

PEASE DEVELOPMENT AUTHORITY

Thursday, April 18, 2019

BOARD OF DIRECTORS MEETING  
MINUTES

Presiding: Kevin H. Smith, Chairman  
Present: Peter J. Loughlin, Vice Chairman; Robert A. Allard, Treasurer; John P. Bohenko; Margaret F. Lamson; and Franklin G. Torr  
Absent: Neil Levesque  
Attending: David R. Mullen, Pease Development Authority (“PDA”) Executive Director; Lynn M. Hinchee, PDA Deputy Executive Director and General Counsel; PDA staff members; members of the public.

AGENDA

I. Call to Order

Chairman Smith called the meeting to order at 8:06 a.m. in the Board conference room on the Pease International Tradeport at 55 International Drive, Portsmouth, New Hampshire.

II. Acceptance of Meeting Minutes: March 14, 2019

Director Torr moved and Director Lamson seconded that **the Pease Development Authority Board of Directors hereby accepts the minutes of the March 14, 2019 Board meeting.** Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

III. Public Comment

There were no public comments. However, Deputy Director and General Counsel Lynn Hinchee (“Hinchee”) recognized Anthony Blenkinsop who will be starting at the end of the month as the new Deputy General Counsel and special thank you to Marie Alexsy who came back to help out; she will be back in December for her recognition of 20 years with PDA.

IV. Old Business

A. Approvals

1. Lonza Biologics, Inc. – Concept Plan Approval

Director Loughlin moved and Director Allard seconded that **the Pease Development Authority Board of Directors hereby approves of the Conceptual Site Plan submitted by Lonza Biologics, Inc. (“Lonza”) attached hereto for supporting infrastructure improvements at the premises located at 101 International Drive; subject to Lonza securing the requisite variance from the City of Portsmouth for the additional fuel storage associated with the installation of two diesel generators; all in accordance with the memorandum from Maria J. Stowell, P.E., Manager – Engineering dated April 10, 2019 and attached hereto.** Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

V. Audit Committee Report

A. Approvals

1. Berry Dunn McNeill and Parker, LLC – Contract Extension

Director Bohenko provided a report to state that the Audit Committee met on Monday and the primary discussion was extension of the contract for Berry Dunn. One of the key items is they wanted to change the principal; this is request is common. The fee will be the same that it has been for the past four years in the amount of \$55,000 - that amount has been guaranteed for the next three (3) years. Finance Director Irv Canner (“Canner”) has always had his financial statements in order which has assisted the auditors. Director Lamson spoke to her attendance of the Audit Committee meeting and how she is pleased that the contract will be extended.

**B. Reports**

1. **Audit Engagement Letter**
2. **2020/21 Audit Fee Structure**
3. **Pre-Audit Communications**

Director Bohenko moved and Director Allard seconded that **the Pease Development Authority (“PDA”) Board of Directors approves of amending the existing audit contract with the firm of Berry, Dunn, McNeil and Parker, LLC to enter into a one (1) year extension with two (2) additional one (1) year options, to perform the annual external audit, as required by the Comptroller General of the United States, the provisions of the Single Audit Act, OMB Circular A-133 and RSA 12-G:29, of the PDA’s consolidated financial statements for the fiscal years ending June 30, 2019, 2020 and 2021 as described in the Proposed Engagement Letter and Pre-Audit Communications presentation. The contract extension is expressly conditioned on the assignment of a new Engagement Principal by the firm commencing with the June 30, 2019 audit; all in accordance with the recommendation of the Audit Committee at its meeting of April 15, 2019. Discussion: None. Disposition: Resolved by unanimous vote for: motion carried.**

**VI. Golf Committee Report**

**A. Reports**

1. **Grill 28 – Restaurant Equipment Purchase**
2. **Galley Hatch Restaurant, Inc. – Exercise of Contract Option**

Director Bohenko provided a report stating that the Golf Committee met on Monday and an item which was discussed was restaurant equipment purchase. There had been an appropriation of \$35,000 for expansion of kitchen equipment. However due to constraints within the kitchen and the Type 1 hood, the expansion would not be feasible without extensive cost. After discussion with staff the Golf Committee approved a list of items attached to the memo of Executive Director Mullen provided in the Board agenda, the items remain under the \$9,000 so there is no need for a vote.

