvals:**1. Farley White Pease LLC – 90/100 Arboretum Drive**

Director Fournier **moved** the **motion** and Director Lamson **seconded** that **the Pease Development Authority Board of Directors hereby approves of the proposed sign request by Farley White Pease LLC, for the premises located at 90 and 100 Arboretum Drive; all in accordance with the memorandum of Maria J. Stowell, P.E., Engineering Manager, dated April 6, 2021.**

Discussion: Lamson indicated that Farley White has done a wonderful job on the third entrance off the Spaulding Turnpike with its landscaping.

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

XIII. Executive Director:

A. Reports:

1. Golf Course Operations

Scott DeVito (“DeVito”) General Manager of Pease Golf Course spoke to the opening of 18 holes at the golf course on Friday, March 26th, and hopes to have all 27 holes open by Tuesday, April 20th. DeVito also indicated that the seasonal tent is in and Grill 28 has had increased traffic these days; anticipate Grill 28’s numbers will start to rebound as beginning to book functions as well.

DeVito indicated that both the Rough Mower and the Utility Car are due to be shipped the first week in May.

Anderson indicated the issue of water consumption was discussed at the Golf Committee meeting and DeVito indicated the golf staff work with the City of Portsmouth Deputy Director Brian Goetz regarding any issue with water use. DeVito indicated that staff works with the City, as well as with PDA’s Maria Stowell and Jared Sheehan regarding water use on the golf course. DeVito indicated the golf course utilizes the water during off-peak hours (night) and has been asked to maintain a certain level to keep pressure off the system. DeVito indicated that the Haven Well will be coming back online and supply should be in better shape this year.

2. Airport Operations

a) Air Force Open House Update (September 2021)

Brean informed the Board that the Air Force is conducting an Open House on the weekend of September 9th through 12th. This will be different from past Air Shows as it is specific to an Open House on the Guard base; PDA will be working with the Air Force so they can utilize ramp space for aircraft support. There will be a main show by the US Thunderbirds and PDA looks forward to supporting the Air Force with this event.

b) US Customs Telecom/IT support expenditure

Brean indicated the US Customs facility at the terminal is what is referred to as a “no cost facility” meaning US Customs supplies all of the labor for that 24/7 port of entry and PDA must support all infrastructure. PDA had a \$17,000 expenditure for telephone / IT upgrades for the facility (invoice received from US Customs - no RFP available as it is all confidential communication services that have to be paid).

c) Portsmouth International Airport at Pease (PSM)

Brean stated in March saw a trend in the right direction as far as coming out of the pandemic. There was an increase of 18% in enplanements from March of 2020, there have been over 12,000 passengers at the terminal and PSM is over the required 10,000 annual enplanements (currently 15,300) which secures future AIP funding. The load factors are starting to return and the Orlando flights are picking up; have three flights to Florida scheduled each Saturday for the Maine / New Hampshire April vacation.

Brean informed the Board that there were 790 transactions at revenue parking in March; also regarding the fuel flowage fee there was just under a million gallons pumped due to troop flights, craft program and transient stops. Brean expressed an appreciation for the efforts of both Engineering and Legal in completing the necessary paperwork for the CRRSA federal funding impact. Brean stated he will be putting forward in May a \$1.4 million purchase for snow removal equipment to include federal funding.

Brean indicated that Allegiant has added Nashville, TN to its schedule which will start on May 27th as well as a Tampa Bay / St. Pete service on June 2nd; Allegiant will be continuing to operating both Punta Gorda and Sanford throughout the summer.

Brean commended the Airport Operations staff, Andrew Pomeroy (“Pomeroy”), Manager Aviation Planning & Regulatory Compliance, and Chasen Congreves, Manager of Airport Administration, on an outstanding review this past month by the FAA and the administrator reviewed all PSM training records, work order records, fuel inspection and reviewed grant responsibilities (i.e.; snow equipment is stored under cover and sand is ready for use on the runway). Brean indicated that this was an in depth review and PSM came up with high marks. There was one item that needs to be addressed by June 1st which is metering equipment on the North fuel farm leased to PCA, other than that there are no additional issues of concern.

d) Skyhaven Airport (DAW)

Brean spoke to the completion of the CRRSA grant paperwork concerning the additional COVID stimulus. Also, Pomeroy working with the City of Rochester as there is a private developer that is looking to put in a residential subdivision near the airport and he is working closely with the Planning Board to assure that all federal obligations and grant assurances are addressed concerning the runway protection zone.