Director Mullen spoke to the request of Galley Hatch to exercise its one year extension of its contract to October 31, 2020.

**B. Approvals**

1. **Pease Golf Course Tee Time Cancellation Policy**

Director Allard moved and Director Bohenko seconded that **the Pease Golf Committee, the Pease Development Authority Board of Directors approves of and adopts the “Pease Golf Course Cancellation Process, Policy and Fee Structure for Outdoor Golf Rounds and Indoor Golf Simulators” attached hereto and applicable to reservations made after April 19, 2019; all in accordance with the memorandum from Scott D. DeVito, PGA General Manager, dated April 15, 2019 attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for: motion carried.**

## **VII. Finance Committee Report**

### **A. Reports**

- 1. Operating Result for 8 Month Period Ending February 28, 2019**
- 2. Nine Month Cash Flow Projections to December 31, 2019**
- 3. Capital Improvement Plan – FY 2019 - FY 2026**

Director Allard deferred to Finance Director Irv Canner (“Canner”) to provide the Finance Committee report. Canner indicated that the Finance Committee also met on Monday and three (3) reports were reviewed. Director Lamson spoke to the Capital Improvement documentation provided and that it was done very well.

Canner spoke to the Operating Results showing that revenues are up 5% due to fuel sales and wharfage & dockage activities and that operating expenses are down 4%. Looking ahead to end of June the projection will hold this same trend. The CLF fine will be booked in March drawing PDA over budget in professional services – it is being projected that the operating expenses will be over. As of today, PDA has 118 employees and PDA is ramping up for the summer season. Have not had the need to use the Revolving Line of Credit (“RLOC”). Canner also spoke to the various projects and activities that have been ongoing at Golf Course, Airport and Division of Ports and Harbors. It was stated that the pay-for-parking has exceeded projections and that revenues indicate that the cost of the system has already been paid for. PDA had approximately 35,000 enplanements through the end of March. Skyhaven stays at a steady state. Golf Course operations show an increase in revenues of 4%, golf simulator revenue is up 20% and Grill 28 is flat on a cumulative basis - is roughly the same as last year. Port Authority has had a good year with fuel sales and dockage use covering 95% of their operating revenue.

The Nine Month Cash Flow Projections indicate that in November or December it will be necessary to utilize the RLOC. This will be due to capital expenditures such as the airport expansion and runway project; these are non-grant related items which. It is anticipated that the airport construction will cost \$8.2 million dollars with a breakdown of \$1.2 funding through grants and \$7 million being funded internally for the airport expansion.

Capital Improvements Plan has projects representing \$126 million (\$49 million internally funded and \$78 million of grant funded) of activities at the PDA and the Port. These are recommendations that are to be placed on radar screen and have been discussed with all Department Heads and all projects have influencing factors/sensitivities that are reviewed both in revenue and expense. Annual review indicates the projects for consideration and significant numbers associated with each project. Some projects may be considered discretionary, but this package shows the impacts. Of note, if some projects were to be removed for consideration we may not have a significant impact on our cash balances.

Director Lamson stated she forgot to ask at the Finance Meeting about the solar farm. Canner indicated it is a potential idea at both at PDA and at Skyhaven.

Chairman Smith asked what is a snow melter for \$4 million. Canner indicated that Airport Director Paul Brean (“Brean”) is in attendance and could speak to the question. Brean indicated that currently we haul and stock snow; due to development at PDA the snow storage is limited. A snow melter is a natural gas fired pit furnace where the snow would be plowed directly into and turns into stormwater. Currently Manchester Regional utilizes a snow melter. Executive Director Mullen (“Mullen”) indicated that this would be a co-project with the Air National Guard so it would not be completely PDA expense.

Chairman Smith ask what was a windbreak for walkway. Canner indicated that it would be at the airport here. Brean further stated that there is approximately 500’ between the long term parking lot and



the terminal and this would be a shield for the passengers walking to the terminal (something like you see at a college campus).

**VIII. Licenses/ROE/Easements/Rights of Way**

**A. Reports**

1. **Rochester Electronics, LLC – 19 Durham Street**
2. **B & H AirPower, LLC –Skyhaven Airport Hangar 5**

Executive Director Mullen announced short term leases of Rochester Electronics and B & H Airpower while negotiating long term leases.

**IX. Leases**

**A. Reports**

1. **119 International Drive, L.L.C. – 15 Rye Street**
2. **100 International LLC – 100 International Drive**

Executive Director Mullen reported that 119 International Drive, L.L.C. entered into a subleases with Northeast Credit Union for 5,257 square feet within the leased premises at 15 Rye Street until June 16, 2023; and 100 International Drive, LLC with Bottomline Technologies for 13,186 square feet commencing September 1, 2019 and 13,614 square feet commencing July 1, 2020 within the leased premises at 100 International Drive, until September 30, 2032. The premises will be used for office and related uses. Director Lamson approved the subleases.

**X. Signs**

**A. Approvals**

1. **75 New Hampshire LLC – 85 New Hampshire Avenue**

Director Lamson moved and Director Loughlin seconded that the Pease Development Authority Board of Directors hereby approves of the proposed signs for 75 New Hampshire, LLC, for the premises located at 85 New Hampshire Avenue subject to the approval of a variance by the City of Portsmouth Zoning Board of Adjustment; all in accordance with the memorandum of Maria J. Stowell, P.E., Engineering Manager, dated April 5, 2019, attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for: motion carried.

**XI. Contracts/Agreements**

**A. Approvals**

1. **Franklin Paint Company – Airfield Marking Equipment**

Director Torr moved and Director Lamson seconded that the Pease Development Authority Board of Directors approves of and authorizes the Executive Director to enter into an agreement with Franklin Paint Company (“FPC”) in a total amount not to exceed \$31,295.95 for the purchase of a Graco LineLazer V250DC (“Graco”) pavement marking machine for use at Portsmouth International Airport at Pease (“PSM”) and Skyhaven Airport (DAW); all in accordance with the memorandum of Paul E. Brean, Airport Director, dated April 4, 2019, attached hereto.

In accordance with the provisions of RSA 12-G:8 VIII, the Board justifies the waiver of the RFP requirement based on the following reasons:



1. The Graco LineLazer V250DC is purposed for applying the smaller more precise taxiway markings which PDA's current piece of equipment is unable to accomplish.
2. PDA presently owns an estimated \$7,000 of Graco parts for the current piece of equipment which are compatible with the Graco LineLazer.
3. Both machines are designed to distribute F.A.A. required latex waterborne traffic marking paint and Type I and III reflective glass beads.
4. Additional training will not be required for both operators and mechanics because they are currently trained on Graco equipment.
5. Franklin Paint Company is the sole supplier of Graco equipment in the New England area meeting the required specifications to remedy the non-compliant taxiway painted markings.

**Note:** This motion requires 5 affirmative votes. Discussion: None. Disposition: Resolved by unanimous vote for: motion carried.

2. **Horsley Witten Group – Environmental Contract**

Director Bohenko moved and Director Allard seconded that the Pease Development Authority Board of Directors approves of and authorizes the Executive Director to enter into a contract with Horsley Witten Group in a total amount not to exceed \$107,360 for the provision of consulting services specified in the PDA/CLF Settlement Agreement; all in accordance with the memorandum of Maria J. Stowell, dated April 10, 2019, attached hereto.

In accordance with the provisions of RSA 12-G:8 VIII, the Board justifies the waiver of the Requests for Qualifications and any applicable RFP requirement based on the agreed settlement.

**Note:** This motion requires 5 affirmative votes. Discussion: None. Disposition: Resolved by unanimous vote for: motion carried.