**e) Noise Line Report
(i) March 2021**

Brean indicated that there were no noise inquiries at either airport during the month of March, 2021; the phone line and website were tested and found to be operational.

B. Approvals:

1. Bills for Legal Services

Director Ferrini **moved** the **motion** and Director Lamson **seconded** that **the Pease Development Authority (“PDA”) Board of Directors approves of and authorizes the Executive Director to:**

- 1. Expend funds in the amount of \$15,080.00 for legal services rendered to the Pease Development Authority from:
Sheehan Phinney Bass & Green
February 1, 2021 – February 28, 2021 \$ 3,567.00
(for Tradeport General Representation)**

February 1, 2021 – February 28, 2021 (in support of MS4 and CLF settlement implementation)	<u>\$11,513.00</u>
Total	<u>\$15,080.00</u>

2. **Expend funds in the amount of \$3,496.50 for legal services rendered to the Pease Development Authority from Anderson Kreiger as outside counsel for Federal Regulatory Advice from February 1, 2021 through February 28, 2021.**

For a total amount of \$18,576.50 in legal services

Discussion: None. Disposition: Resolved by unanimous (6-0) roll call vote for; motion carried.

XIV. Division of Ports and Harbors:

A. Reports:

1. **Port Advisory Council - Minutes of February 10, 2021 & March 10, 2021**

Geno Marconi (“Marconi”) Director of Ports and Harbors indicated that the Board packet contained the Port Advisory Council draft minutes of the March 10, 2021 in error, supposed to be the February 10, 2021 meeting. This is not an issue as the Port Authority Council met Wednesday (April 14th) and approved the minutes of March 10th.

Chairman Smith left the meeting at 11:21 a.m. and returned at 11:23 a.m.

2. **Commercial Mooring for Hire – Friends Forever, Inc.**

Marconi indicated that DPH just finished up mooring season as of March 1st and then there is a 10 business day filing period under the Administrative Rule, Commercial Mooring for Hire Moorings. Item #2 represents a new Commercial for Hire mooring in New Castle; item #3 are all of the Commercial Mooring for Hires that have reapplied. Under the rules, DPH makes a recommendation to the Executive Director that all of the requirements have been met and through the Delegation of Authority the Executive Director approves them.

3. **Commercial Mooring for Hire – Bayview Marina – 6 Moorings; Esther’s Marina – 3 Moorings; Gingrich – 1 Mooring; Great Bay Marine – 73 Moorings; Great Bay Yacht Club – 11 Moorings; Hampton River Board Club – 2 Moorings; Island Club New Castle, Inc. – 1 Mooring; Kittery Point Yacht Club – 8 Moorings; Lamprey River Marina – 6 Moorings; Metivier – 1 Mooring; Mud Cove Board Yard – 1 Mooring; Portsmouth Yacht Club – 14 Moorings; Pull and D.B. Inc. 1 Mooring; Sagamore Landing condominium Association – 1 Mooring; Southend Yacht Club – 1 Mooring; Split Rock Cove Family Trust - 1 Mooring; Szymd – 1 Mooring; Warpath Family Farm – 1 Mooring; Wentworth by the Sea Dockside Condominium**

Association - 1 Mooring; Wentworth by the Sea Marina – 2 Moorings

4. Commercial Mooring for Hire – Great Bay Marina – 5 Moorings

Marconi indicated this is new and had been asked for additional moorings to satisfy the boating moorings for that area which seems to be growing.

5. Commercial Mooring Transfer – Lyons to Love

Marconi indicated this is a mooring transfer; this is a commercial fishing business that has met all of the requirements.