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

**A. Reports**

1. **PDA Office Hours**

Executive Director Mullen indicated a change in current office hours Monday through Thursday to 7:30 a.m. to 4:30 p.m. and on Fridays from 7:30 a.m. to 4:00 p.m. with half hour for lunch. This will bring the PDA hours in line with the State office hours and this schedule works well with our staff and meets our public needs; the hours will become effective today.

2. **Golf Course Operations**

EJ Chea, Head Superintendent, reported that the Golf Course had its best year with the simulators; opened 9 holes March 31st; opened 9 holes open as of April 6th, and shooting for all 27 holes to be open by April 19<sup>th</sup>. The course came through the winter well which is why they were able to get early golf in this year. This year they will be renovating sand trap bunkers in-house and repairing cart paths. Director Bohenko asked how the course held up after Monday's rain; EJ indicated it did very well and the Golf Course was open on Tuesday.

### 3. Airport Operations

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

Airport Director Paul Brean indicated that March the terminal has been the busiest since 2008. During the month of March there were 13,000 in the terminal, of which 7,500 were scheduled and 5,000 were troops; so for the year just shy of 35,000 enplanements. The fuel flowage was 1.1 million gallons; there were 2,600 transaction for the pay for parking; so for year we are cash flow positive at this point. Allegiant starts service to Myrtle Beach on June 6<sup>th</sup> and Savannah on June 8<sup>th</sup>. PDA will be hosting a small Allegiant delegation in May for the Chambers "Hit the Decks" event. Allegiant's Government Affairs Officer and a lead air route planning manager will be in town to see what Portsmouth offers in the summer. Frontier has extended its Orland travel through November. Director Bohenko inquired as to the schedules of Allegiant and Frontier. Brean indicated that currently Frontier has three trips a week scheduled and Allegiant has daily departures between Orland, Sanford and Punta Gorda. Director Lamson asked Brean the types of planes utilized by Allegiant and Frontier and Brean indicated that they vary between A320, A321 and A319. Brean indicated that he has a noise report and that so far there have been no complaints on fixed winged activity with the exception of military. Director Lamson further asked if Frontier flies only A320s; Brean indicated they have A319s depending on the load factors.

#### Skyhaven Airport (DAW)

Brean indicated that they have based a citation jet in Hangar 5 so they are receiving rent. It is good to see a jet of that size up there and he is hoping this will bring more registrations.

#### Noise Line Report

There were two formal fixed wing noise complaints from Dover and Eliot Maine regarding a KC 10 aircraft (refueling type of military aircraft) due to size its appearance seems as though it flies low.

Chairman Smith indicated that Brean had previously forwarded a photo full of aircraft traffic. Brean indicated that there were four (4) aircraft operating out of the terminal within an hour resulting in approximately 2,100 passengers through the terminal in two hours.

#### B. Approvals

##### 1. Personnel - Landside Operation Specialist

Director Allard moved and Director Torr 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, the Pease Development Authority Board of Directors hereby approves of and authorizes the Executive Director to create the full time position of Landside Operation Specialist; and to immediately fill the position with an appropriately qualified candidate; all in accordance with the memorandum of Paul Brean, Airport Director, dated April 2, 2019 attached hereto.**

Discussion: Director Bohenko asked if Brean would speak to this position. Brean indicated that in follow-up to the previous discussion the airport is seeing not only the troops but an expansion in the passenger travel looking for amenity expectations such as concession, car rentals. This position would be scheduling the support necessary for the amenities parking, security in the terms for processing smoothly. This person will also support some current operational, security and safety activities and would be on staff during flight activity. This would be a full-time, entry level position. Director Bohenko asked if this position would be posted in professional publications and Brean indicated in the affirmative.

Disposition: Resolved by unanimous vote for: motion carried.

**2. Bills for Legal Services**

Director Loughlin moved and Director Torr seconded that **The Pease Development Authority Board of Directors authorizes the Executive Director to expend funds in the total amount of \$44,270.19 for the following legal services rendered to the Pease Development Authority.**

1.	<b><u>Kutak Rock, LLP</u></b>		
	Through January 31, 2019	\$ 1,230.00*	
	Through February 28, 2019	\$ 1,148.00*	
		\$ 2,378.00	
			\$ 2,378.00
2.	<b><u>Sheehan Phinney Bass + Green</u></b>		
	Through February 28, 2019	\$ 2,987.00	
	Through February 28, 2019	\$17,835.00	
	Through February 28, 2019	\$ 3,277.00	
	From January 2019 through February 28, 2019	<u>\$17,793.19</u>	
		\$41,892.19	\$41,892.19
		Total	<u>\$44,270.19</u>

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

**XIII. Division of Ports and Harbors**

Geno J. Marconi (“Marconi), Division Director of the Division of Ports and Harbors (“DPH”), reported on Division activities, and the approvals sought before the Board represent the current business at the DPH. Marconi mentioned that the Port Committee met on April 5, 2019 and the meeting information was inadvertently omitted from the agenda.

**A. Reports**

**1. Port Advisory Council**

Geno Marconi, Division Director, reported that the Port Advisory Council met February 3, 2019 and the minutes are included in the agenda.

**2. Morton Salt Inc. – Exercise of Option**

Marconi indicated that Morton Salt was exercising one of its options there are two (2) remaining options (May of 2019 to May of 2020 and May of 2020 to May of 2021) with the existing contract.

**3. Two In The Bush, LLC d/b/a Savage Boat Charters – ROE / Rye Harbor**

Marconi indicated that under the Delegation of Authority, Director Mullen executed a ROE for a small charter boat operation to pick up passengers at Rye Harbor.



#### 4. Commercial Mooring for Hire Permit Applications

Applicant	Number of Permits	Business	Approval
Bayview Marina, LLC	3	Marina	3/18/19
Esther's Marina, LLC	3	Marina	3/18/19
Jay Gingrich	1	Shorefront tenant	3/18/19
Great Bay Marina	73	Marina	3/18/19
Great Bay Yacht Club	11	Yacht Club	3/18/19
Hampton River Boat Club	2	Boat Club	3/18/19
Island Club New Castle, Inc.	1	Boat Club	3/18/19
Kittery Point Yacht Club	8	Yacht Club	3/18/19
Lamprey River Marina	6	Marina	3/18/19
Matthew Metivier	1	Shorefront tenant	3/18/19
Mud Cove Boat Yard	1	Shorefront tenant	3/18/19
Dorothy Oliver	1	Shorefront tenant	3/18/19
Portsmouth Yacht Club	14	Yacht Club	3/18/19
Sagamore Landing Homeowners Assn	1	Shorefront Condo	3/18/19
Southend Yacht Club	1	Yacht Club	3/18/19
Split Rock Cove, Ltd	1	Shorefront tenant	3/18/19
Warpath Family Farm	1	Shorefront tenant	3/18/19
Wentworth by the Sea Dockside Condominium Association	1	Shorefront Condo	3/18/19
Wentworth by the Sea Marina (Pier People LLC)	2	Marina	3/18/19

Marconi indicated that under the Code of Administration of Rules there is an ability to have a Commercial for Hire allowed and upon review by the Harbor Master a recommendation is made to the Executive Director who is allowed to sign off on these through the Delegation of Authority.

Marconi indicated that around the 1<sup>st</sup> of May the Port has a heavy lift ship coming in with windmill products (towers, cells, hubs and rooters) for a project going on over in Antrim. Next week the Port will be meeting with the transportation company and police entities to coordinate transportation of these large items. It has not been confirmed yet but in the past items such as these have been transported during the evening in order to minimize the traffic disruption. Due to the size of the items and the limited space at the Port Authority, DPH has worked with Breaun and t FAA to allow storage of the towers on the north apron.