6. Commercial Mooring for Hire – Point of View Condominium Association

Marconi indicated that under the regulations a Condominium Association is allowed to have one mooring and they decide who in the association can use the mooring.

7. Foreign-Trade Zone #81 Annual Report

Marconi indicated the report was filed on March 31st; this item was added to provide the Board with an idea of the activity here in NH. While it is relatively small in comparison to other states, it is important to NH; last year there were two companies (Textile Coated International located in Manchester & Millipore Corp. located in Jaffrey) which utilized the FTZ. This year, there are three with the addition of Rochester Electronics. The information provided by these business, and DPH, to the FTZ board is business proprietary. The FTZ Act was established in 1932 to give tax incentives to companies that would normally work offshore to locate within the continental United States to create jobs and stimulate the economy (this holds true today). Marconi indicated two of the largest industries that utilize the FTZ are pharmaceutical and petroleum companies. One of the biggest advantages is a high value component to what they are manufacturing to what is imported from overseas with a high duty rate. Once the imported component is put into the finished product and the finished product enters the commerce United States, the finished product does not have a duty on it at all which saves them a considerable amount of money. This is a tool that is utilized by state and county government, towns and municipalities for companies interested in becoming located here in New Hampshire (i.e. Rochester Electronics moved to Pease from Newburyport, MA).

Anderson asked of the Friends Forever Commercial Mooring for Hire; Marconi indicated that Leonard Seagren owned a shorefront home that he recently deeded over to Friends Forever. Marconi indicated they intend on putting a boat on the mooring in order to take the kids they work with out in the boat; this is a non-profit organization. Ferrini indicated he suspects that since the program is called a “Life Boat Experience” for kids (i.e.; kids from Northern Ireland) he expected it would be used for a purpose; Marconi stated it is interesting the life lessons that are learned on a boat.

B. Approvals:**1. Reappointment of Captain Richard C. Holt, Jr. - Class I Pilot**

Director Levesque moved the motion and Director Anderson seconded that the Pease Development Authority Board of Directors, in accordance with NH Code of Administrative Rules Pda 300 Port Captains, Pilots and Pilotage, and the memorandum of Geno Marconi, Division Director, dated March 16, 2021, attached hereto, hereby approves the reappointment of Captain Richard C. Holt, Jr. as a Class I Pilot for the Portsmouth Harbor and Piscataqua River through March 4, 2026.

Discussion: Levesque congratulated Captain Holt. Disposition: Resolved by unanimous (6-0) roll call vote for; motion carried.

2. Appledore Marine Engineering – Regulatory Approvals for Main Wharf Dredging Improvements

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 contract with Appledore Marine Engineering, LLC, the Division of Ports and Harbors' ("DPH") on-call marine engineer, in a total amount not to exceed \$46,721.00 from the Harbor Dredging and Pier Maintenance Fund, to assist the DPH in obtaining the necessary regulatory approvals for Main Wharf dredging improvements; all in accordance with the memorandum of Geno J. Marconi, dated April 6, 2021.

Discussion: None. Disposition: Resolved by unanimous (6-0) roll call vote for; motion carried.

XV. New Business:**XVI. Upcoming Meetings:**

Audit Committee	May 17, 2021 @ 8:30 a.m.
Board of Directors	May 20, 2021 @ 8:30 a.m.

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

XVII. Directors' Comments:

Smith commended the Board for doing its due diligence and being deliberate and thoughtful in its deliberations.

XVIII. Adjournment:

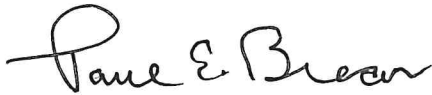
Director Fournier moved the motion and Director Lamson seconded to adjourn the Board meeting. Meeting adjourned at 11:33 a.m.

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


XIX. Press Questions:

No press on were at the meeting or on via Zoom.

Respectfully submitted,



Paul E. Brean
Executive Director

- * Related Materials Attached
- ** Related Materials Previously Sent
- *** Related Materials will be provided under separate cover
- + Materials to be distributed at Board Meeting
-  Confidential Materials