#### B. Approvals

##### 1. Pda 300 Pilots and Pilotages Rules – Adoption

Director Bohenko moved and Director Lamson seconded that in accordance with RSA 12-G:42, X(a), the PDA Board of Directors hereby:

- a. adopts the Administrative Rules designated as Chapter Pda 300, Pilots and Pilotage, as amended in accordance with the Conditional Approval issued on January 19, 2019 by the Joint Legislative Committee on Administrative Rules (“JLCAR”) attached hereto;
- b. directs that in accordance with RSA 541-A:14, III, the Division Director submit Chapter Pda 300, as adopted, to the Office of Legislative Services for filing; and

- c. directs Chapter Pda 300 shall be deemed effective on the day after filing with the Office of Legislative Services.

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

## 2. Hampton Harbor – Float Dock Replacement

Director Bohenko moved and Director Torr seconded that the Pease Development Authority (“PDA”) Port Committee the PDA Board of Directors ratifies and approves of the contract with Riverside and Pickering Marine Contractors in a total amount not to exceed \$14,300 from the PDA-Division of Ports and Harbors Harbor Dredging and Pier Maintenance fund for replacement of the floating dock at the Hampton Harbor Marine facility; all in accordance with the memorandum of Geno Marconi, Division Director, dated April 4, 2019 attached hereto.

Further, in accordance with the provisions of RSA 12-G:8 VIII, the Board justifies the waiver of the RFP requirement based on the following reasons:

1. The floating dock at the Hampton Harbor Marine Facility was storm damaged beyond repair and requires replacement;
2. The floating dock is integral to the operations of the Hampton Harbor Facility and a delay in repair will delay the start of operations and be detrimental to the commercial, recreational and private interests that use the facility;
3. The fuel float and all other floating docks in the subject section are dependent on the float;
4. Following receipt of the drawings prepared by Appledore Marine Engineering, Inc., the Division contacted three marine contractors who have previously done work at Division property and requested quotes to replace the float.
5. Riverside and Pickering Marine was the lowest qualified bid at \$14,300.

**Note:** This motion requires 5 affirmative votes. Discussion: None. Disposition: Resolved by unanimous roll call vote for: motion carried.

## 3. NAS Fuel, LLC dba Atlantic Fuels - Right of Entry

Director Lamson moved and Director Loughlin seconded that the Pease Development Board of Directors authorizes the Executive Director to issue a Right of Entry to NAS Fuels, LLC d/b/a Atlantic Fuels, Inc., for the purpose of fuel dispensing at PDA-DPH facilities all in accordance with the terms and conditions contained in the Memorandum of Geno J. Marconi, Division Director, dated April 3, 2019 attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for: motion carried.

## 4. Independent Boat Haulers – Right of Entry

Director Torr moved and Director Allard seconded that the Pease Development Authority Board of Directors hereby approves of and authorizes the Executive Director to execute a Right of Entry with Independent Boat Haulers, Inc. for the purpose of using Rye Harbor, NH Marine Facility, on terms and conditions set forth in the memorandum from Geno J. Marconi, Division Director, dated April 9, 2019 and attached hereto. Discussion: None. Disposition: Resolved by

unanimous roll call vote for: motion carried.

**5. Broco Oil, Inc. – Right of Entry**

Director Allard moved and Director Torr seconded that the Pease Development Board of Directors authorizes the Executive Director to issue a Right of Entry to Broco Oil of N. Reading, MA, for the purpose of fuel dispensing at PDA-DPH facilities; all in accordance with the terms and conditions contained in the Memorandum of Geno J. Marconi, Division Director, dated April 4, 2019 attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for: motion carried.

**6. Appledore Marine Engineering, LLC – Market Street Terminal / Main Wharf Rehabilitation**

Director Loughlin moved and Director Lamson seconded that the Pease Development Authority (“PDA”) Port Committee, the PDA Board of Directors approves of and authorizes the Executive Director to enter into a contract with Appledore Marine Engineering, Inc. (PDA’s on call marine engineering provider) in a total amount not to exceed \$74,107 (subject to authorization of the Capital Budget Overview Committee (“CBOC”)) to conduct the review required under the National Environmental Protection Act;

Further, the PDA Board of Directors hereby authorizes the Director of the Division of Ports and Harbors to submit a request to the CBOC for the purpose of seeking the release of the \$74,107 appropriated and set aside by the NH Legislature for said project;

all in accordance with the memorandum of Geno J. Marconi, Director, Division of Ports and Harbors, dated April 4, 2019, attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for: motion carried.

**7. Pda 500 Moorings and Anchorages - Revised Initial Proposal**

Director Torr moved and Director Allard seconded that The Pease Development Board of Directors hereby approves the Initial Proposal attached hereto, which supersedes the Initial Proposal approved by the Board on March 14, 2019, for the re-adoption with amendments to Administrative Rules Pda 500 Moorings and Anchorages.

Further, the Board authorizes the Division Director to take any necessary or recommended action in furtherance of this matter; all in accordance with the Memorandum of Geno Marconi, Division Director, dated April 10, 2019, attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for: motion carried.

**XIV. New Business**

**XV. Special Events:**

**A. Report \***

1. American Lung Association Bike Event
2. Runner’s Alley 5k Road Race



Executive Director Mullen indicated that Cisco Brewers will be sponsoring two events; the first will be held on May 5<sup>th</sup> which is a bike rally to benefit the American Lung Association and the second is a road race being held on May 26<sup>th</sup> to benefit the Kremple's Brain Injury Foundation.

#### **XVI. Upcoming Meetings**

Board of Directors May 16, 2019  
Residential Housing Study Committee May 23, 2019 @ 8:30 a.m.

**All Meetings begin at 8:00 a.m. unless otherwise posted.**

#### **XVII. Directors' Comments**

Director Bohenko indicated that ASTR was at the Portsmouth City Council meeting Monday evening and reported on PFOS and are doing public outreach; not sure if PDA may want to reach out to ASTR for outreach purposes.

Director Lamson indicated that ASTR also attended a Newington Selectmen's meeting. Select Board member, in attendance of the Board of Directors' meeting, was asked to elaborate on the ASTR presentation. Select Board member Ken Latchaw spoke of the interesting point of no definition of "long time exposure". Therefore, Latchaw asked for a definition and it was indicated that it would be one year.

Director Bohenko spoke to the fact that since 2014, at PDA, no one has been exposed to the PFOS and PFOA as the well was shut down immediately. Now five (5) years later the testing at the Haven Well is indicating non-detect due to the carbon filters which are working very well.

Deputy General Counsel Hinchee indicated that PDA advises its employees directly on the meetings and notifications in order for the employee to follow-up with the state and federal agencies.

Latchaw indicated that ASTR stated that there is a string of long chain chemicals that do not breakdown. Testing is ongoing but speaking to the future there is an unknown until more chemicals are identified.

Director Torr indicated that during his attendance at the Port Committee meeting he noticed the ongoing stream of truck activity at the Port, both incoming and outgoing; complimented Marconi and his staff on the coordination and the financial impact the activity has on the state.

Chairman Smith stated that he saw the Wentworth Douglass signs on the way in this morning and felt as though they looked nice, while Director Torr thought the sign looked too busy. Hinchee indicated that originally the sign indicated slightly different language but Wentworth Douglass wanted to avoid confusion of a hospital setting and avoid someone heading there with an emergency need. Wanted there to be a clear distinction on the purpose of the buildings.

#### **XVIII. Non-Public Session**

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

1. **NHRSA 91-A:3, Paragraph II(d) for the purpose of discussing the acquisition, sale or lease of property;**

**Note:** This motion requires 5 affirmative votes. Discussion: None. Disposition: Resolved by unanimous roll call vote for: motion carried.

Went into Non-Public Session 9:11 a.m.

Came out of Non-Public Session 10:09 a.m.

**XIX. Vote of Confidentiality**

Director Lamson moved and Director Torr seconded that 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 18, 2019 meeting related to property leasing, if disclosed publically, a) render the proposed actions ineffective; and 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.

**Note:** This motion requires 5 affirmative votes. Discussion: None. Disposition: Resolved by unanimous roll call vote for: motion carried.

**XX. Adjournment**

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

**XXI. Press Questions**

No members of the press attended the meeting.

Respectfully submitted,



David R. Mullen  
Executive Director